



AGENDA

Ordinary Meeting

**To be held at Council Chambers
Sir Albert Abbott Administration Building
73 Gordon Street, Mackay**

On Wednesday 25 October 2023

Commencing at 10:00 AM

ORDER OF BUSINESS

ITEM	PAGE
1. Attendance.....	4
2. Opening Prayer	4
3. Absent on Council Business	4
4. Apologies.....	4
4.1. Leave of Absence - Cr Townsend.....	4
5. Condolences.....	4
6. Conflict of Interest	4
7. Confirmation of Minutes.....	4
8. Business Arising out of Previous Minutes	4
9. Mayoral Minutes	6
10. Consideration of Committee Reports & Recommendations.....	6
10.1. Audit Committee - Minutes of Meeting 10 October 2023	7
11. Correspondence and Officer's Reports	12
11.1. Office of the Mayor and CEO.....	12
11.1.1. Mayor's Monthly Review Report.....	12
11.1.2. Chief Executive Officer's Monthly Review Report - September 2023.....	24
11.1.3. Schedule of Council Meetings 2024	46
11.1.4. Adoption of Council Policies	50
11.1.5. Contractual Arrangement Exemption - External Representatives for the Audit Committee ..	100
11.2. Capital Works	103
11.3. Community Services	103
11.3.1. Mackay Local Disaster Management Plan	103
11.4. Planning, Growth & Sustainability.....	105
11.4.1. Facilitating Development in the Mackay Region Policy - Childcare Centre - Lot 710 Cutler Drive, Andergrove.....	105
11.4.2. Facilitating Development in the Mackay Region Policy - Xanth Lodge - 62 Smalley's Beach Road, Cape Hillsborough	118
11.4.3. Facilitating Development in the Mackay Region Policy - Beaconsfield Childcare Centre - 106 and 108 Eaglemount Road, Beaconsfield	129
11.4.4. Facilitating Development in the Mackay Region - 3 Wellington Street, Mackay.....	144
11.4.5. Request for Waiver of Infrastructure Charges and Headworks Contributions.....	163

11.5. Engineering and Commercial Infrastructure	167
11.6. Corporate Services	167
11.6.1. Budget Review - September 2023-2024	167
11.6.2. Strategic Financial Report - September 2023	178
11.6.3. New Lease to Yuwi Aboriginal Corporation RNTBC - Ex Tourist Information Centre - Nebo Road, West Mackay	200
11.6.4. Football Queensland - Additional Lease Area	204
12. Receipt of Petitions.....	208
12.1. Petition - Off Leash Dog Park for Slade Point	208
13. Tenders	214
14. Consideration of Notified Motions.....	214
15. Public Participation.....	214
16. Late Business.....	214
17. Confidential Reports	214
17.1. Approved Sponsorship Under The Invest Mackay Events Conference Attraction Program - September 2023	214
17.2. Draft Minutes - Invest Mackay Events and Conference Attraction Program Advisory Committee - 3 October 2023.....	214
17.3. Approved Concessions Under the Facilitating Development in the Mackay Region Policy - September 2023	214
18. Meeting Closure	214
19. For Information Only.....	214
19.1. Development Applications - September 2023	214
19.2. Building Works Statistics - September 2023	220

1. ATTENDANCE

2. OPENING PRAYER

3. ABSENT ON COUNCIL BUSINESS

4. APOLOGIES

4.1. LEAVE OF ABSENCE - CR TOWNSEND

THAT Cr Townsend be granted leave of absence for today's Meeting as approved at the Council Meeting on 27 September 2023.

5. CONDOLENCES

6. CONFLICT OF INTEREST

7. CONFIRMATION OF MINUTES

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

UPDATE ON QUESTIONS ARISING FROM COUNCIL MEETING – 27 SEPTEMBER 2023

AGENDA ITEM	MATTER	RESPONSE
11.1.2	Chief Executive Officer's Monthly Review Report – August 2023	<p>Koch's Road Culvert Replacement</p> <p>As an update to the statement in the Engagement Section of the CEO Report. The work has not yet commenced. Below details of the planned work and traffic management strategy.</p> <ul style="list-style-type: none">• The work is scheduled for late October start (23/10/23).• Works anticipated to take 8 weeks to complete (weather permitting).• The work is scheduled to be completed by mid December.• Engagement has commenced with the local farmers/residents and is ongoing.• Traffic is planned to be managed to allow access for haulage movements through the site.

9. MAYORAL MINUTES

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

10.1. AUDIT COMMITTEE - MINUTES OF MEETING 10 OCTOBER 2023

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

Attachments	1. Final Minutes [10.1.1 - 4 pages]
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Purpose

To receive the draft final minutes of the Audit Committee (the Committee) meeting held on 10 October 2023.

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 10 October 2023 is presented.



FINAL MINUTES

Audit Committee

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

On Tuesday 10 October 2023

AUDIT COMMITTEE - TUESDAY 10 OCTOBER 2023

ORDER OF BUSINESS

ITEM	PAGE
Acknowledgement to Country	3
1. Attendance	3
2. Apologies	3
3. Conflict of Interest.....	3
4. Reports to Be Tabled	3
4.1. Draft Financial Statements 2022/2023	3
4.2. Draft Closing Report - External Audit	6
5. Meeting Closure	7

AUDIT COMMITTEE - TUESDAY 10 OCTOBER 2023

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

1. ATTENDANCE**Committee Members:**

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

Observers:

Cr K May.

Council Officers:

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

Visitors:

Ms J Prinsloo (Financial Accounting Co-ordinator), Mr P Hinton (External Auditor, SBB Partners) & Mr J Gould (External Auditor, SBB Partners).

The meeting commenced at 10.00 am.

The Chair advised that Cr Hassan is appointed the proxy (voting member) due to the absent of Cr Bella.

2. APOLOGIES

Cr Bella

3. CONFLICT OF INTEREST

Nil

4. REPORTS TO BE TABLED**4.1. DRAFT FINANCIAL STATEMENTS 2022/2023**

10.15am Mayor Cr GR Williamson, Cr May and S Owen (CEO) entered the meeting.

The Committee requested the following additional amendments to the statements:-

- Page 8 – Note 21 provisions – the second table to include a year (2022) after July in both the opening and closing balance areas.
- Page 42 – Note 23 Asset revaluation surplus – to include an applicable year in both opening and close balance areas.
- Include additional disclosure table in Note 16 b) Contract Liabilities

Audit Committee Resolution AC-2023-41

THAT the Audit Committee receive the updated 2022/23 unaudited draft Annual Financial Statements and the additional papers outlining the amendments.

AUDIT COMMITTEE - TUESDAY 10 OCTOBER 2023

AND THAT the Audit Committee recommend the updated 2022/23 unaudited draft Annual Financial Statements as amended to reflect the additional papers to the Mayor and Chief Executive Officer for signing and submission to the Auditor-General.

Moved Cr Hassan

**Seconded Monica McKendry
CARRIED**

4.2. DRAFT CLOSING REPORT - EXTERNAL AUDIT

The draft closing report is noted. The Committee requested a closing statement to be added to the Provision of Restoration Costs.

5. MEETING CLOSURE

The Committee congratulated and acknowledged the work of the Financial Services team to deliver these statements.

The next meeting is Thursday 07 December 2023.

Meeting closed at 10.45 am.

11. CORRESPONDENCE AND OFFICER'S REPORTS

11.1. OFFICE OF THE MAYOR AND CEO

11.1.1. MAYOR'S MONTHLY REVIEW REPORT

Author	Mayor (Greg Williamson)
Responsible Officer	Mayor (Greg Williamson)
File Reference	DMRR

Attachments

1. Mayoral Monthly Report - September- October 2023 [**11.1.1.1** - 11 pages]

Purpose

To provide Council with the Mayor's Monthly Review Report for the month of September/October 2023.

Related Parties

Nil

Officer's Recommendation

THAT the Mayor's Monthly Review Report for September/October 2023 be received.

MAYORAL MONTHLY REVIEW REPORT

SEPTEMBER/OCTOBER 2023



Mayor Greg Williamson



SUMMARY OF CONTENT

Key Events Attended

Key Events Attended – Points of Note

Key Meetings Held

Key Meetings Held – Points of Note

KEY EVENTS ATTENDED

Listing of key events attended as Mayor representing council

- Business Delegation to New Caledonia
- Conduct Acknowledgement of Country at Kids Colour Ride at River 2 Reef Ride Festival
- Speaker at Palmview Village 20 Year Celebration
- Conduct Acknowledgement of Country at Major Rides at River 2 Reef Festival
- 2023 Asia Pacific Cites Summit in Brisbane
- 2023 LGAQ Conference in Gladstone
- Speaker at Indigenous Business Month Event – Meet the Buyer/Supplier Networking Event
- Mackay District Orchid Society AGM
- Open Lanna Mack's Art Exhibition – Teacher Being
- Kucom Theatre Production "Things I Know to be True"

KEY EVENTS ATTENDED - POINTS OF NOTE

From the listing of key events attended, the following are listed as points of note

Business Delegation to New Caledonia – 1st to 6th October 2023

Mayor Greg Williamson
CEO Scott Owen

As approved by Council resolution 27 SEP 23
Regional Growth and Development Collaboration – New Caledonia

Background

With objectives like our Resources Industry Network, a New Caledonian representative body named AMD visited Mackay in 2022 on a private fact-finding mission. AMD's primary aim following its creation in 2010 is to promote their resources sector maintenance companies in the long-term interests of New Caledonia <https://amd.nc/en/about-us> www.amd.nc

AMD was impressed with what they saw in our region. Based on their growing concern with the costs involved in New Caledonia's French heritage dictating a business relationship with Europe, 17,000 kms away, they sought to build possibilities with Queensland which is just 1,200 kms away. In fact, Noumea is just a two hour flight from Brisbane.

To that end AMD offered to host a business delegation to New Caledonia from the Mackay region to explore the potential for cooperation and mutual economic benefit in the resources and training sectors.

AMD issued a specific invitation to the Mayor and the CEO to be part of the delegation to demonstrate to the New Caledonian authorities there was political backing for a future relationship.

The Delegation

Mayor
CEO
DGH Engineering CEO plus two senior managers
CQU
Gough Plastics
Southern Steel
All Metal Laser
Enduraclad
CUMI Australia

Hosts

Jean-Patrick Lerandy President AMD
Didier Coulon Vice President AMD

Duration

While some members of the delegation had longer or shorter times, the Mayor and CEO departed Brisbane Sunday 01 OCT and returned Friday 06 OCT.

KEY EVENTS ATTENDED

- POINTS OF NOTE

New Caledonia

New Caledonia is a sui generis collective of France in the southwest Pacific Ocean, south of Vanuatu, about 1,210 km east of Australia, and 17,000 km from Metropolitan France.

It is a relatively small country located on the same latitude as our region of Queensland with a land area of 18,576 km². Politically, while it is under French control, the country is divided into three provinces. The North and South Provinces are on the New Caledonian mainland. The Loyalty Islands Province is a series of three islands off the east coast.

New Caledonia's population of 271,407 (October 2019 census) is quite diverse. In the North and Loyalty Islands Provinces, the indigenous Kanak people predominate, while the wealthy South Province contains a significant European population.

The people speak French. English is not even at second language status and translators were often required for business conversations.

There are also 28 Kanak languages spoken throughout the country.

New Caledonia has one of the largest economies in the South Pacific, with a GDP of US\$9.44 billion in 2019. Nickel mining contributes the major part of the economy. Financial support from France is substantial, representing more than 15% of the GDP.

With a checkered political history emanating from the 19th century when it was a French penal colony, the latest referendums held in 2020 and 2021 resulted in the people voting to remain part of France.

The Resources Sector

New Caledonian soils contain about 25% of the world's nickel resources. The country is the world's fourth largest nickel producer. To put their resources effort into perspective, the Goro mine is one of the largest nickel reserves in New Caledonia and aims to mine 3M tons of ore to produce 50,000 tons of Nickel. The current price of nickel is USD19,644 per metric ton.

Most of the maintenance companies in New Caledonia worked mainly with SLN, which was the first metallurgical plant in the country. In 2006, a second nickel processing plant was created then a third one, leading to the arrival of new international companies.

One quarter of all private jobs in New Caledonia are linked to nickel.

AMD's push on behalf of their members is to optimise performance and efficiency in order to be competitive on the international stage. The synergies with our region are self-evident.

Meetings

Our delegation met with:

The nickel mine and processing plant at Koniambo operated by Glencore.

The nickel processing plant in Noumea operated by SLN.

The Provincial Government of the Northern Province.

The Provincial Government of the Southern Province.

The Minister for trade in the National Government.

The Australian Consul in New Caledonia.

The Kanak representatives for the Southern Province

KEY EVENTS ATTENDED

- POINTS OF NOTE

The Mayor attended and spoke at a meeting of a Noumea think tank organisation focussing on sustainable futures.

Full Day Workshop

Delegates participated in a full day workshop in Noumea with Government, Industry and Educational leaders.

The workshop was designed around regional co-operation aiming to:

1. Facilitate co-operative partnerships,
2. Identify business improvement opportunities, and
3. Investigate investment potential.

There was a significant investment of time from people like Guy-Olivier Cuénot - Member of the Congress of New Caledonia, four senior representatives of the University of New Caledonia, and ten AMD members companies, indicating to us that there is a sincere will to do business with our region.

Observations

- The language barrier needs to be addressed for both training and B to B relationships.
- New Caledonians would “rather go to Australia than make the trip to Europe” was a sentiment expressed many times during our delegation.
- The Northern Province is extremely keen on foreign investment particularly around youth training and employment.
- The President of the Southern Province is focussed on business investment that is private sector led and public sector facilitated.
- There is a Chamber of Commerce for the whole of New Caledonia and that organisation is very interested in developing external relationships.
- There is a strong desire to establish exchanges at an engineering business level to promote both training and job opportunities, and at an educational level starting at French teacher exchanges.

Opportunities and Follow Up

- Mayor to meet the Honorary French Consul in Queensland, Alain Etchegaray.
- Mackay Region Chamber of Commerce to establish contact with New Caledonia Business - www.newcaledonia-business.com
- Development of a business plan to reflect the South Province Government's private / public business investment goals and how we could make that work to mutual benefit.
- Need to meet and brief Yves Lafoy, Official Representative of New Caledonia to Australia, at the French Embassy in Canberra.
- Understand the Pacific Australia Labour Market (PALM) to facilitate labour exchange and shut down opportunities in New Caledonia.

KEY EVENTS ATTENDED - POINTS OF NOTE

Potential

The critical question around such a delegation revolves around the potential for business for our region.

Just a few examples would indicate that there is huge potential for business interaction between Mackay and New Caledonia.

The nickel processing plant at Koniambo for example sources shut-down labour from Portugal. They are sending their turbines to Montreal for refurbishment.

The SLN plant in Noumea has a procurement spend in excess of €800M. €80M of that spend is already with 63 Australian suppliers.

There are of course some barriers – language – lack of a regular Australian supply methodology – a heritage of dealing with Europe.

A region to region solution was identified as a necessary precedence at the workshop to ensure the bigger picture outcome. The suggested vehicle to be able to overcome some potential political obstacles was a Sister City relationship based around business and training.

The invitation to form that relationship should come from the Southern Provincial Government to Mackay Regional Council following input from AMD and New Caledonia Business.

Conclusion

It was a worthwhile investment for MRC to participate in this delegation.

With the appropriate follow up there appears to be tremendous opportunity for our regional businesses in training and the resources sector.

KEY EVENTS ATTENDED - POINTS OF NOTE



2023 ASIA PACIFIC CITIES SUMMIT & MAYORS' FORUM

Brisbane, Australia 11-13 October

The Mayor and CEO attended this summit hosted by the Brisbane City Council.

The Summit theme was **Shaping Cities for our Future**.

That was delivered through three focus areas:

1. **Cities of Connection** - Technology, data and the people
2. **Cities of Sustainability** - Adapting to growth, inclusivity and wellbeing
3. **Cities of Legacy** - Creating events for prosperity and longevity

There were over 1,000 participants including Mayors from 120 Cities.

The program was extensive and required participants to select which sessions were individually important.

The workshops I attended were:

- Evolving Urban Destinations – How the blending of work and travel is reshaping our cities.
- Digital Twinning. A very exciting engagement game where citizens can participate in planning for the communities they live in. It offers a planning interface where developers can see the impacts of their developments and citizens can like wise see the impacts of what they think should happen. It is a digital city model offering a public source of information which is very exciting.
- Illegal dumping and possible solutions.
- Sustainable urban development.
- Tourism – a sharpened focus post covid.
- Cities as destinations. Outlining how cities are now a major focal point for tourism, based on cities offering events, food experiences, heritage, art, entertainment, conferences and shopping. Reinforcing our focus for the last few years.
- The hidden pressures and risks of tourism. An important point for Councils to recognise that visitors can add a 10%-25% load to resource management in infrastructure.
- Sustainable Development Goals for cities. Centred around a pledge to leave no one behind.
- World Economic Forum's Global risks for the next 2 – 10 years where the failure to manage climate change, natural disasters, and cost of living represented the highest risks.

KEY EVENTS ATTENDED - POINTS OF NOTE

2023 LGAQ Conference

Attended the Annual Conference of the Local Government Association of Queensland which is a representative gathering of the 77 Councils in Queensland held this year in Gladstone.

The Premier opened the Conference and we had the opportunity to hear from her, the Deputy Premier and several other Ministers during the course of the 3 days.

In the general meeting day of the Conference we debated 152 motions submitted from Councils all over Queensland. Of major interest to Mackay Regional Council was our motion around the planning implications implemented by the State around “community facilities”. Our motion for the LGAQ to petition the Government to remove this from the State Planning Act was supported.

The Deputy Mayor, Cr Karen May, Cr Pauline Townsend and Cr Michelle Green also attended the conference along with the CEO.

KEY MEETINGS HELD

Key meetings attended as Mayor representing council

- Mackay Local Disaster Management Group Meeting



KEY MEETINGS HELD - POINTS OF NOTE

From the listing of key meetings held, the following are listed as points of note

Mackay Local Disaster Management Group Meeting

This meeting was called specifically to discuss the fire season and our preparation for it. We received briefings from Rural Fire, QFES, QPS and the Bureau of Meteorology, all relating to our fire season preparedness.

The outcome is that all major stakeholders are comfortable with our position relative to where we were at the start of the disastrous 2018 season. Our soil moisture content for instance at this stage is much higher than it was in 2018 and there appears to have been much more attention paid by Rural Fire to establishing fire breaks in our region.

11.1.2. CHIEF EXECUTIVE OFFICER'S MONTHLY REVIEW REPORT - SEPTEMBER 2023

Author	Chief Executive Officer (Scott Owen)
Responsible Officer	Chief Executive Officer (Scott Owen)
File Reference	DMRR
Attachments	1. FINAL - CEO Monthly Report - September 2023 [11.1.2.1 - 21 pages]

Purpose

To provide Council with the Chief Executive Officer's Monthly Review Report for the month of September 2023.

Related Parties

Nil

Officer's Recommendation

THAT the Chief Executive Officer's Monthly Review Report for September 2023 be received.

CEO MONTHLY REVIEW REPORT SEPTEMBER 2023



Scott Owen CEO



SUMMARY OF CONTENT

CEO's summary

Safety

Highlights

Workforce profile

Utilisation of council facilities

Council community grant recipients

Community events

Community engagement

Customer contacts

Regional growth

Economic snapshot

Development activity

CEO'S SUMMARY

It is with pleasure that I present the consolidated CEO's report for council for the month of September 2023.

Whilst each is further detailed in the report, items of note include:

- Our Waste Services area has been recognised as a finalist in the national awards under the Community Engagement Success of the Year category for their What Goes Where education campaign. It is great recognition of the good work by council staff.
- Council's Apprentices and Trainees intake for 2024 is open, with 15 positions on offer. Council has a proud history of providing locals with an opportunity to gain necessary industry skills, and this is a continuation of this.
- The latest round of council's Community Grants have been assessed and awarded. A total of 22 recipients received a combined total of \$192,564 towards small equipment, minor assets, minor infrastructure, and general community grants. All of these a key injection into local groups doing great things for our community.
- The Seaforth Esplanade Redevelopment project was officially opened in September, and is proving popular for not only local Seaforth residents but the wider community and visitors as well
- Whilst individually not major infrastructure, 23 bus shelters have been upgraded at a total cost of \$2.38 million. These upgrades are providing better facilities for public transport users, and also specifically addressing accessibility aspects in line with DDA
- Finally, planning is well advanced for council staff's dedicated Safety Day, to be held Thursday November 9, at Mackay Showgrounds. I look forward to providing detailed updates on this event in the November report

SAFETY

General snapshot

- Significant work by council's WHS staff (assisted across the whole of council) has been put into planning for our inaugural Safety Day. This is an opportunity for all staff to attend dedicated safety presentations and displays, with either morning or afternoon sessions. Details of the day will be reported on in the November CEO's report.



- Verification of Current Competency (VOCC) being developed for flail mowers, tilt trays and trailers. This introduces a more formalised training assessment for operators of this equipment
- Learning team sessions have been utilised for better understanding of needs for dealing with aggressive customers, "hold to run" buttons on tip trucks, and managing asbestos wrapping on water pipelines. These are utilised to identify areas for improvement to keep our workers safe.
- Pool manifests reviewed/updated and sent onto Workplace Health and Safety Queensland (WHSQ) for compliance approval.
- As part of regular site visits to key council projects, the WHS team took great pleasure in visited the Pioneer Valley Mountain Bike Trails project at Finch Hatton.

This month there were 169 safety interactions, 29 site safety inspections across council, and 92% of MAP actions were carried out.

HIGHLIGHTS

Waste Services selected as finalist in national awards

Waste Services has been selected as a finalist for the 2023 Waste Innovation and Recycling Awards (WIRA) in the category of "Community Engagement Success of the Year".

The nomination was for the "What Goes Where" poster for the purpose of waste education, which also caters for lower literacy levels using a pictorial poster.

The poster is also being requested by people who live outside of our region, including Brisbane, showing that the messaging style is proving popular.

The winners will be announced at the WIRA Gala Dinner in Melbourne on October 23.



Blueprint 2.0 opening night

Blueprint gallery has taken to the streets as 'Blueprint 2.0 Gallery', located in 2nd Lane. Artspace hosted an opening party with free food, a can bar, live music, a beanbag lounge area and pre-booked free wall.

Since then, there have been several requests on Facebook to bring back the wall.

The general event booked out, with many more supporting on the night. The first artist featured in Blueprint 2.0 gallery is local inclusive practitioner Autumn Skuthorpe.



League grand finals return to BB Print Stadium

The Mackay Rugby League Grand Finals were successfully hosted at BB Print Stadium, with more than 1500 fans cheering on their favourite teams.

In collaboration with Rugby League Mackay District (RLMD), it was fantastic to see the sport's major annual event return to the stadium, with incredible community support.

The energy on and off the field was electric, with passionate fans and players giving it their all.

The MECC & Events team continues to work with community stakeholders to increase activation of the Stadium.



Inaugural Treasure Trail proves 'gold'

The inaugural Discover Mackay Treasure Trail was an outstanding success.

Hundreds of teams registered and there were more than 1100 entries from locations around the region.

Teams had to solve riddles on council's website, which took them to 10 locations throughout the region. At each region was a corflute with a QR code, providing 'pirates' with instructions to that location. The final location was the opening night of Illuminate at Queen's Park.

There were also mystery rocks to be found at some locations. There were some great prizes up for grabs, including a camera pack for first thanks to Harvey Norman Mackay.



Seaforth Esplanade Redevelopment officially unveiled

The official opening of the Seaforth Esplanade Redevelopment was held on September 2.

Members of the Seaforth community and families from across the region came along to enjoy the new beachside facilities and free entertainment as part of the celebrations.

The new recreation hub features exciting new playground facilities that cater to a variety of age groups. An aquatic themed all-abilities splashpad has replaced the old wading pool.



Mackay City and Waterfront grants approved

The Mackay City and Waterfront Grant Program approved eight Make Your Place Mackay Waterfront Placemaking Grants and six City Safety Grants, giving the green light to works and activities to be completed prior to April 30 next year.



WORKFORCE PROFILE

Staff contingent

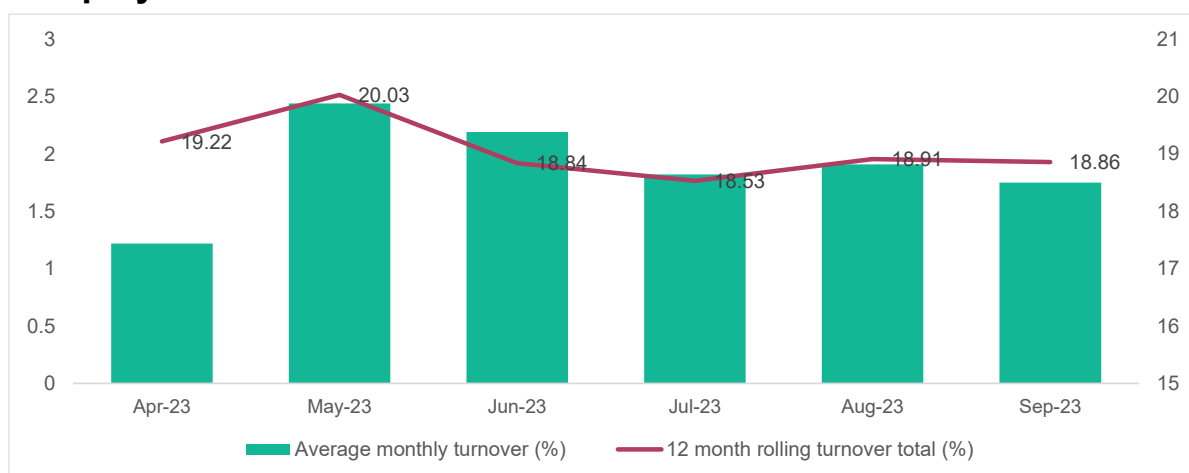
The current make-up of council's workforce is below. Of note, more than 80 per cent of staff are permanently employed. The number of active vacancies remains relatively consistent.

	CW	CCS	DS	ECI	OM & CEO	OS	TOTAL	Prev. month
Casual	1	84	6	2	1	2	96	96
Contract	3	5	4	8	3	6	29	30
Permanent Full Time	79	112	167	299	22	162	841	839
Permanent Part Time	4	24	9	5	2	34	78	76
Permanent Job Share	0	5	0	1	0	3	9	9
Temporary Full Time	4	18	14	13	1	21	71	79
Temporary Part Time	1	8	2	1	0	5	17	18
Temporary Job Share	0	1	1	0	0	3	5	4
TOTAL EMPLOYEES*	92	257	205	329	29	236	1146	1151
TOTAL ACTIVE VACANCIES**	26	37	30	42	5	36	176	174

* Total employees excludes Councillors, Mayor & Deputy Mayor

** Total active vacancies are defined as vacant positions which have been approved for and are undergoing recruitment

Employee turnover



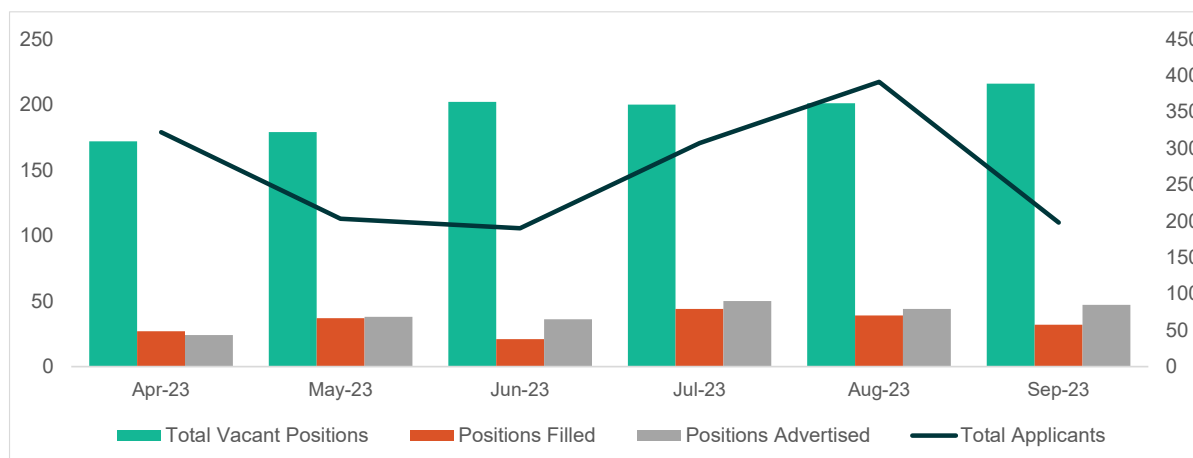
STAFF TURNOVER



12 month rolling average was 18.86%
The monthly turnover for September was 1.75%

The calculation for the annual rolling average has been corrected, reflecting an amendment of the June turnover rate.

Monthly recruitment



This month there were **216** vacant positions, **47** positions were advertised resulting in **198** applicants and **32** positions filled.

Key workforce initiatives

- **2024 Apprentice and Trainee Intake**

Recruitment for the 2024 New Year intake of apprentices and trainees began in September, with 15 positions on offer. Interviews will take place at the end of November for commencement at the end of January 2024.

- **Diversity and Inclusion**

The recent Inclusive Employer Index Survey closed in September. Employees were encouraged to share their insights and feedback on their experience working at council. The Diversity Council of Australia (DCA) will now collate our data and provide a detailed report on how council is tracking as an inclusive and safe employer for our diverse workforce. This information will be used to understand and drive our Diversity and Inclusion strategic focus.

- **Zest4Life**

Our health and wellbeing platform, Zest4Life, now has 836 active users, which is equivalent to 76 per cent of our workforce.

- **Toastmasters**

The MRC Toastmasters Club welcomed seven new members this month. The club has evolved into an integral developmental pathway for our professionals who attend.



UTILISATION OF COUNCIL FACILITIES

Aquatic facilities

MARC 7603 ▲

PIONEER 0 ▲

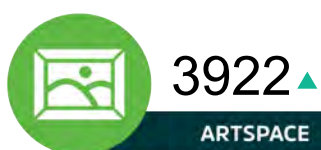
MIRANI 464 ▼

SARINA 41 ▼

MEMORIAL 2298 ▼

Note: Pioneer Pool was closed for maintenance during September. Mirani re-opened on September 16, with Sarina re-opening on September 25 following closures for scheduled maintenance.

Public programs and facilities



Library loans increased slightly from the August figure of 81,974. Program participants were up from 8842 in September - included in these figures are about 3000 participants at the Rock Paper Scissors Art & Design Market

Health and Regulatory Services registrations and statistics



The area of mosquito breeding areas treated decreased compared to August due to reduced rainfall and mosquito numbers observed through monitoring. Illegal dumping volumes decreased with 33 customer requests received, compared to 48 requests for the month of August 2023.



COUNCIL COMMUNITY GRANT RECIPIENTS

Organisation Name	Amount Approved
Small Equipment Grants	
Mackay Riverside Market Purchase of large games, dining tables and chairs for the community to use at the Markets.	\$1,500.00
Marian Community War Memorial Hall Purchase of new fridge/freezer and microwave.	\$1,218.00
Sarina Western Performance and Quarter Horse Club Purchase of a printer and portable microphone and amplifier set.	\$1,103.73
Sarina and District Community Kindergarten Purchase of 3 x Matrix Mesh Deluxe Heavy Duty Office Chairs and 1 x Fellows Jupiter A3 Laminator.	\$1,439.00
Community Grants	
Mackay Choral Society Inc Upgrading of lighting, replacement of fan rods, and upgrading of emergency exit lighting, safety switches and circuit breakers.	\$4,320.00
Mackay Swimming Academy Inc Contribution towards the Great Barrier Reef Swimming Carnival.	\$2,500.00
Pioneer Catchment Landcare Contribution towards revegetating an area around Crediton Hall. Hosting of a Landcare focussed day for the Crediton and Eungella Communities.	\$4,000.00
Mackay Community Radio Association Inc. Contribution towards a celebratory dinner marking the organisations 30th anniversary.	\$2,000.00
HeartKids Limited Contribution towards the HeartKids Two Feet and a Heartbeat charity walk.	\$531.00
Road Accident Action Group Upgrading of the previous Stock on Roads video campaign.	\$5,400.00
Mackay Surf Life Saving Club Inc Re-flooring of the first aid room within the clubhouse.	\$4,045.00
QCWA Mackay Branch Purchase of 3 laptops for the executive committee members.	\$1,500.00
Gargett QCWA Purchase of a fridge and 2 x laptops.	\$1,900.00
Iona West Men's Shed Inc Purchase of an Industrial Range Dust Collector	\$1,739.20
Mackay Riding for Disabled Upgrading of the fencing and boundaries of the property.	\$6,739.00

Minor Asset Grants	
Mackay and District Woodchopping Association Inc. Purchase of a large, heavy duty tipper trailer.	\$26,000.00
Seaforth Bowls Club Upgrade of existing swinging glass door to an electric sliding glass door.	\$8,330.00
Mackay and District Hack and Pony Club Inc Upgrading and extending the current cross country course to align with EA and PCA requirements.	\$24,300.00
Minor Infrastructure Grants	
Mirani State School P&C Association Construction of a Community Indigenous Yarning Circle and Sensory Garden	\$10,000.00
Mackay Junior Motocross Inc Replacement of the scoring tower.	\$24,000.00
North Mackay Saints AFC Upgrading of the club canteen.	\$30,000.00
Finch Hatton Primary P&C Association Stage 2 of the Multipurpose Courts upgrade.	\$30,000.00
TOTAL	\$192,564.93



COMMUNITY EVENTS

Upcoming events

Date	Event	Location
14-17/10/23	Marsh Sheffield Shield Game – QLD Bulls	Great Barrier Reef Arena
19/10/23	Marsh Sheffield Shield Game – QLD Bulls vs Victoria	Great Barrier Reef Arena
21/10/23	Global Grooves	Queens Park
24/10/23	United Nations Day Event	Fig tree – Civic Precinct
28/10/23	Mackay Beach Games	Various
31/10/23	Sarina Sugar Shed Halloween Pirate Party	Sarina Sugar Shed
3/11/23	City Heart Friday event	City Heart
3/11/23	AFLW - Gold Coast Suns Match	Great Barrier Reef Arena
3/11/23	4CRM - 30 Anniversary Dinner	Harrup Park
4/11/23	NQ Sportstar Awards event	MECC
4/11/23	Disaster Ready Saturday	Canelands Shopping Centre
6/11/23	Citizenship Ceremony	MECC
11/11/23	WBBL 09 - Brisbane Heat Vs Adelaide Strikers	Great Barrier Reef Arena
11/11/23	Friends of the MECC Christmas Party	MECC
13/11/23	Finch Hatton Mountain Bike Trails Brand Launch	Finch Hatton
27/11/23	Mackay Regional Council Libraries Volunteer Christmas Party	Gordon White Library
28/11/23	Sarina Sugar Shed end of year party (as a thank you for suppliers Sarina Sugar Shed and council)	

COMMUNITY ENGAGEMENT

Active and upcoming engagement

Pioneer Valley Mountain Bike Trails (inform)

A video was produced on the pump track progress in late September. The video had more than 97,000 views and 5000 engagements. Community update sessions were held in Eungella and Finch Hatton in October.

Caneland Station bus interchange (inform)

Contractor Woollam Constructions has started work on stage two of the Caneland Station bus interchange project on Mangrove Road. Nearby residents and businesses were informed about the works and the traffic management plan prior to the works starting and details were listed on council's Connecting Mackay website.

Mackay Coastal Hazard Adaptation Plan (inform and consult)

Public comment on the draft Mackay Coast Our Future Study began in early October and is open until November 5. In addition to the online survey, there were six drop-in sessions held. Residents were able to ask consultants Alluvium and council officers questions and provide their feedback.

Pioneer Street and Holts Road intersection upgrade (inform)

Works began on the Pioneer Street and Holts Road intersection upgrade mid-October. While work is under way there will be one-way traffic along Pioneer Street, changing direction mid-way through the project.

Barton Street drainage upgrade (inform)

As part of the works, a road closure at the southern end of Holland Street and along Barton Street will be in place until late December, weather permitting. The works will improve drainage in the area to reduce flooding.

Hibiscus Coast community resilience planning (consult)

The consultation stage is now complete for this project. The consultants, Meridian Urban are currently working on the development of the draft Hibiscus Coast Region Community Resilience Pilot Plan.

Arts and Culture Plan (consult)

The consultation stage is now complete for this project. The consultants, Artfully, are now working on the development of the draft plan.

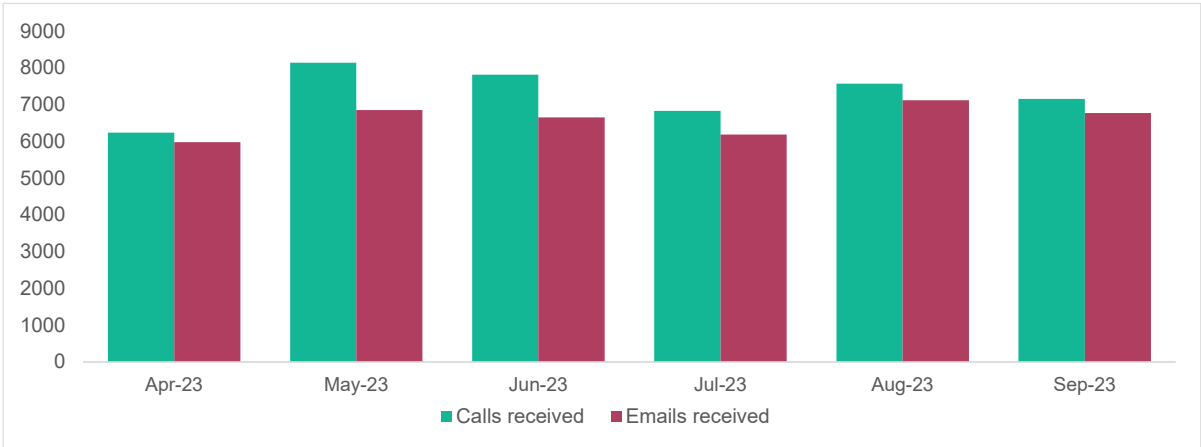
CUSTOMER CONTACTS

Top five customer requests

Pathway requests lodged	Volume	% of total requests
Replace wheelie bin	447	14.6%
Phone Message	353	11.5%
Repair wheelie bin	141	4.6%
Water – leak (public area)	115	3.7%
Planning Advice Enquiries	102	3.3%

Across council, **75%** of customer requests were responded to on time.

Customer enquiries

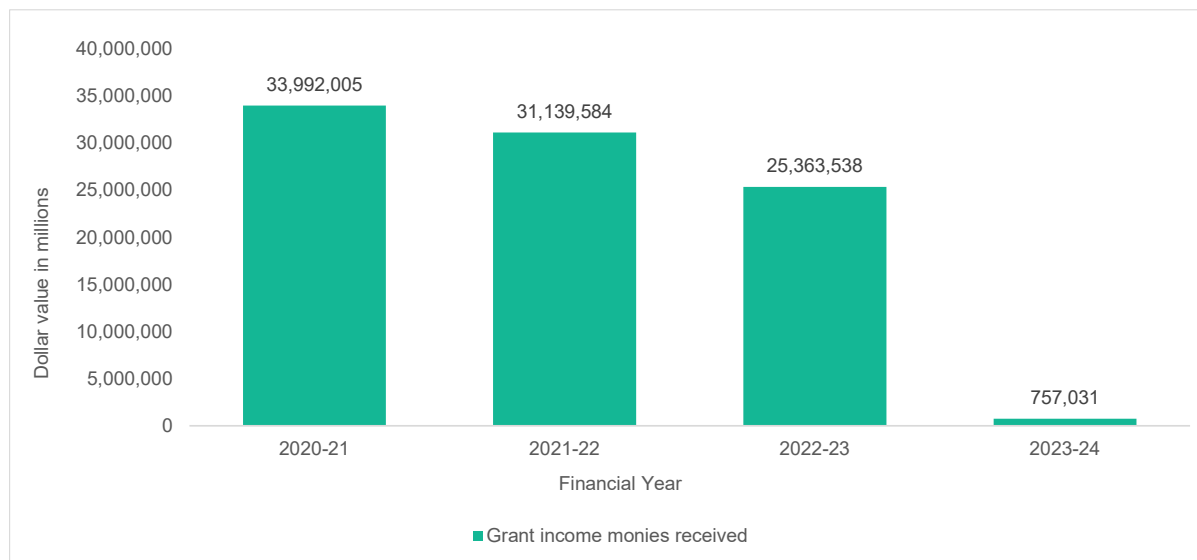


KPI	KPI Description	Target			Result
		Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	
First Contact Resolution (FCR)	The percentage of external customer enquiries that are resolved at the first point of contact.	< 50%	50-60%	> 60%	54%
Abandoned Calls	The percentage of customers that abandon their call before being served.	> 6%	4.5-6%	< 4.5%	9%
Customer Satisfaction	A measure of customer satisfaction as reported by the end of call survey.	< 80%	80-85%	> 85%	97%



REGIONAL GROWTH

External grant funding



Successful funding submissions announced

- Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts – Sarina Neighbourhood Centre Emergency Relief Funding - \$6,969.00
- Queensland Fire Emergency Service – SES Services - \$32,317.78

Key Applications Submitted

- Queensland Reconstruction Authority – N & CQ Monsoon Emergency Works – General \$1,084,738.20
- Queensland Reconstruction Authority – N & CQ Monsoon Emergency Works – Capital \$173,068.89
- Creative Australia – Arts Projects for Organisations - \$20,000.00
- Queensland Health – Priority Asbestos Clean Up - \$26,620.00

\$14.7M, or 72%, of council spend in September was with local suppliers.

SIGNIFICANT PROJECTS



Graffunder Street and Goldsmith Street Road Improvement Project

Construction scheduled from June 2023 to September 2023.

Project budget: \$ 671,960

Project status: Finalisation stage.



Sarina Northern Drainage Stage 2

Construction scheduled from March 2023 to October 2023.

Project budget: \$1,973,062

Project status: Works are generally complete on site except minor works.



Waverley Street, Bucasia - Water Main Renewal

Construction scheduled from September 2023 to December 2023.

Project budget: \$783,880

Project status: On track.



Bus Shelters – Passenger Transport Accessible Infrastructure Program

Construction scheduled from January 2023 to October 2023.

Project budget: \$2,386,657

Project status: Construction 98% complete.

Minor works underway to complete package.



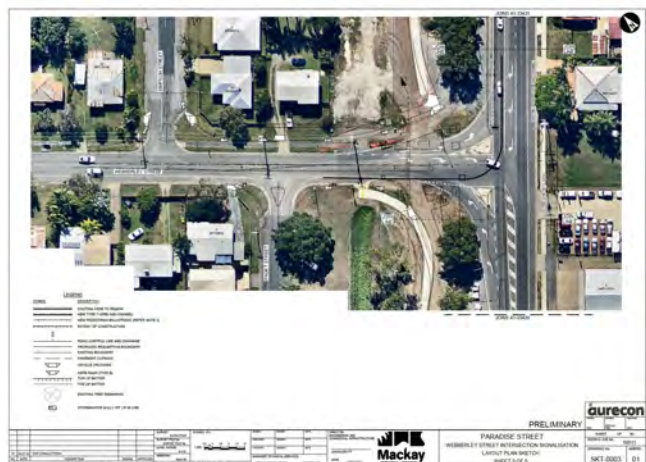
Pioneer River Levee Construction

Construction scheduled from March 2023 to February 2024.

Project budget: \$7,536,876

Project status: Construction 55% complete.

Works in progress for blockwork levee walls and footings, earth bund levee walls, stormwater culverts, rock bank protection and gabion wall bank protection.



Paradise Street Intersection Upgrade at Webberley Street

Construction scheduled from January 2024 to November 2024.

Project budget: \$5,430,130

Project status: Design 95% complete, due November 2023.

Construction due to commence January 2024.

ECONOMIC SNAPSHOT

Economic Indicators (Quarterly)

Indicator	Jun 22	Sep 22	Dec 22	Mar 23	Jun 23	Sep 23
Employment						
Unemployment rate	2.6%	2.6%	2.4%	2.7%	NA	NA
Employed persons	68,335	70,470	70,721	71,847	NA	NA
Real Estate						
Median house sale	\$425,000	\$440,000	\$440,000	\$445,000	\$450,000	NA
Median house rent 3 bed house (12 month ending)	\$425	\$450	\$450	\$460	\$470	NA
Median rent 2 bed unit (12 month ending)	\$325	\$340	\$350	\$350	\$360	NA
Res. Vacancy rate	0.5%	0.6%	1.0%	1.0%	0.8%	NA
Residential Lot Supply						
Lots approved	21	78	3	NA	NA	NA
Lots registered	44	56	26	27	74	NA

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.

E-Statistics

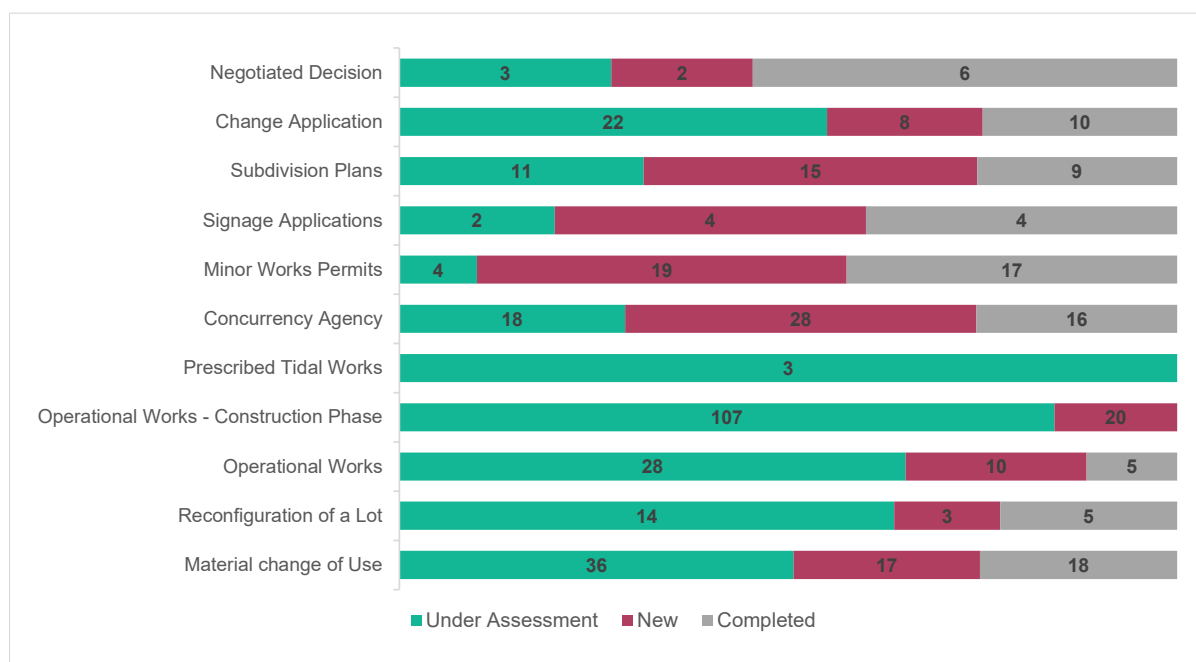
	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23
Mackay Region Joblink Analytic Report Active Users	351	601	560	331	545	759
Internet Vacancy Index (Central Qld) Advertised Jobs*	4,761	4,984	4,926	5,117	5,206	NA
SEEK Advertised Jobs**	1,728	1,834	1,667	1,767	1,646	1,493
Sarina Field of Dreams Website Visitation	325	400	519	599	699	585
Hooked on Mackay Facebook	6,107	6,135	6,245	6,320	6,403	6,444
Hooked on Mackay Instagram	923	931	942	945	959	963
Hooked on Mackay Youtube Subscribers	392	398	420	425	435	442
Net Free Zone Voluntary Code Sign-ups	716	716	716	716	716	716
Mackay Region Event Organisers Connect Facebook Group Members	151	152	153	155	156	156
Invested in Mackay Subscribers	591	589	594	596	590	598

*The Internet Vacancy Index (IVI) is the only publicly available source of detailed data on online vacancies, for 350 occupations (at all skill levels), and 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 does not take account of multiple positions being advertised in a single job advertisement. The data is broken down to Central QLD covering 9 Local Government Areas (including Mackay Regional Council) and is calculated on a 3-month moving average.

**SEEK data is captured on the 1st Tuesday of each month.

DEVELOPMENT ACTIVITY

Applications received by Development Planning and Engineering



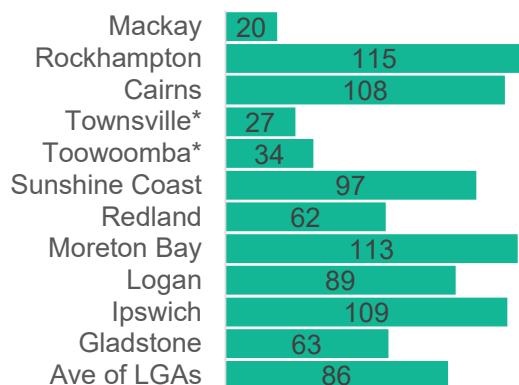
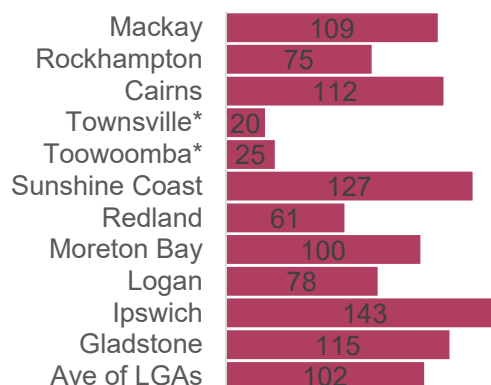
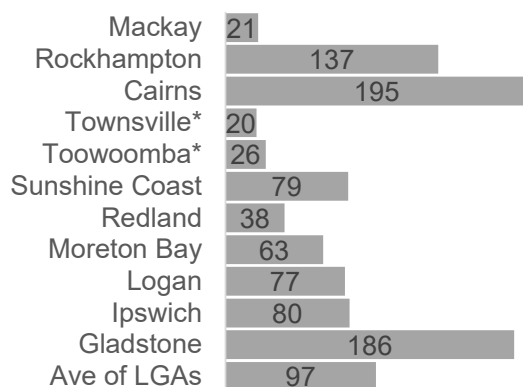
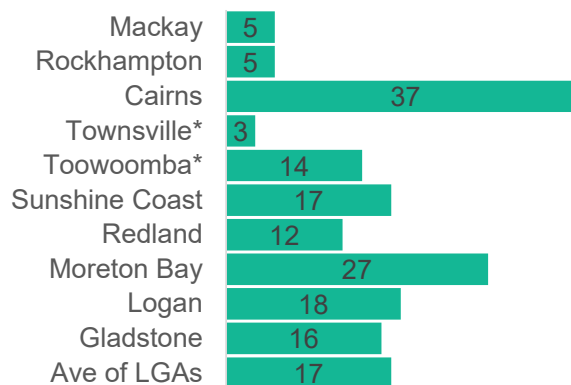
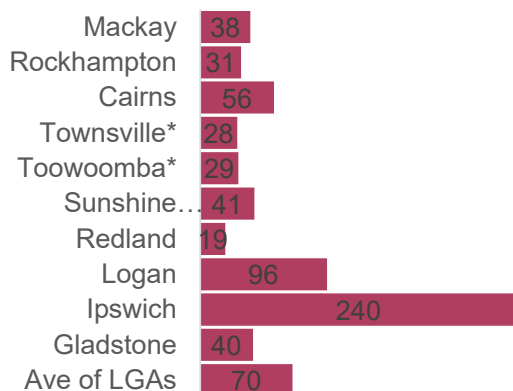
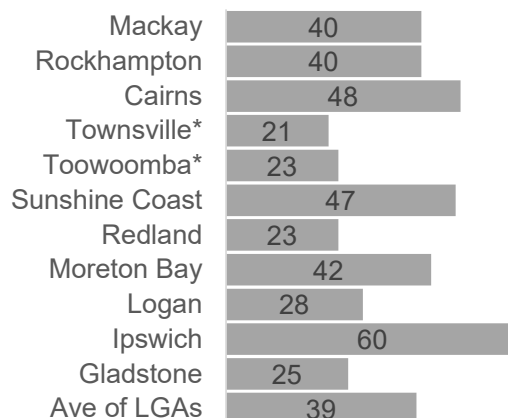
This month **177** building approvals incl. amendments together with **126** development and **61** plumbing applications were lodged.

Building applications lodged with council

Class	September 22	September 23	Year to date	Total value of proposed works
Class 1A	68	52	378	\$10,895,895
Other classes	149	117	1,065	\$11,072,162
Totals	217	169	1,443	\$21,968,057

Development decision timeframes among best in state

Development decision timeframe averages for Mackay Regional Council are among the best in the state. We topped Queensland for Material Change of Use (MCU) timeframes, with an average 20 business days. We also ranked well with 21 business days for Operational Works permits and five business days for concurrence referrals. The data is for May to June 2023.

Material Change of Use**Reconfiguration of a Lot****Operational Works****Concurrence Referrals****Negotiated Decisions****Minor Change Development Approvals**

*Statistics provided by Toowoomba Regional Council (TRC) for MCU, RoL, OPW and BWA reflects decision periods only. Townsville is also reporting decision period only for all categories.

11.1.3. SCHEDULE OF COUNCIL MEETINGS 2024

Author	Executive Officer (David McKendry)
Responsible Officer	Chief Executive Officer (Scott Owen)
File Reference	Council Meetings Ordinary

Attachments

1. Letter from DSDISLGP - Section 257 LG Regulation - Ability to request exemption from holding Ordinary
[11.1.3.1 - 1 page]

Purpose

To confirm changes to the Mackay Regional Council Ordinary Meeting schedule for 2024 in the lead up to the local government elections.

Related Parties

Nil.

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.

Background/Discussion

Council at its Ordinary meeting of 26 July 2023 approved changes to the meeting schedule for 2023/24, including to accommodate the upcoming Christmas/New Year period.

With the pending Christmas and New Year 2023-2024 period consideration needs to be given to operations of Council and the associated Council meeting dates.

The below is a listing of the approved changed schedule –

- Last Ordinary Meeting 2023 - **Wednesday 13 December 2023** commencing at 10.00 am
- First Ordinary Meeting 2024 - **Wednesday 24 January 2024** commencing at 10.00 am
- For 2024 Ordinary Meetings, meetings would return to the normal schedule of commencing at 10.00 am on the fourth Wednesday of the month.

From this, Ordinary Meetings for 2024 would essentially follow the standard fourth Wednesday of the month schedule, which post 24 January would for February and March would then be –

- Wednesday 28 February
- Wednesday 27 March

Section 257 of the *Local Government Regulation 2012 (Regulation)* requires councils to hold an Ordinary meeting at least once per calendar month. With confirmation of the local government elections in Queensland being Saturday 16 March 2024, this provides some practicality issues for the holding of the February and March meetings as scheduled.

In raising the scheduling clash with the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP), upon consideration they have confirmed the ability for Council's to apply to the Minister for Local Government to vary the requirement to hold a meeting in each month.

Depending on the publishing of the public notice by the Election Commission of Queensland for the holding of elections, Caretaker period for Council would apply from this date. Whilst the date proposed for publishing is unknown, there is a window to do so which would see Caretaker provisions in place for at least all of February 2024 (if not earlier). During Caretaker period there are restrictions on Councillors decision making powers (prohibiting Major Policy decisions), although the day to day operations of Council can continue. Essentially the application of Caretaker provisions would restrict what is able to be decided at Council meetings during this time, and thus supporting any proposal to vary dates, or seek an exemption to hold a meeting during March. In simple terms the items able to be considered at such meetings would be limited in any event.

Given the above, for practicality purposes it is proposed that the meeting schedule for 2024 be amended as –

January - Wednesday 24 January 2024

February - Wednesday 7 February 2024

March - An exemption be sought from the Minister for the requirement to hold a Council meeting during March 2024 given the impracticality of doing so given the date of the local government elections of Saturday 16 March 2024

Post the election there is a requirement to hold a post-election meeting, which would meet the requirement of holding a meeting in April, and would also enable the elected Council to set the meeting schedule for 2024.

Consultation and Communication

- Department of State Development, Infrastructure, Local Government and Planning (DSDILGP)
- Mayor and Councillors
- CEO and Directors

Resource Implications

There are no identified resource implications of note.

Risk Management Implications

The major legislative item required for approval during this period, and to enable Council functions to continue, relate to Budget reviews. Advice from Organisational Services is that whilst the timeframes are tight for the December Budget Review, they can be achieved.

Conclusion

Whilst it is possible to hold a meeting in March 2024, doing so is not considered practical and would essentially only be held to meet the legislative requirement of holding a meeting each calendar month.

For practicality, it is suggested that the 2024 meeting for February be rescheduled, and an application be lodged with the Minister for Local Government for an exemption to hold a Council meeting in March 2024.

Following the local government elections in March 2024, a newly elected Council will decide on future meeting schedules as part of the post-election meeting.

Officer's Recommendation

THAT Mackay Regional Council's Ordinary Meeting schedule for 2024 be resolved as -

- 1. Wednesday 24 January 2024 commencing at 10.00 am.**
- 2. Wednesday 7 February 2024 commencing at 10.00 am.**
- 3. For an application be lodged by the Chief Executive Officer with the Minister for Local Government for an exemption for Council to hold a meeting in March 2024 due to practicality issues.**
- 4. Meetings post the 2024 local government elections to be set by the newly elected Council at the legislated post-election meeting.**

All Ordinary Meetings to be held in the Council Chambers, Administration Building 73 Gordon Street Mackay, unless otherwise advised.

FURTHER THAT Per section 254B of the *Local Government Regulation 2012*, that public advertisement of Council meeting changes via the Councils website and posting of notices on official notice boards at Council offices, be undertaken of the meeting changes, supported by a specific media release.



Department of
**State Development, Infrastructure,
Local Government and Planning**

Our ref: DGBN23/437

6 October 2023

Mr Scott Owen
Chief Executive Officer
Mackay Regional Council
scott.owen@mackay.qld.gov.au

Dear Mr Owen

I am writing in relation to concerns expressed by some local governments about their ability to hold a council meeting in March 2024.

Section 257 of the Local Government Regulation 2012 (the Regulation) requires councils to hold a council meeting at least once in each month. With the 2024 quadrennial local government election (the election) being held two weeks earlier than usual, there is a shorter window of opportunity to hold a council meeting in March 2024. However, it is possible for councils to hold a council meeting between 1 and 15 March 2024, prior to election day on 16 March 2024. Given the proximity to the election, this could be a very short meeting to accept the minutes of the previous meeting.

The Regulation also provides that the Minister for Local Government may vary the requirement for a council to hold a meeting once in each month. Should a council wish to do so, you may write seeking that a council meeting does not need to be held in March 2024. Applications will then be considered on a case-by-case basis. If that is the council's preferred option, I would ask that you make such an application within four weeks of the date of this letter.

I would also like to take the opportunity to remind you that councils must hold a post-election meeting within 14 days after the conclusion of the election.

I have asked for Ms Bronwyn Blagoev, Executive Director, Strategy and Service Delivery, Local Government Division, in the Department of State Development, Infrastructure, Local Government and Planning to assist you with any further queries. You may wish to contact Ms Blagoev on (07) 3452 6792 or by email at bronwyn.blagoev@dsdilgp.qld.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Natalie Wilde".

Natalie Wilde
Acting Director-General

1 William Street
Brisbane Queensland 4000
PO Box 15009
City East Queensland 4002
Telephone 13 QGOV (13 74 68)
Website www.statedevelopment.qld.gov.au
ABN 29 230 178 530

11.1.4. ADOPTION OF COUNCIL POLICIES

Author	Senior Governance Officer - (Pam Currell)
Responsible Officer	Executive Manager, Ethical Standards, Audit & Risk - (Anthony Bigby)
File Reference	011 - Subdivision Plan Approval / 121 - Social Media / 037 - Audit Committee / 098 - Liability Claims against MRC / 026 - Kerbside Numbering / 026 - Kerbside Numbering

Attachments

1. 011 - Subdivision Plan Approval [**11.1.4.1** - 17 pages]
2. 121 - Social Media [**11.1.4.2** - 9 pages]
3. 037 - Audit Committee Policy and Charter [**11.1.4.3** - 13 pages]
4. 098 - Liability Claims against Mackay Regional Council [**11.1.4.4** - 4 pages]
5. 026 - Kerbside Numbering [**11.1.4.5** - 4 pages]

Purpose

To present the following Council policies for consideration an adoption:

1. COU011 – Subdivision Plan Approval
2. COU121 – Social Media
3. COU037 – Audit Committee

Further to present the following Council policies for rescission as they are no longer required:

1. COU098 - Liability Claims against Mackay Regional Council
2. COU026 – Kerbside Numbering

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 standards to ensure that they remain relevant and current. 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 review and endorsement by the Chief Executive Officer (CEO), prior to presenting to Council for adoption.

COU011 – Subdivision Plan Approval

This policy and its associated guideline apply to all new Subdivision Plan applications submitted under Schedule 18 of the *Planning Regulation 2017*.

This policy and its guideline have been reviewed as part of MRC's policy review process.

COU121 – Social Media

This policy is a better practice policy redrafted to enhance to reflect the responsibility and obligations for Council and Staff when using social media platforms.

COU037 – Audit Committee

The Audit Committee (the committee) is a committee established in accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*.

The Audit Committee Charter (the charter) defines the role, responsibilities, composition and operating guidelines of the committee.

The review of this policy and it associated charter have been reviewed as part of MRC's policy review process including incorporation of Queensland Treasury guidelines for Audit Committees, including;

- More detailed roles and responsibilities
- Amendment of external member contract term, to allow for a maximum of 6-years.

COU098 – Liability Claims against Mackay Regional Council

This policy wording is now directly located on the MRC webpage to provide consistent information for potential claims. This webpage also incorporates a direct link to the new Customer Request – Insurance Claim/Enquiry. This now enables customers to lodge their claims directly online which compliments the existing process.

The policy is now redundant and can be rescinded.

COU026 – Kerbside Numbering

This policy as part of its review has been determined an operational policy, including policy processes. It has subsequently been converted and endorsed into Operational Policy 101 and associated Corporate Standard 101.1.

The policy is now redundant and can be rescinded.

Consultation and Communication

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

Resource Implications

The implementation and rescission 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 policy:-

1. COU011 – Subdivision Plan Approval

2. COU121 – Social Media
3. COU037 – Audit Committee

I further recommend that Council rescind the following Council policies as they are no longer required:

1. COU098 - Liability Claims against Mackay Regional Council
2. COU026 – Kerbside Numbering

Officer's Recommendation

THAT Council adopt the following policy:-

1. COU011 – Subdivision Plan Approval.
2. COU121 – Social Media
3. COU037 – Audit Committee

AND THAT Council rescind the following policies as they are no longer required:-

1. COU098 – Liability Claims against Mackay Regional Council
2. COU026 – Kerbside Numbering

COUNCIL POLICY**SUBDIVISION PLAN APPROVAL**

Program: Development Planning and Engineering
Date of Adoption:
Resolution Number:
Review Date:

Scope

This policy applies to all new Subdivision Plan applications submitted under Schedule 18 of the *Planning Regulation 2017* for approval by Mackay Regional Council's (MRC's) Planning, Growth and Sustainability department and should be used in conjunction with the Subdivision Plan Application Guidelines and Partial Release Subdivision Plan Application Guidelines.

Objective

The intent of this policy is to outline the MRC assessment criteria and process not defined within the *Planning Regulation 2017*.

Policy Statement

Subdivision Plan Approval by Planning, Growth and Sustainability is required for all subdivision plan and legal document applications submitted as per a condition of a Development Approval or Operational Works approval, prior to registration at the Land Titles Office.

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

COUNCIL POLICY

SUBDIVISION PLAN APPROVAL

Contents

1.0 Principles 3

1.1 The Application..... 3

2.0 Complaints 4

3.0 Definitions 4

4.0 Review of Policy 5

5.0 Reference 5

6.0 Attachments..... 5

COUNCIL POLICY

SUBDIVISION PLAN APPROVAL

1.0 Principles

1.1 The Application

- All Applications, as defined within the respective Guidelines, must be submitted in accordance with the provisions outlined within the *Planning Regulation 2017* and Guidelines;
- Applicants must make payment of the application fee;
- MRC has 20 business days to assess the Application to determine compliance with the Development Approval and Operational Works approval unless otherwise lodged as a Fast Tracked Application for 5 business days
- If non-compliant or insufficient information is provided, MRC cannot approve the plan of subdivision and will issue an Action Notice;
- Upon receipt of a response addressing all issues outlined on the Action Notice; MRC has an additional 20 business days to assess the response;
- The Applicant may request one extension to the Action Notice response period up to three additional months;
- If non-compliant or insufficient information is provided, MRC cannot approve the plan of subdivision and will issue a Subsequent Action Notice for the items which remain non-compliant/outstanding
- The Applicant may request one extension to the Subsequent Action Notice response period up to three additional months;
- Upon receipt of a response addressing all issues outlined on the Subsequent Action Notice; MRC has an additional 20 business days to assess the response;
- Subsequent Action Notices will continue to be issued until all conditions of approval have been complied with;
- Once all conditions of approval have been complied with, MRC will approve the plan of subdivision and relevant legal documents;
- If a response is not provided by the date outlined in the Action Notice or Subsequent Action Notice, the application will lapse.

COUNCIL POLICY

SUBDIVISION PLAN APPROVAL

2.0 Complaints

Any complaints in relation to a decision or a service relating from this policy will be assessed and managed in accordance with MRC's Administrative Action Complaints Policy, a copy of which can be found on MRC's website.

When an individual feels that they are the subject of MRC's failure to act compatibly with human rights, they can make a complaint directly to MRC. These complaints will be assessed against the Human Rights Act 2019.

Complaints may be made as following:

In writing to
Chief Executive Officer
Mackay Regional Council
PO Box 41
MACKAY QLD 4740

Via Email - complaints@mackay.qld.gov.au

In person at the following MRC Client Services Centres:

- MRC Mackay Office – 73 Gordon Street, Mackay
- MRC Sarina Office – 65 Broad Street, Sarina
- MRC Mirani Council Office – 20 Victoria Street, Mirani

3.0 Definitions

To assist in interpretation the following definitions shall apply:

Applicant shall mean a land owner or any associates submitting application documentation on their behalf;

Applications shall mean a Subdivision Plan Application, Partial Release Subdivision Plan Application and/or a Legal Document Application;

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

Development Approval shall mean as defined in the *Planning Act 2016*;

Planning, Growth and Sustainability shall mean, but not limited to, Mackay Regional Council's Development Assessment (Development Planning and Engineering and Strategic Planning departments);

Guidelines shall mean the Subdivision Plan Application Guideline and Partial Release Subdivision Plan Application Guideline;

Legal Documents shall mean documentation such as, but not limited to: easements, surrender of easement, covenants, land transfers;

COUNCIL POLICY

SUBDIVISION PLAN APPROVAL

MRC shall mean Mackay Regional Council;

Operational Works shall mean as defined in the *Planning Act 2016*;

Subdivision Plan shall mean a plan of subdivision requiring approval by Local Government;

Policy shall mean this Subdivision Plan Approval Policy.

4.0 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.

5.0 Reference

- *Planning Regulation 2017*
- *Planning Act 2016*
- Subdivision Plan Application Guidelines
- Partial Release Subdivision Plan Application Guidelines

6.0 Attachments


Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1.0	New Policy	As a result of changes in legislation.	Council	26.07.17
2.0	Policy Review	Amendments	Council	23.09.20
3.0	Policy review	Amendments	Council	




PLANNING, GROWTH & SUSTAINABILITY

Subdivision Plan Application Guideline

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

CONTENTS	
Introduction	3
Definitions	3
1.0 Subdivision Plan Application Process	4
Step 1 - Development Approvals	4
Step 2 - Conditions of Approval	4
Step 3 - Preparing Legal Documentation	4
Step 4 - Compliance Statement.....	5
Step 5 - Compile Application Documentation.....	5
Step 6 - Payment of Rates	7
Step 7 - Lodgement of Application.....	8
Step 8 - Methods of Application Fee Payments.....	8
Step 9 - Council Assessment	8
Step 10 - Action Notices	9
Step 11 - Approval.....	9
Step 12 - Registration of Plan.....	9
2.0 Subdivision Plan Re-Approval	10
3.0 Frequently Asked Questions	10

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

INTRODUCTION

This application guide has been produced by Mackay Regional Council to assist in the preparation and lodgement of a subdivision plan application.

This application guide must be used in conjunction the *Planning Regulations 2017* and Council's Subdivision Plan Approval Policy.

DEFINITIONS

Standard Subdivision – means a subdivision plan that subdivides land to create additional lots.

Building Format/Strata Title – means a subdivision plan creating a Community Title Scheme.

Volumetric Subdivision – means a subdivision plan of the space above or below the land.

Boundary Realignment Plan – means a subdivision plan that realigns property boundaries to provide more or less area to relevant lots.

Lease Plan – means a subdivision plan that creates a lease over a commercial property greater than 10 years.

Prior to On-Maintenance Plan – means a subdivision plan that will subdivide land prior to the Operational Works application being formally accepted as On-Maintenance.

Legal Documents – means documentation such as, but not limited to: easements, surrender of easement, covenants, land transfers etc.

Council Easements – means an easement that is benefitting Council which requires signing by a Council delegate. These will be determined during assessment of the related Development Approval or Operational Works applications.


Private/Third Party Easements – means an easement that is between two private or third parties and are not required to be signed by Council. These will be determined during assessment of the related Development Approval or Operational Works applications however are generally determined by the relevant parties, external to Council's assessments.

Land Transfer – means a transfer of land within the proposed development from the developer to Council. This will be determined during assessment of the related Development Approval or Operational Works applications.

Operational Works (OW) – as outlined in the *Planning Act 2016*.

Development Approval (DA) – as outlined in the *Planning Act 2016*.

Infrastructure Charges – means Infrastructure Charges and Indexed Headworks Contributions.

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

1.0 SUBDIVISION PLAN APPLICATION PROCESS

The following information provides further assistance for applicants submitting subdivision plan applications to Planning, Growth & Sustainability for approval.

STEP 1 - DEVELOPMENT APPROVALS

Prior to submitting a subdivision plan application to Council you must firstly obtain a Development Approval. If you are yet to obtain a Development Approval, you may wish to engage a town planning consultant within the region or submit a [Planning Advice Enquiry](#) request to Council to obtain advice about your proposed development.

Once you have obtained this, you will be notified within the Decision Notice of any further approvals/permits that are required. All further approvals are required to be obtained prior to lodging a subdivision plan application.

STEP 2 - CONDITIONS OF APPROVAL

All conditions outlined within Decision Notices and/or Permits issued for the development are required to be completed prior to lodging a subdivision plan application.

Please Note: Conditions of Approval cannot be negotiated as part of the subdivision plan assessment process. Liaise with your assigned Assessment Officer/s for all Development Approval and/or Operational Works negotiations, *prior to* submitting your subdivision plan application.

STEP 3 - PREPARING LEGAL DOCUMENTATION

You will be required to engage a Surveyor to prepare the subdivision plan.

You may also be required to engage a Solicitor to prepare easements, surrender of easements and/or land transfer legal documents.


Council requires the use of the standard terms (dealing number 721379342) registered with the Titles Office for the following Council Easements:

- | | |
|------------|----------------|
| ▪ Drainage | ▪ Sewerage |
| ▪ Access | ▪ Water Supply |

The abovementioned document outlines Council's standard requirements. Documents prepared not referencing Council's standard terms will not be accepted unless unusual conditions apply to the development, requiring specialised drafting.

The documents are required to still undergo an assessment once submitted with the subdivision plan application to ensure they are suitable for your proposed development.

Please email subdivision@mackay.qld.gov.au to obtain a copy of Council's Standard Terms. All costs involved with the preparation and registration of legal documents and subdivision plans are at the expense of the developer.

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

Please ensure you DO NOT bind or staple your application documentation if you intend to submit as a manual lodgement.

STEP 4 - COMPLIANCE STATEMENT

As per the *Planning Regulations 2017*, Schedule 18; all conditions of approval issued on the related Development Approval and Operational Works Decision Notices must be complied with prior to submitting the subdivision plan application. Evidence must then be submitted with the subdivision plan application, confirming how compliance has been achieved.

You may choose to engage a town planning consultant who is skilled in development application lodgements in the Mackay Regional Council region to assist with preparing your subdivision plan application. This is not mandatory but may save you time and make the process easier.

The applicant must outline all conditions of approval and demonstrate how compliance has been achieved by inserting details and/or photos of how compliance has been achieved below each condition.

Photographic evidence must be supplied for any condition pertaining to physical works. Adding a comment stating 'complies' or 'noted' is not acceptable for these conditions and an Action Notice will be issued with further actions outlined required additional evidence, which will cause delays with the assessment process.


For examples of how to demonstrate compliance appropriately, please refer to the [Compliance Statement Examples](#) on Council's website.

STEP 5 - COMPILE APPLICATION DOCUMENTATION


The following outlines the mandatory documentation that is required to accompany all new subdivision plan applications and the available lodgement methods for each application type. If the relevant documentation outlined below is not submitted, an Action Notice will be issued which will cause delays with the assessment process.

To obtain the most current version of all application forms, please visit Council's [website](#).

Please ensure you DO NOT bind or staple your application documentation if you intend to submit as a manual lodgement.

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

SUBDIVISION TYPE	DOCUMENTS REQUIRED	AVAILABLE LODGEMENT METHODS
STANDARD FORMAT SUBDIVISION <i>(Standard subdivision / boundary realignments plans)</i>	<ul style="list-style-type: none"> Subdivision Plan Application Form Infrastructure charges payment <i>(if applicable)</i> Compliance Statement – DA Compliance Statement – OW <i>(if OW Approval required)</i> One copy of all private legal documents clearly marked as a copy as these will not be returned Original Council easements/legal documents Electronic subdivision plan Form 18A (Owners Consent) 	<ul style="list-style-type: none"> Email Manual (Over the Counter/by Post)
SUBDIVISION TYPE	DOCUMENTS REQUIRED	AVAILABLE LODGEMENT METHODS
BUILDING / VOLUMETRIC FORMAT SUBDIVISION <i>(With a related Development Approval)</i>	<ul style="list-style-type: none"> Subdivision Plan Application Form Infrastructure charges payment (if applicable) Compliance Statement – DA Compliance Statement – OW (if OW Approval required) One copy of all private legal documents clearly marked as a copy as these will not be returned Original Council easements/legal documents Electronic subdivision plan Form 18A (Owners Consent) Form 18C - (Planning Body Notation) to accompany Community Management Statements Only 	<ul style="list-style-type: none"> Email Manual (Over the Counter/by Post)
BUILDING FORMAT SUBDIVISION <i>(With no prior Development Approvals & where the building was constructed prior to Development Approval assessments)</i>	<ul style="list-style-type: none"> Subdivision Plan Application Form Final Certification documentation certified by a Private Certifier One copy of all private legal documents clearly marked as a copy as these will not be returned Original Council easements/legal documents Electronic subdivision plan Form 18A (Owners Consent) Form 18C - (Planning Body Notation) to accompany Community Management Statements Only 	<ul style="list-style-type: none"> Email Manual (Over the Counter/by Post)
LEASE or EASEMENT SUBDIVISION or DOCUMENTS <i>(inc. Easement Document Endorsements)</i>	BASED ON A CONDITION OF DEVELOPMENT APPROVAL <ul style="list-style-type: none"> Subdivision Plan Application Form One copy of all private legal documents (Mackay Regional Council is not a party to these) clearly marked as a copy as these will not be returned 	<ul style="list-style-type: none"> Email Manual (Over the Counter/by Post)

 Planning, Growth & Sustainability		Subdivision Plan Application Guideline
DATE: July 2023		
	<ul style="list-style-type: none"> One copy of electronic subdivision plan clearly marked as a copy as this will not be endorsed or returned Original Council easements/legal documents <p>BASED ON AN ENTIRE DEVELOPMENT APPROVAL Refer to Standard Format Subdivision Plan documentation</p>	
PRIOR TO ON-MAINTENANCE SUBDIVISION	<ul style="list-style-type: none"> Written approval from Manager Development Planning & Engineering Refer to Standard Format Subdivision Plan documentation 	<ul style="list-style-type: none"> Email Manual (Over the Counter/by Post)
SUBDIVISION TYPE	DOCUMENTS REQUIRED	AVAILABLE LODGEMENT METHODS
AMALGAMATION SUBDIVISION	<ul style="list-style-type: none"> Subdivision Plan Application Form One copy of all private legal documents (Mackay Regional Council is not a party to these) clearly marked as a copy as these will not be returned Original Council easements/legal documents Electronic subdivision plan Form 18A (Owners Consent) 	<ul style="list-style-type: none"> Email Manual (Over the Counter/by Post)
PARTIAL RELEASE SUBDIVISION	Refer to Standard Format Subdivision.	
LEGAL DOCUMENTS (Land Transfers only)	<ul style="list-style-type: none"> Cover letter; providing a brief overview of the reason for the approval Original Council easements/legal documents 	<ul style="list-style-type: none"> Email Manual (Over the Counter/by Post)

STEP 6 - PAYMENT OF RATES


Prior to Council approving subdivision plan applications, the *Planning Regulations 2017* requires that; *there are no outstanding rates or charges levied by the local government or expenses that are a charge over the land under any Act.*

All outstanding Rates, including Water Rates, and Rates in Arrears are required to be paid by the owners of all lots being subdivided prior to application lodgement.

Outstanding Rates – means rates and water charges owed on a property that have passed the ‘discount due date’ period, as outlined on the rates notice.

Rates in Arrears – means rates that are outstanding from previous rating periods and may have legal proceedings in place to recover the debt.

If you require further information about your Rates balances (inc. payment methods) please refer to

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

your Rate Notice in the first instance or phone Council's Customer Service Centre on 1300 622 529 and request to speak to Billing Services .

Please Note: Rates information can only be discussed with registered property owners.

STEP 7 - LODGEMENT OF APPLICATION

The following section outlines detailed lodgement instructions for each accepted lodgement method.

Important Note: Council will not accept any subdivision plan application that intends to cancel a lot(s), where Council has not yet received a formal registration notice from the Titles Registry.

Council has a legislative requirement to ensure all Rates and Charges are paid in full prior to approving subdivision plans, therefore we cannot accept subdivision plan applications on properties which don't exist in Council's system as yet.

LODGEMENT TYPE	LODGEMENT PROCESS
EMAIL LODGEMENT	<ul style="list-style-type: none"> Convert all documentation to PDF format; Submit application to subdivision@mackay.qld.gov.au (<i>mailbox acceptance size is 30mb per email</i>); Within 2 business days, submit the following either in person to the Sir Albert Abbott Administration Building, 73 Gordon Street, Mackay during business hours OR via post to Mackay Regional Council, ATTN: Development Technical Officer, PO Box 41, Mackay Q 4740 – <ul style="list-style-type: none"> Original legal documents requiring approval by Council (if applicable); <i>and</i> Cover letter containing the application number & date of the electronic submission
HARD COPY LODGEMENT	All documentation must be printed and lodged at the Sir Albert Abbott Administration Building, 73 Gordon Street, Mackay between business hours.


STEP 8 - METHODS OF APPLICATION FEE PAYMENTS

Upon receipt of the application lodgement, Council will calculate the application fee amount payable and issue an Advice Notice containing the amount owed, available payment methods and unique payment references specific to your application.

Upon receipt of the Advice Notice; applicants must make payment within 3 business days to avoid an Action Notice being issued which will cause delays with the assessment.

STEP 9 - COUNCIL ASSESSMENT

The *Planning Regulation 2017* allows Council 20 business days to assess subdivision plan applications. Whilst Council makes every effort to assess all applications as quickly as possible, assessment

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

timeframes will be impacted if the quality of the application submitted is poor. This will result in Action Notices being issued and will delay the assessment process.

Council offers 'Fast Track' Assessment for certain subdivision plan applications, offering approval within 10 business days. Please refer to the [Subdivision Plan Fast Track Guideline](#) on Council's website to determine if you are eligible.

STEP 10 - ACTION NOTICES

If more information or actions are required to be taken before approval can occur, Council will issue an Action Notice. The Notice will outline the issue and the actions to be taken, within the timeframes allocated by Council.

Council allows for applicants to request one extension to the Action Notice response period, up to three additional months. All requests must be made in writing to subdivision@mackay.qld.gov.au.

When all items on the Action Notice have been complied with, the applicant must submit the required information to Council at subdivision@mackay.qld.gov.au. Council then has an additional 20 business days to assess the response provided.

If the response still does not achieve compliance, a Subsequent Action Notice will be issued. Council allows for applicants to request one extension to the Subsequent Action Notice response period, up to three additional months. All requests must be made in writing to .

Council allows for applicants to request one extension to the Subsequent Action Notice response period, up to three additional months. All requests must be made in writing to .

STEP 11 - APPROVAL

Once Council is satisfied that all conditions of approval have been complied with, the subdivision plan and relevant legal documents.


Council will contact the applicant via email providing the electronically endorsed documentation. If legal documents accompany the subdivision plan, instructions for collection will be outlined within the email sent.

Postage is available for applicants situated outside of the Mackay Regional Council area, however there is a fee required to be paid prior to posting. Further instructions will be outlined within the collection notice email sent.

STEP 12 - REGISTRATION OF PLAN

Once the applicant has the approved subdivision plan and relevant legal documents, they must take the documents to be registered at the [Titles Registry Office](#) at the Department of Natural Resources & Mines within 6 months.

If the subdivision plan is not registered with the Titles Registry Office within 6 months, the applicant will be required to resubmit the subdivision plan to Council to be reapproved. This will incur a fee.

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

Refer to the [Subdivision Plan Re-Approval](#) section within this guide for further information.

2.0 SUBDIVISION PLAN RE-APPROVAL

If the applicant fails to register the subdivision plan at the Titles Registry Office within 6 months from Council's approval date (shown on the Form 18B); the subdivision plan will need to be reapproved by Council.

Below is a list of mandatory documentation required to be submitted:

SUBDIVISION TYPE	DOCUMENTS REQUIRED	AVAILABLE LODGEMENT METHODS
RE-APPROVAL	<ul style="list-style-type: none"> Subdivision Plan Application Form Application fee payment Electronic subdivision plan previously endorsed by Council Form 18A (Owners Consent) 	<ul style="list-style-type: none"> Email Manual (Over the Counter/by Post)

LODGEMENT TYPE	LODGEMENT PROCESS
MANUAL LODGEMENT	All documentation must be printed and lodged at the Sir Albert Abbott Administration Building, 73 Gordon Street, Mackay between business hours.

All re-approval subdivision plan applications have a 3-5 business day timeframe.

Council will contact the applicant via email providing the electronically endorsed documentation. If legal documents accompany the subdivision plan, instructions for collection will be outlined within the email sent.


Postage is available for applicants situated outside of the Mackay Regional Council area, however there is a fee required to be paid prior to posting. Further instructions will be outlined within the collection notice email sent.

3.0 FREQUENTLY ASKED QUESTIONS

LODGEMENT PREPARATION QUESTIONS

I'm lodging a Building Format Plan subdivision application and I am required to provide a copy of the Certificate of Classification issued, which I no longer have. How can I obtain a copy of this from Council?

Complete an Application for Property Search form requesting a Certificate of Classification. Submit the completed form to Council's main administration building on Gordon Street and pay the outlined fee. As the files may be stored off site, you must obtain this document at least 28 days prior to lodging your subdivision application.

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

Why do I have to pay Council to obtain a copy of the Certificate of Classification if it's stored in Council facilities?

Due to these files being stored off site, Council is required to pay a fee to the storage company to obtain these. They cannot be obtained free of charge.

How do I know how much Infrastructure Contributions/Infrastructure Charges (ICN) I am required to pay?

You can obtain the required information from your DA Decision Notice however if the charge is related to an ICN payment that was issued more than 12 months ago, please lodge an [Infrastructure Charge Estimate Request](#) to ensure the amounts have not changed. This should be requested at least 2 weeks prior to the date you are planning to submit your subdivision plan application.

When am I required to pay my Infrastructure Contributions / Infrastructure Charges?

You are required to pay all outstanding charges prior to subdivision plan approval however it is strongly advised that all charges are paid at time of lodgement. Failure to pay these charges prior to the completion of assessment will result in an Action Notice being issued and will cause delays in your subdivision plan approval.

The related Operational Works inspection is scheduled after I plan to lodge the subdivision plan application. Can I still proceed with lodgement?

Yes, you may proceed with lodging the application; however you will experience delays with the approval process and risk receiving an Action Notice. It cannot be guaranteed that your development will be accepted as On-Maintenance on the first inspection.

I am required to submit Development Bonds as part of my Operational Works application. Can you advise of the process?

Refer to Council's [Operational Works Bond Guide](#) for further information.

Do I need to provide an email address when lodging my application?

Yes. Council operates under an electronic assessment environment and all correspondence is sent to the applicant via email only.

ASSESSMENT QUESTIONS


When can my builders start constructing my house on our newly subdivided lot?

Building of your house must not commence until the subdivision plan has been endorsed by Council and registered with the Titles Office; unless you are applying for a Building Format Plan subdivision therefore your building work will have already been completed.

My application has been submitted by my Consultant; how do I contact Council to enquire about the application status?

If you have engaged a private consultant to prepare and lodge your subdivision plan application, your first point of contact for any information about the progress will be your private consultant. All notices and correspondence will only be sent to your consultant to ensure there is a single point of contact throughout the application process. Should you wish to alter the above, the consultant must contact Council and confirm alternative arrangements in writing to subdivision@mackay.qld.gov.au.

My application has been submitted by my Consultant; can Council contact me direct when the plan has been endorsed so I can collect it?

 Planning, Growth & Sustainability	Subdivision Plan Application Guideline
DATE: July 2023	

No. Council's process for releasing any subdivision plan is to only release it to the party that originally lodged it. This allows the consultancy firm dealing with your application to follow up any further requirements after approval. Should you wish to alter the above, the consultant must contact Council and confirm alternative arrangements in writing to subdivision@mackay.qld.gov.au.

I need to make an amendment to the subdivision plan after it has been submitted to Council for endorsement. What should I do?

If you are the Surveyor of the plan; you need to contact the applicant in the first instance. The applicant must then contact Council via email at subdivision@mackay.qld.gov.au and request that the plan be collected for amendment. Council will prepare the plan for collection and notify you when it is ready within 1 to 2 business days after the request is received.

Council has approved my subdivision plan. What do I do now?

You must now take your subdivision plan to the Department of Natural Resources & Mines – Titles Office and apply for registration. You can locate your nearest Titles Office by visiting their [website](#).

COUNCIL POLICY**SOCIAL MEDIA**

Program: Corporate Communications & Marketing
Date of Adoption:
Resolution Number:
Review Date:

Scope

This Policy applies to all Councillors and Mackay Regional Council (MRC) staff.

Objective

The objective of this Policy is to enhance the use of social media, ensuring that Councillors, MRC Staff and the community understand their responsibilities when using social media platforms.

Policy Statement

MRC acknowledges:

- That there is a need to enhance the use of social media using best practice standards whilst ensuring that Councillors, MRC staff and the community understand their responsibilities when using social media platforms;
- That there is growing popularity of social media both as a communication and educational tool; and supports its appropriate use;
- The benefits of engaging with the community through social media platforms as well as the potentially harmful interactions indirectly with the Councillors, MRC staff and members in the community through the inappropriate use of social media;
- Social media is a public forum, and MRC staff and Councillors have a duty to ensure that content and comments published on social media adhere to appropriate standards for personal and official use.

Council 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

COUNCIL POLICY

SOCIAL MEDIA

Contents

1.0 Principles	3
1.1 Personal Use of Social Media	3
1.2 Misuse of Social Media	3
1.3 Corporate Social Media Accounts	4
1.4 Control of Social Media Accounts	4
1.5 Publishing Content on Corporate Social Media Accounts	4
1.6 Councillor's Use of Social Media	5
1.7 Local Government Elections	5
2.0 Community Interaction on Corporate Social Media Accounts	5
2.1 Posting of Comments or Questions by the Community	5
2.2 Council Response to Questions and Enquiries Made via MRC's Corporate Social Media Accounts	7
3.0 Record Keeping	7
4.0 Complaints	7
5.0 Definitions	8
6.0 Review of Policy	9
7.0 Reference	9

COUNCIL POLICY

SOCIAL MEDIA

1.0 Principles

1.1 Personal Use of Social Media

It is recognised that Councillors and staff may wish to use social media in their personal life. This Policy does not intend to discourage nor unduly limit personal expression or online activities.

Councillors and staff should recognise the potential for reputational harm caused (either directly or indirectly) to MRC or Council in certain circumstances via their personal use of social media when they can be identified as a Councillor or MRC employee.

Information published externally on behalf of MRC or Council on corporate social media accounts will be the responsibility of the Corporate Communications & Marketing (CC&M) Team or other delegated authorised officers. If staff are requested to disclose information externally, please consult with the CC&M Team.

Staff and Councillors are personally responsible and accountable for any content published in a personal capacity on their personal social media accounts.

1.2 Misuse of Social Media

MRC staff and Councillors need to be mindful of the misuse of social media platforms. Any misuse of social media platforms will constitute a breach of the Code of Conduct, and disciplinary action may be taken.

Misuse of social media undermines MRC's and the Councillors' ability to share information effectively with the community and to assist community members in communicating with MRC and Council. Misuse of social media could:

- create the wrong impression by using humour, irony or satire, which can be misunderstood in impersonal or abbreviated formats;
- mislead the community by publishing information that is inaccurate, incomplete, out of context or confusing;
- lead to the unlawful release of confidential or personal information;
- cause reputational loss by destroying public confidence in MRC and Councillors;
- damage MRC's and Councillors' relationships through unprofessional use of internal social media;
- be detrimental to the effective delivery of services to the community;
- hamper MRC's and Councillors' ability to be open and accountable to the community.

COUNCIL POLICY

SOCIAL MEDIA

1.3 Corporate Social Media Accounts

MRC has the exclusive right to set up, administer, monitor, create and delete all MRC corporate social media accounts, including but not limited to all MRC branded and managed social media accounts.

In this context – “Monitor” means to check the quality of the information for public records and to ensure it meets the procedure.

1.4 Control of Social Media Accounts

The CC&M Team are the custodian of all corporate social media accounts and pages.

The Manager CC&M must approve the creation, use and closure of any corporate social media accounts.

The CC&M Team will manage all logins created for corporate social media accounts and must be for legitimate work purposes and not for personal benefit, personal gain or intentional misuse.

1.5 Publishing Content on Corporate Social Media Accounts

MRC business can be topical, sensitive and controversial, and there is a process to be followed when making public comments.

The CC&M Team will administer MRC's corporate social media accounts.

Any communications posted or responses to posts on any corporate social media account should be of the highest professional standard, consistent and ethical.

All content published must:

- Think about what is being said or written and how it might be perceived.
- Avoid any comment that may be perceived as being made on behalf of MRC and Council rather than a personal view.
- Ensure that comments do not compromise their ability to be unbiased in their work and decisions.
- Avoid comments that compromise the ability of staff to undertake their duties impartially.
- Avoid any comments that amount to criticism sufficiently strong or persistent in giving rise to the public perception that they need to prepare to implement or administer the policies of MRC or the Government of the day as they relate to their duties.
- Avoid comments that amount to criticism or perceived criticism of MRC and Council decisions, operations or direction.
- Not lead to a breach of confidentiality.

COUNCIL POLICY

SOCIAL MEDIA

- Be mindful that they show respect for the opinions of others and do not injure a person's reputation or create a basis for a defamation action.
- Not breach the relevant Code of Conduct.

In the interests of remaining neutral and transparent, third-party content will only be published if a formal partnership or sponsorship arrangement is in place.

1.6 Councillor's Use of Social Media

MRC respects the right of Councillors to maintain personal social media accounts and interact on their social media, noting that this articulates their personal view as a Councillor and not that of the Council or MRC.

Councillors must be mindful that all content published on social media accounts must comply with the Code of Conduct for Councillors in Queensland.

Councillors should also be mindful of the moderating content of posts on social media accounts and remove any inappropriate posts in a timely manner.

Councillors who believe an organisational response is required to comments made by other parties on MRC's corporate social media accounts may refer the matter to the CEO in the first instance rather than responding directly.

1.7 Local Government Elections

In accordance with section 90D of the *Local Government Act 2009*, during the Caretaker Period, any posts on social media regarding election material or campaigning must not be used on any Corporate Social Media account. Election material includes anything able to or intended to influence an elector about voting at an election or affect the result of an election.

It is acknowledged that the Mayor has a personal Facebook account which has been endorsed and resourced in accordance with the Councillors Reimbursement of Expenses and Provisions of Facilities Policy. All Council provided support and resourcing will be ceased during an Election Caretaker Period so as to ensure that Council resources are not used for campaigning activities.

Councillors may use their personal Facebook accounts during their election campaign, provided that there are no Council resources (such as Council provided photo/documents) utilised for campaigning activities.

2.0 **Community Interaction on Corporate Social Media Accounts**

2.1 Posting of Comments or Questions by the Community

COUNCIL POLICY**SOCIAL MEDIA**

MRC's corporate social media accounts aim to provide a safe and positive environment for community members to receive factual information about MRC, Council and the Mackay Region.

MRC's corporate social media promotes the Mackay Region, including initiatives and events relevant to the community.

MRC welcomes all community members to place comments on its social media accounts; however, content posted on MRC's corporate social media accounts will be monitored to ensure it is appropriate and complies with this Policy.

MRC may remove posts in languages other than English if the message cannot be translated.

When contributing content to the MRC page, comments should not:

- (a) Harass, bully, incite violence, abuse, attack, threaten or discriminate against other users, particularly about an individual or group's age, disability, gender, political leaning, race, religion or sexuality;
- (b) Participate in trolling, baiting, disrupting a conversation or not be in relation to the original topic;
- (c) Be false or misleading;
- (d) Include profanities, obscene or offensive language;
- (e) Provide other people's personal information - this is a breach of privacy, and the content may be removed at MRC's discretion under MRC's Information Privacy Policy;
- (f) Comment or share anything that may constitute spam, such as advertising, appeals, petitions, requests or endorsements, or promote commercial or political interests. This also includes repeated posts and comments;
- (g) Speculate and/or comment on legal matters;
- (h) Upload materials that breach the intellectual property rights of others;
- (i) Upload malicious software or files;
- (j) Violate the terms of use of social media platforms;
- (k) Break the law (including violation of copyright laws) or encourage others to do so;
- (l) Encourage or incite rioting, picketing or any other actions which may amount to public nuisance.

Failure to adhere to the above may result in moderation, un-tagging,

COUNCIL POLICY

SOCIAL MEDIA

removal of posts or comments, and users being blocked from MRC's social media accounts. MRC may also refer any comment it deems unlawful to the Queensland Police.

MRC reserves the right to remove comments and take the discussion 'offline' or into a private message if the content is personal or affects the page's enjoyment for other visitors.

MRC cannot control comments posted on private or community notice board pages. Please report any inappropriate or inaccurate comments concerning MRC or Council to the CC&M Team.

2.2 Council Response to Questions and Enquiries Made via MRC's Corporate Social Media Accounts

MRC's corporate social media accounts are unattended between 4.30 pm and 8.00 am on weekdays, public holidays and all hours on weekends.

Whilst MRC encourages comments on its corporate social media accounts, all questions and issues should be reported to 1300 MACKAY (1300 622 529). Contacting MRC Customer Service Team ensures that your request can be tracked and followed up quickly with the relevant area within MRC.

3.0 Record Keeping

In accordance with the *Public Records Act 2002* and the MRC Records Management Policy, MRC has a responsibility to ensure its public records are made, managed and kept and, if appropriate, preserved in a usable form for the benefit of present and future generations.

All content on any corporate social media account related to MRC business is considered public and must be recorded in MRC's electronic records management.

4.0 Complaints

Any complaints relating to a decision or a service relating to this Policy will be assessed and managed per MRC's Administrative Action Complaints Policy, a copy of which can be found on MRC's website.

When an individual feels they are the subject of MRC's failure to act compatibly with human rights, they can directly complain to MRC. These complaints will be assessed against the Human Rights Act 2019.

Complaints may be made as follows:

In writing to
Chief Executive Officer

COUNCIL POLICY

SOCIAL MEDIA

Mackay Regional Council
PO Box 41
MACKAY QLD 4740

Via email - complaints@mackay.qld.gov.au

In-person at the following MRC Client Services Centres:

- MRC Mackay Office – 73 Gordon Street, Mackay
- MRC Sarina Office – 65 Broad Street, Sarina
- MRC Mirani Council Office – 20 Victoria Street, Mirani

5.0 Definitions

To assist in interpretation the following definitions shall apply:

CC&M Team shall mean the Corporate Communications & Marketing Team.

CEO shall mean the Chief Executive Officer of MRC.

Council shall mean all elected representative of MRC.

Councillor shall mean an individual elected representative of MRC.

MRC shall mean Mackay Regional Council.

Personal Facebook Account shall mean an individual's personal account which has been set up and managed personally by the Councillor or staff member where they can post updates, upload photos, share videos, maintain a friends list and provide information.

Personal use is an individual or private user publishing comments on an individual's social media platforms and is not attributable to corporate or professional use.

Social Media includes but is not limited to:

- Social networking sites, such as Facebook, Twitter, LinkedIn, and any other social networking sites as they develop in the future;
- Video, picture and photo sharing sites, including TikTok, Instagram, Snap Chat, Pinterest and YouTube, and any other video, picture or photo sharing sites as they develop in the future;
- Blog sites, including professional and personal blogs;
- Online forums, text-based chat rooms and interactive sites, including Google Groups;
- Online encyclopedias, such as Wikipedia or Wikispaces;
- Virtual worlds and mashups, including Second Life and other sites that allow Users to create a physical identity and socialise with other users;
- Messaging technologies/apps (e.g. WhatsApp); and
- Other websites enable comments to be posted publicly or via email.

This definition of Social Media is not exhaustive, and MRC may deem a particular medium or platform to constitute Social Media from time to time.

COUNCIL POLICY

SOCIAL MEDIA

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

6.0 Review of Policy

This Policy will be reviewed when any of the following occurs:

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

Notwithstanding the above, this Policy will be reviewed at intervals of no more than three (3) years.

7.0 Reference

- *Copyright Act 1968 (Cth)*
- *Information Privacy Act 2009 (Qld)*
- *Defamation Act 2005 (Qld)*
- *Age Discrimination Act 2004 (Cth)*
- *Disability Discrimination Act 1992(Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Australian Human Rights Commission Act 1986 (Cth)*
- *Racial Discrimination Act 1975 (Cth)*
- *Anti-Discrimination Act 1991 (Qld)*
- *Criminal Code Act 1995 (Cth)*
- *Public Records Act 2002 (Qld)*
- *Local Government Act 2009 (Qld)*
- *Local Government Regulations 2012 (Qld)*

This Corporate Standard must be read in conjunction with the following MRC documents:

- Mackay Regional Council – Staff Code of Conduct
- Councillor Code of Conduct
- COU029 – Media Policy
- OP008 - Acceptable Usage of Council Information Communication and Technology (ICT) Systems Policy
- OP009 - Disciplinary Procedure Policy
- OP044 – Records Management Policy
- OP023 – Information Management Policy
- MRC's Communication & Marketing Plan

COUNCIL POLICY**AUDIT COMMITTEE**

Program: Ethical Standards, Audit and Risk
Date of Adoption:
Resolution Number:
Review Date:

Scope

The scope of the Audit Committee's oversight and advisory responsibilities is outlined in the Audit Committee Charter.

Objective

This policy and the attached Audit Committee Charter, outline the role, responsibilities, composition and operating guidelines of Mackay Regional Council's Audit Committee.

Policy Statement

The Audit Committee is established in accordance with Section 105 of the *Local Government Act 2009* which requires that local governments must establish an audit committee.

Council 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

COUNCIL POLICY

AUDIT COMMITTEE

Contents

1.0 Principles 3

2.0 Definitions 3

3.0 Review of Policy 3

4.0 Reference 4

5.0 Attachments 4

A: Audit Committee Charter 4

COUNCIL POLICY

AUDIT COMMITTEE

1.0 Principles

The Audit Committee is to operate in accordance with the requirements of the *Local Government Act 2009*, *Local Government Regulation 2012*, and the Audit Committee Charter (Attachment A).

The Audit Committee has authority to review and make recommendations to Council and the Chief Executive Officer of MRC on any matters within the scope of its responsibilities, as outlined in the Audit Committee Charter.

The primary objective of the Audit Committee is providing oversight and advice to Council and the Chief Executive Officer (CEO) on matters relating to:

- Internal audit
- External audit
- Financial statements & reporting
- Risk management
- Internal control
- Legislative and policy compliance

2.0 Definitions

To assist in interpretation the following definitions shall apply:

Audit Committee - an advisory committee of Council consisting of the Mayor, a Councillor and independent external members charged with providing oversight and advice to Council and the Chief Executive Officer in relation to the operations of Mackay Regional Council and its controlled entities.

Audit Committee Charter - a document which outlines the role, responsibilities, operational requirements and reporting obligations of the Audit Committee.

MRC shall mean Mackay Regional Council

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

Independent external member - a professional, experienced individual appointed to the Audit Committee by Council, who is independent of the Council.

SLT shall mean Senior Leadership Team

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.

COUNCIL POLICY

AUDIT COMMITTEE

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*
- *Audit Committee Guidelines - Queensland Treasury - July 2020*
- *Enterprise Risk Management Policy*
- *Internal Audit Policy & Charter*
- *The Institute of Internal Auditors Australia - International Standards for the Professional Practice of Internal Auditing (Standards)*

5.0 Attachments

A: Audit Committee Charter

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	Review of Policy		Council	26.10.16
2	Review of Policy	Amendments to Policy	Audit Committee	11.04.19
3	Review of Policy	Amendments to Policy	Adopted by Council	08.05.19
4	Review of Policy	Amendments to Policy	Audit Committee	27.08.20
5	Review of Policy	Amendments to Policy	Adopted by Council	23.09.20
6	Review of Policy	Updates		



Audit Committee Charter

Table of Contents

1. INTRODUCTION 7

2. OBJECTIVE..... 7

3. SCOPE 7

4. AUTHORITY 7

5. RESPONSIBILITIES 8

 Internal Audit 8

 External Audit 8

 Financial statements and reporting 9

 Risk Management 9

 Internal Control 9

 Legislative and Policy Compliance 10

6. INDEPENDENCE AND ACCESS 10

7. MEMBERSHIP 10

8. APPOINTMENTS AND TENURE 11

9. MEETINGS AND AGENDA 12

10. REPORTING 12

11. ETHICAL PRACTICES 12

12. TRAINING..... 13

13. SELF EVALUATION..... 13

14. REVIEW OF CHARTER..... 13

15. APPROVAL OF THE CHARTER..... 13

1. INTRODUCTION

The Audit Committee is an advisory committee of Council, established and governed in accordance with the *Local Government Act 2009* (the Act) and the *Local Government Regulation 2012* (the Regulation), which require each large local government to establish an Audit Committee.

This Charter defines the role, responsibilities, composition and operating guidelines of the Audit Committee of Mackay Regional Council.

2. OBJECTIVE

The primary objective of the Audit Committee is providing oversight and advice to Council and the Chief Executive Officer (CEO) on matters relating to:

- Internal audit
- External audit
- Financial statements and reporting
- Risk management
- Internal control
- Legislative and policy compliance

3. SCOPE

The scope of Audit Committee's responsibilities includes the operations and activities of the MRC and its controlled entities.

The Audit Committee has no line-management or delegated or financial authority and does not replace the responsibilities of executive management but acts as a source of independent advice to the Council and the CEO on matters that fall within the committee's area of responsibility.

4. AUTHORITY

The Audit Committee is an advisory committee directly responsible to Council and has the authority to review and make recommendations on matters within its scope of responsibility and in accordance with the Act and Regulation.

In doing so the committee has the authority to:

- Through the CEO, seek any information it requires from Council employees for such purposes.
- Conduct or authorise investigations into matters within its scope of responsibility.
- Through the Secretary, request the attendance of any employee to committee meetings. Conduct meetings with internal and external auditors, as necessary.

- Seek advice from external parties, as necessary.

The committee does not replace or replicate established management responsibilities and delegations, the responsibilities of other executive management groups within MRC, or the reporting lines and responsibilities of either internal audit or external audit functions.

5. RESPONSIBILITIES

The responsibilities of the Audit Committee are to review and provide advice to Council and the CEO in the following areas.

Internal Audit

- Review the resourcing, staffing and skills of the internal audit function.
- Monitor performance and effectiveness of internal audit services where they are outsourced
- Review the internal audit plan, its scope and progress, and any significant changes to it, including any difficulties or restrictions on scope of activities, or significant disagreements with management.
- Review the internal audit plan to ensure it covers key risks and that there is appropriate co-ordination with the external auditor.
- Review the findings and recommendations of internal audits and the response to them by management.
- Review the effectiveness of actions taken to address internal audit recommendations by management.
- Ensure that there is no material overlap between the internal and external audit functions.
- Periodically review the internal audit charter to ensure appropriate organisational structures, authority, access and reporting arrangements are in place.
- Ensure that Internal Audit is conducted in accordance with the IIA professional standards, including that an independent review is undertaken every five years.

External Audit

- Review the findings and recommendations of external audit (including from performance audits) and the response to them by management.
- Review responses provided by management to ensure they are aligned with the MRC's risk management framework.
- Review the implementation of external audit recommendations accepted by management, and where issues remain unresolved ensure that satisfactory progression is being made to mitigate the risk associated with audit's findings.
- Review Queensland Audit Office (QAO) Audit Client Management Strategy (annual external audit plan) and the external audit fee.

- Review and have input into management feedback provided to the QAO each year.

Financial statements and reporting

- Review MRC's final draft financial statements for the purpose of recommending to the Mayor and the CEO that the statements are true and correct, prior to signing and submission to the Auditor-General under Section 212 of the Regulation.
- Review the Auditor-General's audit report and observations about MRC's financial statements.
- In particular the review should focus on, but not be limited to:
 - consideration of appropriateness of accounting and financial management policies and principles
 - significant changes in accounting policies and practices
 - major judgmental areas
 - significant audit adjustments
 - proposed departures from accounting standards, and
 - significant variances and major balances

Risk Management

- Review the Enterprise Risk Management Framework for identifying, monitoring and managing significant risks, including fraud.
- Satisfy itself that insurance arrangements are appropriate for MRC.
- Liaise with management to ensure there is a common understanding of the key risks to the MRC. These risks will be clearly documented in a risk register which will be regularly reviewed to ensure it remains up-to-date.
- Assess and contribute to the audit planning processes relating to the risks and threats to the MRC.
- Review effectiveness of MRC's processes for identifying and escalating risks, particularly strategic risks.

Internal Control

- Review, through the internal and external audit functions, the adequacy of the internal control structure and systems, including information technology security and control.
- Review, through the internal and external audit functions, whether relevant policies and procedures are in place and up-to-date, including those for the management and exercise of delegations, and whether they are complied with.
- Review, through the CEO, whether the financial internal controls are operating efficiently, effectively and economically

Legislative and Policy Compliance

- Determine whether SLT has considered legal and compliance risks as part of the MRC's risk assessment and management arrangements.
- Review the effectiveness of the system for monitoring the MRC's compliance with relevant laws, regulations and policies.
- Review the findings of any examinations by regulatory agencies, and any auditor observations.

6. INDEPENDENCE AND ACCESS

The committee needs to liaise closely with management and internal and external auditors to carry out its responsibilities. Whilst the primary responsibility for audit, financial reporting, enterprise risk management, internal control, and compliance rests with management, the Audit Committee exercises a monitoring, oversight and review role.

The committee will have access to all information, documents and personnel, and have adequate resources, in order to fulfil its oversight responsibilities.

The committee is free to meet with internal and external audit without management present at any time.

Internal Audit and external audit can access the committee without management present at any time.

7. MEMBERSHIP

The Audit Committee will comprise of four members, one of whom shall be the Mayor and one a councillor appointed by the Council and two of whom shall be independent external members.

The members, taken collectively, will have a broad range of skills and experience relevant to the committee's responsibilities.

At least one member will have significant accounting or related financial management experience with an understanding of accounting and auditing standards in a local government environment as required by s210 of the Regulation.

The Council will appoint one of the external members as the Chairperson of the committee. If the Chairperson is absent, the second independent external member shall be appointed as Chairperson for that meeting.

If there is a split vote by members on a resolution, the Chairperson at the meeting may exercise a casting vote on the resolution.

The CEO must be a standing invitee to all meetings of the committee in a non-voting capacity.

The Council may appoint up to two additional councillors to the Committee in a non-voting capacity. An additional councillor so appointed can be appointed by Council as an alternate member of the Committee in the event a councillor member is absent.

Other MRC officers should attend in a non-voting capacity as required by the Audit Committee or as approved by the CEO.

The Audit Committee may invite representatives of the Queensland Audit Office (or its nominated contract audit firm) or other parties to participate in all or part of committee meetings in a non-voting capacity.

The Chairperson will have the authority to approve requests for participation and the presentation of reports etc. Such requests or invitations for participation shall be facilitated through the Committee's Secretariat.

Secretary

- A secretary/secretariat function will be provided through Council's Ethical Standards, Audit and Risk Program to facilitate the committee's meetings and reporting duties.
- The secretary, in consultation with the Chair, will prepare and send notices of meetings and agendas and accurately transcribe all decisions of the committee.
- The secretary will table all correspondence, reports and other information relevant to the committee's activities and operations.
- The secretary will prepare and update the Audit Committee Induction manual when required.

Internal Audit

The committee will act as a forum for internal audit and oversee its planning, monitoring and reporting processes. This process will form part of the governance processes that ensure that MRC internal audit function operates effectively, efficiently and economically.

- The Senior Internal Auditor will have a standing invitation to attend committee meetings.
- The Chair and an independent member will hold executive sessions with the internal audit function at least twice per year, if required.
- The Audit Committee Chairperson is the Charter owner and the Senior Internal Auditor is responsible for authoring and reviewing this Charter.
- The Senior Internal Auditor will coordinate the committee's annual meeting plan and self-assessment requirements, in consultation with the Chair.

8. APPOINTMENTS AND TENURE

Councillors will be appointed to the Audit Committee for the full Council term unless otherwise determined by Council.

Council can appoint a stand-in or replacement councillor member to the Audit Committee at any time.

Independent external members will be recruited through a publicly advertised merit based selection process, and will be appointed for a period determined by Council.

The term of appointment is for two years and can be extended for a further term subject to composition and skill requirements of the committee. The maximum term is six years.

Appointments of external members to the committee should be staggered where possible to ensure appropriate continuity and succession planning.

The term of appointment of external members can be extended by the Council subject to the composition and skill requirements of the committee.

Remuneration of external members of the committee is set by the CEO in recognition of the skills and experience, time commitment and responsibilities required to fulfil the role.

The Chairperson will receive additional remuneration as determined by the CEO in recognition of the additional time and responsibilities associated with this role.

10. MEETINGS AND AGENDA

In accordance with Section 211 of the Regulation, the Audit Committee shall meet at least twice each financial year. The schedule of meetings will be agreed in advance.

A quorum will consist of two members, one of whom must be an independent external member.

The committee will determine its own agenda, ensuring appropriate consultation to include emerging issues and emphasis on the most significant risks and threats.

The agenda and relevant papers will be distributed to members at least five business days prior to the meetings.

11. REPORTING

Pursuant to Section 211 the Regulation, through the CEO, the committee must present a report about the matters reviewed at the meeting and the committee's recommendations about the matters mentioned at the meeting of the local government.

12. ETHICAL PRACTICES

Members are required to declare any interests that could constitute a real, potential or apparent conflict of interest with respect to participation on the committee.

The declaration must be made on appointment to the committee and in relation to specific agenda items at the outset of each committee meeting and be updated as necessary.

13. EDUCATION AND INDUCTION OF MEMBERS

New members of the Audit Committee will be provided with induction material on their appointment to assist them to meet their committee responsibilities and to further familiarise themselves with the environment and to facilitate their understanding of the principal operations and activities, corporate practices and culture of MRC.

Presentations to the Audit Committee will be provided on key issues in Council such as transformation programs, strategic planning, legislative directions, procurement compliance and performance, governance success, information communications and related technology status, growth and development of the city, financial sustainability, infrastructure adequacy, asset management etc.

14. SELF EVALUATION

At least once every two years, the Audit Committee will assess its performance and achievements for the previous period and ensure that it is meeting its objectives efficiently and effectively.

Where this evaluation highlights a need for enhancements to the role, operational processes or membership of the committee, the Chairperson, through the CEO, should take action to ensure such enhancements are implemented.

14. REVIEW OF CHARTER

The Charter is to be reviewed in conjunction with the review of the Audit Committee Policy but may be reviewed at an earlier time as determined by the Committee.

15. APPROVAL OF THE CHARTER

The Audit Committee Charter along with any future amendments to it are to be endorsed by the Audit Committee and approved by the Council.

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
2	Review		Audit Advisory Committee	28.09.11
3	Scheduled Review	Various	Audit Advisory Committee 2.5.14	04.06.14
4	Scheduled Review	Various	Council Meeting	26.10.16
5	Scheduled Review	Various	Council Meeting	08.05.19
6	Scheduled Review	Various	Audit Committee 27 August 2020	27.08.20
7	Scheduled Review	Various	Council Meeting	23.09.20
8	Scheduled Review	Updates		

	COUNCIL POLICY	
	Liability Claims Against Mackay Regional Council	
	POLICY NO	098
	DEPARTMENT	Organisational Services
	PROGRAM	Governance & Safety
ENDORSED BY COUNCIL 12 August 2020		Resolution: ORD-2020-205

1.0 Scope

This policy relates to liability claims made against MRC Mackay Regional Council (MRC) including claims for personal injury and property damage.

2.0 Purpose

The purpose of this policy is to outline MRC's approach to dealing with liability claims in order to inform potential claimants and to provide direction to MRC staff.

This policy should be read in conjunction with any related legislation, codes of practice, relevant internal policies and procedures.

3.0 Reference

- *Local Government Act 2009*
- *Local Government Regulations 2012*
- *Civil Liabilities Act 2003*
- *Mackay Regional Council Administrative Actions Complaint Policy*
- *Local Government Mutual Terms and Conditions*
- *Insurance Requirements for Hire of Council Facilities Internal Operating Guideline*

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Claim shall mean any writ, summons, application, third party proceeding or other originating legal or similar process including any written demand communicated to MRC.

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

Duty of Care shall mean the responsibility or legal obligation of a person or organisation to take reasonable care to avoid foreseeable acts or omissions to be likely to cause harm to others. It is the first element that must be established to proceed with an action in negligence.

MRC shall mean Mackay Regional Council.

Personal Injuries shall mean bodily injury, death, sickness, disease, disability, shock, fright, mental anguish and mental injury.

Property Damage shall mean damage, loss or loss of use of tangible property caused by MRC.

Public Liability shall mean claims alleging negligent acts or omissions or nuisances created or allowed to occur by MRC, which have resulted in injury to the claimant or damage to his or her property.

- (i) Personal Injury (as defined herein)
- (ii) Damage to Property (as defined herein)
- (iii) Public Liability Plant (as defined herein)

Public Liability Plant Claims shall mean claims that result when a MRC operated plant such as a mower, whipper-snipper, or slasher has caused damage to third party property.

Service Providers/Suppliers shall mean any business, sporting or fitness groups, event organisers, stall holders or any other service provider/stakeholders that wish to undertake business or hire/use council facilities.

5.0 Background

Prompt and efficient claims management will ensure that claims are processed quickly and accurately ensuring that MRC meets its obligations to claimants and protect the interests of ratepayers.

MRC's Public Liability Insurance covers MRC activities and does not cover third parties (i.e. members of the community, community organisations, sporting groups and community events etc.). The only exception is individuals that qualify and registered in advance under the limited provisions of MRC's Performers and Stall-holders insurance policy.

6.0 Policy Statement

6.1 Claim Management

Liability claims received by MRC will be considered on a "Without Prejudice" basis, investigated and a decision made on those findings within a reasonable timeframe.

Whilst all liability claims will be properly considered, the following claims are unlikely to be approved:

- Damage to tyres and rims which result from wear and tear;
- Damage due to debris (if it occurs in the normal course of driving);
- Damage resulting from criminal actions;
- Damage resulting from extreme weather events;

- Matters already the subject of an insurance claim;
- Damage resulting from the actions of a third party;
- Damage resulting in property damage i.e. panel damage, windscreen damage from MRC plant, unless MRC has been found to be negligent.

Payment of compensation may be considered for an injury, loss or damage suffered, if it is established that the injury, loss or damage was a result of MRC's negligence.

In order to establish whether MRC is negligent an investigation will be conducted taking into account various factors including, but not limited to:

- Circumstances around the injury, loss or damage;
- Claimants' statements;
- MRC records;
- Statements by employees.

MRC will assess most claims internally, however in some instances, such as personal injury claims, complex property damage claims, and high value claims, MRC is required to refer these to its insurers.

6.2 Public Liability Plant Claims

Public Liability Plant claims will only be accepted if a Third Party Liability Claim form has been signed and fully completed by the claimant and relevant MRC officer acknowledging the damage sustained to the third party's vehicle and submitted to MRC with all supporting documentation within 10 business days of the alleged incident. An exception to this timeframe may be granted only in exceptional circumstances as assessed and approved by the Manager Governance & Safety.

Further, claims will only be approved if it is proven that MRC has been negligent in its operations (for example: insufficient signage, substandard equipment, operator's non-adherence to procedures etc.).

6.3 Public Liability Claims

All claims are required to be lodged to MRC in writing and will be considered on a "without prejudice" basis.

To assist MRC in assessing and investigating a claim, photographs of the damage, location map, medical reports, two quotations for repairs or other appropriate documents to support the claim will be required.

The acceptance of the written claim and supporting documentation by MRC in no way infers negligence on the part of MRC or binds MRC to provide compensation.

6.3.1 Personal Injury claims

These claims are notifiable under the terms and conditions of MRC's liability insurance cover. These claims are referred to MRC's insurers for claim management.

6.3.2 Property Damage

These claims need to be lodged with MRC in writing and will be considered on individual circumstances.

These claims may be dealt either by:

- Internal investigation;
- MRC's Insurer;
- As per Public Liability Plant claim requirements (6.2 above)

7.0 Review of Policy


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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
2	Review of Policy	Amendments to Policy and consideration to make Council Policy.		14.12.16
3	Review of Policy	Amendments	Council endorsed	12.08.20

	COUNCIL POLICY	
	Kerbside Numbering	
	POLICY NO	026
	DEPARTMENT	ENGINEERING & COMMERCIAL INFRASTRUCTURE
	PROGRAM PLANNING	TRANSPORT & DRAINAGE INFRASTRUCTURE
ENDORSED BY COUNCIL 26 August 2020 Resolution ORD-2020-221		

1.0 Scope

The Policy sets out guidelines related to the location, size, colour, responsibility for costs and ongoing liability for maintenance for kerbside numbering for private residences.

2.0 Purpose

Mackay Regional Council (MRC) has, at various times, received requests from various service providers to install kerbside numbering for residences. The purpose of the Policy is to set out guidelines for these works in relation to standards for size, colour and responsibility.

3.0 Reference

- Australian Standard AS/NZS 1906.1 - Retroreflective materials and devices for road traffic control purpose;
- Australian Standard AS 1744 - Standard Alphabets for Road Signs;

4.0 Definitions

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

Human Rights Complaint shall mean a complaint about an alleged contravention of section 58-1 by a public entity in relation to an act or decision of the public entity.

MRC shall mean Mackay Regional Council.

5.0 Background

Requirement to define the procedures required by service providers involved in installing kerbside numbering as a result of applications from service providers to carry out such work.

6.0 Policy Statement

6.1 Principal Guidelines

- (i) Written approval must be obtained from the Director Engineering & Commercial Infrastructure, in accordance with this policy, covering Kerbside Numbering.
- (ii) Applications for approval to install kerbside house numbering must be submitted in writing to the Chief Executive Officer with sufficient detail to establish compliance with MRC's specification.
- (iii) Approvals shall be for a period of twelve (12) months subject to renewal, performance and MRC's right of revocation at any time upon notice.
- (iv) Approved applicants must:-
 - Not represent to householders that the practice is a MRC requirement
 - Indemnify MRC against all public liability
 - Undertake the work in accordance with the following specification
- (v) Specification
 - Numbers shall be allocated adjacent to the driveway on the side nearest to the middle of the frontage of the allotment;
 - Uniformity to be kept throughout the numbering system by using a template of high standard;
 - Kerb area to be cleaned prior to placement of numerals to ensure high standard of adherence to the kerb concrete;
 - All numerals shall be white reflectorised conforming to a minimum Class 2 to AS/NZS 1906.1 on a Brunswick Green background;
 - Numeral size to be a minimum of 100 mm high or as alternatively approved conforming to Series D AS 1744;
 - Line width (thickness) – the numerals should be no less than 13 mm thick;
 - All numerals must be upright;
 - Options exist for using house number plates for vertical face kerb by use of a 1.6 mm aluminum plate (200 mm x 250 mm) fixed to the kerb by use of an approved two-part epoxy or equivalent.
- (vi) Any work completed that is not in accordance with these conditions is to be removed without cost to MRC.
- (vii) Numbers installed must only be at the request of the owner and/or occupier and must be at their expense. The fee to be charged for the service is to be agreed between the service provider and the resident.
- (viii) Organisations undertaking such work are to inform all owners and/or occupiers that Council accepts no responsibility for the replacement of such numbers in the event that the kerb and/or gutter is damaged and requires repair, or replacement.
- (ix) Service providers undertaking such work are to inform owners and/or occupiers that although Council has approved their services, it does not endorse, or recommend, their particular service or product.

- (x) MRC has not set a rate for such work, and this is for determination on a free market basis.
- (xi) MRC will not restrict approval for any organisation to provide house-numbering services to a particular area or zone within MRC Local Government Area (LGA). An approved provider may operate at the same time within any part of LGA as another provider.
- (xii) MRC does not accept any liability for damages resulting from the installation of the numbers or deterioration of the numbers from such activities as street sweeping and kerb and gutter replacement.
- (xiii) The service provider is to advise the resident of any commitment for the ongoing maintenance of the numbering due to deterioration/wear and tear and that Council does not accept any responsibility for such maintenance.
- (xiv) A copy of this policy is to be made available to the resident prior to the placement of the numbers on the kerbside.

6.2 Complaints

Any complaints in relation to this service will be assessed and managed in accordance with MRC's Administrative Action Complaints Policy, a copy of which can be found on MRC's website.

Complaints may be made as following:

In writing to

Chief Executive Officer
Mackay Regional Council
PO Box 41
MACKAY QLD 4740

Via Email - complaints@mackay.qld.gov.au

In person 73 Gordon Street, Mackay

6.3 Human Right Complaints

When an individual feels that they are the subject of MRC's failure to act compatibly with human rights, they can make a complaint directly to MRC. These complaints will be assessed against the *Human Rights Act 2019*.

7.0 **Review of Policy**

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
2	Modified Template	Nil	Council	27.01.16
3	Minor amendments and additions as part of review process	Minor amendments and inclusion 7.0 (xiv) provision	Council	27.09.17
4	Policy Review	Minor Amendments	Council	26.08.20

11.1.5. CONTRACTUAL ARRANGEMENT EXEMPTION - EXTERNAL REPRESENTATIVES FOR THE AUDIT COMMITTEE

Author	Senior Internal Auditor (Jacqueline Wix)
Responsible Officer	Chief Executive Officer (Scott Owen)
File Reference	{file-number}
Attachments	Nil

Purpose

To recommend that MRC enter into a contractual arrangement, for the external representatives for Audit Committee, without the invitation of written quotes, in accordance with Section 235 (b) of the *Local Government Regulation 2012*.

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

The *Local Government Regulation 2012*, Section 235 (b), allows;

“a Local Government to enter into a medium-sized contractual arrangement without first inviting written quotes if 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.”

In accordance with the *Local Government Act 2009*, Section 105(2), Council is required to establish an Audit Committee. Council Policy 37 – Audit Committee Policy & Charter (the policy) stipulates the Audit Committee will comprise of four members, two of whom shall be independent external members.

The policy, adopted by Council today, included an amendment of the appointment term for external members, to align with Queensland Treasury guidelines. The policy now states;

“The term of appointment is for two years and can be extended for a further term subject to composition and skill requirements of the committee. The maximum term is six years.”

As a result of this change, it is proposed that the contract terms for the two current external members be amended, and that this amendment be exempt from requiring an invitation to quote. This exemption will allow;

- External member contracts to align with the recently adopted policy (providing a maximum of six-year appointment)
- No financial impact, with the amendment being cost neutral
- Negate the need to undertake an invitation to quote, as one member has reached the previous maximum period of 4-years, which is considered impractical at this time, due to impending local government elections and the current organisational realignment

It is considered impractical and disadvantageous to call public quotations for what would be a two (2) year extension only. Such an undertaking would require significant input from interested parties, along with Council resourcing. Current appointees have the required skill set, and calling quotations for potential new external representatives would be disruptive. Following the expiry of extended six (6) year periods public quotations would be called for six-year appointments.

External Member	Contract Contractual Term	Proposed Contractual Option
Tim Cronin	Member Contract; <ul style="list-style-type: none"> 1 March 2020 – 28 February 2022 (2 years) Option – 2-year extension (28 February 2024) Chair Contract; <ul style="list-style-type: none"> 1 March 2022 – 28 February 2024 (2 years) No second option 	Provision for 1 additional 2-year option. Allowing a maximum of a 6-year term, ending 28 February 2026.
Monica McKendry	Member Contract; <ul style="list-style-type: none"> 1 March 2022 – 28 February 2024 (2 years) Option - 2-year extension (28 February 2026) 	Provision for 1 additional 2-year options. Allowing a maximum of a 6-year term, ending 28 February 2028

Upon approval of the exemption, it is recommended that the below extensions be applied;

- Tim Cronin – offer of a second and final 2-year option; 1 March 2024 – 28 February 2026
- Monica McKendry – offer of the first 2-year option, and provision for a second 2-year option (2026-2028): 1 March 2024 – 28 February 2026

It is noted that the two members have the desired mix of skills, with one having expertise in auditing, risk management finance and other Queensland local government audit committee experience, and the other having a very strong financial background. Tim Cronin has served for 4 years, including 2 years as the Chair, Monica McKendry has served as a committee member for 2 years. Both have fulfilled the role to a high standard and have a thorough understanding of MRC. The extension also allows MRC to maintain staggered appointments of external members to ensure continuity.

Consultation and Communication

Consultation has been undertaken with relevant stakeholders including the CEO, Director Organisational Services, Executive Officer, Manager Procurement and Plant and MRC Audit Committee members.

Resource Implications

External Audit Committee members are a paid position, these costs are included in Relevant Programs' 2023/2024 Financial Year's Operational budget. The amendment of the contract term is cost neutral.

Risk Management Implications

There are no risk management implications to the appointment of two external members.

Conclusion

It is recommended that Council;

- Approve the contract amendment for the two Audit Committee external members without the invitation to quote, in accordance with Section 235(b) of *the Local Government Regulations* that Council resolve that due to the specific nature of the service that it is impractical for Council to invite tenders.

- Approve the offer of a contract extension to Tim Cronin as Chair of the Audit Committee, for a period of 2 years.
- Approve the offer of a contract extension to Monica McKendry as a member of the Audit Committee, for a period of 2 years, with an option to extend for a further 2 years subject to agreement over the terms of appointment.

Officer's Recommendation

THAT pursuant to *section 235(b) Local Government Regulations*, Council resolves that because of the specific nature of the service, it would be impractical and disadvantageous for Council to invite quotes or tenders for external representatives for the Audit Committee.

THAT Council approve the offer of a contract extension to Tim Cronin as the Chair, for a period of 2 years (1 March 2024 – 28 February 2026), with no further option to extend.

THAT Council approve the offer of a contract extension to Monica McKendry as a member, for a period of 2 years (1 March 2024 – 28 February 2026), with an option to extend for a further 2 years subject to agreement over the terms of appointment.

FURTHER THAT the Chief Executive Officer finalise contract negotiations over their tenures.

11.2. CAPITAL WORKS

11.3. COMMUNITY SERVICES

11.3.1. MACKAY LOCAL DISASTER MANAGEMENT PLAN

Author	Emergency Management Co-ordinator (Kristie Brown)
Responsible Officer	Director Community Services (Janine McKay)
File Reference	LDMG
Attachments	Nil

Purpose

To provide Council with the 2023 Mackay Local Disaster Management Plan (LDMP) for endorsement.

Related Parties

Mackay Local Disaster Management Group Members

Corporate Plan Linkage

Community and Environment

Safe, Healthy and Engaged Region - Our Region is a safe and resilient community, with services that support high standards of public health, and extends friendship and support to each other through both good and challenging times.

Operational Plan Linkage

Community and Environment:

- Established partnerships across the Local Disaster Management Group ensure a collaborative multi-agency response to disaster activations.
- Promote disaster preparedness through community education to build empowerment, knowledge and resilience.

Background/Discussion

The Draft 2023 LDMP review was conducted by the Emergency Management Program in consultation with LDMG partner agencies.

The 2023 LDMP is not an exhaustive document rather, it is a document written with the intent to provide a high level process on how Mackay Regional Council and Local Disaster Management Group will prevent, prepare, respond and recover for disaster events.

This plan was distributed to the Mackay LDMG on the 12th July 2023 for consultation before being accepted by the Local Disaster Management Group on the 9th October 2023.

Consultation and Communication

The Draft 2023 Mackay Local Disaster Management Group was distributed to the Local Disaster Management Group for consultation with comments assessed and implemented as required.

Resource Implications

Nil

Risk Management Implications

The LDMP has been revised to not only be legislatively compliant but also effective for functional disaster management through integration of LDMG membership agency activities and resources.

The risk in not proceeding is that the Local Disaster Management Group may not be operating within the current framework or best practice.

Conclusion

The Local Disaster Management Plan is a public document as required under Section 60 Disaster Management Act and will be made available to the public via the Mackay Regional Council Website and Council operating locations.

Officer's Recommendation

THAT Council resolves to endorse the 2023 Local Disaster Management Plan.

11.4. PLANNING, GROWTH & SUSTAINABILITY

11.4.1. FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - CHILDCARE CENTRE - LOT 710 CUTLER DRIVE, ANDERGROVE

Author	Principal Economic Development Officer (Nadine Connolly)
Responsible Officer	Director Planning Growth & Sustainability (Aletta Nugent)
File Reference	Facilitating Development in the Mackay Region Policy

Attachments

1. Childcare Centre - Cutler Drive - Andergrove - Site Plans [11.4.1.1 - 8 pages]

Purpose

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

Related Parties

- Ink Developments Pty Ltd
- Alto Architects Pty Ltd
- Pinnacle Engineering Group
- Zone Planning Group
- RPS AAP Consulting Pty Ltd

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.

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.

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

Background/Discussion

The proposed development by Ink Development Pty Ltd will deliver a Childcare Centre at Lot 710 Cutler Drive, Andergrove. The development will provide 100 new childcare places within an existing large residential population base and will also be in proximity to growth areas around the Northern Beaches.

The development will cater to ages 0 – 5 years. The single storey building (gross floor area of 717m²) will include activity rooms for babies, toddlers and kindergarten aged children, laundry, staff room, kitchen, dining and outdoor play areas. The development is estimated to cost approximately \$3.725M, with the total capital investment anticipated at around \$5.6M.

The development application (DA-2023-30) for a Material Change of Use - Childcare Centre was approved on 15 June 2023. Construction is scheduled to commence in late 2023 and should be operational by July 2024. It is anticipated that the centre will create 19 new FTE positions for educators, support staff, administrators and maintenance personnel.

Incentive Requests

The applicant submitted an Expression of Interest under the Facilitating Development in the Mackay Region Policy (Policy) on 7 July 2023, and the subsequent Stage 2 application was received on 5 September 2023. The applicant is seeking concessions under Schedule 6 Community Facilities which includes a Material Change of Use for a Childcare Centre.

The following concessions have been requested:

- a. 75% concession on infrastructure charges:
 - o Infrastructure Charges = \$98,257.45
 - o Requested concession = \$73,693.09
 - o Charges payable = \$24,564.36

Under Schedule 6 Community Facilities in the Policy (as at April 2023), infrastructure charges may be reduced by up to 75% of the net charge amount identified on the Infrastructure Charges Notice, after the subtraction of any offsets or credits, and following annual adjustments, to a maximum concession value of \$1,000,000 for a Childcare Centre.

Council may consider reductions in infrastructure charges beyond these rates for applications that can demonstrate they will generate significant long-term economic benefits, job creation and have transformative outcomes that will diversify the existing economic base of the region.

- b. Service connection fee refund

As per Schedule 6 Community Facilities, water and sewage connection fees can be discounted by up to 50% or a maximum of \$500 per service.

- c. Delayed payment of infrastructure charges.

As per Schedule 6 Community Facilities, delayed payment of Infrastructure Charges can be considered for eligible applications.

General Eligibility Criteria

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

Based on information provided by the applicant, the proposed development satisfies the requirements under the General Eligibility Criteria in Schedule 6 Community Facilities as follows:

Criteria	Eligibility
Timing of development Lots are registered within 2 years.	Commencement of construction – Late 2023 Commencement of use – July 2024
Non-Government Development	Yes
Infrastructure capacity	The applicant has advised all required urban services are already provided to the site, and no external or trunk infrastructure upgrades will be required to service the proposed development.

	As per the Infrastructure Charges Notice, no offsets are in place for DA-2023-30.
--	-----------------------------------------------------------------------------------

Specific Eligibility Criteria

Based on information provided by the applicant, the proposal satisfies the requirements under the Eligibility Criteria in Schedule 6 Community Facilities in the Policy:

Criteria	Eligibility
Economic Investment Minimum capital investment in the development is equal to or greater than \$100,000 under Schedule 6 Community Facilities.	<ul style="list-style-type: none"> Estimated construction cost of development is \$3.725M. Estimated total capital investment of \$5.6M (plant, equipment, land, construction costs) Based on Council's economic modelling, a direct injection of \$3.725M (construction costs) will result in combined supply chain and consumption effects of \$4.382M, totalling \$8.106M economic impact. The applicant has committed to utilising local contractors and suppliers during construction of the development.
Employment Generation	<ul style="list-style-type: none"> The applicant has proposed that the development will generate approximately 40 to 50 temporary workers for the construction period. Post construction, the applicant anticipates the development will result in 19 direct FTE jobs once operational. Based on Council's economic modelling, the project will generate 4 direct and 11 indirect jobs, totalling 15 jobs during construction. The applicant has committed to utilising local contractors and suppliers during construction of the development.
Applicable Area	The development is located within the Emerging Community Zone under the current Planning Scheme.
Applicable Land Uses The Policy applies to material change of use (MCU) for applicable land uses in Schedule 6 Community Facilities (Refer to the table in the Policy).	The development application is for a Material Change of Use for Childcare Centre, which is included in the land uses identified in Schedule 6 Community Facilities.

Business and Regional Benefits

The applicant proposes the development will deliver immediate benefits to the Mackay region's economy, these being:

- The project involves the delivery of 100 new childcare places strategically located adjacent to key residential areas.
- The project will provide opportunity for more parents to return to and / or increase their hours in the workplace. This will relieve some pressure on the critical skills shortage challenges currently being experienced in the Mackay region.
- The proposed Andergrove childcare centre is part of the Andergrove Lakes Estate. The location of services such as childcare will positively impact land sales and housing development providing a further stimulus.
- The project will result in 19 FTE staff positions post construction.
- The development supports increased business activity within the local construction industry, manufacturers and suppliers, and provides additional employment opportunities across various industry sectors.

Consultation and Communication

The Development Planning and Engineering Program has considered the development application through the statutory assessment provisions under the *Planning Act 2016*. As part of this assessment process, other relevant sections of Council were consulted.

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

Resource Implications

a. Concessions on Infrastructure Charges

In accordance with the Infrastructure Charges Notice, the development will give rise to net infrastructure charges of \$98,257.45 (after the subtraction of offsets or credits).

Under Schedule 6 Community Facility (Childcare Centre), infrastructure charges may be reduced by up to 75% of the net charge amount, to a maximum concession value of \$1,000,000.

Using the Policy incentive of 75%, the applicant will receive a concession of \$79,452.56, with \$24,564.36 charges payable.

It is proposed that infrastructure charge concessions only apply to the net charge amount calculated following the subtraction of any offsets and credits, and after annual adjustments. The application of this methodology will ensure that the granting of concessions does not introduce any additional infrastructure costs to Council.

Gross Infrastructure Charge (IC)	Credit Unit (Residential dwelling)	Net Infrastructure Charge (IC minus Credit)	Concession (%)	Concession (\$)	Charges Payable
\$128,484.15	\$30,226.70	\$98,257.45	75%	\$79,452.56	\$24,564.36

b. Service connection fee refund

As per Schedule 6 Community Facilities, water and sewage connection fees can be discounted by 50%, up to maximum of \$500 per service. A total discount of \$1000 would apply to this application.

c. Delayed Payment

As per Schedule 6 Community Facilities, the applicant can request delayed payment of Infrastructure Charges, allowing a delay of up to 12 months from the commencement of use.

Risk Management Implications

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

- An existing development approval is in place and on-site infrastructure requirements have been reviewed as part of the assessment process.
- A condition has been included as part of the officer's recommendation stating that the approved concessions are dependent on Council not incurring any additional infrastructure costs (including 'bring forward costs') to service the development.

- Strict timeframes are placed for claiming approved concessions. If the use has not commenced within the recommended timeframe, the concessions will no longer be applicable and 100% of the applicable Infrastructure Charges will be applicable to the development.
- Council can review the application of the Policy at any time.

Conclusion

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

The proposed development supports the desired outcomes of Schedule 6 of the Policy. The provision of concessions will facilitate the delivery of the project, resulting in jobs during construction, on-going jobs post construction and increased economic output for the region.

Officer's Recommendation

THAT the following Specific Incentives are approved under the Facilitating Development in the Mackay Region Policy for the Childcare Centre, Ink Developments Pty Ltd, located at Lot 710 Cutler Drive, Andergrove:

- a. Concessions of 75% (estimated at \$79,452.56) apply to the net charge amount on the Infrastructure Charge Notice (calculated following annual adjustments and subtraction of any offsets and credits) for DA-2023-30;**
- b. Reduction in water and sewer service connection fees (50% discount up to a maximum of \$500 for each service, totalling a maximum discount of \$1000) apply at the time when the fees would be payable for the activity;**
- c. Delayed payment of the Infrastructure Charges, allowing a delay of up to 12 months from the commencement of use.**

AND THAT the approval of concessions is dependent on:

- d. The development must be completed and use commenced by 25 October 2025.**
- e. No additional infrastructure costs incurred by Council (including establishment and bring forward costs).**
- f. The developer utilising local contractors and suppliers.**

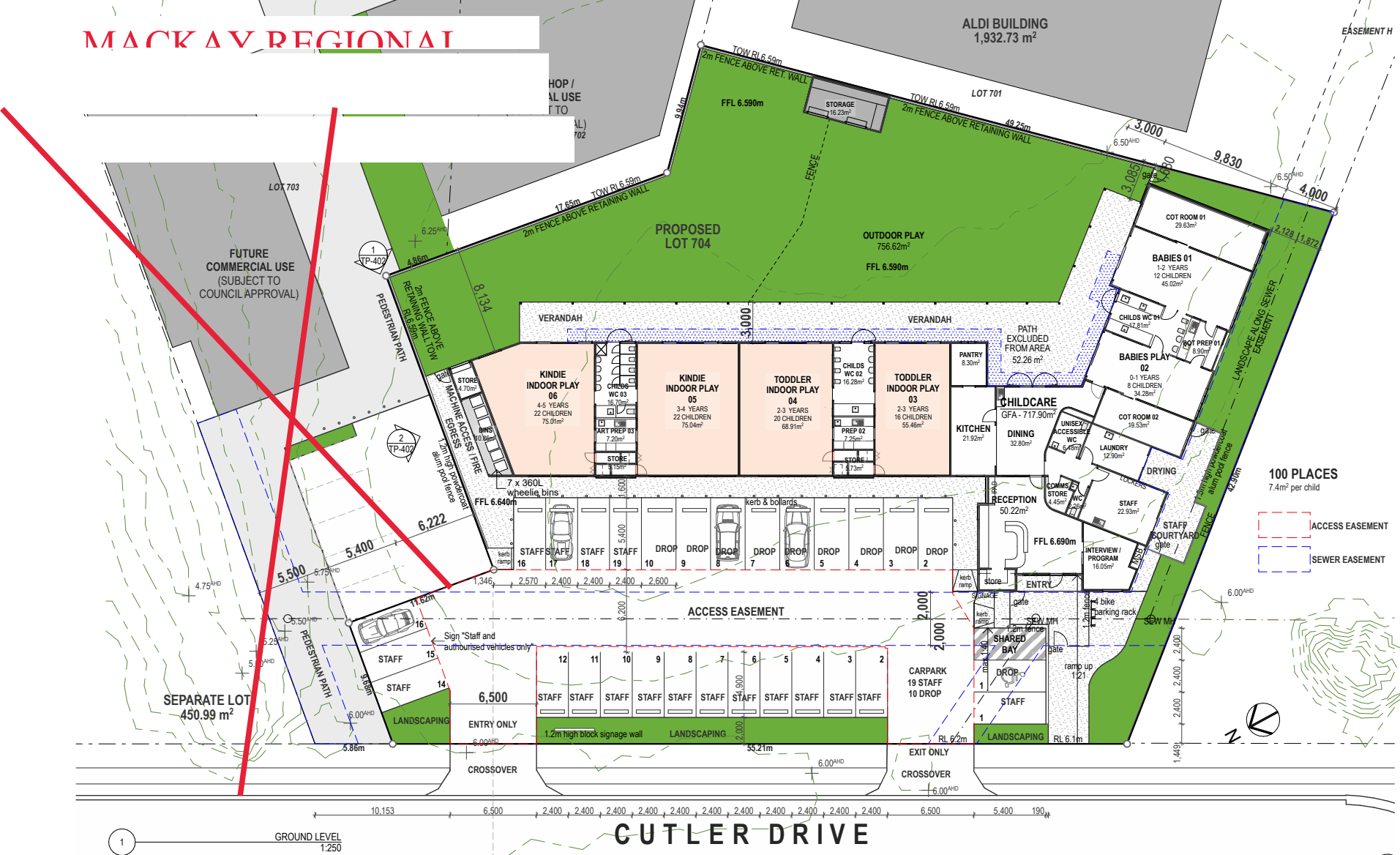


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ALTO ARCHITECTS PTY LTD
150/223 A Team Planning Submission
29/03/23 B Information Request Response
31/03/23 C Information Request Response
25/03/23 D Information Request Response

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PROJECT NAME:
Proposed Childcare Centre

CLIENT:
Ink Developments

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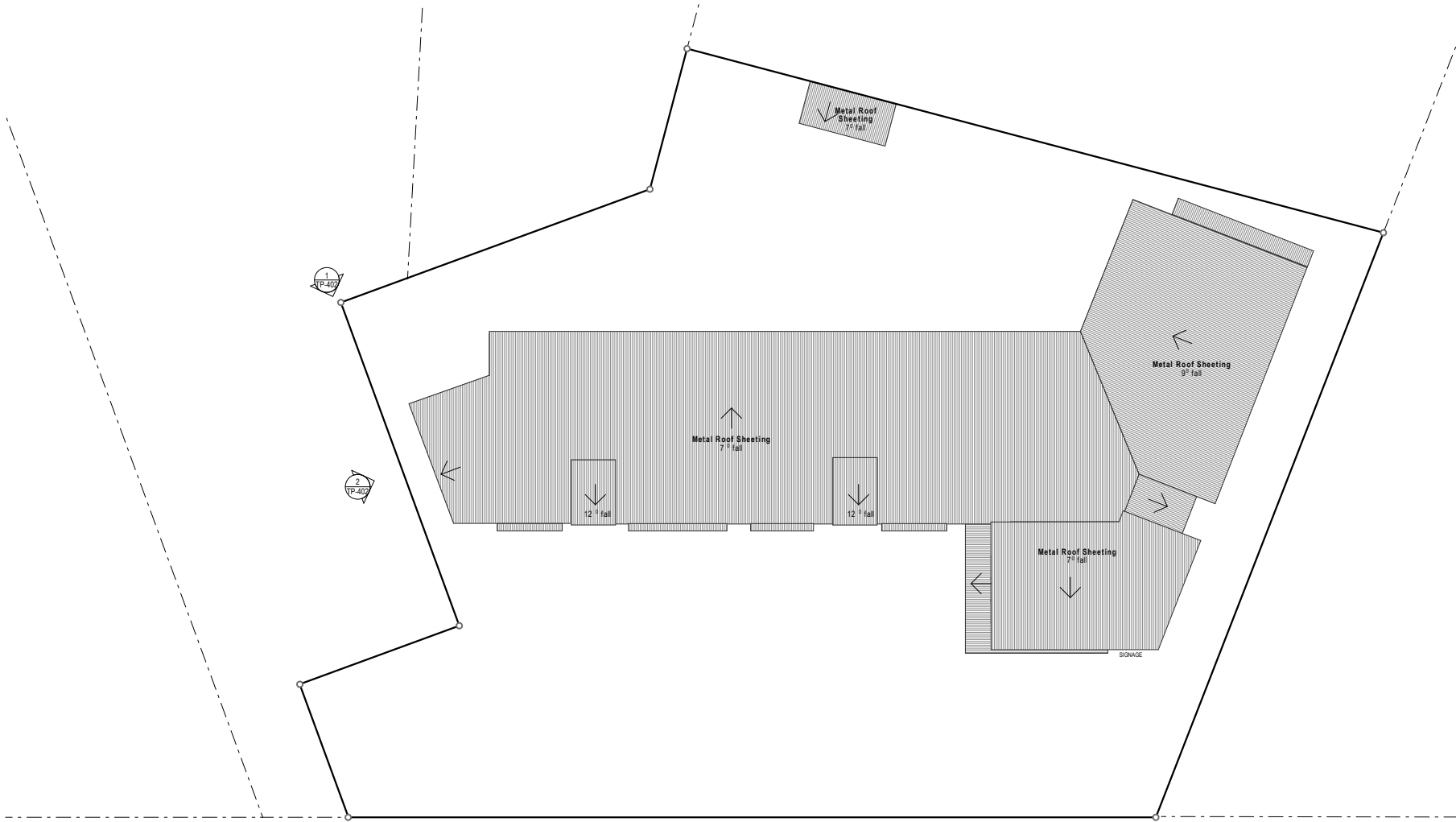
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TP-201

LAYOUT NAME
Ground Plan

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220804CUT
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1 ROOF PLAN
1:250



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DATE	ISSUE DETAILS
15/02/23	A Team Planning Submission
29/03/23	B Information Request Response
31/03/23	C Information Request Response
25/05/23	D Information Request Response

PROJECT NAME: **Proposed Childcare Centre** CLIENT: Ink Developments

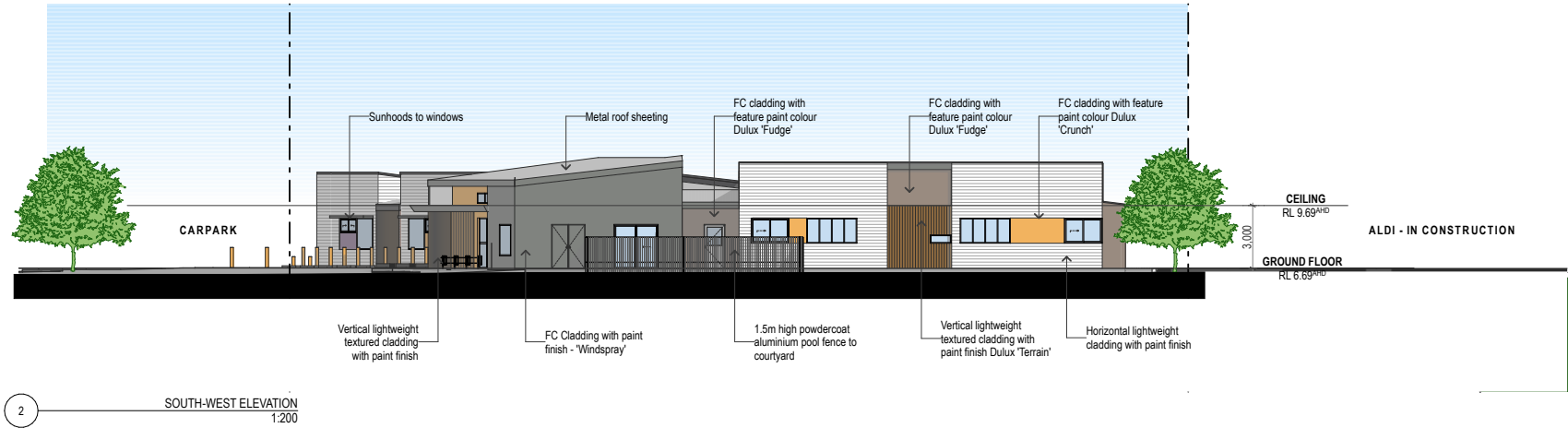
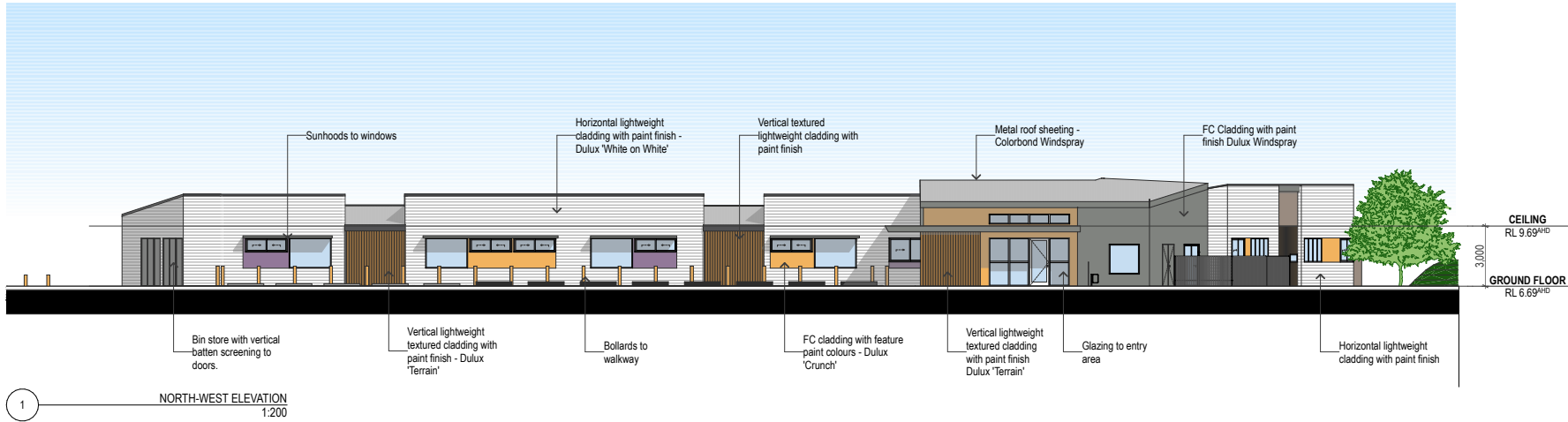
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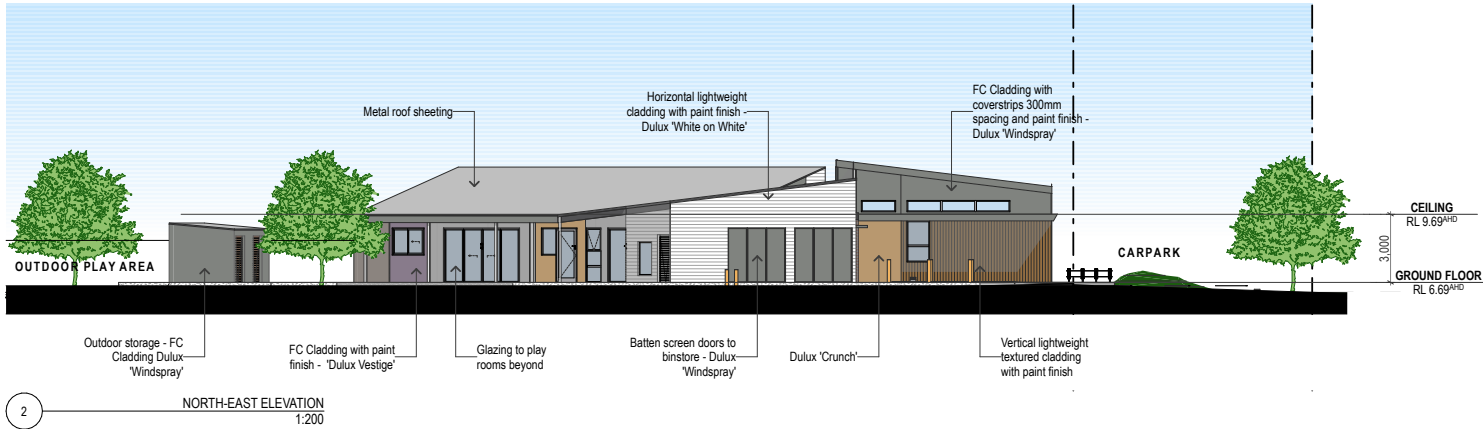
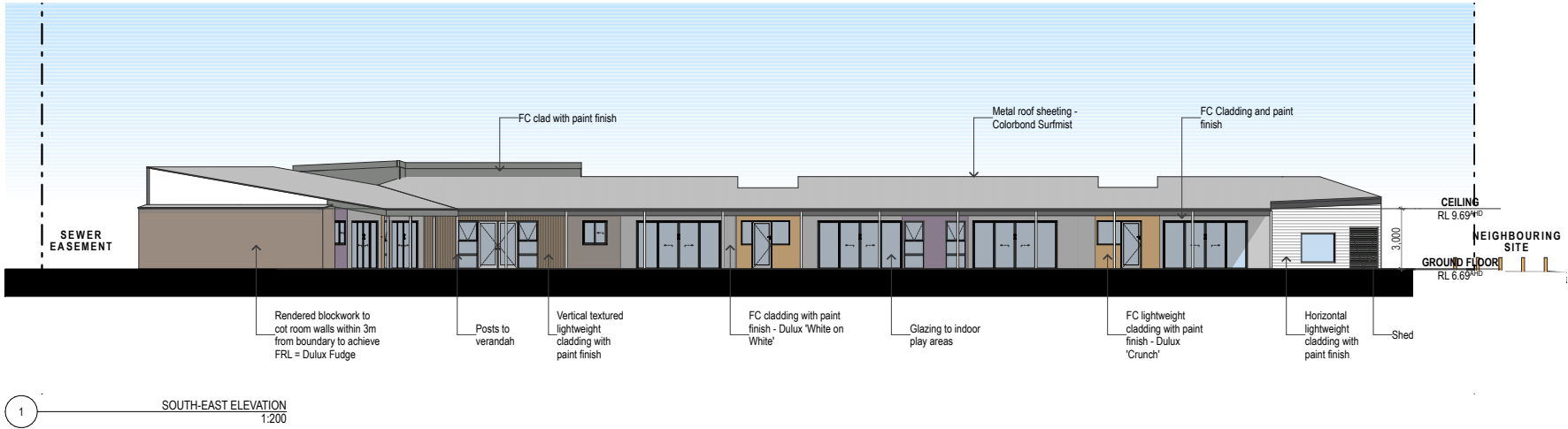
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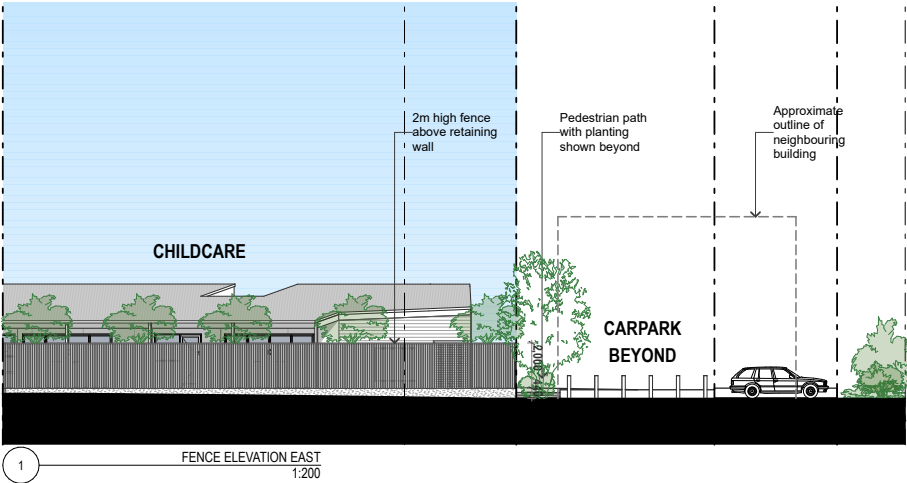
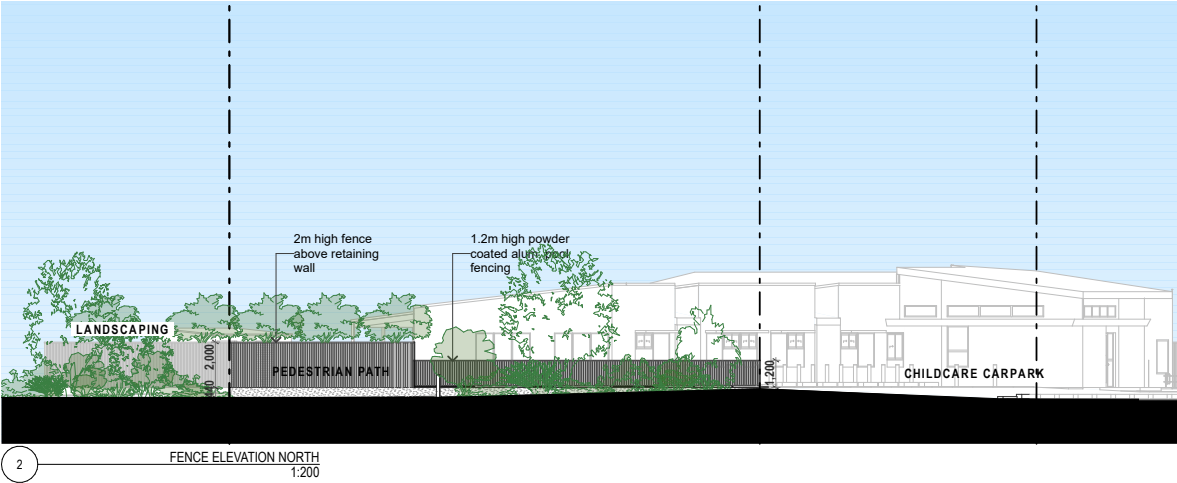
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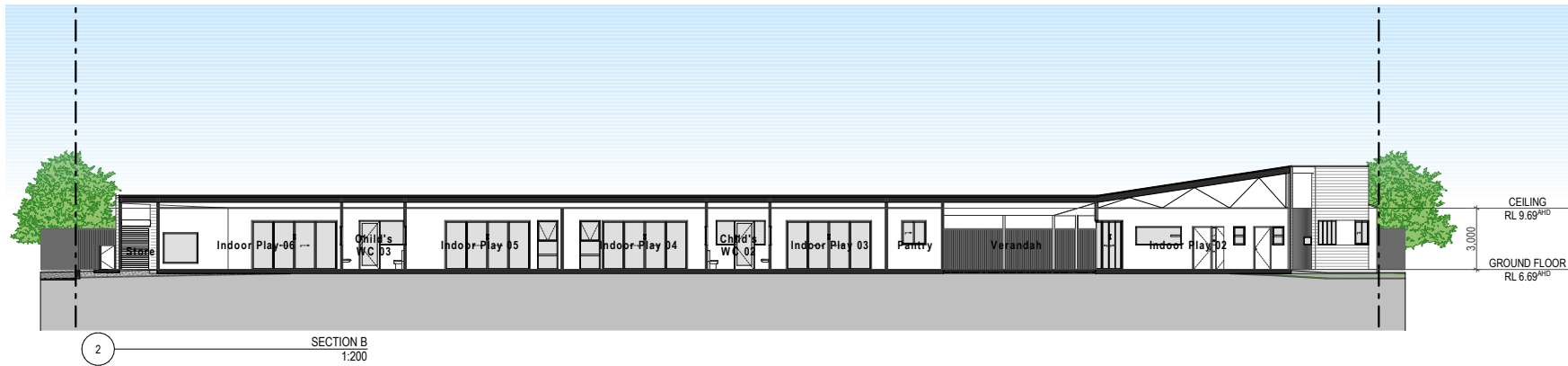
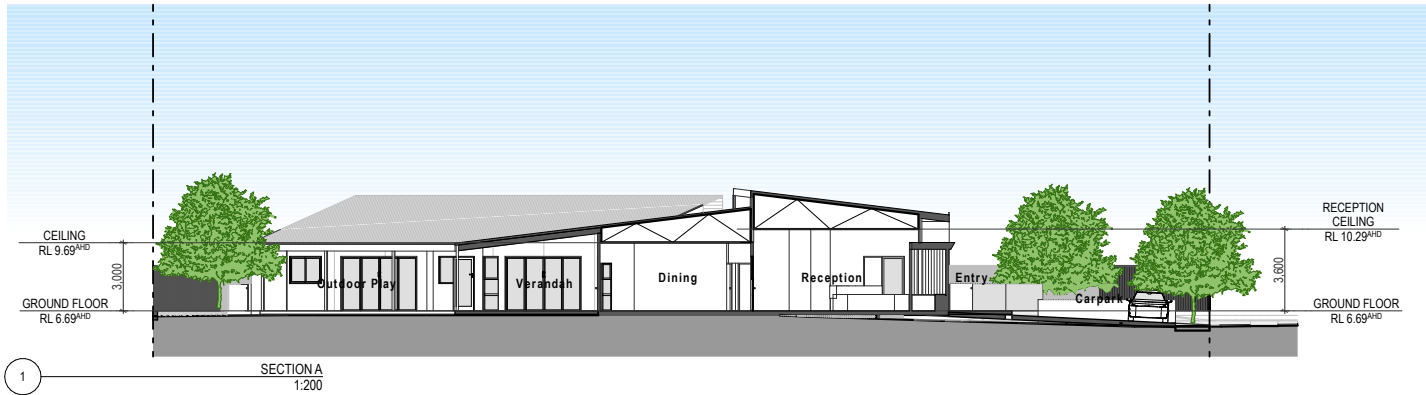


ISSUE NO. **D**
220804CUT
Printed : 24/5/2023









11.4.2. FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - XANTH LODGE - 62 SMALLEY'S BEACH ROAD, CAPE HILLSBOROUGH

Author	Principal Economic Development Officer (Nadine Connolly)
Responsible Officer	Director Planning, Growth & Sustainability (Aletta Nugent)
File Reference	Facilitating Development in the Mackay Region Policy

Attachments

1. Xanth Lodge - Approved Plan [11.4.2.1 - 6 pages]

Purpose

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

Related Parties

- Dylan T Vallance and Benita J Vallance
- Jewell Planning
- Tempus Design Studio

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.

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.

Eco-Tourism Adventure and Leisure - We are a world-famous tourism destination, providing eco, adventure and water-based sport, recreation, and leisure opportunities.

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 development, Xanth Lodge, will provide nature-based holiday accommodation located on 17 acres of bushland approximately 40 minutes north of Mackay at 62 Smalleys Beach Road, Cape Hillsborough (Lot 3 RP736127).

The development will result in six eco-based cabins, over six stages, with anticipated construction costs of \$1.8M. This application is for Stages 1 and 2 (two cabins), with an anticipated construction cost of \$600,000. Each cabin will comprise of one-bedroom, kitchen, bathroom, dining, living room, carport and deck – approximately 100m². The cabins will be individually powered by rooftop solar (with battery storage) and water will be collected and stored in tanks at each site.

The cabins will be located on an elevated area well above the storm tide impact area and will be built from hardwood sourced from a local timber mill 20 minutes away (Platypus Timbers at Kuttabul).

The completed development will also include several pergolas and BBQ areas as well as a kids play area. The facilities will be linked together by footpaths and bike trails.

The development would be aimed at families or couples who wish to spend a few days away in the privacy of the bush.

Incentive Requests

The applicant submitted an Expression of Interest under the Facilitating Development in the Mackay Region Policy (Policy) along with the Stage 2 application on 13 June 2023. The applicant is seeking concessions under Schedule 4 Tourism Development which includes a Material Change of Use for Nature-based tourism.

Total infrastructure charges of \$51,818.40 will apply to this development when all six cabins are complete. However, the applicant only intends to construct stages 1 and 2 (two cabins) at this point in time which will result in charges of \$17,272.32. Subsequent concessions will be requested as future stages are developed.

This application is seeking the following concessions:

- a) 100% concession on infrastructure charges:
 - o Infrastructure Charges = \$17,272.32
 - o Requested concession = \$17,272.32
 - o Charges payable = \$0

Under Schedule 4 Tourism Development in the Policy (version 9), infrastructure charges may be reduced by up to 100% of the net charge amount identified on the Infrastructure Charges Notice, after the subtraction of any offsets or credits and inclusive of annual adjustments, to a maximum concession value of \$1,000,000 for tourism development.

- b) Service connection fee refund – water service

As per Schedule 4 Tourism Development, water and sewage connection fees can be discounted by 50%, up to maximum of \$500 per service. Water connection concessions only apply to this application.

General Eligibility Criteria

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

Based on information provided by the applicant, the proposed development satisfies the requirements under the General Eligibility Criteria in Schedule 4 Tourism Development as follows:

Criteria	Eligibility
Timing of development Lots are registered within 2 years.	Commencement of construction – Early 2024 Commencement of use – Mid 2025
Non-Government Development	Yes
Infrastructure capacity	The applicant has advised no additional Council infrastructure will be required for the development. The subject site is located outside of the existing serviced area for reticulated sewer with the proposed development will include onsite sewerage systems for each of the six cabins. The cabins will collect water from the roof which will be stored in tanks at each cabin. Each cabin will also be individually

	<p>powered by rooftop solar with battery storage. In times of low rainfall, the water tanks may be supplemented with water pumped from the reticulated network.</p> <p>As per the Infrastructure Charges Notice, no offsets or refunds are applicable for DA-2022-95.</p>
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Specific Eligibility Criteria

Based on information provided by the applicant, the proposal satisfies the requirements under Eligibility Criteria in Schedule 4 Tourism Development in the Policy:

Criteria	Eligibility
Economic Investment There is no minimum capital investment for Schedule 4.	<ul style="list-style-type: none"> Estimated construction cost for stages 1 and 2 is \$600,000. Estimated total construction cost of all 6 stages is approximately \$1.8M. Estimated total capital investment of \$2.6M (plant, equipment, land, construction costs) for all stages. Based on Council's economic modelling, a direct injection of \$0.6M (construction costs for stages 1 and 2) will result in combined supply chain and consumption effects of \$0.636M, totalling \$1.236M economic impact. Based on Council's economic modelling, and for all stages of development, a direct injection of \$1.8M (construction costs for stages 1-6) will result in combined supply chain and consumption effects of \$1.9M, totalling \$3.707M economic impact. The applicant has committed to utilising local contractors and suppliers during construction of the development.
Employment Generation	<ul style="list-style-type: none"> Based on Council's economic modelling, stages 1 & 2 of the project will generate one direct and one indirect job, totalling two jobs during construction. Based on Council's economic modelling, and for all stages of development (\$1.8M), the project will generate two direct and five indirect jobs, totalling seven jobs during construction. The applicant has committed to utilising local contractors and suppliers during construction of the development.
Applicable Area	The development is on appropriately zoned land outside of Mackay urban area.
Applicable Land Uses The Policy applies to material change of use (MCU) for applicable land uses in Schedule 4 Tourism Development (Refer to the table in the Policy).	The development application applies to a Material Change of Use for Nature-based Tourism, which is consistent with land uses identified in Schedule 4 Tourism Development outside of Mackay urban area.

Business and Regional Benefits

The applicant proposes the development will deliver immediate benefits to the Mackay region's economy, these being:

- The proposal will supply unique nature-based accommodation located in secluded bushland. It will not replicate mainstream accommodation.
- The proposal provides a unique tourism experience to both local and intra/interstate tourists.

- The proposal provides \$600,000 (construction costs) into the local economy, and potentially \$1.8M for all stages.
- The development will result in full time permanent and temporary jobs.
- The project supports current tourism assets in the region – ie. Sunrise with the Wallabies at Cape Hillsborough.
- The development supports increased business activity within the local construction industry, manufacturers and suppliers, and provides additional employment opportunities across various industry sectors.

Consultation and Communication

The Development Planning and Engineering Program has considered the development application through the statutory assessment provisions under the *Planning Act 2016*. As part of this assessment process, other relevant sections of Council were consulted.

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

Resource Implications

a) Concessions on Infrastructure Charges

In accordance with the Infrastructure Charges Notice, the development gives rise to infrastructure charges of \$51,818.40 + annual adjustments. This application only applies to Stage 1 and 2 (two cabins) which raises infrastructure charges of \$17,272.32.

Under Schedule 4 Tourism Development, infrastructure charges may be reduced up to 100% of the net charge amount identified on the Infrastructure Charges Notice, to a maximum concession value of \$1,000,000 for tourism developments.

Using the Policy incentive of 100%, the applicant will receive a concession of \$17,272.32 for Stages 1 and 2 of the development, with \$0 charges payable.

Gross Infrastructure Charge (IC)	Adopted Infrastructure charge	Number of cabins for this application	Infrastructure charge for this application	Concession (%)	Concession (\$)	Charges Payable
\$51,816.96	\$8,636.16 per cabin	2	\$17,272.32	100%	\$17,272.32	\$0

It is proposed that infrastructure charge concessions only apply to the net charge amount calculated following annual adjustments, and after subtraction of any offsets and credits. The application of this methodology will ensure that the granting of concessions does not introduce any additional infrastructure costs to Council.

b) Service connection fee refund – water service

As per Schedule 4 Tourism Development, water and sewage connection fees can be discounted by 50%, up to maximum of \$500 per service. As there is no sewer service to this site, a refund of \$500 only applies to the water connection fee.

Risk Management Implications

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

- An existing development approval is in place and on-site infrastructure requirements have been reviewed as part of the assessment process.
- A condition has been included as part of the officer's recommendation stating that the approved concessions are dependent on Council not incurring any additional infrastructure costs (including 'bring forward costs') to service the development.
- Strict timeframes are placed for claiming approved concessions. If the lots are not registered within the recommended timeframe, the concessions will no longer be applicable and 100% of the applicable Infrastructure Charges will be applicable to the development.
- Council can review the application of the Policy at any time.

Conclusion

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

The proposed development supports the desired outcomes of Schedule 4 of the Policy. The provision of concessions will facilitate the delivery of the project and result in increased tourism activity and economic growth outcomes for the region.

Officer's Recommendation

THAT the following Specific Incentives are approved under the Facilitating Development in the Mackay Region Policy for Xanth Lodge, located at 62 Smalleys Beach Road, Cape Hillsborough (Lot 3 RP736127):

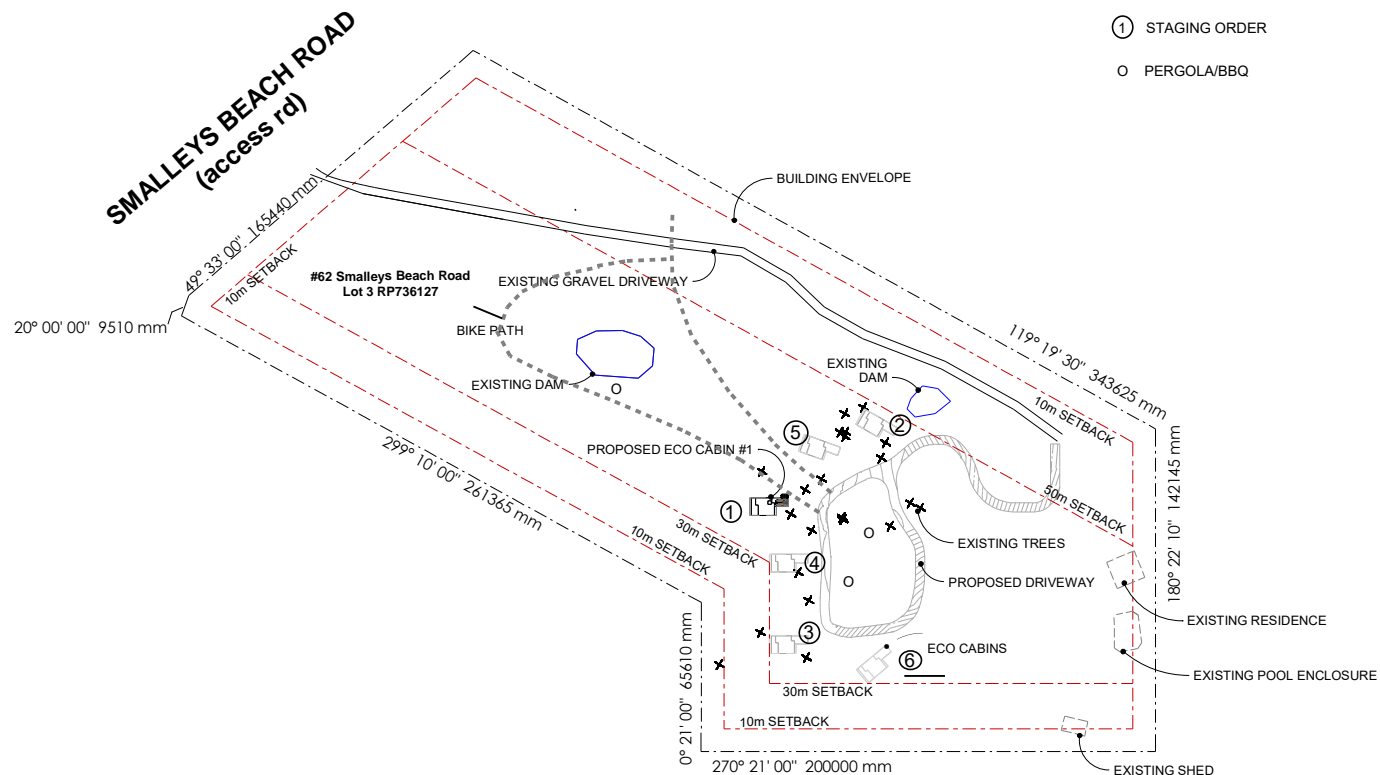
- a) Concessions of 100% (estimated at \$17,272.32) apply to the net charge amount on the Infrastructure Charge Notice (calculated following annual adjustments and subtraction of any offsets and credits) for Stage 1 and 2 (two cabins) of DA-2022-95.**
- b) Reduction in water service connection fees (50% discount up to a maximum of \$500) apply at the time when the fees would be payable for the activity.**

AND THAT the approval of concessions is dependent on:

- c) The development must be completed and use commenced by 25 October 2025.**
- d) No additional infrastructure costs incurred by Council (including establishment and bring forward costs).**
- e) The developer utilising local contractors and suppliers.**



11ter(11) TEMPUS(10) JOBS(13) JOBS 2022-122-030 (Vallance - 62 Smalley's Beach Rd)(02.00 REV122-030 (Vallance - 62 Smalley's Beach Road) nt
BE AWARE: SUBSTITUTION OF ANY STRUCTURAL MEMBERS, OR VARIATIONS TO ANY PART OF THE DESIGN, WILL VOID ANY RESPONSIBILITIES OF THE BUILDING
DESIGNER FOR THE STRUCTURAL INTEGRITY & PERFORMANCE OF THE BUILDING



Proposed Floor Levels	
Description	RL mm AHD
LIVING	10500
DECK	10500
CARPORT	10450

- ☒ STAGING ORDER
- ☐ PERGOLA/BBQ

SKETCH DESIGN

R.P.D	Lot 3 on RP 736127
Local Authority	Mackay Regional Council
Site Area	70810m ²
Footprint	...m ²
Site Coverage	...%
Defined Flood Event	Nil
Min. Floor Level	R.L. 5.40m
Transport Corridor	Category: Nil
Wind Classification	C3
Soil Classification	To Be Advised

Services Legend

- EO- Electricity Overhead
- EU- Electricity UnderGround
- FO- Fibre Optic
- G- Gas
- S- Sewer
- SW- Stormwater
- T- Telecommunication
- W- Water

REFER TO PAGES 00-10 TO 00-11 FOR
GENERAL NOTES

Survey information supplied by CQESS.
Contours at 0.25m intervals.

SD01 15/09/2022 SKETCH DESIGN

Document Set ID: 9706600

Version: 1, Version Date: 02/10/2022

Approved: T.Lewis QBCC# 1218133

Continued **TI** **MM** **TI**

Designed: TL Drawn: MM Checked: TL

Member
QBCC: 1218133

11/11/2016

BDQ Building Design
Queensland
MEMBER

MASTER BUILDERS
QUEENSLAND



MASTER BUILDERS QUEENSLAND

Client: Benita & Dylan Vallance
Project: Proposed Eco Cabin (Nature Based Tourism)
Location: 62 Smalleys Beach Road
Cape Hillsborough QLD
Lot 3 on RP736127

SKETCH DESIGN

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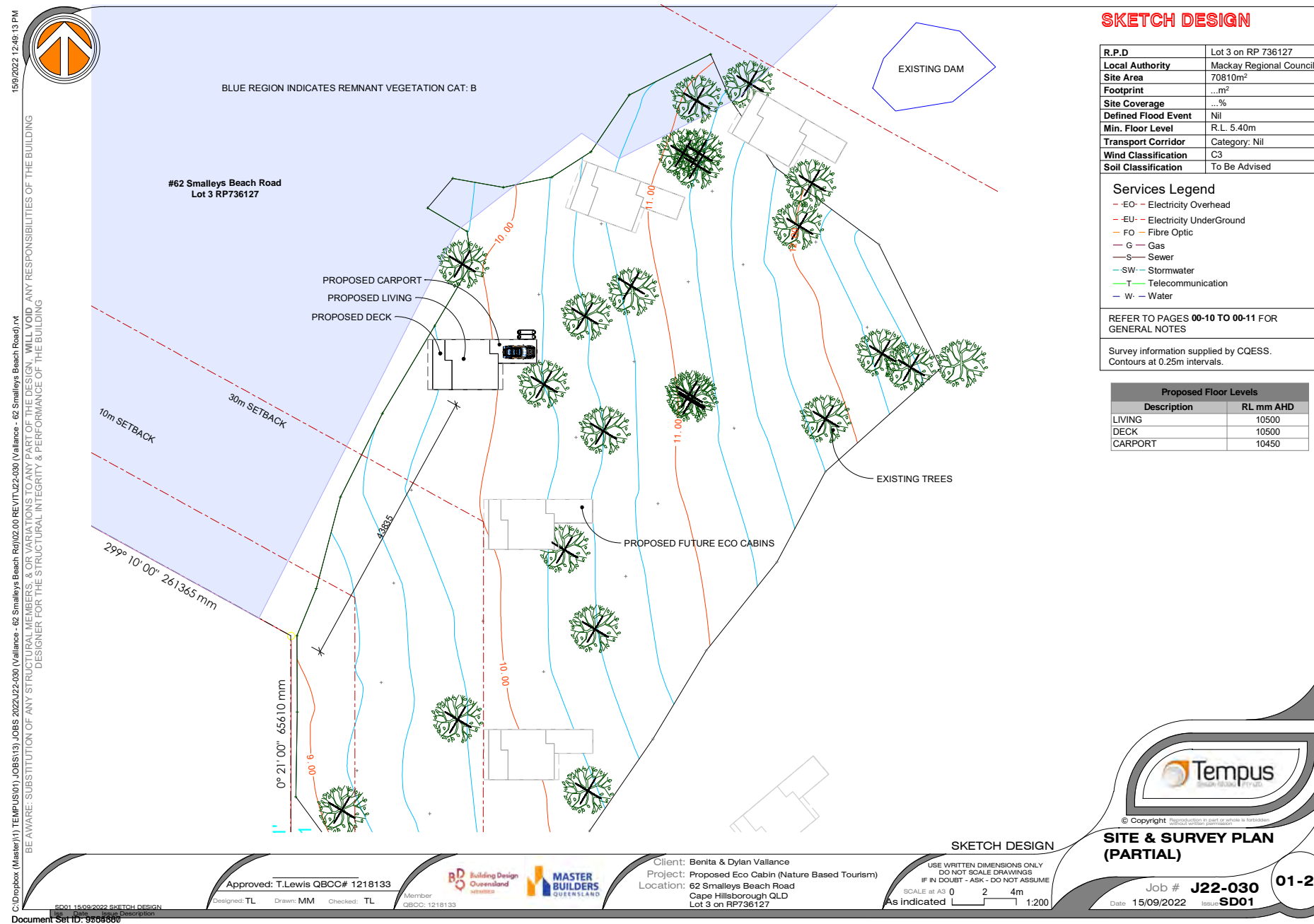
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SITE PLAN

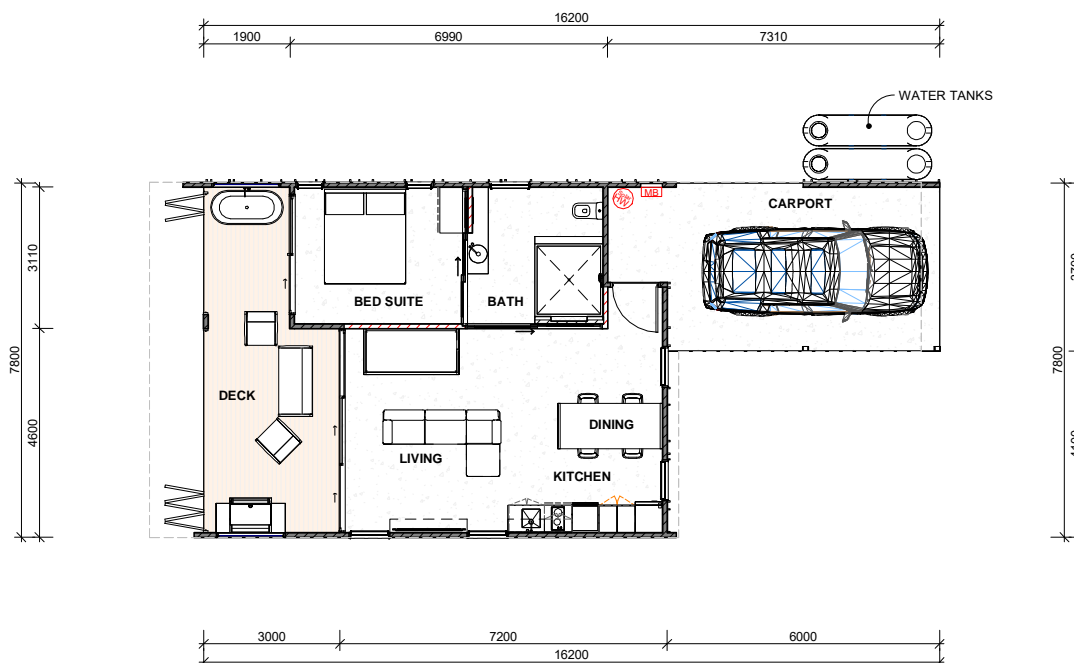
Job # **J22-030**
15/09/2022 Issue **SD01**

01-11





Floor Area Schedule	
Description	Area
LIVING	56.80
DECK	19.88
CARPORT	25.08
GRAND TOTAL:	101.76



LEGEND	
820	Door Size
SGD	Sliding Glass Door
Op	Opening
CSD	Gravity Sliding Door
FSD	Face Sliding Door
MSD	Mirror Sliding Door
VSD	Vinyl Sliding Door
LOH	Lift Off Hinges
ox	Fixed, Sliding
BS	Bottom Sliding
FG	Fixed Glass
Obs	Obscure Glass
Low	Lowline
DH	Double Hung
Awning	Awning
Case	Casement
PLD	Panel Lift Door
SA	Smoke Alarm
RV	Recessed Vent
ME	Meter Box
	Electric Hot Water
SHV	Solar Hot Water
GB	Gas Hot Water
GB	Gas Bottle
GP	Gas Point
HC	Hose Cock
DP	90 Down Pipe
LD	Linear Drain
FW	Floor Waste
	Step Down
SHR	Shower
	Rainhead
	Shower Rail
PL	Pendant Light
	Ceiling Fan
VO	Wall Oven
RF	Refrigerator
DW	Dishwasher
MW	Microwave
WM	Washing Machine
Dry	Dryer
IRS	Iron Station
	Internal Cladding
REFER TO	
SERIES	INFORMATION



ELEVATIONS



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GROUND FLOOR PLAN

SKETCH DESIGN

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SCALE at A3 0 1 2m
1 : 100 1 : 100

Job # **J22-030**
Date 15/09/2022 Issue **SD01**

02-21

Approved: T.Lewis QBCC# 1218133

Designed: TL Drawn: MM Checked: TL



Client: Benita & Dylan Vallance
Project: Proposed Eco Cabin (Nature Based Tourism)
Location: 62 Smalleys Beach Road
Cape Hillsborough QLD
Lot 3 on RP736127

SD01 15/09/2022 SKETCH DESIGN
Iss Date Issue Description
Document Set ID: 9305500
Version: 1, Version Date: 02/10/2022

SKETCH DESIGN

REFER TO 00 SERIES
FOR GENERAL NOTES

AHD 13.500 m FIRST FLOOR
SUPPORT HEIGHT
3000
2700
300
AHD 10.500 m GROUND FLOOR
AHD 10.200 m NATURAL GROUND

FIRST FLOOR 13.500 m AHD
SUPPORT HEIGHT
GROUND FLOOR 10.500 m AHD
NATURAL GROUND 10.200 m AHD

ELEVATION A

AHD 13.500 m FIRST FLOOR
SUPPORT HEIGHT
3000
2700
300
AHD 10.500 m GROUND FLOOR
AHD 10.200 m NATURAL GROUND

FIRST FLOOR 13.500 m AHD
SUPPORT HEIGHT
GROUND FLOOR 10.500 m AHD
NATURAL GROUND 10.200 m AHD

ELEVATION B



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ELEVATIONS A & B

SKETCH DESIGN

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SCALE: 0 1 2m
1 : 100 1 : 100

Client: Benita & Dylan Vallance
Project: Proposed Eco Cabin (Nature Based Tourism)
Location: 62 Smalleys Beach Road
Cape Hillsborough QLD
Lot 3 on RP736127



Approved: T.Lewis QBCC# 1218133

Designed: TL Drawn: MM Checked: TL Member QBCC: 1218133

Job # J22-030
Date 15/09/2022 Issue SD01

04-10

SKETCH DESIGN

REFER TO 00 SERIES
FOR GENERAL NOTES

AHD 13.500 m FIRST FLOOR
SUPPORT HEIGHT

3000
2700
300

AHD 10.500 m GROUND FLOOR
AHD 10.200 m NATURAL GROUND

FIRST FLOOR 13.500 m AHD
SUPPORT HEIGHT

GROUND FLOOR 10.500 m AHD
NATURAL GROUND 10.200 m AHD

ELEVATION A

AHD 13.500 m FIRST FLOOR
SUPPORT HEIGHT

3000
2700
300

AHD 10.500 m GROUND FLOOR
AHD 10.200 m NATURAL GROUND

FIRST FLOOR 13.500 m AHD
SUPPORT HEIGHT

GROUND FLOOR 10.500 m AHD
NATURAL GROUND 10.200 m AHD

ELEVATION B

Tempus

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ELEVATIONS A & B

SKETCH DESIGN

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SCALE: 0 1 2m
1 : 100 1 : 100

Client: Benita & Dylan Vallance
Project: Proposed Eco Cabin (Nature Based Tourism)
Location: 62 Smalleys Beach Road
Cape Hillsborough QLD
Lot 3 on RP736127

Approved: T.Lewis QBCC# 1218133

Designed: TL Drawn: MM Checked: TL



Member
QBCC: 1218133

SD01 15/09/2022 SKETCH DESIGN
Document Set ID: 9208600
Version: 1, Version Date: 08/10/2022

Job # J22-030
Date 15/09/2022 Issue SD01

04-10

Smalleys Beach Road - Bushfire Hazard Assessment

Figure 3-3 Bushfire Management Plan Components



11.4.3. FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - BEACONSFIELD CHILDCARE CENTRE - 106 AND 108 EAGLEMOUNT ROAD, BEACONSFIELD

Author	Principal Economic Development Officer (Nadine Connolly)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	Facilitating Development in the Mackay Region Policy Applications

Attachments

1. Beaconsfield Childcare Centre - Approved Plans [**11.4.3.1** - 10 pages]

Purpose

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

Related Parties

- Belo Developments
- GGBSC Properties Seven Pty Ltd
- GGBSC Properties Seven Unit Trust
- Place Design Group
- Laudink
- MPN Consulting
- Local Office Architecture

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.

Live and Visit

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

Background/Discussion

The proposed development by Griffith Group will deliver a Childcare Centre at 106 and 108 Eaglemount Road, Beaconsfield (Lot 4 on RP852449 and Lot 10 on RP817143). A development permit for the Material Change of Use (DA-2022-94) for a Childcare Centre was approved on 9 August 2022.

The site comprises a rectangular configuration over two allotments with an area of 2,478m² benefitting from access to both Eaglemount Road and Broomdykes Drive. The proposed centre will be a single storey facility, with a maximum capacity of 110 children, ranging from infants to kindergarten. Outdoor play areas are a mix of indoor and outdoor spaces with landscaping and acoustic fencing located along the neighbouring boundaries to minimise any amenity concerns. The centre will provide a modern and state of the art facility for the community of Beaconsfield and surrounds.

The tenant, Eden Childcare, has already established one centre in the region, and is looking to establish more centres over the next three years.

The centre is estimated to cost approximately \$3.7M to construct, with total capital investment anticipated at around \$5.25M. The development is scheduled to commence construction in late 2023 and should be operational by December 2024. It is anticipated that the centre will create 22 new FTE positions for educators, support staff, administrators and maintenance personnel.

Incentive Requests

The applicant submitted an Expression of Interest under the Facilitating Development in the Mackay Region Policy (Policy) on 2 September 2023, and the subsequent Stage 2 Application was received on 24 September 2023. The applicant is seeking concessions under Schedule 6 Community Facilities of the Policy which supports Material Change of Use development for a Childcare Centre.

The following concessions have been requested:

- a) 75% concession on infrastructure charges:
 - o Infrastructure Charges = \$67,651.55
 - o Requested concession = \$50,738.66
 - o Charges payable = \$16,912.89

Under Schedule 6 Community Facilities of the Policy (April 2023), infrastructure charges may be reduced by up to 75% of the net charge amount identified on the Infrastructure Charges Notice (after the subtraction of any offsets or credits, and following annual adjustments) to a maximum concession value of \$1,000,000 for a Childcare Centre.

Council may consider reductions in infrastructure charges beyond these rates for applications that can demonstrate they will generate significant long-term economic benefits, job creation and have transformative outcomes that will diversify the existing economic base of the region.

- b) Service connection fee refund

As per Schedule 6 Community Facilities, water and sewage connection fees can be discounted by up to 50% or a maximum of \$500 per service.

- c) Delayed payment of infrastructure charges.

As per Schedule 6 Community Facilities, delayed payment of Infrastructure Charges can be considered for eligible applications.

General Eligibility Criteria

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

Based on information provided by the applicant, the proposed development satisfies the requirements under the General Eligibility Criteria in Schedule 6 Community Facilities as follows:

Criteria	Eligibility
Timing of development Lots are registered within 2 years.	Commencement of construction – December 2023 Commencement of use – December 2024
Non-Government Development	Yes

Infrastructure capacity	<p>The applicant has advised all required urban services are already provided to the site, and no external or trunk infrastructure upgrades will be required to service the proposed development.</p> <p>As per the Infrastructure Charges Notice, no offsets are in place for DA-2022-94.</p>
--------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Specific Eligibility Criteria

Based on information provided by the applicant, the proposal satisfies the requirements under Eligibility Criteria in Schedule 6 Community Facilities of the Policy:

Criteria	Eligibility
Economic Investment Minimum capital investment in the development is equal to or greater than \$100,000 under Schedule 6 Community Facilities.	<ul style="list-style-type: none"> Estimated construction cost of development is \$3.7M. Estimated total capital investment of \$5.25M (land, construction costs, project management, consultant costs, DA costs, etc), with an additional \$850,000 for tenant set-up costs (furniture, equipment, resources, playscape). Based on Council's economic modelling, a direct injection of \$3.7M (construction costs) will result in combined supply chain and consumption effects of \$4.352M, totalling \$8.052M economic impact. The applicant has committed to utilising local contractors and suppliers during construction of the development.
Employment Generation	<ul style="list-style-type: none"> Based on Council's economic modelling, the project will generate four direct and 11 indirect jobs, totalling 15 jobs during construction. Post construction, the applicant anticipates the development will result in 22 direct FTE jobs once operational. The applicant has committed to utilising local contractors and suppliers during construction of the development.
Applicable Area	The subject site is identified within the Low Density Residential zone, which triggered a code assessment development application. A Development Permit for the Material Change of Use (DA-2022-94) for a Childcare Centre, was granted on 9 August 2022.
Applicable Land Uses The Policy applies to material change of use (MCU) for applicable land uses in Schedule 6 Community Facilities (Refer to the table in the Policy).	The development application applies to a Material Change of Use for Childcare Centre, which is consistent with land uses identified in Schedule 6 Community Facilities.

Business and Regional Benefits

The applicant proposes the development will deliver immediate benefits to the Mackay region's economy, these being:

- This project will deliver 110 new childcare spaces for infants to kindergarten-aged children.
- The project will deliver a new modern, state-of-the art facility, strategically located to key residential areas.
- The project will allow more parents to return to and or increase their hours in the workplace. This will relieve some pressure on the critical skills shortage challenges currently being experienced in the Mackay region.
- The project will result in 22 FTE staff positions post construction.
- The tenant, Eden Childcare, has already established one centre in the region and looking to establish more centres over the next three years.

- The development supports increased business activity within the local construction industry, manufacturers and suppliers, and provides additional employment opportunities across various industry sectors.

Consultation and Communication

The Development Planning and Engineering Program has considered the development application through the statutory assessment provisions under the *Planning Act 2016*. As part of this assessment process, other relevant sections of Council were consulted.

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

Resource Implications

a) Concessions on Infrastructure Charges

In accordance with the Infrastructure Charges Notice, the development gives rise to total net infrastructure charges of \$67,651.55 (+ annual adjustments).

Gross Infrastructure Charge (IC)	Credit Unit (Residential dwellings)	Net Infrastructure Charge (IC minus Credit)	Concession (%)	Concession (\$)	Charges Payable
\$128,104.95	\$60,453.40	\$67,651.55	75%	\$50,738.66	\$16,912.89

Under Schedule 6 Community Facility (Childcare Centre), infrastructure charges may be reduced up to 75% of the net charge amount (identified on the Infrastructure Charges Notice after the subtraction of any offsets or credits) to a maximum concession value of \$1,000,000.

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

b) Service connection fee refund

As per Schedule 6 Community Facilities, water and sewage connection fees can be discounted by 50%, up to maximum of \$500 per service.

c) Delayed Payment

As per Schedule 6 Community Facilities, the applicant can request Delayed Payment of the Infrastructure Charges, allowing a delay of up to 12 months from the commencement of use.

Risk Management Implications

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

- An existing development approval is in place and on-site infrastructure requirements have been reviewed as part of the assessment process;

- A condition has been included as part of the officer's recommendation stating that the approved concessions are dependent on Council not incurring any additional infrastructure costs (including 'bring forward costs') to service the development;
- Strict timeframes are placed for claiming approved concessions. If the use has not commenced within the recommended timeframe, the concessions will no longer be applicable and 100% of the applicable Infrastructure Charges will be applicable to the development;
- Council can review the application of the Policy at any time.

Conclusion

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

The proposed development supports the desired outcomes of Schedule 6 of the Policy. The provision of concessions will facilitate the delivery of the project, resulting in jobs during construction, on-going jobs post construction and increased economic output for the region.

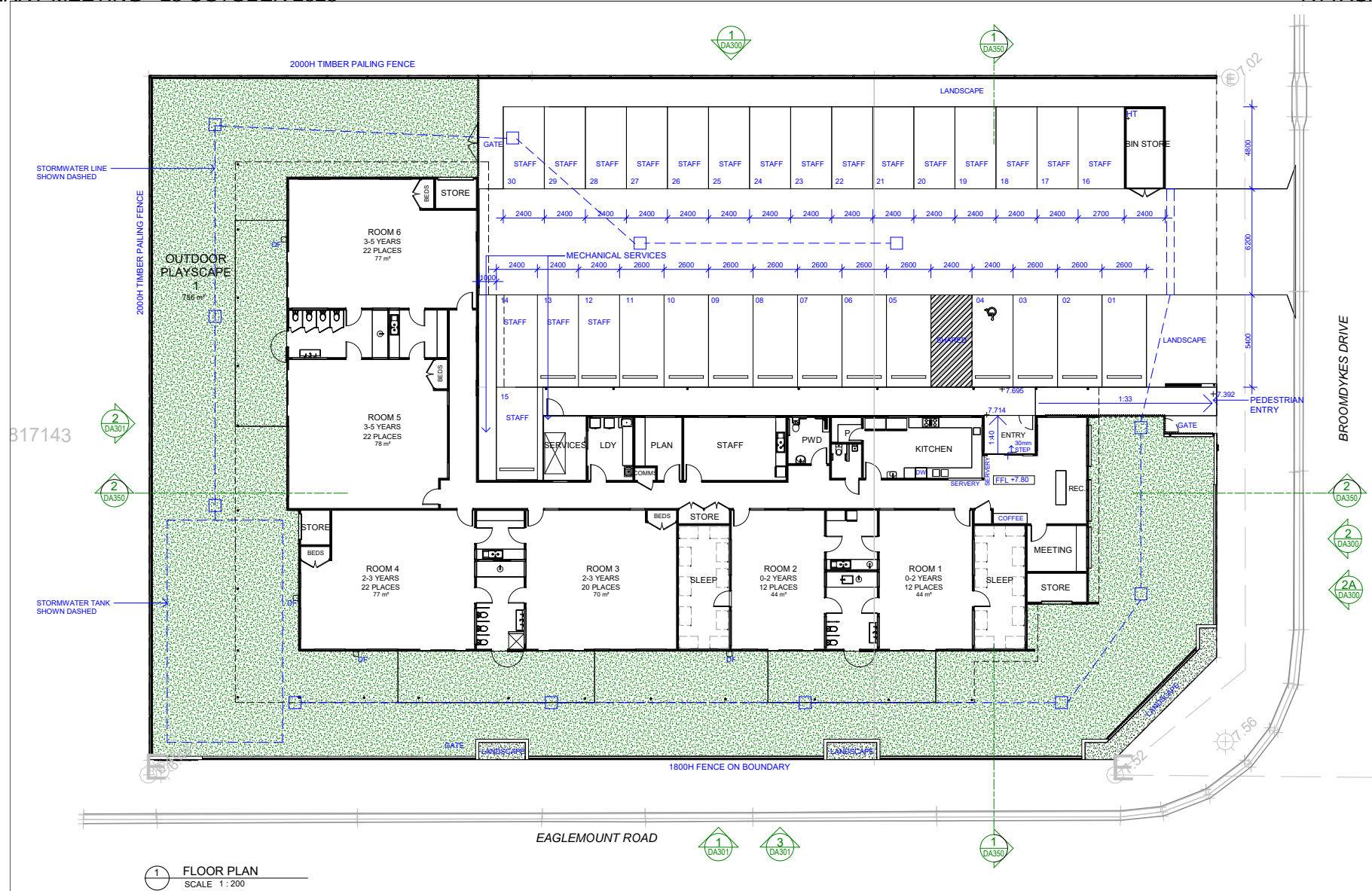
Officer's Recommendation

THAT the following Specific Incentives are approved under the Facilitating Development in the Mackay Region Policy for the proposed development by Griffith Group, Beaconsfield Childcare Centre, at 106 and 108 Eaglemount Road, Beaconsfield (Lot 4 on RP852449 and Lot 10 on RP817143):

- a) Concessions of 75% (estimated at \$50,738.66) apply on the net charge amount on the Infrastructure Charge Notice (calculated following annual adjustments, and subtraction of any offsets and credits) for DA-2022-94;**
- b) Reduction in water and sewer service connection fees (50% discount up to a maximum of \$500 for each service, totalling a maximum discount of \$1000) that apply at the time when the fees would be payable for the activity;**
- c) Delayed Payment of the Infrastructure Charges, allowing a delay of up of to 12 months from the commencement of use.**

AND THAT the approval of concessions is dependent on:

- d) The development must be completed and use commenced by 25 October 2025;**
- e) No additional infrastructure costs incurred by Council (including establishment and bring forward costs); and**
- f) The developer utilising local contractors and suppliers.**



1 FLOOR PLAN
SCALE 1 : 200

CLIENT
GRIFFITH GROUP

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PROJECT
BEACONSFIELD EARLY LEARNING CENTRE

106 EAGLEMOUNT ROAD
BEACONSFIELD QLD 4740

STAGE
DEVELOPMENT APPLICATION

DRAWING
FLOOR PLAN

SCALE
1 : 200@A3

DRAWING NO.
DA200

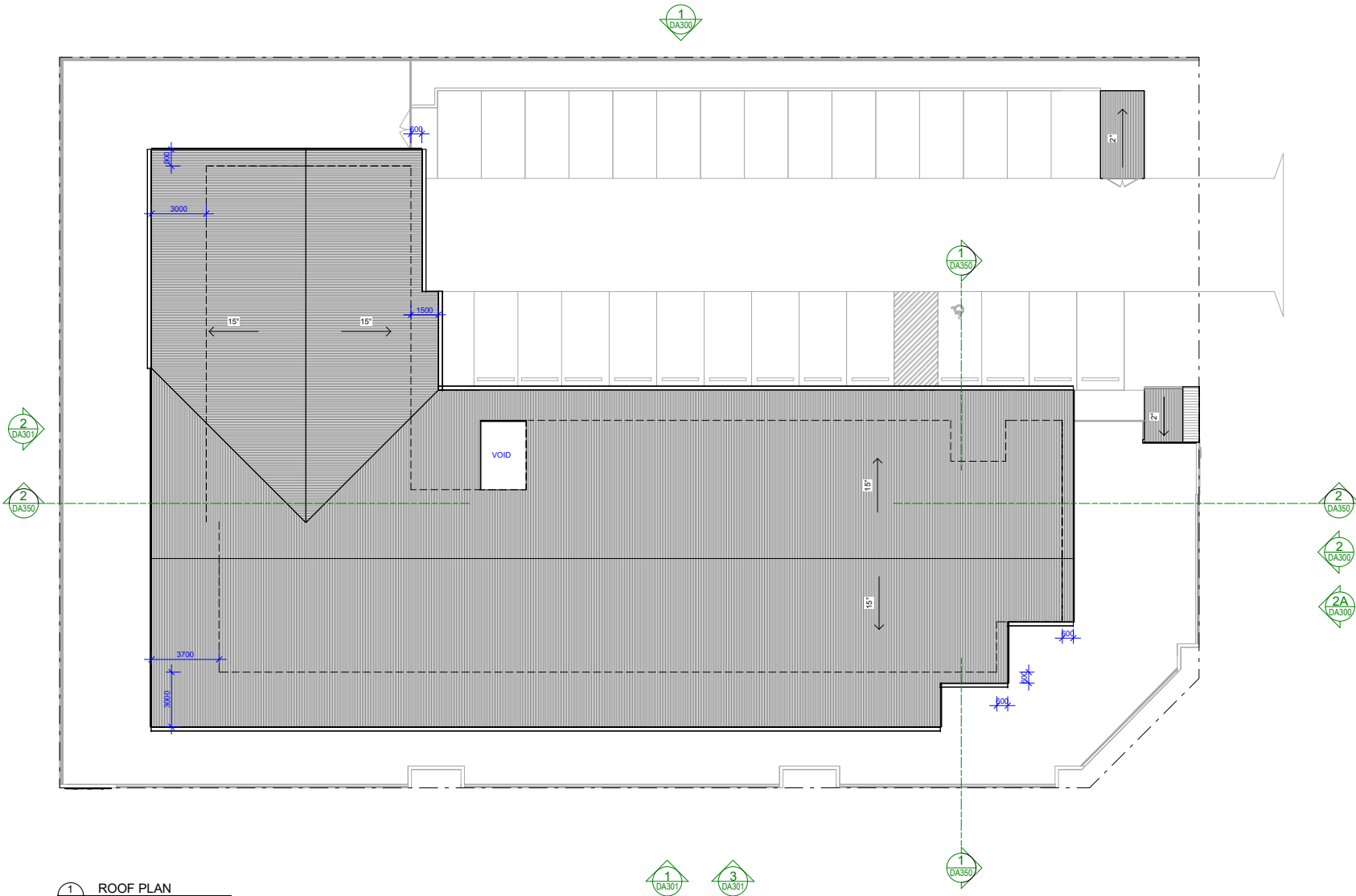
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65 LAKEVIEW TERRACE
BILAMBIL HEIGHTS NSW
m. 0400 504 107
cameron@local-office.com.au





1 ROOF PLAN
SCALE 1:200

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PROJECT
BEACONSFIELD EARLY LEARNING CENTRE
106 EAGLEMOUNT ROAD
BEACONSFIELD QLD 4740
STAGE
DEVELOPMENT APPLICATION

DRAWING
ROOF PLAN

SCALE
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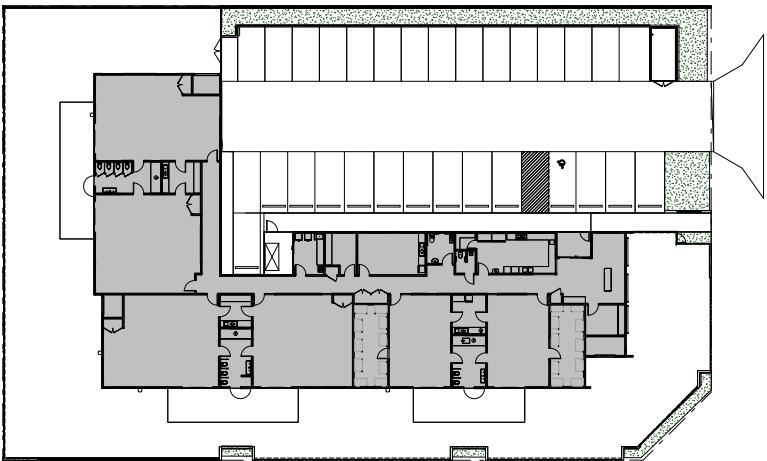
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







1 GFA
SCALE 1 : 400



2 SITE COVER
SCALE 1 : 400

GFA	OUTDOOR PLAYSCAPE	SITE COVER	IMPERVIOUS AREA	LANDSCAPE
				
TOTAL 741 sqm (29.9%)	TOTAL 786 sqm	TOTAL 762.5 sqm (30.7 %)	TOTAL 750 sqm (30.2 %)	

CLIENT
GRIFFITH GROUP


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PROJECT
BEACONSFIELD EARLY LEARNING CENTRE
106 EAGLEMOUNT ROAD
BEACONSFIELD QLD 4740
STAGE
DEVELOPMENT APPLICATION

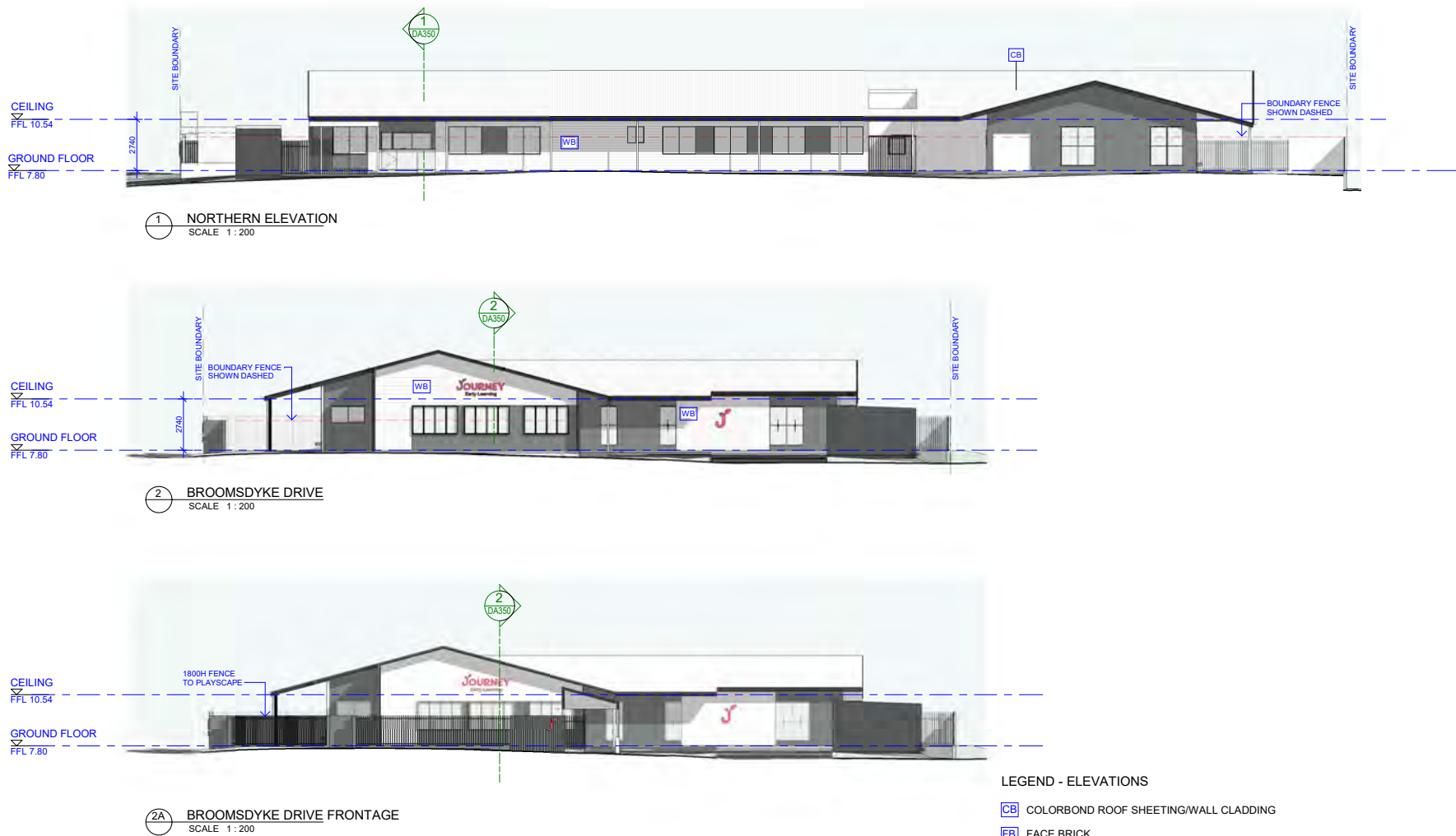
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GFA, SITE COVER,
IMPERVIOUS AREA PLAN
SCALE
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cameron@local-office.com.au

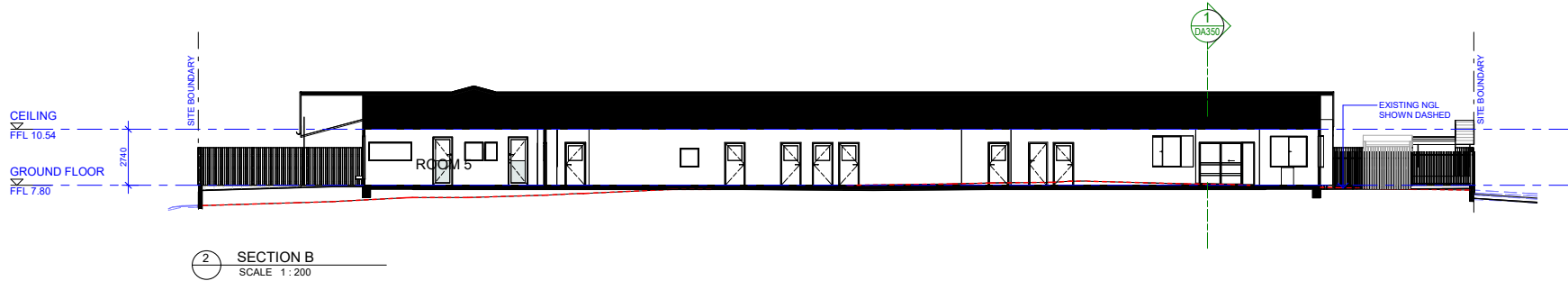
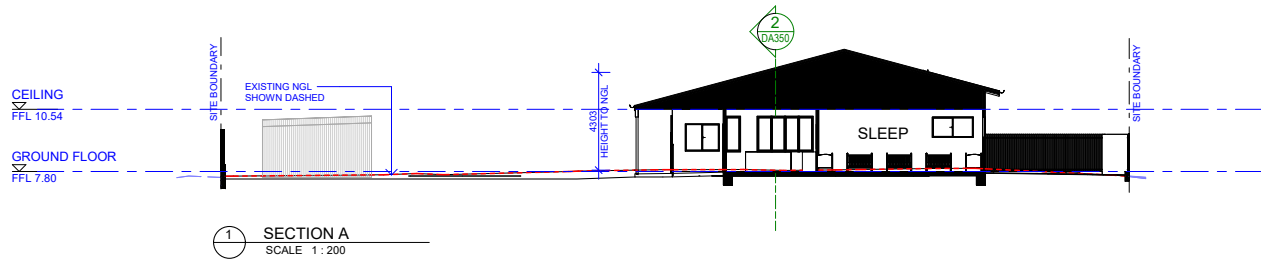




- LEGEND - ELEVATIONS
- CB COLORBOND ROOF SHEETING/WALL CLADDING
 - FB FACE BRICK
 - FC FIBROUS CEMENT SHEETING WITH COVER BATTENS
 - WB FC WEATHERBOARDS, SCYON LINEA OR SIMILAR APPROVED



- LEGEND - ELEVATIONS
- CB COLORBOND ROOF SHEETING/WALL CLADDING
 - FB FACE BRICK
 - FC FIBROUS CEMENT SHEETING WITH COVER BATTENS
 - WB FC WEATHERBOARDS, SCYON LINEA OR SIMILAR APPROVED





PEDESTRIAN ENTRY VIEW



BROOMDYKES DRIVE STREETScape VIEW

<div>CLIENT</div> <div>GRIFFITH GROUP</div> <div>Document Set ID: 9337245</div> <div>Version: 1, Version Date: 07/06/2022</div>	<div>THESE DRAWINGS ARE DEVELOPMENT APPLICATION DRAWINGS ONLY. THE INFORMATION CONTAINED HERE WITH IS SUBJECT TO DESIGN DEVELOPMENT AND FURTHER INPUT FROM INDEPENDANT PLANNING, STRUCTURAL, SERVICES AND OTHER TECHNICAL SPECIALIST.</div> <div>COPYRIGHT IN THIS DRAWING IS THE PROPERTY OF LOCAL OFFICE ARCHITECTURE AND MAY NOT BE RETAINED, COPIED WHOLE OR IN PART OR USED OTHER THAN FOR THE SPECIFIC USES, LICENCE AND SITE FOR WHICH IT HAS BEEN PREPARED AND ISSUES.</div>	<div>PROJECT</div> <div>BEACONSFIELD EARLY LEARNING CENTRE</div> <div>106 EAGLEMOUNT ROAD</div> <div>BEACONSFIELD QLD 4740</div> <div>STAGE</div> <div>DEVELOPMENT APPLICATION</div>	<div>DRAWING</div> <div>PERSPECTIVES 1</div> <div>SCALE</div> <div>@A3</div>	<div>DRAWING NO.</div> <div>DA360</div> <div>ISSUE</div> <div>A</div> <div>NORTH</div> <div>7/06/2022 1:25:58 PM</div>	<div>65 LAKEVIEW TERRACE</div> <div>BILAMBIL HEIGHTS NSW</div> <div>m. 0400 504 107</div> <div>cameron@local-office.com.au</div> <div>local office architecture</div>
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CORNER OF EAGLEMOUNT ROAD + BROOMDYKES DRIVE



EAGLEMOUNT ROAD STREETSCAPE VIEW

<div>CLIENT</div> <div>GRIFFITH GROUP</div> <div>Document Set ID: 9337245</div> <div>Version: 1, Version Date: 07/06/2022</div>	<div>THESE DRAWINGS ARE DEVELOPMENT APPLICATION DRAWINGS ONLY. THE INFORMATION CONTAINED HERE WITH IS SUBJECT TO DESIGN DEVELOPMENT AND FURTHER INPUT FROM INDEPENDANT PLANNING, STRUCTURAL, SERVICES AND OTHER TECHNICAL SPECIALIST.</div> <div>COPYRIGHT IN THIS DRAWING IS THE PROPERTY OF LOCAL OFFICE ARCHITECTURE AND MAY NOT BE RETAINED, COPIED WHOLE OR IN PART OR USED OTHER THAN FOR THE SPECIFIC USES, LICENCE AND SITE FOR WHICH IT HAS BEEN PREPARED AND ISSUES.</div>	<div>PROJECT</div> <div>BEACONSFIELD EARLY LEARNING CENTRE</div> <div>106 EAGLEMOUNT ROAD</div> <div>BEACONSFIELD QLD 4740</div> <div>STAGE</div> <div>DEVELOPMENT APPLICATION</div>	<div>DRAWING</div> <div>PERSPECTIVES 2</div> <div>SCALE</div> <div>@A3</div>	<div>DRAWING NO.</div> <div>DA361</div> <div>ISSUE</div> <div>A</div> <div>NORTH</div> <div>7/06/2022 1:26:00 PM</div>	<div>65 LAKEVIEW TERRACE</div> <div>BILAMBIL HEIGHTS NSW</div> <div>m. 0400 504 107</div> <div>cameron@local-office.com.au</div> <div>local office architecture</div>
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ANNOTATION NOTES

- 1 DRIVEWAY ENTRY / EXIT
- 2 PEDESTRIAN SITE ENTRY
- 3 FEATURE TREE TAB pal TO DEFINE SITE

ENTRIES AND SOFTEN HARDSTAND. TREE TO BE UNDERPLANTED WITH LOW FEATURE SHRUBS BAN spi AND IOX OD TO ENSURE CLEAR SIGHT LINES WITH GROUNDCOVERS CBA mul, CAS CI AND DIA BRE

Document Set ID: 9337254

Version: 1, Version Date: 07/06/2022

PLAN

SCALE 1:100

- 4 FEATURE SHRUBS IOX OD TO DEFINE GATEHOUSE ENTRY. SHRUBS TO BE UNDERPLANTED WITH GROUNDCOVERS CAS CI WITH CLIMBING SPECIES FIC pum AND HIB sca TRAINED TO BASE OF FENCE TO SOFTEN HARDSTAND
- 5 REFER TO ARCHITECTS DRAWINGS FOR GATE HOUSE DETAILS

- 6 A COMBINATION OF SHADE TREES CUP ana AND WAT flo TO PROVIDE DENSE BUFFER TO NORTHERN BOUNDARY INTERFACE WITH ADJACENT RESIDENCE AND SOFTEN CARPARK HARDSTAND. TREES TO BE UNDERPLANTED WITH BUFFERING SHRUB SYZ RES WITH ADDITIONAL FEATURE SHRUBS BAN spi AND IOX OD AND GROUNDCOVERS BRA mul, CAS CI, AND LOM tys

- 7 FEATURE TREES BUC cel TO BUFFER CORNER TRUNCATION AND EAGLEMOUNT ROAD FRONTAGE. TREES TO BE UNDERPLANTED WITH SHRUBS ALP cae AND GROUNDCOVERS DIE gra, LIR EG, AND HIB sca TO SOFTEN RETAINING WALL / FENCING

- 8 TREES ELA PD AND TRI LUS TO BUFFER OUTDOOR PLAYSPACE. TREES TO BE UNDERPLANTED WITH SENSORY SHRUBS AND GROUNDCOVERS, ACTING AS INTEGRATED NATURE PLAY ELEMENT

- 9 PROPOSED FOOTPATH AND TURFED VERGE AS PER MRC STANDARD DRAWING A2-00500. EXISTING CROSSOVER TO DEMOLISHED WITH FOOTPATH, TURFED VERGE, KERB AND CHANNEL REINSTATED

- 10 PROPOSED KERB RAMP AS PER MRC STANDARD DRAWING A2-00576

- 11 PROPOSED STREET TREES CUP ana

- LEGEND
- PROPOSED FEATURE TREES
- PROPOSED SHADE TREES
- PROPOSED SHRUB AND LOW LEVEL PLANTING
- PROPOSED SHRUB SCREEN PLANTING
- PROPOSED GROUNDCOVER PLANTING
- PROPOSED TURF / EXISTING TURF MAKE GOOD (IF DAMAGED DURING CONSTRUCTION)
- PAVED AREAS - REFER TO ARCHITECTS DRAWINGS FOR DETAILS
- CONCRETE AREAS - REFER CIVIL ENGINEERS DRAWINGS FOR DETAILS
- PEDESTRIAN PRIORITY PATHWAY
- BUILDING LINE OVER
- PROPERTY BOUNDARY
- PROPOSED STORMWATER
- EXISTING SURVEY LEVEL
- PROPOSED LEVELS
- EXISTING LIGHTPOLES

- NOTES
- 1. REFER TO DRAWING 2204-028-SK010 FOR PLANT SPECIES SCHEDULE, IMAGES AND GENERAL NOTES
- 2. REFER TO CIVIL ENGINEERS DRAWINGS FOR RETAINING WALL DETAILS AND PROPOSED STORMWATER & SEWER DETAILS
- 3. REFER ARCHITECTS DRAWINGS FOR ALL FENCE TYPE DETAILS

PRELIMINARY

B	REVISED ISSUE	RM	06.06.22
A	INITIAL ISSUE	JC	27.05.22
rev	description	drawn	date

NACK GROUP
106 EAGLEMOUNT ROAD, BEACONSFIELD
LANDSCAPE CONCEPT PLAN
SITE PLAN

LAUD ink
landscape architecture and urban design

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date: JUN 2022 rev no.: B

approved: E. NICHOLAOU* SK001

11.4.4. FACILITATING DEVELOPMENT IN THE MACKAY REGION - 3 WELLINGTON STREET, MACKAY

Author	Principal Economic Development Officer (Nadine Connolly)
Responsible Officer	Director Planning, Growth & Sustainability (Aletta Nugent)
File Reference	Facilitating Development in the Mackay Region Applications

Attachments

1. Approved Plans - 3 Wellington Street, Mackay [**11.4.4.1** - 14 pages]

Purpose

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

Related Parties

- Jewell Planning Consultants
- Chanine Developments
- CD Architects
- 3 Wellington Pty Ltd ATF

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.

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.

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 applicant, 3 Wellington Pty Ltd ATF, is applying for concessions under the Policy for a Material Change of Use, Multiple Dwellings and Health Care Services (DA-2023-141), for a proposed unit development located at 3 Wellington Street, Mackay.

The development will encompass a six-story building containing 16 dwelling units and 176m² of commercial area on the ground floor. It is envisaged that the commercial area will focus on health care activities. The new units will be purpose-built “specialist disability accommodation” (SDA) to cater exclusively for NDIS supported disabled persons, providing a higher level of independent living. The proposal will allow disabled residents to live independently, in their own apartment, with the option to have family or friends stay-over in a second bedroom. A full-time on-site carer will reside in a separate unit.

Each unit will be fully self-contained and include two bedrooms, kitchen, dining and living rooms, balcony / outdoor living area, bathroom, separate ensuite and laundry. Level five will contain a large common open space

incorporating a covered BBQ area and landscaped recreation area. Parts of the ground floor and level one will be used as carparking and include 15 accessible residential parking spaces with share-zones, one commercial accessible parking space, plus four other spaces.

The project will increase housing stock in Mackay, specifically providing critical SDA units, helping to alleviate the current housing crisis in Mackay.

The development will be located within the CBD. The total estimated construction cost of the development is approximately \$7M, with a total capital investment of around \$17M.

A Development Permit was issued for the development on 28 August 2023.

Incentive Requests

The applicant submitted an Expression of Interest under the Policy on 3 October 2023, and the subsequent Stage 2 Application was received the same day.

The application has been assessed against version 9 of the Policy, which has been in effect since 17 April 2023.

The applicant is seeking concessions under both Schedule 7 Housing Diversity and Schedule 6 Community facilities of the Policy.

1) Infrastructure Charge concessions

It is important to note that the infrastructure charges for this development have been calculated using residential and essential services (health care) categories. Credit from the existing dwelling (ie. \$30,226.70) has been apportioned to both charge categories.

i. Schedule 7 – Housing Diversity – requested 100% concession

As per Schedule 7 Housing Diversity, the applicant is seeking 100% concession for the residential component on the net charge amount identified in the Infrastructure Charges Notice.

Gross Infrastructure Charges	Apportioned Credit \$	Gross Less Apportioned Credit	FDP Discount	Concession	Charges payable
\$345,488	\$27,318.40	\$318,129.60	100%	\$318,129.60	\$0

ii. Schedule 6 – Community Facilities – requested 75% concession

As per Schedule 6 Community Facilities, Infrastructure Charges may be reduced up to 50% for commercial developers, 75% for not for profit organisations, and 100% for charities. As the applicant is a commercial business, concessions of 50% will apply for this component.

Gross Infrastructure Charges	Apportioned Credit \$	Gross Less Apportioned Credit	FDP Discount	Concession	Charges payable
\$36,776.25	\$2,908.30	\$33,867.95	50%	\$16,933.97	\$16,933.97
\$36,776.25	\$2,908.30	\$33,867.95	75%	\$25,400.96	\$8,466.99

2) Service connection fee refund

As per Schedule 7 Housing Diversity and Schedule 6 Community Facilities, water and sewage connection fees can be discounted by 50% (or a maximum of \$500) per service, to a maximum of \$1,000.

General Eligibility Criteria

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

Based on information provided by the applicant, the proposed development satisfies the requirements under the General Eligibility Criteria in Schedule 7 Housing Diversity and Schedule 6 Community Facilities, as follows.

Criteria	Eligibility
Timing of development The development will be completed within 2 years of the approval of the incentives under this policy	Commencement of construction – May 2024 Commencement of use – September 2025
Non-Government Development	Yes
Infrastructure capacity	The proposed development is accommodated by existing infrastructure servicing the site, with no upgrades to trunk infrastructure required. As per the Infrastructure Charges Notice, no offsets or refunds are applicable.

Specific Eligibility Criteria

Based on information provided by the applicant, the proposal satisfies the Specific Eligibility Criteria in Schedule 7 Housing Diversity and Schedule 6 Community Facilities of the Policy:

Criteria	Eligibility
Economic Investment	<ul style="list-style-type: none"> Estimated construction cost of development is \$7M. Estimated total capital investment of \$17M. Based on Council's economic modelling, a direct injection of \$7M (construction costs), along with a combined supply chain and consumption effects of \$8.23M, will result in a total economic impact of \$15.23M for the region. The applicant will utilise local contractors and suppliers.
Employment Generation	<ul style="list-style-type: none"> Based on Council's economic impact modelling, the project will generate eight direct and 21 indirect jobs, totalling 29 FTE jobs during construction.
Applicable Area	The development is on appropriately zoned land in the urban area.
Applicable Land Uses	The Policy applies to material change of use development for uses that are consistent with "applicable land uses" in Schedule 7 Housing Diversity and Schedule 6 Community Facilities.

Business and Regional Benefits

Based on the information provided by the applicant, the new multi-dwelling and health care services development supports increased business activity within the local construction industry, provides additional employment opportunities across various industry sectors and addresses critical shortages in disability housing stock in the Mackay region.

Further, the applicant proposes that the development will deliver additional benefits to the Mackay region's economy, these being:

- The project involves the delivery of 16 dwelling units and 176m² of commercial area to Mackay's property market.
- The project will be providing specialist disability accommodation stock in Mackay, which is in critical demand.
- The proposal allows for SDA residents to live independently, in their own apartment, with the option to have family or friends stay-over in a second bedroom.
- The proposed health care services will provide easy access to products and services for the building occupants. These services could include pharmacy, doctors/dentist/physiotherapy/occupational health services, etc.
- The proposal supports inner city living which is a desired outcome for Mackay City and Waterfront PDA.
- The site is located within easy access to schools, employment, retail centres and recreational facilities.
- The development has the potential to encourage further investment in the Mackay Waterfront PDA.
- The developer will invite local construction companies to tender for the construction of the development.

Consultation and Communication

The Development Planning and Engineering Program has considered the development application through the statutory assessment provisions under the *Planning Act 2016*. As part of this assessment process, other relevant sections of Council were consulted.

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

Resource Implications

In accordance with the Infrastructure Charges Notice (DA-2023-141), the development gives rise to a total net infrastructure charge of \$351,997.55 (+ annual adjustments) after the credit application of \$30,226.70.

Net Infrastructure Charge (IC)	Charge for Multidwellings (100%)	Charge for Health Services (50%)	Concessions	Charges Payable
\$351,997.55	\$318,129.60	\$33,867.95	\$318,129.60 +\$16,933.97	\$16,933.97

Under Schedule 7 Housing Diversity, Infrastructure Charges may be reduced by up to 100% based on the net charge amount identified on the Infrastructure Charges Notice, up to a maximum concession value of \$500,000. For this component of the charge, the amount of \$318,129.60 is eligible for concession.

As per Schedule 6 Community Facilities, Infrastructure Charges may be reduced up to 50% on the net charge amount for commercial developers. Application of the Policy for this component of the charge will result a concession of \$16,933.97, with total charges payable of \$16,933.97.

It is proposed that infrastructure charge concessions only be applied to the net charge amounts calculated after annual adjustments and subtraction of any offsets and credits. The application of this methodology will ensure that the granting of concessions does not introduce any additional infrastructure costs to Council.

Risk Management Implications

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

- An existing development permit is in place and on-site infrastructure requirements have been reviewed as part of the assessment process.
- A condition has been included as part of the officer's recommendation stating that the approved concessions are dependent on Council not incurring any additional infrastructure costs (including 'bring forward costs') to service the development.
- Infrastructure charge concessions are based on the net charge amount identified on the Infrastructure Charges Notice, following adjustments and after the application of any offsets.
- Strict timeframes are in place for claiming approved concessions. If the use has not commenced within the recommended timeframe, the concessions will no longer apply and 100% of the applicable Infrastructure Charges will be payable.
- Council can review the application of the Policy at any time.

Conclusion

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

The proposed application supports the desired outcomes of Schedule 7 Housing Diversity and Schedule 6 Community Facilities of the Policy and the provision of concessions will facilitate the delivery of this project.

Officer's Recommendation

THAT the following Specific Incentives are approved under the Facilitating Development in the Mackay Region Policy for the proposed development by 3 Wellington Pty Ltd ATF for Multiple Dwelling Units and Health Services at 3 Wellington Street, Mackay (Lot 1 on RP700730):

- a. Concessions of 100% (estimated at \$318,129.60) be applied against the net charge amount (following annual adjustments and after application of any offsets and credits) for the residential component on Infrastructure Charge Notice DA-2023-141;**
- b. Concessions of 50% (estimated at \$16,933.97) be applied against the net charge amount (following annual adjustments and after application of any offsets and credits) for the Essential Services component on Infrastructure Charge Notice DA-2023-141;**
- c. Reduction in water and sewer service connection fees (50% discount up to a maximum of \$500 for each service, totalling a maximum overall discount of \$1000) be applied at the time when the fees would be payable for the activity.**

AND THAT the approval of concessions is dependent on:

- d. The development must be completed and commenced use by 25 October 2025.**
- e. No additional infrastructure costs incurred by Council (including establishment and bring forward costs).**
- f. The developer utilising local contractors and suppliers.**

REFERENCE

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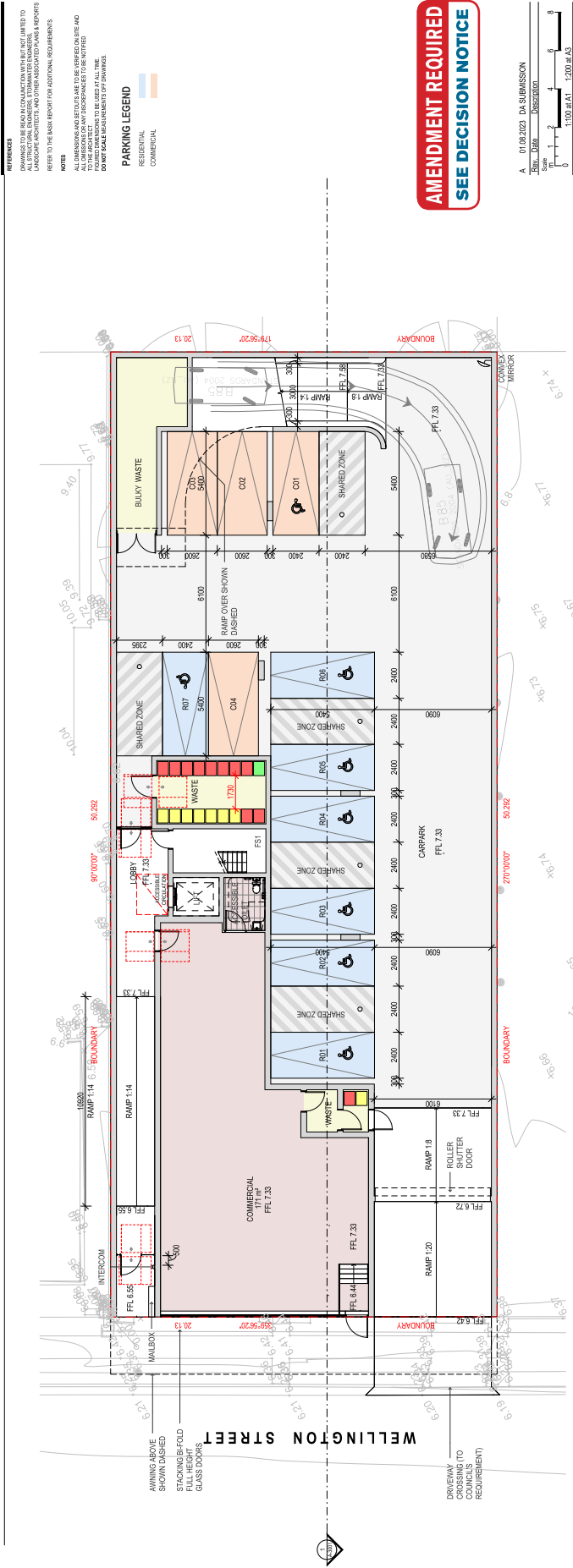
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DRAWING LIST		REVISION
DRAWING NO.	DRAWING NAME	
DA 1001	COVER SHEET	A
DA 1002	COMPLIANCE TABLE	A
DA 1003	SITE PLAN	A
DA 1007	PERMITS PLAN	A
DA 1011	SITE ANALYSIS- DESIGN SCHEME	A
DA 1012	SITE ANALYSIS- AERIAL VIEW	A
DA 1013	SITE ANALYSIS- CONNECTIONS TO THE SITE	A
DA 1014	GROUND FLOOR PLAN	A
DA 1102	LEVEL 1 FLOOR PLAN	A
DA 1103	LEVEL 2 FLOOR PLAN	A
DA 1104	LEVEL 3 FLOOR PLAN	A
DA 1105	LEVEL 4 FLOOR PLAN	A
DA 1106	LEVEL 5 FLOOR PLAN	A
DA 1107	ROOF PLAN	A
DA 2001	EAST & SOUTH ELEVATIONS	A
DA 2002	WEST & NORTH ELEVATIONS	A
DA 3001	SECTION 1	A
DA 5001	TYPICAL UNIT LAYOUT	A
DA 6001	SHADOW DIAGRAMS	A
DA 7011	SOLAR ACCESS PLAN	A
DA 7021	VENTILATION DIAGRAMS	A
DA 7031	DAYLIGHT ANALYSIS	A
DA 7041	PERMITS PLAN	A
DA 7091	PEAK HEIGHT ANALYSIS	A



AMENDMENT REQUIRED
SEE DECISION NOTICE

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Rev. Date: 08/08/2023
Scale: 1:100 at A1, 1:200 at A3

1 GROUND FLOOR PLAN
1:100 at A1, 1:200 at A3

CAR PARKING SCHEDULE
BY RMS FOR METROPOLITAN REGIONAL CENTRE (CBD)

UNITS (16)	RATE	REQUIRED	PROPOSED
RESIDENTIAL (16 UNITS)			
1 BED (1)	1 SPACE / UNIT	1	1
2 BED (1)	2 SPACE / UNIT	2	2
COMMERCIAL (17thm)	1 SPACE / 50m ²	3.42	4
TOTAL		19.42	20

PARKING COUNT
TOTAL
RESIDENTIAL (16 UNITS)
COMMERCIAL (17thm)
RESIDENTIAL (16 UNITS)
COMMERCIAL (17thm)
TOTAL

WASTE CALCULATION

RATE OF WASTE	TOTAL WASTE	BIN SIZE	NO. OF BINS COMPLIANCE REQUIRED	NO. OF BINS PROPOSED
RESIDENTIAL (16 UNITS)				
WASTE	240L/WEEK	240L	9.33	10
RECYCLE	180L/WEEK	240L	7	7
PROPOSED TOTAL			16.33	17
COMMERCIAL (17thm)				
WASTE	240L	240L	1	1
RECYCLE	240L	240L	1	1
PROPOSED TOTAL			2	2
TOTAL				
GENERAL WASTE BIN				
RECYCLE BIN				
GREEN WASTE BIN				

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Project:
3 Wellington Street, Mackay
Drawing No: 1101
Drawing Title: GROUND FLOOR PLAN
Drawing Date: 08/08/2023
Drawing By: RJ
Checked By: ZC
Approved By: A
Date: 08/08/2023

REFERENCE
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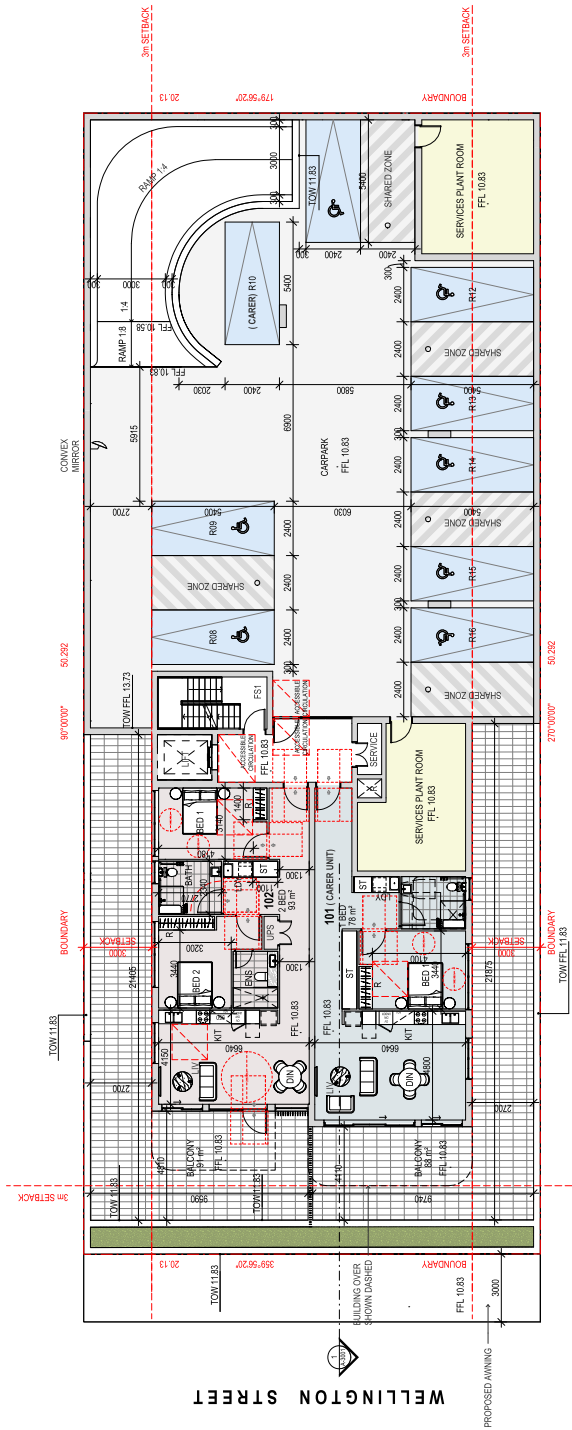
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Project
3 Wallington Street, Mackay
Drawing Title
LEVEL 1 FLOOR PLAN
PROPOSED MIXED USE DEVELOPMENT



CAR PARKING SCHEDULE
BY RMS FOR METROPOLITAN REGIONAL CENTRE (CBD)

UNITS (U)	RATE	REQUIRED	PROPOSED
RESIDENTIAL (16 UNITS)			
1 BED (1)	1 SPACE / UNIT	1	1
2 BED (1)	1 SPACE / UNIT	1	1
COMMERCIAL (17th)	1 SPACE / 50m ²	3.42	4
TOTAL		19.42	20

PARKING COUNT	
RESIDENTIAL	2
COMMERCIAL	3
RESIDENTIAL ACCESSIBLE PARKING	1
COMMERCIAL ACCESSIBLE PARKING	1
GRAND TOTAL	20

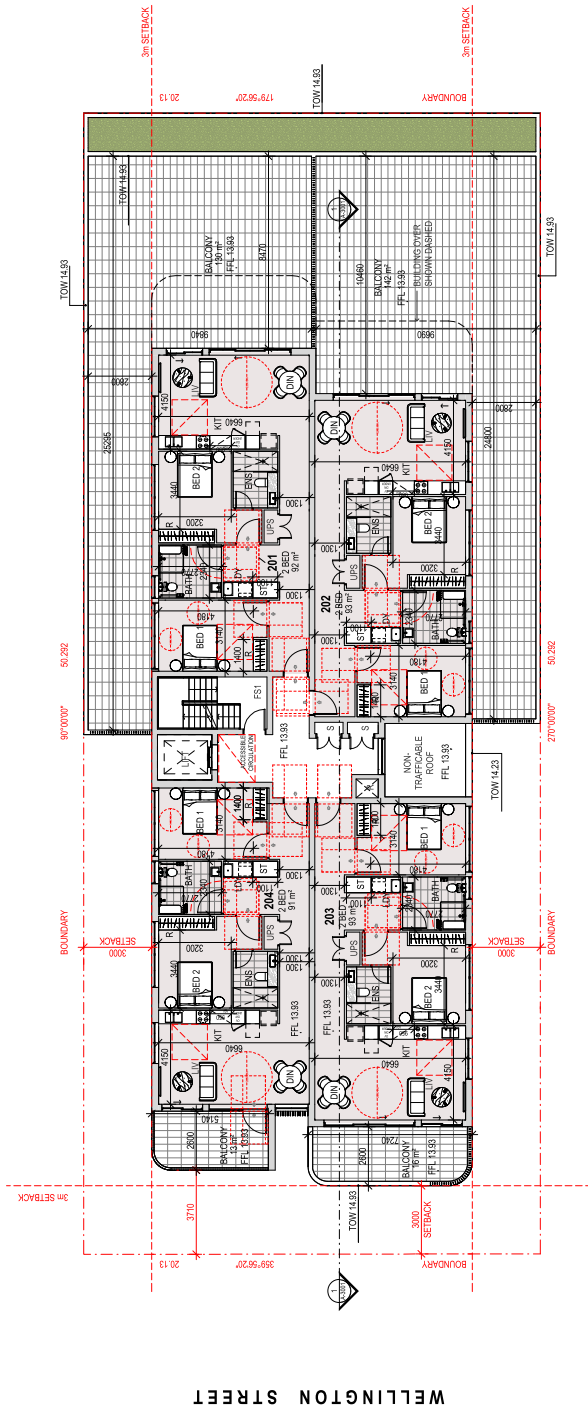
1 LEVEL 1 FLOOR PLAN
1:100 at A1 1:200 at A3

REFERENCE
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Scale 1:100 at A1 1:200 at A3
1000 0 1 2 4 6 8
1000 0 1 2 4 6 8



1 LEVEL 2 FLOOR PLAN
1:100 at A1 1:200 at A3

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PROPOSED MIXED USE DEVELOPMENT

3 Wellington Street, Mackay
Project Title
LEVEL 2 FLOOR PLAN

PRELIMINARY

Job no.	Drawing no.	Rev.
J23579D	DA 1103	A
Drawn by	Checked by	Approved by
SP	RJ	ZC
		SEP. 2023

REFERENCE
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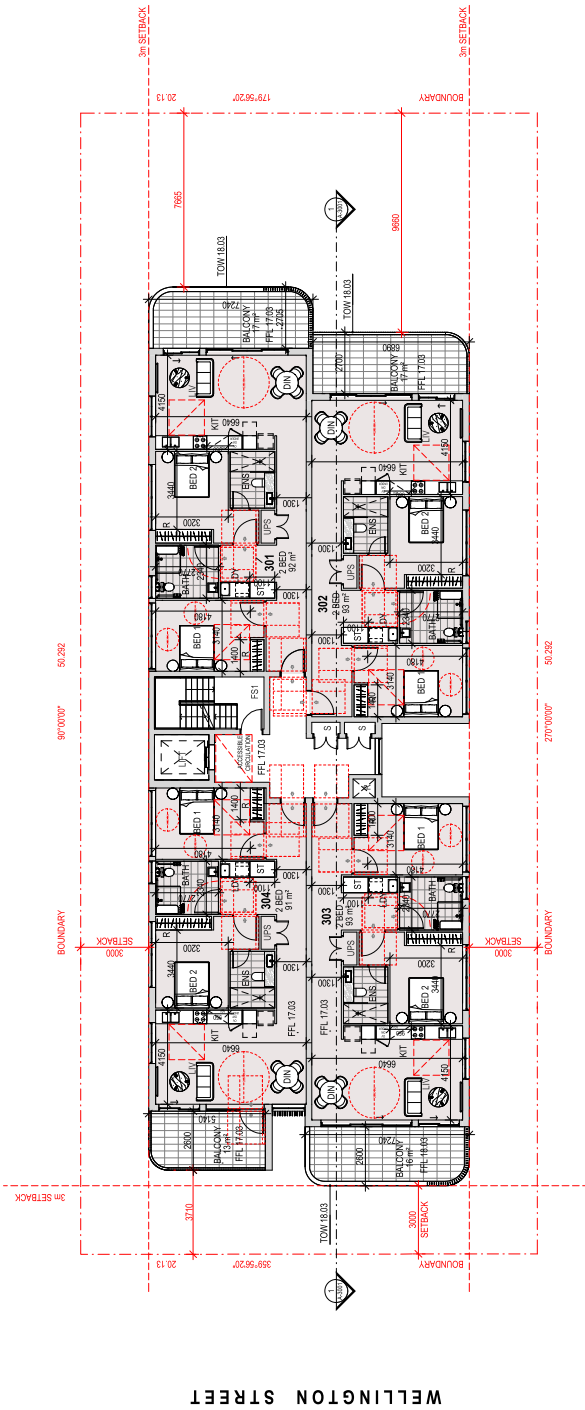
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0 1000 2000 4000 6000 8000

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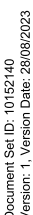
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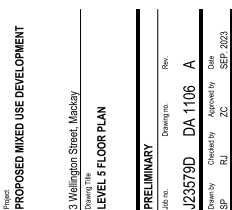
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PROPOSED MIXED USE DEVELOPMENT

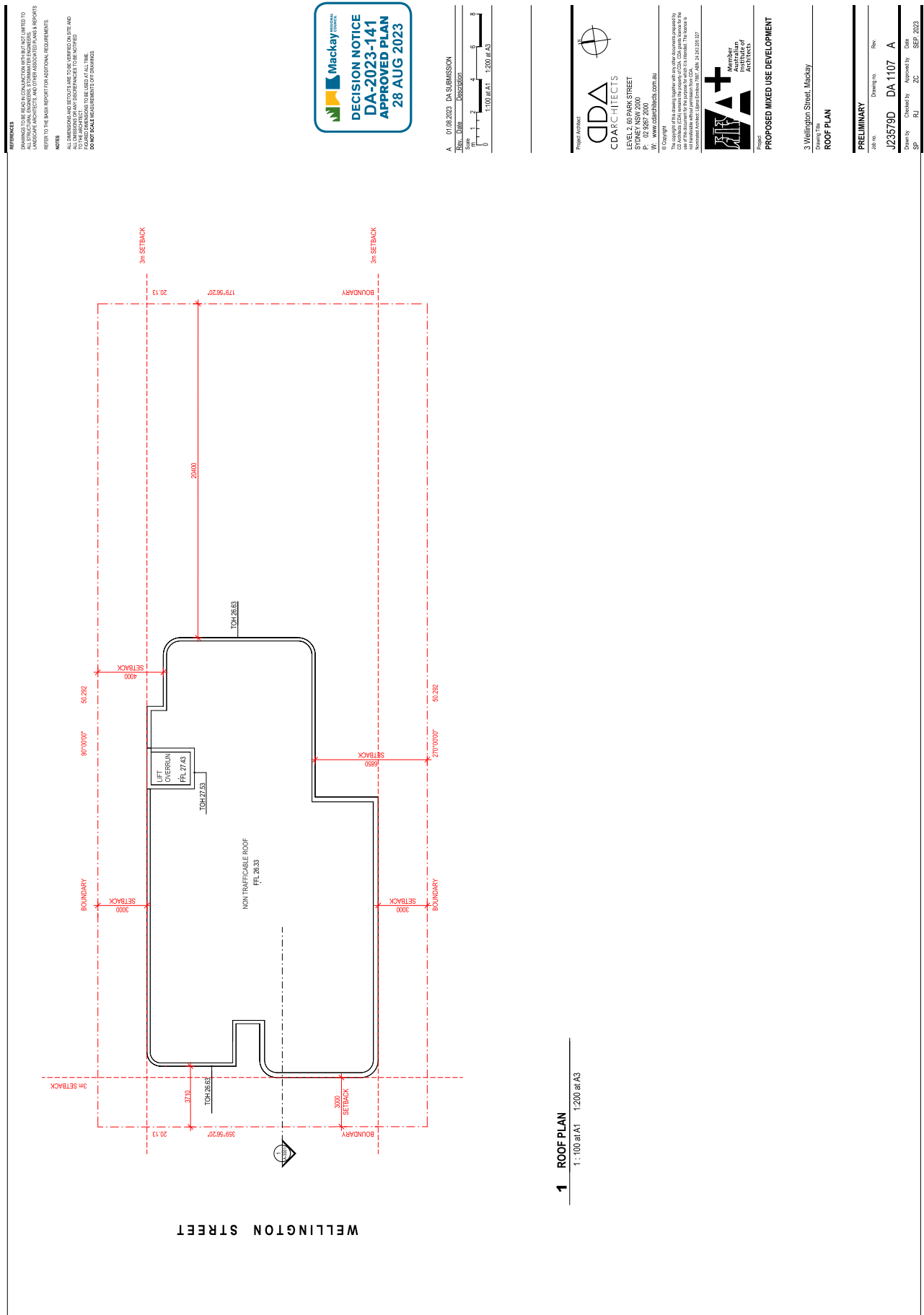
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Job no. Drawing no. Rev.
J23579D DA 1104 A
Drawn by Checked by Approved by Date
SP RJ ZC SEP 2023

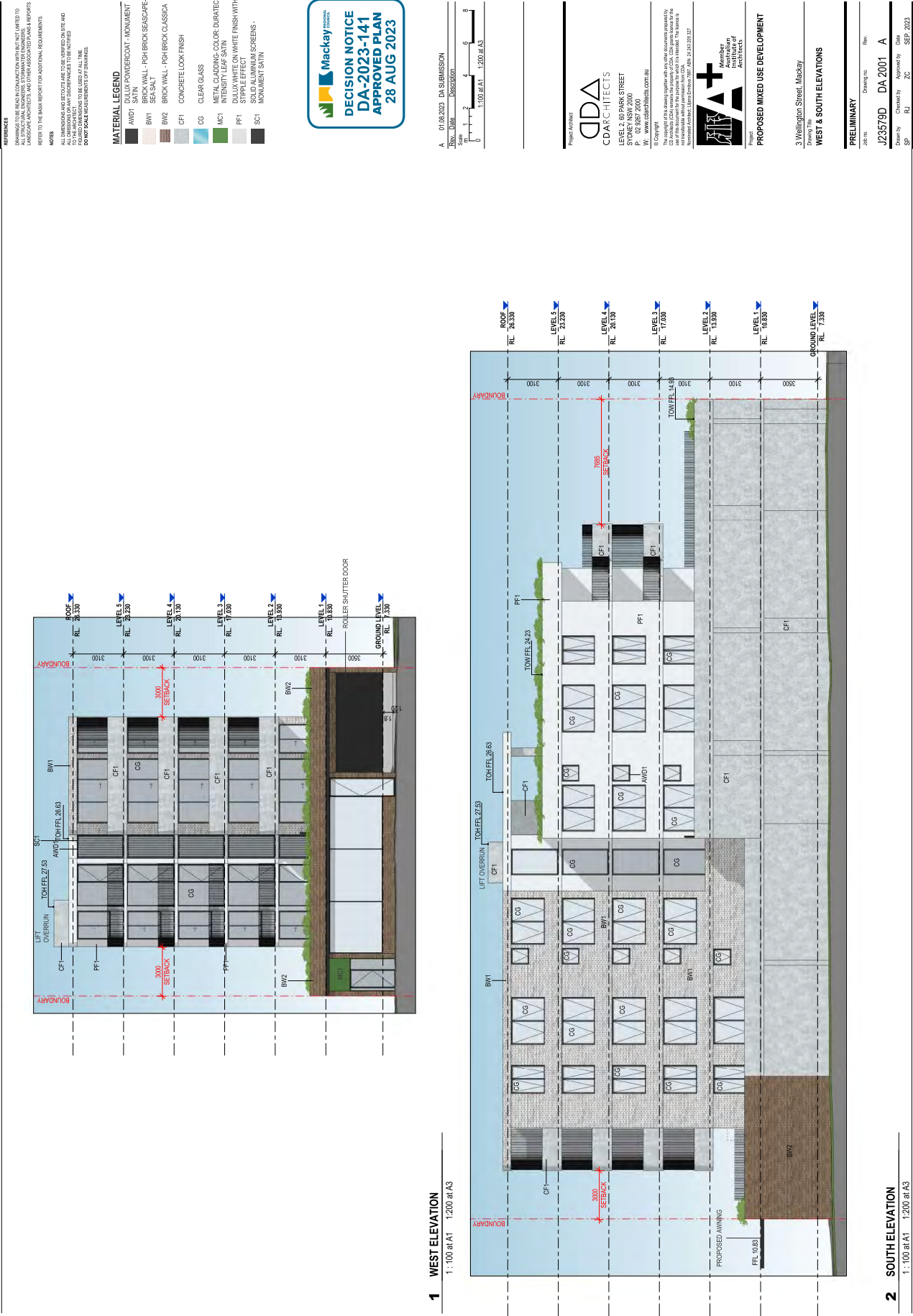


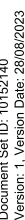
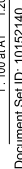
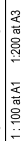
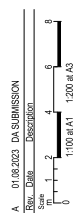
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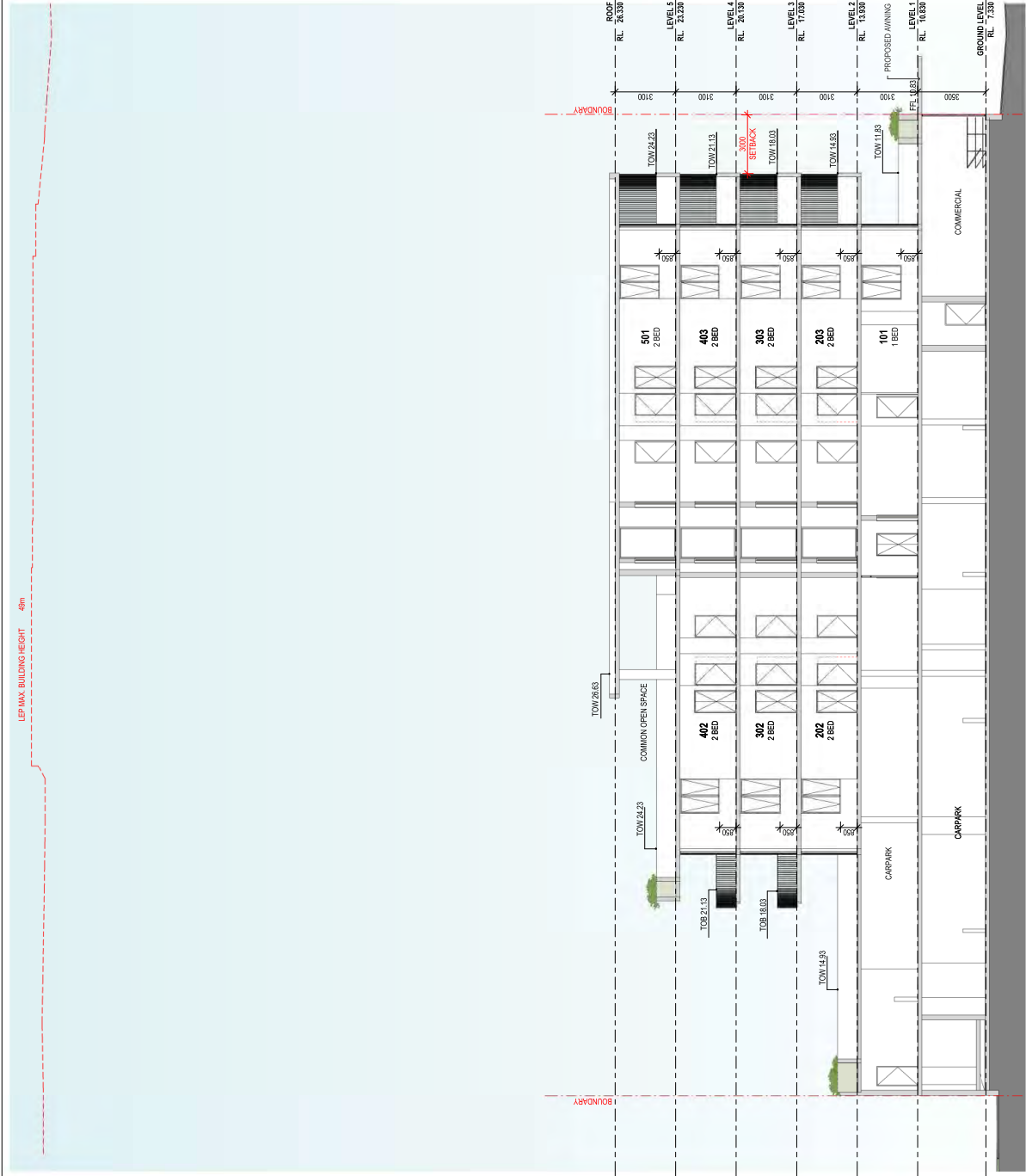












REFERENCE

DRAWINGS TO BE READY FOR CONSTRUCTION WHEN NOT LIMITED TO LANDSCAPE ARCHITECTS AND OTHER ASSOCIATED PLANS & REPORTS REFER TO THE MAIN REPORT FOR ADDITIONAL REQUIREMENTS.

NOTES

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Proposed Mixed Use Development

3. Millington Street, Mackay
Section A

PRELIMINARY

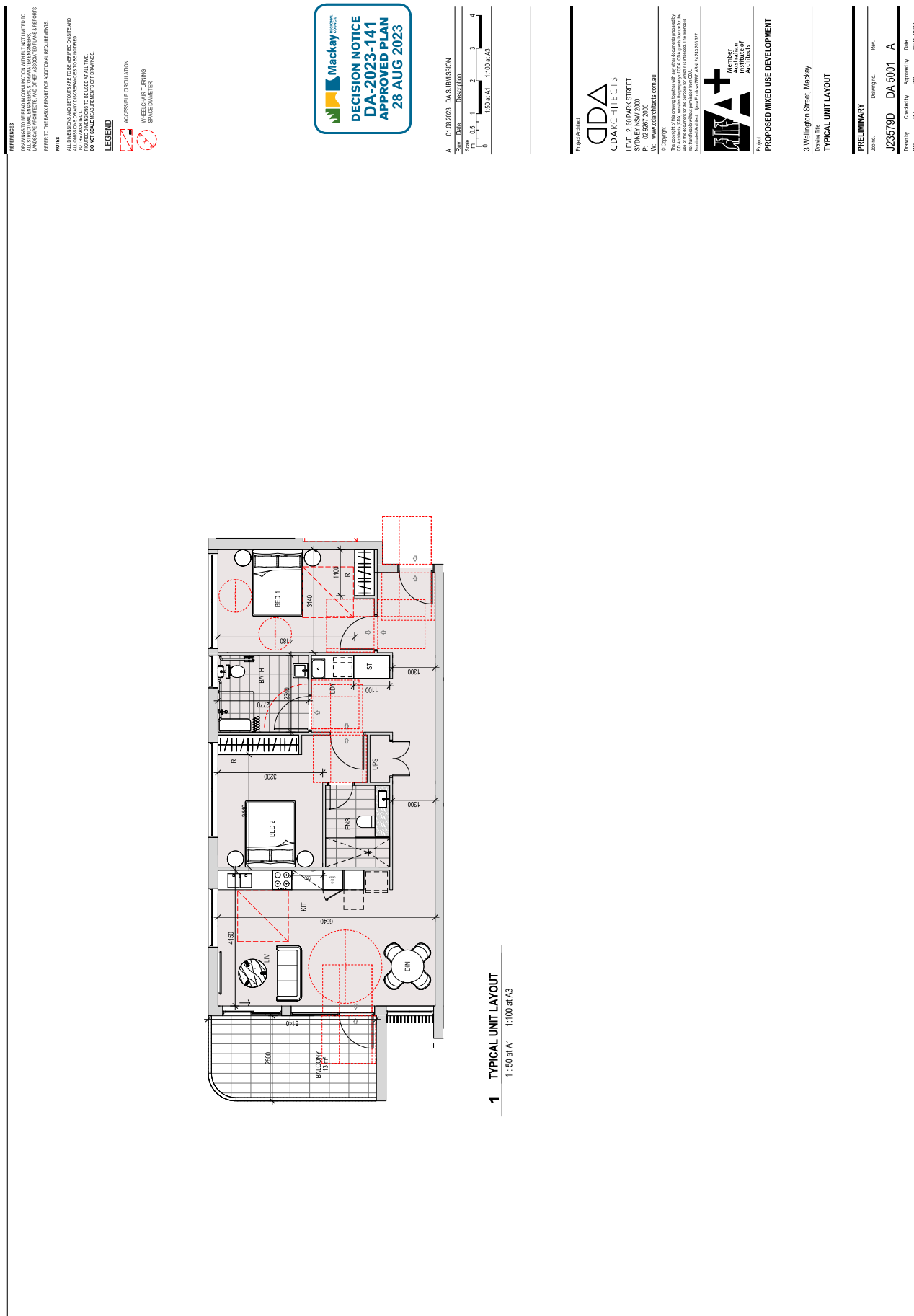
Job no. Drawing no. Rev.
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SP RJ ZC SEP 2023

1 SECTION A

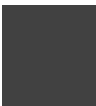







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Document Set ID: 10152140
Version: 1, Version Date: 28/08/2023





MATERIAL LEGEND

	AWD1	DULUX POWDERCOAT - MONUMENT SATIN
	BW1	BRICK WALL - PGR BRICK SEASCAPE - SEA SALT
	BW2	BRICK WALL - PGR BRICK CLASSICA
	CF1	CONCRETE LOOK FINISH
	CG	CLEAR GLASS
	MCI	METAL CLADDING - COLOR DURATEC - INTENSITY
	PF1	DULUX WHITE ON WHITE FINISH WITH STIPPLE EFFECT
	SC1	SOLID ALUMINUM SCREENS - MONUMENT SATIN

Project
PROPOSED MIXED USE DEVELOPMENTJ. Wellington Street, Massey,Drawing Time
FINISHES SCHEDULE

PRELIMINARY	Drawn by	DA	Checked by
	Job no.	23579D	

Document Set ID: 10152140
/ersion: 1, Version Date: 28/08/2023

REFERENCE

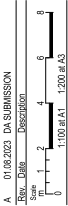
DRAWINGS TO BE REVIEWED FOR CONFORMANCE WITH THE ACT, NOT LIMITED TO THE ACT, BUT ALSO TO THE RELEVANT STANDARDS, CODES OF PRACTICE, LANDSCAPE ARCHITECTS' AND OTHER ASSOCIATED STANDARDS AND REPORTS.

NOTES

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PROPOSED MIXED USE DEVELOPMENT

3 Wellesley Street, Mackay,
4740 QLD

PHOTOMONTAGE

PRELIMINARY			
Job no.	Drawing no.	Rev.	
2023790	DA-1071	A	
Drawn by	Checked by	Approved by	Date
SP	RU	DC	08/08/2023



11.4.5. REQUEST FOR WAIVER OF INFRASTRUCTURE CHARGES AND HEADWORKS CONTRIBUTIONS

Author	Manager Development Planning and Engineering (Matthew Kelly)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	DA-2005-160, DA-1991-9, DA-1991-9/A, DA-2008-200, DA-2007-358
Attachments	Nil

Purpose

To seek Council's consideration of a number of requests to waive all or part of the infrastructure charges or headworks contributions owing for several developments.

Related Parties

- Sailipar Pty Ltd C/- Glen Croker
- Mackay Brothers Football Club Incorporated
- Caneola Investments Pty Ltd
- P&L Maguire Pty Ltd
- John Carroll Retravisio Mackay Pty Ltd
- G&J Paterson Superannuation Pty Ltd
- Hatrail Pty Ltd
- Leprechaun Park Pty Ltd
- Roslyn Gunning
- Kerry Duprez
- Mark Duprez
- MR & KH Duprez Superannuation Fund

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

As part of the ongoing material change of use audit being undertaken by Council's Development Planning & Engineering Program, steps continue to be taken to recover infrastructure charges and headworks contributions owing for development that has already commenced. As a result of this process, Council has received requests from landowners to waive all or part of the outstanding infrastructure charges or headworks contributions owing for development on their land. Details in relation to these requests is provided below.

Application Number:	DA-2005-160
Property Owner:	Sailipar Pty Ltd C/- Glen Croker
Address:	2/10 Southgate Drive, Paget
Description of Development:	Material Change of Use – Extension to Existing Use (Showroom - Machinery)
Total Headworks Charge:	\$28,522.03 (indexation approximately \$4,720.23)
Request Detail:	<p>Landowner is requesting that Council apply a 50% discount against the outstanding Transport Network Contributions and waive the indexation applied to the contributions over the past 18 years.</p> <p>The discontinued Economic Development Incentive Strategy (initially adopted by Council on 12 October 2005) offered a 50% subsidy against Transport Network Contributions for Industrial Developments. This Policy is no longer in effect and the Industrial Developments subsidy with the Policy was withdrawn by Council, effective 1 April 2010.</p>
Recommendation:	<p>It is recommended that:</p> <ol style="list-style-type: none"> 1. A 50% waiver on Transport Networks Contribution be applied to outstanding headworks charges inclusive of indexation. 2. No further waiver of indexation is granted. 3. The value of charges payable becomes \$14,261.02.

Application Number:	DA-1991-9 and DA-1991-9/A
Property Owner/s:	Caneola Investments Pty Ltd P&L Maguire Pty Ltd John Carroll Retravisio Mackay Pty Ltd G&J Paterson Superannuation Pty Ltd Hatrail Pty Ltd Leprechaun Park Pty Ltd
Applicant:	Mackay Brothers Football Club
Address:	435 Milton Street, Paget (Leprechaun Park)
Description of Development:	Caretaker's Residence and Sport and Recreation including Gymnasium
Total Infrastructure Charge:	\$26,115.84
Request Detail:	<p>The applicant has requested Council consider the waiver of the infrastructure charges owing for the development for the following reasons:</p> <ol style="list-style-type: none"> 1. The club is a not for profit sporting club; 2. The facilities at Leprechaun Park including the gymnasium are utilised by multiple sporting organisations without charge; 3. The club relies solely on sponsorship, donations and revenue raised to maintain facilities; 4. Access to the grounds are unsealed/impacted by flooding; and 5. It was not communicated by Council that charges would be levied for the construction of the gymnasium.
Recommendation:	It is recommended that, as the applicant is an incorporated association providing sporting services to the community, that the charges be waived in full.

Application Number:	DA-2007-358
Property Owner:	Kerry Duprez, Mark Duprez MR & KH Duprez Superannuation Fund
Address:	6 Coolum Court, Blacks Beach
Description of Development:	Material Change of Use – Dual Occupancy
Total Headworks Charge:	\$12,686.00
Request Detail:	<p>Council was briefed on 25 May 2022 regarding the waiver of outstanding charges for small scale residential developments, where recovery of charges could be considered unreasonable. It was agreed that the following criteria would be applied to the consideration as to whether charges should be waived for small scale residential developments:</p> <ol style="list-style-type: none"> 1. The use commenced prior to 2012 (10 years); 2. There has been a change in ownership since the use commenced and the charge remains due and owing; 3. The use is either a Dual Occupancy, Secondary Dwelling or Multiple Dwelling; and 4. The charge owed is no more than the maximum capped indexed amount Council could currently levy for an additional dwelling \$30,677.65 in accordance with the Planning Regulation. <p>Council officers consider the above criteria to have been met for this development.</p>
Recommendation:	It is recommended that the outstanding headworks contributions are waived in full.

Application Number:	DA-2008-200
Property Owner:	Roslyn Gunning
Address:	108 Glenella-Richmond Road, Glenella
Description of Development:	Material Change of Use – Dependent Person's Accommodation
Total Headworks Contribution:	\$5,011.20
Request Detail:	<p>The landowner has paid the amount owing as advised by Council officers in response to notification that the charges were due and owing.</p> <p>Due to the age and small scale nature of the development, it is therefore considered unreasonable that Council pursue the remaining balance due to this error.</p>
Recommendation:	It is recommended that the amount of \$1,081.00 of indexation be waived.

Consultation and Communication

There have been ongoing discussions with the affected landowners that have requested that their adopted infrastructure charges and headworks contributions be waived.

Resource Implications

The total loss of revenue is \$54,143.86 which is considered minor in context of the number of outstanding charges that remain outstanding, taking into account the costs that would be associated with pursuing recovery of the outstanding charges.

Risk Management Implications

Risks associated with recommending the waiver of outstanding charges includes the loss of revenue from infrastructure charges and headworks contributions that 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.

Conclusion

Consideration has been given to the circumstances of each development approval, with the recommendations outlined below.

Officer's Recommendation

THAT Council:

- 1. Waive the headworks charges and indexation associated with DA-2005-160 being a total of \$14,261.02;**
- 2. Waive the adopted infrastructure charges associated with DA-1991-9 and DA-1991-9/A being a total of \$26,115.84;**
- 3. Waive the headworks charges for development approval DA-2007-358 being a total of \$12,686.00; and**
- 4. Waive the indexation applied to headworks charges for development approval DA-2008-200 of \$1,081.00.**

11.5. ENGINEERING AND COMMERCIAL INFRASTRUCTURE

11.6. CORPORATE SERVICES

11.6.1. BUDGET REVIEW - SEPTEMBER 2023-2024

Author Chief Financial Officer (Chris Molyneaux)
Responsible Officer Director Corporate Services (Angela Hays)
File Reference 2023-2024 Budget Review

Attachments

1. Summary Fees & Charges Changes 2023-24 v 3 [**11.6.1.1** - 2 pages]
2. Statement of Income and Expenses 10 Yr SBR [**11.6.1.2** - 1 page]
3. Statement of Financial Position 10 Yr SBR [**11.6.1.3** - 1 page]
4. Statement of Cashflow 10 Yr SBR [**11.6.1.4** - 1 page]
5. Statement of Changes in Equity 10 Yr SBR [**11.6.1.5** - 1 page]
6. Ratios 10 Yr SBR [**11.6.1.6** - 1 page]

Purpose

To present the 2023-2024 first quarter budget review.

Related Parties

Nil.

Corporate Plan Linkage

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.

Planned Capital and Forecasting - Our planned capital and operational projects are delivered with agility in the line with our business needs.

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 first quarter of the financial year, it is timely to review the budget, for any known variations, to better reflect the forecasted closing position for the 2023-2024 financial year.

The revised budget proposed for adoption with this report is summarised as follows:

Operational

Revenue

Category	Amount	Comments
Recurrent grants, subsidies, contributions and donations	\$262,539	Additional grants income to be recognised for Neighbourhoods Centres \$212K; and for the Coastal Hazard Adaption Study \$46K.

Other recurrent income	\$215,584	Additional revenue forecast as responsibility for the operations of the Stadium transitions to MRC (revenue income is offset in materials and services).
Fees and charges	\$212,823	Additional income recognised for returning parking compliance to previous levels \$136K; and higher than predicted use of camping grounds \$50K.
Rental Income	(\$65,200)	Reduction in anticipated lease income this financial year.
Sales contracts and Recoverable works	(\$150,000)	A review has indicated that recoverable works from Street Trees in new developments will be lower than previously predicted.
Operational Income in Capital Projects	\$366,628	Net operational income increased due to the recognition of grants income.
	\$842,374	Total operating revenue adjustments

Total revenue is forecasted to favourably increase by \$842K, with adjustments to fees & charges, rentals income, recoverable works, grants & subsidies, and other operating income.

It should be noted that adjustments to grants & subsidies and some fees and charges for events has a corresponding increase or decrease in expenses.

Expenses

Category	Amount	Comments
Employee Benefits	\$1,362,419	Reduction in expenditure due to staff vacancies across Council and time required to fill vacant positions in the current economic climate.
Materials and Services	(\$711,420)	Additional need for contractors in our outdoor programs to offset staff vacancies \$385K. Recognition of increased electricity costs \$324K and additional Payroll and fringe benefits tax \$300K. Savings in TDIP Asset data collection costs \$245K offset some expenses.
Finance Costs	(\$3,554,878)	Recognition of finance costs related to the provision of funds to support the aftercare and rehabilitation of landfill sites in future years.
Depreciation	(\$3,273,067)	The value of council's assets increased as a result of recent valuations, which requires adjustments to depreciation and amortisation to recognise the adjusted cost of the asset over its useful life.
Operational Expenses in Capital Projects	(\$348,578)	Changes have been made to reflect timing and forecasted spending of capital projects. Increases in some areas are mostly offset by savings in other areas, with a net operational increase related to recognition of landscaping costs.
	(\$6,525,524)	Total operating expenditure adjustments

Operating expenditure is forecasted to increase overall by \$6.5M. Most of the expenditure is associated with increases in depreciation and the recognition of finance costs associated with rehabilitation provisions. Other cost increases and part of depreciation and finance costs are offset by savings in employee benefits costs.

	Original Budget \$'000	Current Amended Budget \$'000	September Budget Review Adjustment \$'000	Amended Budget \$'000
Operating Revenue	\$292,143	\$292,194	\$842	\$293,036
Operating Expense	(\$291,592)	(\$291,935)	(\$6,525)	(\$298,460)
Operating Surplus/(Deficit)	\$551	\$259	(\$5,683)	(\$5,424)

As a result of the above movements in revenue and expenses, MRC's forecasted operating result will change to report a deficit of \$5.4M.

Capital Projects

Project	Capital Expenditure Amount	Operational Expenditure Amount	Capital Income Amount	Operational Income Amount
New Projects	(\$448,029)	\$0	\$0	\$0
Project Adjustments	(\$7,398,087)	(\$667,644)	(\$295,783)	\$366,628
Project Savings	\$2,657,773	\$1,607	(\$1,818,447)	\$0
Projects Deferred	\$5,138,714	\$317,459	\$581,361	\$0
TOTAL	(\$49,629)	(\$348,578)	(\$2,695,591)	\$366,628

Capital projects expenditure is forecast to increase overall by \$398K. This is made up of savings and deferrals of \$8.1M offset by additional capital project expenditure \$8.5M. It should be noted that \$5.4M of expenditure is being deferred to next financial year in line with expected delivery timeframes.

Overall capital projects revenue is decreasing by \$2M as a result of net grant income adjustments from existing and deferred projects.

	Original Budget \$'000	Current Amended Budget \$'000	September Budget Review Adjustment \$'000	Amended Budget \$'000
Capital project budget	(\$126,548)	(\$123,376)	(\$398)	(\$123,775)
- Capital Expenditure	(\$124,420)	(\$120,636)	(\$50)	(\$120,686)
- Operational Expenditure	(\$2,128)	(\$2,740)	(\$348)	(\$3,089)
Capital Funding budget	\$45,137	\$44,559	(\$2,329)	\$42,230
- Capital funding	\$45,110	\$44,472	(\$2,695)	\$41,776
- Operational funding	\$27	\$88	\$366	\$454

In summary, known changes to the capital works program have been identified and adjusted as detailed above.

Ongoing review of the capital program will continue throughout the year.

Fees and Charges

Council has identified Fees and Charges that required amendment. Changes relate to items that have been made obsolete, resolving errors, and identifying changed services requiring a new fee structure.

*** Refer to attachment - Summary of Fees & Charges Changes 2023-24 ***

Consultation and Communication

The requirements of the capital program are 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 2023-2024 has increased by \$398K to \$123.8M.

The Operating Result will change to report a deficit of \$5.4M. This change is mostly as a result of increased depreciation costs resulting from an increase in the value of council's assets, and rehabilitation provisions to set aside funds now to fund the aftercare and rehabilitation of landfill sites in the future. This will continue to be monitored during the remainder of the year.

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 21 June 2023 and adjustments throughout the year.

Conclusion

The September 2023-2024 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 October 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 deficit is \$5.4M for the 2023-2024 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 September budget review be adopted and become the approved amended budget from October 2023.

Mackay Regional Council | Summary of Fees and Charges Changes 2023-2024**Council Product/Service****Unit****PREVIOUS****REVISED**
*(Both % & \$)***GST****REASON FOR CHANGE****REMOVED FEES****Development Planning and Engineering**

Development Approvals

Parks Inspection for Development Approval purposes	Visit	158.00	0.00	0.00%	Fee is obsolete
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Planning and Development General Fees

Development Manuals

Planning Scheme, Codes, Policies and Zoning Maps - Electronic Format Only (E.g. USB and CD)	Each	142.00	0.00	0.00%	Fee is obsolete
Purchase of or Access to Flood Study Data	Price on Application	Price on Application	0.00	10.00%	Fee is obsolete
Provision of Stormwater Modelling	Price on Application	Price on Application	0.00	10.00%	Fee is obsolete

Operational Works

Acceptance of Revised Drawings

Generally in Accordance - For Construction Drawings (charge is per drawing)	Each	115.00	0.00	0.00%	Fee is obsolete
Change Application (minor) involving - more than 5 conditions to be amended or amending/changing plans of development (calculated on current fees and charges)	Percentage	20.00%	0.00%	0.00%	Fee is obsolete

NEW FEES**Parks and Environment**

Park Administrative Services

Tribute Plaque only	Each	0.00	250.00	10.00%	Fee introduced for cost of plaque only
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Infrastructure Services

Road Geometry Pavement Plans

Road Geometry/Payment Plan for individual allotment where information available	Each	0.00	111.00	0.00%	Fee introduced to address increased requests for Road Geometry Plans
Road Geometry/Payment Plan for individual allotment where field location required - At cost as a recoverable works based on actual cost	Actual Cost	0.00	Actual Cost	0.00%	Fee introduced to address increased requests for Road Geometry Plans
Road Geometry/Payment Plan for more than one individual allotment - At cost as a recoverable works (\$ per hour)	Hour	0.00	147.00	0.00%	Fee introduced to address increased requests for Road Geometry Plans

CORRECTED/AMENDED FEES**Development Planning and Engineering**

Referral Agency and Building Works Assessment

Amendment to an approved Referral Agency Application	Each	536.00	536.00	0.00%	Should be no GST, percentage was corrected to 0%
------------------------------------------------------	------	--------	--------	-------	--------------------------------------------------

Mackay Regional Council | Summary of Fees and Charges Changes 2023-2024

Council Product/Service	Unit	PREVIOUS	REVISED	GST	REASON FOR CHANGE
Planning and Development General Fees					
Change and Extension Applications					
Change Application (minor)	Each	1,077.00	1,077.00	0.00%	Description changed - removed "up to 5 conditions to be amended"
Request for consideration of plan/s to be considered 'Generally in Accordance'	Each	812.00	0.00	0.00%	Fee no longer applicable

Council Services

Administrative Costs

Paper Notice Bill Fee	Each	3.00	3.00	10.00	Description changed to remove 'Rates' - Covers all Paper Notices
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Note 10C
Spelling correction from 'Workshop' to 'Worship'

10C	<i>Small</i>
	Including uses defined in the MACKAY REGION PLANNING SCHEME as Agricultural Supplies Store, Animal Keeping (catteries and kennels), Bar, Bulk Landscape Supplies, Community Care Centre, Community Residence, Dual Occupancy, Emergency Services, Garden Centre, Intensive Horticulture, Market, Nature-based Tourism, Outdoor Sales, Parking Station, Permanent Plantation, Place of Worship, Rural Industry.

MACKAY REGIONAL COUNCIL
STATEMENT OF INCOME AND EXPENSES
For the year ending 30 June 2024
(including long term forecast until 2032/33)

	Budget 2023/24 \$000	Forward Estimate								
		2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000	2031/32 \$000	2032/33 \$000
Operating revenue										
Rates and charges	263,002	277,037	290,563	304,259	316,793	328,273	340,315	352,810	366,066	379,832
Discounts	(19,906)	(20,822)	(21,686)	(22,597)	(23,444)	(24,206)	(25,126)	(26,081)	(27,098)	(28,155)
Remissions	(2,539)	(2,656)	(2,766)	(2,882)	(2,990)	(3,087)	(3,189)	(3,294)	(3,407)	(3,522)
Net Rates and charges	240,557	253,559	266,111	278,780	290,359	300,980	312,000	323,435	335,561	348,155
Fees and charges	20,019	20,598	21,319	22,065	22,727	23,345	23,980	24,633	25,249	25,880
Rental income	1,432	1,557	1,611	1,667	1,718	1,760	1,804	1,850	1,896	1,943
Sales - contracts and recoverable works	8,112	8,559	8,859	9,169	9,444	9,680	9,922	10,170	10,424	10,685
Grants and subsidies	10,488	8,653	8,956	9,270	9,548	9,787	10,031	10,282	10,539	10,802
Interest earned	6,676	6,676	5,829	5,785	4,118	3,006	2,793	2,521	2,677	2,811
Other operating revenue	5,752	5,759	5,961	6,169	6,354	6,513	6,676	6,843	7,014	7,189
Total operating revenue	\$ 293,036	\$ 305,361	\$ 318,646	\$ 332,905	\$ 344,268	\$ 355,071	\$ 367,206	\$ 379,734	\$ 393,360	\$ 407,465
Operating expenses										
Employee costs	98,441	104,200	108,267	112,497	116,347	120,331	124,454	128,721	133,138	137,465
Materials and services	104,522	108,052	115,135	119,591	124,494	131,263	135,885	140,295	146,425	150,345
Finance costs	6,785	3,402	3,873	4,524	4,150	4,159	4,648	5,840	7,769	9,160
Depreciation	88,712	89,502	90,743	91,800	92,255	92,559	93,237	95,043	97,043	99,113
Total operating expenses	298,460	\$ 305,156	\$ 318,018	\$ 328,412	\$ 337,246	\$ 348,312	\$ 358,224	\$ 369,899	\$ 384,375	\$ 396,083
Operating result	\$ (5,424)	\$ 205	\$ 628	\$ 4,493	\$ 7,022	\$ 6,759	\$ 8,982	\$ 9,835	\$ 8,985	\$ 11,382
Capital revenue										
Grants and subsidies	20,508	30,675	31,128	42,755	54,075	58,741	41,720	44,950	65,620	72,330
Contributions from developers	3,500	4,000	4,500	5,500	6,500	7,000	7,500	8,000	9,000	9,000
Donated assets	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Other capital income	68	-	-	-	-	-	-	-	-	-
Total capital revenue	\$ 28,076	\$ 38,675	\$ 39,628	\$ 52,255	\$ 64,575	\$ 69,741	\$ 53,220	\$ 56,950	\$ 78,620	\$ 85,330
Capital expenses										
Loss on disposal or sale of assets	740	768	799	812	1,115	872	925	892	1,003	987
Revaluation decrement and loss on impairment	-	-	-	-	-	-	-	-	-	-
Other capital expenses	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,065	2,086	2,000
Total capital expenses	2,740	\$ 2,768	\$ 2,799	\$ 2,812	\$ 3,115	\$ 2,872	\$ 2,925	\$ 2,957	\$ 3,089	\$ 2,987
Net result	\$ 19,912	\$ 36,112	\$ 37,457	\$ 53,936	\$ 68,482	\$ 73,628	\$ 59,277	\$ 63,828	\$ 84,516	\$ 93,725

MACKAY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
For the year ending 30 June 2024
(including long term forecast until 2032/33)

	Budget 2023/24 \$000	Forward Estimate								
		2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000	2031/32 \$000	2032/33 \$000
Current assets										
Cash, cash equivalents and investments	113,306	109,106	107,210	74,709	54,594	41,064	25,317	29,601	31,941	38,964
Trade and other receivables	21,098	22,094	23,140	24,198	25,093	26,043	26,957	27,903	28,821	29,933
Contract assets	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Other assets	4,506	4,506	4,506	4,506	4,506	4,506	4,506	4,506	4,506	4,506
Inventories	3,136	3,136	3,136	3,136	3,136	3,136	3,136	3,136	3,136	3,136
Non-current assets held for sale	-	-	-	-	-	-	-	-	-	-
Total current assets	\$ 145,546	\$ 142,342	\$ 141,492	\$ 110,049	\$ 90,829	\$ 78,249	\$ 63,416	\$ 68,646	\$ 71,904	\$ 80,039
Non-Current Assets										
Investments	5,580	5,580	5,580	5,580	5,580	5,580	5,580	5,580	5,580	5,580
Trade and other receivables	-	-	-	-	-	-	-	-	-	-
Property, plant and equipment	3,970,976	4,013,820	4,062,539	4,129,380	4,207,267	4,297,902	4,396,768	4,501,160	4,616,347	4,735,272
Intangible assets	4,106	4,102	4,097	4,093	4,089	4,084	4,080	4,075	4,071	4,067
Right of use assets	1,143	1,062	982	902	821	741	661	581	500	450
Total non-current assets	\$ 3,981,805	\$ 4,024,564	\$ 4,073,198	\$ 4,139,955	\$ 4,217,757	\$ 4,308,307	\$ 4,407,089	\$ 4,511,396	\$ 4,626,498	\$ 4,745,369
Total assets	\$ 4,127,351	\$ 4,166,906	\$ 4,214,690	\$ 4,250,004	\$ 4,308,586	\$ 4,386,556	\$ 4,470,505	\$ 4,580,042	\$ 4,698,402	\$ 4,825,408
Current liabilities										
Contract liabilities	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Lease liabilities	68	68	68	68	68	68	68	68	68	68
Trade and other payables	8,895	8,920	9,501	9,871	10,247	10,831	11,213	11,575	12,048	12,405
Employee entitlements	1,883	1,998	2,076	2,157	2,225	2,308	2,387	2,469	2,546	2,636
Borrowings	11,646	8,849	7,247	7,632	6,151	4,861	6,471	8,891	11,034	11,552
Provisions	59,631	58,175	55,979	46,928	34,558	24,756	9,819	7,889	6,620	-
Other liabilities	14,947	14,947	14,947	14,947	14,947	14,947	14,947	14,947	14,947	14,947
Total current liabilities	\$ 100,570	\$ 96,457	\$ 93,318	\$ 85,103	\$ 71,696	\$ 61,271	\$ 48,405	\$ 49,339	\$ 50,763	\$ 45,108
Non-current liabilities										
Lease liabilities	1,213	1,196	1,179	1,162	1,145	1,128	1,111	1,095	1,078	1,061
Trade and other payables	1,601	1,601	1,601	1,601	1,601	1,601	1,601	1,601	1,601	1,601
Employee entitlements	-	-	-	-	-	-	-	-	-	-
Borrowings	48,408	59,561	76,118	68,485	72,336	87,477	120,510	173,125	212,096	251,049
Provisions	21,685	21,685	21,685	21,685	21,359	21,002	25,524	17,700	11,167	11,167
Other liabilities	9,685	6,105	3,031	273	273	273	273	273	273	273
Total non-current liabilities	\$ 82,592	\$ 90,148	\$ 103,614	\$ 93,206	\$ 96,714	\$ 111,481	\$ 149,019	\$ 193,794	\$ 226,215	\$ 265,151
Total liabilities	\$ 183,162	\$ 186,605	\$ 196,932	\$ 178,309	\$ 168,410	\$ 172,752	\$ 197,424	\$ 243,133	\$ 276,978	\$ 310,259
Net community assets	\$ 3,944,189	\$ 3,980,301	\$ 4,017,758	\$ 4,071,695	\$ 4,140,176	\$ 4,213,804	\$ 4,273,081	\$ 4,336,909	\$ 4,421,424	\$ 4,515,149
Community equity										
Retained surplus	2,333,099	2,369,211	2,406,668	2,460,605	2,529,086	2,602,714	2,661,991	2,725,819	2,810,334	2,904,059
Asset revaluation reserve	1,611,090	1,611,090	1,611,090	1,611,090	1,611,090	1,611,090	1,611,090	1,611,090	1,611,090	1,611,090
Total community assets	\$ 3,944,189	\$ 3,980,301	\$ 4,017,758	\$ 4,071,695	\$ 4,140,176	\$ 4,213,804	\$ 4,273,081	\$ 4,336,909	\$ 4,421,424	\$ 4,515,149

MACKAY REGIONAL COUNCIL
STATEMENT OF CASH FLOW
For the year ending 30 June 2024
(including long term forecast until 2032/33)

	Budget 2023/24 \$000	Forward Estimate								
		2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000	2031/32 \$000	2032/33 \$000
Cash flows from operating activities:										
Receipts from customers	277,575	288,928	302,837	316,815	329,725	341,348	353,487	366,001	379,243	392,761
Payments to suppliers and employees	(235,704)	(214,022)	(225,406)	(241,175)	(253,593)	(261,599)	(270,821)	(278,927)	(287,455)	(294,551)
	\$ 41,871	\$ 74,906	\$ 77,431	\$ 75,640	\$ 76,132	\$ 79,749	\$ 82,666	\$ 87,074	\$ 91,788	\$ 98,210
Interest received	6,676	6,676	5,829	5,785	4,118	3,006	2,793	2,521	2,677	2,811
Non capital grants and contributions	10,981	8,760	8,934	9,247	9,529	9,767	10,013	10,263	10,522	10,781
Borrowing Costs	(2,787)	(2,949)	(3,404)	(4,038)	(3,649)	(3,645)	(4,122)	(5,300)	(7,216)	(8,593)
Net cash inflow (outflow) from operating activities	\$ 56,741	\$ 87,393	\$ 88,790	\$ 86,634	\$ 86,130	\$ 88,877	\$ 91,350	\$ 94,558	\$ 97,771	\$ 103,209
Cash flow from investing activities:										
Payments for property, plant and equipment	(119,535)	(131,431)	(138,751)	(158,964)	(170,107)	(182,998)	(192,349)	(199,555)	(212,373)	(218,195)
Payments for intangible assets	-	-	-	-	-	-	-	-	-	-
Net movement in loans and advances	1,676	-	-	-	-	-	-	-	-	-
Proceeds from sale of property plant and equipment	2,090	2,403	2,574	3,596	2,935	3,016	3,406	3,313	3,225	3,225
Grants, subsidies, contributions and donations	20,837	34,675	35,628	48,255	60,575	65,741	49,220	52,950	74,620	81,330
Other investing activities	(5,806)	(5,580)	(5,074)	(4,758)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Net cash inflow (outflow) from investing activities	\$ (100,738)	\$ (99,933)	\$ (105,623)	\$ (111,871)	\$ (108,597)	\$ (116,241)	\$ (141,723)	\$ (145,292)	\$ (136,528)	\$ (135,640)
Cash flow from financing activities:										
Proceeds from borrowings	21,200	20,000	23,800	-	10,000	20,000	39,500	61,500	50,000	50,500
Repayment of borrowings	(14,045)	(11,643)	(8,846)	(7,247)	(7,631)	(6,149)	(4,857)	(6,465)	(8,886)	(11,029)
Principal lease repayments	(17)	(17)	(17)	(17)	(17)	(17)	(17)	(17)	(17)	(17)
Net cash inflow (outflow) from financing activities	\$ 7,138	\$ 8,340	\$ 14,937	\$ (7,264)	\$ 2,352	\$ 13,834	\$ 34,626	\$ 55,018	\$ 41,097	\$ 39,454
Net increase (decrease) in cash held	\$ (36,859)	\$ (4,200)	\$ (1,896)	\$ (32,501)	\$ (20,115)	\$ (13,530)	\$ (15,747)	\$ 4,284	\$ 2,340	\$ 7,023
Cash at beginning of reporting period	150,165	113,306	109,106	107,210	74,709	54,594	41,064	25,317	29,601	31,941
Cash at end of reporting period	\$ 113,306	\$ 109,106	\$ 107,210	\$ 74,709	\$ 54,594	\$ 41,064	\$ 25,317	\$ 29,601	\$ 31,941	\$ 38,964

MACKAY REGIONAL COUNCIL
STATEMENT OF CHANGES IN EQUITY
For the year ending 30 June 2024
(including long term forecast until 2032/33)

	Budget 2023/24 \$000	Forward Estimate								
		2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000	2031/32 \$000	2032/33 \$000
Retained Surplus										
Opening balance	2,313,187	2,333,099	2,369,211	2,406,669	2,460,604	2,529,086	2,602,714	2,661,991	2,725,819	2,810,335
Adjustment to opening balance	-	-	-	-	-	-	-	-	-	-
Net result for the period	19,912	36,112	37,457	53,936	68,482	73,628	59,277	63,828	84,516	93,725
Closing balance	\$ 2,333,099	\$ 2,369,211	\$ 2,406,669	\$ 2,460,604	\$ 2,529,086	\$ 2,602,714	\$ 2,661,991	\$ 2,725,819	\$ 2,810,335	\$ 2,904,060
Asset Revaluation Reserve										
Opening balance	1,611,090	1,611,090	1,611,090	1,611,089	1,611,091	1,611,090	1,611,090	1,611,090	1,611,090	1,611,089
Adjustment to opening balance	-	-	-	-	-	-	-	-	-	-
Asset revaluation adjustments	-	-	(1)	2	(1)	-	-	-	(1)	-
Closing balance	\$ 1,611,090	\$ 1,611,090	\$ 1,611,089	\$ 1,611,091	\$ 1,611,090	\$ 1,611,090	\$ 1,611,090	\$ 1,611,090	\$ 1,611,089	\$ 1,611,089
Total										
Opening balance	3,924,277	3,944,189	3,980,301	4,017,758	4,071,695	4,140,176	4,213,804	4,273,081	4,336,909	4,421,424
Adjustment to opening balance	-	-	-	-	-	-	-	-	-	-
Net result for the period	19,912	36,112	37,457	53,936	68,482	73,628	59,277	63,828	84,516	93,725
Asset revaluation adjustments	-	-	(1)	2	(1)	-	-	-	(1)	-
TOTAL COMMUNITY EQUITY	\$ 3,944,189	\$ 3,980,301	\$ 4,017,758	\$ 4,071,695	\$ 4,140,176	\$ 4,213,804	\$ 4,273,081	\$ 4,336,909	\$ 4,421,424	\$ 4,515,149

MACKAY REGIONAL COUNCIL
KEY FINANCIAL SUSTAINABILITY METRICS
For the year ending 30 June 2024
(including long term forecast until 2032/33)

	Target	Budget 2023/24	Forward Estimate								
			2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
Operating surplus ratio <i>Operating result (excluding capital items) as a percentage of operating revenue</i>	0% - 10%	-1.9%	0.1%	0.2%	1.3%	2.0%	1.9%	2.4%	2.6%	2.3%	2.8%
Current ratio <i>Current assets / current liabilities</i>	Between 1 and 4	1.4	1.5	1.5	1.3	1.3	1.3	1.3	1.4	1.4	1.8
Debt service cover ratio <i>EBITDA / (interest expense + principal loan repayment)</i>	>2 times	4.5	1.1	1.3	2.6	2.6	3.1	4.0	7.3	8.2	7.5
Net financial liabilities ratio <i>(Total liabilities - current assets) / total operating revenue (excluding capital items)</i>	< 60%	12.8%	14.5%	17.4%	20.5%	22.5%	26.6%	36.5%	45.9%	52.1%	56.5%
Asset sustainability ratio <i>Capital expenditure on renewals / depreciation expense</i>	> 90%	84.4%	117.0%	102.6%	86.0%	90.9%	93.6%	91.3%	86.3%	102.3%	92.1%
Capital expenditure ratio <i>Capital expenditure / depreciation</i>	> 1.1 times	1.9	1.8	1.7	1.9	2.3	2.1	2.0	2.2	2.4	2.2

11.6.2. STRATEGIC FINANCIAL REPORT - SEPTEMBER 2023

Author	Chief Financial Officer (Chris Molyneaux)
Responsible Officer	Director Corporate Services (Angela Hays)
File Reference	Strategic Financial Report

Attachments

1. Strategic Financial Report September Update with OB [11.6.2.1 - 20 pages]

Purpose

To adopt Mackay Regional Council's Strategic Financial Report for the month of September 2023.

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, Acting Manager Financial Services.

Resource Implications

MRC is forecasting an operating surplus of \$0.3M for the 2023/24 financial year. The actual operating result for September 2023 is within the 0% to $\pm 2.99\%$ range, with a favourable variance of \$0.2M against YTD budget.

Risk Management Implications

Variances will be closely reviewed and considered in future budget processes where required. Council revenue and expenditure forecasts are being reviewed as part of the quarterly (September) budget review process, which will be reflected in future strategic monthly reports.

Conclusion

For the period ending September 2023, MRC reported a favourable operating variance of \$0.2M against YTD budget. Operating revenue is reporting slightly above YTD budget, with lower than anticipated rates, levies and charges income being received to date. Higher than anticipated expenditure across MRC is largely attributable

to materials and services, specifically contractors, consultants and equipment hire being utilised to meet community service levels while ongoing labour vacancies are experienced.

To date, \$23.5M has been expended in the delivery of Council Projects; \$22.7M capital expenditure and \$0.8M 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 September 2023 be received.



Strategic Financial Report

> September 2023

Executive summary

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Total operating revenue	292,142	292,194	121,491	121,847	356
Total operating expenses	291,591	291,935	74,990	75,181	(191)
Operating surplus or (deficit)	551	259	46,501	46,666	165

% YTD Variance from YTD Budget (KPI)

YTD Variance between 0% and $\pm 2.99\%$ YTD Variance between $\pm 3\%$ and $\pm 4.99\%$ YTD Variance equal to or greater than $\pm 5\%$

For the month ended 30 September, a favourable operating variance of \$0.2M against YTD budget is reported. Operating revenue is reporting slightly above YTD budget, with higher than anticipated rates, levies and charges income being received to date. Higher than anticipated expenditure across MRC is largely attributable to materials and services, specifically contractors, consultants and equipment hire being utilised to meet community service levels while ongoing labour vacancies are experienced.

To date, \$23.5M has been expended in the delivery of council projects, including associated operational expenditure in the delivery of these projects; representing 19% of the revised budget. Delivery is on track for several major projects under construction during this favourable construction period, including projects such as Finch Hatton Mountain Biking, Sarina Northern Drainage and Pioneer Levee and the completed Seaforth Esplanade Redevelopment project.

The annual revised budget has been reviewed as part of the September budget review. The outcome of this process will be included in a future report.



Acting Manager Financial Services



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.

Table of Contents

1	Economic and industry factors	4
2	Budget analysis	5
2.1	Operating result	5
2.2	Revenue and expenditure	6
2.3	Council projects expenditure	7
	• Capital expenditure	7
3	Balance Sheet	8
3.1	Statement of Financial Position	8
3.2	Cash and investment portfolio	10
	• Investments	10
3.3	Current receivables	11
	• Rates receivables	11
3.4	Property, plant and equipment	12
3.5	Borrowings	14
4	Cash Flow	15
4.1	Statement of Cash Flows	15
5	Financial analysis	16
5.1	Key performance indicators	16
6	Budget analysis - Commercial businesses	19
6.1	Mackay Water Services	19
6.2	Mackay Waste Services	20

1 Economic and industry factors

Area/issue of Concern	Comment
Australian inflation rate	Changes in the Australia inflation rate forecast could impact ongoing budget review processes, due to its direct impact on MRC expenditure.
Operational expenditure	Current market influences are negatively impacting Council's employee retention. Employee benefits and materials and services (including external labour hire, consultants and contractors) will continue to be monitored.

2 Budget analysis

2.1 Operating result



Income Statement For the period ending 30 September 2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Rates and charges	240,557	240,557	107,814	108,187	373
Fees and charges	19,806	19,806	7,783	7,857	74
Rental income	1,497	1,497	689	459	(230)
Interest income	6,676	6,676	1,357	1,409	52
Sales contracts and recoverable works	8,230	8,230	1,241	1,369	128
Other recurrent income	5,537	5,537	1,375	1,269	(106)
Grants, subsidies, contributions and donations	9,839	9,891	1,232	1,297	65
Total operating revenue	292,142	292,194	121,491	121,847	356
Employee benefits	99,822	99,803	23,274	21,751	1,523
Materials and services	103,100	103,463	29,477	31,082	(1,605)
Finance costs	3,230	3,230	879	850	29
Depreciation and amortisation	85,439	85,439	21,360	21,497	(137)
Total operating expenses	291,591	291,935	74,990	75,180	(190)
Operating surplus or (deficit)	551	259	46,500	46,667	165
Grants, subsidies, contributions and donations	31,410	30,772	2,029	2,072	43
Other capital revenue	0	0	0	50	50
Capital expenses	2,740	2,740	1,035	339	696
Total capital revenue and expenses	28,670	28,032	994	1,783	789
Net result	29,221	28,291	47,494	48,450	953

% YTD Variance from YTD Budget (KPI)

YTD Variance between 0% and ± 2.99%

YTD Variance between ± 3% and ± 4.99%

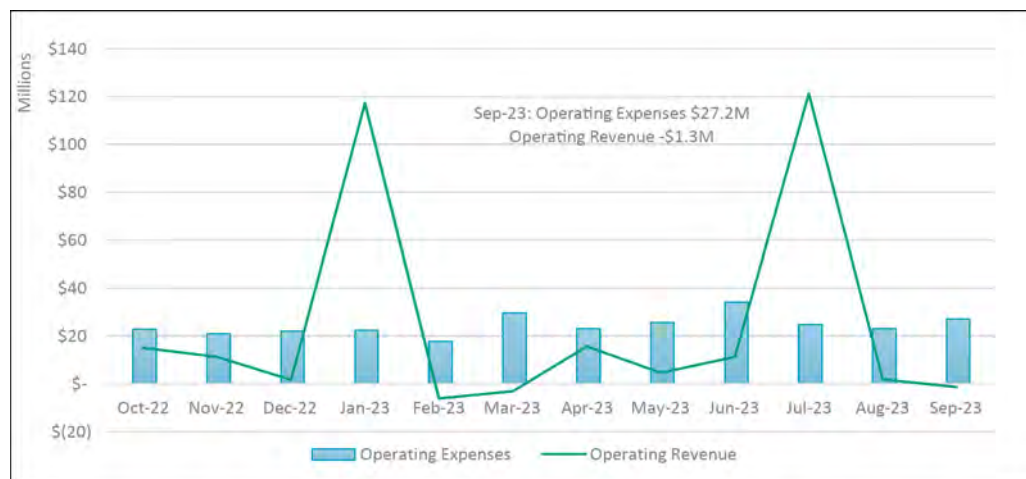
YTD Variance equal to or greater than ± 5%

2.2 Revenue and expenditure

MRC is currently reporting a favourable operating variance of \$0.2M against YTD budget for the period ending September 2023. September budget review processes are currently underway to review forecasted revenue and expenditure and its impact on the estimated the closing position for the 2023/24 financial year. The outcome of this process will be included in a future report.

Revenue and expenditure variances	YTD Comment
	Variance
REVENUE	\$000
Rates and charges	373 Rating discounts lower than anticipated
Rental income	(230) Income lower than anticipated
Sales contracts and recoverable works	128 Income recognised earlier than anticipated
EXPENSES	
Materials and services	(1,605) Contractor spend higher than forecasted, as a result of ongoing employee vacancies.
Employee benefits	1,523 Ongoing vacancies due to market influences
Depreciation and amortisation	(137) Depreciation increased to align with the capitalisation of assets
CAPITAL REVENUE AND EXPENSES	
Capital expenses	696 Delay in recognition of forecast capital expenses

Trend revenue and expenditure



2.3 Council projects expenditure

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 Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Capital expenditure ^	124,420	120,636	23,653	22,690	(963)
Operational expenditure	2,128	2,740	613	767	154
Total council projects expenditure	126,548	123,376	24,266	23,457	(809)

^ as depicted in the below graph

% YTD Variance from YTD Budget (KPI)

YTD Variance between 0% and $\pm 2.99\%$

YTD Variance between $\pm 3\%$ and $\pm 4.99\%$

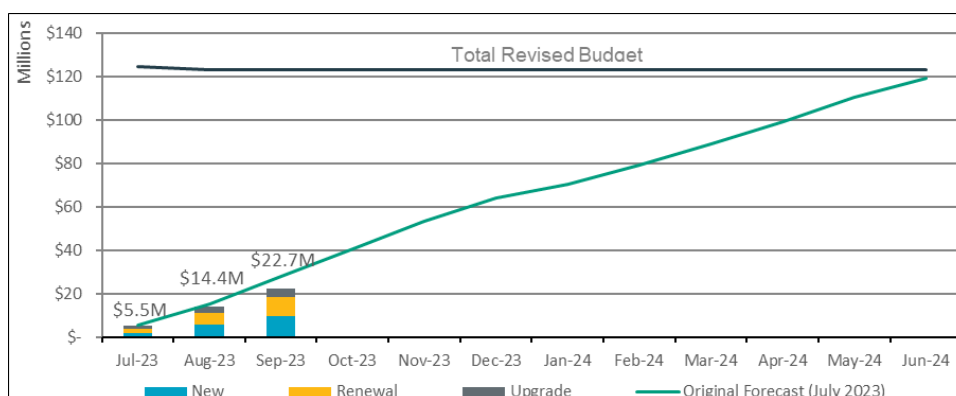
YTD Variance equal to or greater than $\pm 5\%$

Total council projects expenditure is currently tracking \$0.8M below YTD forecast, with \$23.5M expended to date in the delivery of these projects, representing 19% of the revised budget for September 2023.

- Capital expenditure

Capital expenditure is currently tracking in line with YTD forecasts and includes accrued expenditure for work completed during the month.


Cumulative capital expenditure



3 Balance Sheet

3.1 Statement of Financial Position

The statement of financial position shows council's assets and liabilities. The result of these two components determines the net worth of our community equity (what we own less what we owe).

	Annual Revised Budget	Actual September 2023
 Cash and cash equivalents	\$145M	\$154M
 Trade and other receivables	\$21M	\$32M
 Property, plant and equipment	\$3,726M	\$3,966M
 Borrowings	\$60M	\$49M



Strategic Financial Report > September 2023

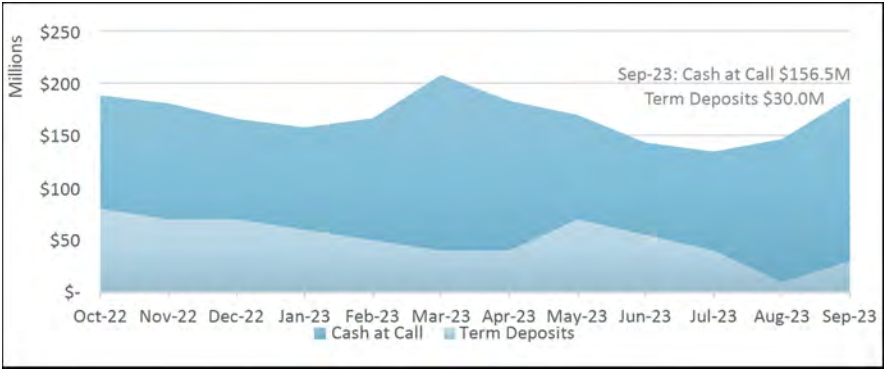
Statement of Financial Position For the period ending 30 September 2023	Annual Original Budget \$000	Annual Revised Budget \$000	Actual \$000
Current assets			
Cash and cash equivalents	142,190	145,069	154,404
Financial assets	0	0	30,000
Trade and other receivables	21,059	21,063	30,525
Contract assets	3,500	3,500	3,072
Other assets	3,216	3,216	487
Inventories	2,988	2,988	3,243
Non-current assets classified as held for sale	79	79	0
Total current assets	173,032	175,915	221,732
Non-current assets			
Investment property	5,277	5,277	5,580
Trade and other receivables	0	0	1,676
Property, plant and equipment	3,730,542	3,726,563	3,966,008
Right of use assets	1,143	1,143	1,203
Intangible assets	3,927	3,927	4,130
Total non-current assets	3,740,889	3,736,910	3,978,597
Total assets	3,913,921	3,912,825	4,200,329
Current liabilities			
Trade and other payables	8,488	8,517	22,153
Employee entitlements	14,135	14,135	21,387
Borrowings	11,644	11,644	10,724
Lease liabilities	66	66	61
Provisions	49,858	49,663	60,685
Contract Liabilities	3,500	3,500	4,556
Other liabilities	19,572	19,572	12,037
Total current liabilities	107,263	107,097	131,602
Non-current liabilities			
Employee entitlements	1,699	1,699	1,601
Borrowings	48,406	48,406	38,755
Lease liabilities	1,241	1,241	1,230
Provisions	13,268	13,268	21,685
Other liabilities	11,691	11,691	6,184
Total non-current liabilities	76,305	76,305	69,456
Total liabilities	183,568	183,402	201,058
Net community assets	3,730,353	3,729,423	3,999,271
Community equity			
Retained surplus	2,340,937	2,340,007	2,388,182
Asset revaluation surplus	1,389,416	1,389,416	1,611,090
Total community equity	3,730,353	3,729,423	3,999,271

3.2 Cash and investment portfolio

The total balance of cash at call and investments at the end of the reporting period is shown in the graph below. 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.

Currently, 84% of the total investment portfolio is currently deposited with Queensland Treasury Corporation (QTC). 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.

Closing portfolio balance



Investments

MRC maintains an investment portfolio diversified across various institutions and terms to maturity, which is reviewed regularly to maximise performance and minimise risk. MRC currently has \$30M invested with financial institutions other than QTC. Maturity of these investments is scheduled for September 2024.

Portfolio returns continues to exceed the benchmark of Ausbond Bank Bill Index. Financial indicators and other available data suggest further increase in interest rate yields is possible. Investment opportunities to maximise returns where possible will continue to be investigated.

	September	12 Month Comparative
MRC Portfolio	4.93%	3.88%
AusBond Bank Bill Index	3.37%	1.93%

3.3 Current receivables

Revenue is recognised at the amounts due at the time of sale or service delivery. Council's standard settlement terms for trade receivables are 30 days from invoice date.

	Actual \$000	Actual %
Trade and other receivables		
Rates and utility charges	18,948	62%
Development contributions	5,812	19%
Other debtors	5,765	19%
Total	30,525	100%

- Rates receivables

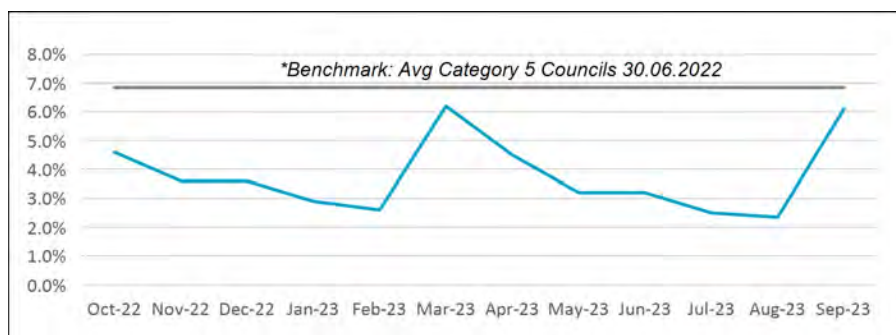
Rates and charges revenue represent 82% of MRC's original operating revenue budget for the financial year.

MRC 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.

	Total Overdue \$000	Current year 2023/2024 \$000	1 year 2022/2023 \$000	2 years 2021/2022 \$000	> 3 years \$000
Total rate arrears	14,614	10,314	2,805	898	597

	Issue date of notice	Due date of payment
Rates notice	14/08/2023	13/09/2023
Pensioner rates notice	14/08/2023	01/12/2023
Rates reminder notice	25/09/2023	09/10/2023

Rates arrears as depicted in the trend rate arrears % graph remains consistent with the previous reporting period, noting rates notices are issued twice per financial year. The current arrears balance is anticipated to decrease as collection action continues.

Trend rate arrears %

* 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 2022 – 6.9%.

3.4 Property, plant and equipment

	Annual Original Budget \$000	Annual Revised Budget \$000	Actual \$000
Opening balance as at 1 July	3,690,867	3,690,867	3,938,870
Opening balance adjustment	-	-	26,545
Net additions (including WIP) and contributed assets	127,863	123,884	22,560
Depreciation	(85,354)	(85,354)	(21,469)
Disposals and write offs	(2,830)	(2,830)	(498)
Transfers to other asset classes	(4)	(4)	-
Closing written down value	3,730,542	3,726,563	3,966,008

A majority of MRC's assets are in the form of infrastructure, such as roads, drainage, water, sewerage and waste assets. Significant parts of MRC'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.

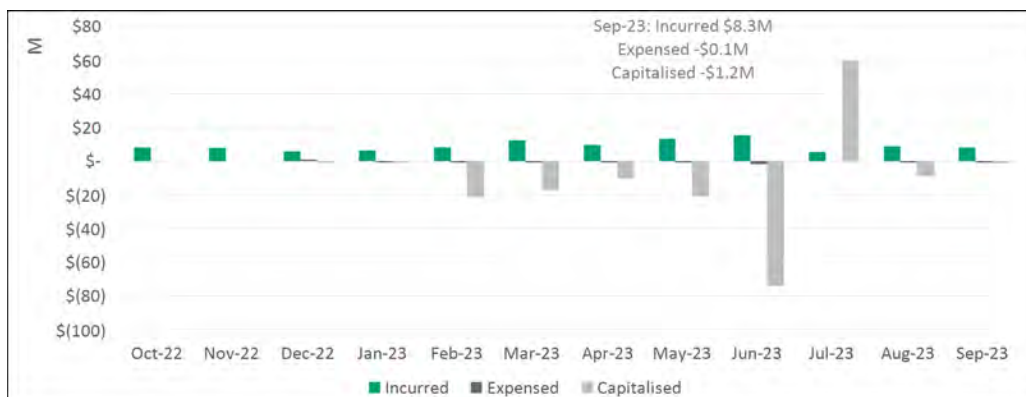
Total WIP as at the end of September represents \$168M, inclusive of current year additions and accruals. **Of this, \$58M relates to projects complete, with assets in use.** MRC is working towards a 180-day target from project completion through to capitalisation of detailed assets within the corporate asset register as detailed in the MRC non-asset accounting policy.

Project Phase	Actual \$'000
Business case	4,238
Design	23,143
Construction	82,980
Projects completed	57,781
Total WIP	168,142

Total Projects Completed	Aged				
	> 180 days	> 90 days	> 60 days	> 30 days	< 30 days
\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
57,781	17,307	24,657	12,684	2,548	585

The below graph details movement in WIP by period.

Work in progress movement



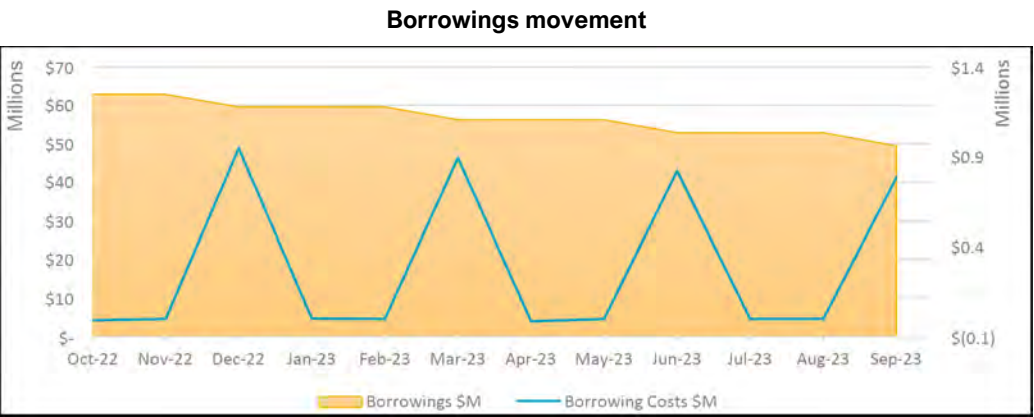
Note: **Incurred**; represents capital expenditure for the construction or acquisition of assets. These assets are incomplete and are non-depreciating. **Capitalised**; refers to the recognition of property, plant and equipment in Mackay Regional Council's asset register. **Expended**; relates to costs transferred from WIP that will not be capitalised, with expenditure recognised in the Income Statement.

3.5 Borrowings

Loan borrowings are an important funding source for local government; reflecting that the full cost of infrastructure should not be borne entirely by present-day ratepayers alone, rather by all those who benefit from the infrastructure over its lifetime.

Borrowing costs associated with the debt balance are recognised when the principal repayments are made, on a quarterly basis.

At the end of September, MRC had \$49.5M in total loan borrowings outstanding.



4 Cash Flow

4.1 Statement of Cash Flows

Statement of Cash Flows For the period ending 30 September 2023

	Annual Original Budget \$000	Annual Revised Budget \$000	Actual \$000
Cash flows from operating activities			
Receipts from customers	275,075	275,072	99,936
Payments to suppliers and employees	(204,004)	(204,514)	(43,907)
Interest income	6,676	6,676	1,409
Non-capital grants, subsidies, contributions and donations	9,824	9,875	1,297
Borrowing costs	(2,787)	(2,787)	(784)
Net cash inflow from operating activities	84,784	84,322	57,951
Cash flows from investing activities			
Payments for property, plant and equipment	(123,863)	(119,884)	(22,560)
Payments for investments	-	-	25,000
Other capital income	-	-	50
Other capital expenses	(2,000)	(2,000)	(16)
Proceeds from sale of property, plant and equipment	2,090	2,090	174
Capital grants, subsidies, contributions and donations	27,410	26,772	2,072
Net cash outflow from investing activities	(96,363)	(93,022)	4,721
Cash flows from financing activities			
Proceeds from borrowings	21,200	21,200	-
Repayment of borrowings	(14,045)	(14,045)	(3,418)
Repayments made on leases (principal only)	(17)	(17)	(13)
New cash outflow from financing activities	7,138	7,138	(3,432)
Net increase / (decrease) in cash and cash equivalents	(4,441)	(1,562)	59,239
Cash and cash equivalents at beginning of the period	146,631	146,631	95,165
Cash and cash equivalents at end of the period	142,190	145,069	154,404

5 Financial analysis

5.1 Key performance indicators

Ratio	Description	Target	FY2022	FY2023	Revised Budget FY2024	September FY2024
Operating surplus ratio (%)	Extent to which operating revenues covers operating expenses (excludes capital items)	0% - 10%	0.2%	(1.5%)	0.1%	38.3%
Debt service cover ratio	Extent to which available cash flow covers current debt obligations	>2 times	3.2	4.9	5.2	5.5
Net financial liabilities ratio (%)	Extent to which net financial liabilities can be serviced by operating revenues	< 60%	4.3%	9.6%	2.6%	(31.7%)
Current ratio	Extent to which current assets cover current liabilities	Between 1 and 4	1.5	1.3	1.6	1.8
Asset sustainability ratio (%)	Extent to which the infrastructure assets are being replaced/renewed	> 90%	65.4%	63.6%	69.8%	40.9%
Capital expenditure ratio (times)	Extent to which capital expenditure exceeds depreciation.	> 1.1 times	1.3	1.3	1.5	1.1

The timing of receipts impacts the YTD results 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 as MRC boasts a relatively new asset base. Significant investment in new assets over prior years has reduced the immediate need for renewal of those assets. MRC continues to invest adequately in asset renewals to ensure continued services to the community over the long-term as well optimising operating and maintenance costs of the assets over their useful life.

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.

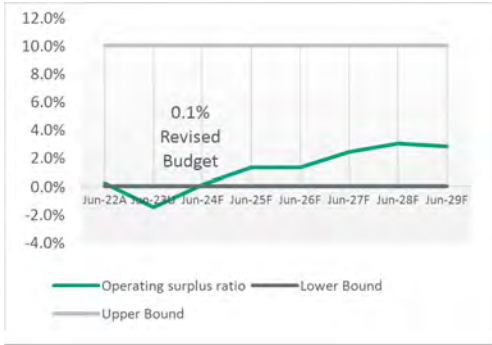
MRC will be adopting the new Local Government Sustainability Framework ratios in the 2023/24 Annual Financial Statements.



Strategic Financial Report > September 2023

Operating surplus ratio %

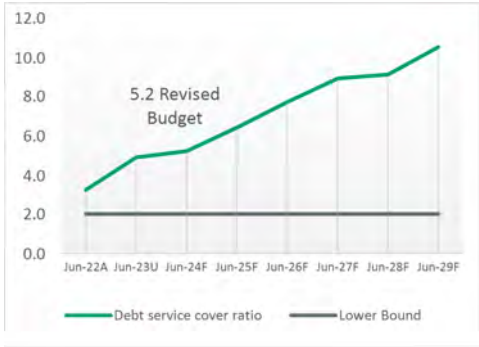
A percentage between 0% and 10% over the long term means Council is expecting to generate healthy levels of revenue with an ability to fund proposed capital expenditure and / or debt repayments.



Debt service coverage ratio

This ratio measures the extent to which available cash flow covers current debt obligations.

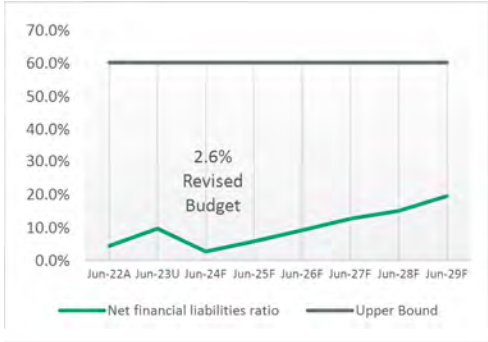
It is noted that MRC is expected to remain within target bounds indicative that the financial risk is being effectively managed.



Net financial liabilities ratio %

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

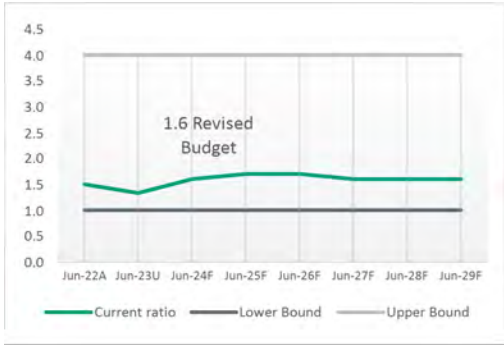
It is noted that MRC is expected to remain within target bounds indicative that the financial risk is being effectively managed.



Current ratio

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

If the current ratio is too high over a sustained period, this may indicate 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.

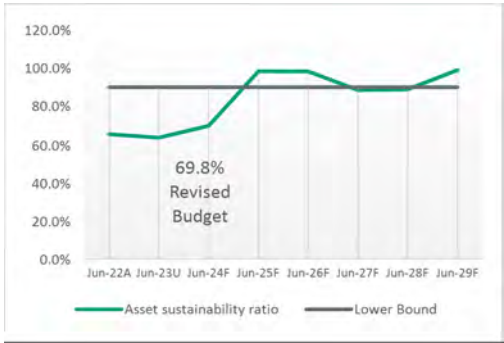


Asset sustainability ratio %

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

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

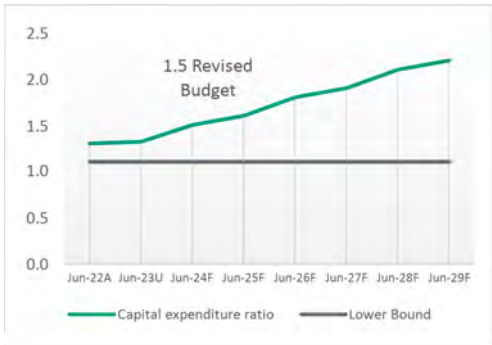
This ratio is also reflective of the relative new age of MRC’s asset base following a period of high growth and investment in new assets. This means the requirement to spend significant funds on renewals at this stage is relatively low but will be monitored to ensure future spend is sufficient.



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.



6 Budget analysis - Commercial businesses

6.1 Mackay Water Services

Income Statement

For the period ending 30 September 2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Operating revenue	105,453	105,453	38,336	38,488	152
Operating expenses	40,727	40,641	10,525	10,448	77
Earnings before interest, depreciation, dividends and tax	64,726	64,812	27,811	28,040	229
Finance costs	1,176	1,176	312	315	(3)
Depreciation	32,488	32,488	8,122	8,371	(249)
Earnings before dividend and tax	31,062	31,148	19,377	19,354	(23)
Dividend and tax	29,571	29,550	7,393	7,393	0
Operating surplus or (deficit)	1,491	1,598	11,984	11,961	(23)
Total capital revenue	5,050	4,894	268	340	72
Total capital expenses	600	600	150	0	150
Net result	5,941	5,892	12,102	12,301	199

% YTD Variance from YTD Budget (KPI)
YTD Variance between ± 0% and ± 2.99%
YTD Variance between ± 3% and ± 4.99%
YTD Variance equal to or greater than ± 5%

Mackay Water Services is reporting an operating surplus of \$12M for the month of September, which is in line with YTD budget.

Operating revenue is \$0.2M above YTD budget at period end. Favourable variances to budget are seen in rates, levies and charges (\$136K) and sales contracts and recoverable works (\$121K). This is slightly offset by an unfavourable variance to budget against fees and charges of \$102K.

Operating expenses is \$0.1M below YTD budget at period end. Employee benefits is tracking \$59K ahead of budget.

Depreciation is \$249K over budget, and will continue to be monitored, and consideration will be given to adjustments through future budget review processes.

Total capital revenue and expenses is yet to see any significant activity.

6.2 Mackay Waste Services

Income Statement For the period ending 30 September 2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Operating revenue	34,324	34,324	14,874	14,881	7
Operating expenses	22,847	22,954	2,475	2,480	(5)
Earnings before interest, depreciation, dividends and tax	11,477	11,370	12,399	12,401	2
Finance costs	475	475	133	126	7
Depreciation	2,133	2,133	533	498	35
Earnings before dividend and tax	8,869	8,762	11,733	11,777	44
Dividend and tax	3,193	3,146	786	798	(12)
Operating surplus or (deficit)	5,676	5,616	10,947	10,979	56
Total capital revenue	0	0	0	0	0
Total capital expenses	100	100	25	3	22
Net result	5,576	5,516	10,922	10,976	78

% YTD Variance from YTD Budget (KPI)
YTD Variance between 0% and ± 2.99%
YTD Variance between ± 3% and ± 4.99%
YTD Variance equal to or greater than ± 5%

Mackay Waste Services is reporting an operating surplus of \$11M for the month of September, which is in line with YTD budget.

Operating revenue is \$7K above YTD budget at period end, with minor variances seen in rates, levies and charges (\$27K favourable) and other recurrent income (\$31K unfavourable).

Total expenses (operating expenses, finance costs and depreciation) are reporting a favourable variance of \$37K against YTD budget at period end, with minor favourable variances seen in depreciation and amortisation (\$36K) and employee benefits (\$23K) and an offsetting unfavourable variance in materials and services of \$27K.

Total capital revenue and expenses is yet to see any significant activity.

11.6.3. NEW LEASE TO YUWI ABORIGINAL CORPORATION RNTBC - EX TOURIST INFORMATION CENTRE - NEBO ROAD, WEST MACKAY

Author	Commercial Lease & Property Officer (Barb Sauer)
Responsible Officer	Director Corporate Services (Angela Hays)
File Reference	135633-003-SP

Attachments

1. Lease Area Nebo Road Mackay [**11.6.3.1** - 1 page]

Purpose

To approve a new lease for Yuwi Aboriginal Corporation RNTBC (YAC) over an area of approx. 450m², being part of Lot 3 on SP135633, 316 Nebo Road, West Mackay for a period of five (5) years for the purpose of a First Nations Cultural Hub and associated activities to display Yuwi stories, artwork, knowledge, images and artefacts for the local community and tourists.

Related Parties

Mackay Regional Council and Yuwi Aboriginal Corporation RNTBC

Corporate Plan Linkage

Community and Environment

First Nations People - Mackay Regional Council respects the traditional custodians of the lands that make up our region, the Yuwi and Widi people. We also acknowledge all other A&TSI people who call our region home. Council, through our RAP, acknowledges the values, history and culture of our A&TSI people. Council is committed to developing strong relationships with the Traditional Custodians of our land and aims to protect and promote our region and celebrate our histories.

Live and Visit

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

Background/Discussion

Mackay Regional Council is trustee over the reserve for Local Government located at 316 Nebo Road, West Mackay. The reserve has a sub purpose of "Tourist" and the former Tourist Information Centre Building is located within the reserve. The building is currently vacant.

Yuwi Aboriginal Corporation have made application for a lease over the building for the purpose of establishing a "First Nations Cultural Hub".

YAC was incorporated in April 2017 and registered as the Native Title Registered Body Corporation in March 2020. YAC operates with participatory membership with 192 current members. Through the YAC strategic plan and workplans for both the Traditional Use of Marine Resources Agreement and Ranger Programs, the importance of Indigenous Tourism has been highlighted for the future of the organisation.

As there is currently no location in the Mackay region that displays Yuwi stories, artwork, images or artefacts YAC wish to establish a premises where they can share their knowledge and tourists, schools and the community can go to view the displays and learn about the rich culture of the Yuwi people.

YAC note the advantages of the site being at the southern entrance to Mackay, thereby capturing tourists as they enter town. The site is also in close proximity to the Australian South Sea Islander Hut and the Torres Strait and First Nation sections in Mackay Regional Botanic Gardens therefore would be the perfect location for a First Nations Hub.

The premises will also be used for board meetings and for the ranger, sea ranger, cultural heritage and TUMRA projects.

Due to the “Tourist” sub purpose of the reserve, some previous enquiries to lease the building were not accepted by Council, as they did not meet the “Tourist” purpose. Council officers are satisfied that the proposed use is consistent with the tourist purpose of the reserve and the Department of Resources offered no objection to the proposed lease.

The lease will be over part of the lot only, with the remainder of the reserve and the public amenities attached to the exterior of the building to be available for use by the general public.

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.”

YAC is a “community organisation” for the purposes of the exception in section 236(1)(b)(ii) of the Local Government Regulation.

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

Consultation and Communication

Consultation occurred between representatives of Yuwi Aboriginal Corporation RNTBC., Manager Property Services, Supervisor Land Operations – Property Services, Legal Counsel, Cultural Heritage Officer, Manager Economic Development and Tourism, and Department of Resources.

Resource Implications

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

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

Yuwi Aboriginal Corporation RNTBC are committed to establishing a First Nations Cultural Hub and promoting Indigenous Tourism. Should the lease not be approved, both the community and region would not be able to benefit from the opportunities that arise from activities of the organisation.

Conclusion

That approving a new lease to Yuwi Aboriginal Corporation RNTBC., who are committed to the land, its infrastructure and the local community is the most advantageous outcome to 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 is disposed of to a community organisation.

B. AND THAT Council approve a new lease for Yuwi Aboriginal Corporation RNTBC over an area of approx. 450m2 being part of Lot 3 on SP135633 for a period of five (5) years. The rent will be in accordance with the Mackay Regional Council's Community Leasing Policy.

Lease Area – ex Tourist Information Centre - Nebo Road, Mackay



11.6.4. FOOTBALL QUEENSLAND - ADDITIONAL LEASE AREA

Author	Land and Property Officer (Jacinta Pollock Bonnett)
Responsible Officer	Director Corporate Services (Angela Hays)
File Reference	Current Securities Lease 292 10 Hewitt Way GLENELLA QLD 4740

Attachments

1. FQ Current & Proposed Lease Area [**11.6.4.1** - 1 page]
2. FQ Master Plan [**11.6.4.2** - 1 page]

Purpose

To approve a new lease for a term of ten (10) years to Football Queensland Ltd (FQ) over approximately 193,966sqm being part of Lot 7 on SP271086, known as 10 Hewitt Way, Glenella to incorporate the existing Lease Agreement and additional 23,366sqm to the east, and surrender the existing Lease.

Related Parties

Football Queensland Ltd

Corporate Plan Linkage

Live and Visit

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.

Background/Discussion

In October 2014 Council entered into a lease with Mackay & Regional Football Zone Inc over part of Lot 7 on SP271086, now known as 10 Hewitt Way, Glenella, after they were requested to relocate from Barbour Park by the Mackay Airport. The incorporation established the site, building the facility which has female, male & disabled toilets, change rooms, kitchen / kiosk, clubhouse and developed fields (4 seniors, 15 + juniors).

FQ were assigned the lease from Mackay & Regional Football Zone Inc in January 2022. FQ has continued to grow the sport within the Mackay Region and have developed a master plan for the premises.

Patrons have identified the insufficient carparking as an inconvenience and safety issue. FQ have developed the future plans around this feedback and propose the land to the east of the current lease area would be appropriate for parking.

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 approving a new Lease Agreement.

Consultation and Communication

Representatives of Football Queensland Ltd, Land and Road Use Committee, Manager Transport and Drainage Infrastructure Planning, Manager Property Services, Land Operations Supervisor, Commercial Lease and Property Officer, Land and Property Officer, Sport and Recreation Development Officer

Resource Implications

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

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

Risk Management Implications

FQ holds a successful history within the Mackay Region, and have shown their commitment to the land, its infrastructure and the local community. The additional areas will provide a benefit to their patrons and increase safety.

Conclusion

The approval of a new ten (10) year lease to include the current lease area and additional area to FQ, who have shown their commitment to the land, its infrastructure and the local community, is the most advantageous outcome to Mackay Regional Council.

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**
- 2. Approves a new lease for a term of ten (10) years to Football Queensland Ltd (FQ) over approximately 193,966sqm being part of Lot 7 on SP271086, known as 10 Hewitt Way, Glenella to incorporate the existing Lease Agreement and additional 23,366sqm to the east, and surrender the existing Lease.**

Current and Proposed Lease Area





12. RECEIPT OF PETITIONS

12.1. PETITION - OFF LEASH DOG PARK FOR SLADE POINT

Author	Chief Executive Officer (Scott Owen)
Responsible Officer	Chief Executive Officer (Scott Owen)
File Number	Dog Off Leash

Attachments	1. Petition - Off Leash Dog Park for Slade Point [12.1.1 - 4 pages]
--------------------	-----------------------------------------------------------------------------

Purpose

A petition was received by Council on the 9 October 2023 and relates to a request to provide an off-leash dog park for the Slade Point area utilising the undeveloped reserve adjacent to Wren Street Oval Park

Related Parties

Listed petitioners per the attached petition.

Corporate Plan Linkage

N/A

Background/Discussion

In terms of Council's Standing Orders, where a petition is put to a meeting no debate is undertaken on the petition itself, with the only motion which may be moved being:

- (a) the petition be received, and consideration stand as an order of the day for:
 - (i) the meeting; or
 - (ii) a future meeting; or
- (b) the petition be received and referred to the Chief Executive Officer for consideration and a report to the local government; or
- (c) the petition not be received.

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

Consultation and Communication

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

Resource Implications

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

Risk Management Implications

NIL.

Conclusion

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

Officer's Recommendation

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

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

Petition to Mackay Regional Council



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Petition Request

We the undersigned request that Council give consideration to:

PROVISION OF AN OFF-LEASH DOG PARK FOR SHADE POINT
POSSIBLY UTILISING THE UNDERDEVELOPED RESERVE
ADJACENT TO WREN ST OVAL PARK

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner).

Name: MRS LEONIE WOOD
 Address: 12 RUSSELL AVE
SHADE POINT MACKEY Postcode: 4740
 Best daytime phone contact: 041871 8505 Email: leoniewood88@yahoo.com.au
 Signature L Wood

Names of Petitioners (Please Complete in full)

Date	Print Name	Print Address	Signature
25.8.23	LEONIE WOOD	12 RUSSELL AVE SHADE POINT	<i>[Signature]</i>
27.8.23	By Doreen	15 Plover St SHADE POINT	<i>[Signature]</i>
27.8.23	Liz Baxter	4 Robin St. Shade Point	<i>[Signature]</i>
27.8.23	Heath Snedden	1 Ash St SHADE PT	<i>[Signature]</i>
27.8.23	Danni Plater	1 Ash St, shade point	<i>[Signature]</i>
27.8.23	Shanna Savvris	24 Pelican St Shade Point	<i>[Signature]</i>
27.8.23	EMMA MARTIN	27 PELICAN ST SHADE POINT	<i>[Signature]</i>
29/8/23	ASHLEY HOLMES	25 Robin St Shade Point	<i>[Signature]</i>
29/8/23	PATTI BARTON	9 Dudley Place, Shade Point	<i>[Signature]</i>
29/8/23	Leo Scott	45A Whitefig Close Andergrove	<i>[Signature]</i>
29/8/23	SYBIL RODGER	77 OCEAN AVENUE SHADE POINT	<i>[Signature]</i>
29/8/23	FCHESMAN	8 WHITTLES AVE, EMMA, 4740	<i>[Signature]</i>
29/8/23	Kerry A Smith	18 EVAN ST Mackay 4740	<i>[Signature]</i>
29.8.23	Kate May	7 East Garden St Mackay 4740	<i>[Signature]</i>
24.8.23	Gerni St. Ph	Walang Court Mackay 4740	<i>[Signature]</i>
28.8.23	Nicole Shaw	81 Ocean Ave	<i>[Signature]</i>
28.8.23	Dan Shaw	81 Ocean Ave	<i>[Signature]</i>
28.8.23	Shamus Stuf	3 Pine St	<i>[Signature]</i>
28-8-23	Maria da Silva	149 Paradise ST	<i>[Signature]</i>

Please submit to: The Chief Executive Officer, Mackay Regional Council, PO Box 41, Mackay Qld 4740

PAGES 1

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Petition to Mackay Regional Council



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Petition Request

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PROVISION OF AN OFF-LEASH DOG PARK FOR SHADE POINT
POSSIBLY UTILISING THE UNDERDEVELOPED RESERVE
ADJACENT TO WREN ST OVAL

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner).

Name: MRS LEONIE WOOD

Address: 12 RUSSELL AVE

SHADE POINT MACKAY Postcode: 4740

Best daytime phone contact: 0418718505 Email: leoniewood88@yahoo.com.au

Signature L Wood

Names of Petitioners (Please Complete in full)

Date	Print Name	Print Address	Signature
17/9/23	Flynn Wilson	10 Russell Ave Shade Point	[Signature]
19/9/23	Ving Li	34 South Pacific Ave, Shade Point	[Signature]
19/9/23	M BOAST	78/2 SPINNAKER DRIVE SANDSTONE R	[Signature]
19/9/23	ANNE BOAST	78/2 SPINNAKER DRIVE SANDSTONE R	[Signature]
19/9/23	Bryce Cory	2/120 Whitikaua Dr Blacks Beach	[Signature]
19/9/23	John Daymond	26 South Pacific Ave Shade Pt	[Signature]
21/09/23	Heather Griffith	7 Possum Close, Andergrove	[Signature]
21/09/23	GEORGE NICE	9 Northview Tce Ararat	[Signature]
22/9/23	Shayla Kray	5 TODD SKY ST W/M/KY	[Signature]
22/9/23	Jayne McKenna	13 Plover St Shade Point	[Signature]
22/9/23	MICHAEL McLENNAN	13 PLOVER ST SHADE POINT	[Signature]
23/09/23	Mary Rox Ramsden	16 ALBATROSS ST SHADE POINT	[Signature]
23/09/23	Leanne Gillman	7 SHADE ESP, SHADE POINT	[Signature]
23/9/23	SUE ILICH	363 SHADE POINT RD	[Signature]
26/9/23	JOHN LUTHEFORD	30 MELBAVIEW ST SHADE PT	[Signature]
26/09/23	Kati Pasford	34 Bjelke Circuit Rural View	[Signature]
26/9/23	Elin Safe	7 Teal St, Shade Point	[Signature]
30/9/23	DANNY BONS HILL	14 FREEMAN AVE SHADE POINT	[Signature]
3/10/23	Alicia Jones	6 SWALLOW ST SHADE POINT	[Signature]

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PROVISION OF AN OFF-LEASH DOG PARK FOR SLADE POINT
POSSIBLY UTILISING THE UNDERDEVELOPED RESERVE
ADJACENT TO WREN ST OVAL

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner).

Name: MRS LEONIE WOOD

Address: 12 RUSSELL AVE

SLADE POINT MACKAY

Postcode: 4740

Best daytime phone contact: 041 871 8505 Email: leonicwood88@yahoo.com.au

Signature

L Wood

Names of Petitioners (Please Complete in full)

Date	Print Name	Print Address	Signature
2.9.23	CAREY REGAN	25 FLOVER ST SLADE POINT	<u>Carey Regan</u>
2.9.23	VALDA REGAN	25 FLOVER ST SLADE POINT	<u>Valda Regan</u>
4.9.23	Tegan Kowitz	3 Snipe Street Slade Point	<u>Tegan Kowitz</u>
4/9/23	D. Dixon	18 Grace Cres, Slade Pt	<u>D. Dixon</u>
5/9/23	Rebecca van de Wetering	26 Swift Street Slade Point	<u>Rebecca van de Wetering</u>
5/9/23	JAN WARD	1 McKennedy St.	<u>Jan Ward</u>
5/9/23	ANN WALKER	7 SUNSECKER COURT	<u>Ann Walker</u>
5.9.2023	MARY COBROFT	17 ROBIN ST. SLADE POINT	<u>Mary Cobroft</u>
5.9.23	Rebecca Fledun	25 Kingfisher St Slade Pt.	<u>Rebecca Fledun</u>
5.9.23	Karen Bowler	111 Coolburn Crt Blacks Bch.	<u>Karen Bowler</u>
5/9/23	Cherie Craig	16 Rosella St Slade Point	<u>Cherie Craig</u>
5/9/23	Al Pinner	Pacific Sands, East Mackay	<u>Al Pinner</u>
5/9/23	Beth Jackson	Pacific Sands, East Mackay	<u>Beth Jackson</u>
6/9/23	Pru Broadhurst	1 Ash St, Slade Point Mackay	<u>Pru Broadhurst</u>
10/9/23	Maryam Boyd	4 Seabreeze Ct, Slade Point	<u>Maryam Boyd</u>
10/9/23	IAN BOYD	" " " " "	<u>Ian Boyd</u>
17/9/23	MICHAEL WILSON	10 RUSSELL AVE. SLADE POINT	<u>Michael Wilson</u>
17/9/23	Deidre Wilson	10 Russell Ave, Slade Point	<u>Deidre Wilson</u>
17/09/23	Nicole Feenaghts	39 Amhurst Street, Slade Point	<u>Nicole Feenaghts</u>

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Petition to Mackay Regional Council



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Petition Request

We the undersigned request that Council give consideration to:

PROVISION OF AN OFF-LEASH DOG PARK FOR SWADE POINT
POSSIBLY UTILISING THE UNDERDEVELOPED RESERVE
ADJACENT TO WREN ST OVAL PARK

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner).

Name: MRS LEONIE WOOD

Address: 12 RUSSELL AVE

SWADE POINT MACKAY Postcode: 4740

Best daytime phone contact: 041 871 8505 Email: leoniewood88@yahoo.com.au

Signature _____

Names of Petitioners (Please Complete in full)

Date	Print Name	Print Address	Signature
1/9/23	Meredith Egan	9 Casuarina St Swade Point 4740	
5/9/23	Steven Cole	9 Casuarina St - Swade Point - 4740	
6/9/23	Nigel Hart	18 Robin St Swade Point 4740	
12/9/23	Simon Dwyer	275 Swade Point Rd. Swade Point 4740	
12/9/23	Danielle Dwyer	12 Koala Ct. Swade Point 4740	
12/9/23	Sharon Courtney	7 Maple St. Swade Point 4740	
6/5/23	VEDL Peterson	67 Birch St. Swade Point 4740	
18/9/23	Stefan	Steel St. Swade Point 4740	
18/9/23	Cliff Williams	14c David Murr St Swade Point 4740	
10/10/23	Christine Ferrell	31 Keswick Ave Swade Point 4740	
10/10	Gayle Robin	7 South Pacific Ave	

Please submit to: The Chief Executive Officer, Mackay Regional Council, PO Box 41, Mackay Qld 4740

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13. TENDERS

14. CONSIDERATION OF NOTIFIED MOTIONS

15. PUBLIC PARTICIPATION

16. LATE BUSINESS

17. CONFIDENTIAL REPORTS

17.1. APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS CONFERENCE ATTRACTION PROGRAM - SEPTEMBER 2023

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**.

17.2. DRAFT MINUTES - INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM ADVISORY COMMITTEE - 3 OCTOBER 2023

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**.

17.3. APPROVED CONCESSIONS UNDER THE FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - SEPTEMBER 2023

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**.

18. MEETING CLOSURE

19. FOR INFORMATION ONLY

19.1. DEVELOPMENT APPLICATIONS - SEPTEMBER 2023

Development Applications Received

App No.	Code / Impact	Address	Applicant	Description	Officer
DA-2008-700/B	Code	2 Mangrove Road MACKAY	Woolworth Food Group	Generally In Accordance - Woolworth Direct to Boot Facility Extension to Shopping Centre	Darryl Bibay
DA-2013-434/C	Code	8 Petrie Street EAST MACKAY	Aldev Holdings Pty Ltd	Change Application (Minor) Reconfiguration of a Lot - 9 Special Activities (Tourism) Lots into 17 Lots and Common Property and Material Change of Use - 75 and 10 Multiple Dwellings Units, 14 Dwelling Houses, and Catering Shop	Darryl Bibay
DA-2019-151/B	Code	56 Nelson Street MACKAY	Planning Approval Group	Change Application (Minor) Multiple Dwelling Units (4)	Teagan Darvill
DA-2019-43/A	Code	1/39 Peel Street MACKAY	Faye Phillips Investments Pty Ltd	Change Application (Other) Multiple Dwelling (4 x 4-bedroom units) and Reconfiguration of 1 Lot into 4 Community Title Lots and Common Property	Teagan Darvill
DA-2020-27/D	Code	102 Farrellys Road PAGET	BHP Operations Services - Mackay	Change Application (Minor) - Material Change of Use - Development Permit for an Educational Establishment	Darryl Bibay
DA-2021-107/A	Code	19 Daly Street MARIAN	P & Z Mulherin Super Fund Pty Ltd	Change Application (Minor) - Home-based Business (Chiropractic)	Teagan Darvill
DA-2023-138/A	Code	Lot 1049 Eton Homebush Road ETON	Bradley J Cameron	Change Application (Other) Material Change of Use - Dwelling House (Bushfire Hazard, Extractive Resources and High Impact Activities Overlay) and Reconfiguring a Lot (Access Easement)	Patrick Hobson
DA-2023-167	Code	37 Devereux Street RURAL VIEW	Alecia S Kemp	Material Change of Use - Development Permit for Dwelling House (Flood and Coastal Hazard Overlay)	Patrick Hobson
DA-2023-168	Code	15 Porter Street MACKAY	Rosario Piperone	Material Change of Use - Development Permit for Dwelling House Extensions (Flood and Coastal Hazards and Heritage and Neighbourhood Character Overlay)	Darryl Bibay
DA-2023-169	Code	19 Ferguson Street WEST MACKAY	Elizabeth P Zarb	Material Change of Use - Dwelling House (Garage and Shed - Class 10a) (Heritage and Neighbourhood Character Overlay)	Teagan Darvill
DA-2023-171	Code	154 Goldsmith Street SOUTH MACKAY	Amass Group Pty Ltd	Reconfiguring a Lot - Development Permit for Subdivision (1 Lot into 2 Lots)	Teagan Darvill
DA-2023-172	Impact	431 Grasstree Beach Road GRASSTREE BEACH	Yogita K Awal	Material Change of Use - Development Permit for Place of Worship	Darryl Bibay
DA-2023-174	Code	119 Ian Reddacliff Drive THE LEAP	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (Bushfire Management Overlay)	Darryl Bibay
DA-2023-176	Code	91358 Bruce Highway SARINA	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (2 x Sheds - Class 10a)	Teagan Darvill
DA-2023-178	Code	15 Youngs Lane WALKERSTON	The Building Approval Company	Material Change of Use - Development Permit for Dwelling House (Carports - Class 10a)	Renee Andrea
DA-2023-179	Code	1102 Yakapari-Seaforth Road MOUNT JUKES	Zandra N Michelmore and Paul R Michelmore	Material Change of Use - Development Permit for Secondary Dwelling	Renee Andrea

DA-2023-181	Code	2143 Mackay-Eungella Road MIRANI	Gerard M Agius	Reconfiguration of a Lot - Development Permit for Boundary Realignment (2 Lots into 2 Lots)	Emma Langford
DA-2023-182	Code	20 Steen Street SOUTH MACKAY	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (Heritage and Neighbourhood Character and Flood and Coastal Hazards Overlay)	Teagan Darvill
DA-2023-183	Code	6 Eungella Dam Road EUNGELLA	Eungella Breakaway	Material Change of Use - Development Permit for Short-Term Accommodation	Darryl Bibay
DA-2023-184	Code	39 Chelona-Sandford Road CHELONA	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (Carport - Class 10a)	Patrick Hobson
DA-2023-185	Code	67 Rae Street EAST MACKAY	Patio World	Material Change of Use - Development Permit for Dwelling House (Heritage and Neighbourhood Character and Flood and Coastal Hazards Overlay)	Patrick Hobson
DA-2023-186	Code	4A Rural View Drive RURAL VIEW	Scott Thorburn and Trudy Thorburn	Material Change of Use - Development Permit for Dwelling House (Dwelling Alterations, Garage and Swimming Pool/Fence - Class 1a, 10a and 10b)	Patrick Hobson
DA-2023-188	Code	22-24 Silverton Court PAGET	LD West Nominees Pty Ltd	Material Change of Use - Development Permit for Warehouse	Patrick Hobson
DA-2023-189	Code	16 Poinciana Avenue SEAFORTH	Darcy S Sleeman and Breannan V Black	Material Change of Use - Development Permit for Dwelling House in Flood and Coastal Hazards Overlay (Storm Tide Inundation Area)	Emma Langford
DA-2023-190	Code	116 Donaldson Street WEST MACKAY	Elizabeth A McKendry	Material Change of Use - Development Permit for Dwelling House Extension (Heritage and Neighbourhood Character Overlay)	Patrick Hobson
DA-2023-191	Code	36 Marsh Street EAST MACKAY	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (Neighbourhood Character Overlay)	Darryl Bibay
DA-2023-192	Code	Lot 11 Ritchies Road GREENMOUNT	George Vella	Reconfiguration of a Lot - Development Permit for 4 Lots into 4 Lots	Teagan Darvill

Development Applications Entering Decision Making Period

App No.	Code / Impact	Address	Applicant	Description	Officer
DA-2023-123	Code	116 Sugarshed Road ERAKALA	Jennifer A Kavanagh	Material Change of Use - Development Permit for Dwelling House (Carport and Shade Structures - Class 10a)	Teagan Darvill
DA-2023-136	Code	102 Andrew Drive DUMBLETON	Kimberly J Matheson	Reconfiguring a Lot - Development Permit for Boundary Realignment (2 lots into 2 lots)	Emma Langford
DA-2023-145	Code	30 Benson Road ALLIGATOR CREEK	James W Turner and Yvonne J Turner	Reconfiguring a Lot - Development Permit for Subdivision (1 into 2 Lots)	Renee Andrea
DA-2023-81	Code	4 Willoughby Crescent EAST MACKAY	Faye Phillips Investments Pty Ltd	Material Change of Use - Development Permit for Multiple Dwelling and Reconfiguring a lot (2 into 12 lots)	Renee Andrea
DA-2023-90	Impact	178 Evan Street MACKAY	Joe Parrotta Plumbing Pty Ltd	Material Change of Use - Development Permit for Warehouse (Outdoor Storage)	Renee Andrea

Development Applications Finalised

App No.	Code / Impact	Address	Applicant	Description	Officer
Application Lapsed					
DA-2003-208/A	Impact	6 River Street MACKAY	David J Caracciolo and Brian P Caracciolo and Graham L Caracciolo	Amendment to Conditions of Approval - Material Change of Use - Impact Assessment - Multi Dwelling Units, Accommodation Units, Motel, Indoor Entertainment (Conference Venue & Catering Shops).	Shane Kleve
DA-2003-208/B	Impact	6 River Street MACKAY	David J Caracciolo	Amendment to Conditions of Approval - Material Change of Use - Impact Assessment - Multi Dwelling Units, Accommodation Units, Motel, Indoor Entertainment (Conference Venue & Catering Shops).	Shane Kleve
DA-2003-208/C	Impact	6 River Street MACKAY	David J Caracciolo and Brian P Caracciolo and Graham L Caracciolo	Material Change of Use - Impact Assessment - Multi Dwelling Units, Accommodation Units, Motel, Indoor Entertainment (Conference Venue & Catering Shops).	Shane Kleve
Approved Subject to Conditions					
DA-2012-155/B	Code	203-215 Maggiolo Drive PAGET	Mackay Commercial Developments Pty Ltd	Change to Development Approval - Material Change of Use - General Industry and Warehouse - Change of Conditions and Change to Infrastructure Charges Notice.	Darryl Bibay
DA-2013-167/B	Code	Lot 8 Schmidtkes Road OORALEA	Bradco Developments Pty Ltd	Change Application (Minor) Reconfiguring a Lot - Development Permit for 1 into 153 (151 Residential and 2 Balance Lot)	Darryl Bibay
DA-2013-167/C	Code	Lot 8 Schmidtkes Road OORALEA	Ronald W Bradford and Merle P Bradford	Extension to Currency Period (4 years) Reconfiguring a Lot - Development Permit for 1 into 153 (151 Residential and 2 Balance Lot)	Darryl Bibay
DA-2013-434/B	Code	8 Petrie Street EAST MACKAY	Aldev Holdings Pty Ltd	Change Application (Minor) Reconfiguring a Lot – Development Permit for 9 Special Activities (Tourism) Lots into 17 Lots and Common Property and Material Change of Use - 77 and 10 Multiple Dwellings Units, 14 Dwelling Houses, and Catering Shop	Darryl Bibay
DA-2016-4/B	Code	5 Hadley Street MARIAN	Steven C Williams	Generally In Accordance - Service Station (Car and Dog Wash Facilities)	Rachel O'Brien
DA-2017-25/C	Code	7A Stony Creek Road ETON	Anthony S Pullen	Change Application (Minor) Reconfiguring a Lot - Development Permit for 1 into 2 Lots	Rachel O'Brien
DA-2020-92	Impact	225 Harbour Road MACKAY HARBOUR	Kevin I Rebgetz and Robert F Rebgetz	Preliminary Approval involving a Variation Request under (s50 - PA) - Material Change of Use of use rights in accordance with the Low Impact Industry	Dennis O' Riely
DA-2021-101/B	Code	121 Rosewood Drive RURAL VIEW	Stockwell Development Group Pty Ltd	Change Application (Minor) Material Change of Use - Development Permit for Retirement Facility (Manufactured Home Estate)	Patrick Hobson
DA-2022-111/A	Code	79-83 Dozer Drive PAGET	Gibb Group Developments Pty Ltd	Material Change of Use - Warehouse & Reconfiguration of a Lot (Boundary Realignment)	Renee Andrea
DA-2022-134	Code	Lot 1 Pinevale Road PINEVALE	Wayne D Dean	Boundary Realignment – Development Permit for Reconfiguring a Lot (3 Lots into 3 Lots)	Emma Langford

DA-2022-173	Code	120-140 Boundary Road East PAGET	Angelo A Sorbello and Salvatore M Sorbello	Reconfiguration of a Lot - 2 Low Impact Industry Lots into 28 Lots (including 1 drainage lot)	Brogan Jones
DA-2022-185	Code	6-10 Silverton Court PAGET	WHF Group Pty Ltd	Material Change of Use - Transport Depot and Warehouse	Darryl Bibay
DA-2022-21/A	Code	Lot 981 Rosewood Drive RURAL VIEW	Plantation Palms Properties Pty Ltd	Change Application (Minor) Reconfiguring a Lot - Development Permit for 1 Lot into 36 Lots (Stage 6A Plantation Palms)	Darryl Bibay
DA-2022-229	Code	115-155 Maggiolo Drive PAGET	Mackay Land Holdings Pty Ltd	Material Change of Use – Development Permit for Warehouse (extension of Hardstand Storage Area)	Patrick Hobson
DA-2023-111	Code	Lot 1 Harveys Road BEACONSFIELD	Indara Infrastructure	Material Change of Use - Development Permit for Telecommunications Facility	Teagan Darvill
DA-2023-115	Code	5053 Bruce Highway MOUNT PELION	Duwaldo Pty Ltd	Reconfiguring a Lot - Development Permit for Subdivision (1 into 2 Lots)	Renee Andrea
DA-2023-127	Code	32 Wentford Street MACKAY	New Image Photographics Pty Ltd	Material Change of Use - Development Permit for Dwelling House (Shipping Containers - Class 10a) - (Flood and Coastal Hazard Overlay)	Teagan Darvill
DA-2023-131	Code	7 Maguire Street ANDERGROVE	Raymond La Spina and Lisa M La Spina	Material Change of Use - Development Permit for Dwelling House (Carport - Class 10a) - (Flood and Coastal Hazard Overlay)	Teagan Darvill
DA-2023-134	Code	Lot 5 Maraju-Yakapari Road DUMBLETON	BA Leach Family Trust	Reconfiguring a Lot - Development Permit for Boundary Realignment (3 into 3 Lots)	Patrick Hobson
DA-2023-135	Code	561 Marian-Hampden Road HAMPDEN	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (Shed - Class 10a)	Teagan Darvill
DA-2023-142	Code	204 Dunwoody Road BALL BAY	Robert M Thackray and Miranda J Dibdin	Material Change of Use - Development Permit for Dwelling House (Bushfire Hazard Overlay)	Teagan Darvill
DA-2023-144	Code	174 Moonlight Drive SARINA	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (Shed - Class 10a)	Teagan Darvill
DA-2023-148	Code	1A Penfold Street SARINA	Tayla J Francis and Aaron J Anderson	Material Change of Use - Development Permit for Dwelling House (Rural Zone)	Renee Andrea
DA-2023-149	Code	Lot 2 Cone Creek Road KOUMALA	Rockhampton Building Approvals	Material Change of Use - Development Permit for Dwelling House (Shed - Class 10a)	Renee Andrea
DA-2023-158	Code	82 Kurkowskis Road HABANA	Peter C Vella and Pauline D Vella	Reconfiguring a Lot - Development Permit for Boundary Realignment (2 into 2 Lots)	Renee Andrea
DA-2023-164	Code	988 Yakapari-Habana Road HABANA	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (Shed - Class 10a)	Patrick Hobson
DA-2023-167	Code	37 Devereux Street RURAL VIEW	Alecia S Kemp	Material Change of Use - Development Permit for Dwelling House (Flood and Coastal Hazard Overlay)	Patrick Hobson
DA-2023-168	Code	15 Porter Street MACKAY	Rosario Piperone	Material Change of Use - Development Permit for Dwelling House Extensions (Flood and Coastal Hazards and Heritage and Neighbourhood Character Overlay)	Darryl Bibay
DA-2023-184	Code	39 Chelona-Sandiford Road CHELONA	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (Carport - Class 10a)	Patrick Hobson
DA-2023-185	Code	67 Rae Street EAST MACKAY	Patio World	Material Change of Use - Development Permit for Dwelling House (Heritage and	Patrick Hobson

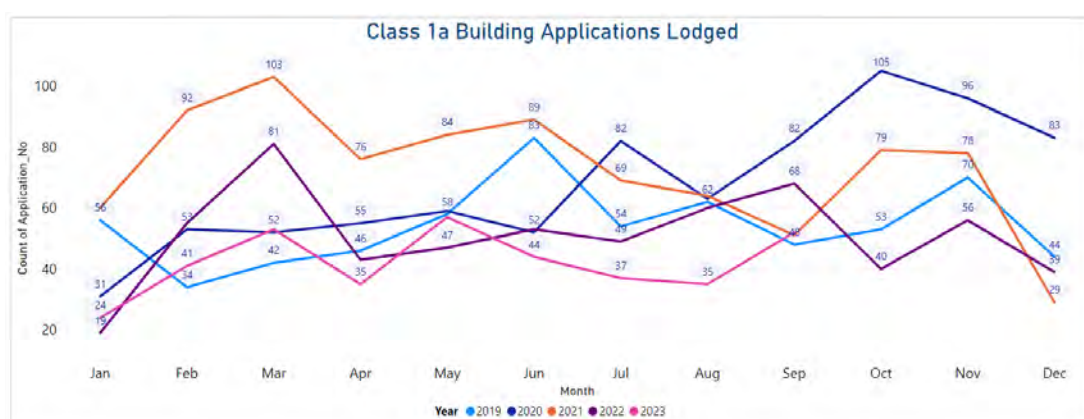
				Neighbourhood Character and Flood and Coastal Hazards Overlay)	
DA-2023-60	Code	12 Balnagowan Mandarana Road THE LEAP	Rondell M Vella and Johannes J Schwinn	Material Change of Use - Development Permit for Dwelling House (Bushfire Hazard Overlay and Extractive Resources and High Impact Activities Overlay)	Teagan Darvill
DA-2023-97	Code	3C Eulbertie Avenue EIMEO	AAA Building Consultants	Material Change of Use - Development Permit for Dwelling House (Bushfire Hazard & Landslide Risk Hazard Overlay)	Renee Andrea
Negotiated Decision					
DA-2016-116	Code	Lot 502 Mackay- Habana Road RICHMOND	Sugarview Developments Pty Ltd	1 Urban Expansion Lot into 55 Lots (Sugarview Estate - Stage 8)	Brogan Jones
DA-2022-81	Code	14-20 Rosewood Drive RURAL VIEW	Mentmore 1 Pty Ltd and Mentmore 2 Pty Ltd	Reconfiguration of a Lot - 1 Lot into 2 Lots	Teagan Darvill
DA-2023-125	Code	377 Pleystowe School Road GREENMOUNT	George Vella	Reconfiguring a Lot - Development Permit for Boundary Realignment (2 into 2 Lots)	Teagan Darvill
DA-2023-99	Code	7 English Street SOUTH MACKAY	Horizon Property Alliance	Reconfiguring a Lot - Development Permit for Subdivision (1 into 2 Lots) and Material Change of Use - Development Permit for Multiple Dwellings (2 x Dual Occupancy)	Renee Andrea
Application Withdrawn					
DA-2023-109	Code	267 Barrie Lane HOMEBUSH	Note Park Grazing Co.	Material Change of Use - Tourist Attraction (Farm-based and Food-based Tourism)	Darryl Bibay

19.2. BUILDING WORKS STATISTICS - SEPTEMBER 2023

Class	Description	Total September 2023	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total September 2022	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	52	\$10,895,895	128	68	378
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			1	3
Class 2	A building containing 2 or more sole-occupancy units each being a separate dwelling	0			0	1
Class 3	A residential building, other than a Class 1 or 2 building, which is a common place of long term or transient living for a number of unrelated persons. Example: boarding-house, hostel, backpackers accommodation or residential part of a hotel, motel, school or detention centre	0			1	8
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	2	\$570,000	679	2	17
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	4	\$2,564,154	191	5	35
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	4	\$544	2,176	2	13
Class 8	A laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale or gain	2	\$1,874,456	1,257	3	12
Class 9A	A health care building, including those parts of the building set aside as a laboratory	0			0	1

Class 9B	An assembly building, including a trade workshop, laboratory or the like, in a primary or secondary school, but excluding any other parts of the building that are of another class	1	\$57,238	135	0	11
Class 9C	An aged care building	0			1	0
Class 10A	A private garage, carport, shed or the like	88	\$5,026,208	81	105	779
Class 10B	A structure being a fence, mast, antenna, retaining or free standing wall, swimming pool or the like	15	\$960,562	21	24	175
Class 10C	A private bushfire shelter	0			5	0
Sundry	Demolition residential/commercial/industrial, class n/a, class s/s	1	\$19,000	N/A	0	10
Totals		169	\$21,968,057	4,666	217	1,443

Description	Total September 2023	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total September 2022	YTD
New building or structure	117	\$20,733,811	143	139	1,022
Change of building classification	1	\$300,000	70	0	4
Demolition	6	\$652,946	N/A	8	67
Repairs, alterations, additions	42	\$5,438,819	114	46	269
Swimming pool and/or pool fence	13	\$870,605	N/A	26	173
Relocation or removal	1	\$70,000	187	0	8
Totals	180	\$28,066,181	512	219	1,543



Report is run on third business day of each month. Any building works permits lodged with Mackay Regional Council after this date are not captured in the above statistics.