



Office of Mayor and CEO

Monthly Review

Period - January 2021

OVERVIEW..... 3

SAFETY 4

 1.1. Overview.....4

KEY INITIATIVES.....11

 2.1. Summary of key projects and initiatives11

 2.2. NQ & FNQ Monsoon Trough Update15

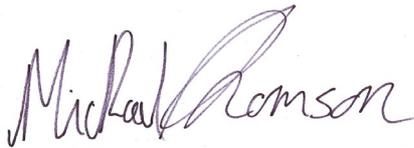
GREATER WHITSUNDAY COUNCILS OF MAYORS (GWCoM'S)16

 3.1. Greater Whitsunday Council of Mayors (GWCoM's) – formerly Whitsunday Regional Organisation of Councils (WROC)16

OVERVIEW

This report is for the Office of the Mayor and CEO for January 2021

- Unfortunately, January saw Council with another Lost Time Injury (LTI), bringing our total to five (5), with a total of 76 days. Each has been unique, and whilst all incidents are reviewed for learnings, LTI's in particular are scrutinised.
- January saw the Council meetings move back to the familiar Council Chambers under a COVID safe plan. This included a continued restriction on the number of public participation attendees. It was however refreshing to have public participation with Council receiving interaction from five (5) members of the public
- Legal Services statistics are included in this report, with specific details of cases provided monthly to Council
- Another Council in Community Day was undertaken, with a concentration on waste services and processes. The scale of waste and associated services was something good to experience firsthand, as I am sure many first time Councillors would also appreciate. Visiting such sites helps put context to any upcoming discussions and consideration regarding waste options and strategies.



Michael Thomson
Chief Executive Officer

SAFETY

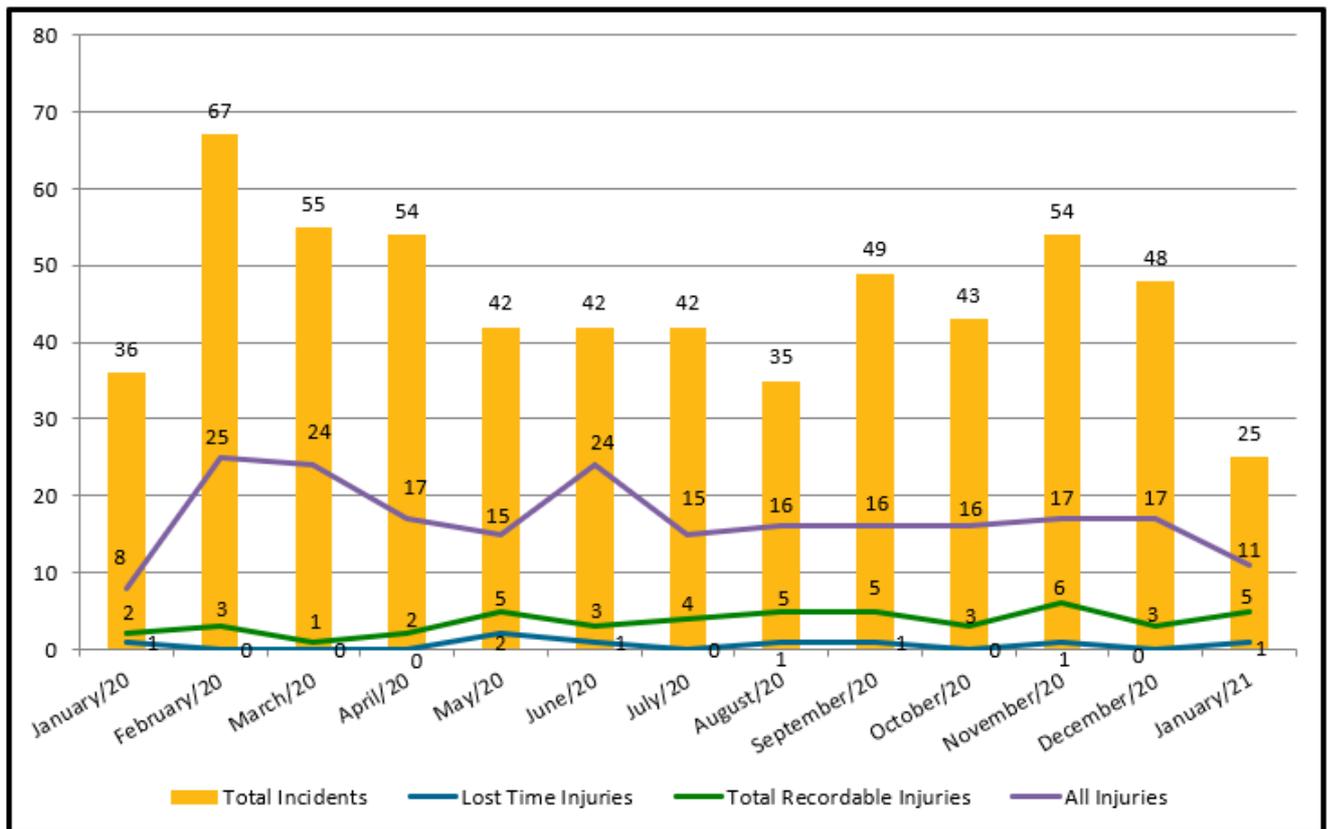
1.1. Overview

In January 2021:

- Fifty-Seven safety interactions were undertaken.
- Thirty-seven safety inspections were undertaken.
- 100% of monthly action plans activities were carried out.
- Four department Health and Safety Committees met.
- Representatives attended a meeting of the WHS Management Committee.

Twenty-five incidents were reported involving MRC employees, contractors, and members of the public. Two lost time injuries were recorded: one in January and another following an incident that occurred in December 2020.

Incidents and Injuries



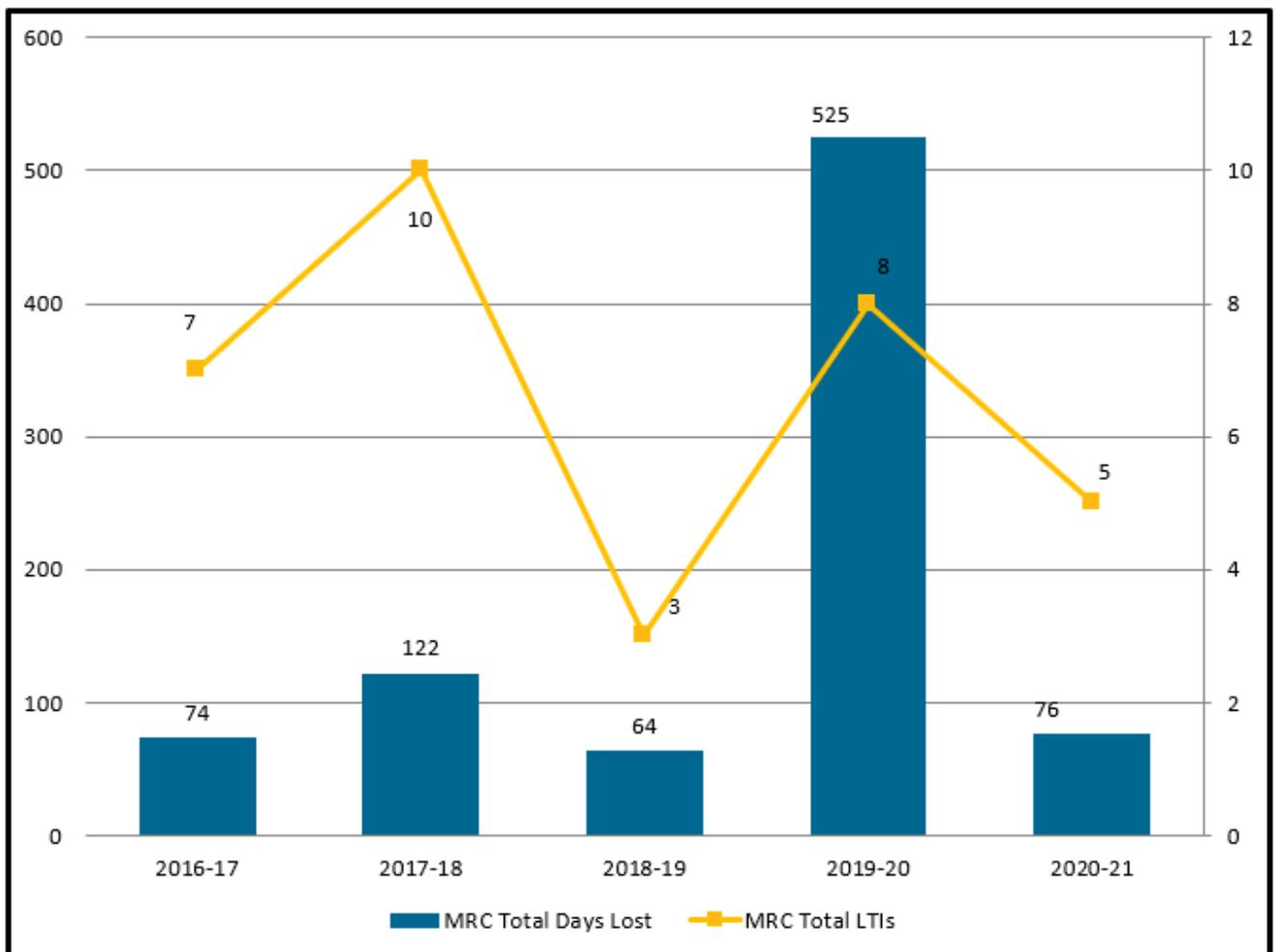
The following injuries to MRC employees were reported in January:

- Lost time injury:
 - A mower operator sustained burns to fingers / hand whilst refuelling a mower.
- Suitable duties and medical treatment injuries:
 - Minor lower back pain whilst getting up from chair.

- Dog bite on hand after rescuing small dog that was drowning in lagoon.
- Cut on leg whilst hedging.
- Minor burns on hand, wrist and forearm after some hot mix fell into glove.
- First aid and non-treatment injuries:
 - Knee sprain when foot became entangled in computer cables under desk resulting in a fall to the ground.
 - While stepping up into tractor, felt pain in thigh.
 - Person felt unwell after whipper snipping, possible mild heat stress. Felt better after resting.
 - Shoulder strain while raking asphalt when undertaking road repairs.
 - Wasp sting.
 - Bruise and pain to knee when knocked against workstation furniture.

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

Lost Time Injuries and Days Lost

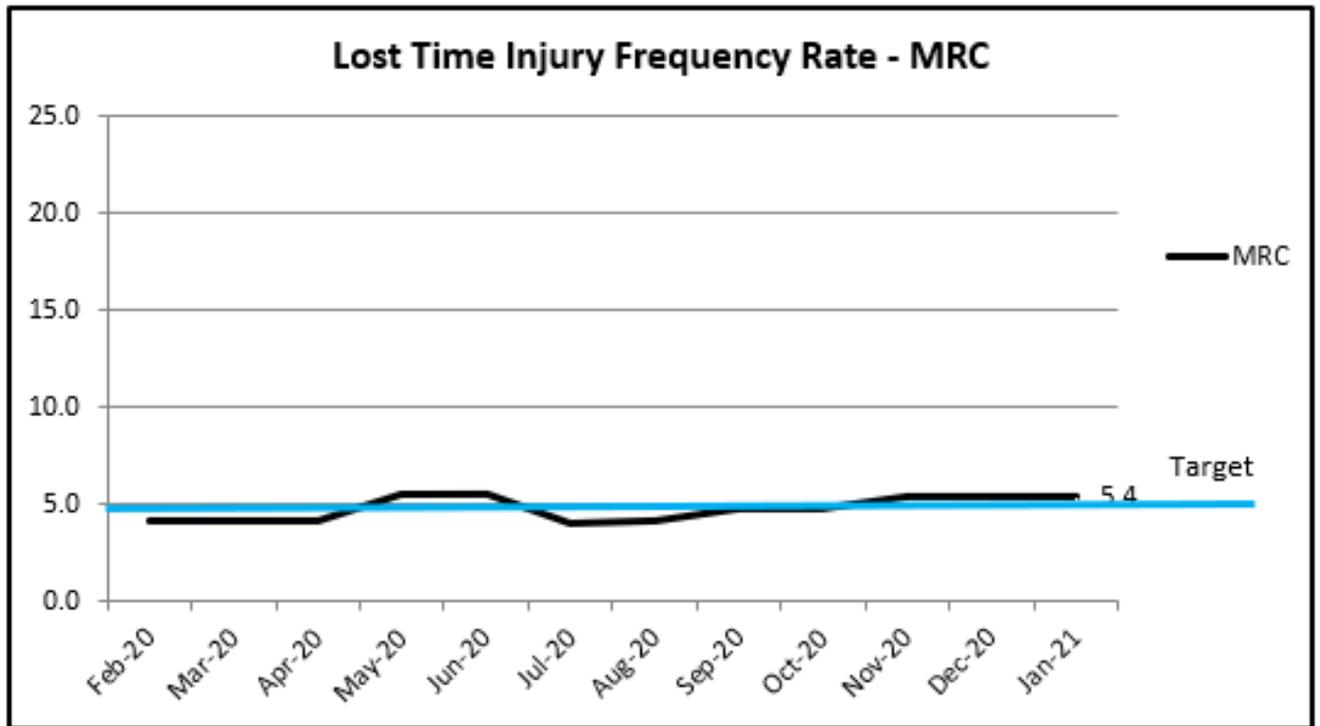


Department	2016-17		2017-18		2018-19		2019-20		2020-21	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Capital Works										
Community & Client Services	3	6	1	1	1	18	1	3		
Organisational Services			2	25						
Development Services	3	55	1	13	1	33	4	154	1	7
Engineering & Commercial Infrastructure	1	13	6	83	1	13	3	368	4	69
Mackay Regional Council	7	74	10	122	3	64	8	525	5	76

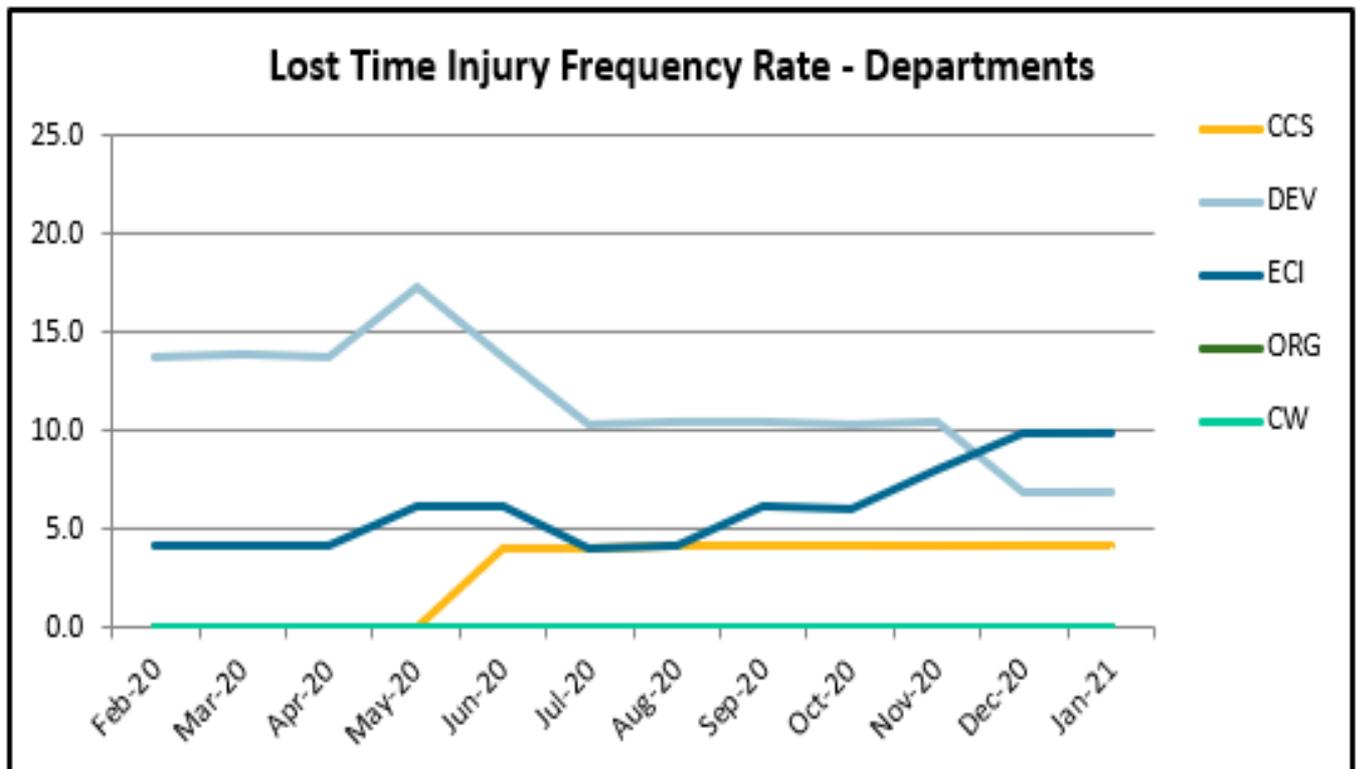
For the 2020-21 year, five lost time injuries have been recorded:

- In August 2020, an upper arm and shoulder injury was sustained after arm was over extended after minor fall from same level. Eleven days have been lost whilst the person recovers.
- In September 2020, a lower back injury was sustained whilst operating a roller. One day was lost as the worker recovered.
- In November 2020, a worker injured their knee after tipping a mower. Eighteen days have been lost while the worker recovers.
- In December 2020, a worker suffered a knee strain while loading a tyre into ute tray. Two days were lost in January as they received treatment.
- In January, a worker sustained burns to fingers / hand, when a fire broke out while refuelling a mower. Seven days were lost as the worker recovered.

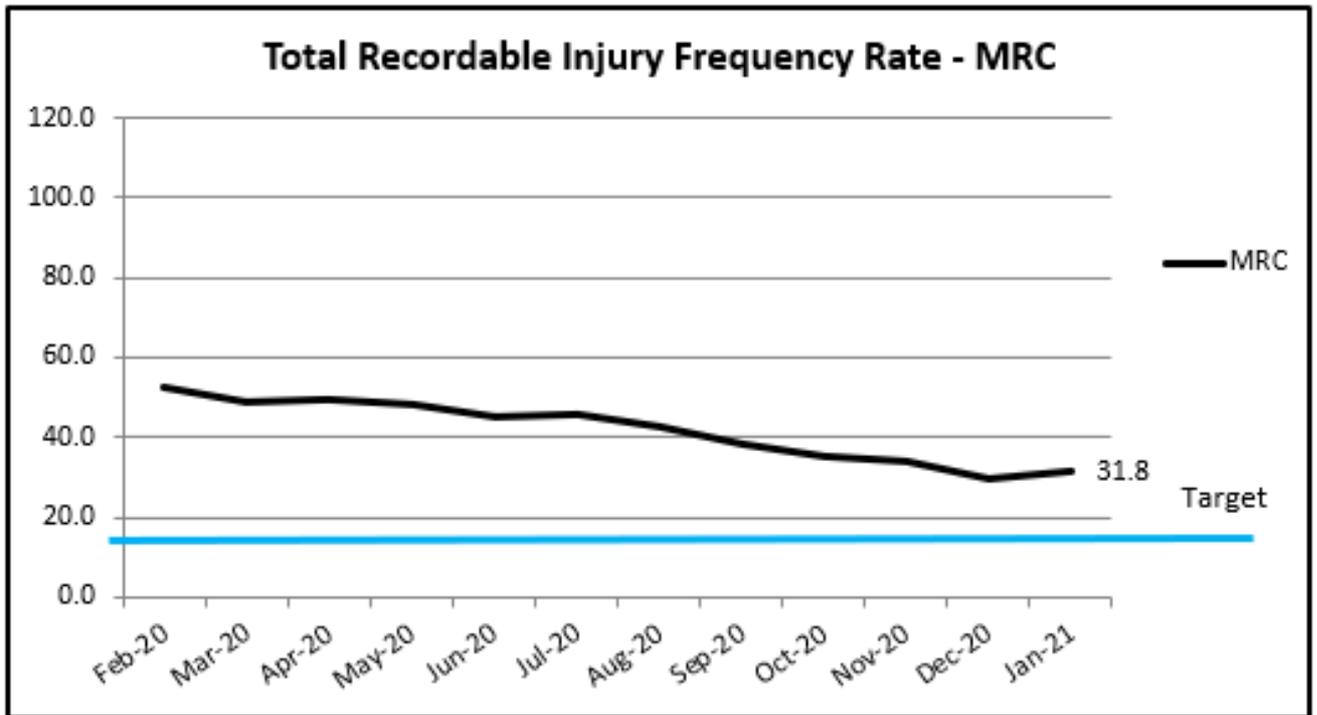
Injury Frequency Rates 12 month rolling average



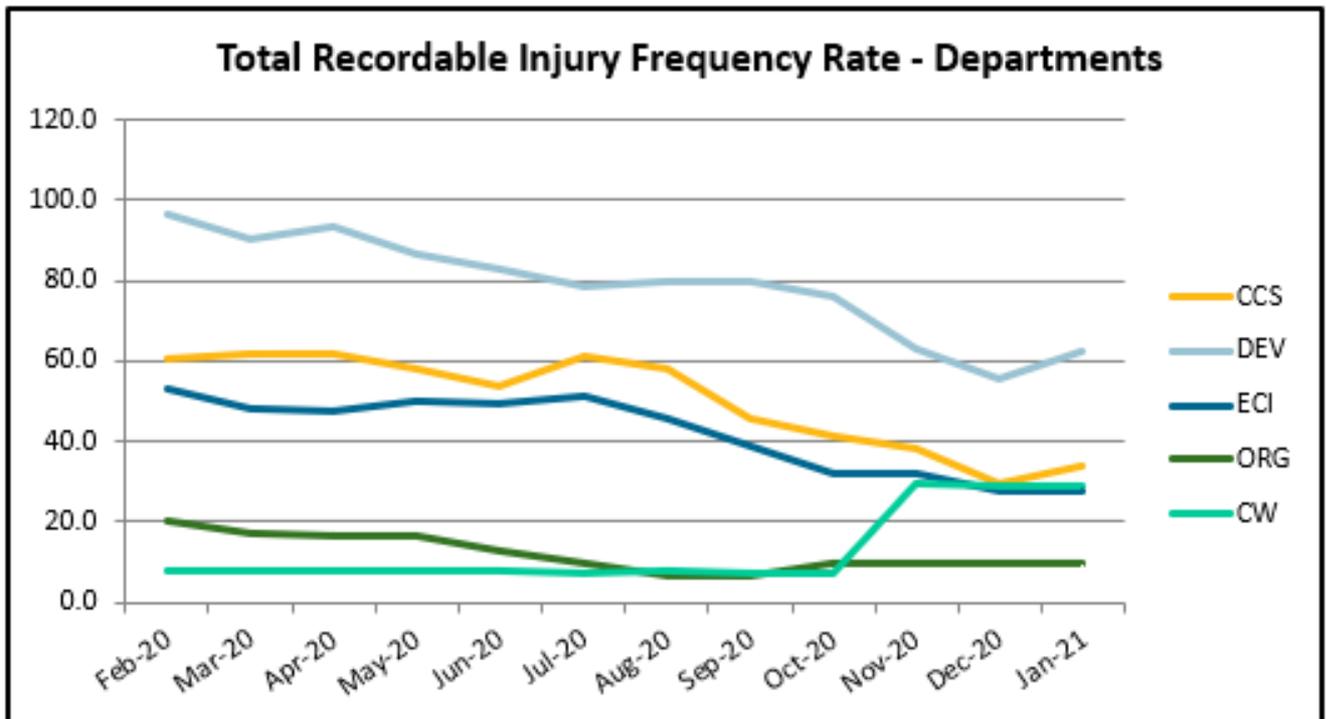
Five lost time injuries have been recorded in the 2020-21 year.



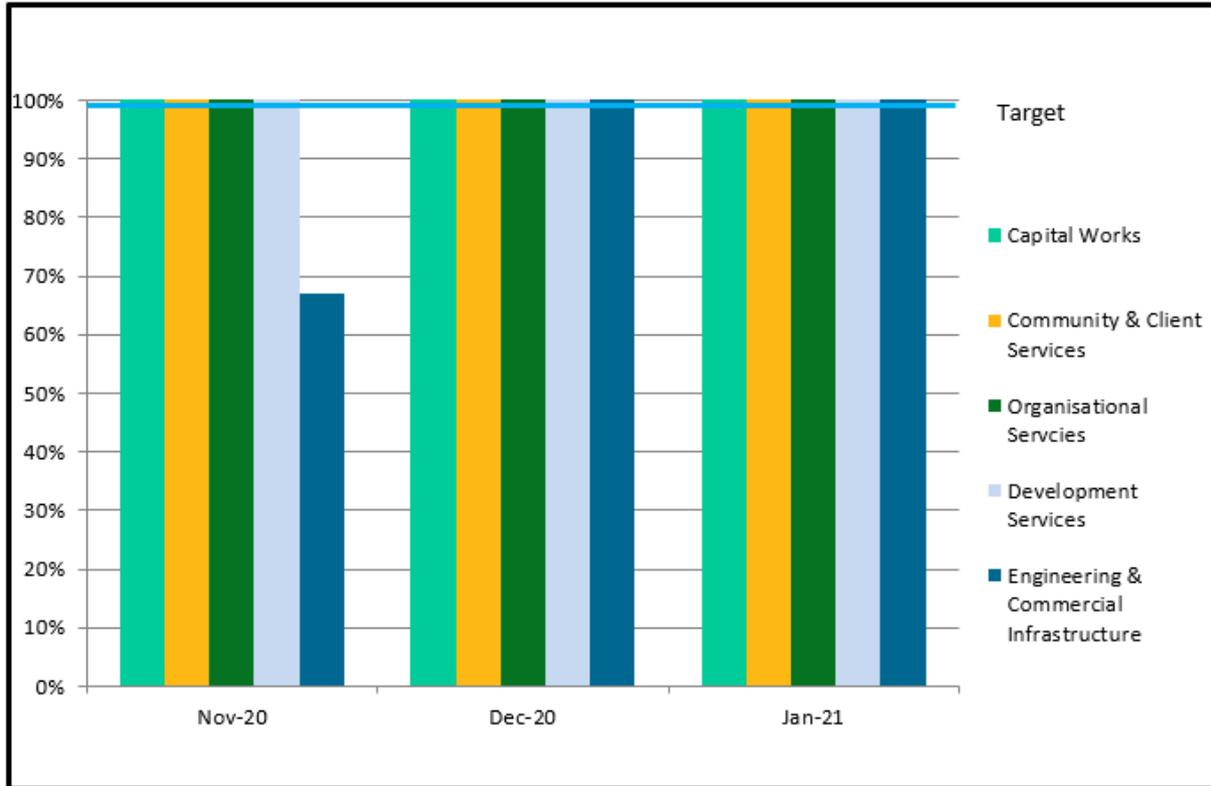
Total Recordable Injury Frequency Rates 12 month rolling average



Detailed analysis has been undertaken to identify ways to reduce the number of injuries requiring medical treatment. Most of the injuries involve ‘muscular stress’. The actions that have been implemented are beginning to have a positive impact. The areas of focus include: pre-employment checks; new employee inductions; fitness for work; hazardous manual task identification & management; and improved incident investigation

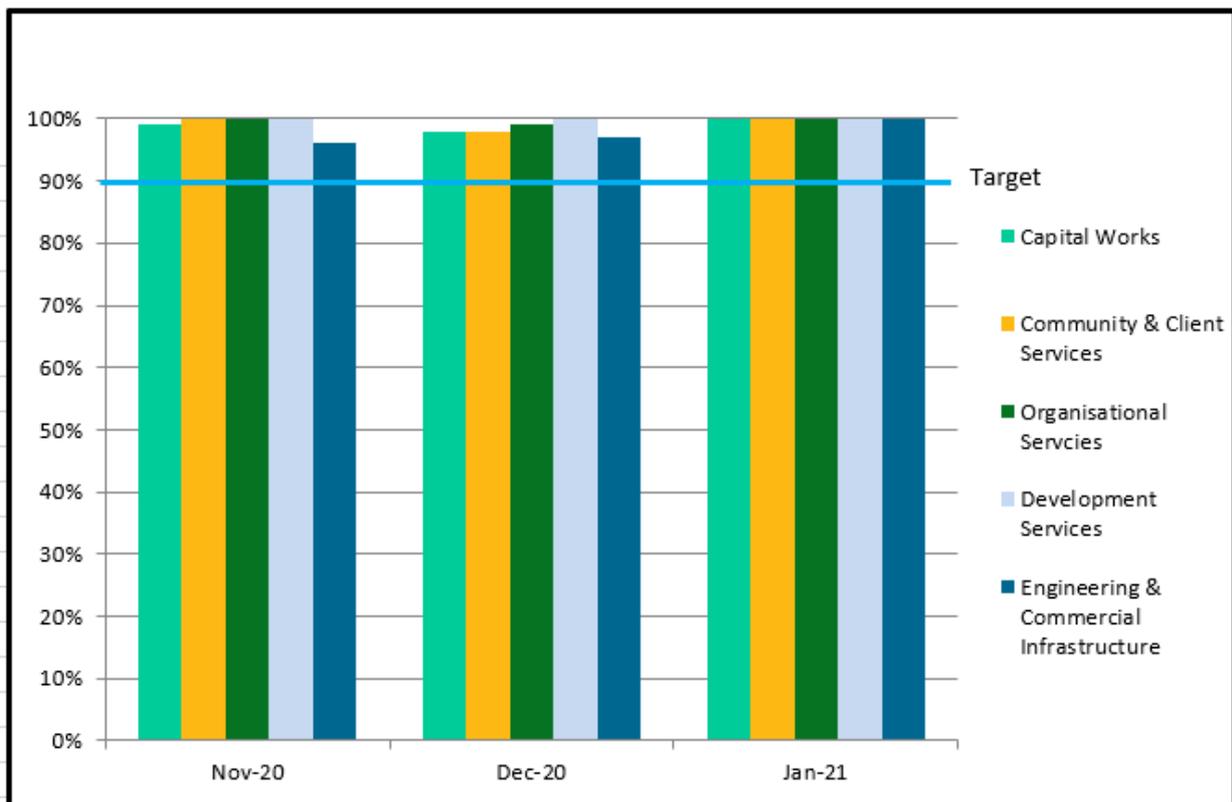


Site Safety Inspection Checklists



There were two outstanding inspections in November.

Monthly Action Plans



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

Glossary

Group E	Councils with wages greater than \$50 million
Incident	Any unplanned event resulting in, or having a potential for injury or ill health.
Lost Time Injury (LTI)	Incidents that resulted in a fatality, permanent disability or time lost from work of one day / part of a day or more
Lost time incident frequency rate (LTIFR)	The number of lost-time injuries per million hours worked. Calculated as follows: $\frac{\text{No of LTI} \times 1,000,000}{\text{total hours worked during period}}$
Total Recordable Injuries (TRI)	Incidents that result in a Lost Time Injury (LTI), Suitable Duties Injury (SDI) and Medical Treatment Injury (MTI)

KEY INITIATIVES

2.1. Summary of key projects and initiatives

This section provides a summary of key initiatives linked directly to the Office of the Mayor and CEO for 2020/21.

Councillor Activities

Council in Community

Planning for the February Council in Community day was undertaken, with the visits centred on the Pioneer Valley region undertaken on Wednesday 3 February 2020.

Still with a focus on Council facilities rather than open community meetings, the following were included in site visits –

- ✓ Council facilities:
 - Paget Waste Management Centre
 - Mackay Recycling Facility
 - Hogan's Pocket Landfill
 - Otterburn Transfer Station

The visit was very informative and allowed Councillors, especially those in their first term, to understand the complexity and scale of waste processing and disposal services undertaken by Council.

Receiving an update from Incredibles at the Paget Transfer Station



Briefing on-site at Hogan's Pocket, and having the opportunity of witnessing a side tipping truck transferring waste from Paget Transfer Station



On-site at Otterburn Waste Management Centre, Mirani



Meetings/Briefings

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

- First Ordinary Council meeting for 2021 – 27 January
- Briefing Day - 27 January

The January meeting saw the meeting being held back in the Council Chambers for the first time since February 2020 under a COVID safe plan. Members of the public have been invited to attend the Ordinary meetings commencing from 7 October 2020. There is currently a restriction limit to five (5) attendees who have pre-registered. On 27 January 2021 there were five (5) registered members of the public.

Live streaming of Council meetings however continues to ensure public access. Details of Council meeting minutes, and recorded live streaming, are all available on Council’s website.

Legal Services

Legal Services is currently working on 219 Matters spread across all Directorates as follows:

Directorate	Matter Type	No.	No.
Capital Works	Disputes/Litigation	1	20
	General	8	
	Land Acquisition	6	
	Land Tenure	2	
	Native Title	3	
CCS	Disputes/Litigation	2	32
	Regulatory Compliance & Enforcement (<i>particularly Warrants for overgrown properties and dangerous dogs</i>)	16	
	General	14	
Development Services	Disputes/Litigation	3	25
	Infrastructure Agreements	7	
	P&E Appeals	1	
	General	10	
	Leasing/Licensing	1	
	Drafting/Reviewing	2	
	Regulatory Compliance & Enforcement	1	
ECI	Land Acquisition	10	44
	Disputes/Litigation	3	
	General	26	
	Land Tenure	3	
	Native Title	2	
OM&CEO	Land Acquisition	3	23
	Disputes/Litigation	3	
	General	16	
	Regulatory Compliance & Enforcement	1	
Organisational Services	Disputes/Litigation	7	75
	General	40	
	Land Acquisition	1	
	Leasing/Licensing	25	
	Native Title	1	
	Land Tenure	1	
TOTAL CURRENT MATTERS			219

Total external legal fees and outlays paid for the financial year to date are \$165,880.00 broken down by Directorate as follows:



External Grant Funding

2020/21 external funding monies for 2020/21 year to date to 31 January 2021 being actually received by payments to Council is \$18,305,266.64

The major components received in January being:

- Building our Regions R5 – Mirani Planning Project - \$117,120
- Waste Levy Funding - \$968,728.00
- Illegal Dumping – Partnerships Program \$47,148.50

Funding applications successful during January include –

- Nil

2.2 NQ & FNQ Monsoon Trough Update

NQ & FNQ Monsoon Trough – Road Restoration Works

The Dalrymple Road Landslips Micropiling contract works were completed in late November 2020. The second seal has been delayed to February due to cost sharing negotiations with the roadworks contractor.

GREATER WHITSUNDAY COUNCILS OF MAYORS (GWCoM'S)

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

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

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

A CEO's Group has been established as part of the GWCoM's. The intent of this group is to handle the 'business' matters and look for possible synergies between Councils at CEO level and allowing focus on higher level and strategic issues for the region by the wider group. The next meeting is planned for Friday 12 February 2021.

It was reported in the December report that the last GWCoM's meeting was held on 7 December 2020, in Mackay, with the next GWCoM's meeting being Friday 26 February 2021 in Moranbah. There have been no meetings or other activities in January.