



MINUTES

Ordinary Meeting

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

On Wednesday 27 October 2021

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

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

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

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

1. ATTENDANCE

His Worship the Mayor, Cr G R Williamson (Chairperson), Crs M J Bella, L G Bonaventura, J F Englert, M I Green, B C Hassan, A N Jones, F A Mann, K L May, R J Seymour and P A Townsend were in attendance at the commencement of the meeting.

Also present was Mr M Thomson (Chief Executive Officer), Mrs P Jaenke (Minute Secretary), Mr D McKendry (Executive Officer), Mr J Devitt (Director - Engineering & Commercial Infrastructure), Ms A Nugent (Director - Development Services), Mr J Carless (Director - Capital Works), Ms A Hays (Director - Community & Client Services), Ms K Lamb (Director - Organisational Services) and Mr M Sleeman (Manager - Corporate Communications & Marketing).

The meeting commenced at 10:00am.

2. OPENING PRAYER

Rev John McKim from the Anglican Church led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS

Nil

4. APOLOGIES

Nil

5. CONDOLENCES

Nil

6. CONFLICT OF INTEREST

Nil

7. CONFIRMATION OF MINUTES

7.1. CONFIRMATION OF MINUTES - 13 OCTOBER 2021

Council Resolution ORD-2021-284

THAT the Ordinary Meeting Minutes dated 13 October 2021 be adopted.

Moved Cr Mann

Seconded Cr Hassan

CARRIED

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

UPDATE ON QUESTIONS ARISING FROM MEETING – 27 OCTOBER 2021

AGENDA ITEM	MATTER	RESPONSE
11.2.1 Capital Works - Monthly Review - September 2021	Tracking & Management of Project Workflows Cr Jones queried if the Director would be prepared to meet with her to provide an explanation of how this system operates.	A meeting will be arranged to explain the system.
11.2.1 Capital Works - Monthly Review - September 2021	Disposal of Tables and Chairs – MECC Cr Bonaventura queried Council's plan for the disposal or donation of the tables and chairs which are being replaced.	Following a review of items that are beyond further use and not needed by Council, a process to consider providing to community organisations is being reviewed.
11.2.1 Capital Works - Monthly Review - September 2021	Willets Road & Yakapari Seaforth Road Share Pathways Cr Green queried if there had been problems in securing materials for these projects.	Whilst some product changes were made different to originally planned, there have been no major supply delays.
11.2.1 Capital Works - Monthly Review - September 2021	Carryover Projects Cr May queried if it was possible to have an update on the completion of the carryover projects. Mayor Williamson asked for this information to be part of a briefing to Council.	A Council briefing will be scheduled.
11.3.1 Community & Client Services – Monthly Review – September 2021	Tilapia Takedown Cr Bella queried the outcomes of the Tilapia Takedown initiative run by Reef Catchments during September.	The Tilapia Takedown was held at the Gooseponds in North Mackay on Saturday, 4 September 2021 with 14 fish caught and recorded by registered participants, the biggest being two measuring 40cm, which is around the maximum size for this type of Tilapia. Two Pest Management Officers attended the event and provided printed resources and information to approximately 50 people. Pest Management Officers have assisted Biosecurity Qld, Catchment Solutions and CQ University with surveys of pest fish. Officers will continue to assist when requested. Generally, in the region we understand that there are pest fish at the following locations:

		<p>Peacock Bass</p> <ul style="list-style-type: none">• 2 found in Gooseponds in 2019 <p>Tilapia</p> <ul style="list-style-type: none">• All through lower Pioneer from Baker's Creek to Macready's Creek at Northern Beaches <p>Jag cichlids</p> <ul style="list-style-type: none">• Lower Pioneer• Lagoon's Creek• Fursden Creek• Potentially upstream of Dumbleton Weir. This needs verification. <p>This year, Officers accompanied a Biosecurity Qld Officer to visit pet stores delivering printed resources and information about responsible pet fish ownership. Council's major focus continues to be education surrounding the identification, reporting and safe disposal of pest fish.</p>
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9. MAYORAL MINUTES

Nil

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

10.1. AUDIT COMMITTEE - MINUTES OF MEETING - 27 SEPTEMBER 2021

Author	Manager Governance and Safety (Joe Pappalardo)
Responsible Officer	Director Organisational Services (Kylie Lamb)
File Reference	Audit Committee

Attachments	Draft minutes of the Audit Committee meeting held on 27 September 2021
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Purpose

To receive the draft final minutes of the Audit Committee (the Committee) meeting held on 27 September 2021.

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.

This meeting was held specifically to consider the draft 2021 Annual Financial Statements.

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 Audit Committee meeting of 27 September 2021.

Council Resolution ORD-2021-285

THAT the minutes of the Audit Committee meeting of 27 September 2021.

Moved Cr Bella

Seconded Cr Hassan

Cr Bella highlighted the valuable work of the Audit Committee, noting the importance of the presentation of the financial statements. Cr Bella congratulated the financial services team for their great work.

Mayor Williamson noted that while the presentation of the financial statements may be straight forward, it represents a huge amount of work.

CARRIED



FINAL MINUTES

Audit Committee

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

On Monday 27 September 2021

AUDIT COMMITTEE - 27 SEPTEMBER 2021

ORDER OF BUSINESS

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AUDIT COMMITTEE - 27 SEPTEMBER 2021

Chair Mr P Tait 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 P Tait (Chairperson) via Microsoft Teams, His Worship the Mayor Cr GR Williamson, Cr M Bella and Mr T Cronin (External Audit Committee Member) via Microsoft Teams.

Council Officers:

Mr M Thomson (Chief Executive Officer), Mrs K Lamb (Director Organisational Services), Mr J Rule (Manager, Financial Services) and Mrs J Ronald (Minute Secretary)

Visitors:

Ms E Barnes (A/Financial Accounting Coordinator, Financial Services), Mr P Hinton (External Auditor, SBB Partners) and Mr J Gould (External Auditor, SBB Partners)

The meeting commenced at 01:00 pm.

2. APOLOGIES

Cr May and Cr Hassan

3. CONFLICT OF INTEREST

Nil

4. REPORTS TO BE TABLED**4.1. 2020/2021 - DRAFT FINANCIAL STATEMENTS**

Mr J Rule talked to the statements and highlighted areas for the Committee. He further noted in relation to contingent liabilities (No 22 of the Statements), that Financial Services are working with Legal Services on the wording for future statements.

Mr P Hinton highlighted the assets Works in Progress (WIP) that Council is currently aware of and working through. Ms K Lamb advised the WIP is now being reported monthly to ELT.

Mr P Hinton also highlighted the approx. \$6M of DA/MCU within Accounts Receivable. Mr M Thomson advised Council is working through a plan to action this.

Mayor Williamson advised that the statements were very well prepared including the comprehensive file notes. He passed on his congratulations to the Financial Services team which was reiterated by the Committee.

Audit Committee Resolution AC-2021-99

THAT the Audit Committee receive the updated 2021 draft Annual Financial Statements.

AND THAT the Audit Committee recommend the 2021 draft Annual Financial Statements to the Mayor and Chief Executive Officer for signing.

Moved Tim Cronin

**Seconded Cr Bella
CARRIED**

AUDIT COMMITTEE - 27 SEPTEMBER 2021

5. OTHER BUSINESS

5.1. NEXT MEETING

The next meeting will be held on Thursday 02 December 2021.

6. MEETING CLOSURE

Meeting closed at 01:15 pm.

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

Author	Director Artspace Mackay (Tracey Heathwood)
Responsible Officer	Director Community & Client Services (Angela Hays)
File Reference	Visual Arts Advisory Committee (VAAC)
Attachments	1. VAAC Minutes 13 September 2021 [10.2.1 - 5 pages]

Purpose

Attached is a copy of the Visual Arts Advisory Committee (VAAC) minutes of 13 September 2021 for information.

Related Parties

N/A

Operational Plan Linkage

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

Officer's Recommendation

THAT the minutes of the Visual Arts Advisory Committee meeting held on 13 September 2021 be received.

Cr Jones noted there was the possibility of an upgrade occurring at Artspace and queried if Councillors could receive a briefing on this project.

Mayor Williamson advised that this could be arranged.

Council Resolution ORD-2021-286

THAT the minutes of the Visual Arts Advisory Committee meeting held on 13 September 2021 be received.

Moved Cr Townsend

Seconded Cr Green

Cr Townsend noted that this had been a very productive meeting with several pieces of artwork acquired and several pieces of artwork and a book donated. Cr Townsend advised that public art applications had been approved including the Walkerston water tower ANZAC mural, Sarina Beach toilet block mural and the 9th Lane project which has had some setbacks due to COVID travel restrictions, but is expected to be completed by April 2022. Cr Townsend noted that the Marian Canecutter Memorial statue has fallen into disrepair, however local resident Joan Vickers, with the support of the Pioneer Valley Tourism and Development Association, had fundraised \$80,000 for its replacement with a bronze statue.

CARRIED

**Mackay Regional Council
Visual Arts Advisory Committee (VAAC)
13 September 2021 at Artspace Mackay**

MINUTES

Attendance: Cr Pauline Townsend (Chair); Tracey Heathwood; Bern Howlett; Leonie Wood; Bradley Short; Glenda Hobdell (via Teams); Leonie Wood; Emily Wakeling; Karina May (minutes)

Apologies: Cathy Knezevic; Charlie Wicking

The meeting opened at 1.05 pm

Acknowledgement of Country – Cr Pauline Townsend opened the meeting with an Acknowledgement of Country.

ITEM	COMMENTS	ACTION
1. Minutes of the previous Meeting	The Minutes of the meeting held on 15 th February, having been previously distributed, were accepted as a true and accurate record. Moved: Cr Pauline Townsend Seconded: Bern Howlett	
2. Matters arising	Cr. Townsend inquired at the previous VAAC meeting about attending a Public Art Walk. Tracey Heathwood advised that a Public Art Walk for councillors is scheduled to take place as part of an upcoming Council in the Community Day (proposed for October, 2021).	
3. 2021 approved public art applications - updates	Walkerston Water Tower ANZAC Mural Tracey Heathwood met with a representative of the Walkerston-Pleystowe RSL sub-branch to discuss the design. Tracey suggested they leave the final design to the commissioned artist/s, as they will better understand design considerations for such a large-scale structure. She also suggested they either involve the artist in any community consultation, or have the artist provide a few design options, which the community can then comment on/select. Tracey confirmed they are to provide the final design from the artist to the VAAC before final approval is given.	

ITEM	COMMENTS	ACTION
	<p>Sarina Beach Toilet Block Mural</p> <p>Leonie Wood advised she has seen images of the mural and it is looking great. Local artist Kate Brunner was engaged to assist with the design and completion of the mural, and this has resulted in a higher quality outcome that represents the community well. The mural is on track to be unveiled at the Sarina Beach Coconut Festival on 18 September 2021.</p> <p>9th Lane: Mackay Laneway Project</p> <p>Jodie Connelly provided Tracey Heathwood with updates on the project. There have been setbacks with the project as the artist has been unable to travel due to COVID-19 travel restrictions. Jodie has now formed a partnership with the Rumble on the Reef skateboarding comp/event and is planning on engaging young people through workshops with the artist as part of this event. This is planned to take place at Easter 2022. There is no further action for the VAAC as the artist and design remain the same. Cr. Pauline Townsend commented there has been excellent feedback regarding the 5th Lane project and believes it will be same for the 9th Lane once it has been completed.</p> <p>Tracey Heathwood noted it is important for the VAAC to be kept up to date on these projects, especially if there are any major changes to the artist or design.</p>	

ITEM	COMMENTS	ACTION
4. New public art application for VAAC approval – Marian Canecutter Memorial statue replacement	<p>Details of this proposal were presented. The previous Marian Canecutter Memorial statue (constructed from a store mannequin and actual clothes) had fallen into disrepair and became a WH&S issue. It went through council process to be removed and was given to Marian resident Joan Vickers, who had previously fundraised for the original statue. Joan, with backing from the Pioneer Valley Tourism and Development Association (PVTDA), has now raised \$80,000 through grant funding and sponsorship to create a new bronze statue in its place. PVTDA are seeking to engage experienced bronze artist Kay Paton (Nebo) to create the statue, which is a great fit as she is from regional Queensland and understands its value to the community. Kay's quote included the entire process from creating the statue, transporting and installing it. Cr.Townsend inquired if the \$80,000 covers the full cost. Tracey confirmed the quoted cost is \$68,000 and they are planning to use the rest of the funds for a community day when it is unveiled. Cr.Townsend suggested the VAAC should attend the community day to show their support for the project. A final design will also be presented to the VAAC.</p>	<p>Paperwork to be completed and signed in accordance with acquisition procedures.</p> <p>Tracey to ask the PVTDA to invite the VAAC to the 2022 community day/official unveiling event.</p> <p>Unanimous approval given for the public art application.</p>
5. Acquisition Proposal - Dylan Mooney, <i>Queer, Blak & Here</i>	<p>Details of this proposal were presented. The proposed acquisition '<i>Queer, Blak & Here</i>' by Dylan Mooney is a series of 7 digital prints (from an edition of 5). All the images were created digitally and will be printed on museum standard archival paper. The works will also be shown alongside Jasmine Togo-Brisby's exhibition in early 2022.</p> <p>Dylan has strong ties to Mackay and is the first Yuwi artist to have success on the national stage. He also has ATSI and ASSI links and represents all aspects of his heritage through his contemporary artworks. Leonie Wood commented the artworks would appeal to the next generation. Dylan is beginning to experience success and the VAAC agree it is important to support his career as he is a positive example of someone achieving from the region.</p> <p>The VAAC were positive in their comments about the work, seeing it as important to support a local, early-career artist and unanimously agreed to approve the acquisition of <i>Queer, Blak & Here</i> by Dylan Mooney.</p>	<p>Paperwork to be completed and signed in accordance with acquisition procedures.</p>

ITEM	COMMENTS	ACTION
6. Acquisition Proposal: Jasmine Togo-Brisby <i>Mother Tongue</i>	<p>Details of this proposal were presented. The proposed acquisition '<i>Mother Tongue</i>' by Jasmine Togo-Brisby is a moving image piece shot at the submerged burial ground of the historic ship Don Juan, featuring the artist, the artist's mother, and the artist's daughter. It goes for 9 minutes and 30 seconds and is an edition of three. The artwork is a milestone for the collection as it is the first digital artwork to be acquired, which is a key objective outlined in the Collection Development Plan.</p> <p>Jasmine Togo-Brisby is an artist who also has family ties to the Mackay region and considers it home. She has ASSI heritage and currently lives and studies in Wellington, NZ. Her works are often based on ASSI history and a desire to reclaim the ASSI narrative.</p> <p>Bradley Short raised questions about how it will be confirmed the work will only be produced as an edition of three. Tracey will seek confirmation on what documentation could be supplied.</p> <p>The VAAC were positive in their comments about this work, commenting on how beautiful and meditative it was. They unanimously agreed to approve the acquisition of <i>Mother Tongue</i> by Jasmine Togo-Brisby, once documentation had been received to define copyright permissions and affirm that only three editions will be created.</p>	<p>Paperwork to be completed and signed in accordance with acquisition procedures.</p> <p>Tracey to follow up with an email once advice has been received about appropriate documentation on the artwork (copyright, display conditions etc.)</p> <p>Glenda Hobdell left the meeting at this point (2pm).</p>
7. Acquisition Proposals – Sheree Kinleyside, Bruno Leti, Ron McBurnie & Helen Cole (donations)	<p>Details of this proposal were presented. These acquisitions are donations of artworks from four artists who have connections to the gallery.</p> <p>Sheree Kinleyside's artwork '<i>City pattern B</i>' is a linocut print and would be appropriate as it would complement the work of Sheree's that is already part of the collection.</p> <p>Bruno Leti is a well-known artist's book maker and has made a generous donation of 12 books plus ephemera to the collection. He also has artworks in the collection this donation would complement.</p> <p>Ron McBurnie is also making a significant donation of 13 Australian and international artists' books and one poster, some created by the donor.</p> <p>Helen Cole is donating significant Tate Adams artworks.</p>	<p>Paperwork to be completed and signed in accordance with acquisition procedures.</p>

ITEM	COMMENTS	ACTION
	The VAAC agreed the artworks being donated from these artists were a significant addition to the collection and unanimously agreed to approve the acquisition of the donations.	
8. New Acquisition Proposal - Over here artists' book (donation)	<p>Details of this proposal were presented. Leonie Wood left the meeting due to a conflict of interest. She is one of the twenty artists who created the artwork.</p> <p>This acquisition is an artist's book created as a COVID-19 project by twenty local artists. Tracey Heathwood believes it is a positive addition to the collection as it captures a moment in time for the region, that may never happen again. Leonie was unaware the artwork was being presented as a donation to the collection.</p> <p>Approval was given by the VAAC on the condition all artists involved are aware and approve of the artwork being donated to the MRC Art Collection.</p>	Paperwork to be completed and signed in accordance with acquisition procedures.
9. Committee terms & call for new committee members	There is the opportunity for some committee members to stand down and make way for new ones.	Committee members were asked to think of people who should put in an EOI when the time comes.
10. General Business	<p>Bradley Short inquired about any possibility of upgrades to the Artspace facility as it is almost 20 years old now. Tracey Heathwood confirmed there are plans for an upgrade, but still in process.</p> <p>Next meeting TBA</p>	Meeting request to be forwarded. If anything arises prior to the next meeting, information to be emailed.
11. Close of meeting	The meeting closed at 2.35 pm	

11. CORRESPONDENCE AND OFFICER'S REPORTS

11.1. OFFICE OF THE MAYOR AND CEO

11.1.1. CHRISTMAS CLOSURE AND SCHEDULE OF COUNCIL MEETINGS 2021-2022

Author	Executive Officer (David McKendry)
Responsible Officer	Chief Executive Officer (Michael Thomson)
File Number	Council Meetings Ordinary
Attachments	Nil

Purpose

To finalise the dates for the last Council Meeting for 2021, the first Council Meeting for 2022, and also the meeting schedule for 2022.

Also, to confirm operations of Council over the Christmas and New Year period.

Related Parties

Nil

Corporate Plan Linkage

Organisational Performance - We are an innovative and responsive council that strives for excellence to achieve for our customers and the community. We operate efficiently and effectively to develop strong partnerships with all stakeholders providing value for money services.

Background/Discussion

With the pending Christmas and New Year 2021-2022 period consideration needs to be given to operations of Council and the associated Council meeting dates.

Formalisation is also required for the last Council meeting for 2021, first Council Meeting for 2022, as well as the meeting schedule for 2022.

The Christmas and New Year public holidays for 2021-2022 are as follows –

- Monday 27 December – Christmas Day public holiday
- Tuesday 28 December – Boxing Day public holiday
- Monday 3 January – New Year's Day public holiday

Therefore, this leaves three (3) working days between Christmas and New Year as non-public holidays (Wednesday 29, Thursday 30, and Friday 31 December 2021).

The period between Christmas and New Year is historically a time when most businesses other than retail in Mackay are closed. It is proposed to generally close Mackay Regional Council operations from close of business Friday 24 December 2021 to Monday 3 January 2022 (inclusive), (essentially covering from the afternoon of Christmas Eve and re-commencing Tuesday 4th January 2021).

During closed periods, required rostered minimum staffed crews, and on-call staff, would be available for any identified tasks and essential function areas, with water treatment plants fully staffed as per usual during this period.

Further to the above general closure the following would apply to key services –

Customer Service

The Call Centre would remain operational for all periods excluding the 25 December to 3 January period inclusive (with after-hours services operating during this time for emergency calls)

Front Counter Services –

- Mackay customer service centre will be closed from December 20 to January 9 (inclusive). Reopening on Monday, January 10.
- Mirani customer service centre will be closed from December 25 to January 9 (inclusive). Reopening on Monday, January 10.
- Sarina customer service centre will be closed from December 20 to January 9 (inclusive). Reopening on Monday, January 10.

Libraries

In the years prior to COVID-19, a Library had remained open, however attendance numbers were low and this practice was discontinued. For the Christmas and New Year holiday period, Community and Client Services propose the trial opening of one Library given the well-being impacts of COVID-19 on social connection noted in MRC's Community Pulse Survey. Therefore, Dudley Denny City Library is planned to open on Wednesday 29 to Friday 31 December inclusive, between 10.00am to 2.00pm.

Community Halls

Community Halls will operate as per normal, however, Community and Client Services is presently trialling the management of the Andergrove Community Hall and during the Christmas and New Year holiday period it is proposed that hall booking enquiries would be processed on the next business day being Tuesday 4 January 2022. This would be advertised through MRC's website and Call Centre. On-call arrangements would be via Property Service as per usual practice.

Pools/Bluewater Lagoon

The Bluewater Lagoon will be open and available during this time with the exception of Christmas Day. All other Pools will be operating on standard hours, with the exception of Christmas Day, Boxing Day, and New Year's Day.

Under the provisions of the *Local Government Regulation 2012 (Regulation)*, section 257 requires that a local government must meet at least once per month. To meet this requirement, and accommodate the closure suggestions, the changes for meetings for December and January are proposed as:

- Last Ordinary Meeting 2021 - **Wednesday 8 December 2021** commencing at 10.00 am
- First Ordinary Meeting 2022 - **Thursday 27 January 2022** commencing at 10.00 am (noting that Wednesday 26th is Australia Day).
- Post the 27 January 2022 Ordinary Meeting, meetings would return to the normal schedule of commencing at 10.00 am on the second and fourth Wednesday of the month.
- All meetings to be held in the Council Chambers, Administration Building 73 Gordon Street Mackay.

Consultation and Communication

Mayor, CEO, Directors

Community Lifestyle, Shared Services, Corporate Communications

Consultation has been had with the Bank of Queensland and Smart Services Queensland in relation to the services from the Mirani office.

Public advertisement related to Council meeting changes is required as per section 254B of the *Regulation*, with the exact method of advertisement left to Council's to decide with website and a conspicuous place at its public office (ie official notice board) required as a minimum.

Other front counter and operational closures will be generally advertised and promoted.

Resource Implications

The closure between Christmas and New Year has been standard practice by Council for a number of years.

The extended front counter closures will enable associated staff not otherwise on leave to be redirected to other tasks, including the scanning of archived files which has an ongoing operational benefit by making retrieval quicker and cheaper via electronic means.

Risk Management Implications

During the entire period associated key essential service areas are proposed to be staffed with minimal but appropriately sized crews. Most Council areas will also be serviced by on-call staff or similar if required, especially for emergency events.

Between set Council meetings, decisions are still able to be made under appropriate delegation, plus Council retains the ability to call a Special Meeting out of cycle to address any specific item if required and as may come up.

Conclusion

Regarding the Council meeting schedule, it is recommended that the last Council meeting for 2021 will be held on Wednesday 8 December 2021, and Thursday 27 January be set as the first meeting for 2022, following which the normal scheduling of the 2nd and 4th Wednesday recommence.

In relation to advertising for Council meetings, with website and publishing at Council's public office (ie official notice board) as a minimum, this is seen as satisfactory to advise the public subject also to release of a specific media statement for promotion through local media outlets generally.

Council operational and front counter service closures proposed will also be generally advertised.

Officer's Recommendation

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

1. Council's scheduled Ordinary Meeting for Wednesday 8 December 2021 commencing at 10.00 am be the last Ordinary Meeting for 2021.
2. Council's first Ordinary Meeting for 2022 be held on Thursday 27 January 2022 commencing at 10.00 am.

3. Post the 27 January 2022 Ordinary Meeting, meetings would return to the normal schedule of commencing at 10.00 am on the second and fourth Wednesday of the month.
4. All Ordinary Meetings to be held in the Council Chambers, Administration Building 73 Gordon Street Mackay

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.

ALSO THAT Council notes the listed closure of Council services and functions during the Christmas and New Year holiday period 2021/22, with appropriate advertising and notice provided to the general public.

Mayor Williamson noted that there had been an updated report distributed for this Agenda item.

Council Resolution ORD-2021-287

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

- 1. Council's scheduled Ordinary Meeting for Wednesday 8 December 2021 commencing at 10.00 am be the last Ordinary Meeting for 2021.**
- 2. Council's first Ordinary Meeting for 2022 be held on Thursday 27 January 2022 commencing at 10.00 am.**
- 3. Post the 27 January 2022 Ordinary Meeting, meetings would return to the normal schedule of commencing at 10.00 am on the second and fourth Wednesday of the month.**
- 4. All Ordinary Meetings to be held in the Council Chambers, Administration Building 73 Gordon Street Mackay**

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.

ALSO THAT Council notes the listed closure of Council services and functions during the Christmas and New Year holiday period 2021/22, with appropriate advertising and notice provided to the general public.

Moved Cr Mann

Seconded Cr Jones

CARRIED

11.1.2. FINAL MANAGEMENT REPORT FOR MACKAY REGIONAL COUNCIL 2020/21 FINANCIAL YEAR

Author	Director Organisational Services (Kylie Lamb)
Responsible Officer	Chief Executive Officer (Michael Thomson)
File Reference	2020/21 Audit
Attachments	1. Final Management Letter 2021 [11.1.2.1 - 4 pages]

Purpose

The purpose of this report is to table, for Council's information, the results of the final audit of MRC's Annual Financial Statements. This audit is completed by Council's external auditors on behalf of the Queensland Audit Office.

Related Parties

Nil

Corporate Plan Linkage

Priority: Organisational Performance

Strategy: Financial sustainability and efficiencies - Maintain the financial sustainability of the council by implementing rigorous financial management practices across all council programs.

Background/Discussion

The attached letter summarises the audit findings identified by Council's external auditor (SBB Partners) on behalf of the Queensland Audit Office. In accordance with section 213 of the Local Government Regulation 2012 the Mayor must table a copy of this letter at the next ordinary meeting of the local government.

The Auditor General has issued an unmodified audit opinion on Mackay Regional Council's presented financial statements. This means that the financial statements are presented in all material respects, in accordance with the applicable financial reporting framework.

As part of the external audit, an internal control issue was identified for Management correction. The disclosed internal control deficiency relates to the ageing of completed capital projects (detailed in Appendix A of the attached letter). In particular the delay in recognition of assets in use within Council's asset register, for a significant number of completed projects.

Management is working to rectify this matter.

Consultation and Communication

Chief Executive Officer, Directors, Manager Financial Services

Resource Implications

The final audited results have been brought to account and are reflected in Council's financial reports.

Risk Management Implications

An internal control issue was identified as part of the final audit of MRC's Annual Financial Statements. The audit was completed by external auditors (SBB Partners) on behalf of the Queensland Audit Office.

Corrective action by management is underway to address the issue raised.

Conclusion

The attached letter confirms an unmodified audit opinion on Mackay Regional Council's 2020/21 financial statements.

The internal control deficiency raised by external audit is being addressed by Management.

Officer's Recommendation

THAT Council receives the Final Management Report for Mackay Regional Council for the year ended 30 June 2021.

Mayor Williamson noted the Queensland Audit Office's report summarises the findings of the audit and is forwarded to him for presentation to Council for adoption. Mayor Williamson noted that there had been a comment made in the report about Council's work in progress, and asked the Chief Executive Officer (CEO) to speak to this.

The CEO noted that there was only the one finding, which highlights the strength of Council's governance and transparency of reporting. The CEO recognised that the work in progress had been an ongoing issue for Council for some time, with some measures currently being put in place to address this. The CEO noted that it was pleasing that the very old work in progress had reduced by a couple of millions dollars and it was anticipated that over the course of the next year, this would continue to reduce substantially.

Council Resolution ORD-2021-288

THAT Council receives the Final Management Report for Mackay Regional Council for the year ended 30 June 2021.

Moved Cr May

Seconded Cr Green

CARRIED



15/10/21

Councillor Greg Williamson
Mayor
Mackay Regional Council
73 Gordon Street
MACKAY QLD 4740

Dear Councillor Williamson,

Final Management Report for Mackay Regional Council

We have completed our 2021 financial audit for Mackay Regional Council. The QAO Sector Director Sri Narasimhan has issued an unmodified audit opinion on your financial statements.

The purpose of this letter is to update you on any matters that have arisen since we presented our closing report to the audit committee.

Reporting on issues identified after the closing report

I can confirm that we have not identified significant issues since the presentation of our closing report. Issues and other matters formally reported to management and an update on actions taken by management to resolve these issues is included as Appendix A to this letter.

Report to parliament

Each year we report the results of all financial audits and significant issues to Parliament.

This year we intend to include the results of our audit of Mackay Regional Council in our report to Parliament on the results of the Local Government sector. In this report we will comment on the results of our audit of your financial report, any significant internal control issues we identified, and the overall results of the sector, including, major transactions and events. We will discuss the proposed content of our report with your Chief Executive Officer and will continue to consult as we draft our report. Formally, you will have an opportunity to comment on our report and for these comments to be included in the final report.

Audit fee

The final audit fee for this year is \$155,240 exclusive of GST (2020: \$152,500). This fee is in line with the amount estimated in our external audit plan.

Queensland Audit Office
Level 13, 53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

Phone 07 3149 6000
Email qao@qao.qld.gov.au
Web www.qao.qld.gov.au
 Queensland Audit Office (QAO)

We would like to thank you and your staff for their engagement in the audit this year and look forward to working with your team again next year.

If you have any questions about this letter or would like to discuss any matters regarding our audit service, please contact me on 49511455.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. Hinton', is written over a horizontal line.

P. Hinton CA
Contract Audit Partner
cc: Michael Thomson, Chief Executive Officer, Mackay Regional Council.

SENSITIVE

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Appendix A — Matters previously reported



Status

The following table summarises all control deficiencies, financial reporting issues and other matters that have previously been raised but are not yet resolved. The listing includes issues from our reports this year and those issues raised in prior years not yet resolved.

Our risk ratings are as follows—refer to [Our rating definitions](#) for more detail.

Internal control issues

Financial reporting issues

Significant deficiency	Deficiency	Other matters	High	Medium	Low

Reference	Rating	Issue	Status / Comment Action Date
Internal control issues			
21CR-1		<p>Capital Work in Progress – Ageing of completed projects</p> <p>Audit identified a significant number of completed projects (\$39M) had not progressed through Capital Work in Progress ledgers to be recognised as a completed “in use” asset for inclusion in Council’s asset depreciation registers as at 30 June.</p>	<p>On track for resolution by agreed date</p> <p>Action date: By 30/07/22</p>

SENSITIVE

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Appendix B—Our rating definitions



Internal rating definitions

	Definition	Prioritisation of remedial action
Significant deficiency 	<p>A significant deficiency is a deficiency, or combination of deficiencies, in internal control that requires immediate remedial action.</p> <p>Also, we increase the rating from a deficiency to a significant deficiency based on:</p> <ul style="list-style-type: none"> the risk of material misstatement in the financial statements the risk to reputation the significance of non-compliance with policies and applicable laws and regulations the potential to cause financial loss including fraud, or where management has not taken appropriate timely action to resolve the deficiency. 	This requires immediate management action to resolve.
Deficiency 	A deficiency arises when internal controls are ineffective or missing, and are unable to prevent, or detect and correct, misstatements in the financial statements. A deficiency may also result in non-compliance with policies and applicable laws and regulations and/or inappropriate use of public resources.	We expect management action will be taken in a timely manner to resolve deficiencies.
Other matter 	An other matter is expected to improve the efficiency and/or effectiveness of internal controls but does not constitute a deficiency in internal controls. If an other matter is not resolved, we do not consider that it will result in a misstatement in the financial statements or non-compliance with legislative requirements.	Our recommendation may be implemented at management's discretion.

Financial reporting issues

	Potential effect on the financial statements	Prioritisation of remedial action
High 	We assess that there is a high likelihood of this causing a material misstatement in one or more components (transactions, balances and disclosures) of the financial statements, or there is the potential for financial loss including fraud.	This requires immediate management action to resolve.
Medium 	We assess that there is a medium likelihood of this causing a material misstatement in one or more components of the financial statements.	We expect management action will be taken in a timely manner.
Low 	We assess that there is a low likelihood of this causing a material misstatement in one or more components of the financial statements.	We recommend management action to resolve; however, a decision on whether any action is taken is at management's discretion.

SENSITIVE

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11.1.3. END OF YEAR RESULT 2020/21

Author	Director Organisational Services (Kylie Lamb)
Responsible Officer	Chief Executive Officer (Michael Thomson)
File Reference	Financial Statements

Attachments 1. Budget Statements [**11.1.3.1** - 6 pages]

Purpose

To present the end of year result to Council, upon finalisation of the external audit of the 2020/21 Annual Financial Statements.

Related Parties

Nil.

Corporate Plan Linkage

Priority: Organisational Performance

Strategy: Financial sustainability and efficiencies - Maintain the financial sustainability of the council by implementing rigorous financial management practices across all council programs.

Background/Discussion

The completion of external audit of Council's 2020/21 Annual Financial Statements has concluded with the Auditor-General declaring an unmodified audit opinion. The 2020/21 end of year result is now presented.

Council recorded an operating surplus of \$5.9M for the year, against an amended budget deficit of \$2.65M. This resulted from lower than anticipated materials and services and depreciation expenditure along with a favourable increase in fees and charges and other recurrent income.

The original budget for the 2020/21 financial year was adopted by Council on 24 June 2020 and forecast an operating deficit of \$5.0M. Several budget revisions followed throughout the year to bring to account any known variations to forecast. This included any known or quantifiable impacts from the COVID-19 pandemic and the associated impacts on operations.

Operating revenue reported favourably \$1.7M higher than budget for the period. Other recurrent income and fees and charges largely contributed to this result following an increase in MECC ticket sales following the easing of COVID-19 restrictions along with an increase in plumbing inspections and applications. All revenue streams reported favourably or close to budget apart from grants which reported below budget due to a delay in the delivery of council projects associated with W4Q and NDRRA.

Operating expenditure reported \$6.9M below budget for the period. This is primarily the result of lower than expected materials and services expenditure of \$4.1M, particularly consultants relating to the delay of delivery of council projects. Depreciation also reported \$2.9M below budget subsequent to the comprehensive valuation of the Roads, Bridges and Drainage Network asset class as at 30 June 2020. Employee benefits and finance costs reported slightly above budget.

The reported operating surplus of \$5.9M, in addition to net capital movements of \$44.6M, resulted in Council reporting a favourable net result of \$50.5M. This is a \$7.0M net increase from the prior year.

Council's overall cash position increased by \$15.2M, to report a closing cash balance of \$194.0M which includes investments in short term deposits of \$70.0M. A closing debt balance of \$117.6M was recorded for the period which is \$15.2M less than the prior year.

Community equity increased by \$175M through the period. This was the result of the cumulative income and expenditure movements recorded within the net result \$50.5M. In addition, a further \$49.3M net increase resulting from opening balance adjustments as at 1 July 2020 was brought to account. \$26.6M was identified in accumulated depreciation being overstated subsequent to the comprehensive Roads, Bridges and Drainage Network asset class valuation undertaken in the preceding year as well as \$22.6M captured within the asset data improvement initiative. \$75.2M increase in the written down value of non-current assets following the comprehensive revaluation also contributes to this result.

The end of year results by fund are summarised as follows:

General Fund

Operating revenue achieved \$0.8M greater than budget at period end. Other recurrent income \$1.1M and fees and charges \$0.7M largely contributed to this result as detailed above. This is partially offset by grants, subsidies, contributions and donations reporting \$0.6M below budget in relation to the timing of disaster recovery income, in addition to slight unfavourable variances in all other revenue streams of \$0.4M combined.

Operational expenditure reported \$5.3M under budget at period end. This variance is primarily the result of lower than expected materials and services expenditure of \$2.5M and depreciation of \$2.9M as detailed above. Employee benefits and finance costs reported slightly above budget \$0.1M combined.

Waste Fund

Lower than forecast operating revenue and operating expenditure, resulted in an operating surplus of \$1.1M for the period. Grants, subsidies, contributions and donations and fees and charges, report a cumulative unfavourable variance to budget of \$0.8M. This is offset by a favourable variance in materials and services of \$1.7M, largely as a result of internal waste disposal. While some minor unfavourable variances are evident, all other revenue and expenditure streams remain closely aligned to budget targets.

Water Fund

Operating revenue reported \$1.4M over budget at period end. Favourable results reported on all revenue streams apart from grants, subsidies, contributions and donations which reported \$0.1M below budget. Higher than forecast residential water usage reported in rates and charges of \$0.8M are of note along with increased water recoverable works projects of \$0.4M within sales contracts and recoverable works. Fees and charges also reported \$0.2M above budget due to an increase in plumbing inspections.

Operational expenditure for the period reported \$0.4M over budget at period end. Minor variances to forecast are evident across all categories.

Sewerage Fund

Operating revenue achieved \$0.3M greater than budget at period end. While minor unfavourable variances are noted across most streams apart from fees and charges which reported \$0.4M above budget due to an increase in plumbing inspections and application fees, offsetting the minor unfavourable variance in other revenue streams.

Operational expenditure for the period was \$0.1M under budget. Minor variances to forecast are evident across all categories.

Consultation and Communication

Council's 2020/21 Annual Financial Statements have been reviewed by the Audit Committee and issued an unmodified audit opinion by the Auditor-General.

Resource Implications

Council reported a \$5.9M operating surplus for the 2020/21 financial year, with the net result being a surplus of \$50.5M.

Risk Management Implications

The 2020/21 end of year result is now reflected as the opening balance of Council's long term financial forecast.

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.

Conclusion

Council was able to manage the unprecedented challenges of the COVID-19 pandemic and associated impacts on operations to deliver a favourable result for the period.

The audited 2020/21 Annual Financial Statements, including the Independent Auditor's Report are presented in Council's 2020/21 Annual Report.

Officer's Recommendation

THAT the End of Year Result 2020/21 report be received by Council.

Mayor Williamson noted that there was no change to the results previously forecast with this report being the final adoption by Council of the end of year results.

The CEO reiterated Mayor Williamson's comments that this report finalises that there have been no changes to that previously advised, noting the \$6.9 million operating surplus, the improvement in cash balances and the improvement in community equity ownership.

Cr Bella noted the addition to net capital movements and sought an explanation of this.

The CEO advised that a large part of the capital swings were the revaluation of the asset accounts and the revaluation of roads and drains.

Council Resolution ORD-2021-289

THAT the End of Year Result 2020/21 report be received by Council.

Moved Cr May

Seconded Cr Hassan

Cr May noted that while this was a good result for Council, the surplus has been created mostly due to the favourable change in depreciation, noting that this impacts on Council's profit and loss.

CARRIED

MACKAY REGIONAL COUNCIL
STATEMENT OF INCOME AND EXPENSES
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Orig Budget 2020/21 \$000	Amd Budget 2020/21 \$000	Actual 2020/21 \$000	Budget 2021/22 \$000	Forward Estimate								
					2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000
Operating revenue													
Rates and charges	238,902	239,375	240,464	246,226	253,167	260,251	267,034	273,996	281,270	288,034	294,961	302,102	309,415
Discounts	(18,052)	(18,052)	(18,570)	(18,571)	(19,128)	(19,702)	(20,243)	(20,800)	(21,320)	(21,853)	(22,399)	(22,959)	(23,533)
Remissions	(2,300)	(2,300)	(2,332)	(2,379)	(2,451)	(2,524)	(2,594)	(2,665)	(2,732)	(2,800)	(2,870)	(2,942)	(3,015)
Net Rates and charges	218,550	219,023	219,562	225,276	231,588	238,025	244,197	250,531	257,218	263,381	269,692	276,201	282,867
Fees and charges	17,994	16,549	17,391	17,926	18,282	18,646	19,019	19,399	19,875	20,362	20,861	21,376	21,904
Rental income	1,153	1,181	1,174	1,449	1,477	1,505	1,535	1,566	1,597	1,629	1,662	1,698	1,735
Sales - contracts and recoverable works	7,005	7,481	7,615	7,755	7,887	8,037	8,198	8,362	8,529	8,699	8,873	9,069	9,268
Grants and subsidies	17,242	16,531	15,536	11,240	10,794	10,999	9,207	9,391	9,579	9,770	9,966	10,185	10,362
Interest earned	2,572	2,104	2,196	1,442	1,000	1,174	1,315	1,585	1,903	2,108	2,335	2,598	2,775
Other operating revenue	5,140	3,360	4,502	3,755	3,789	3,861	3,938	4,017	4,097	4,179	4,262	4,356	4,452
Total operating revenue	\$ 269,655	\$ 266,229	\$ 267,975	\$ 268,843	\$ 274,817	\$ 282,247	\$ 287,409	\$ 294,851	\$ 302,798	\$ 310,128	\$ 317,651	\$ 325,483	\$ 333,363
Operating expenses													
Employee costs	86,907	88,382	88,574	89,294	91,834	94,436	97,195	100,037	102,963	106,229	110,120	114,426	118,904
Materials and services	98,126	95,407	91,281	91,851	94,322	98,769	100,279	103,113	106,942	110,061	114,645	117,039	120,027
Finance costs	8,244	8,548	8,571	7,695	6,481	5,367	5,069	4,827	4,607	4,234	4,068	4,243	4,282
Depreciation	81,410	76,542	73,602	79,334	80,228	81,292	82,083	83,119	81,962	81,316	87,265	86,908	88,042
Total operating expenses	274,687	268,879	262,028	268,174	\$ 272,865	\$ 279,864	\$ 284,626	\$ 291,096	\$ 296,474	\$ 301,840	\$ 316,098	\$ 322,616	\$ 331,255
Operating result	\$ (5,032)	\$ (2,650)	\$ 5,947	\$ 669	\$ 1,952	\$ 2,383	\$ 2,783	\$ 3,755	\$ 6,324	\$ 8,288	\$ 1,553	\$ 2,867	\$ 2,108
Capital revenue													
Grants and subsidies	20,520	26,737	22,932	17,150	24,310	21,916	27,119	23,669	25,580	25,649	24,955	27,222	27,638
Contributions from developers	2,000	4,977	10,821	2,500	3,000	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Donated assets	4,000	4,000	15,976	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Other capital income	-	948	1,227	7	-	-	-	-	-	-	-	-	-
Total capital revenue	\$ 26,520	\$ 36,662	\$ 50,956	\$ 23,657	\$ 31,310	\$ 29,416	\$ 34,619	\$ 31,169	\$ 33,080	\$ 33,149	\$ 32,455	\$ 34,722	\$ 35,138
Capital expenses													
Loss on disposal or sale of assets	850	1,033	4,382	740	885	1,077	742	752	1,989	994	1,027	1,015	1,148
Revaluation decrement and loss on impairment	-	-	1,057	-	-	-	-	-	-	-	-	-	-
Other capital expenses	2,000	2,000	961	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Total capital expenses	\$ 2,850	\$ 3,033	\$ 6,400	\$ 2,740	\$ 2,885	\$ 3,077	\$ 2,742	\$ 2,752	\$ 3,989	\$ 2,994	\$ 3,027	\$ 3,015	\$ 3,148
Net result	\$ 18,638	\$ 30,979	\$ 50,504	\$ 21,586	\$ 30,377	\$ 28,722	\$ 34,660	\$ 32,172	\$ 35,415	\$ 38,443	\$ 30,981	\$ 34,574	\$ 34,098

MACKAY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Orig Budget 2020/21 \$000	Amd Budget 2020/21 \$000	Actual 2020/21 \$000	Budget 2021/22 \$000	Forward Estimate								
					2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000
Current assets													
Cash, cash equivalents and investments	125,984	151,663	194,056	141,804	96,965	71,917	64,997	61,350	56,132	51,094	47,810	40,847	35,734
Trade and other receivables	22,267	19,849	28,034	19,780	20,255	20,735	21,163	21,694	22,258	22,723	23,325	23,885	24,455
Contract assets	-	829	4,086	4,086	4,086	4,086	4,086	4,086	4,086	4,086	4,086	4,086	4,086
Other assets	-	3,200	2,710	2,710	2,710	2,710	2,710	2,710	2,710	2,710	2,710	2,710	2,710
Inventories	2,827	3,028	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745
Non-current assets held for sale	-	79	79	79	79	79	79	79	79	79	79	79	79
Total current assets	\$ 151,078	\$ 178,648	\$ 231,710	\$ 171,204	\$ 126,840	\$ 102,272	\$ 95,780	\$ 92,664	\$ 88,010	\$ 83,437	\$ 80,755	\$ 74,352	\$ 69,809
Non-Current Assets													
Investments	3,923	6,159	5,102	5,102	5,102	5,102	5,102	5,102	5,102	5,102	5,102	5,102	5,102
Trade and other receivables	-	-	1,975	-	-	-	-	-	-	-	-	-	-
Property, plant and equipment	3,547,648	3,295,031	3,409,363	3,456,377	3,514,892	3,583,845	3,628,109	3,663,136	3,700,282	3,744,048	3,788,273	3,826,730	3,877,908
Intangible assets	5,182	6,100	6,180	5,158	4,243	3,176	2,109	1,043	23	5	2	-	-
Right of use assets	-	874	822	770	718	665	613	561	509	457	405	353	301
Total non-current assets	\$ 3,556,753	\$ 3,308,164	\$ 3,423,442	\$ 3,467,407	\$ 3,524,955	\$ 3,592,788	\$ 3,635,933	\$ 3,669,842	\$ 3,705,916	\$ 3,749,612	\$ 3,793,782	\$ 3,832,185	\$ 3,883,311
Total assets	\$ 3,707,831	\$ 3,486,812	\$ 3,655,152	\$ 3,638,611	\$ 3,651,795	\$ 3,695,060	\$ 3,731,713	\$ 3,762,506	\$ 3,793,926	\$ 3,833,049	\$ 3,874,537	\$ 3,906,537	\$ 3,953,120
Current liabilities													
Contract liabilities	-	4,239	4,486	4,486	4,486	4,486	4,486	4,486	4,486	4,486	4,486	4,486	4,486
Lease liabilities	-	77	25	25	25	25	25	25	25	25	25	25	25
Trade and other payables	24,757	9,590	31,507	9,326	9,565	9,954	10,157	10,447	10,820	11,109	11,592	11,874	12,207
Borrowings	16,211	16,213	16,167	16,974	18,103	16,672	14,452	13,182	14,335	13,722	10,173	7,887	9,086
Provisions	58,553	60,862	63,111	63,111	62,694	60,990	56,490	49,312	46,166	38,931	34,215	29,571	24,649
Other liabilities	(4,808)	10,457	12,654	12,654	12,654	12,654	12,654	12,654	12,654	12,654	12,654	12,654	12,654
Total current liabilities	\$ 94,713	\$ 101,438	\$ 127,950	\$ 106,576	\$ 107,527	\$ 104,781	\$ 98,264	\$ 90,106	\$ 88,486	\$ 80,927	\$ 73,145	\$ 66,497	\$ 63,107
Non-current liabilities													
Lease liabilities	-	833	831	791	750	709	669	628	588	547	506	466	425
Borrowings	101,716	101,682	101,416	84,703	66,600	83,930	92,480	99,300	96,965	105,245	123,575	127,688	143,604
Provisions	17,684	18,928	16,746	16,746	16,746	16,746	16,746	16,746	16,746	16,746	16,746	16,746	16,746
Other liabilities	-	882	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163
Total non-current liabilities	\$ 119,400	\$ 122,325	\$ 120,156	\$ 103,403	\$ 85,259	\$ 102,548	\$ 111,058	\$ 117,837	\$ 115,462	\$ 123,701	\$ 141,990	\$ 146,063	\$ 161,938
Total liabilities	\$ 214,113	\$ 223,763	\$ 248,106	\$ 209,979	\$ 192,786	\$ 207,329	\$ 209,322	\$ 207,943	\$ 203,948	\$ 204,628	\$ 215,135	\$ 212,560	\$ 225,045
Net community assets	\$ 3,493,718	\$ 3,263,049	\$ 3,407,046	\$ 3,428,632	\$ 3,459,009	\$ 3,487,731	\$ 3,522,391	\$ 3,554,563	\$ 3,589,978	\$ 3,628,421	\$ 3,659,402	\$ 3,693,977	\$ 3,728,075
Community equity													
Retained surplus	2,037,320	2,195,698	2,237,858	2,259,444	2,289,821	2,318,543	2,353,203	2,385,375	2,420,790	2,459,233	2,490,214	2,524,789	2,558,887
Asset revaluation reserve	1,456,398	1,067,351	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188
Total community assets	\$ 3,493,718	\$ 3,263,049	\$ 3,407,046	\$ 3,428,632	\$ 3,459,009	\$ 3,487,731	\$ 3,522,391	\$ 3,554,563	\$ 3,589,978	\$ 3,628,421	\$ 3,659,402	\$ 3,693,977	\$ 3,728,075

MACKAY REGIONAL COUNCIL
STATEMENT OF CHANGES IN EQUITY
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Orig Budget 2020/21 \$000	Amd Budget 2020/21 \$000	Actual 2020/21 \$000	Budget 2021/22 \$000	Forward Estimate								
					2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000
Retained Surplus													
Opening balance	2,018,682	2,164,719	2,164,720	2,237,858	2,259,444	2,289,821	2,318,543	2,353,203	2,385,375	2,420,790	2,459,233	2,490,214	2,524,789
Adjustment to opening balance	-	-	22,635	-	-	-	-	-	-	-	-	-	-
Net result for the period	18,638	30,979	50,504	21,586	30,377	28,722	34,660	32,172	35,415	38,443	30,981	34,574	34,098
Closing balance	\$ 2,037,320	\$ 2,195,698	\$ 2,237,858	\$ 2,259,444	\$ 2,289,821	\$ 2,318,543	\$ 2,353,203	\$ 2,385,375	\$ 2,420,790	\$ 2,459,233	\$ 2,490,214	\$ 2,524,789	\$ 2,558,887
Asset Revaluation Reserve													
Opening balance	1,456,398	1,067,351	1,067,349	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188
Adjustment to opening balance	-	-	26,619	-	-	-	-	-	-	-	-	-	-
Asset revaluation adjustments	-	-	75,217	-	-	-	-	-	-	-	-	-	-
Closing balance	\$ 1,456,398	\$ 1,067,351	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188
Total													
Opening balance	3,475,080	3,232,070	3,232,071	3,407,046	3,428,632	3,459,009	3,487,731	3,522,391	3,554,563	3,589,978	3,628,421	3,659,402	3,693,977
Adjustment to opening balance	-	-	49,254	-	-	-	-	-	-	-	-	-	-
Net result for the period	18,638	30,979	50,504	21,586	30,377	28,722	34,660	32,172	35,415	38,443	30,981	34,574	34,098
Asset revaluation adjustments	-	-	75,217	-	-	-	-	-	-	-	-	-	-
TOTAL COMMUNITY EQUITY	\$ 3,493,718	\$ 3,263,049	\$ 3,407,046	\$ 3,428,632	\$ 3,459,009	\$ 3,487,731	\$ 3,522,391	\$ 3,554,563	\$ 3,589,978	\$ 3,628,421	\$ 3,659,402	\$ 3,693,977	\$ 3,728,075

MACKAY REGIONAL COUNCIL
STATEMENT OF CASH FLOW
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Orig Budget 2020/21 \$000	Amd Budget 2020/21 \$000	Actual 2020/21 \$000	Budget 2021/22 \$000	Forward Estimate								
					2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000
Cash flows from operating activities:													
Receipts from customers	249,924	255,425	248,401	263,849	262,515	269,607	276,329	283,357	290,765	297,797	304,765	312,155	319,671
Payments to suppliers and employees	(185,442)	(206,610)	(178,294)	(204,098)	(186,962)	(195,160)	(202,421)	(210,703)	(213,356)	(223,928)	(229,704)	(236,548)	(244,260)
	\$ 64,482	\$ 48,815	\$ 70,107	\$ 59,751	\$ 75,553	\$ 74,447	\$ 73,908	\$ 72,654	\$ 77,409	\$ 73,869	\$ 75,061	\$ 75,607	\$ 75,411
Interest received	2,572	2,104	3,075	1,442	1,000	1,174	1,315	1,585	1,903	2,108	2,335	2,598	2,775
Non capital grants and contributions	17,249	17,407	15,536	11,806	10,827	10,986	9,337	9,377	9,565	9,758	9,949	10,169	10,349
Borrowing Costs	(7,925)	(7,923)	(7,918)	(6,922)	(5,853)	(4,727)	(4,416)	(4,161)	(3,928)	(3,542)	(3,361)	(3,521)	(3,544)
Net cash inflow (outflow) from operating activities	\$ 76,378	\$ 60,403	\$ 80,800	\$ 66,077	\$ 81,527	\$ 81,880	\$ 80,144	\$ 79,455	\$ 84,949	\$ 82,193	\$ 83,984	\$ 84,853	\$ 84,991
Cash flow from investing activities:													
Payments for property, plant and equipment	(115,083)	(106,133)	(86,100)	(123,995)	(136,489)	(148,109)	(123,471)	(115,990)	(117,784)	(123,646)	(131,258)	(125,472)	(138,161)
Payments for intangible assets	-	-	(26)	(136)	-	-	-	-	-	-	-	-	-
Net movement in loans and advances	1,738	1,738	-	1,975	-	-	-	-	-	-	-	-	-
Proceeds from sale of property plant and equipment	1,730	1,784	2,116	2,117	1,828	1,906	1,500	2,211	1,759	1,641	2,796	3,147	1,845
Grants, subsidies, contributions and donations	22,520	31,686	33,753	19,650	27,310	25,416	30,619	27,169	29,080	29,149	28,455	30,722	31,138
Other investing activities	-	(1,361)	39	(1,993)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Net cash inflow (outflow) from investing activities	\$ (89,095)	\$ (72,286)	\$ (50,218)	\$ (102,382)	\$ (109,351)	\$ (122,787)	\$ (93,352)	\$ (88,610)	\$ (88,945)	\$ (94,856)	\$ (102,007)	\$ (93,603)	\$ (107,178)
Cash flow from financing activities:													
Proceeds from borrowings	-	-	-	-	-	34,000	23,000	20,000	12,000	22,000	28,500	12,000	25,000
Repayment of borrowings	(15,211)	(15,213)	(15,217)	(15,906)	(16,974)	(18,100)	(16,671)	(14,451)	(13,181)	(14,334)	(13,720)	(10,172)	(7,885)
Principal lease repayments	-	-	(68)	(41)	(41)	(41)	(41)	(41)	(41)	(41)	(41)	(41)	(41)
Net cash inflow (outflow) from financing activities	\$ (15,211)	\$ (15,213)	\$ (15,285)	\$ (15,947)	\$ (17,015)	\$ 15,859	\$ 6,288	\$ 5,508	\$ (1,222)	\$ 7,625	\$ 14,739	\$ 1,787	\$ 17,074
Net increase (decrease) in cash held	\$ (27,928)	\$ (27,096)	\$ 15,297	\$ (52,252)	\$ (44,839)	\$ (25,048)	\$ (6,920)	\$ (3,647)	\$ (5,218)	\$ (5,038)	\$ (3,284)	\$ (6,963)	\$ (5,113)
Cash at beginning of reporting period	153,912	178,759	178,759	194,056	141,804	96,965	71,917	64,997	61,350	56,132	51,094	47,810	40,847
Cash at end of reporting period	\$ 125,984	\$ 151,663	\$ 194,056	\$ 141,804	\$ 96,965	\$ 71,917	\$ 64,997	\$ 61,350	\$ 56,132	\$ 51,094	\$ 47,810	\$ 40,847	\$ 35,734

MACKAY REGIONAL COUNCIL
KEY FINANCIAL SUSTAINABILITY METRICS
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Target	Orig Budget 2020/21	Amd Budget 2020/21	Actual 2020/21	Budget 2021/22	Forward Estimate								
						2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Operating surplus ratio <i>Operating result (excluding capital items) as a percentage of operating revenue</i>	0% - 10%	-1.9%	-1.0%	2.2%	0.2%	0.7%	0.8%	1.0%	1.3%	2.1%	2.7%	0.5%	0.9%	0.6%
Current ratio <i>Current assets / current liabilities</i>	Between 1 and 4	1.6	1.8	1.8	1.6	1.2	1.0	1.0	1.0	1.0	1.0	1.1	1.1	1.1
Interest coverage ratio <i>Net interest expense / operating revenue</i>	0% - 5%	2.1%	2.4%	2.4%	2.3%	2.0%	1.5%	1.3%	1.1%	0.9%	0.7%	0.5%	0.5%	0.5%
Net financial liabilities ratio <i>(Total liabilities - current assets) / total operating revenue (excluding capital items)</i>	< 60%	23.4%	16.9%	6.1%	14.4%	24.0%	37.2%	39.5%	39.1%	38.3%	39.1%	42.3%	42.5%	46.6%
Asset sustainability ratio <i>Capital expenditure on renewals / depreciation expense</i>	> 90%	97.0%	93.4%	82.2%	84.7%	88.0%	93.9%	92.4%	91.6%	92.9%	105.6%	101.5%	106.7%	100.3%
Capital expenditure ratio <i>Capital expenditure / depreciation</i>	> 1.1 times	1.5	1.5	1.2	1.6	1.8	1.9	1.6	1.5	1.5	1.6	1.6	1.5	1.6

MACKAY REGIONAL COUNCIL
STATEMENT OF INCOME AND EXPENSES
For the year ending 30 June 2022

	GENERAL				WASTE				WATER				SEWERAGE			
	Orig Budget 2020/21 \$000	Amd Budget 2020/21 \$000	Actual 2020/21 \$000	Budget 2021/22 \$000	Orig Budget 2020/21 \$000	Amd Budget 2020/21 \$000	Actual 2020/21 \$000	Budget 2021/22 \$000	Orig Budget 2020/21 \$000	Amd Budget 2020/21 \$000	Actual 2020/21 \$000	Budget 2021/22 \$000	Orig Budget 2020/21 \$000	Amd Budget 2020/21 \$000	Actual 2020/21 \$000	Budget 2021/22 \$000
Operating revenue																
Rates and charges	121,675	123,330	123,321	126,285	22,267	22,332	22,396	22,958	44,430	43,225	44,083	45,114	50,530	50,488	50,664	51,869
Discounts	(10,525)	(10,525)	(10,811)	(10,793)	(1,242)	(1,242)	(1,265)	(1,282)	(1,916)	(1,916)	(1,973)	(1,976)	(4,369)	(4,369)	(4,521)	(4,520)
Remissions	(2,067)	(2,067)	(2,081)	(2,120)	(35)	(35)	(38)	(39)	(43)	(43)	(54)	(56)	(155)	(155)	(159)	(164)
Net Rates and charges	109,083	110,738	110,429	113,372	20,990	21,055	21,093	21,637	42,471	41,266	42,056	43,082	46,006	45,964	45,984	47,185
Fees and charges	6,284	6,346	7,076	6,596	8,784	7,041	6,476	7,159	1,807	1,782	2,021	2,189	1,119	1,380	1,818	1,982
Rental income	963	966	942	1,249	-	-	-	-	170	191	212	180	20	24	20	20
Sales - contracts and recoverable works	5,715	5,900	5,750	5,960	-	-	-	-	600	887	1,254	1,222	690	694	611	573
Grants and subsidies	13,530	14,786	14,190	10,940	3,712	500	284	300	-	354	238	-	-	891	824	-
Interest earned	1,620	627	647	496	345	405	431	233	296	480	527	335	311	592	591	378
Other operating revenue	4,653	2,873	3,977	3,258	480	480	511	490	7	7	14	7	-	-	-	-
Total operating revenue	\$ 141,848	\$ 142,236	\$ 143,010	\$ 141,871	\$ 34,311	\$ 29,481	\$ 28,795	\$ 29,819	\$ 45,351	\$ 44,967	\$ 46,322	\$ 47,015	\$ 48,146	\$ 49,545	\$ 49,848	\$ 50,138
Operating expenses																
Employee costs	72,374	73,405	73,447	74,344	1,391	1,462	1,471	1,411	6,687	6,942	7,071	7,008	6,455	6,573	6,585	6,531
Materials and services	48,136	51,512	49,012	48,369	24,182	17,985	16,262	18,744	12,802	12,228	12,388	11,920	13,007	13,682	13,619	12,818
Finance costs	3,080	3,181	3,187	2,738	824	1,024	982	916	1,673	1,676	1,701	1,543	2,667	2,667	2,701	2,498
Depreciation	53,149	48,456	45,561	49,708	2,080	2,080	2,011	2,001	13,544	13,549	13,609	14,354	12,637	12,457	12,421	13,271
Total operating expenses	\$ 176,739	\$ 176,554	\$ 171,207	\$ 175,159	\$ 28,477	\$ 22,551	\$ 20,726	\$ 23,072	\$ 34,706	\$ 34,395	\$ 34,769	\$ 34,825	\$ 34,766	\$ 35,379	\$ 35,326	\$ 35,118
Operating result	\$ (34,891)	\$ (34,318)	\$ (28,197)	\$ (33,288)	\$ 5,834	\$ 6,930	\$ 8,069	\$ 6,747	\$ 10,645	\$ 10,572	\$ 11,553	\$ 12,190	\$ 13,380	\$ 14,166	\$ 14,522	\$ 15,020
Capital revenue																
Grants and subsidies	19,988	24,116	20,852	17,150	-	-	-	-	532	729	200	-	-	1,892	1,880	-
Contributions from developers	1,400	3,568	7,649	1,750	-	-	-	-	200	465	1,047	250	400	944	2,125	500
Donated assets	2,000	2,000	12,325	2,000	-	-	-	-	1,000	1,000	1,074	1,000	1,000	1,000	2,577	1,000
Other capital income	-	918	1,062	-	-	36	36	-	-	-	129	7	-	-	-	-
Total capital revenue	\$ 23,388	\$ 30,602	\$ 41,888	\$ 20,900	\$ -	\$ 36	\$ 36	\$ -	\$ 1,732	\$ 2,194	\$ 2,450	\$ 1,257	\$ 1,400	\$ 3,836	\$ 6,582	\$ 1,500
Capital expenses																
Loss on disposal or sale of assets	850	1,033	3,922	740	-	-	-	-	-	-	430	-	-	-	30	-
Revaluation decrement and loss on impairment	-	-	1,057	-	-	-	-	-	-	-	-	-	-	-	-	-
Other capital expenses	1,300	1,300	2,037	1,300	100	100	(1,207)	100	300	300	105	300	300	300	26	300
Total capital expenses	\$ 2,150	\$ 2,333	\$ 7,016	\$ 2,040	\$ 100	\$ 100	\$ (1,207)	\$ 100	\$ 300	\$ 300	\$ 535	\$ 300	\$ 300	\$ 300	\$ 56	\$ 300
Net result	\$ (13,653)	\$ (6,055)	\$ 6,676	\$ (14,428)	\$ 5,734	\$ 6,866	\$ 9,312	\$ 6,647	\$ 12,077	\$ 12,466	\$ 13,468	\$ 13,147	\$ 14,480	\$ 17,702	\$ 21,048	\$ 16,220
Tax equivalents & dividend																
Tax equivalents	(9,687)	(11,111)	(11,150)	(8,961)	1,720	2,060	-	-	3,623	3,740	5,483	4,095	4,344	5,311	5,667	4,866
Dividend	(18,741)	(17,319)	(17,278)	(19,894)	2,887	2,548	4,607	4,676	5,362	5,245	3,502	5,025	10,492	9,526	9,169	10,193
Net result after tax equivalents & dividend	\$ 14,775	\$ 22,375	\$ 35,104	\$ 14,427	\$ 1,127	\$ 2,258	\$ 4,705	\$ 1,971	\$ 3,092	\$ 3,481	\$ 4,483	\$ 4,027	\$ (356)	\$ 2,865	\$ 6,212	\$ 1,161

11.1.4. STRATEGIC FINANCIAL REPORT - SEPTEMBER 2021

Author	Director Organisational Services (Kylie Lamb)
Responsible Officer	Chief Executive Officer (Michael Thomson)
File Reference	Strategic Financial Report

Attachments 1. September 2021 Strategic Financial Report [11.1.4.1 - 19 pages]

Purpose

To adopt Mackay Regional Council's (MRC) Strategic Financial Report for the month of September 2021.

Related Parties

Nil.

Corporate Plan Linkage

Priority: Organisational Performance

Strategy: Financial sustainability and efficiencies - Maintain the financial sustainability of the council by implementing rigorous financial management practices across all council programs.

Background/Discussion

Under Part 9, section 204 of the *Local Government Regulation 2012*, the local government is required to prepare a financial report which the Chief Executive Officer presents at a meeting of the local government once a month.

The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

Consultation and Communication

Chief Executive Officer, Directors, Manager Financial Services.

Resource Implications

MRC is forecasting an operating surplus of \$0.7M for the 2021/22 financial year. The actual operating result for September is a favourable variance of \$1.8M against YTD budget.

Risk Management Implications

Variances will be closely monitored as delivery of the budget progresses.

Conclusion

For the period ending September 2021, MRC reported a favourable operating variance of \$1.8M against YTD budget. Operating revenue reported above forecast primarily due to fees and charges revenue resulting from the recent NRL games hosted at Mackay's BB Print Stadium. Operating expenditure being unbudgeted also contributed to this result, particularly in employee benefits due to vacant positions.

To date, \$23.8M has been expended in the delivery of Council Projects; \$23.5M capital expenditure and \$0.3M operational expenditure. Council projects includes accrued expenditure for works in progress and associated operational costs expended in the delivery of these works.

It should be noted, this report is prepared based on interim opening account balances, pending finalisation of the accounts and QAO certification of the 2021 annual financial statements.

Officer's Recommendation

THAT the attached Strategic Financial Report September 2021 be adopted.

The CEO noted that there was a \$1.8 million surplus forecast for the current financial year, with approximately \$1 million in revenue which is over budget. The CEO advised that on the cost side, the main underspend relates to employee benefits, many of which relate to the vacant positions in Parks which are hoped to be filled in the near future. The CEO advised that based on this, a reforecast has been conducted which the Director of Organisational Services will speak to in the next report.

Council Resolution ORD-2021-290

THAT the attached Strategic Financial Report September 2021 be adopted.

Moved Cr May

Seconded Cr Mann

CARRIED



Strategic Financial Report

> September 2021

Executive summary

Council is forecasting an operating surplus of \$0.7M for the 2021/22 financial year.

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Total operating revenue	268,646	268,843	112,414	113,435	1,021
Total operating expenses	267,963	268,174	67,813	67,022	(791)
Operating surplus / (deficit)	683	669	44,601	46,413	1,812

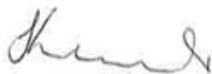
For the month ended 30 September, a favourable operating variance of \$1.8M against YTD budget is reported. Operating revenue is \$1.0M greater than YTD budget forecast, primarily due to fees and charges being higher than forecast, with all other categories achieving close to target. Operating expenses particularly in employee benefits remain lower than estimated across Council programs, contributing to the total operating variance for the period.

Income and expenditure trends are expected to emerge and become evident as the financial year progresses. MRC will continue to closely monitor variances as delivery of the budget continues.

To date, \$23.8M has been expended on council projects and includes associated operational expenditure in the delivery of these projects, representing 18.7% of the annual revised budget. Ongoing risk in project delivery is noted with tightened local market conditions and resource shortage across local building and civil construction firms.

Figures provided are accurate as at the date of publication and are cumulative year to date, which may include adjustments for revenue or expenses accrued from prior accounting periods. 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.

This report is prepared based on interim opening balances, pending finalisation of the accounts and QAO certification of the 2021 annual financial statements. Movements may still occur in the accounts through this process.



Kylie Lamb
Director Organisational Services

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1 Significant risks

Risk	Likelihood	Consequence	Treatment	Financial impact
Nil to report				

2 Areas of concern for noting

Area	Comment
All of MRC - COVID-19	Council continues to monitor the evolving COVID-19 situation and will respond to and report any changes that affect the financial operations of MRC.
All of MRC - asset data cleansing	A significant body of work is currently being undertaken internally to validate, enhance and standardise data within MRC's financial asset classes. Financial impacts arising from this project will be realised in future reporting periods when known.
All of MRC – council projects expenditure	Product and service price increases are observed due to tightened market conditions. This reflects resource shortage across local building and civil construction firms. Difficulties in sourcing some construction material and equipment are also noted. This is likely to negatively impact the capital program delivery and may create variance in future forecast expenditure.
All of MRC – employee vacancies	Due to the tight employment market conditions, Council continues to monitor staff vacancies and the impact on wages budget and operations.

3 Budget analysis – Consolidated

3.1 Income Statement

Income Statement For the period ending 30 September 2021

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Rates and charges	225,276	225,276	101,191	100,851	(340)
Fees and charges	17,925	17,926	6,485	7,619	1,135
Rental income	1,449	1,449	445	444	(1)
Interest income	1,441	1,442	265	297	32
Sales contracts and recoverable works	7,740	7,755	1,003	943	(60)
Other recurrent income	3,754	3,754	1,236	1,224	(11)
Grants, subsidies, contributions and donations	11,061	11,240	1,790	2,056	266
Total operating revenue	268,646	268,843	112,414	113,435	1,021
Employee benefits	89,294	89,294	20,761	19,463	(1,298)
Materials and services	91,640	91,851	27,075	27,691	616
Finance costs	7,695	7,695	1,946	1,846	(100)
Depreciation and amortisation	79,334	79,334	18,031	18,022	(9)
Total operating expenses	267,963	268,174	67,813	67,022	(791)
Operating surplus / (deficit)	683	669	44,601	46,413	1,812
Grants, subsidies, contributions and donations	19,858	23,650	3,396	3,829	434
Other capital revenue	0	7	7	43	36
Capital expenses	(2,740)	(2,740)	656	(660)	(1,316)
Total capital revenue and expenses	17,118	20,917	4,059	3,212	(846)
Net result	17,801	21,586	48,660	49,625	966

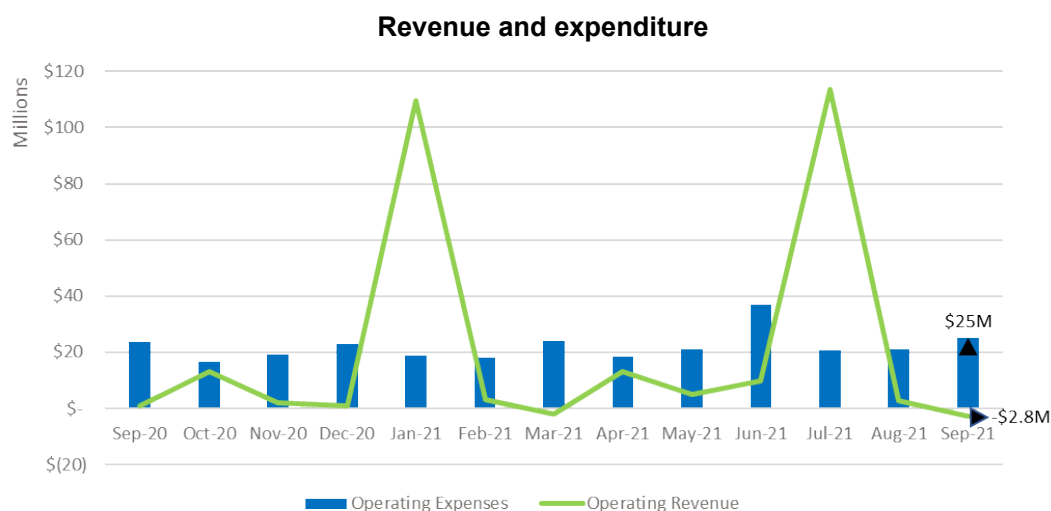
% YTD Variance from YTD Budget

YTD Variance favourable of budget
YTD Variance unfavourable, between 0% and 5% of YTD Budget
YTD Variance unfavourable, more than 5% of YTD Budget

3.2 Revenue and expenditure

Council is currently reporting a favourable variance of \$1.8M against YTD budget for the period. A thorough review of the budget is being undertaken as part of the September budget review where any known variances will be brought to account.

Trend analysis will continue as the financial year progresses.



Revenue

Total operating revenue reports a favourable variance of \$1.0M against YTD budget at the end of September. This is mainly attributable to movement in the revenue categories; fees and charges and grants, subsidies, contributions and donations. During the month, the Mackay region hosted three NRL games, including two NRL semi-finals at Mackay's BB Print Stadium that has contributed to a positive variance in the fees and charges reported, noting there is significant operating expenses associated with staging these events. All other revenue categories reported minor variances to forecast at the conclusion of the period, suggestive of timing.

The original budget includes assumptions around the financial impact of COVID-19 on the MECC and Stadium operations, however remaining uncertainty with the management of events in unprecedented times may create future volatility in these estimates and will be continually monitored and considered as part of upcoming budget review processes.

As depicted in the above graph, allocation of rates discounts in the period were applied on receipt of cash for notices due, resulting in a -\$2.8M operating revenue that is consistent with the previous rating period.

Expenses

Total operating expenses are below budget by \$0.8M at the reporting date. This variance is mainly attributable to lower than forecast expenditure in employee benefits, largely due to vacant positions. Materials and services are partially offsetting this underspend, reporting slightly above budget primarily in equipment hire and funding support. The increase in equipment hire expense is related to the staging of the NRL games and directly associated with some MRC vacant positions within Civil Operations, where wet hire is utilised to achieve levels of service.

Slight favourable variances in the remaining categories are observed, MRC will continue to closely monitor emerging trends as the year progresses with variances considered as part of the budget review processes.

Capital revenue and expenses

Total capital revenue and expenses is reporting an unfavourable variance of \$0.8M against YTD budget at period end. This is primarily the result of asset disposals, with expenses anticipated to realign with budget as the year progresses.

3.3 Council projects expenditure

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Capital expenditure ^	109,537	124,131	23,771	23,541	(230)
Operational expenditure	2,441	2,929	168	266	98
Total council projects expenditure	111,978	127,060	23,939	23,807	(132)

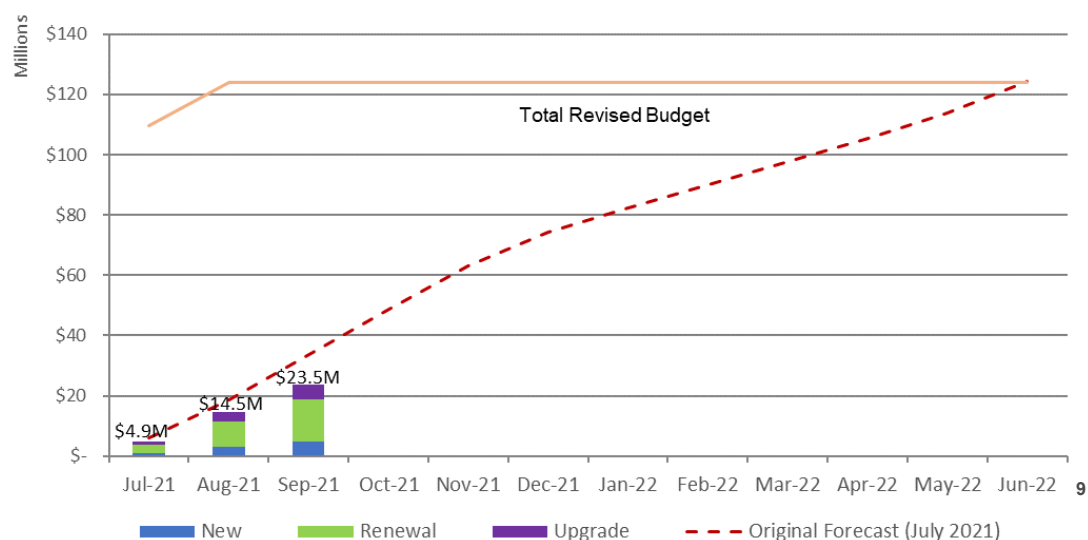
Total council projects expenditure is currently tracking \$0.1M behind YTD budget.

Ongoing risk in project delivery continues with tightened local market conditions and resource shortage across local building and civil construction firms. Some delay in the commencement of new works is observed as efforts are directed to finalise those already underway.

3.3.1 Capital expenditure

Capital projects expenditure is currently tracking \$0.2M behind YTD budget. This represents 99% of YTD budget; noting this amount includes accrued expenditure for work completed in the month.

Cumulative capital expenditure



4 Balance Sheet

4.1 Statement of financial position

Statement of Financial Position For the period ending 30 September 2021

	Annual Original Budget \$000	Annual Revised Budget \$000	Actual \$000
Current assets			
Cash and cash equivalents	122,016	111,600	182,533
Investments	0	0	45,000
Trade and other receivables	19,766	19,780	34,194
Contract Assets	829	829	2,837
Other assets	3,200	3,200	167
Inventories	3,028	3,028	3,009
Non-current assets classified as held for sale	79	79	79
Total current assets	148,918	138,516	267,819
Non-current assets			
Investments	6,159	6,159	5,102
Trade and other receivables	0	0	1,975
Property, plant and equipment [^]	3,327,452	3,341,656	3,415,000 [^]
Right of use assets	822	822	822
Intangible assets	5,077	5,077	5,912
Total non-current assets	3,339,510	3,353,714	3,428,803
Total assets	3,488,428	3,492,230	3,696,623
Current liabilities			
Trade and other payables	9,310	9,327	27,973
Borrowings	17,282	17,282	12,296
Lease liabilities	77	77	15
Provisions	60,862	60,862	63,111
Contract Liabilities	4,239	4,239	8,393
Other liabilities	10,457	10,457	6,843
Total current liabilities	102,227	102,244	118,632

Non-current liabilities			
Borrowings	84,708	84,708	101,416
Lease liabilities	833	833	831
Provisions	18,928	18,928	16,746
Trade and other payables	882	882	0
Other liabilities	0	0	1,163
Total non-current liabilities	105,351	105,351	120,156
Total liabilities	207,578	207,595	238,788
Net community assets			
	3,280,850	3,284,635	3,457,842
Community equity			
Retained surplus	2,213,498	2,217,284	2,288,654
Asset revaluation surplus	1,067,352	1,067,351	1,169,188
Total community equity	3,280,850	3,284,635	3,457,842

^ refer section 4.4 for breakdown

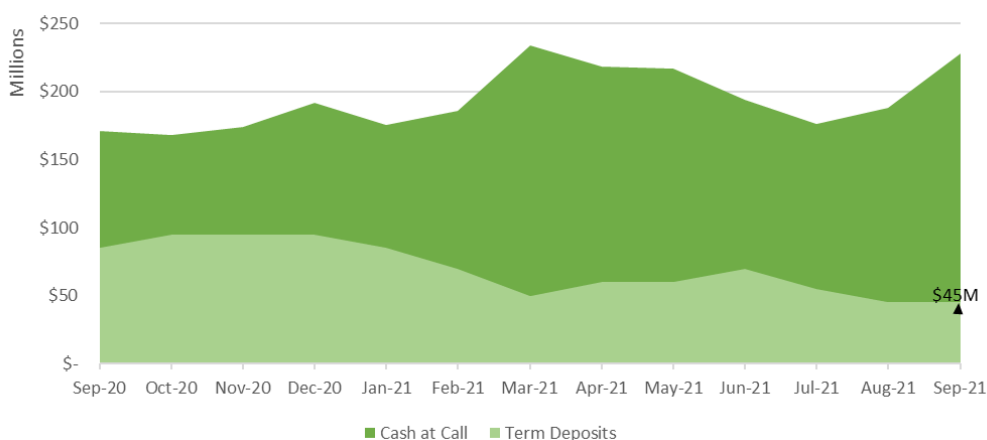
4.2 Cash and Investment Portfolio

4.2.1 Total Cash and Investment Portfolio

The total balance of MRC's cash at call and investments, at the end of the reporting period, is shown in the graph below. Please note, the balance of cash at call will vary from the reported balance of cash and cash equivalents on the statement of financial position due to unbanked cheques and other uncleared amounts.

MRC is currently holding a significant percentage (80%) of the portfolio balance with Queensland Treasury Corporation (QTC) in accordance with Council's Investment Policy. This balance continues to return yields that have been assessed as comparable or better than forecast term deposit returns from other financial institutions.

Closing investment portfolio balance



MRC's portfolio diversification

	Actual \$000	Percentage of Portfolio	Weighted Average Rate of Return
Major Banks	10,000	4%	
A2	30,000	13%	
A3	5,000	2%	
Total investments in term deposits	45,000	20%	0.58%
QTC	181,727	80%	
Other financial institution	1,526	1%	
Total cash at call	183,254	80%	0.69%
Total investment portfolio	228,254	100%	

Note: All investment categories referenced are in accordance with MRC's adopted investment policy. This is available for viewing via the Mackay Regional Council website.

4.2.2 Cash and cash equivalents

MRC's cash and cash equivalents are subject to internal and external restrictions that limit amounts available for discretionary or future use. At the end of the reporting period, approximately \$122M was maintained in various reserves and is anticipated to be expended over various timeframes.

A significant amount of the reserve balances relates to funds received as contributions for future capital trunk infrastructure. MRC regularly conducts review on reserve balances to confirm the validity of restrictions.

4.2.3 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 \$45M invested with financial institutions other than QTC. Maturity of these investments is scheduled between October 2021 and September 2022.

The MRC portfolio return continues to exceed the benchmark of Ausbond Bank Bill Index at the end of the reporting month. While investments continue to perform well against the current market, volatility in this area has been observed with indicators suggestive of a prolonged period of low interest rates. The implications from low market interest rates on Council's forecast interest income budget will continue to be monitored.

	September	12 Month Comparative
MRC Portfolio	0.62%	0.80%
AusBond Bank Bill Index	0.04%	0.19%

4.3 Receivables

Revenue is recognised at the amounts due at the time of sale or service delivery. MRC's standard settlement terms for trade receivables are 30 days from invoice date.

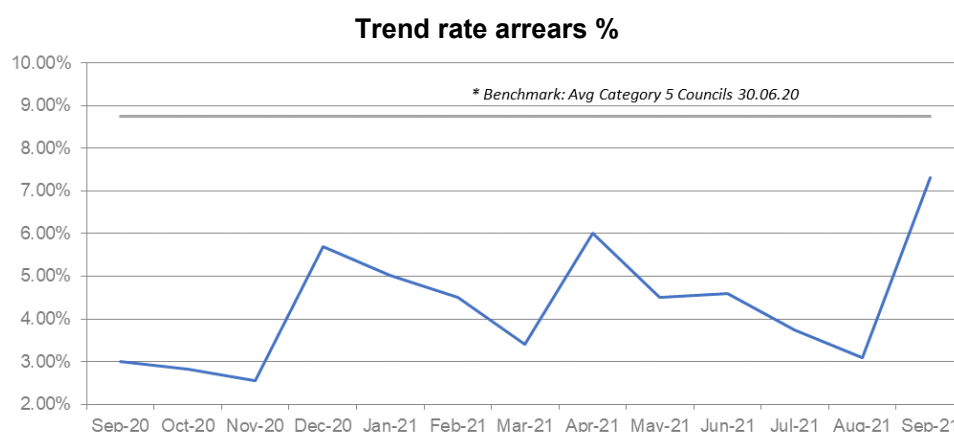
4.3.1 Rates Receivables

Rates and charges revenue represent ~84% of MRC's revised operating revenue budget for the financial year. MRC constantly 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	Current year 2021/2022	1 year 2020/2021	2 years 2019/2020	> 3 years
	\$000	\$000	\$000	\$000	\$000
Total rate arrears	16,520	10,885	3,298	1,329	1,008

	Issue date of notice	Due date for payment
Rates notice		
Pensioner Rates	16/08/2021	15/09/2021 01/12/2021
Rates reminder notice	04/10/2021	18/10/2021
Water notice	01/11/2021	01/12/2021

Rates fell due for payment within September representing the current spike in rates arrears. COVID-19 business support measures were adopted as this time last financial year deferring payment to December as depicted in the following graph. The current arrears balance is anticipated to decrease as collection action continues, noting pensioners have until December to make payment and receive discount.



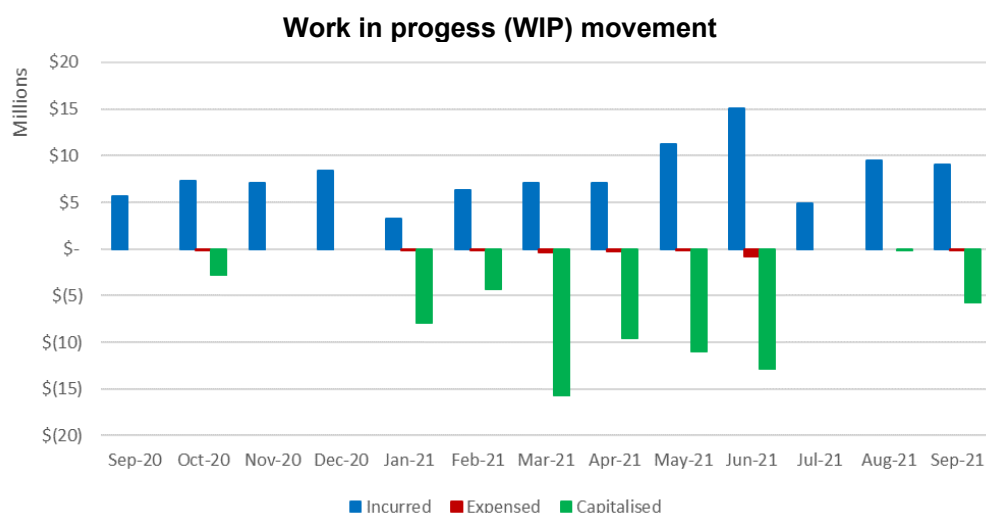
* Each year the Department of State Development, Infrastructure, Local Government and Planning collects information from local governments about the key services they provide and publishes it in the Queensland local government comparative information report. The report includes a suite of efficiency, effectiveness and quality-of-service indicators covering key functional and financial areas of local government, including rates arrears performance indicators. The benchmark reported above represents the average rates arrears of like councils (category 5) for comparative years as at 30 June 2020.

4.4 Property, plant and equipment

Property, Plant and Equipment

	Annual Original Budget \$000	Annual Revised Budget \$000	Actual \$000
Opening balance as at 1 July	3,295,905	3,295,031	3,409,363
Opening balance adjustment	0	0	1,171
Net additions (including WIP) and contributed assets	113,686	128,132	23,535
Depreciation	(79,282)	(78,260)	(17,758)
Write off / disposed	(2,857)	(3,247)	(1,315)
Transfers to other asset classes	0	0	4
Closing balance	3,327,452	3,341,656	3,415,000

The bulk of MRC's assets are in the form of infrastructure, such as roads, drainage water and sewerage assets. Significant parts of MRC's long-term financial forecast are focused on the construction, upgrade and renewal of these assets. Please refer to section 3.3 Council Projects Expenditure for current year budget estimates.

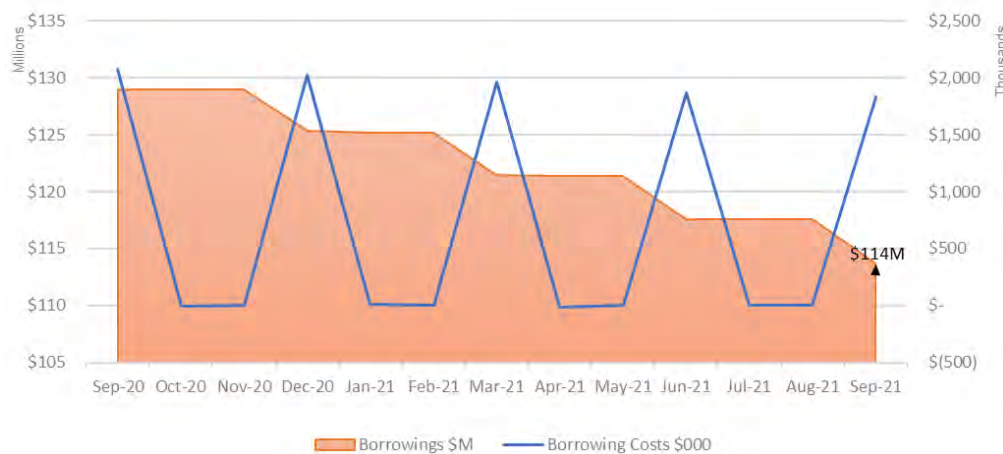


*Note: **Incurred**; represents capital expenditure for the construction or acquisition of assets transferred to WIP. These assets are incomplete and are non-depreciating. **Capitalised**; refers to the addition of property, plant and equipment in MRC's asset register during the financial year. **Expended**; relates to costs transferred from WIP that will not be capitalised, with expenditure recognised in the Comprehensive Income Statement.*

4.5 Borrowings

Loan borrowings are an important funding source for local government. They reflect that the full cost of infrastructure should not be borne entirely by present-day ratepayers, instead future ratepayers who will benefit from the infrastructure should contribute.

Borrowing costs associated with the debt balance are recognised when the principal payments are made on a quarterly basis. At the end of September, MRC had \$114M in total loan borrowings outstanding. In line with the council debt policy, no new borrowings are forecast in the current financial year.



5 Cash Flow

5.1 Statement of cash flows

Statement of Cash Flows For the period ending 30 September 2021

	Annual Original Budget \$000	Annual Revised Budget \$000	Actual \$000
Cash flows from operating activities			
Receipts from customers	255,915	255,917	104,268
Payments to suppliers and employees	(181,988)	(182,180)	(48,420)
Interest income	1,442	1,442	297
Non-capital grants, subsidies, contributions and donations	11,063	11,241	2,056
Borrowing costs	(6,922)	(6,922)	(1,836)
Net cash inflow from operating activities	79,510	79,498	56,365
Cash flows from investing activities			
Payments for property, plant and equipment	(111,538)	(124,131)	(23,534)
Payments for investments	311	311	25,000
Other capital income	0	0	43
Other capital expenses	0	(1,993)	(1)
Proceeds from sale of property, plant and equipment	2,117	2,507	656
Capital grants, subsidies, contributions and donations	15,858	19,650	3,829
Net cash outflow from investing activities	(93,252)	(103,656)	5,993
Cash flows from financing activities			
Repayment of borrowings	(15,905)	(15,905)	(3,871)
Repayments made on leases (principal only)	0	0	(10)
New cash outflow from financing activities	(15,905)	(15,905)	(3,881)
Net increase / (decrease) in cash and cash equivalents	(29,647)	(40,063)	58,477
Cash and cash equivalents at beginning of the period	151,663	151,663	124,056
Cash and cash equivalents at end of the period	122,016	111,600	182,533

6 Financial analysis

6.1 Key performance indicators

Ratio	Description	Target	FY2020	Unaudited FY2021	Revised Budget FY2022	September FY2022
Operating surplus ratio (%)	Extent to which operating revenues covers operating expenses (excludes capital items)	0% - 10%	(0.9%)	2.2%	0.2%	40.9%
Interest coverage ratio (%)	Extent to which operating revenues cover net interest expense	0% - 5%	2.0%	2.4%	2.3%	1.4%
Net financial liabilities ratio (%)	Extent to which net financial liabilities can be serviced by operating revenues	< 60%	17.7%	6.1%	25.7%	(25.6%)
Current ratio	Extent to which current assets cover current liabilities	Between 1 and 4	1.7	1.8	1.4	2.3
Asset sustainability ratio (%)	Extent to which the infrastructure assets are being replaced/renewed	> 90%	58.2%	82.2%	84.6%	78.1%
Capital expenditure ratio (times)	Extent to which capital expenditure exceeds depreciation.	> 1.1 times	1.1	1.2	1.6	1.3

Year to date results are indicative of business timing in the delivery of the annual budget and are anticipated to return to revised budget levels by the end of the financial year following finalisation of year end processes.

The actual asset sustainability ratio is consistently below target, which is reflective of the relative new age of MRC's asset base, primarily resulting from a period of high growth and a sustained period of NDRRA repairs. This in effect means the requirement to spend significant funds on renewals at this stage is relatively low, however this will be monitored in the future to ensure spend is sufficient.

The key performance indicator trends are observed in the following graphs. Historical financial years are represented on the axes using actual (a) results, with revised budget forecasts (f) applied in future financial periods.

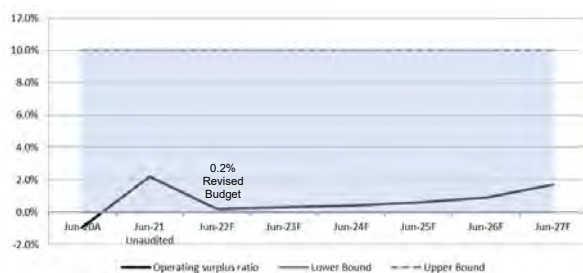
This report is prepared based on interim opening balances, pending finalisation of the accounts and QAO certification of the 2021 annual financial statements. Movements may still occur in the accounts through this process.



Strategic Financial Report > September 2021

Operating surplus ratio %

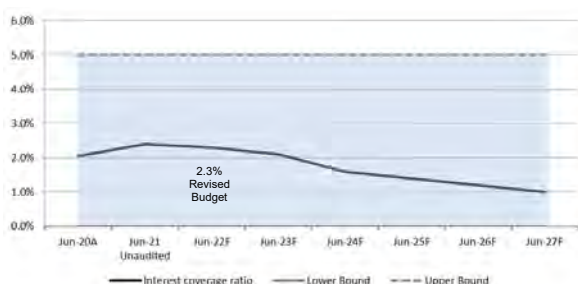
A percentage between 0% and 10% over the long term means Council is expecting to generate healthy levels of revenue with an ability to fund proposed capital expenditure and / or debt repayments.



Interest coverage ratio %

This ratio measures the extent to which operating revenues are committed to funding interest expense.

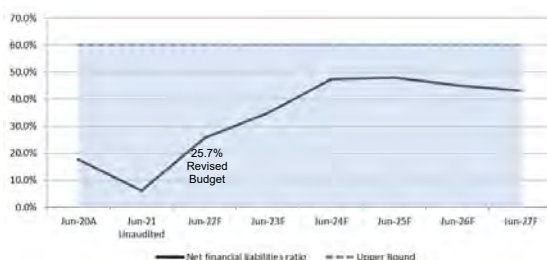
It is noted that MRC is expected to remain within target bounds indicative that the financial risk is being effectively managed.



Net financial liabilities ratio %

This ratio measures Council's ability to fund its net financial liabilities from recurrent revenue.

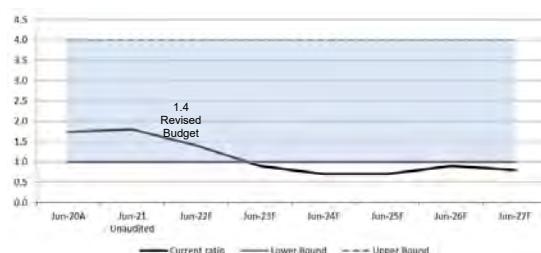
It is noted that MRC is expected to remain within target bounds indicative that the financial risk is being effectively managed.



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.



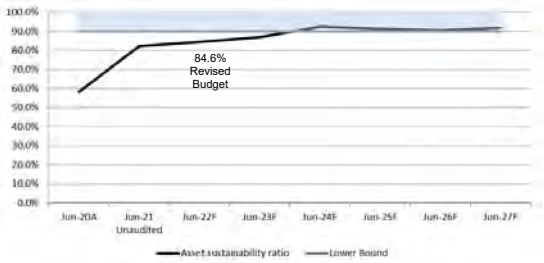


Asset sustainability ratio %

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 Councils' Long Term Financial Forecast, it does contribute to sustainable asset replacement over the long term.

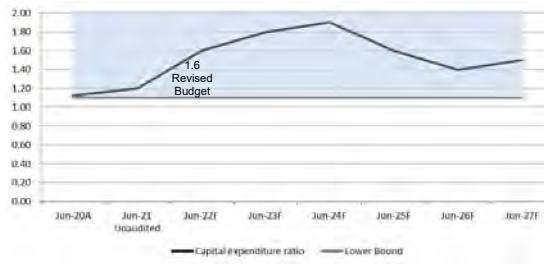
This ratio is also reflective of the relative new age of MRC's asset base following a period of high growth and a sustained period of NDRRA repairs. This means the requirement to spend significant funds on renewals at this stage is relatively low but will be monitored to ensure future spend is sufficient.



Capital expenditure ratio (times)

This ratio measures the extent to which annual capital expenditure is covered by annual depreciation. A ratio above 1.1 indicates investment in long term asset growth beyond current existing levels.

This ratio indicates that council is willing to invest more than depreciation into expanding its assets base for the life of the adopted Long Term Financial Forecast.



7 Budget analysis - Commercial businesses

7.1 Mackay Water Services

Income Statement For the period ending 30 September 2021

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Operating revenue	97,358	97,153	35,759	35,619	(140)
Operating expenses	38,433	38,276	9,009	9,127	118
Earnings before interest, depreciation, dividend and tax	58,925	58,877	26,750	26,492	(258)
Finance costs	4,041	4,041	1,055	1,028	(27)
Depreciation	27,625	27,625	6,688	6,690	2
Earnings before dividend and tax	27,259	27,211	19,007	18,774	(233)
Dividend and tax	24,179	24,179	6,045	6,045	0
Operating surplus / (deficit)	3,080	3,032	12,962	12,729	(233)
Total capital revenue and expenses	2,150	2,658	757	767	10
Net result	5,230	5,690	13,719	13,496	(223)

% YTD Variance from YTD Budget

YTD Variance favourable of budget
YTD Variance unfavourable, between 0% and 5% of YTD Budget
YTD Variance unfavourable, more than 5% of YTD Budget

Mackay Water Services is reporting an operating surplus of \$12.7M for the month of September, which is a \$0.2M unfavourable variance against YTD budget.

Operating revenue is \$0.1M below YTD budget at period end. This is primarily seen in rates, levies and charges which should align as the year progresses. All other revenue categories are reporting close to or slightly favourable to YTD budget.

Total expenses (operating expenses, finance costs and depreciation) are reporting an unfavourable variance of \$0.1M against YTD budget at period end. Materials and services accounts for much of the variance which is anticipated to return to budget as the year progresses, with all other expense categories reporting close to or slightly favourable to YTD budget.

Total capital revenue and expenses are reporting a favourable variance against YTD budget.

7.2 Mackay Waste Services

Income Statement For the period ending 30 September 2021

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Operating revenue	29,855	29,819	12,846	12,661	(185)
Operating expenses	20,191	20,155	4,884	4,410	(474)
Earnings before interest, depreciation, dividend and tax	9,664	9,664	7,962	8,251	289
Finance costs	916	916	193	188	(5)
Depreciation	2,001	2,001	462	461	(1)
Earnings before dividend and tax	6,747	6,747	7,307	7,602	295
Dividend and tax	4,676	4,676	1,169	1,169	0
Operating surplus / (deficit)	2,071	2,071	6,138	6,433	295
Total capital revenue and expenses	(100)	(100)	0	0	0
Net result	1,971	1,971	6,138	6,433	295

% YTD Variance from YTD Budget

YTD Variance favourable of budget
YTD Variance unfavourable, between 0% and 5% of YTD Budget
YTD Variance unfavourable, more than 5% of YTD Budget

Mackay Waste Services is reporting an operating surplus of \$6.4M for the month of September, which is a \$0.3M favourable variance against YTD budget.

Operating revenue is \$0.2M below YTD budget at period end. This is primarily seen in fees and charges which should align as the year progresses. All other revenue streams remain closely aligned to YTD budget.

Total expenses (operating expenses, finance costs and depreciation) are reporting a favourable variance of \$0.5M against YTD budget at period end. Materials and services accounts for much of the variance due to an increase in internal waste disposal income which will be addressed in a future budget review. All other expense categories are reporting close to or slightly favourable to YTD budget.

Total capital revenue and expenses has seen no activity for the first quarter, which is to be expected.

11.1.5. SEPTEMBER BUDGET REVIEW

Author Director Organisational Services (Kylie Lamb)
Responsible Officer Chief Executive Officer (Michael Thomson)
File Reference 2021/2022 Budget

Attachments

1. Capital Project Listing [11.1.5.1 - 2 pages]
2. Budget Statements [11.1.5.2 - 6 pages]

Purpose

To present the September 2021 first quarter budget review.

Related Parties

Nil.

Corporate Plan Linkage

Priority: Organisational Performance

Strategy: Financial sustainability and efficiencies - Maintain the financial sustainability of the council by implementing rigorous financial management practices across all council programs.

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 at this time, to better reflect the forecasted closing position for the 2021/22 financial year.

The revised budget proposed for adoption with this report is summarised as follows:

Operational**Revenue**

Category	Description	Amount	Comments
Fees and charges	Venues, events and cultural fees	(\$1,126,092)	Recognition of Stadium events income, noting some offsetting expenses.
Fees and charges	Licence fees and registrations	(\$129,678)	Recognition of additional Health & Regulatory Services income for Health licence fees (\$53K) and Local Laws animal fees (\$77K).
Fees and charges	Other fees and charges	(\$31,275)	Recognition of traffic management plan assessment fees (\$21K) and library photocopying fees (\$9K).
Rental Income	Rental revenue (other)	(\$7,600)	Recognition of additional community hall income received to date (\$8K).
Category	Description	Amount	Comments

Sales contracts and Recoverable works	Sales contracts and recoverable works	(\$461,298)	Recognition of additional RMPC contract income (\$412K) and developer street tree contributions (\$49K).
Other recurrent income	Other recurrent revenue	(\$97,578)	Increase in anticipated income for abandoned vehicles due to engagement of new auctioneer receiving better than budgeted results (\$50K). Recognition of anticipated scrap metal sales income from the Paget Transfer Station (\$30K).
Other recurrent income	Commission earned	(\$26,782)	Recognition of commission earned from Stadium events.
Other recurrent income	Inventory sales	(\$8,735)	Recognition of external gravel sales income (\$6K) and Sugar Shed sales income (\$2K).
Recurrent grants, subsidies, contributions and donations	Government grants and subsidies	(\$213,523)	Reallocation of Works for Qld funding and Federal Covid funding from Capital to Operational to match anticipated spending (\$122K). Recognition of grant funding for Strategic Planning – Trunk Infrastructure Plan and Mitigation Options for McCreadys Creek catchment (\$51K). Recognition of grant funding for the continuation of the Illegal Dumping Hotspot project from the prior financial year (\$43K).
Recurrent grants, subsidies, contributions and donations	Non-Government grants and subsidies	(\$21,250)	Recognition of new sports and recreation grant (\$15K) and recognition of Festival Arts income received (\$10K).
Recurrent grants, subsidies, contributions and donations	Donations	(\$10,000)	Recognition of income from Mackay Regional Gardens Friends for the purchase of new Botanic Gardens database software.
Recurrent grants, subsidies, contributions and donations	Contributions	(\$9,590)	Recognition of additional Development Engineering – Stormwater Quality offset income.
Operational Income in Capital Projects	Various	(\$26,164)	Reallocation of grant revenue from Capital to offset actual costs incurred.
Total operating revenue adjustments		(\$2,169,565)	

Overall total revenue is forecasted to favourably increase by \$2.1M, with various adjustments to grants, fees & charges, grants & subsidies, recoverable works and other recurrent income. It should be noted that additional grant, recoverable works income and some fees and charges for events has a corresponding increase in expenses. Revenue forecasts will continue to be monitored throughout the year to ensure targets are met.

Expenses

Category	Description	Amount	Comments
Employee benefits	Wages and salaries, entitlements and superannuation	(\$512,029)	Various wage adjustments.

Materials and services	Consultants and services	\$875,730	Transport and drainage program development \$450K, Sports and recreation – Brewers Park management \$63K, other Community and Lifestyle initiatives \$83K, finalisation of Works for Qld special grant funded initiatives \$83K, Parks & Environment Leadership training package \$40K and Corporate Communications Community Attitude Survey \$50K.
Materials and services	Grants, subsidies, contributions and donations	\$664,138	Economic Development Invest Mackay Attraction Program \$950K. Offset a reduction due to the underutilisation of the MRC Covid Hardship Grants (\$162K).
Materials and services	Contractors	\$645,524	Civil Operations increase in contractor costs for Main Road's maintenance \$221K and external labour hire due vacant positions \$149K. Also Parks and Environment external labour hire due to vacant positions \$271K.
Materials and services	Equipment and hire fees	\$347,844	Additional hire fees for Stadium events \$222K and external equipment hire fees for unsealed road maintenance program \$98K.
Materials and services	Insurance	\$159,277	Annual insurance renewal cost was higher than anticipated.
Materials and services	Repairs and maintenance	\$92,578	Unsealed road maintenance program of works \$43 and Stadium consumable and traffic management \$27K.
Materials and services	Rates, fees and charges	\$90,218	Royalty fees for Stadium Events \$75K and Walkerston Library lease fees \$15K.
Materials and services	Security	\$85,217	Additional security costs for Stadium events.
Materials and services	Registrations and subscriptions	\$76,038	Increase in subscription fees \$45K and software licence fees \$20K and training registration fees \$11K.
Materials and services	Advertising and marketing	\$34,105	Stadium event television advertising \$15K and Library Program First Five Forever promotional materials \$14K.
Materials and services	Community entertainment and facilities	\$33,951	Library book purchases \$27K and Stadium catering expenses \$6K.
Materials and services	Other materials and services	(\$70,697)	Correction of youth activities grant expenditure to appropriate classification.
Finance Costs	Interest right of use assets	(\$20,587)	Revised full year interest calculations.
Depreciation & Amortisation	Amortisation	(\$12,409)	Revised full year amortisation calculations for right of use assets category.
Operational Expenses in Capital Projects	Various	\$270,137	Net operational movement across multiple capital projects.
Total operating expenditure adjustments		\$2,759,035	

Operating expenditure is forecasted to increase overall by \$2.8M. The majority of the expenditure is associated with increased consultant, contractor and contribution, external hire fees and capital projects related operational expenditure offset by a saving in employee benefits costs due a high number of vacant positions.

	Original Budget \$'000	Current Amended Budget \$'000	September Budget Review Adjustment \$'000	Amended Budget \$'000
Operating Revenue	(\$268,648)	(\$268,843)	(\$2,169)	(\$271,012)
Operating Expense	\$267,966	\$268,174	\$2,759	\$270,933
Operating Surplus/Deficit	(\$682)	(\$669)	\$590	(\$79)

As a result of the above movements in revenue and expenses, MRC's forecasted operating surplus will reduce to \$79K. Work will continue during the remainder of the financial year to closely monitor the effects of COVID-19 on Council operations.

Capital Projects

- See detailed project listing attached

Project	Capital Expenditure Amount	Operational Expenditure Amount	Capital Income Amount	Operational Income Amount
New Project Adjustments	\$853,775	\$112,523	\$0	\$0
Existing Project Adjustments	\$5,819,230	\$288,933	\$1,731,766	(\$26,164)
Existing Project Savings/Cancel	(\$3,781,176)	(\$131,319)	\$0	\$0
Existing Projects Deferred	(\$3,535,445)	\$0	\$175,000	\$0
TOTAL	(\$643,615)	\$270,137	\$1,906,766	(\$24,164)

Capital projects expenditure is forecast to decrease overall by \$0.4M. This is made up of additional capital project expenditure \$7M offset by savings and deferrals of \$7.4M. It should be noted that \$3.5M of expenditure is being deferred until future years (carryover) in line with expected delivery timeframes.

Overall capital grant revenue is increasing by \$1.9M due to the correction of budget for previously recognised grant funding and the unsuccessful TMR grant application for Sydney St River St Intersection.

	Original Budget \$'000	Current Amended Budget \$'000	September Budget Review Adjustment \$'000	Amended Budget \$'000
Capital project budget	\$111,978	\$127,059	(\$373)	\$126,686
- Capital Expenditure	\$109,537	\$124,131	(\$644)	\$123,487
- Operational Expenditure	\$2,441	\$2,928	\$271	\$,3199
Capital funding budget	(\$13,562)	(\$17,470)	\$1,881	(\$15,589)
- Capital funding	(\$13,358)	(\$17,157)	\$1,907	(\$15,250)
- Operational funding	(\$204)	(\$313)	(\$26)	(\$339)

In summary, known changes to the program of works have been identified and adjusted as detailed above.

Ongoing review of the capital program will continue throughout the year and changes identified will be reported to Council for approval.

Consultation and Communication

The requirements of the capital program are constantly monitored during the financial year, including detailed monthly reporting to Management and Councillors.

Identified changes which require budget amendments will be reviewed by the Executive Leadership Team and presented regularly to Council for approval.

Resource Implications

The revised capital project expenditure program for 2021/22 has decreased overall by \$0.4M to \$126.7M.

The operating surplus has reduced to \$79K. This will continue to be monitored during the year and adjusted if required in future budget reviews.

Risk Management Implications

The budget needs to reflect expected costs of delivery, so budgets for 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 23 June 2021 and adjustments throughout the year.

Conclusion

The September 2021 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 next monthly Strategic Financial Report.

The Long Term Financial Forecast has been updated based on the changes identified in this report and the effect on future forecasts.

Council's current forecasted operating surplus is \$79K for the 2021/22 financial year. Costs and revenue will continue to be monitored especially in relation to the ongoing effects of COVID-19 on our business.

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 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.

The Director for Organisational Services Kylie Lamb, provided an overview of the September Budget Review report noting that there is a reduction in the current budget operational surplus. The Director noted that the predicted end of year results would be monitored and adjusted as required.

Mayor Williamson noted that the report provided a good review of the budget at this time of year and maintains that Council is on target for a small surplus at the end of the year.

Cr Jones noted the use of external labour hire due to vacancies in the organisation and queried what percentage of wages budgeted for those positions is being used to cover the labour hire.

The Director advised that she would take the question on notice.

Cr Jones referred to the Capital Projects Details spreadsheet noting the items listed as MECC Entrance Pavement Replacement and the JCC/MECC Area Between Pavement Replacement, and queried why there were two separate budget allocations.

The Director advised that this is because they are delivered as two separate projects in Council's asset register.

Cr Jones noted that there were six rural bridges needing urgent work and queried why this was the case.

The Director for Engineering and Commercial Infrastructure Jason Devitt, advised that Council continue to undertake conditioning assessments and reviews and if issues are found that are considered to be high risk, the rectification work is brought forward.

Cr Bonaventura queried if the results were collated from the NRL events held at BB Print Stadium recently.

The Director advised that she had not seen the final results, but believed it showed a small loss.

Cr Bonaventura asked if this information would come to Council.

The Director advised that it would be reported to Council.

Council Resolution ORD-2021-291

THAT the changes identified in the September budget review be adopted and become the approved amended budget.

Moved Cr May

Seconded Cr Jones

Cr May noted that with Council having such a large overall budget, including the capital projects, it is inevitable there will be changes throughout the year. Cr May thanked the staff, acknowledging that there is a significant amount of work that goes into the budget review process.

CARRIED

Capital Projects Detail - By Project

Project	Type	Project Description	PROJECT ADJUSTMENTS				PROJECT SAVINGS/CANCELLATIONS				DEFERRED PROJECT				COMMENTS
			Capital Expenditure Amount	Operational Expenditure Amount	Capital Income Amount	Operational Income Amount	Capital Expenditure Amount	Operational Expenditure Amount	Capital Income Amount	Operational Income Amount	Capital Expenditure Amount	Operational Expenditure Amount	Capital Income Amount	Operational Income Amount	
		NEW PROJECTS													
90696	NEW	MECC Entrance Pavement Replacement	186,000	-	-	-	-	-	-	-	-	-	-	-	Emergent Works for failing pavements.
90703	NEW	Gordon White Library Pavement Replacement	79,200	-	-	-	-	-	-	-	-	-	-	-	Emergent Works for failing pavements.
90399	NEW	Sarina Sugar Shed Kitchen Replacement	75,000	-	-	-	-	-	-	-	-	-	-	-	Emergent work to rectify trade waste non-compliance aspect of the kitchen.
90698	NEW	Andergrove Hall, Security & CCTV Installation	58,650	-	-	-	-	-	-	-	-	-	-	-	Emergent Works due to change in operational management
90697	NEW	Paget Depot, Washbay Vacuum & Equipment Replacement	49,450	-	-	-	-	-	-	-	-	-	-	-	Emergent Works for Paget Depot Washdown new vacuum system.
90398	NEW	Walkerston Library Relocation	48,224	112,523	-	-	-	-	-	-	-	-	-	-	Library relocation cost as current lease due to end.
90695	NEW	JCC/MECC Area Between Pavement Replacement	48,000	-	-	-	-	-	-	-	-	-	-	-	Emergent Works for failing pavements.
90704	NEW	Senior Citizens Security System Upgrade	43,000	-	-	-	-	-	-	-	-	-	-	-	Concept approval to upgrade security at the centre.
57047	NEW	Sydney Street Lighting Upgrade	39,000	-	-	-	-	-	-	-	-	-	-	-	Operational budget funds transferred to capital project
22340	NEW	Parks Bucasia Green Waste Facility	37,058	-	-	-	-	-	-	-	-	-	-	-	Establish new hardstand and fenced greenwaste site for Parks & Environment.
90699	NEW	The Dome, Chiller Compressor & Controller Replacement	32,400	-	-	-	-	-	-	-	-	-	-	-	Emergent Works to replace chiller and controller.
70238	NEW	Keelan St SRM - Renewal	30,000	-	-	-	-	-	-	-	-	-	-	-	Compensation cost to create easement.
63433	NEW	Sarina Reservoir No. 2 Renewal	25,000	-	-	-	-	-	-	-	-	-	-	-	Project cost for reservoir refurbishment.
22342	NEW	Camilleri Park Amenities Security Screens	20,000	-	-	-	-	-	-	-	-	-	-	-	Emergent Works to upgrade amenities security screens.
90497	NEW	Mangrove Cap Erosion Control	17,500	-	-	-	-	-	-	-	-	-	-	-	Stabilisation works at Mangrove cap (Sandfly Creek).
90701	NEW	Blue Water Lagoon, Irrigation & UV Replacement	16,800	-	-	-	-	-	-	-	-	-	-	-	Emergent works to fix irrigation and UV system failure.
57240	NEW	Searforth School Setdown Area	16,100	-	-	-	-	-	-	-	-	-	-	-	Emergent Works due to customer complaints.
57239	NEW	LATM Bucasia State School Kemp St	15,393	-	-	-	-	-	-	-	-	-	-	-	Emergent Works due to customer complaints.
22343	NEW	Walkerston Cemetery Driveway	10,000	-	-	-	-	-	-	-	-	-	-	-	Emergent works to repair cemetery driveway.
20943	NEW	Langfords Park, Eton Playground Renewal	6,000	-	-	-	-	-	-	-	-	-	-	-	Concept approval for Business case development.
90705	NEW	Memorial Pool Shell Painting	1,000	-	-	-	-	-	-	-	-	-	-	-	Concept approval for Business case development.
		EXISTING PROJECTS													
51735	EXG	Belmunda Rd Culvert Rehabilitation	619,243	-	(31,189)	-	-	-	-	-	-	-	-	-	Project priority to start in FY21/22 from FY22/23 LTFF budget.
51690	EXG	Owens Creek Loop Rd 143857 Culvert Rehabilitation	598,709	-	-	-	-	-	-	-	-	-	-	-	Project priority to start in FY21/22 from FY22/23 LTFF budget.
10020	EXG	Property Services - Unspecified Works - Header Account	563,126	-	-	-	-	-	-	-	-	-	-	-	Header Account allowance for ongoing minor Emergent works.
56402	EXG	Seagull Street, Slade Point	450,000	-	6,457	-	-	-	-	-	-	-	-	-	Additional cost for boat ramp works.
51689	EXG	Owens Creek Loop Rd 143858 Culvert Rehabilitation	432,000	-	-	-	-	-	-	-	-	-	-	-	Project priority to start in FY21/22 from FY22/23 LTFF budget.
51685	EXG	Griffins Rd CUL363400 Culvert Rehabilitation	429,236	-	-	-	-	-	-	-	-	-	-	-	Project priority to start in FY21/22 from FY22/23 LTFF budget.
53990	EXG	C19F2 Willetts Rd Gooseponds Creek, Stage 3	372,772	2,900	-	-	-	-	-	-	-	-	-	-	Increase in tender pricing for awarded contract.
70207	EXG	Mt Bassett SPS renewals	291,000	-	-	-	-	-	-	-	-	-	-	-	Required for barometric loop & internal MRC works and inspection.
62098	EXG	Midge Point Water Network	200,000	-	-	-	-	-	-	-	-	-	-	-	Additional time and costs associated with final connections.
10487	EXG	Endpoint Device Replacement	165,000	35,000	-	-	-	-	-	-	-	-	-	-	Budget for other RFID replacement.
90592	EXG	Blue Water Lagoon - Roof Renewal	145,450	-	-	-	-	-	-	-	-	-	-	-	Emergent works additional funds to complete project.
22316	EXG	Art Space Facility Upgrade	138,090	-	-	-	-	-	-	-	-	-	-	-	Design budget allocation.
10390	EXG	Plant & Equipment - Replacement Program	124,000	(124,000)	(4,499)	-	-	-	-	-	-	-	-	-	YTF existing project budget from OPEX to CAPEX due to Price increases to small plant that now sit in CAPEX.
90586	EXG	2 Casey Ave - All Abilities dist board roof awning renewal	110,000	-	-	-	-	-	-	-	-	-	-	-	Emergent works additional funds to complete project.
57203	EXG	Maplethorpe Bridge EMERGENT Ch305-BRDG12288	100,000	-	-	-	-	-	-	-	-	-	-	-	Emergent bridge works identified from inspection program.
63411	EXG	Nebo Road 450 WM Decommissioning, Lagoon St to Shakespeare S	88,021	2,530	-	-	-	-	-	-	-	-	-	-	Additional repair work and contract variations.
90379	EXG	Mackay Stadium Master Plan	85,000	-	-	-	-	-	-	-	-	-	-	-	Allocation for Business case development
29080	EXG	C19F Botanic Gardens Banyan Playground Revitalisation	81,449	7,020	-	-	-	-	-	-	-	-	-	-	Savings - Project Complete.
53786	EXG	Juliet Street Rehabilitation	80,000	-	145,720	-	-	-	-	-	-	-	-	-	Grant already allocated prior financial year - Road to Recovery 2019-2024 grant.
20114	EXG	Mt Bassett - Drainage - Cemeteries	73,813	5,105	-	-	-	-	-	-	-	-	-	-	Change in project scope and minor project reallocation from CAPEX to OPEX.
51666	EXG	Graffunder St 5th Mky K&C-Left Chainage 429-439	73,385	-	-	-	-	-	-	-	-	-	-	-	Kerb and channel renewal.
29088	EXG	C19F2 Northview Park Multiports Project	72,789	-	-	-	-	-	-	-	-	-	-	-	Change in project scope.
22234	EXG	Sarina Youth Centre Expansion	70,991	-	-	-	-	-	-	-	-	-	-	-	Allocation of design budget.
90573	EXG	Closed Landfill, Rehabilitation Project	70,000	-	-	-	-	-	-	-	-	-	-	-	Change in project scope.
57202	EXG	Balberra Bridge EMERGENT Ch2365-BRDG12266	60,000	-	-	-	-	-	-	-	-	-	-	-	Emergent bridge works identified from inspection program.
63328	EXG	AMR Replacements Unplanned	55,636	-	-	-	-	-	-	-	-	-	-	-	Budget to fund unplanned work done.
51569	EXG	MacDonald Ck Bridge EMERGENT Ch1810-BRDG12343	50,000	-	-	-	-	-	-	-	-	-	-	-	Emergent bridge works identified from inspection program.

[illegible]

MACKAY REGIONAL COUNCIL
STATEMENT OF INCOME AND EXPENSES
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Budget 2021/22 \$000	Forward Estimate								
		2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000
Operating revenue										
Rates and charges	246,226	253,167	260,251	267,034	273,996	281,270	288,034	294,961	302,102	309,415
Discounts	(18,571)	(19,128)	(19,702)	(20,243)	(20,800)	(21,320)	(21,853)	(22,399)	(22,959)	(23,533)
Remissions	(2,379)	(2,451)	(2,524)	(2,594)	(2,665)	(2,732)	(2,800)	(2,870)	(2,942)	(3,015)
Net Rates and charges	225,276	231,588	238,025	244,197	250,531	257,218	263,381	269,692	276,201	282,867
Fees and charges	19,213	18,282	18,646	19,019	19,399	19,875	20,362	20,861	21,376	21,904
Rental income	1,457	1,477	1,505	1,535	1,566	1,597	1,629	1,662	1,698	1,735
Sales - contracts and recoverable works	8,216	7,887	8,037	8,198	8,362	8,529	8,699	8,873	9,069	9,268
Grants and subsidies	11,520	10,794	10,999	9,207	9,391	9,579	9,770	9,966	10,185	10,362
Interest earned	1,442	1,003	1,179	1,322	1,593	1,913	2,120	2,348	2,614	2,793
Other operating revenue	3,889	3,789	3,861	3,938	4,017	4,097	4,179	4,262	4,356	4,452
Total operating revenue	\$ 271,012	\$ 274,820	\$ 282,252	\$ 287,416	\$ 294,859	\$ 302,808	\$ 310,140	\$ 317,664	\$ 325,499	\$ 333,381
Operating expenses										
Employee costs	88,782	91,834	94,436	97,195	100,037	102,963	106,229	110,120	114,426	118,904
Materials and services	95,155	94,322	98,770	100,279	103,113	106,942	110,062	114,644	117,040	120,028
Finance costs	7,674	6,481	5,367	5,069	4,827	4,607	4,234	4,068	4,243	4,282
Depreciation	79,322	80,218	81,268	82,060	83,095	81,939	81,246	82,684	83,799	85,190
Total operating expenses	270,933	\$ 272,855	\$ 279,841	\$ 284,603	\$ 291,072	\$ 296,451	\$ 301,771	\$ 311,516	\$ 319,508	\$ 328,404
Operating result	\$ 79	\$ 1,965	\$ 2,411	\$ 2,813	\$ 3,787	\$ 6,357	\$ 8,369	\$ 6,148	\$ 5,991	\$ 4,977
Capital revenue										
Grants and subsidies	15,207	24,310	21,916	27,119	23,669	25,580	25,649	24,955	27,222	27,638
Contributions from developers	5,000	3,000	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
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	43	-	-	-	-	-	-	-	-	-
Total capital revenue	\$ 24,250	\$ 31,310	\$ 29,416	\$ 34,619	\$ 31,169	\$ 33,080	\$ 33,149	\$ 32,455	\$ 34,722	\$ 35,138
Capital expenses										
Loss on disposal or sale of assets	740	885	1,077	742	752	2,157	994	1,027	1,015	1,148
Revaluation decrement and loss on impairment	-	-	-	-	-	-	-	-	-	-
Other capital expenses	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Total capital expenses	2,740	\$ 2,885	\$ 3,077	\$ 2,742	\$ 2,752	\$ 4,157	\$ 2,994	\$ 3,027	\$ 3,015	\$ 3,148
Net result	\$ 21,589	\$ 30,390	\$ 28,750	\$ 34,690	\$ 32,204	\$ 35,280	\$ 38,524	\$ 35,576	\$ 37,698	\$ 36,967

MACKAY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Budget 2021/22 \$000	Forward Estimate								
		2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000
Current assets										
Cash, cash equivalents and investments	142,538	97,603	72,560	65,647	62,007	56,799	51,773	48,503	41,555	36,459
Trade and other receivables	19,941	20,255	20,735	21,163	21,694	22,258	22,723	23,325	23,885	24,455
Contract assets	4,086	4,086	4,086	4,086	4,086	4,086	4,086	4,086	4,086	4,086
Other assets	2,710	2,710	2,710	2,710	2,710	2,710	2,710	2,710	2,710	2,710
Inventories	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745
Non-current assets held for sale	79	79	79	79	79	79	79	79	79	79
Total current assets	\$ 172,099	\$ 127,478	\$ 102,915	\$ 96,430	\$ 93,321	\$ 88,677	\$ 84,116	\$ 81,448	\$ 75,060	\$ 70,534
Non-Current Assets										
Investments	5,102	5,102	5,102	5,102	5,102	5,102	5,102	5,102	5,102	5,102
Trade and other receivables	-	-	-	-	-	-	-	-	-	-
Property, plant and equipment	3,455,733	3,514,254	3,583,232	3,627,520	3,662,572	3,699,573	3,743,410	3,792,216	3,833,781	3,887,811
Intangible assets	5,158	4,247	3,179	2,111	1,044	24	5	2	-	-
Right of use assets	782	730	678	626	574	521	469	417	365	313
Total non-current assets	\$ 3,466,775	\$ 3,524,333	\$ 3,592,191	\$ 3,635,359	\$ 3,669,292	\$ 3,705,220	\$ 3,748,986	\$ 3,797,737	\$ 3,839,248	\$ 3,893,226
Total assets	\$ 3,638,874	\$ 3,651,811	\$ 3,695,106	\$ 3,731,789	\$ 3,762,613	\$ 3,793,897	\$ 3,833,102	\$ 3,879,185	\$ 3,914,308	\$ 3,963,760
Current liabilities										
Contract liabilities	4,486	4,486	4,486	4,486	4,486	4,486	4,486	4,486	4,486	4,486
Lease liabilities	25	25	25	25	25	25	25	25	25	25
Trade and other payables	9,586	9,565	9,955	10,159	10,446	10,818	11,110	11,591	11,874	12,207
Borrowings	16,974	18,103	16,672	14,452	13,182	14,335	13,722	10,173	7,887	9,086
Provisions	63,111	62,694	60,990	56,490	49,312	46,166	38,931	34,215	29,571	24,649
Other liabilities	12,654	12,654	12,654	12,654	12,654	12,654	12,654	12,654	12,654	12,654
Total current liabilities	\$ 106,836	\$ 107,527	\$ 104,782	\$ 98,266	\$ 90,105	\$ 88,484	\$ 80,928	\$ 73,144	\$ 66,497	\$ 63,107
Non-current liabilities										
Lease liabilities	791	750	709	669	628	588	547	506	466	425
Borrowings	84,703	66,600	83,930	92,480	99,300	96,965	105,245	123,575	127,688	143,604
Provisions	16,746	16,746	16,746	16,746	16,746	16,746	16,746	16,746	16,746	16,746
Other liabilities	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163
Total non-current liabilities	\$ 103,403	\$ 85,259	\$ 102,548	\$ 111,058	\$ 117,837	\$ 115,462	\$ 123,701	\$ 141,990	\$ 146,063	\$ 161,938
Total liabilities	\$ 210,239	\$ 192,786	\$ 207,330	\$ 209,324	\$ 207,942	\$ 203,946	\$ 204,629	\$ 215,134	\$ 212,560	\$ 225,045
Net community assets	\$ 3,428,635	\$ 3,459,025	\$ 3,487,776	\$ 3,522,465	\$ 3,554,671	\$ 3,589,951	\$ 3,628,473	\$ 3,664,051	\$ 3,701,748	\$ 3,738,715
Community equity										
Retained surplus	2,259,447	2,289,837	2,318,588	2,353,278	2,385,482	2,420,762	2,459,286	2,494,862	2,532,560	2,569,527
Asset revaluation reserve	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188
Total community assets	\$ 3,428,635	\$ 3,459,025	\$ 3,487,776	\$ 3,522,466	\$ 3,554,670	\$ 3,589,950	\$ 3,628,474	\$ 3,664,050	\$ 3,701,748	\$ 3,738,715

MACKAY REGIONAL COUNCIL
STATEMENT OF CHANGES IN EQUITY
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Budget 2021/22 \$000	Forward Estimate								
		2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000
Retained Surplus										
Opening balance	2,237,858	2,259,446	2,289,836	2,318,587	2,353,277	2,385,481	2,420,761	2,459,285	2,494,861	2,532,559
Adjustment to opening balance	-	-	-	-	-	-	-	-	-	-
Net result for the period	21,589	30,390	28,750	34,690	32,204	35,280	38,524	35,576	37,698	36,967
Closing balance	\$ 2,259,446	\$ 2,289,836	\$ 2,318,587	\$ 2,353,277	\$ 2,385,481	\$ 2,420,761	\$ 2,459,285	\$ 2,494,861	\$ 2,532,559	\$ 2,569,526
Asset Revaluation Reserve										
Opening balance	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188	1,169,188
Adjustment to opening balance	-	-	-	-	-	-	-	-	-	-
Asset revaluation adjustments	-	-	-	-	-	-	-	-	-	-
Closing balance	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188	\$ 1,169,188
Total										
Opening balance	3,407,046	3,428,634	3,459,024	3,487,775	3,522,465	3,554,669	3,589,949	3,628,473	3,664,049	3,701,747
Adjustment to opening balance	-	-	-	-	-	-	-	-	-	-
Net result for the period	21,589	30,390	28,750	34,690	32,204	35,280	38,524	35,576	37,698	36,967
Asset revaluation adjustments	-	-	-	-	-	-	-	-	-	-
TOTAL COMMUNITY EQUITY	\$ 3,428,634	\$ 3,459,024	\$ 3,487,775	\$ 3,522,465	\$ 3,554,669	\$ 3,589,949	\$ 3,628,473	\$ 3,664,049	\$ 3,701,747	\$ 3,738,714

MACKAY REGIONAL COUNCIL
STATEMENT OF CASH FLOW
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Orig Budget 2020/21 \$000	Amd Budget 2020/21 \$000	Actual 2020/21 \$000	Budget 2021/22 \$000	Forward Estimate								
					2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000
Cash flows from operating activities:													
Receipts from customers	249,924	255,425	248,401	265,589	262,654	269,607	276,329	283,357	290,765	297,797	304,765	312,155	319,671
Payments to suppliers and employees	(185,442)	(206,610)	(178,294)	(206,610)	(187,221)	(195,160)	(202,421)	(210,704)	(213,356)	(223,928)	(229,703)	(236,549)	(244,261)
	\$ 64,482	\$ 48,815	\$ 70,107	\$ 58,979	\$ 75,433	\$ 74,447	\$ 73,908	\$ 72,653	\$ 77,409	\$ 73,869	\$ 75,062	\$ 75,606	\$ 75,410
Interest received	2,572	2,104	3,075	1,442	1,003	1,179	1,322	1,593	1,913	2,120	2,348	2,614	2,793
Non capital grants and contributions	17,249	17,407	15,536	12,075	10,848	10,986	9,337	9,377	9,565	9,758	9,949	10,169	10,349
Borrowing Costs	(7,925)	(7,923)	(7,918)	(6,922)	(5,853)	(4,727)	(4,416)	(4,161)	(3,928)	(3,542)	(3,361)	(3,521)	(3,544)
Net cash inflow (outflow) from operating activities	\$ 76,378	\$ 60,403	\$ 80,800	\$ 65,574	\$ 81,431	\$ 81,885	\$ 80,151	\$ 79,462	\$ 84,959	\$ 82,205	\$ 83,998	\$ 84,868	\$ 85,008
Cash flow from investing activities:													
Payments for property, plant and equipment	(115,083)	(106,133)	(86,100)	(123,347)	(136,489)	(148,109)	(123,471)	(115,990)	(117,784)	(123,646)	(131,258)	(125,472)	(138,161)
Payments for intangible assets	-	-	(26)	(140)	-	-	-	-	-	-	-	-	-
Net movement in loans and advances	1,738	1,738	-	1,975	-	-	-	-	-	-	-	-	-
Proceeds from sale of property plant and equipment	1,730	1,784	2,116	2,117	1,828	1,906	1,500	2,211	1,759	1,641	2,796	3,147	1,845
Grants, subsidies, contributions and donations	22,520	31,686	33,753	20,207	27,310	25,416	30,619	27,169	29,080	29,149	28,455	30,722	31,138
Other investing activities	-	(1,361)	39	(1,957)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Net cash inflow (outflow) from investing activities	\$ (89,095)	\$ (72,286)	\$ (50,218)	\$ (101,145)	\$ (109,351)	\$ (122,787)	\$ (93,352)	\$ (88,610)	\$ (88,945)	\$ (94,856)	\$ (102,007)	\$ (93,603)	\$ (107,178)
Cash flow from financing activities:													
Proceeds from borrowings	-	-	-	-	-	34,000	23,000	20,000	12,000	22,000	28,500	12,000	25,000
Repayment of borrowings	(15,211)	(15,213)	(15,217)	(15,906)	(16,974)	(18,100)	(16,671)	(14,451)	(13,181)	(14,334)	(13,720)	(10,172)	(7,885)
Principal lease repayments	-	-	(68)	(41)	(41)	(41)	(41)	(41)	(41)	(41)	(41)	(41)	(41)
Net cash inflow (outflow) from financing activities	\$ (15,211)	\$ (15,213)	\$ (15,285)	\$ (15,947)	\$ (17,015)	\$ 15,859	\$ 6,288	\$ 5,508	\$ (1,222)	\$ 7,625	\$ 14,739	\$ 1,787	\$ 17,074
Net increase (decrease) in cash held	\$ (27,928)	\$ (27,096)	\$ 15,297	\$ (51,518)	\$ (44,935)	\$ (25,043)	\$ (6,913)	\$ (3,640)	\$ (5,208)	\$ (5,026)	\$ (3,270)	\$ (6,948)	\$ (5,096)
Cash at beginning of reporting period	153,912	178,759	178,759	194,056	142,538	97,603	72,560	65,647	62,007	56,799	51,773	48,503	41,555
Cash at end of reporting period	\$ 125,984	\$ 151,663	\$ 194,056	\$ 142,538	\$ 97,603	\$ 72,560	\$ 65,647	\$ 62,007	\$ 56,799	\$ 51,773	\$ 48,503	\$ 41,555	\$ 36,459

MACKAY REGIONAL COUNCIL
KEY FINANCIAL SUSTAINABILITY METRICS
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Target	Budget 2021/22	Forward Estimate								
			2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Operating surplus ratio <i>Operating result (excluding capital items) as a percentage of operating revenue</i>	0% - 10%	0.0%	0.7%	0.9%	1.0%	1.3%	2.1%	2.7%	1.9%	1.8%	1.5%
Current ratio <i>Current assets / current liabilities</i>	Between 1 and 4	1.6	1.2	1.0	1.0	1.0	1.0	1.0	1.1	1.1	1.1
Interest coverage ratio <i>Net interest expense / operating revenue</i>	0% - 5%	2.3%	2.0%	1.5%	1.3%	1.1%	0.9%	0.7%	0.5%	0.5%	0.4%
Net financial liabilities ratio <i>(Total liabilities - current assets) / total operating revenue (excluding capital items)</i>	< 60%	14.1%	23.8%	37.0%	39.3%	38.9%	38.1%	38.9%	42.1%	42.2%	46.3%
Asset sustainability ratio <i>Capital expenditure on renewals / depreciation expense</i>	> 90%	82.2%	88.0%	93.9%	92.4%	91.6%	92.9%	105.7%	107.1%	110.7%	103.7%
Capital expenditure ratio <i>Capital expenditure / depreciation</i>	> 1.1 times	1.2	1.8	1.9	1.6	1.5	1.5	1.6	1.6	1.5	1.7

MACKAY REGIONAL COUNCIL
CAPITAL WORKS PROGRAM
For the year ending 30 June 2022
(including long term forecast until 2030/31)

	Budget 2021/22 \$000	Forward Estimate								
		2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000
Buildings and Facilities	9,971	21,707	33,571	9,773	9,224	8,851	8,390	5,229	5,033	5,330
Renewal	3,365	6,062	10,017	5,015	5,570	5,587	5,070	4,954	5,033	5,330
Upgrade	618	175	5,151	17	231	-	-	-	-	-
New	5,988	15,470	18,404	4,741	3,423	3,264	3,319	276	-	-
Parks, Gardens, Coastal & Foreshores, Waste	8,823	15,925	14,183	15,101	11,151	7,648	20,267	25,266	9,014	10,585
Renewal	4,362	3,755	4,380	8,871	9,622	6,019	18,074	22,724	8,696	10,081
Upgrade	2,288	4,272	3,751	737	785	1,236	1,161	334	163	347
New	2,173	7,897	6,052	5,492	743	393	1,032	2,208	154	157
Intangible	140	-	-	-	-	-	-	-	-	-
Renewal	-	-	-	-	-	-	-	-	-	-
Upgrade	-	-	-	-	-	-	-	-	-	-
New	140	-	-	-	-	-	-	-	-	-
Land	-	-	1,208	-	27	512	3,807	3,872	-	1,870
Renewal	-	-	-	-	-	-	-	-	-	-
Upgrade	-	-	-	-	-	-	-	-	-	-
New	-	-	1,208	-	27	512	3,807	3,872	-	1,870
Plant & Equipment	13,987	10,886	11,954	10,367	13,784	12,340	10,588	11,755	18,688	13,471
Renewal	13,264	10,079	11,513	10,328	13,744	12,299	10,546	11,712	18,490	13,428
Upgrade	94	42	159	20	20	20	21	21	22	22
New	629	765	282	20	20	20	21	21	176	22
Roads, Drainage & Network	63,438	61,506	60,106	55,550	57,432	46,737	54,169	49,399	70,554	86,729
Renewal	31,439	31,915	30,066	30,198	27,359	27,486	27,383	28,254	39,123	40,127
Upgrade	18,280	9,955	12,277	14,025	19,634	10,933	11,696	7,521	23,521	22,733
New	13,720	19,637	17,763	11,326	10,439	8,318	15,091	13,624	7,910	23,870
Sewerage	10,244	8,955	11,074	15,620	9,583	14,361	9,793	4,472	4,187	4,258
Renewal	6,094	5,030	8,094	8,713	8,341	9,195	8,350	3,803	3,507	3,566
Upgrade	2,069	2,423	1,959	6,297	701	2,768	1,094	315	320	325
New	2,081	1,502	1,021	610	541	2,397	349	354	360	367
Water	16,884	17,510	16,013	17,059	14,789	27,336	16,634	31,265	17,996	15,917
Renewal	10,544	12,766	11,174	11,668	10,476	14,562	16,399	17,048	17,825	15,742
Upgrade	2,814	3,101	2,052	1,939	287	1,058	151	10,621	86	87
New	3,526	1,643	2,788	3,452	4,027	11,716	83	3,597	86	87
	\$ 123,487	\$ 136,489	\$ 148,109	\$ 123,471	\$ 115,990	\$ 117,784	\$ 123,646	\$ 131,258	\$ 125,472	\$ 138,161

11.2. DEVELOPMENT SERVICES

11.2.1. DEVELOPMENT SERVICES MONTHLY REVIEW REPORT - SEPTEMBER 2021

Author	Director Development Services (Aletta Nugent)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	DMRR

Attachments	1. Monthly Review Report [11.2.1.1 - 25 pages]
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Purpose

To provide Council with the Development Services Monthly Review for the period of 1 September to 30 September 2021.

Related Parties

Nil

Officer's Recommendation

THAT the Development Services Monthly Review Report for the period of 1 September to 30 September be received.

The Director for Development Services Aletta Nugent, provided an overview and highlights of the Development Services Monthly Review Report for September 2021.

Cr Jones referred to the Mackay Region Integrated Transport Strategy and queried if the Transport Advisory Committee would be involved in this.

The Director advised that at this stage, there is an internal working group who are allocated actions from the Strategy. The Director noted that there may be items that cross over from time to time.

Cr Jones referred to the Upcoming Events and queried what sport the North Australian Championship referred to.

The Director for Organisational Services Kylie Lamb, advised that this was the North Australian Lifesaving Championship.

Cr Mann noted that a weed harvester is being utilised at the Lagoons and queried if this would also be used at the Gooseponds.

The Director advised that she was not certain if it would be suitable for use at the Gooseponds with Council looking at whatever options are appropriate for the site.

Cr Seymour queried if Councillors would received a briefing on the Riverside Link project.

Mayor Williamson advised that the drawings would be distributed.

Cr Bella queried the species of weeds found at the Lagoons and the Gooseponds, the time frame Council is looking at to have those areas relatively weed free, and queried whether Council should undertake weed clearing activities earlier when the weed load is less.

Mayor Williamson suggested that this may be best answered as a briefing to Councillors.

The Director advised that she would take question about the species of weeds on notice and advised that weed control activities are ongoing. The Director advised that she was hoping to have a briefing to Council on the desilting project at the Lagoons in the next couple of months.

Cr Bonaventura referred to the Financial Performance Report and noted that Economic Development and Tourism is in the red category and queried if the Director believed that any upcoming events would suffer.

The Director advised that this figure was pre-reconciliation of the NRL games with this now addressed through the September Budget Review. The Director advised that she did not believe this would have any impact on Council's support for upcoming events.

Cr Bonaventura noted that there were a lot of applications in the Development Assessment area with quite a large number "under assessment" and queried if this was higher than normal and whether this will pose a risk to Council if this trend continues.

The Director advised that the graph represents the large number of applications that Council has received and the large application load on the engineers and planners. The Director advised that additional resources are being added to respond to that continuing high level of work.

Cr Bonaventura queried if there was a reputational risk to Council.

Mayor Williamson clarified that the question related to the reputational risk of not meeting deadlines.

The Director advised that Council is meeting its statutory obligations but the intention of bringing on more resources would allow Council to deliver a higher level of service.

Cr Green noted that Wi-Fi usage was significantly lower in both the City Centre and Sarina Field of Dreams and queried if there had been technology issues.

The Director advised that should would take the question on notice.

Council Resolution ORD-2021-292

THAT the Development Services Monthly Review Report for the period of 1 September to 30 September be received.

Moved Cr Englert

Seconded Cr Jones

Cr Englert offered his congratulations to the Economic Development and MECC teams on the recent events held and in particular, the NRL games. Cr Englert expressed the view that even if Council had suffered a small loss on the NRL games, the Mackay Region had benefited by the significant number of visitors and the combined viewership of the games.

Cr Green shared the sentiments of Cr Englert noting that there are a significant number of events coming up. Cr Green noted that the recent National Economic Development Conference had been converted to fully online and offered her congratulations to Council's Economic Development team on collaborating with neighbouring Councils in order to hold a great event locally. Cr Green advised that she had found the event very valuable and enjoyed the discussions on the circular economy.

Cr Jones referred to the e-Statistics table noting the increase in users of Hooked on Mackay and looks forward to Mackay becoming Queensland's 5th fishing destination.

CARRIED



Development Services

Monthly Review Report

September 2021

Executive Summary

DEVELOPMENT SERVICES

This report is for Development Services for September 2021. Some highlights from this period are as follows:

- A stakeholder update was held on 27 September 2021 for the Mirani Community Precinct. The detailed design stage for the project is progressing and is expected to be completed by the end of 2021.
- The final touches were being made to the Masterplan for the Northern Beaches Community Hub site and the Stage 1 building concept, with a Council briefing scheduled in October 2021.
- Minor play equipment replacement continues across the region, with a new spica and spinner installed to replace the barrel roll at Seaview Park and a replacement clatter bridge and safety panels completed at Baxter Drive Park.
- Work to remove the aquatic weeds at the Gooseponds were undertaken in September, as part of an ongoing program of works to control aquatic weeds at the site.
- The NRL Semi Finals on the weekend of 17 and 18 September were held at BB Print Stadium in Mackay. 5,998 people turned out to see the Manly Sea Eagles play the Sydney Roosters on 17 September and 5,986 people attended the Penrith Panthers versus Parramatta Eels game on 18 September. This followed the successful hosting of three premiership matches during the 2021 season, and was an outstanding outcome for the Mackay region.
- Council participated in a Reef Guardian Councils virtual information session with other officers from the Rockhampton, Cairns and Douglas Regional Councils, with officers providing updates about developing recreational fishing strategies, lessons learnt and benefits.
- The Sarina Sugar Shed celebrated its 15th birthday with an open day held on Sunday, 12 September. A stakeholder thank you function was also held on 15 September to acknowledge past staff and volunteers.



Director Development Services

**NRL Semi Final Round 1 – Manly Sea Eagles Vs Sydney Roosters and NRL
Semi Final Round 2 – Penrith Panthers Vs Parramatta Eels
Sponsored by the Invest Mackay Events and Conference Attraction Program**



Development News 09/2021

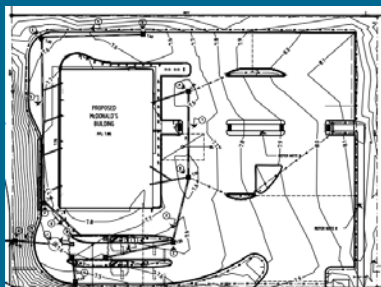
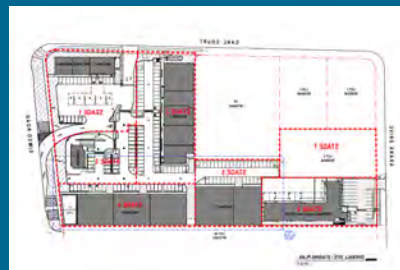
Updates on Significant Developments Currently Being Assessed by Council

APPLICATION LODGED

DA-2019-154

29 Arana Drive and 1-11 Carl Street, Rural View

Material change of use development application lodged for indoor sport and recreation, low impact industry, research and technology and warehouse. The proposal includes 2,849m² of GFA.



APPLICATION LODGED

COW-2021-42

23-39 Oak Street, Andergrove

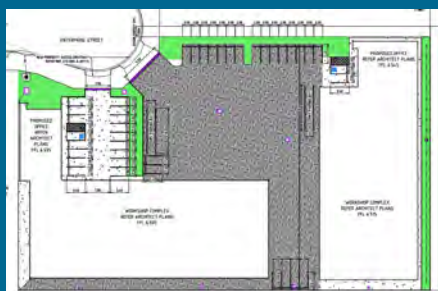
Application to commence construction works lodged in accordance with the operational works approval for the construction of a McDonalds (Food & Drink Outlet)

APPLICATION APPROVED

DA-2021-86

32-34 Wentford Street, Mackay

Development application for a material change of use for nine multiple dwelling units was approved with conditions. The units are three storeys high with access to Wentford Street.



APPLICATION APPROVED

OW-2021-29

21-25 Enterprise Street, Paget

Operational works development application approved for civil works including stormwater, access, car parking and landscaping to establish a medium impact industry development.



THINK SAFE, STAY SAFE.

Monthly Safety Review

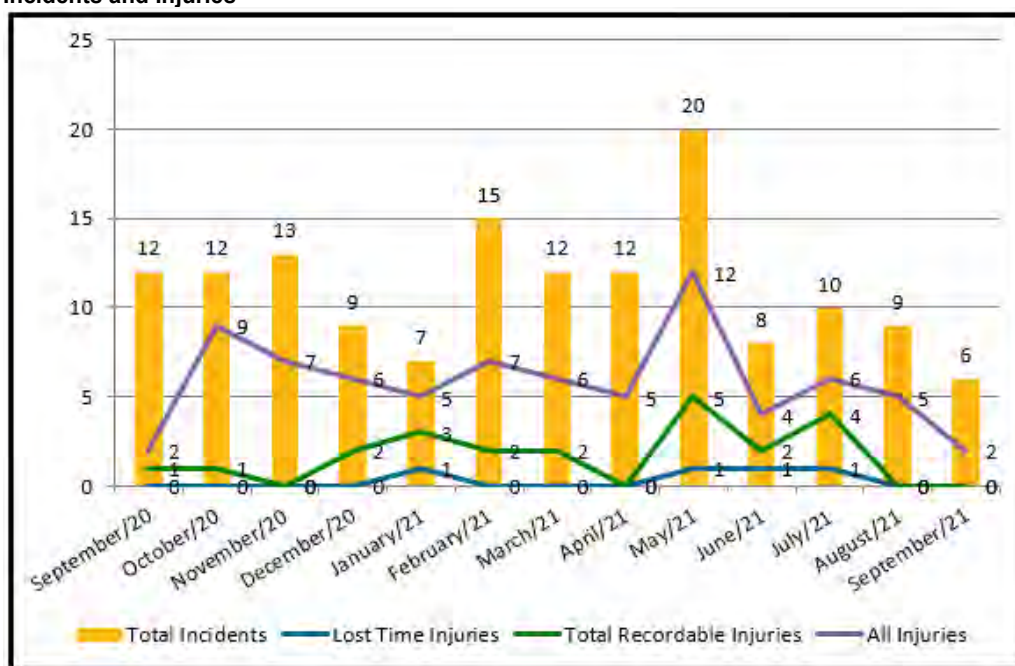
Summary

In September 2021:

- Twelve safety interactions were undertaken.
- Three site safety Inspections were undertaken.
- 89% of monthly action plans activities were carried out.

Six incidents were reported in September, involving MRC employees, members of the public or contractors.

Incidents and Injuries



The following injuries to MRC employees were reported in September:

- Ankle after stepping in small hole while walking around vehicle.
- Cut thumb while emptying rubbish bin.

The following asset damage incidents involving MRC employees were reported in September:

- The side window of mower suddenly cracked while being driven.
- A light vehicle hit a rock unseen in long grass, causing small dent in front bumper.

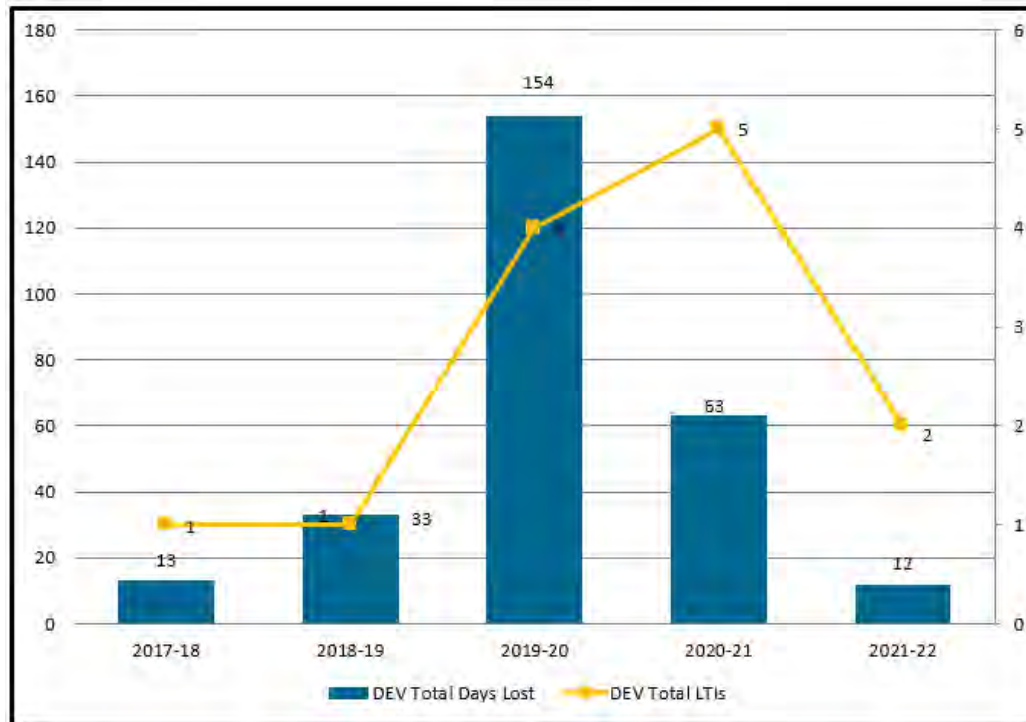
The following near miss incident involving an MRC employee was reported in September:

- Near miss interaction between two ATVs passing on pathway.

The following incident involving a member of the public was reported in September:

- Member of the public tripped on a branch on a footpath and fell over, hurting their arm.

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

Lost Time Injuries & Days Lost

Department	2017-18		2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Development Engineering										
Development Assessment										
Parks, Environment & Sustainability	1	13	1	33	1	154	5	63	2	12
Strategic Planning										
Economic Development & Tourism										
Development Services Total	1	13	1	33	1	154	5	63	2	12

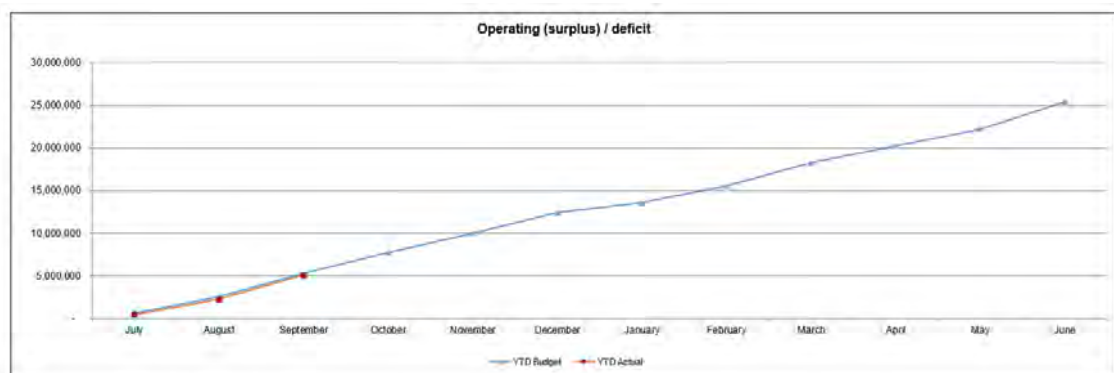
For the 2021-22-year, two lost time injuries have been recorded:

1. In July 2021, a person had an allergic reaction to a tick bite on the head. One day was lost.
2. In July 2021, a person suffered a knee injury while raking sand in playground, resulting in minor surgery. Eleven days were lost while the person recovered.

Financial Report

Financial Performance Report		Development Services				% YTD Variance of YTD Budget
Period Covered: 1 July 2021 to 30 September 2021						<div style="width: 100%; height: 10px; background-color: green;"></div> YTD Variance favourable of budget <div style="width: 100%; height: 10px; background-color: orange;"></div> YTD Variance unfavourable, between 0% and 5% of YTD Budget <div style="width: 100%; height: 10px; background-color: red;"></div> YTD Variance unfavourable, more than 5% of YTD Budget
	Revised Budget	YTD Budget	Actual	YTD Variance	Comments	
2.01 - Development Services Management	932,130	161,858	152,155	(9,703)	Savings in wages due to vacancy - recruitment about to commence	
2.02 - Strategic Planning	2,207,686	413,510	364,724	(48,786)	Savings in wages due to vacancies - recruitment underway	
2.03 - Development Assessment	108,907	(159,552)	(186,749)	(27,197)	Savings in wages due to vacancies caused by restructure	
2.06 - Development Engineering	516,048	(164,879)	(247,731)	(82,852)	Savings in wages due to vacancies caused by restructure and increased revenue from street tree contributions	
2.07 - Economic Development & Tourism	2,952,981	952,477	1,395,413	442,936	Outstanding adjustments to Invest Mackay Program budget	
2.08 - Parks, Environment & Sustainability	18,716,521	4,047,737	3,601,175	(446,562)	Savings due to vacancies caused by restructure	
Operating (surplus) / deficit	25,434,274	5,251,152	5,078,988	(172,164)		

Operating Results

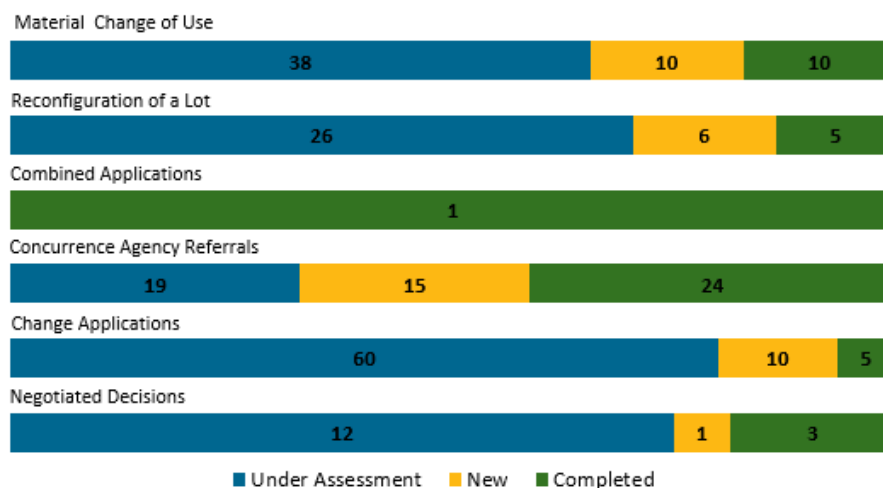


Review of Operations

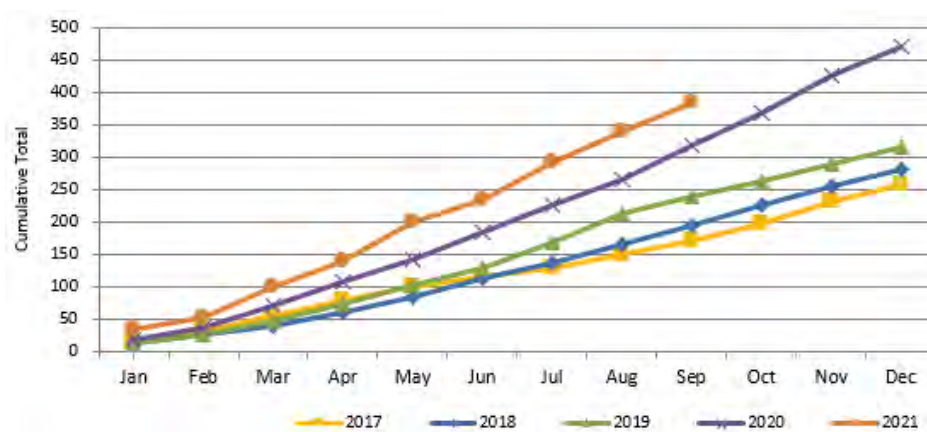
DEVELOPMENT ASSESSMENT

- On Track
- Potential Issue
- Definite Issue

Volume of Operations

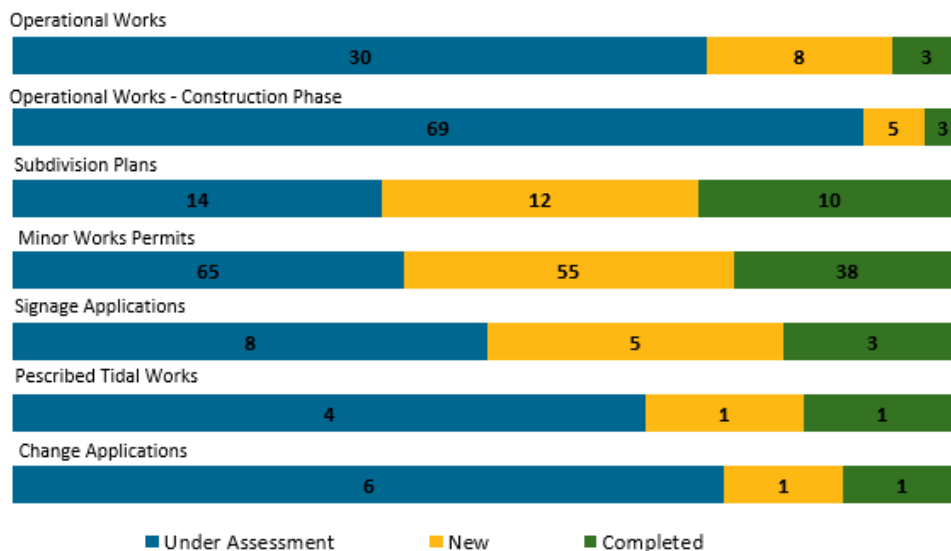


Cumulative Number of Approved Development Assessment Applications

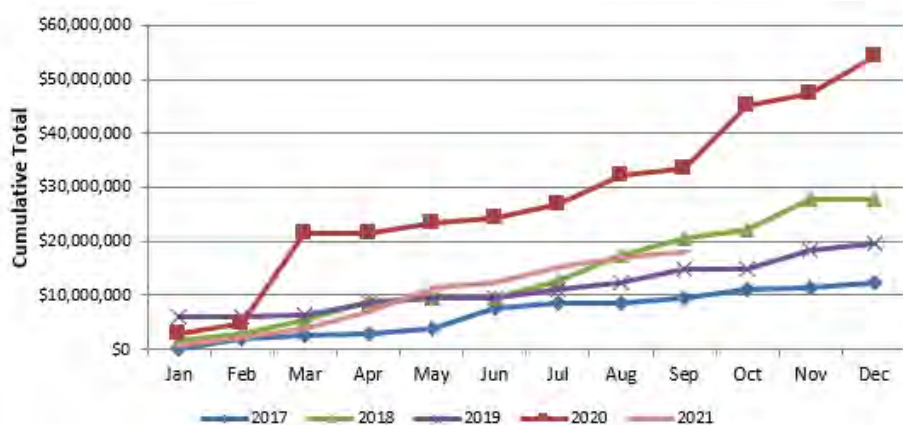


Development Assessment Performance Against Legislative Timeframes

Application	Status	% Decided
MCU Code (85% in 35 Days)	●	100% decided in 35 days.
MCU Impact (50% in 35 Days)	●	100% decided in 35 days.
ROL (85% in 35 Days)	●	80% decided in 35 days. One application out of five did not meet the KPI. Not achieved due to draft conditions being issued.
Concurrence Agency (85% in 10 Days)	●	87% decided in 10 days.






DEVELOPMENT ENGINEERING**Volume of Operations****Cumulative Value of Approved Operational Works**

Three Operational Works applications were approved in September with a total value of works of \$961,938.

**Development Engineering Performance Against Legislative Timeframes**



Application	Status	% Decided
Minor Works (85% in <20 Days)	●	85% decided in 20 days.
Signage Applications (85% in <20 Days)	●	67% decided in 20 days.
Operational Works (85% in 35 Days)	●	100% decided in 35 days.
Plan Sealing (85% decided in 20 days without action notice)	●	100% decided in 20 days without Action Notice.

STRATEGIC PLANNING





Regional and Local Area Planning		
Projects	Status	Description / Update of Project
Mackay Region Planning Scheme - Minor amendment 5		<p>Minor amendment 5 has commenced under delegation. The amendment includes the following:</p> <ul style="list-style-type: none"> Incorporating recently adopted drainage studies for North Mackay, West Mackay and Andergrove/Beaconsfield into the Flood and coastal hazards planning scheme overlay. All property owners in the four localities that experience an increase in flood levels from these studies (5,822) have been sent a letter to notify of the change. Updating State planning policy mapping to ensure the planning scheme reflects up to date state mapping relating to wildlife habitat, transport and state heritage places.
Mackay Region Planning Scheme – Major amendment 2		<p>The purpose and general effect of the proposed amendment is to update and improve various parts of the planning scheme:</p> <ul style="list-style-type: none"> as a result of new information and studies; in response to a number of workability matters identified since the planning scheme commenced in 2017; to reflect completed development approvals; and to improve clarity, remove redundant wording and improve alignment with the <i>Planning Act 2016</i>. <p>The consultation period has finished, and submissions are currently being considered.</p>
Mackay Region Planning Scheme – Planning Scheme Policy (PSP) review		<p>Consultation on the Proposed Planning Scheme Policy Amendment 4 – Bushfire has finished and submissions are currently being considered.</p> <p>The review of the remaining Planning Scheme Policies (PSPs) not yet amended continues to progress through a governance process by relevant internal programs.</p> <p>Internal review of the following PSPs are progressing:</p> <ul style="list-style-type: none"> Planning scheme policy – geometric road design Planning scheme policy – operational works application and construction requirements Planning scheme policy – healthy waters Planning scheme policy – constructed lakes.
Finch Hatton and Eungella Township local planning frameworks		<p>A local planning framework for Finch Hatton and Eungella townships are being prepared to support the implementation of the mountain bike strategy.</p> <p>Feasibility around recommendations for planning scheme amendments, public realm, placemaking and wayfinding is being considered.</p>
Mirani Community Precinct Master Plan and Concept Design		<p>The detailed design stage for the Mirani Community Precinct is progressing with the design expected to be completed by the end of 2021. A stakeholder update was held on 27 September 2021.</p> <p>The project has been nominated for a Planning Institute of Australia Queensland Award for Planning Excellence award in the Strategic Planning category, which will be announced in November 2021.</p>

		The planning and design stage of this project is funded by the Queensland Government and Mackay Regional Council. Construction is subject to obtaining external grant funding.
Northern Beaches Community Hub	●	<p>Work is progressing on the site infrastructure detailed design including roads, drainage and other services. Detailed design is planned to be completed in the 2021/22 financial year.</p> <p>The Masterplan for the Northern Beaches Community Hub site is being finalised and a workshop is scheduled with Council in October 2021. The masterplan describes the staged development of the site over time with a preferred multi-level building option as Stage 1.</p> <p>Findings from the recent stakeholder consultation confirm the current direction for the Community Hub and have informed the building concept in preparation for the next stage of the design process.</p>
Mackay Urban Greening Project	●	<p>Project aims to consider how to enhance, protect and sustain the quality and quantity of trees and vegetation in our urban areas.</p> <p>A preliminary study/background document has been completed. A community survey has now closed.</p> <p>Lidar and aerial imagery are being analysed to provide current canopy cover figures as well analysing changes in canopy cover from 2009-2021.</p>

Transport & Infrastructure Planning		
Projects	Status	Description / Update of Project
Growth Allocation Model	●	<p>The Mackay Growth Allocation Model allocates and maps future urban growth over a 20-year projection period based on growth scenarios. A 2020 model review was completed with due consideration of published Queensland Government Population Projections. Update to the model has been completed.</p> <p>The reviewed model is being used to inform the review of the Local Government Infrastructure Plan during 2021.</p> <p>Lead and lag statistics are continually monitored to measure growth projections against actual economic activity and population movements.</p>
Mackay Region Transport Strategy	●	<p>The Mackay Region Integrated Transport Strategy was adopted by Council in July 2021. It is the first integrated transport and land use strategy of its kind for the Mackay region. The Strategy responds to existing and future transport challenges and issues, to provide a consistent vision and framework for planning and decision-making that is linked to Council and the community's objectives.</p> <p>This project will now move into implementation and monitoring.</p>

Stormwater		
Projects	Status	Description / Update of Project
Mackay Region Coastal and Inland Flood Hazard Adaptation Strategy (CIFHAS)		The current project stage to prepare hazard assessments has been finalised. Implementation of further stages will be subject to external grant funding. A funding application has been prepared and submitted for the remaining stages of the project, and internal project planning discussions are being held.
Mackay Floodplain Management Plan		Consultation on the draft flood studies and management plan closed in July. Responses to submissions and a report to Council are being prepared.

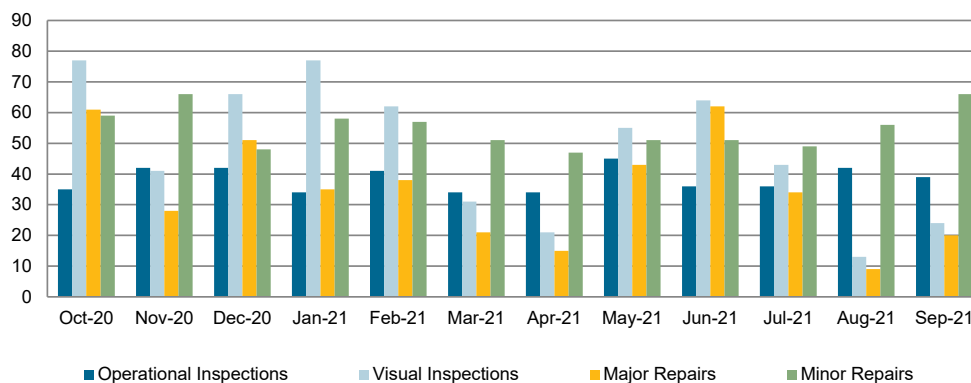
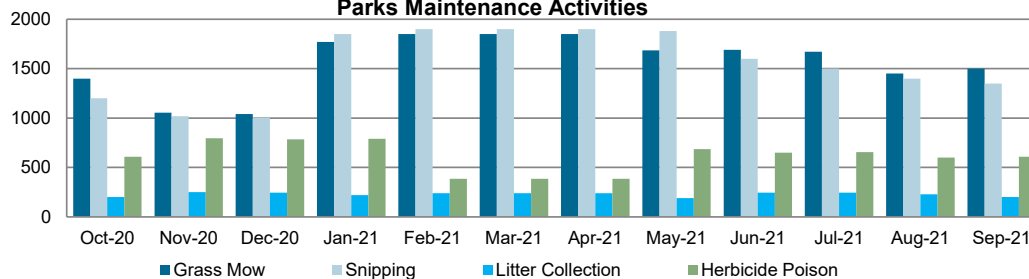
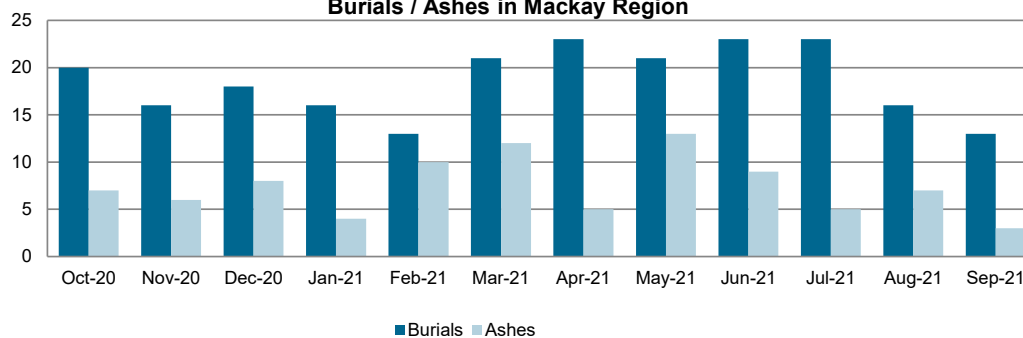
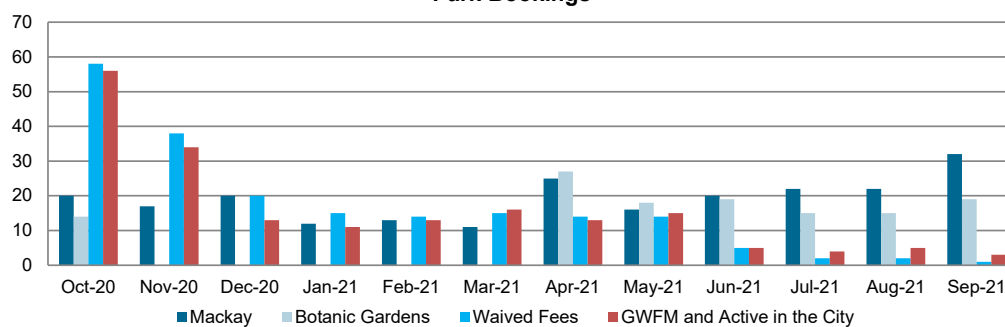
MACKAY CITY AND WATERFRONT

Mackay City and Waterfront		
Projects	Status	Description / Update of Project
Riverside Public Realm upgrades		<p>The detailed design for the area between Paxton's and the Fish Market (Riverside Link) is now complete and a Tender for the construction will be issued at the end of October. The design includes, a large pavilion, activity shelter, amenities block, picnic areas a shared path and plenty of seating to take in the views.</p> <p>Funding for this package of work has been secured through the Federal Government Building Better Regions Fund Round Five. The contribution from the Federal Government will be \$4.1M towards a total project cost of \$9.1M.</p>
River and Sydney Street Intersection upgrade		Designs for the upgrade to the intersection located at River Street and Sydney Street to improve pedestrian and cycling safety along the Bluewater Trail have been finalised. Council continues to work closely with the Department of Transport and Main Roads on funding opportunities and commitments for this project.
Expression of Interest (EOI)		Council endorsed an Expression of Interest (EOI) process for development opportunities on Council owned freehold land in the project area. There were six sites offered for consideration, including three in the Mackay City Centre Precinct and three in the Riverside Precinct. ReNew Mackay Pty Ltd (a consortium of local professionals) and Sentinel Group Holding were selected from seven submissions. The Tender documentation was released to the short listed parties in June and the received submissions are now being reviewed and assessed by Council. An outcome is expected to be recommended for decision by October/November 2021.
Activate Mackay City Centre		<p>Placemaking A plan for future placemaking activities is currently being prepared to align with the Mackay City and Waterfront activation objectives and is due to be finalised in the coming month.</p> <p>Fifth Lane Following the completion of the resurfacing works, opportunities for future use, including working with adjoining business owners is now actively being considered. An activation schedule for the laneway is being planned to occur in November/December to showcase how the laneway could be used in the future.</p>

		<p>City Centre Reference Group Council continues to work with the City Centre Reference Group (a sub-group of the Mackay Region Chamber of Commerce). Officers from Economic Development and the Mackay City and Waterfront team have been attending regular meetings since June 2020. The group discusses issues and opportunities affecting the Mackay City Centre and provides leadership and direction on initiatives and improvements.</p> <p>Signage and Wayfinding A signage and wayfinding strategy for the Mackay Waterfront was recently completed. The strategy aims to support new and improved signage in the City and Mackay Waterfront area, with a focus on linkages between the two key areas.</p>
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e-Statistics


Subscribers	April 21	May 21	June 21	July 21	Aug 21	Sep 21
City Centre Facebook Likes	6,441	6,507	6,504	6,498	6,493	6,489
City Centre Instagram Followers	1,459	1,457	1,446	1,461	1,456	1,456
City Centre Wi-Fi Sessions	585 users	660 users	656 users	623 users	583 users	86 users
	5876 sessions	7185 sessions	6820 sessions	6438 sessions	5228 sessions	545 sessions

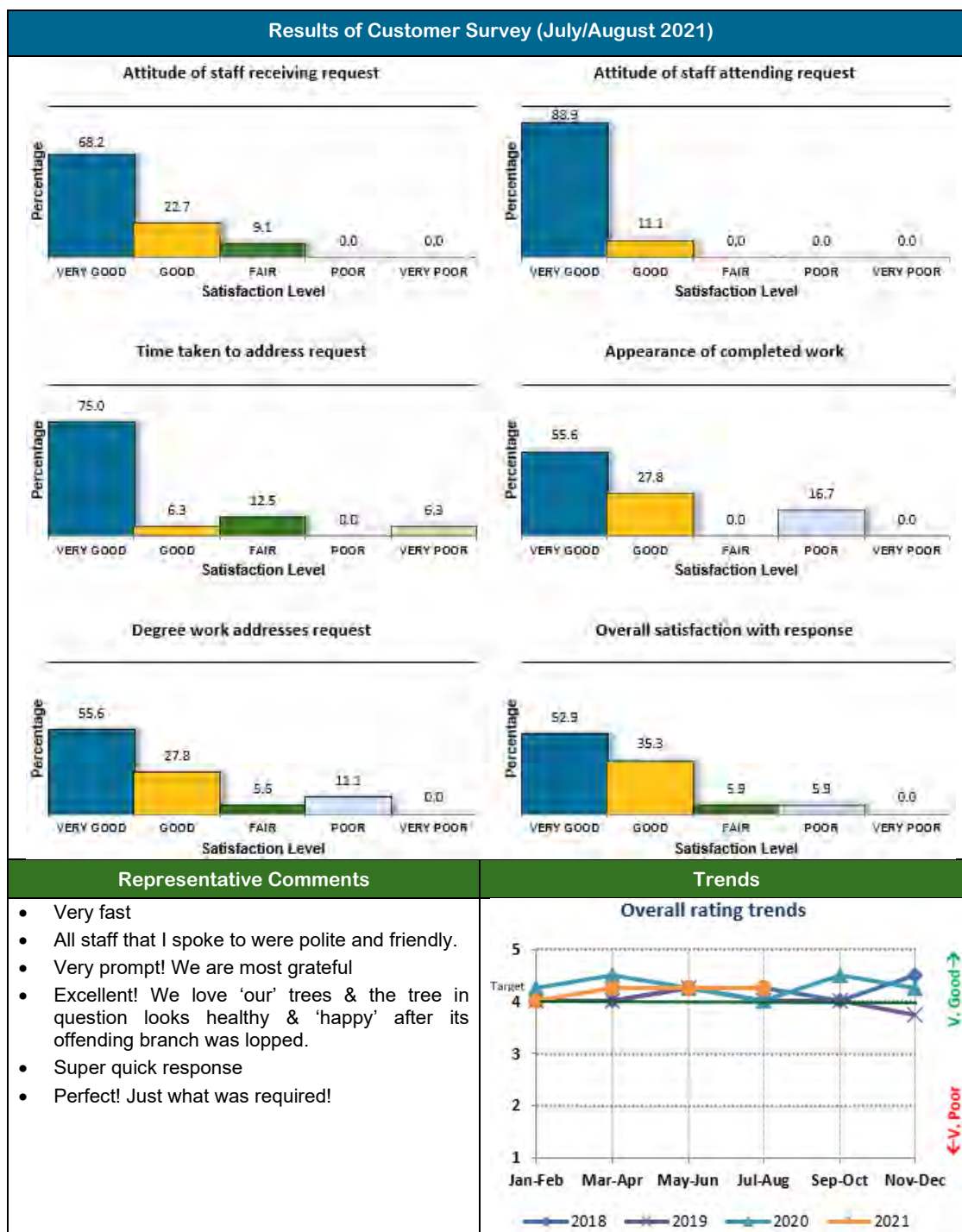
PARKS, ENVIRONMENT & SUSTAINABILITY**Play Equipment Inspection and Maintenance****Parks Maintenance Activities****Burials / Ashes in Mackay Region****Park Bookings**

Natural Environment Projects		
Project	Status	Description / Update of Project
Grant application	●	In partnership with the Economic Development team, a grant has been applied for to develop signage, a brochure and a social media campaign about the fish habitat structures in the Gooseponds. This project will help promote land-based fishing opportunities as part of the Recreational Fishing Strategy.
Mackay Birdwatching Trail	●	To support the recent development of a brochure promoting key bird watching sites across the region, a series of street signs are being developed to help direct people to the sites. This project is an initiative of Council and Birdlife Mackay.
Waterweeds at the Gooseponds	●	Aquatic weeds were removed from the Gooseponds as part of an ongoing program to control aquatic weeds at the site.
Tilapia Takedown event	●	The Tilapia Takedown event hosted by Reef Catchments was a great success with 14 Tilapia caught. There were lots of games and displays and the event was a fun family day out enjoyed by all.



Capital Works Projects		
Project	Status	Description / Update of Project
Minor Play Equipment Replacements – Various Locations	●	Minor items of play equipment which have deteriorated and require replacing, to bring up to standard of the rest of the playground they form part of, have been ordered and installation is in progress. A new spica and spinner has been installed to replace the barrel roll at Seaview Park. Additionally, replacement clatter bridge and safety panels has been completed at Baxter Drive Park.
Playground Edging to Soft Fall Areas	●	Edging to Shoal Point and Eimeo playgrounds have been arranged and construction is planned to start in October 2021.
Cone St Park Shoal Point	●	The upgrade of Cone Street Park has been completed. These works included new paths connecting O'Brien Esplanade with Cone Street, a new half basketball court, new picnic shelter and a new pedestrian bridge. The park is still under a 12 week maintenance period to establish the turf and plantings.


Botanic Gardens Projects		
Project	Status	Description / Update of Project
Desilting trial project	●	The desilting trial aims to find a solution to create a usable product out of the silt which needs to be removed from the Lagoons at the Botanic Gardens. The final leachate and pH samples have been taken and a final report from the contractors with their findings is expected mid October, two weeks later than expected.
Lagoon weed Management	●	Additional long arm excavator work has been completed in the Kaliguil Lagoon there is now open clear water. This is the section

		<p>from the causeway through to the train bridge. This section of the lagoon has seen isolated spraying to contain any weeds.</p> <p>Addition weed clearing has been booked in utilising a weed harvester, with work to commence from Monday, 18 October until Friday, 22 October. Work will be focused on clearing remaining surface weeds from the areas in front and to the right of the Café as well as removal of underwater weed to allow better flow of water.</p> <p>Spraying is ongoing with some favourable weather in an effort to maintain the sections the excavator and weed harvester has cleared.</p>
South Sea Islander Eagle Monument		<p>Works have commenced with the old Eagle Pole being removed from its supports. A new pole had been procured by MADASSIA with plans to remove original eagle head carving from the old pole and fix it to the new pole.</p> <p>The timber wings will also be replaced and the entire monument will be repainted in SSI colours.</p>

Requests for Maintenance Work


ECONOMIC DEVELOPMENT & TOURISM

Events and Tourism To develop the Mackay region as a leading regional tourism and events destination through the implementation of the Mackay Region Event Strategy 2020-2025 and Destination Tourism Plan 2017-2022.		
Business Priority	Status	Action
Regional Events Strategy Implementation - Refine and develop the structures, framework and tools within Council to best support and progress new events.		<p>Luminair Consulting has been engaged to complete a structural efficiencies audit which will focus on:</p> <ul style="list-style-type: none"> • The whole of Council spend on events and staff resourcing given the span of events across the organisation. • Resourcing requirements, including allocation of resources to provide better services to event organisers in relation to permits, health and regulatory requirements, and traffic management plans. • Alternative models and structures for increased efficiencies. <p>Luminair conducted internal interviews with Council staff between 24 May to 4 June. External surveying of event organisers was completed in August to gain feedback on Council's support services for events.</p> <p>There has been some delays and the audit and the directions report is expected to be submitted to Council by 7 October 2021 for review. The full report is expected to be completed late October 2021.</p>
Regional Events Strategy Implementation - Create the correct environment for event success and sustainability via supporting programs, increased awareness of Mackay as an events destination and increased leverage of event benefits for the region.		<p>Council and Mackay Isaac Tourism have been in discussions to potentially deliver a risk management and emergency management workshop in late 2021. The intention if this workshop is to assist local event organisers in understanding how to develop a risk management plan and an emergency management plan and look at strategies for implementation of these plans at the events.</p> <p>Council and Mackay Tourism will commence discussion in October for the 2022 event bootcamp content.</p>

<p>Regional Events Strategy Implementation</p> <ul style="list-style-type: none"> - Develop and acquire strategic events aligned with council's vision to partner on a local, national and state level for increased opportunities. 		<p>Invest Mackay Events and Conference Attraction Program</p> <p>Nine events were held in the month of September:</p> <ul style="list-style-type: none"> • NRL - Raiders v Sydney Roosters • 2021 Pirtek Mackay Motor Show • NRL Semi Final Round 1 - Manly Sea Eagles vs Sydney Roosters • NRL Semi Final Round 2 - Penrith Panthers Vs Parramatta Eels • 2021 Softball Qld U16 Boys State Championships • 2021 Queensland State Show Jumping and Jumping Equitation • Rumble on the Reef • 2021 Rumble on the Reef – Wakeboarding • 2021 Girls 7's Junior State Championships <p>Three event sponsorships were approved through the Invest Mackay Events and Conference Attraction Program in September.</p> <p>NRL Premiership Round 25 - Raiders versus Sydney Roosters was held at BB Print Stadium Mackay on 2 September 2021 and attracted 715 outside of region visitors and 3,292 locals, totalling 4,007 attendees.</p> <p>The NRL Semi Final Round 1 - Manly Sea Eagles versus Sydney Roosters was held at BB Print Stadium Mackay on 17 September 2021 and attracted 973 outside of region visitors and 5,025 locals, totalling 5,998 attendees.</p> <p>NRL Semi Final Round 2 - Penrith Panthers versus Parramatta Eels was held at BB Print Stadium Mackay on 18 September 2021 and attracted 1,218 outside of region visitors and 4,728 locals, totalling 5,986 attendees.</p> <p>The NRL Semi Finals on 17 & 18 September had a combined broadcast viewership of 2.8 million, a record for the NRL.</p> <p>Mackay Beach Horse Races – Expression of Interest</p> <p>Sound Australia was engaged by Mackay Tourism Ltd in November 2020 to undertake an operational feasibility study and full event costing. The feasibility study was presented to Mackay Tourism and Economic Development officers in May 2021. The Operational report was presented to the Invest Mackay Events and Conference Attraction Assessment Committee in August. An application for funding will be reviewed by the Invest Mackay Events and Conference Attraction Assessment Committee in October.</p> <p>Gold Coast Suns Partnership</p> <p>Discussions with Gold Coast Suns executives is underway for a November Corporate Partners visit to Mackay.</p>
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Economic Development,



To encourage sustainable and diversified jobs and investment in the Mackay Region through the implementation of the Mackay Region Economic Development Strategy 2020-2025.

Business Priority	Status	Action
<p>Economic Development Strategy Implementation</p> <ul style="list-style-type: none"> - Advocacy and Leadership through engagement with State and Commonwealth Governments to promote investment 		<p>The Mayor and CEO met with Minister Glenn Butcher, Minister for Regional Development and Manufacturing, on 7 September 2021. The meeting provided an opportunity to discuss the manufacturing sector in the Mackay region and the state's regional development policy.</p>

into local infrastructure as a catalyst for future economic development.		
Economic Development Strategy Implementation <ul style="list-style-type: none"> - Investment Attraction activities to promote and market investment opportunities. 	•	<p>Four Expressions of Interest have been received under the Facilitating Development in the Mackay Region Policy and will be assessed for eligibility. One application has progressed to a Stage 2 application.</p> <p>The Economic Development program continues to work with ICMSA and Economic Development Australia (EDA) to coordinate the National Economic Development Conference (NEDC). Mackay Regional Council as host of the event will be represented in the virtual exhibition as an exhibitor. As of 30 September 2021, a total of 164 registrations was achieved (131 paid). Due to the transition to a fully virtual event, a small amount of sponsorship monies could not be retained. Sponsorship and exhibition attracted 76% of the projected target. Delegates from neighbouring regions will be invited to watch the live stream of the conference together in Mackay. This will enable a small number of people to network during the event.</p> <p>Council is coordinating regional representation for QME2022 including GW3, Resources Centre of Excellence, Resource Industry Network, Department of State Development, and Regional Development Australia. Isaac and Whitsunday Regional Councils have been approached to establish a greater regional representation at the event.</p>
Economic Development Strategy Implementation <ul style="list-style-type: none"> - Industry Development through engagement with local businesses and industry groups, providing support and assistance for growth. 	•	<p>Council continues to participate on the MIW METS Export Hub steering committee. The Export Hub is finalising the region's METS Export Strategy and the final draft is expected to be released in October. Committee members will be exploring options for the Hub to become financially sustainable in the coming months.</p> <p>The Small Business Mentoring Program delivered by the Sparrowly Group is progressing well. Some of the mentees may finish the program earlier than expected due to their high level of engagement. Collaboration between mentee businesses has been encouraged and is seeing first results. During the month of September, two business development webinars were delivered. Both webinars were well attended, both by mentees and other businesses in the Mackay region.</p> <p>The internal Small Business Friendly working group continues to work with consultants, Peak Services, to review Council processes that affect small business. The aim of the project is to streamline administrative processes, improve client experience, and implement best practice policies and protocols.</p> <p>Council continues to implement the Mackay Region Recreational Fishing Strategy and work with stakeholders on the regional steering group. The next Recreational Fishing Strategy Steering Group meeting is scheduled for October.</p> <p>Economic Development officers participated in a Reef Guardian Councils virtual information session with Rockhampton, Cairns, Douglas and Mackay Regional Council's providing updates about developing recreational fishing strategies, lessons learnt and benefits. 31 people dialed in for the session.</p> <p>Mackay Isaac Tourism and Economic Development officers are currently designing a refreshed Hooked on Mackay website. The aim of the redesign is to make the website more user friendly and provide a</p>

		<p>resource to visitors and locals. The redesign will commence in October with an expected completion by the end of December.</p> <p>The Hooked on Mackay brand was front and centre of the NRL website with a series of banners featured on the home page, as well as additional Channel 9 advertising during the broadcast of the Mackay games.</p> <p>Earth Check Consulting has been appointed by Mackay Isaac Tourism in collaboration with Mackay and Rockhampton Regional Councils to develop a concept plan for the "Barramundi Highway". The consultant has completed the discussion paper which has been circulated to key stakeholders with a workshop scheduled for 21 October.</p> <p>The next round of the Building Improvement Rebate was launched on 15 September. To date four applications have been started in the Smarty Grants application platform.</p> <p>Economic Development officers are continuing to work with successful applicants of the Activate My Place (AMP!) grant program. AMP! funding was awarded to the following projects:</p> <ul style="list-style-type: none"> • Marian State School P&C Association's project involves the painting of a mural on the newly installed brick wall on Kenny's Road, Marian. The mural will feature the array of native wildlife and tourism attractions found in the Pioneer Valley. • 9th Lane Revitalisation Project involves a large mural installation behind Wood Street Plaza, at 47 Wood Street. The project will be broken into two stages, with funding provided for Stage One. The mural for this stage has a working title of 'Our Underwater Neighbours', which aims to "reflect our wider global community by depicting 'Mother earth' as the guardian of the world we live in and the people who inhabit the earth". • Sarina Beach Progress Association's project involves the installation of a beach themed mural on the external walls of the toilet block located at the entrance to Sarina Beach (adjacent to the Sarina Life Saving building). <p>Due to COVID-19 travel border restrictions the Marian State School P&C Association has had to postpone the start of their project as their lead artist is unable to travel to Queensland. The P&C will work with the artist to reschedule the project timeframes.</p> <p>The 9th Lane Revitalisation Project is also delayed due to COVID-19 travel border restrictions and the project manager is working with the artist to ensure travel plans are made when borders reopen.</p> <p>The Sarina Beach Progress Association have completed their project with the grand unveiling occurring at the Coconut Festival September 18.</p> <p>On 9 September 2021 the Greater Whitsunday Food Network held a strategic planning meeting facilitated by an external consultant. The meeting was to discuss options for the network to continue operating considering the risk of insolvency due to outstanding commitments. The result of the meeting was to enter the process of voluntary administration. On 16 September 2021 an Economic Development Officer met with two representatives of the Greater Whitsunday Farmers' Market stallholders. The group proposed to continue holding a weekly farmers' market at Bluewater Quay until December 2021. The required Park Booking was granted and the group is now operating.</p>
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Economic Development Strategy Implementation - Workforce and Skills Development through partnerships to upskill residents and attract new workers to the region.		Resource Industry Network is in the process of establishing a Skills Attraction and Retention Working Group which the Manager Economic Development and Tourism will be a member of, with support from officers to progress relevant projects.
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Sarina Sugar Shed To manage and operate a sustainable tourism facility, which provides a range of tourism products and experiences to promote the region's heritage		
Strategy / Project	Status	Description / Update of Project
Operate a successful tourism facility which meets its performance targets		<p>The 15th anniversary of the Sarina Sugar Shed appropriately saw it record its best revenue month on record (\$109,782 ex. GST). Although it was still very good, the September school holidays were not quite as strong as the July school holiday period, with the border closures to Victoria and New South Wales potentially having some effect.</p> <p><u>Ticket sales</u> For the first time, online sales equated to 50% (49.94%) of all ticket revenue in September, prompted by promotional efforts to encourage visitors to book in advance for the school holidays.</p> <p>Bookings from the Mackay Regional Visitor Information Centre (Mackay Isaac Tourism) fell away in September, no doubt impacted by tours being fully booked. However, direct telephone bookings increased and equated to 18% of total booking sources – this is most likely due to visitors calling to enquire about availability on the day they want to visit.</p> <p><u>Retail sales</u> Retail sales continue to track well in terms of revenue, with recently added confectionary lines proving popular especially during the school holidays. Revenue for alcohol sales was boosted in September by the release of the SB15 three-year rum. However, even without this, alcohol sales continue to be very strong. The café performed well, but not as well as the peak period of July, while produce sales were below expectations, warranting further review.</p> <p>70 of the 115 bottles of the limited edition SB15 three-year rum were released to the Sarina Rum Club on 9 September with a one bottle limit, and 45 of these taken up. The remaining bottles were released to the general public on 13 September and sold out in the first week of the school holidays.</p>
Implement the Sarina Sugar Shed Business Review 2020.		<p>September was birthday month at Sarina Sugar Shed as it celebrated 15 years of operation. Several activities marked this milestone month including:</p> <ul style="list-style-type: none"> • The release of the limited-edition SB15 three-year rum – all 115 bottles sold out within a few days. • An open day was held on Sunday, 12 September, with almost 250 people enjoying the festivities. • A stakeholder thank you function with the Mayor, Deputy Mayor and councillors was held on 15 September to acknowledge past staff and volunteers.

		<ul style="list-style-type: none">• The Sugar Shed was featured on Triple M with a specially written birthday song by breakfast hosts Jay and Dave.• Council's Corporate Communications team featured the Sugar Shed's 15th birthday on the monthly staff e-signature banner and highlighted the milestone through Council Connect activities during September. <p>Sarina Sugar Shed was invited to set up a bar with its liqueur products at the charity Runway Dinner at the old Mackay Airport terminal on Friday, 10 September. This was a successful activity, with good opportunities for tastings and some satisfactory sales achieved.</p> <p>During the September school holidays, the Sugar Shed offered a special tour aimed at kids. The fun interactive 45-minute session was a great way to get the young ones involved in the sugar cane process and included a Critter Hunt plus other kid-focussed activities such as an information sheet for school projects and quiz. Parents could join the tour at the children's price. The tours were a huge success, filling up on every day of the school holidays.</p> <p>To round off a big month, the Sugar Shed also offered its first-ever Cocktail Masterclass to the public on Friday, 24 September which included a welcome drink, a tasting platter, and the opportunity for people to make their own cocktail.</p> <p>Pinnacle Tourism Marketing delivered a Marketing Operational Plan 2022-2023 for the Sarina Sugar Shed. Their findings and recommendations are currently being considered, particularly in terms of wider distribution through channel managers and online travel agents (OTAs) and B2B reconnections and relationships.</p> <p>Representatives from consultants BMI visited Sarina Sugar Shed in relation to the pre-feasibility study. Their report is expected by late October or early November.</p>			
Business Operations (excluding accruals)		Item	September	YTD	Annual Target
	🌱	Tour Visitation (Paid)	1,882	5,086	18,000
		Visitation (Total)	3,184	8,975	25,000
		Volunteer Hours	160	622	-
		Item	September	YTD	Annual Budget
	🌱	Ticket Sales	\$29,758	\$85,303	\$200,000
	🌱	Retail Sales	\$80,024	\$207,874	\$353,063
	🌱	Total Income (incl. Ticket income)	\$109,782	\$293,177	\$553,063
	🌱	Total Expenses	\$135,763	\$295,293	\$967,268

Economic Indicators (Quarterly)

Indicator	Sep 19	Dec 19	Mar 20	Jun 20	Sep 20	Dec 20	Mar 21
Employment							
Unemployment rate	6.4%	5.8%	5.2%	5.5%	5.7%	5.4%	4.4%
Employed persons	56,709	58,906	60,582	61,530	62,673	62,784	63,163
Real Estate							
Median house sale	\$360,000	\$355,000	\$360,000	\$379,000	\$360,000	\$383,500	\$400,000
Res vacancy rate	2.5%	2.5%	1.3%	0.6%	0.9%	1.0%	0.8%
Residential Lot Supply							
Lots Approved [^]	53	31	118	13	39	5	Data not Available
Lots Registered ⁺	49	45	71	129	114	26	Data not Available

*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.

[^] In previous reports incorrect data was reported. This has now been corrected and the report will now contain published Queensland Government data (QLD Treasury).

^o Incorrected values reported. The values have now been corrected with REIQ published data.

March 2021 Real Estate and Residential Lot Supply not available until the end of July 2021

e-Statistics

	April 21	May 21	June 21	July 21	August 21	Sept 21
Mackay Region Joblink Analytic Report*	156 active users	2,403 active users	785 active users	356 active users	195 active users	261 active users
	268 sessions	2,866 sessions	1,015 sessions	453 sessions	234 sessions	354 sessions
	3m 26s average session	2m average session	1m 45s average Session	2m 02s Average sessions	2m 14s Average sessions	1m 28s Average sessions
Internet Vacancy Index (Central Qld) Advertised Jobs**	-	2,900	Data not Available	2,800	3,100	Data not Available
SEEK Advertised Jobs***				1,518	1,322	1,368
Sarina Field of Dreams Usage Wi-Fi	49 users	45 users	65 users	72 users	49 users	5 users
	921 sessions	784 sessions	703 sessions	663 sessions	438 sessions	35 sessions
Hooked on Mackay Facebook	4,161	4,216	4,276	4,347	4,403	4,450
Hooked on Mackay Instagram	458	554	572	610	634	656
Hooked on Mackay Youtube Subscribers	34	38	44	52	60	64
Net Free Zone Voluntary Code	604	631	633	639	668	678
Mackay Region Event Organisers Connect Facebook Group Members	87	88	90	90	90	92
Invested in Mackay Subscribers	567	573	574	580	578	579

*The data supplied for Mackay Region Joblink Analytic report has changed to provide a more accurate reflection of site usage. The user figure has changed from the number of registered users on the site to the number of users utilising the site in each month. For the month of May 2021, the uWorkin team prepared a series of news articles promoting all Queensland regional areas, including Mackay, resulting in a very big spike in users and sessions.

**This report will now include Federal Government data which reports on the Internet Vacancy Index (IVI). The IVI is the only publicly available source of detailed data on online vacancies, including for around 350 occupations (at all skill levels), as well as for all states/territories and 37 regions. The IVI is based on a count of online job advertisements newly lodged on SEEK, CareerOne and Australian JobSearch during the month. As such, the IVI does not reflect the total number of job advertisements in the labour market as it does not include jobs advertised through other online job boards, employer websites, word of mouth, in newspapers, and advertisements in shop windows. The IVI also does not take account of multiple positions being advertised in a single job advertisement. The data available is broken down as far as Central QLD which includes 9 local Government areas. Economic Development officers will contact the Federal Government department and request data for the Mackay region along with the industry breakdown.

Upcoming Events

Date	Event	Location
23 – 28 October 2021	2021 Qld Champion of Champions Finals (Bowls Qld event) – <i>Invest Mackay Funded</i>	South Suburbans Bowls Club, Mackay
25 – 27 October 2021	Local Government Association of Queensland (LGAQ) Conference – <i>Invest Mackay Funded</i>	MECC
29 – 31 October 2021	North Australian Championships – <i>Invest Mackay Funded</i>	Mackay Harbour
19 – 20 November 2021	Women's Big Bash League 07. Fixture – <i>Invest Mackay Funded</i>	Great Barrier Reef Arena, Harrup Park

11.2.2. DA-2021-93 RECONFIGURING A LOT (BOUNDARY REALIGNMENT)

Author	Emma Langford (Planning Officer)
Responsible Officer	Director Development Services (Aletta Nugent)
Application Number	DA-2021-93 Reconfiguring a Lot (Boundary Realignment)

Attachments	Attachment A: Locality Plan Attachment B: Overlay Mapping Attachment C: Decision Notice Attachment D: Proposal Plans Attachment E: Referral Agency Response Attachment F: Historical Aerial Photography
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Purpose

The applicant seeks a development permit to reconfigure two rural land parcels by realigning a shared property boundary. Formally, the application submitted is for Reconfiguring a Lot (Boundary Realignment) – 2 Rural Lots into 2 Rural Lots.

The application is code assessable and does not require public notification.

The application is recommended for refusal.

Related Parties

Applicant: Katrina M Perna and Rex W Munchow c/- Justin Peel

Landowner: Katrina M Perna and Rex W Munchow

Planning consultant: Development Planning and Approvals

Corporate Plan Linkage

Priority: Economy

Strategy: Facilitate development - Utilising the Planning Scheme to deliver an integrated approach to the facilitation of development and sustainable growth.

Background/Discussion

Application Details

Date Received:	11 June 2021
Applicant's Details:	Katrina M Perna and Rex W Munchow c/- Justin Peel
Proposal:	Reconfiguring a Lot (Boundary Realignment) – 2 Rural Lots into 2 Rural Lots
Site Address:	24 Sorensens Road and Lot 4 Bruce Highway, Kuttabul
Property Description:	Lot 3 on SP134469 and Lot 4 on SP134469
Owner's Details:	Katrina M Perna and Rex W Munchow
Area:	Lot 3 – 1.13ha & Lot 4 – 26.70ha (27.83ha total)
Planning Scheme:	Mackay Region Planning Scheme v3.1

Planning Scheme Designations:

Zone: Rural
Precinct: N/A

Assessment Level: Code

Submissions: N/A

Referral Agencies: State Assessment Referral Agency (SARA)
Trigger for referral: reconfiguring a lot that involves clearing native vegetation (Sch 10.3.4.2.1 Planning Regulation 2017)

Recommendation: Refusal

Subject Site and Surrounds

The subject site includes two land parcels described as Lot 3 and Lot 4 on SP134469. The land parcels are located south of the Bruce Highway and accessed via Sorensens Road in the locality of Kuttambul, approximately 30km northwest from the Mackay CBD.

The land is zoned rural under the Mackay Region Planning Scheme v3.1 and has a combined area of 27.83ha. Lot 3 encompasses 1.13ha of land accommodating an existing dwelling house, whilst Lot 4 encompasses 26.70ha of land and has historically been used for farming sugar cane.

Lot 3 has frontage to Sorensens Road to the east and Lot 4 has frontage to Sorensens Road to the east and the Bruce Highway to the north. The Bruce Highway is a State-Controlled Road.

The site is bound by remnant vegetation to the west, rural lifestyle lots to the south, and active farmland to the north and east.

The site is impacted by the following overlays

- Biodiversity
 - Environmentally Significant Vegetation
 - Waterways
- Landslide Hazard
- Agricultural Land
 - Agricultural Land Class A and B
 - Locally Important Agricultural Areas
- Bushfire Hazard Areas
- Landscape Character and Image Corridor
 - Landscape Character
 - Image Corridor

Refer to *Attachment A: Locality Plan*.

Refer to *Attachment B: Overlay Mapping*

Background

The current configuration of the two land parcels was established in 2001 via the registration of Survey Plan SP134469 in accordance with a family subdivision approval (refer to *Attachment C: Decision Notice*).

Pre-lodgement Advice

Pre-lodgement advice was provided to the applicant on three occasions in the form of advice provided during a meeting held on the 30 September 2019 by Principal Planner Leah Harris, written advice issued via email on the 9 December 2019 by Acting Principal Planner Brogan Jones, and written advice issued via email on 19 June 2020 by the Director Development Services Aletta Nugent.

The pre-lodgement advice stated that Council Officers could not support the development given the conflict with the outcomes of the planning scheme.

Proposal

The applicant proposes to reconfigure two rural land parcels by realigning a shared property boundary. The purpose of the boundary realignment is to provide additional land to the existing house lot and to amend a driveway encroachment by taking land from the existing farm lot. The boundary to be realigned is the northern side boundary of existing Lot 3.

The proposed boundary realignment will result in the new farm lot (proposed Lot 14) being reduced by 4,300m² to encompass a total area of 26.27ha, whilst the new house lot (proposed Lot 13) will gain an additional 4,300m² to encompass a total area of 1.56ha.

Access to proposed Lot 13 will remain as per the existing access with the boundary realignment to also amend the existing driveway encroachment. Access to proposed lot 14 is not proposed to change.

Refer to *Attachment D: Proposal Plans*.

Infrastructure Considerations

Water and Sewer

The subject site and surrounding area are not serviced by reticulated water or sewer infrastructure. Lot 13 has existing water and onsite sewerage systems associated with the dwelling. It is not proposed to change the existing servicing arrangements.

Electricity and Telecommunications

Proposed Lot 13 is currently connected to electricity and telecommunications services for the existing dwelling. It is not proposed to change the existing servicing arrangements.

Roadworks

Nil implications.

Stormwater

Nil implications.

Referral Agencies

The application was referred to the Department of State Development, Infrastructure, Local Government and Planning's referral body, the State Assessment Referral Agency (SARA), for assessment against their State interest which is a reconfiguration of a lot that involves clearing native vegetation. Specifically, the triggers under the Planning Regulation 2017 are:

1. Reconfiguring a lot that involves clearing native vegetation – Schedule 10, Part 3, Division 4, Table 2, Item 1.

SARA's only condition of approval regulates the clearing of vegetation by limiting the area (0.19ha) and location of clearing in accordance with a Vegetation Management Map.

Refer to *Attachment E: Referral Agency Response*.

Legislative Framework

The development application has been assessed in accordance the relevant sections of Chapter 3 of the Planning Act 2016.

Specifically, s45(3) of the Act prescribes how code assessment is to be undertaken.

A code assessment is an assessment that must be carried out only –

- a. against the assessment benchmarks in a categorising instrument for the development; and*
- b. having regard to any matters prescribed by regulation for this paragraph.*

Mackay Isaac Whitsunday Regional Plan

Detailed assessment against the Mackay Isaac Whitsunday Regional Plan is not required as Part 2.2 of the Mackay Region Planning Scheme states the Minister has identified the planning scheme appropriately advances the Mackay Isaac Whitsunday Regional Plan 2012 as it applies to the planning scheme area.

Mackay Region Planning Scheme

The development application was lodged under the Mackay Region Planning Scheme v3.1. Table 5.6.1 of the scheme specifies reconfiguring a lot in all zones is code assessable. A detailed assessment against the key provisions of the relevant codes of the planning scheme is provided below.

A summary of the relevant codes is:

- Agricultural land overlay code
- Biodiversity overlay code
- Bushfire hazard overlay code
- Landscape character and image corridor overlay code
- Landslide hazard overlay code
- Rural zone code
- Reconfiguring a lot code
- General developments requirement code

Agricultural land overlay code

The proposal conflicts with the purpose, key overall outcomes and key performance outcomes of the overlay code. A detailed assessment of key provisions follows.

The purpose of the agricultural land overlay is to *‘ensure development on or near agricultural land maintains the productive capacity of the land for agricultural purposes.’*

Overall outcome 2a states *‘development that fragments, alienates or diminishes the productive capacity of agricultural land for agricultural purposes is avoided’* and overall outcome 2b states *‘agricultural activities on agricultural land is protected and promoted’*.

The applicant states that *“the land to be included in Lot 13 is not productive agricultural land as the area is rocky and on top of a ridge”*. The proposed boundary realignment seeks to allocate land classified as a Locally Important Agricultural Area and Class A & B Agricultural Land (refer to *Attachment B: Overlay Mapping*) to a rural lifestyle lot, which will diminish the productive capacity of agricultural land for agricultural purposes and does not protect or promote existing agricultural land.

The planning scheme does accommodate some loss of Agricultural land as an acceptable outcome up to 2,000m² however, the proposed realignment results in a greater loss than that of 4,300m².

Historically, the land has been farmed as recently as 2009 (refer to *Attachment F: Historical Aerial Photography*) As a result of the proposed boundary realignment the land will be lost for agricultural purposes.

Arguably, if the land was not agricultural land and the overlay mapping was incorrect, this code could be discounted. However, that has not been demonstrated by the applicant with a scientific assessment. A letter was provided by Mackay Area Productivity Services which stated in their professional opinion the land in question is “not ideal” but does not provide a detailed assessment of the land.

Agricultural land classification (ALC) is a hierarchical scheme based on interpreted land evaluation information. It is used to assess the location and extent of agricultural land that can be used sustainably for a wide range of land uses, with minimal land degradation.

There are four classes (A, B, C and D). The classes imply a decreasing range of land use choice and an increase in the severity of land use limitations and/or land degradation hazard. Class A land has the greatest potential for producing the widest array of crops, while Class D land is unsuitable for any agricultural land use.

The ALC data is used to inform local government planning schemes and regional plans as required for the agriculture state interest provisions of the State Planning Policy. The dataset is also used in the Agricultural Land Audit, to formulate the Trigger Map for Strategic Cropping Land and is part of the Natural Resources Inventory.

Performance Outcome 5 states that *‘new lots created through boundary realignment maintain or improve the agricultural capacity of agricultural land and do not fragment, alienate or diminish the productive capacity of agricultural land and do not increase potential conflict between agricultural and non-agricultural uses.’* The proposed boundary realignment will not maintain or improve the agricultural capacity of agricultural land and will diminish the productive capacity of the land. A reduction in productive agricultural land for buffering purposes is considered unnecessary in this instance as this can be achieved through alternative means.

Based on the above, the proposed boundary realignment fundamentally conflicts with the performance outcomes of the overlay code.

Biodiversity overlay code

The overlay mapping shows environmentally significant vegetation within the waterway which runs through the southern portion of the farm lot from east to west and is not located within proximity to the proposed boundary realignment. The proposal will not result in any changes that would adversely impact on the environmental significance of the mapped vegetation or the waterway. As such the proposal is consistent with the overlay code.

Bushfire hazard overlay code

The overlay mapping includes the majority existing house lot in the Medium Bushfire Hazard Area whilst the farm lot is included within the Very High and High Bushfire Hazard Areas and within the bushfire hazard buffer area (within 100m of a Bushfire Hazard Area). The proposed realignment of the shared common boundary is located within the bushfire hazard buffer area and is not vegetated. The applicant has not provided any building envelopes which would demonstrate that there is no increased risk to people and property in regard to bushfire hazard. A building envelope ensuring any future buildings are located outside of the bushfire hazard area would be required in order for the development to comply with the code.

Landscape character and image corridor overlay code

The vegetated parts of the subject site are within the landscape character overlay. The purpose of the landscape character and image corridor overlay code is to maintain and enhance the visual amenity of the region provided by landscape character areas and experienced from image corridors. The applicant has indicated *“No clearing of vegetation is required to facilitate the realignment and no new building works are currently proposed.”* On the basis that no vegetation is removed from site, particularly considering the new part of the landscape character area to be part of the rural living lot, development does not conflict with the code.

Landslide hazard overlay code

The overlay mapping covers intermittent areas of the northern portion and the southern portion and of Lot 4 as well as the southern portion of Lot 3. However, the majority of the land proposed to be allocated to the existing house lot is not included in the overlay mapping. Overall outcome (2)(c) states that *'reconfigured lots on steep land provide a usable and accessible building envelope'*. The applicant has not provided any building envelopes which would demonstrate that there is no increased risk to people and property in the landslide hazard area. A building envelope ensuring any future buildings are located outside of the landslide hazard area would be required in order for the development to comply with the code.

Rural zone code

The proposal conflicts with the purpose and key performance outcomes of the zone code. A detailed assessment of the key provisions follows.

'The purpose of the rural zone is to:

- a. provide for rural uses and activities; and*
- b. provide for other use and activities; and*
- c. the character and environment features of the zone; and*
- d. maintain the capacity of land for rural uses and activities by protecting and managing significant natural resources and processes.'*

The proposal seeks to allocate agricultural land from the farm lot to the rural living lot, which will reduce the productive capacity of the land available to be utilised for rural activities and does not protect or manage the natural resources of the land (good quality agricultural land). Therefore, the proposed boundary realignment conflicts fundamentally with the stated purpose of the rural zone.

Performance outcome 1 states *'The zone primarily accommodates rural activities'* and performance outcome 2 states *'The zone accommodates small scale residential uses, such as dwelling houses...which support the use of land for rural activities'*.

The applicant has stated that *"The proposed boundary realignment supports the assessment benchmarks within the rural zone code by providing appropriate separation to existing sensitive land uses and protecting the dwelling from nuisance from noise, odour and dust"*.

However, the existing house lot is considered to be sufficiently sized and additional buffering from adjoining agricultural land is able to be achieved by alternative means such as landscaping and/or fencing, which would allow improved buffering to be established between the properties without the loss of productive agricultural land.

Regarding performance outcome 2, the existing dwelling house is on its own small parcel and does not support the use of the land for rural activities.

As a result of the above non-compliance the proposed boundary realignment conflicts with the performance outcomes and therefore the code.

Reconfiguring a lot code

The proposal conflicts with the purpose and key performance outcomes of the code. A detailed assessment of key provisions follows.

'The purpose of the reconfiguring a lot code is to ensure that reconfiguring a lot development provides:

- a. diverse, accessible, sustainable and liveable residential neighbourhoods; and*
- b. accessible and efficiently serviced industrial areas; and*
- c. lots with high levels of usability and amenity for the intended use.'*

In relation to part (c) above, the proposed boundary realignment seeks to reduce the amount of productive agricultural land currently located within an existing farm lot and subsequently does not provide for high levels

of usability for the intended use of the land, which is for a rural activity. As such, the proposed boundary realignment is inconsistent with the purpose of the reconfiguring a lot code.

Performance outcome 1 states *'The reconfigured lots achieve/provide for the outcomes sought by the relevant zone code'*. See assessment of the rural zone code above. Thus, the proposed boundary realignment conflicts the performance outcome.

Performance outcome 15 (a) states *'lots created through boundary realignment are usable for development and integrate with the character and amenity of the surrounding area'*. The proposed boundary realignment will reduce the amount of land available for productive agricultural purposes and will therefore reduce the utility of the farm lot as a result of the land being unusable for rural activities. As such the proposed boundary realignment conflicts with the performance outcome.

Performance outcome 15 (b) states *'lots created through boundary realignment achieve one or a combination of the following: (i) improved utility of the lot; or (ii) boundary reflects natural features, infrastructure corridors or easements; or (iii) separation of uses or buildings; or (iv) resolution of boundary encroachment issues.'* The proposed development does achieve a resolution of boundary encroachment issues, but it goes much further than that.

General development requirements code

The proposal is generally consistent with the relevant overall outcomes and performance outcomes of the code.

Conclusion

The Mackay Region Planning Scheme seeks to advance state and regional strategies, including state planning policies for agriculture. It sets expectations and acceptable limits for some loss of agricultural land and allows for boundary realignments of lots less than the minimum lot size, where the newly created lots are demonstrably an improvement to the utility of the lot for its purpose of rural activities.

The applicant is proposing the boundary re-alignment to facilitate a 40m buffer around the dwelling house. The requirement for a 40m buffer is an acceptable solution which Council has in the past been willing to and regularly agrees to alternative solutions through the use of landscaping and fencing. The applicant has not specified what amenity impacts the buffer is intended to address. Overall, this argument is not considered sufficient to justify the loss of agricultural land. In addition, the method of addressing any amenity impacts generated by the farming use should be managed on the existing lot and as recommended above, established with landscaping.

The applicant has also proposed that the boundary realignment should be supported to resolve an encroachment issue with the driveway being located on the adjoining parcel. A boundary realignment involving the small amount of land required to rectify the encroachment could be supported. However, the boundary realignment proposed results in a much greater amount of land, resulting in the loss of agricultural land.

Due to the loss of agricultural land as a result of the proposal and a lack of justification for the loss, the application is not able to be supported.

Infrastructure Charges

Infrastructure charges are not applicable to the application as it does not seek to create any new land parcels.

Public Notification

The development application is code assessable and is therefore not subject to public notification requirements specified under the Planning Act 2016 and associated instruments.

Consultation and Communication

Council provided pre-lodgement advice to the applicant for the proposed development on three occasions, which included the advice that Council officers cannot support the development given the conflict with the outcomes of the planning scheme.

Following formal lodgement of the application, a Confirmation Notice was issued to the applicant on 24 June 2021 to confirm receipt of the properly made application and allow for the application to be properly referred to the State Assessment and Referral Agency.

Council did not issue an Information Request as additional information was not required in order to assess the application.

Council issued a Further Advice Notice to the applicant in accordance with s35 of the Development Assessment Rules on the 9 August 2021 detailing Council officer's position, which was to not support the proposed boundary realignment. The applicant formally responded with further assessment against the relevant provisions in the planning scheme.

Council officers contacted the applicant via email in relation to the upcoming consideration of the application by Council at a Council meeting.

Resource Implications

There are no resource implications for Council as a result of this recommendation.

Risk Management Implications

There are potential costs involved if an appeal is lodged by the applicant against Council's decision.

Officer's Recommendation

THAT Council refuse the development application for a development permit for Reconfiguring a Lot (Boundary Realignment) – 2 Rural Lots into 2 Lots at 24 Sorensens Road and Lot 4 Bruce Highway, Kuttambul, described as Lots 3 & 4 on SP134469, subject to the following grounds of refusal:

1. The proposed development conflicts fundamentally with the purpose and key performance outcomes of the rural zone code in the Mackay Region Planning Scheme v3.1.
2. The proposed development conflicts fundamentally with the purpose, key overall outcomes and key performance outcomes of the agricultural land overlay code in the Mackay Region Planning Scheme v3.1.
3. The proposed development conflicts fundamentally with the purpose and key performance outcomes of the reconfiguring a lot code in the Mackay Region Planning Scheme v3.1.

Mr Rex Munchow addressed Council advising that he is the landowner of 24 Sorenson's Road, Kuttatubul and his father-in-law owns the adjoining property. Mr Munchow advised that the land in question had not been in production since 2012, is considered marginal cane land and is currently used as his front yard. Mr Munchow advised that the approval of this reconfiguration would rectify encroachment issues and provide a 40m buffer from agricultural activities to the existing dwelling.

Mayor Williamson noted the Officer's Recommendation.

Cr Bonaventura advised that he would like to move a motion, which has been circulated to Councillors, as an alternative to the officer's recommendation.

Council Resolution ORD-2021-293

THAT in accordance with section 254H of the Local Government Regulation 2012, the following are recorded as reasons in support of a decision made at a local government meeting inconsistent with a recommendation or advice given to the local government by an advisor of the local government –

- The proposal will address an existing driveway access encroachment as a practical outcome
- The Department of State Development, Infrastructure, Local Government and Planning's referral body, the State Assessment Referral Agency (SARA) did not raise any issues other than conditioning vegetation clearing
- Although the area of 4,300m² is larger than the 2,000m² acceptable outcome accommodated within the planning scheme for loss of Agricultural land, the proposed area is still not significant from an adjacent parcel of over 26 hectares to impact the continuing agricultural use of this parcel
- Subject to future building envelopes, the proposal does not conflict with the Biodiversity overlay code, the Bushfire hazard overlay code, the landscape character and image corridor overlay code, or the Landslide hazard overlay code
- Most importantly, with an existing dwelling, and simply a boundary realignment, the proposal is not increasing the residential use of the area

THAT Council approve the development application for a development permit for Reconfiguring a Lot (Boundary Realignment) – 2 Rural Lots into 2 Lots at 24 Sorensens Road and Lot 4 Bruce Highway, Kuttatubul, described as Lots 3 & 4 on SP134469, subject to the following conditions of approval and assessment manager advice.

Conditions of Approval

1. Plan of Development

The approved reconfiguration of land via boundary realignment (2 rural lots into 2 rural lots) must generally comply with the Plan of Development (identified in the table below) and supporting documentation which forms part of this application, except as otherwise specified by any condition of this approval.

Drawing Number	Title of Plan	Revision	Prepared By	Date
19026-P	Proposed Reconfiguration of Lots 3 and 4 on SP134469 into New Lots 13 and 14		Mackay Surveys	10/03/2019

2. Compliance with Conditions

All conditions must be complied with prior to the endorsement of the Plan of Survey, unless specified in an individual condition.

3. Compliance with Council Standards

All design and construction for the development must be in accordance with Council's Policies, Engineering Design Guidelines, Standard Drawings and Standard Specifications.

4. Conflict Between Plans and Written Conditions

Where a discrepancy or conflict exists between the written conditions(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail.

5. Damage

The developer is responsible for the repair of any damage that is caused to Council's infrastructure as a result of the construction works associated with the proposed development. The developer must make any damage safe and then notify Council immediately. Council will make the decision as to who will carry out the rectification works and the timing for the completion of those works.

6. Agricultural Land Buffer

Sensitive land uses and/or habitable floor areas are separated from agricultural land by a buffer with a minimum width of 40 metres.

7. Ponding and Diversion of Stormwater

Ponding of stormwater resulting from the development must not occur on adjacent properties.

ASSESSMENT MANAGER ADVICE

1. Future Dwelling on Lot 14 – Onsite Sewer

a) Any future dwelling on Lot 14 must be able to be provided with an onsite waste water treatment system and effluent disposal area that is in accordance with AS/NZS 1547:2000 Onsite Domestic Wastewater Management.

b) The developer must provide to Council the following:

1. A geotechnical report (soil test) prepared by a suitably qualified geotechnical professional demonstrating that the lot is suitable to accommodate an onsite wastewater system and effluent disposal area that is in accordance with AS/NZS 1547 Onsite Domestic Wastewater Management.

2. Future Dwelling on Lot 14 – Potable Water

a) Any future dwelling on Lot 14 must have an adequate water supply. This supply must comprise the following:

- i. 75,000 litre (minimum) for rainwater supply system as sole source of supply; or
- ii. Bore (with a pump rate of 0.3 litre/sec as a minimum and meeting Australian Drinking Water Guidelines requirements verified by independent testing; and
- iii An additional 25,000 litre (minimum) storage tank with camlock outlet for fire fighting purposes.

3. Local Laws

The approved development must also comply with Council's current Local Laws under the Local Government Act 2009.

4. Hours of Work

It is the applicant/owner's responsibility to ensure compliance with Section 440R of the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause audible noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.

5. Dust Control

It is the applicant/owner's responsibility to ensure compliance with Section 319 General Environmental Duty of the Environmental Protection Act 1994, which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.

6. Sedimentation Control

It is the applicant/owner's responsibility to ensure compliance with Chapter 8, Part 3C of the Environmental Protection Act 1994 to prevent soil erosion and contamination of the stormwater drainage system and waterways.

7. Noise During Construction and Noise in General

It is the applicant/owner's responsibility to ensure compliance with Chapter 8, Part 3B of the Environmental Protection Act 1994.

8. General Safety of Public During Construction

It is the principal contractor's responsibility to ensure compliance with Section 19 (2) Work Health and Safety Act 2011. Section 19 (2) states that a person conducting a business or undertaking must ensure that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking.

It is the responsibility of the person in control of the workplace to ensure compliance with Section 20 (2) of the Work Health and Safety Act 2011. Sections 20 (2) states that the person in control of the workplace is obliged to ensure that the means of entering and exiting the workplace and anything arising from the workplace are without risks to the health and safety of any person.

9. Contaminated Land

It is strictly the applicant/owner's responsibility to source information regarding contaminated land from the Department of Environment and Resource Management, Contaminated Land Section as Council has not conducted detailed studies and does not hold detailed information pertaining to contaminated land.

Moved Cr Bonaventura

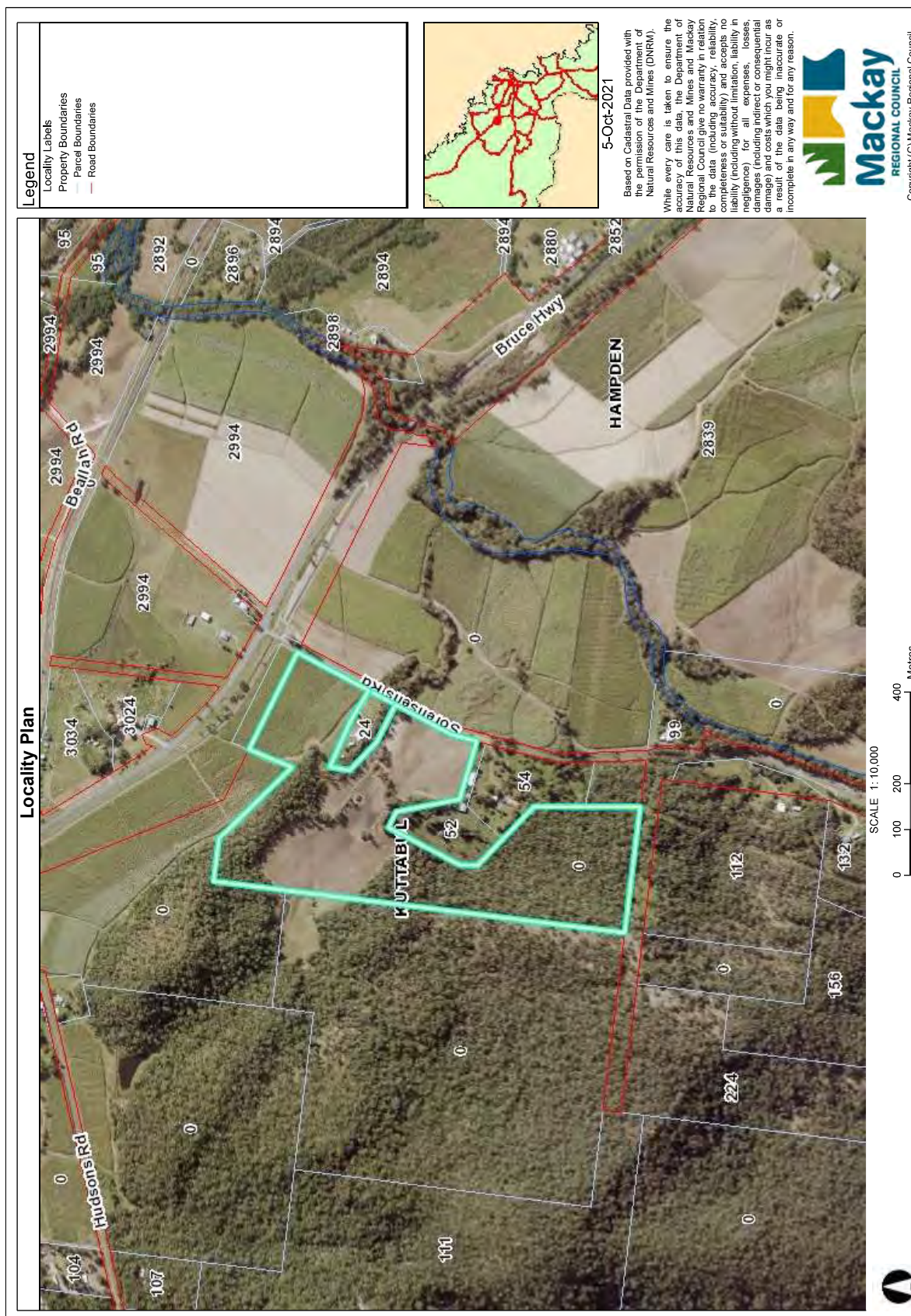
Seconded Cr Mann

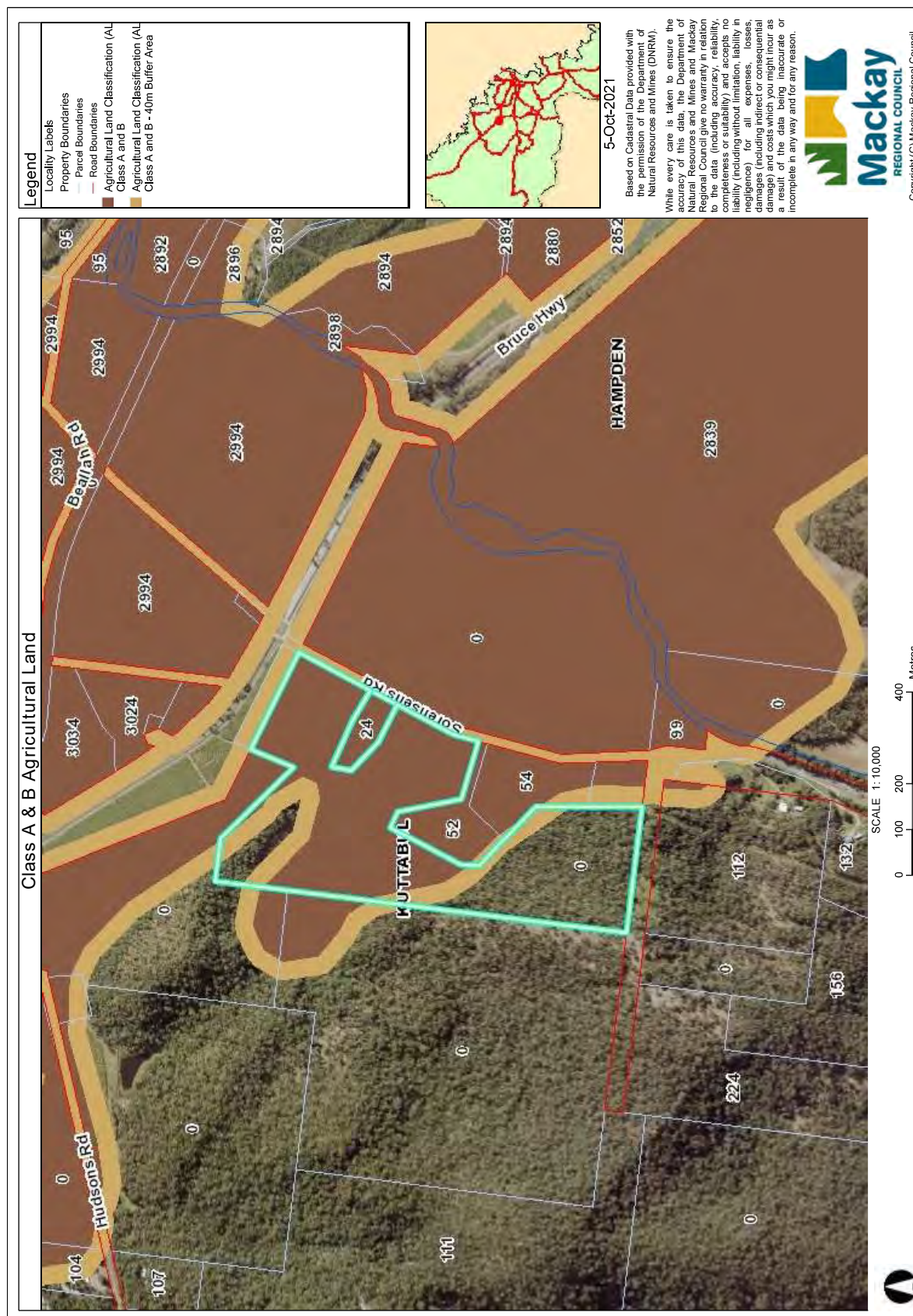
Cr Bonaventura advised that the applicant is seeking a development permit to realign a boundary which would correct a driveway encroachment issue. Cr Bonaventura advised that the Department of State Development, Infrastructure, Local Government and Planning's State Assessment and Referral Agency (SARA), has not raised any issues with this application, the application does not conflict with Council's overlay codes, there is no loss of sugar cane growing land as none has been grown on this location since 2012 and this is simply a boundary realignment which reflects the current usage.

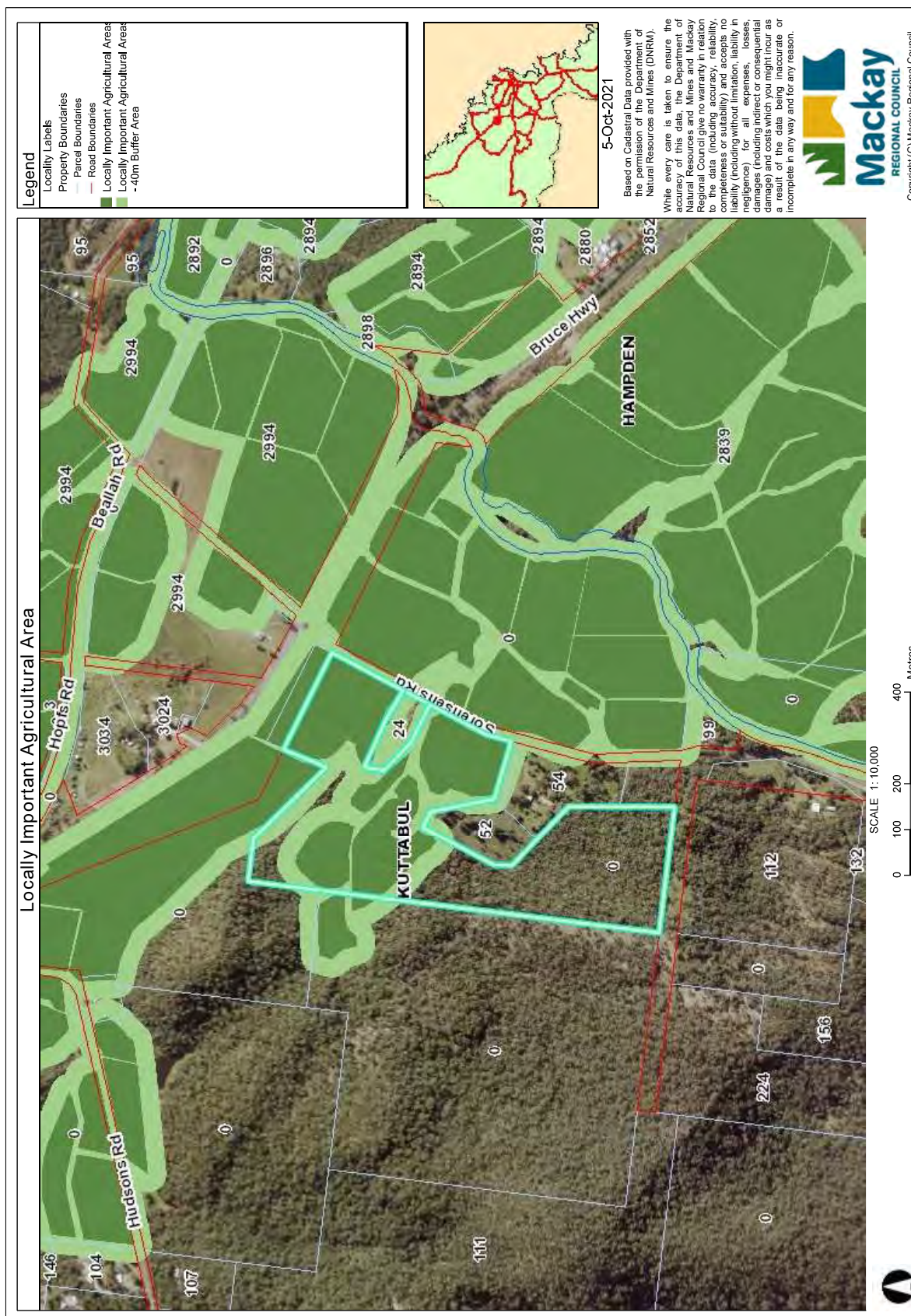
Cr Bella spoke in favour of the alternative motion noting that this was in no way a criticism of staff who made the original recommendation as they were following Council's policy on rural agricultural land. Cr Bella advised that he had personally inspected the site some time ago and was satisfied that there is a significant disparity between flat useable land and the land in question. Cr Bella advised that at the time of inspection he had noted that the current site access point raised safety concerns. Cr Bella suggested that inspections of situations such as this and other developments could be undertaken on the Council in Community Day, without the presence of the developer, in order to assist Councillors to make the best decisions. Cr Bella advised that he would support this motion but reiterated that he was in no way being critical of the work of staff.

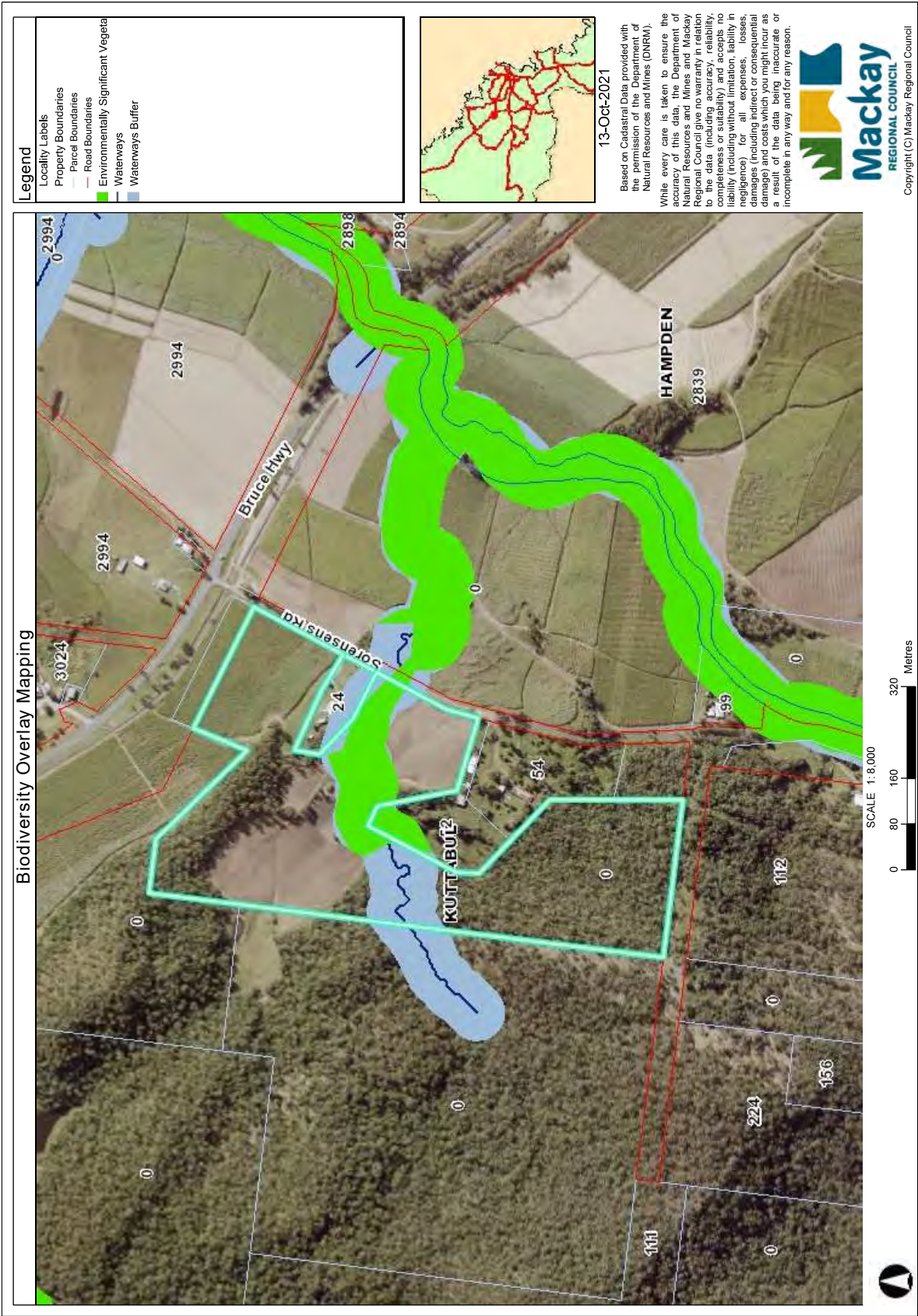
Mayor Williamson noted that it was important that Council has good reasons for voting against the officers recommendation but felt that in this case, this alternative motion could be supported.

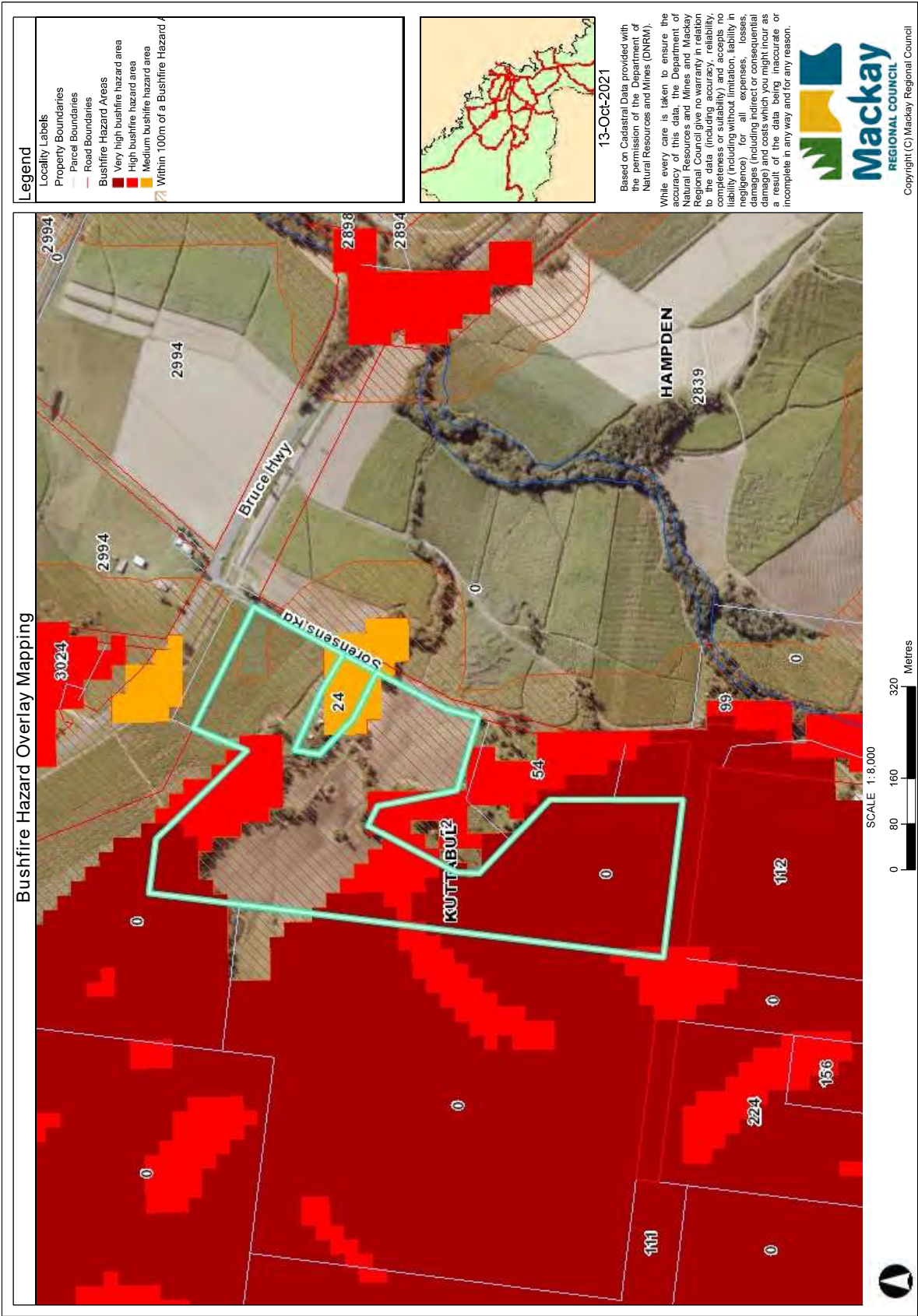
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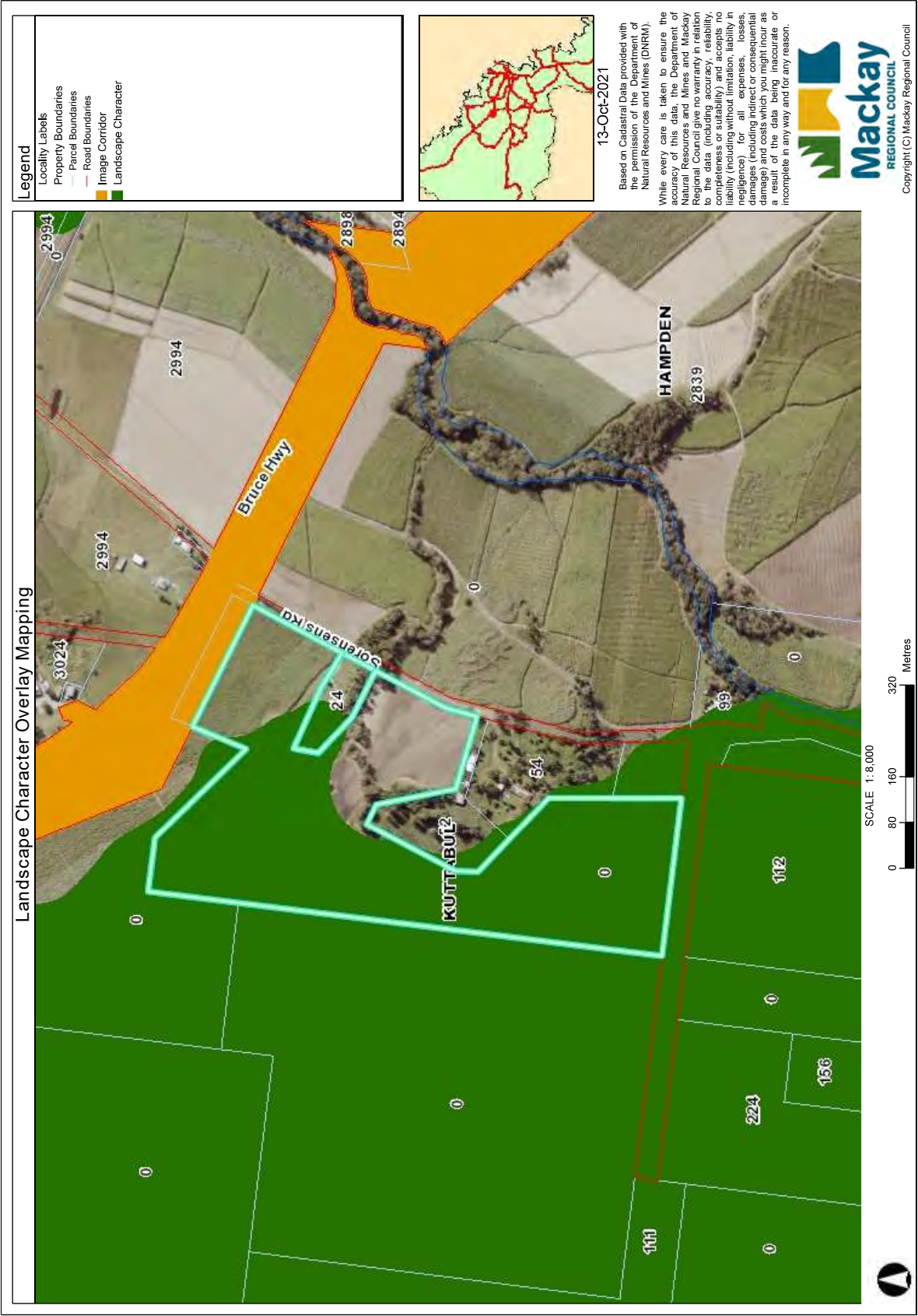


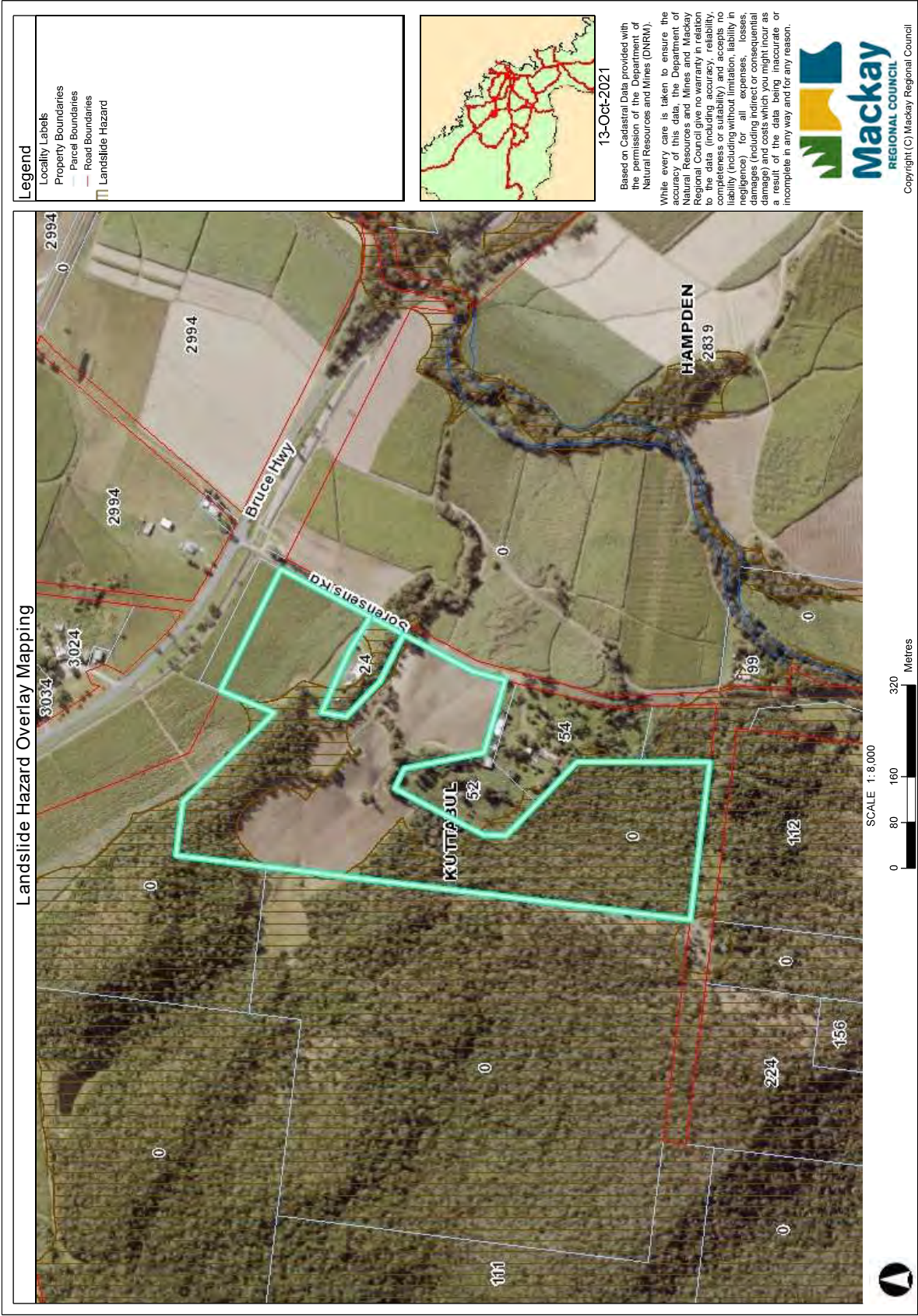








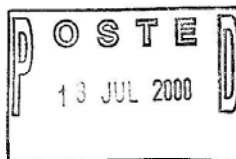






13 July 2000

Dawson Surveying
P O Box 1268
MACKAY Q 4740.



2000-07-11

Address all communications to:
The Chief Executive Officer
PO Box 41 Mackay Qld 4740

Your Ref:
20035

In reply please quote our Ref:
736533-001-2

SMcE

For enquiries please contact
Mr Stewart McEachran

INTEGRATED PLANNING ACT DECISION NOTICE DEVELOPMENT APPLICATION

Applicant's Name:	Dawson Surveying	
Owner's Name:	A & G Perna, P O Box 1, KUTTABUL	
Proposal:	Reconfigure a Rural lot into 2 lots for a Family Subdivision	
Application Number:	S00/70	
Site Address:	Lot 1 Sorensens Road, Kuttatbul	
Property Description:	Lot 1 on RP736533	Division: 1

1. **Decision:** **Decision Date: 11/7/2000**

Approved with Conditions

2. **Type of Development Approval:**

~~Material Change of Use~~
~~Reconfiguring a Lot~~
~~Operational Work~~

Preliminary Approval

3. **Referral Agencies:**

The names of the relevant Referral Agencies for this Application are:

CIVIC CENTRE GORDON STREET MACKAY QUEENSLAND
TELEPHONE (07) 4968 4444 • FACSIMILE (07) 4951 4489

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Concurrence:

Main Roads Department: The Department has no requirements for this application

Advice:

Nil

4. Reconfiguring a Lot – Standard Conditions

Assessment Manager

R18. The Plan of Survey with associated documents shall not be endorsed by Council until all of the conditions of approval have been complied with.

R19. It is strictly the applicant/owner's responsibility to source information regarding contaminated land from the Department of Environment, Contaminated Lands section as Council has not conducted detailed studies and does not hold detailed information pertaining to contaminated land.

R20. A \$7,500 bond shall be submitted prior to sealing of the Plan of Survey.

R22. Verification that the lot can be provided with a septic system to Council specifications.

R23. Provision of evidence that the title has transferred to family members. The bond shall not be refunded until evidence of such transfer of title is provided and the dwelling house has been constructed.

R27. The Applicant shall demonstrate that a suitable water supply is available by bore source for each rural lot in accordance with section 2.8.1 of Council's Development Manual Vol 2 Engineering.

Reconfiguring a Lot – Non-Standard Conditions

Assessment Manager

(1). The land shall be reconfigured in accordance with the Plan of Development No 20035/1 by Dawson Surveying which forms part of this Application.

(2) Provision of electricity to proposed lot 3 Sorensens Rd in accordance with an agreement with the Ergon Energy.

(3) The ownership of proposed Lot 3 shall be transferred to the nominated family member, Katrina Perna and be not transferred for a period of at least five years without the express approval of the Council. A written agreement shall be entered into with Council prior to signing and sealing of the Survey Plan.

(4) This family lot has been approved on the basis that one family lot is allowed per 30 hectares of farming unit and the minimum area of the parent parcel is 20 hectares. The farming unit for the purpose of calculation is taken to comprise Lot 1 on RP736533 and Lot 4 on RP715100.

Page 2 of 3

- (5) Access to the proposed Lot 3 from Sorensens Rd shall comply with Council's Standards as specified on MCC Plan No PA4-25 in the Development Manual Vol 2 Engineering and with reference to Council's Local Law No 74 (Roads).

5. Further Development Approvals Required:

~~Material Change of Use~~

~~Reconfiguring a Lot~~

~~Operational Work~~

Building Work

Plumbing & Drainage Work

Development Permit

Development Permit

Yours faithfully

Jeffrey Harris

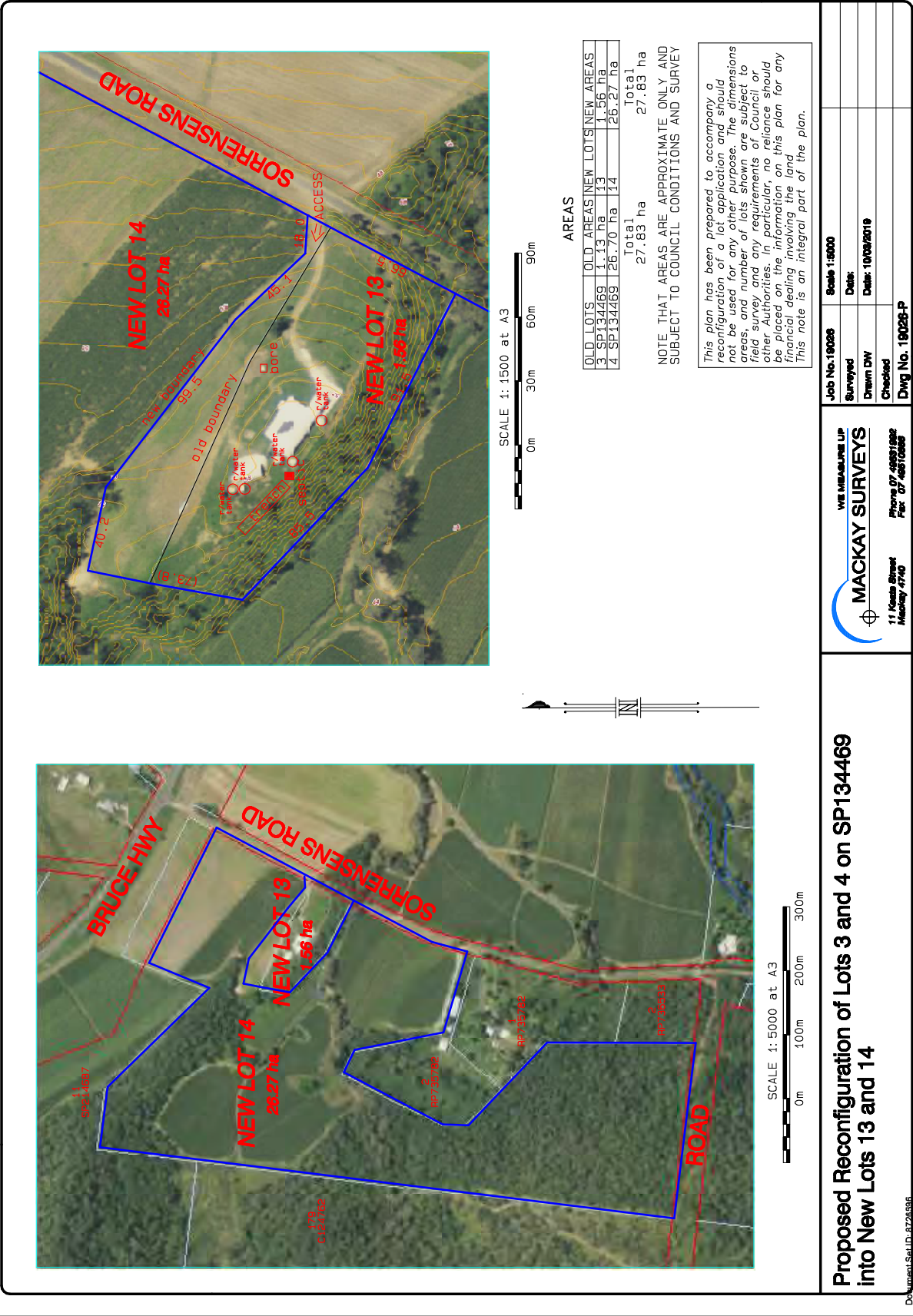
CHIEF EXECUTIVE OFFICER



Per

John Caldwell

DEVELOPMENT ASSESSMENT MANAGER



RA6-N



SARA reference: 2106-23272 SRA
 Council reference: DA-2021-93
 Applicant reference: DPA-1085

11 August 2021

Chief Executive Officer
 Mackay Regional Council
 PO Box 41
 Mackay Qld 4740
 development.services@mackay.qld.gov.au

Attention: Emma Langford

Dear Ms Langford

SARA response—0 Bruce Highway and 24 Sorensens Road, Kuttabul

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 29 June 2021.

Response

Outcome:	Referral agency response – with conditions.
Date of response:	11 August 2021
Conditions:	The conditions in Attachment 1 must be attached to any development approval.
Advice:	Advice to the applicant is in Attachment 2 .
Reasons:	The reasons for the referral agency response are in Attachment 3 .

Development details

Description:	Development permit	Reconfiguring a Lot for Boundary realignment
SARA role:	Referral Agency	
SARA trigger:	Schedule 10, Part 3, Division 4, Table 2, Item 1 (10.3.4.2.1) (Planning Regulation 2017)	
SARA reference:	2106-23272 SRA	Reconfiguring a Lot that involves clearing native vegetation

2106-23272 SRA

Assessment Manager: Mackay Regional Council
Street address: 0 Bruce Highway and 24 Sorensens Road, Kuttabul
Real property description: Lot 3 and Lot 4 on SP134469
Applicant name: Rex and Katrina Munchow
Applicant contact details:
Mr Justin Peel, Development Planning and Approvals (DP&A)
PO Box 4499
Mackay QLD 4740
justinpeel@bigpond.com

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules) Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Louise McGrath, Senior Planning Officer, on (07) 3452 7786 or via email MIWSARA@dsdilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Duncan Livingstone
Principal Planner

cc Rex and Katrina Munchow, justinpeel@bigpond.com

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations provisions
Attachment 5 - Approved plans and specifications

2106-23272 SRA

Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (Copies of the plans and specifications referenced below are found at Attachment 5)

No.	Conditions	Condition timing
Reconfiguring a Lot		
Schedule 10, Part 3, Division 4, Table 2, Item 1 —The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Resources to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	<p>Clearing of vegetation must:</p> <p>(a) only occur with Area A (Parts A¹ – A²) as shown on the attached:</p> <p>(i) Vegetation Management Plan, prepared by Queensland Government, reference VMP 2106-23272 SRA, Sheet 1 of 1, Version: 1, dated 11 August 2021; and</p> <p>(ii) Attachment to Plan: 2106-23272 SRA Derived Reference Points, Page 1 of 1.</p> <p>(b) not exceed 0.19 hectares.</p>	At all times

2106-23272 SRA

Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) (v2.6). If a word remains undefined it has its ordinary meaning.
2.	A reference to State code 16 is a reference to the version of the State code 16: Native vegetation clearing in effect as at the date of this development approval.
3.	Despite this development approval, other permits or approvals may be required for the clearing of vegetation. To determine if the proposed clearing requires other approvals under other local, State or federal laws go to www.qld.gov.au (search 'vegetation clearing requirements').
4.	To request an electronic file of the Derived Points (Attached to Plan: 2106-23272 SRA) as contained in this referral notice, email a request to the Department of Resources at vegetation@resources.qld.gov.au and include application reference 2106-23272 SRA.

2106-23272 SRA

Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for the SARA's decision are:

- The proposed development complies with State code 16: Native vegetation clearing, subject to inclusion of a condition to ensure clearing occurs in accordance with the Vegetation Management Plan (VMP) for the development.

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The *State Development Assessment Provisions* (version 2.6), as published by the department
- The Development Assessment Rules
- SARA DA Mapping system

2106-23272 SRA

Attachment 4—Change representation provisions

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Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules¹ regarding **representations about a referral agency response**

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
 - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
 - (c) the applicant has given written agreement to the change to the referral agency response.²
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
 - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

¹ Pursuant to Section 68 of the *Planning Act 2016*

² In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

Part 7: Miscellaneous

30 Representations about a referral agency response

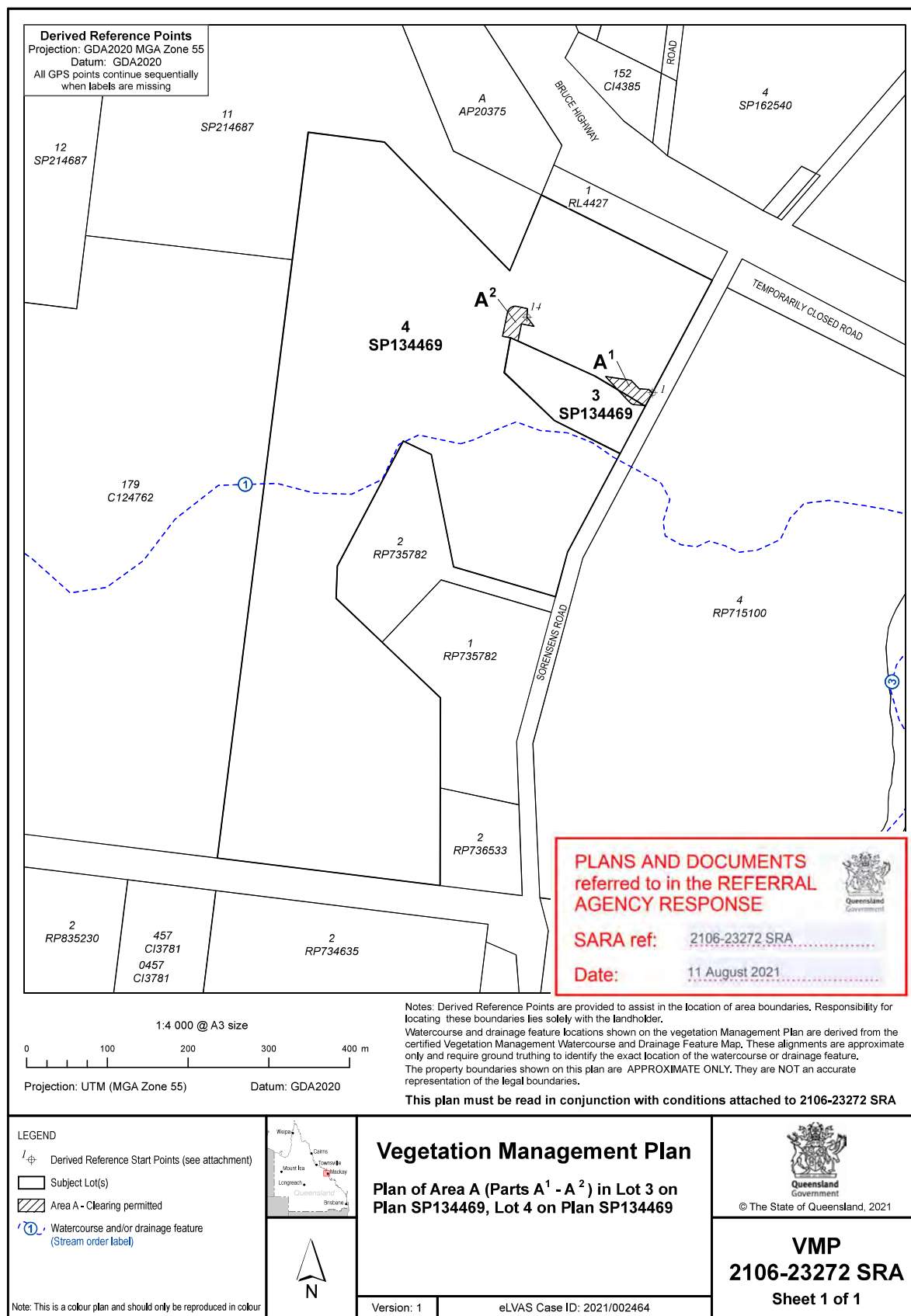
- 30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.³

³ An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.

2106-23272 SRA

Attachment 5—Approved plans and specifications

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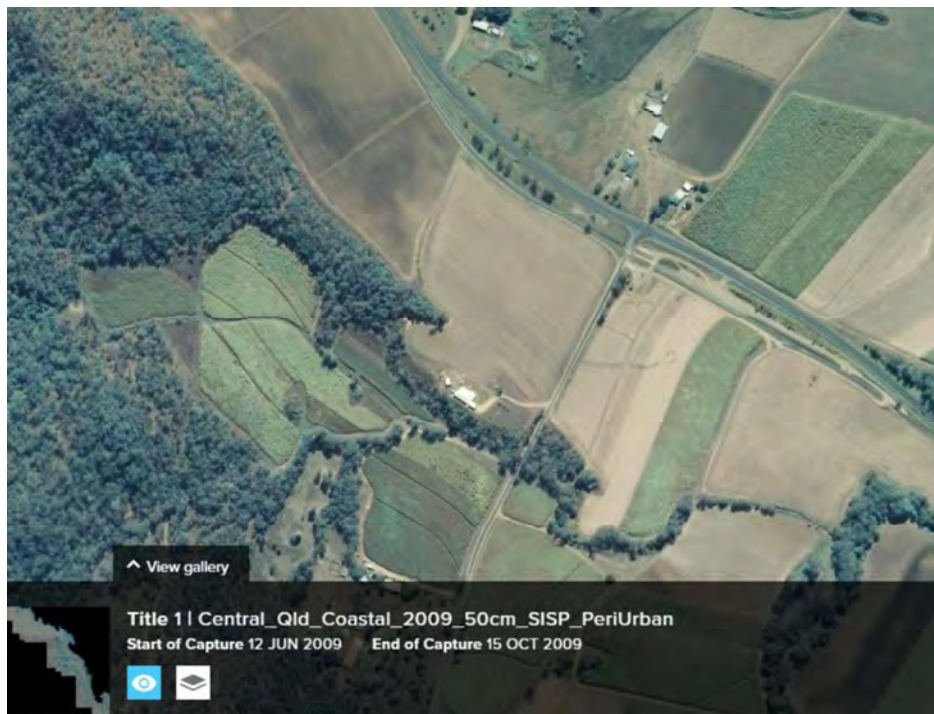
Notes: Derived Reference Points are provided to assist in the location of area boundaries.
Responsibility for locating these boundaries lies solely with the landholder and delegated contractor(s).
Coordinates start at a point indicated on the accompanying plan and proceed in a clockwise direction.

[illegible]

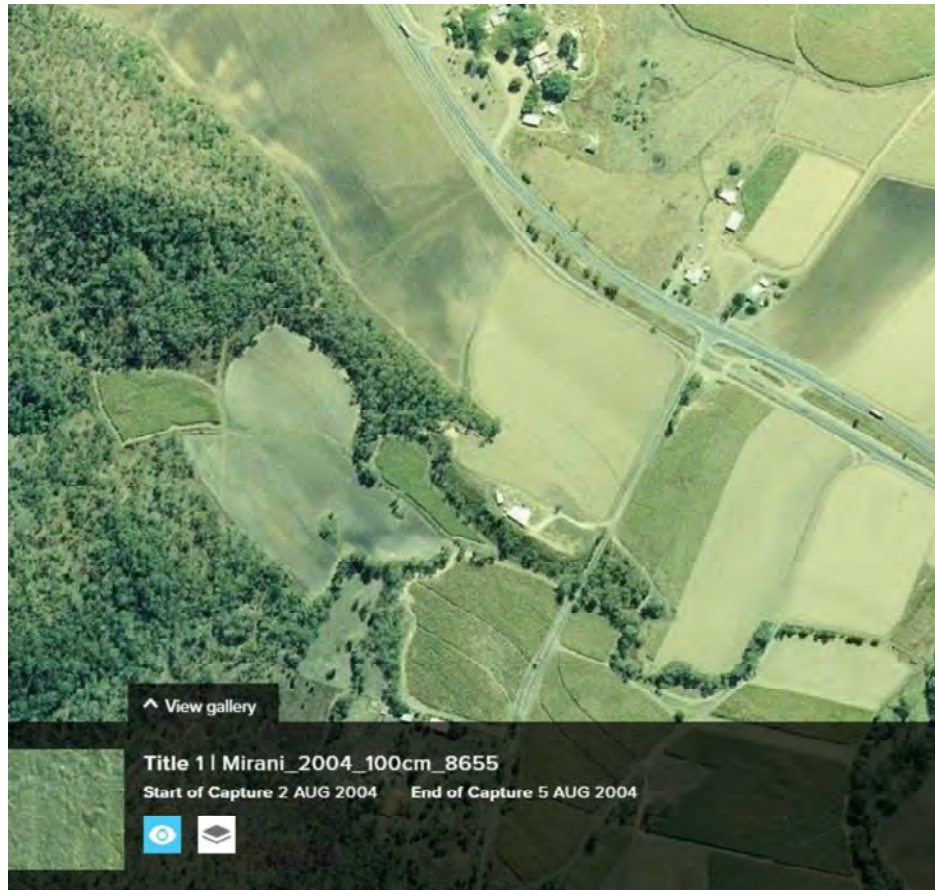
24 Sorensens Road – Aerial Imagery Capture



01 JAN 2009



12 JUNE 2009



2 AUGUST 2004





10 July 1999

11.2.3. DA-2021-102 RURAL SUBDIVISION

Author	Brogan Jones (Acting Principal Planner)
Responsible Officer	Director Development Services (Aletta Nugent)
File Number	DA-2021-102

Attachments	Attachment A: Locality plan Attachment B: Planning scheme overlay maps Attachment C: Proposal plans Attachment D: Referral agency response Attachment E: Agricultural land overlay mapping Attachment F: Aerial Photos and Topography
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Purpose

The applicant seeks a development permit to subdivide the land into two parcels. Formally, the application submitted is for Reconfiguring a Lot – 1 Rural Lot into 2 Rural Lots.

The application is code assessable and does not require public notification.

The application is recommended for refusal.

Related Parties

Applicant: WHF Group Pty Ltd
Landowner: Paul M Morris and Tahnee L Morris
Planning consultant: Adapt Town Planning

Corporate Plan Linkage

Priority: Economy

Strategy: Facilitate development - Utilising the Planning Scheme to deliver an integrated approach to the facilitation of development and sustainable growth.

Background/Discussion

Application Details

Date Received:	29 June 2021
Applicant's Details:	WHF Group Pty Ltd c/- Adapt Town Planning Pty Ltd
Proposal:	Reconfiguring a Lot – 1 Rural Lot into 2 Rural Lots
Site Address:	585 Farleigh-Habana Road, Habana
Property Description:	Lot 61 on SP268125
Owner's Details:	Paul M Morris and Tahnee L Morris
Area:	38.175ha
Planning Scheme:	Mackay Region Planning Scheme v3.1
Planning Scheme Designations:	
Zone:	Rural

Precinct:	N/A
Assessment Level:	Code
Submissions:	N/A
Referral Agencies:	State Assessment Referral Agency (SARA) <i>Trigger for referral: reconfiguring a lot near a State transport corridor and reconfiguring a lot near a State-controlled intersection</i>
Recommendation:	Refusal

Subject Site and Surrounds

The subject site is located generally at the intersection of Farleigh-Habana Road and Mackay-Habana Road in the locality of Habana, approximately 14km northwest from the Mackay CBD. The land is zoned rural under the Mackay Region Planning Scheme v3.1 and has an area of 38.175ha. The land currently accommodates a dwelling and has historically been used for farming sugar cane.

The subject site has frontage to Mackay-Habana Road to the north and Farleigh-Habana Road to the east, the former of which is a State-controlled road. The site is bound by a substantial waterway to the west, farmland to the south, rural lifestyle lots to the east and farmland to the north.

Refer to *Attachment A: Locality Plan*.

The site is impacted by the following overlays

- Agricultural Land
 - Agricultural Land Class A and B
 - Locally Important Agricultural Areas
- Biodiversity
 - Environmentally Significant Vegetation
 - Waterways
- Bushfire Hazard Areas
- Landscape Character and Image Corridor
 - Landscape Character
- Landslide Hazard
- Regional Infrastructure
 - Cane Railway

Refer to *Attachment B: Planning Scheme Overlay Maps*

Background

There is no significant planning history that applies to the land.

Pre-lodgement Advice

No pre-lodgement advice was sought by the applicant.

Proposal

The applicant proposes to subdivide the rural parcel of land into two separate parcels. The split is proposed at the narrowest part of the existing lot.

The proposed subdivision will result in northern lot 1 having an area of approximately 8.1ha and southern lot 2 having an area of 30ha. Lot 2 will accommodate the current dwelling and shed while lot 1 will be vacant of structures.

Access to proposed lot 2 will remain as per the current situation for the existing dwelling. Access to proposed lot 1 is restricted to the local road (Farleigh-Habana Road) by SARA.

Refer to *Attachment C: Proposal Plans*.

Infrastructure Considerations

Water and Sewer

The subject site and surrounding area are not serviced by reticulated water or sewer infrastructure.

Electricity and Telecommunications

The land is currently connected to electricity and telecommunications services for the existing dwelling.

Roadworks

Nil implications.

Stormwater

Nil implications.

Referral Agencies

The application was referred to the Department of State Development, Infrastructure, Local Government and Planning's referral body, the State Assessment Referral Agency (SARA), for assessment against their State interest which is the proximity of the development to the State-controlled road of Mackay-Habana Road. Specifically, the triggers under the Planning Regulation 2017 are:

1. Reconfiguring a lot near a State transport corridor – Schedule 10, Part 9, Division 4, Subdivision 2, Table 1, Item 1 and
2. Reconfiguring a lot near a State-controlled road intersection – Schedule 10, Part 9, Division 4, Subdivision 2, Table 3, Item 1.

SARA's only condition of approval was to prohibit direct access to the State-controlled road (Mackay-Habana Road).

Refer to *Attachment D: Referral Agency Response*.

Legislative Framework

The development application has been assessed in accordance the relevant sections of Chapter 3 of the Planning Act 2016.

Specifically, s45(3) of the Act prescribes how code assessment is to be undertaken.

A code assessment is an assessment that must be carried out only –

- a. against the assessment benchmarks in a categorising instrument for the development; and*
- b. having regard to any matters prescribed by regulation for this paragraph.*

Mackay Isaac Whitsunday Regional Plan

Detailed assessment against the Mackay Isaac Whitsunday Regional Plan is not required as Part 2.2 of the Mackay Region Planning Scheme states the Minister has identified the planning scheme appropriately advances the Mackay Isaac Whitsunday Regional Plan 2012 as it applies to the planning scheme area.

Mackay Region Planning Scheme

The development application was lodged under the Mackay Region Planning Scheme v3.1. Table 5.6.1 of the scheme specifies reconfiguring a lot in all zones is code assessable. A detailed assessment against the key provisions of the relevant codes of the planning scheme is provided below.

A summary of the relevant codes is:

- Agricultural land overlay code
- Biodiversity overlay code
- Bushfire hazard overlay code
- Landscape character and image corridor overlay code
- Landslide hazard overlay code
- Rural zone code
- Reconfiguring a lot code
- General developments requirement code

Rural zone code

The proposal conflicts with the purpose and key performance outcomes of the zone code. A detailed assessment of the key provisions follows.

'The purpose of the rural zone is to:

- a. provide for rural uses and activities; and*
- b. provide for other use and activities; and*
- c. the character and environment features of the zone; and*
- d. maintain the capacity of land for rural uses and activities by protecting and managing significant natural resources and processes.'*

Performance outcome 1 states *'The zone primarily accommodates rural activities'* and performance outcome 2 states *'The zone accommodates small scale residential uses, such as dwelling houses...which support the use of land for rural activities'*.

Subdividing the already small rural parcel of land into further smaller parcels of 30ha and 8ha (currently vacant land) ensures the land is less likely to be used primarily for rural uses and activities, does not maintain the capacity of the land for rural uses, and does not protect or manage the natural resources of the land (good quality agricultural land). A 8ha lot is not considered to be viable for rural activities and is intended for a future dwelling house. The suitable location that the applicant has provided for the dwelling house is in the middle of the lot (refer to *Attachment C: Proposal Plans*), further impacting on the use of the land for rural activities.

Therefore, the proposed subdivision conflicts fundamentally with the stated purpose and performance outcomes of the rural zone code.

Agricultural land overlay code

The proposal conflicts with the purpose, key overall outcomes, and key performance outcomes of the overlay code. A detailed assessment of key provisions follows.

The purpose of the agricultural land overlay is to *'ensure development on or near agricultural land maintains the productive capacity of the land for agricultural purposes.'*

Overall outcome 2a states *'development that fragments, alienates or diminishes the productive capacity of agricultural land for agricultural purposes is avoided'* and overall outcome 2b states *'agricultural activities on agricultural land is protected and promoted'*. The proposed subdivision is a clear fragmentation of agricultural land and diminishes the productive capacity of the agricultural land for agricultural purposes. It is important to note that the applicant has not disputed that the land is agriculturally productive but instead argued that the land will still be used for agricultural purposes as well as a new dwelling. In practice, the smaller lots of agriculturally

productive land become, the less likely it is the agricultural potential of the land can be achieved, whether for sugar cane or otherwise. In the context of the subject site, historically the land has been under sugar cane (in both the areas of proposed lot 1 and proposed lot 2) and the subdivision would diminish that potential.

On this basis, the proposed subdivision conflicts fundamentally with the overall outcomes of the overlay code.

Refer to *Attachment E: Agricultural Land Overlay Mapping*

Biodiversity overlay code

The overlay mapping shows environmentally significant vegetation within the creek adjoining the subject site to the west and the farm drain in the southern half of the subject site is mapped as a waterway. The proposed development will not result in any on the ground changes that would adversely impact the ecological integrity of the mapped vegetation or the waterway. On this basis the proposal is consistent with the overlay code.

Bushfire hazard overlay code

The overlay mapping significantly covers the subject site. The proposed subdivision would result in the potential for an additional dwelling to be located in the hazard area in proposed lot 1. However, any future dwelling on lot 1 would be located close enough to a sealed main road and would therefore have a sufficient evacuation route in the case of a bushfire. On this basis the proposal is generally consistent with the overlay code.

Landscape character and image corridor overlay code

The proposal is wholly consistent with the overlay code.

Landslide hazard overlay code

The overlay mapping covers part of proposed lot 2 and marginally impacts proposed lot 1. The existing house and access on proposed lot 2 is on steep land and this will not change as a result of the proposal. The majority of proposed lot 1 is not covered by the hazard mapping and can accommodate a dwelling and access in areas free of the hazard. On this basis the proposal is generally consistent with the overlay code.

Regional infrastructure overlay code

The southern section of the site is within the buffer area for a cane rail line. The existing house is outside this buffer area. The buffer area does not impact proposed lot 1.

General development requirements code

The proposal is generally consistent with the relevant overall outcomes and performance outcomes of the code.

Reconfiguring a lot code

The proposal conflicts with the purpose and key performance outcomes of the code. A detailed assessment of key provisions follows.

'The purpose of the reconfiguring a lot code is to ensure that reconfiguring a lot development provides:

- a. diverse, accessible, sustainable and liveable residential neighbourhoods; and*
- b. accessible and efficiently serviced industrial areas; and*
- c. lots with high levels of usability and amenity for the intended use.'*

In relation to point (c) above, the proposed lot sizes, particularly the 8ha lot 1, is not of an appropriate size to promote high levels of usability for the intended use of the land. The intended use of the land from a planning perspective should be read in conjunction with the zoning of the land and the rural zone code (see above) clearly articulates the zone is to be utilised for rural activities with limited exceptions. On this basis the proposed subdivision conflicts fundamentally with the purpose of the code.

Performance outcome 1 states *'The reconfigured lots achieve/provide for the outcomes sought by the relevant zone code'*. See assessment of the rural zone code above. On this basis the proposed subdivision is not consistent with the performance outcome.

Performance outcome 8 states *'Each lot complies with the following elements identified in Table 9.4.3.3.B:*

- a. minimum lot size; and*
- b. maximum average lot size; and*
- c. maximum lot size; and*
- d. minimum frontage width.'*

The prescribed minimum lot size for the rural zone is 100ha in line with the above provision. Both proposed lots will be significantly less than 100ha. It is acknowledged the existing lot is less than 100ha however that is not considered justification enough to split the lot further, reduce its size further and fragment agricultural land.

The State Planning Policy – state interest guideline – Agriculture states that when implementing the policy assessment managers should avoid the creation of residential or rural residential allotments on, or adjacent to, ALC Class A or Class B land.

On this basis the proposed subdivision conflicts fundamentally with the performance outcome.

Note that provisions (b), (c), and (d) of performance outcome 8 are not relevant to lots in the rural zone.

Additional Information

In response to Council's communicated concerns with the proposal the applicant provided additional information for consideration. It is noted the application is a code assessable application and Council, as assessment manager, has strict assessment rules under s45(3) of the Planning Act 2016 as stated above.

Letters of written support

Four letters of support have been provided. The first is from the owner of a 48ha parcel of land 8km away that is also mapped fully as agricultural land under the planning scheme. The other three letters of support are from owners of rural lifestyle blocks in the area. The letters of support and their contents do not raise any relevant planning matters and therefore do not change any of the above assessment against the relevant provisions of the planning scheme.

Annual cane pay summary

An annual cane pay summary for the land from Mackay Sugar for the 2020/21 financial year has been provided. It states the sugar value from the land for the 2017 season was \$1,098.24 and zero for every season since. This is not considered to be evidence that the land is no longer suitable for agriculture. The applicant has argued that the proposal complies with the Agricultural Land Overlay and the Rural Zone code because the two smaller parcels proposed will still be used for agriculture and therefore there will be no loss of agricultural land.

Aerial photos

Aerial photos via drone were provided *'showing the section of new boundary proving the farming use is not impacted'*. The images have been marked up by the applicant to show the neck of the current lot where the division will be is steep.

Contours from lidar measurements show there was a clear access track through this area. Recent aerial photography (2018, 2017) also clearly shows a substantial access track straight through this area indicating there is no physical impediment between the areas of agriculturally productive land.

Refer to *Attachment F: Aerial Photos and Topography*.

Conclusion

The Mackay Region Planning Scheme states:

"Rural production areas of agricultural land are protected from permanent impacts, diminished productivity, fragmentation and urban and rural residential development."

The creation of an additional lot in the rural zone well below the minimum lot size is considered to result in diminished productivity and fragmentation and constitutes rural residential development. The applicant has argued that the land will still be used for agricultural pursuits, but has not addressed the impact from the additional lot. With the additional lot comes an additional dwelling, buffering and other impacts on the intended uses of the land which are rural activities.

Additional lots in the rural zone which do not comply with the minimum lots size are not supported regardless of the effect of any overlays. This is an intentional planning strategy which is applied across Queensland and imbedded in most regional plans prepared by the state including the Mackay Isaac and Whitsunday Regional Plan. This is the principle of consolidating development within the urban footprint where residents have access to services and the provision of services, and infrastructure is efficient and affordable. The plan (and subsequently the planning scheme) provides for a diverse range of lot types, mostly within the urban footprint but also within rural living areas and avoids ad hoc creation of additional lots outside of these areas.

As a result of the above assessment the proposed development is not supported.

Infrastructure Charges

In the circumstances of an approval, infrastructure charges would be levied for the creation of an additional lot in accordance with Council's Infrastructure Charges Resolution dated December 2020. A service discount will be applied to any levied charge recognising the land is not connected to reticulated water or sewer services.

Public Notification

The development application is code assessable and is therefore not subject to public notification requirements specified under the Planning Act 2016 and associated instruments.

Consultation and Communication

Council issued a formal information request to the applicant detailing Council's position, which was not to support the proposed subdivision. The applicant formally responded with further detailed assessment against the relevant provisions in the planning scheme.

Council officers contacted the applicant and further discussed the fact the proposal is in conflict with the key outcomes sought by the planning scheme. This contact was via emails and a face to face meeting.

Resource Implications

There are no resource implications for Council as a result of this recommendation.

Risk Management Implications

There are potential costs involved if an appeal is lodged by the applicant against Council's decision.

Officer's Recommendation

THAT Council refuses the development application for a development permit for a Reconfiguring a Lot – 1 Rural Lot into 2 Lots at 585 Farleigh-Habana Road, Habana, described as lot 61 on SP268125, subject to the following grounds of refusal:

1. The proposed development conflicts fundamentally with the purpose and key performance outcomes of the rural zone code of the Mackay Region Planning Scheme v3.1.

2. The proposed development conflicts fundamentally with the purpose, key overall outcomes, and key performance outcomes of the agricultural land overlay code of the Mackay Region Planning Scheme v3.1.

The proposed development conflicts fundamentally with the purpose and key performance outcomes of the reconfiguring a lot code of the Mackay Region Planning Scheme V3.1.

The Director for Development Services Aletta Nugent, advised that this report was comprehensive and fairly straight forward.

Council Resolution ORD-2021-294

THAT Council refuses the development application for a development permit for a Reconfiguring a Lot – 1 Rural Lot into 2 Lots at 585 Farleigh-Habana Road, Habana, described as lot 61 on SP268125, subject to the following grounds of refusal:

1. The proposed development conflicts fundamentally with the purpose and key performance outcomes of the rural zone code of the Mackay Region Planning Scheme v3.1.
2. The proposed development conflicts fundamentally with the purpose, key overall outcomes, and key performance outcomes of the agricultural land overlay code of the Mackay Region Planning Scheme v3.1.

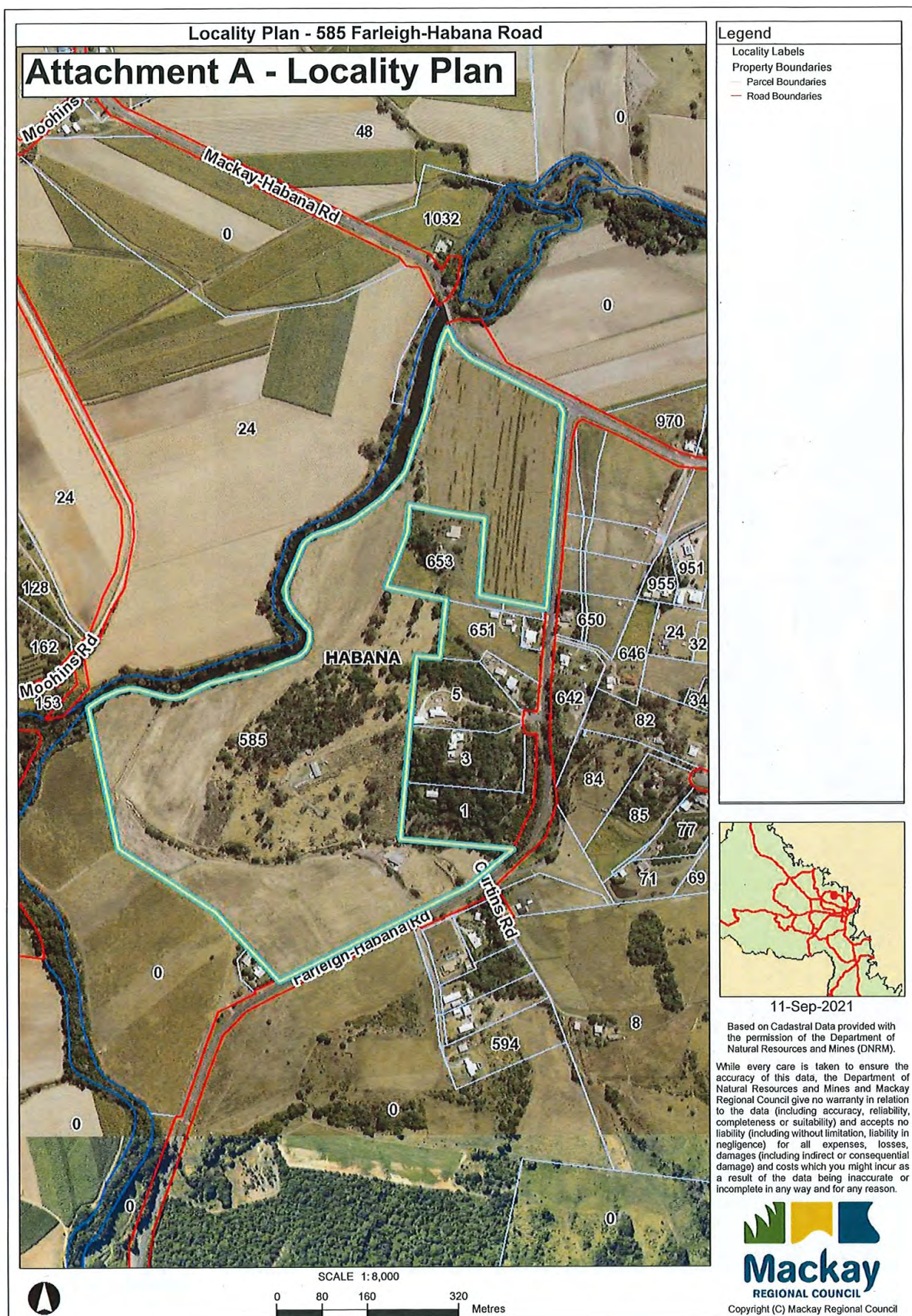
The proposed development conflicts fundamentally with the purpose and key performance outcomes of the reconfiguring a lot code of the Mackay Region Planning Scheme V3.1.

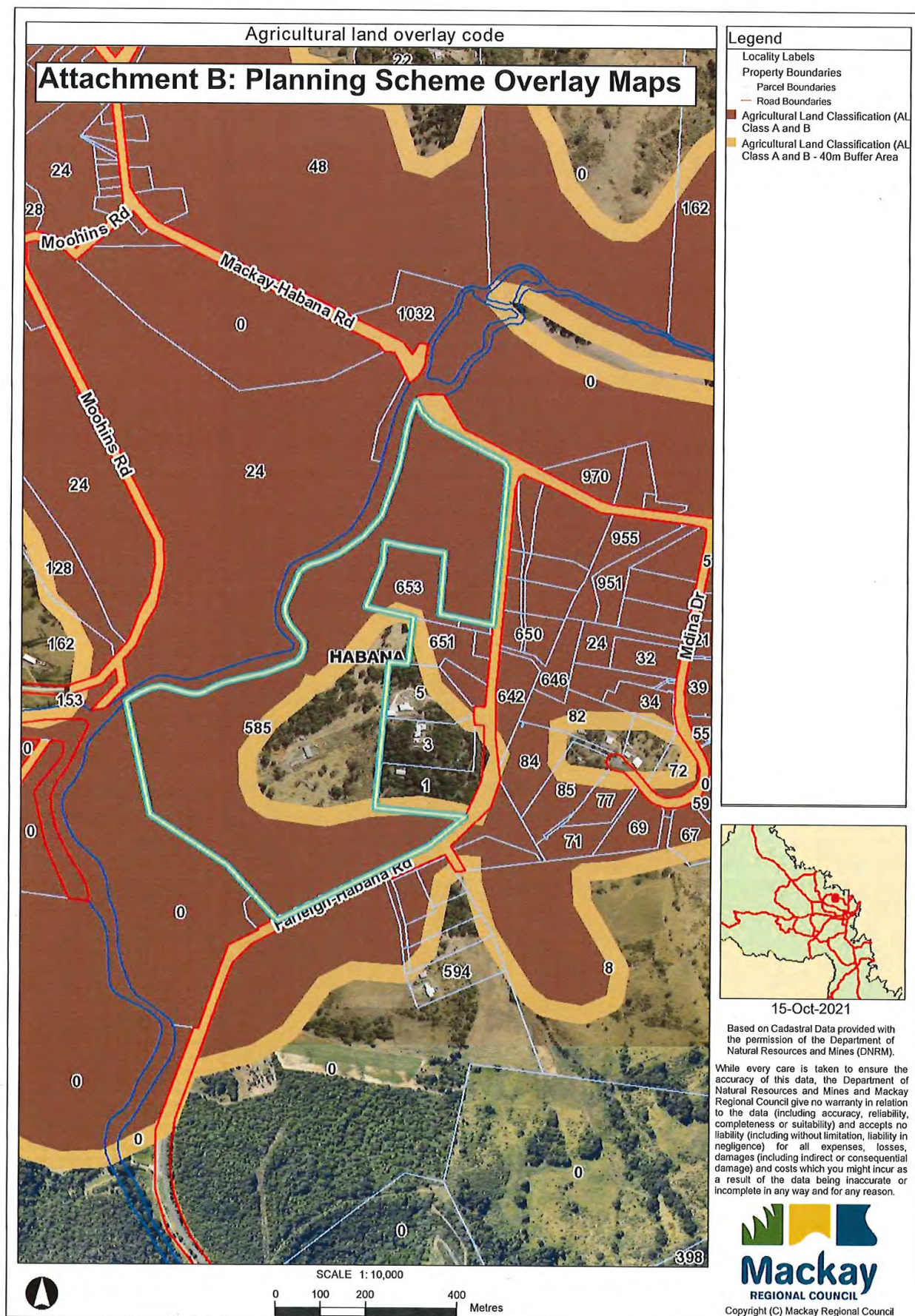
Moved Cr Bella

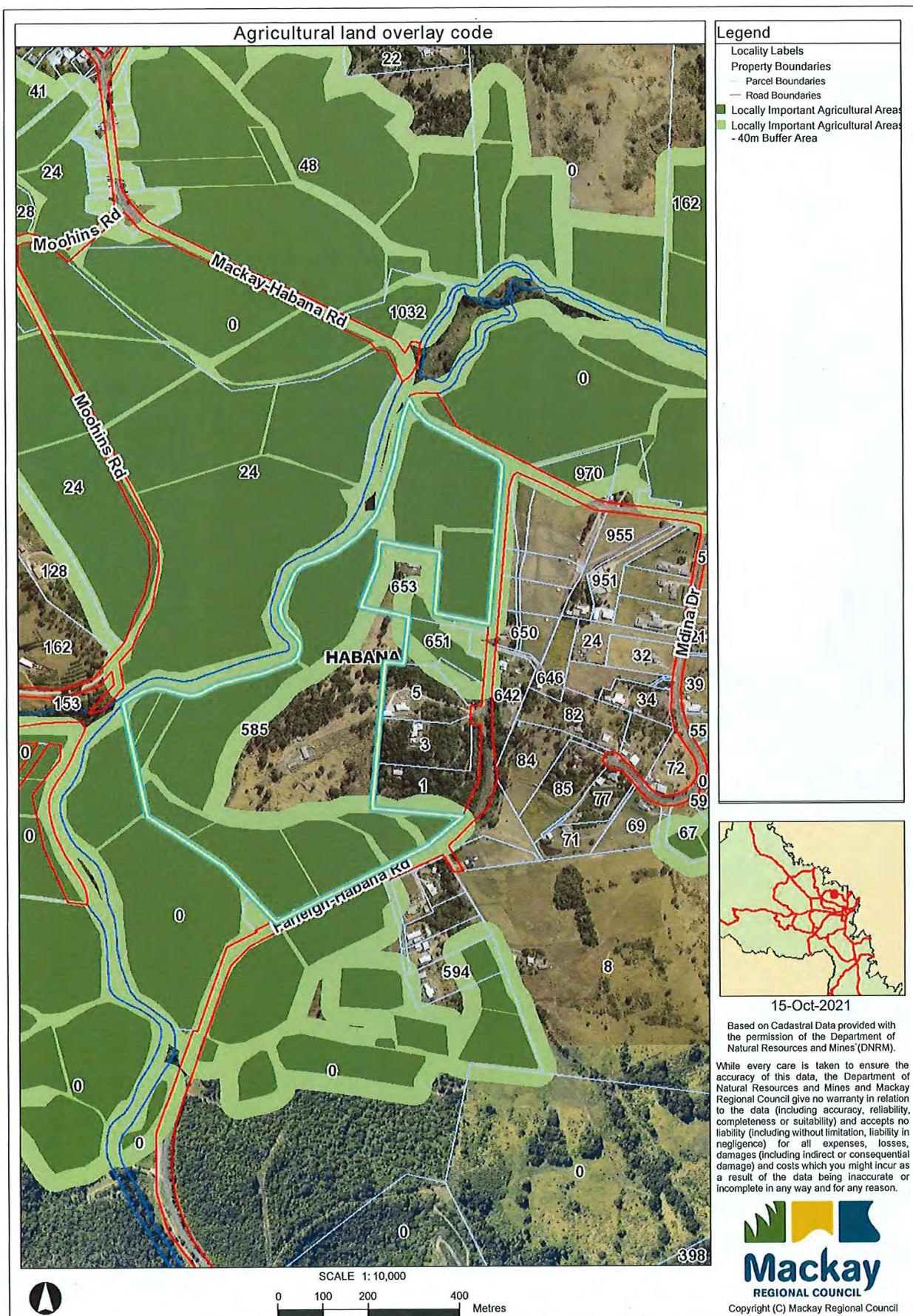
Seconded Cr Mann

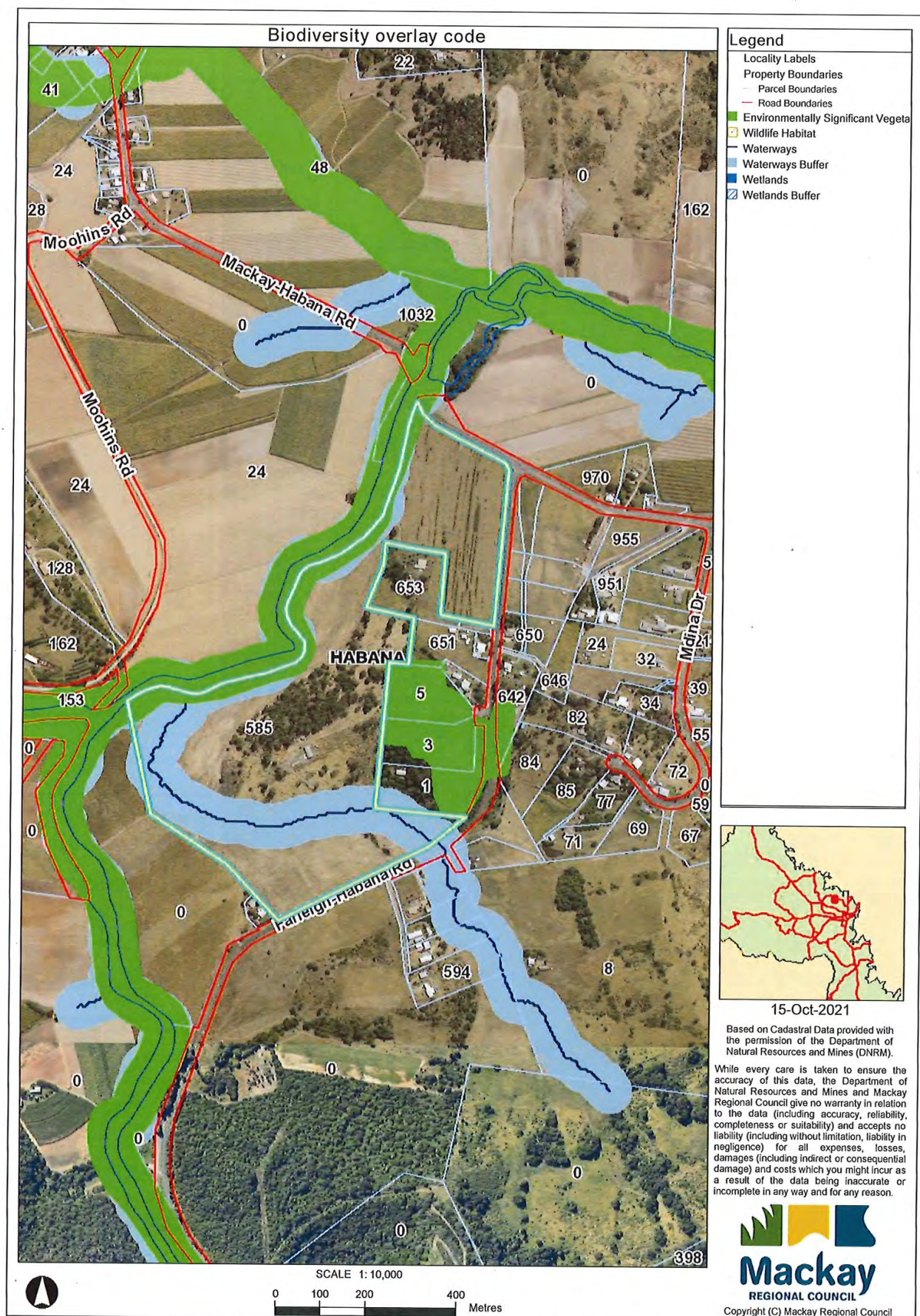
Cr Bella advised that in this case, he was happy to support the officer's recommendation noting that the subdivision of agricultural land can lead to making agriculture unviable and cause damage to economies of scale.

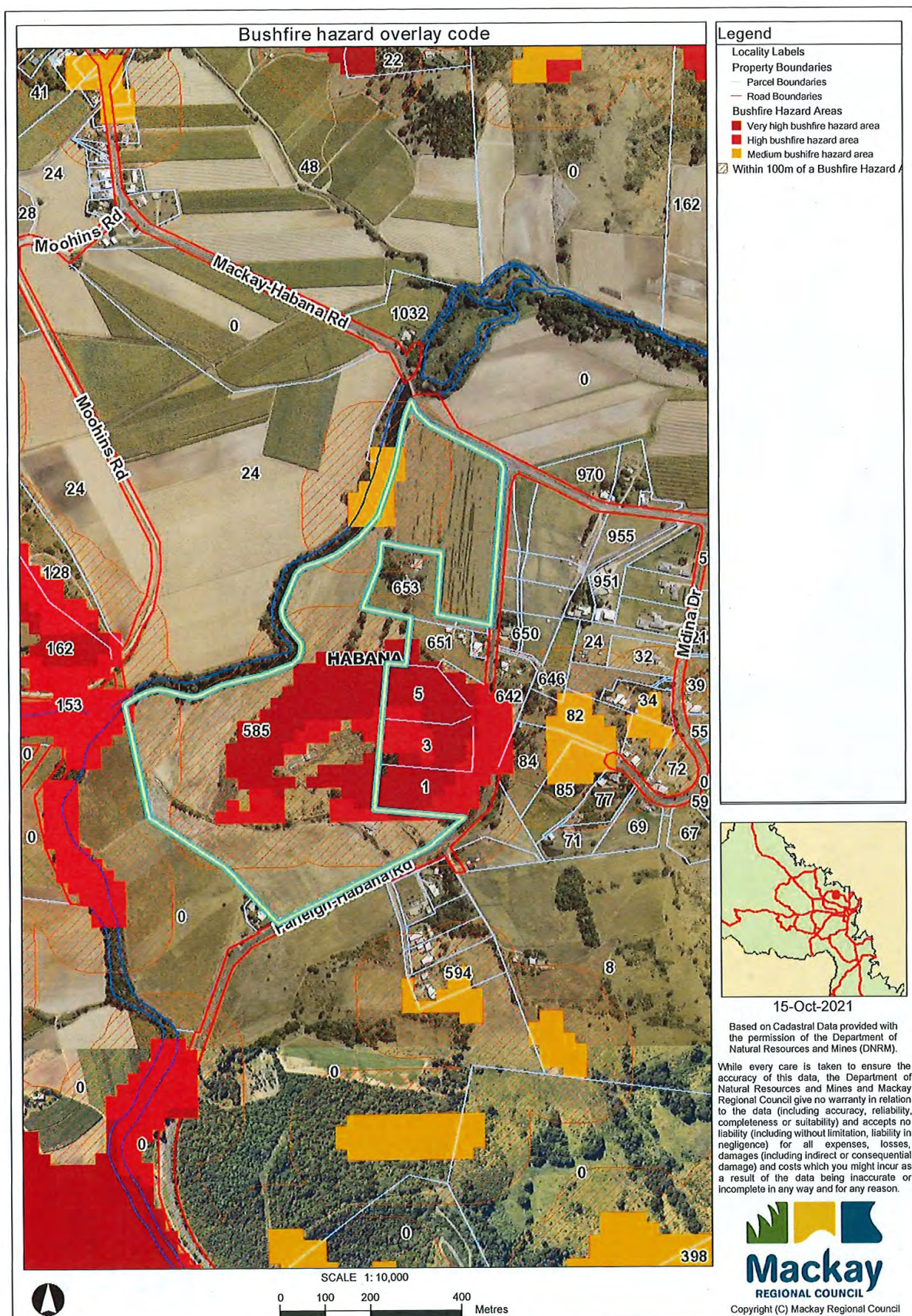
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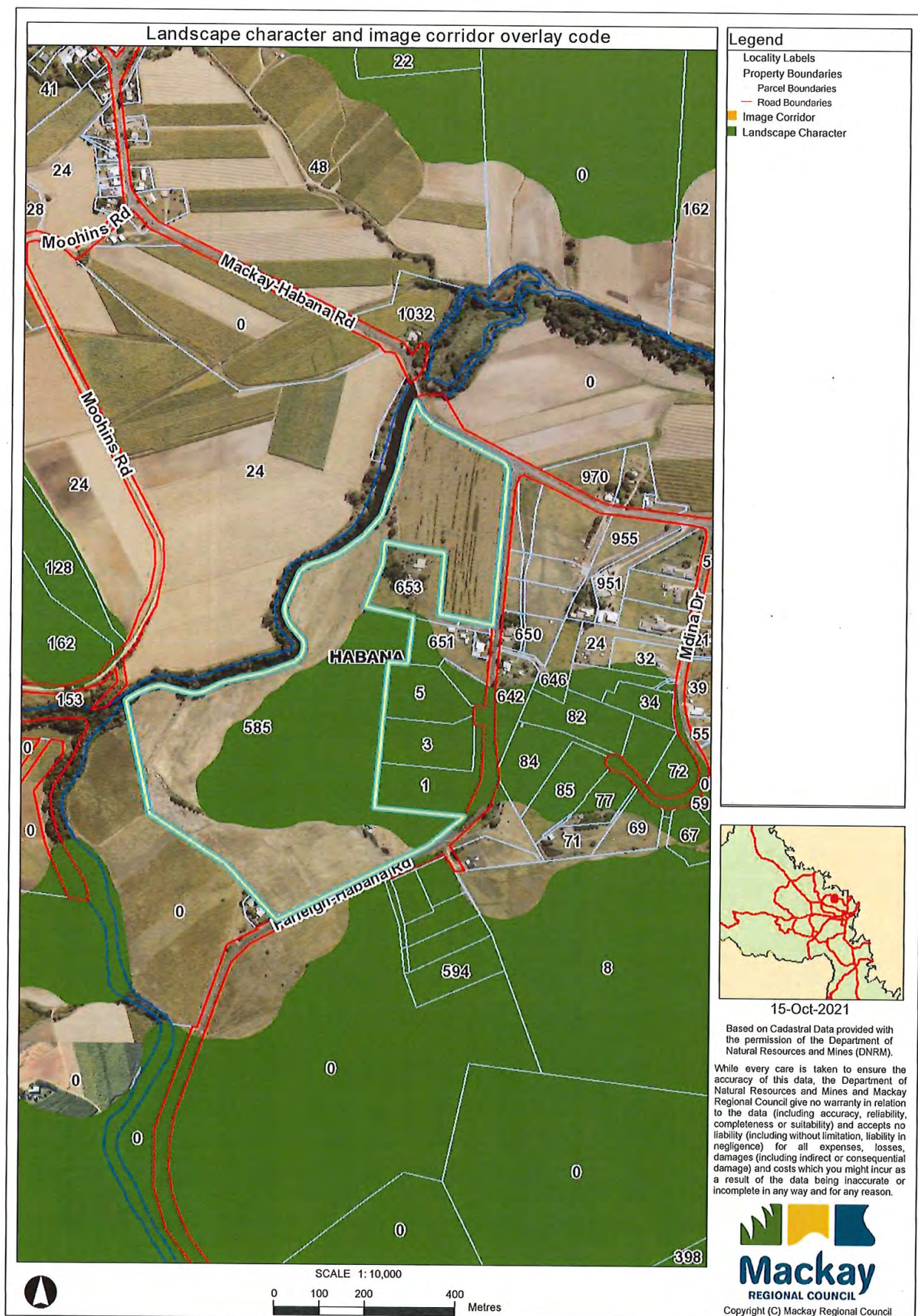


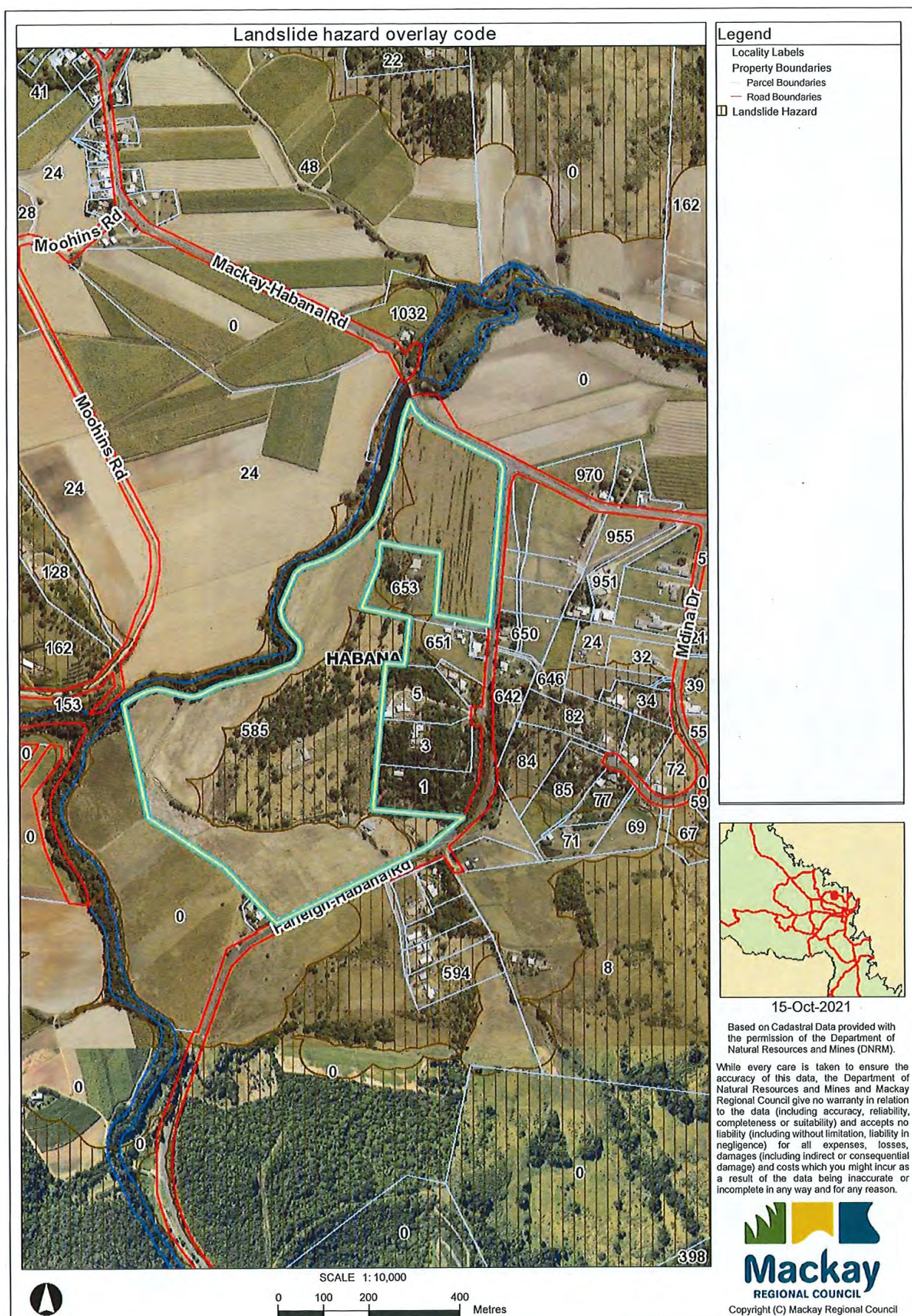


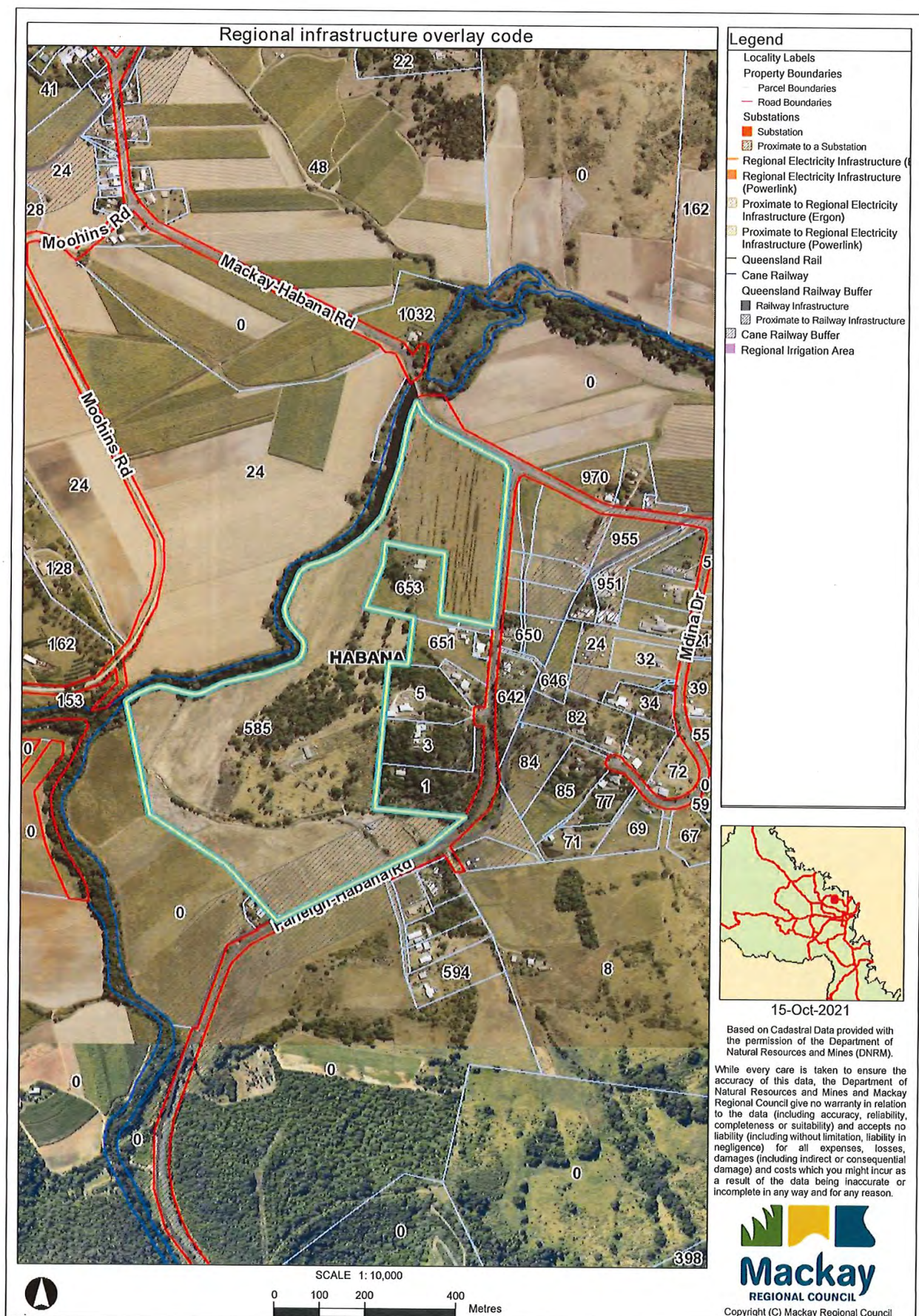


















Attachment C - Referral Agency Response



SARA reference: 2107-23593 SRA
 Council reference: DA-2021-102
 Applicant reference: 20210426

21 July 2021

Chief Executive Officer
 Mackay Regional Council
 PO Box 41
 MACKAY QLD 4740
 development.services@mackay.qld.gov.au

Attention: Mr Brogan Jones

Dear Sir/Madam

SARA response—585 Farleigh Habana Road, Habana

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 14 July 2021.

Response

Outcome:	Referral agency response – with conditions.
Date of response:	21 July 2021
Conditions:	The conditions in Attachment 1 must be attached to any development approval.
Advice:	Advice to the applicant is in Attachment 2 .
Reasons:	The reasons for the referral agency response are in Attachment 3 .

Development details

Description:	Development permit	Reconfiguring a lot - One (1) lot into two (2) lots
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 1, Item 1 (Planning Regulation 2017)	Reconfiguring a lot near a State transport corridor.

2107-23593 SRA

Schedule 10, Part 9, Division 4, Subdivision 2, Table 3, Item 1
(Planning Regulation 2017)

Reconfiguring a lot near a State-controlled road intersection.

SARA reference: 2107-23593 SRA
Assessment Manager: Mackay Regional Council
Street address: 585 Farleigh Habana Road, Habana
Real property description: Lot 61 on SP268125
Applicant name: WHF Group Pty Ltd
Applicant contact details: c/- Adapt Planning Pty Ltd
PO Box 7618
Sippy Downs QLD 4556
liam.pinese@adaptplanning.com.au

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Madison Harper-McElean, Planning Officer, on (07) 4898 6812 or via email MIWSARA@dsdilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Anthony Walsh
Manager Planning

cc WHF Group Pty Ltd, liam.pinese@adaptplanning.com.au

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations provisions

2107-23593 SRA

Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application)

No.	Conditions	Condition timing
Reconfiguring a lot		
Schedule 10, Part 9, Division 4, Subdivision 2, Table 1, Item 1 and Schedule 10, Part 9, Division 4, Subdivision 2, Table 3, Item 1 —The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	Direct access is not permitted between the Yakapari-Habana Road (Road ID 8554) and the subject site.	At all times

2107-23593 SRA

Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) [v2.6]. If a word remains undefined it has its ordinary meaning.

2107-23593 SRA

Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for SARA's decision are:

- The proposed development complies with the relevant provisions of the State Development Assessment Provisions, State Code 1: Development in a State-controlled road environment.
- Assessment of the proposed development identified that the potential impacts can be suitably managed through conditions.
- SARA supports the proposed development, subject to conditions.

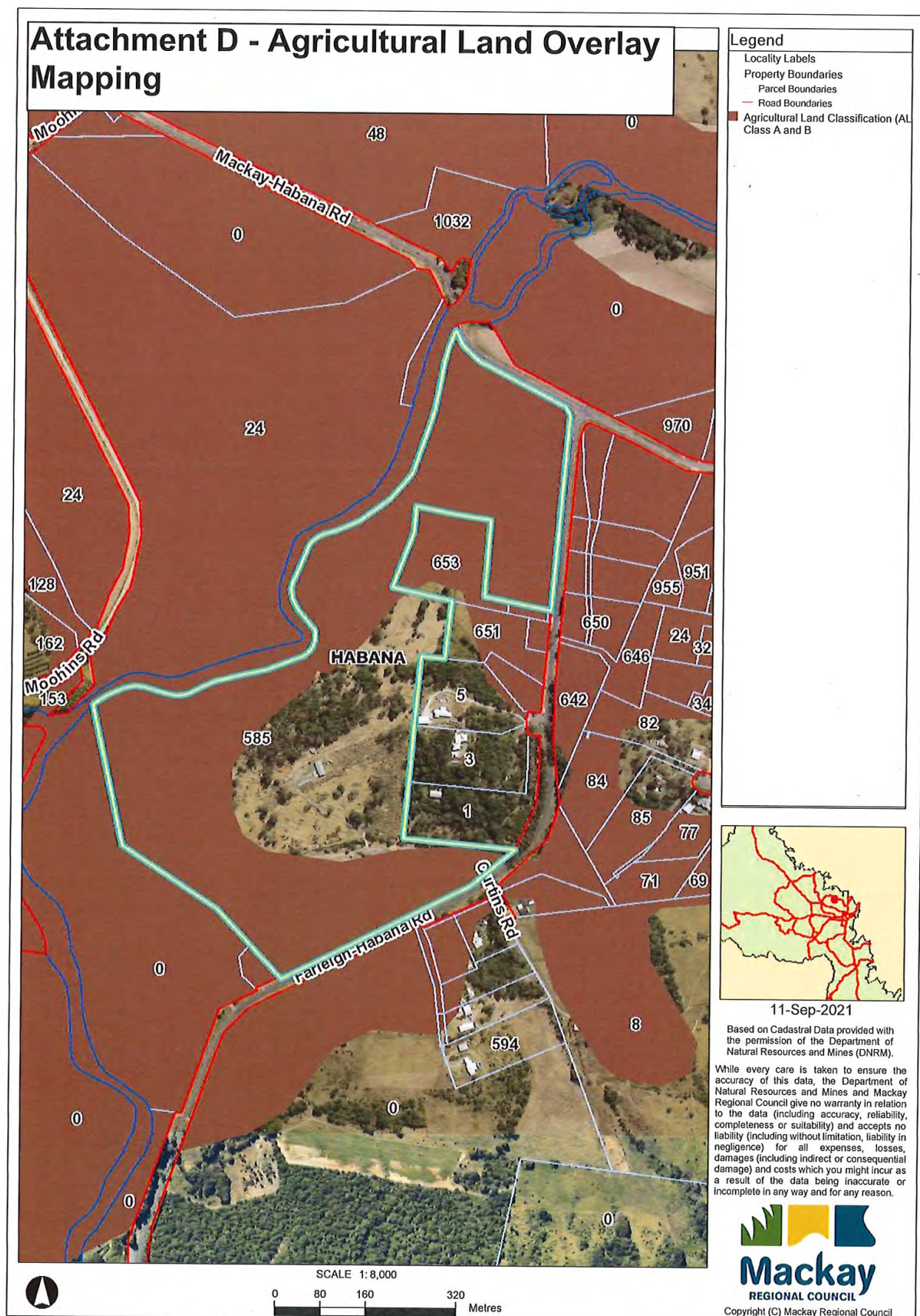
Material used in the assessment of the application:

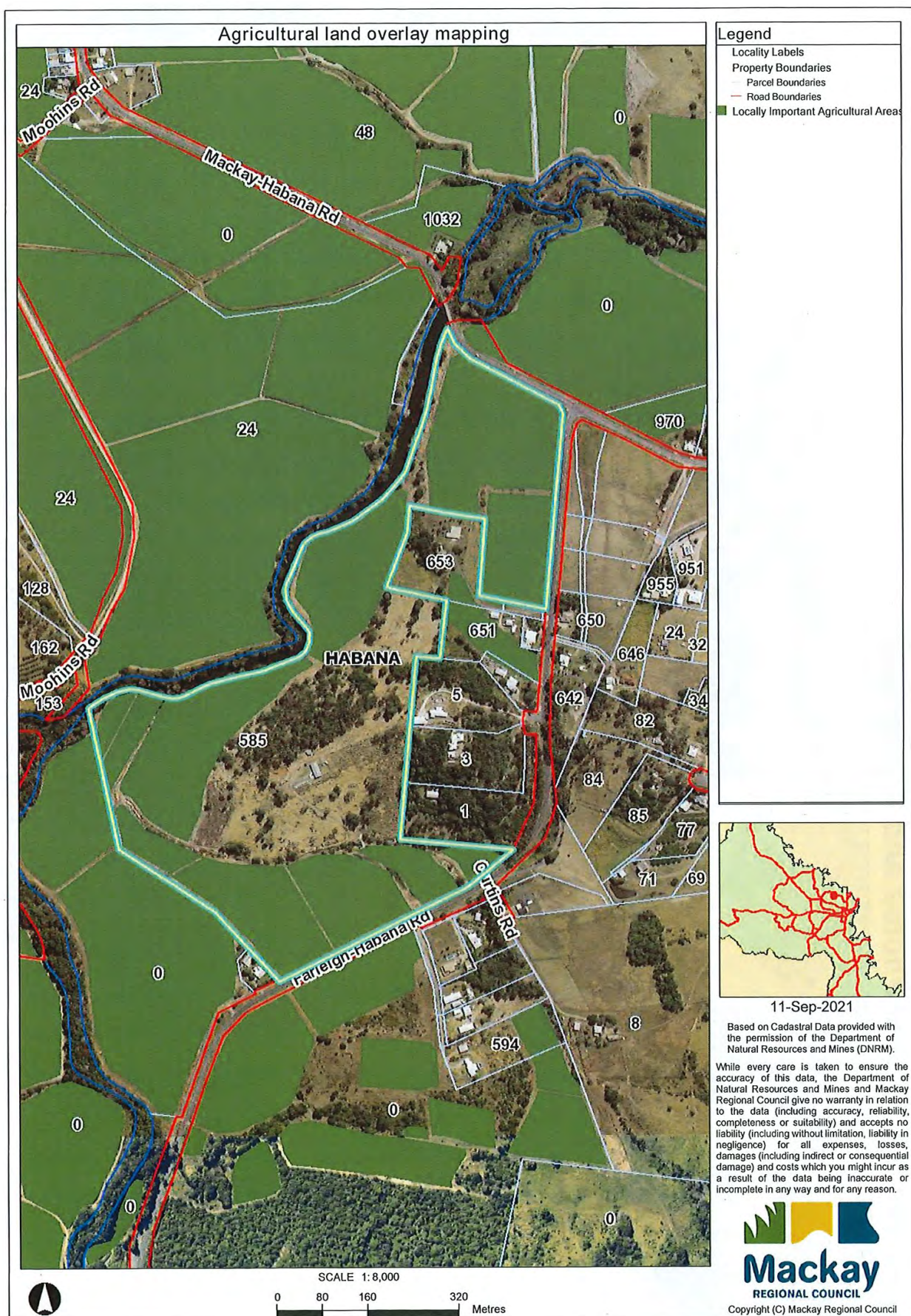
- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The *State Development Assessment Provisions* (version [2.6])
- The Development Assessment Rules
- SARA DA Mapping system

2107-23593 SRA

Attachment 4—Change representation provisions

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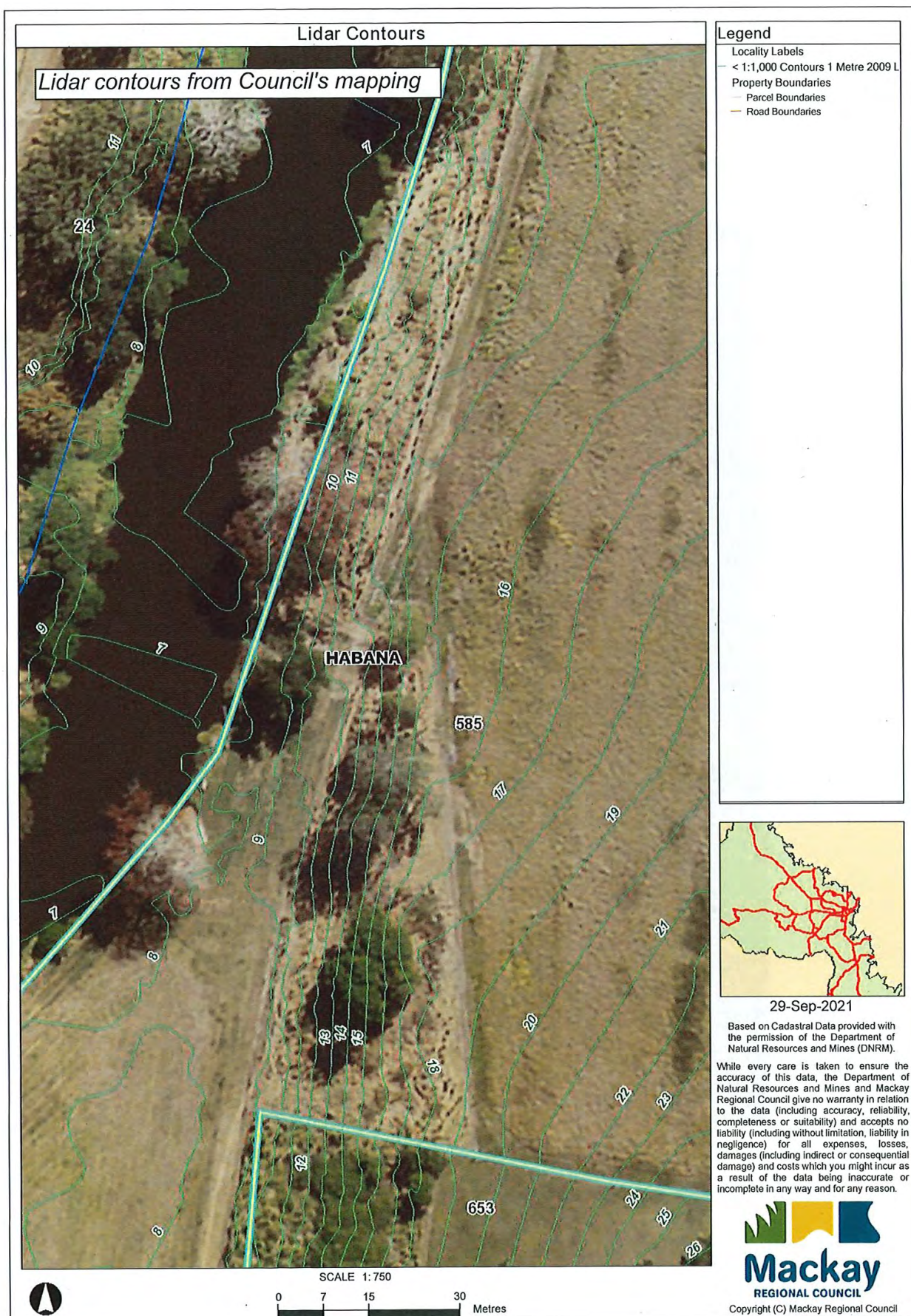




Attachment E - Aerial Photos and Topography

Drone image provided by applicant









11.2.4. DA-2021-47 MATERIAL CHANGE OF USE - CREMATORIUM

Author	Brogan Jones (A/Principal Planner)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	DA-2021-47

Attachments	Attachment A: Locality plan Attachment B: Planning scheme overlay maps Attachment C: Proposal plans Attachment D: Agricultural land overlay maps
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Purpose

The applicant seeks a development permit to establish a crematorium in the rural zone. Formally, the application submitted is a Material Change of Use for a Crematorium.

The application is impact assessable and Council received three submissions during the public notification period, each in opposition to the proposal.

The application is recommended for refusal.

Related Parties

Applicant: SJ & MJ Clark Super Pty Ltd
Landowner: SJ & MJ Clark Super Pty Ltd
Business: Mackay Pet Crematorium
Planning consultant: RPS Mackay

Corporate Plan Linkage

Priority: Economy

Strategy: Facilitate development - Utilising the Planning Scheme to deliver an integrated approach to the facilitation of development and sustainable growth.

Background/Discussion

Application Details

Date Received:	8 April 2021
Applicant's Details:	SJ & MJ Clark Super Pty Ltd c/- RPS Mackay
Proposal:	Material Change of Use - Crematorium
Site Address:	Lot 2 Victoria Plains Road, Victoria Plains
Property Description:	Lot 2 on RP747788
Owner's Details:	SJ & MJ Clark Super Pty Ltd
Area:	19.85ha
Planning Scheme:	Mackay Region Planning Scheme v3.1

Planning Scheme Designations:

Zone: Rural
Precinct: N/A

Assessment Level: Impact

Submissions: Three

Referral Agencies: Nil

Recommendation: Refusal

Subject Site and Surrounds

The subject site is located generally at the intersection of Victoria Plains Road and Mount Vince Road in the locality of Victoria Plains, approximately 20km southwest from the Mackay CBD and 7km southwest from the Walkerston town centre. The land is zoned rural under the Mackay Region Planning Scheme v3.1 and has an area of 19.85ha. The land has two drainage channels, one natural in the southwest corner and one formed in the northeast corner. There are no dwellings onsite. A bore exists at the southern frontage of the site with an easement connecting it to an adjacent house lot.

The land is generally surrounded by cane farms on all sides. Small residential lots exist to the west of the site and immediately to the south. To the north is Council owned land, leased for the purposes of rural fire services and a rifle range.

Refer to *Attachment A: Locality Plan*.

The site is impacted by the following overlays

- Agricultural Land
 - Agricultural Land Class A and B
 - Locally Important Agricultural Areas
- Biodiversity
 - Environmentally Significant Vegetation
 - Waterways
- Bushfire Hazard Areas
- Regional Infrastructure
 - Regional Irrigation Area

Refer to *Attachment B: Planning Scheme Overlay Maps*

Background

There is no significant planning history that applies to the land.

Pre-lodgement Advice

No pre-lodgement advice was sought by the applicant.

Proposal

The applicant proposes to establish a crematorium in the rural zone on the northeast corner of the subject site. The crematorium will be for the cremation of domestic pets and is proposed in a new 385m² shed on Victoria Plains Road with a new driveway and access point to be constructed. The use will be within a 40m x 45m fenced area and will be serviced by tank water and onsite effluent.

Refer to *Attachment C: Proposal Plan*.

According to the applicant, the crematorium will operate as follows:

- cremation is proposed only for domestic pets
- animals are collected from clients directly and delivered to the cremation shed where they are stored until cremation.
- 90% of business is managed directly through local vets (ie. direct pick up or home pick up service offered by the crematorium)
- home pick ups are mainly from vets who call and arrange to euthanize at home
- upon completion, urns are delivered back to either the local vet or direct to home
- no publicly available retail or sales component
- vehicle parking provided only for staff and delivery vehicles
- two cremator units will be used onsite
- two permanent employees
- one casual employee engaged for Moranbah and Airlie Beach pick-ups.

The built form includes an awning which will allow deliveries to occur in all weather. A generator is proposed under the awning and will be utilised in the event of a power outage.

Waste

The applicant states no industrial bins are required and all waste is managed with normal bins. There is no bodily waste to be disposed of as the cremation process reduces the remains to ash which is then returned to the pet owner.

Traffic

The applicant states vehicle movements to and from the facility are mainly limited to the owner and employees' vehicles – twice per day maximum. Other than the deliveries from Airlie Beach or Moranbah conducted by the casual driver, all deliveries of deceased animals to the site are done by the owner.

Urn and other keepsakes are freighted to the site via pallet delivery though the applicant advises this is only once per year.

Gas delivery to fill the gas tank is expected to be conducted fortnightly by Origin Energy, however this depends upon the size of the gas cylinder supplied by the provider and the frequency of cremations.

A new access point is proposed to Victoria Plains Road with a sealed driveway and apron in accordance with the proposal plans.

Hours of operation

The proposed hours of operation are 6am to 6pm, Monday to Friday. The applicant advises weekend work is predominantly collection and delivery as required. The hours of operation are expected to fluctuate with demand.

Infrastructure Considerations

Water and Sewer

The subject site and surrounding area are not serviced by reticulated water or sewer infrastructure. The applicant proposes onsite systems for water and waste water. There is no industrial or environmental waste from the activity therefore onsite systems are suitable.

Electricity and Telecommunications

The land can readily be connected to electricity and telecommunications services.

Roadworks

No implications.

Stormwater

No implications.

Referral Agencies

Nil. The proposal does not trigger referral to any external referral agencies under Schedule 10 of the Planning Regulation 2017.

Legislative Framework

The development application has been assessed in accordance the relevant sections of Chapter 3 of the Planning Act 2016.

Specifically, s45(5) of the Act prescribes how impact assessment is to be undertaken.

An impact assessment is an assessment that –

- a. must be carried out –
 - a. against the assessment benchmarks in a categorising instrument for the development; and*
 - b. having regard to any matters prescribed by regulation for this subparagraph; and**
- b. may be carried out against, or having regard to, any other relevant matter, other than a person's personal circumstances, financial or otherwise.*

For the purposes of the above, the Mackay Region Planning Scheme v3.1 is the relevant categorising instrument. Other relevant matters are discussed separately in the assessment below.

Mackay Isaac Whitsunday Regional Plan

Detailed assessment against the Mackay Isaac Whitsunday Regional Plan is not required as Part 2.2 of the Mackay Region Planning Scheme states the Minister has identified the planning scheme appropriately advances the Mackay Isaac Whitsunday Regional Plan 2012 as it applies to the planning scheme area.

Mackay Region Planning Scheme

The development application was lodged under the Mackay Region Planning Scheme v3.1.

In schedule 1 of the scheme a crematorium is defined as *'the use of premises for the cremation or aquamation of bodies'*. The applicant's proposal is consistent with this land use definition.

Table 5.5.17 of the scheme specifies a crematorium proposed in the rural zone requires impact assessment. A detailed assessment against the key provisions of the relevant codes of the planning scheme is provided below.

Strategic framework

The strategic framework seeks to protect agricultural land class A and B and locally important agricultural land from encroachment of urban uses (see 3.3.10.1). The land use proposed permanently removes agricultural land class A and B and locally important agriculture from production. A detailed assessment against the agricultural land overlay code is provided below. On this basis and for the purpose of addressing the strategic framework, the proposal is taken to adversely impact on agricultural land.

Rural zone code

The proposal is not consistent with the purpose of the rural zone, nor the overall outcomes or performance outcomes of the zone code. A detailed assessment against the provisions of the code follows.

The purpose of the zone is to provide for a range of rural activities, residential uses that support rural activities and intensive rural activities and other uses that cannot be located in urban areas. The proposed crematorium is not a rural activity and is not a use required to support rural activities. The applicant has not disputed that the use is not a rural activity. The proposal is therefore inconsistent with the purpose of the rural zone.

Overall outcome (3)(a)(iii) states *the zone can accommodate other activities requiring a location outside urban areas due to the amount of land required, the significance of impacts generated and/or other reasons*, if the development does not:

- a. diminish the productive capacity of land for rural activities
- b. result in adverse impacts on the environment or sensitive land uses
- c. result in visually obtrusive development that detrimentally impacts on the rural amenity and landscape character of the area.

In reference to the text in italics above, the proposed crematorium is not a land use requiring a location outside an urban area due to either:

- *the amount of land required*

The development footprint is 1,800m², not a significant amount of land considering the minimum lot size in industrial precincts across the Mackay urban area is 2,500m². The development footprint could be reduced further to fit on a smaller lot as there is considerable space around the small gross floor area of 385m. Therefore, the amount of land required for the crematorium is not a reason for the crematorium to be located in the rural zone.

- *the significance of impacts generated*

The impacts generated by the crematorium are not considered to be significant. This is based on the supporting material provided by the applicant in the form of a professional air quality report (prepared by Assured Environmental dated 20 August 2020). The report was submitted as part of a planning application for a crematorium in Toowoomba which was proposed to be located directly adjoining a residential property in an urban area. The report is based on emissions from the same cremator unit that is to be used as part of the proposed crematorium at Victoria Plains. The report concludes predicted air quality at the adjoining residence while the cremator unit is in operation would achieve the objectives of the *Environmental Protection Policy (Air) 2019*. Toowoomba Regional Council as assessment managers had the report peer reviewed by a suitably qualified expert where it was found to be acceptable. Therefore, the significance of the impacts generated by the crematorium are not a reason for the crematorium to be located in the rural zone.

- *other reasons*

The applicant contends crematoriums suffer from perception/stigma issues relating to their emissions and the fact they deal with death and the dead. In response to the applicant's argument, it is noted the air quality experts determined the impacts of a crematorium utilising the same cremator units are within the legislated State air quality standards for sensitive receptors when proposed immediately adjoining a dwelling. In the context of decision-making, weight is given to the experts that demonstrate there is no impact rather than a community's perception or stigma about the land use. Further, Council has approved a crematorium in Paget previously through an impact assessable application which had no submissions during the application process and Council has received no complaints.

The proposal is therefore not consistent with this provision as the use can reasonably be located within existing urban zoned land.

Overall outcome (3)(a)(v) states that development for urban purposes and other uses more appropriately located in the urban areas should not be located in the rural zone. As demonstrated above, the land use is not rural in nature and is not related to, subordinate to, ancillary to a rural use, and does not meet the exceptions provided

to be permitted in the rural zone. On this basis, the proposed use is considered urban in nature and is required to be in the urban area. The proposal is therefore inconsistent with this overall outcome.

Performance outcome PO1 states that the zone primarily accommodates rural activities. As detailed above, the proposed land use is not a rural activity or linked to a rural activity and the applicant has not disputed that the use is not a rural activity. Therefore, the proposal is inconsistent with this provision.

Performance outcome PO3 permits non-rural uses in the rural zone if required due to the amount of land required for the use or the significance of the impacts generated by that use. The proposal is inconsistent with this provision – see above response to overall outcome (3)(a)(iii).

Agricultural land overlay code

The proposal is inconsistent with key provisions of the overlay code.

The crematorium land use is not listed in the land uses accommodated by land in the agricultural land overlay mapping in provision AO1.1. The proposal is therefore required to be assessed against AO1.2. A detailed assessment against AO1.2 is provided below.

AO1.2	Comments
Development for uses not mentioned in AO1.1:	Crematorium land use is not mentioned in AO1.1.
a. is located outside areas identified as agricultural land class A and B and locally important agricultural areas; or	The proposed crematorium is located on land entirely within agricultural land class A and B and locally important agricultural areas.
b. does not result in over 2,000m ² of land being taken out of agricultural production and:	<p>The development footprint is 1,800m². It is likely there will be headlands around this area to ensure adequate separation between the crop and the crematorium that may result in 2,000m² of cane being taken out of production.</p> <p>On a recent site visit the cane in the northeast corner of the property, within the bounds of the farm drain that isolates a small section of agricultural land from the rest of the farm, was cleared.</p> <p>Ultimately, before the proposal the land was being farmed for cane and after the proposal it is likely this portion of the land northeast of the farm drain will not be farmed. This is a loss of 1.18ha of cane land.</p>
a. occupies the same location as a previous non-agricultural use and/or co-locates with existing buildings; or	The crematorium does not occupy the same location as a previous non-agricultural use and is not co-locating with existing buildings.
b. is located on the least agriculturally productive part/s of the site; or	There is nothing to suggest this part of the land is the least agriculturally productive part of the subject site.
c. is not set back more than: A. 24m from an arterial road and B. 12m from a sub-arterial road, collector street or access street.	The proposal is set back 10m from a collector street (Victoria Plains Rd) and is therefore consistent with this provision.

It remains unclear how, and unlikely that, the remainder of the productive agricultural land bound by the northeast drain will continue to be utilised practically for agricultural purposes. On this basis the proposal is inconsistent with AO1.2.

Failing to meet the required acceptable outcomes (AO1.1 or AO1.2 above) means an assessment is to be made against the relevant performance outcome (PO1).

PO1 requires development to utilise and maintain the productive capacity of agricultural land for agricultural purposes unless:

- a. an overriding need in the public interest is demonstrated, and
- b. no alternative sites (not on agricultural land) are available.

There is no overriding community need in the public interest for the crematorium to be located in the rural zone (see assessment against the rural zone code above) and there are alternative sites in the local government area that are not in the rural zone and on productive agricultural land.

Refer to *Attachment D: Agricultural Land Overlay Mapping*

Biodiversity overlay code

The subject site is shown as containing areas of mapped environmentally significant vegetation (ESV). Specifically, the farm drain in the northeast corner is mapped as having ESV. The drain is not mapped as a waterway for the purposes of the overlay.

The proposal is consistent with the relevant acceptable outcomes and performance outcomes of the overlay code on the following basis:

- the area of ESV is a farm drain
- the drain is devoid of vegetation other than long grass
- 2004 is the last time there was vegetation other than grass in the drain and it was sparse
- the development will have a small impervious area which could otherwise be as of right development if the shed was a farm shed
- the development will not have any industrial or commercial waste as all pet bodies are turned to ash and returned to the vet or owner via delivery
- standard office waste will be suitable for collection by Council's regular service.

Therefore, there will be no adverse impacts on the drain, vegetation upstream or downstream.

Regional infrastructure overlay code

The subject site is within the regional irrigation area per the overlay mapping. The proposed crematorium is consistent with the relevant acceptable outcomes, performance outcomes and overall outcomes as it does not adversely impact the operational efficiency of the regional irrigation infrastructure and does not impact public safety relating to that infrastructure.

Industry activities code

While it is noted the land use of *crematorium* is a separately identified land use in schedule 1 of the planning scheme, elsewhere in the schedule 'crematoria' is identified as an example of a high impact industry land use. The high impact industry land use definition is included within the 'industry activities' activity grouping. Both land uses, *crematorium* and *industry activities*, are impact assessable in the rural zone. Given the dual listing of the land use, it is considered the industry activities code is a relevant code for assessment purposes.

The proposed development is generally consistent with the relevant provisions of the code.

Overall outcome (2)(d) states access points are safe and adequate for the type and number of vehicles accessing the development. Acceptable outcome 12 goes into further detail, stating *vehicle access points are located as far away as practical from...a road curve, crest or other element unduly reducing line of sight along*

the road. The proposed driveway location will result in light and heavy vehicles accessing at a point proximate to a hill crest. The matter is covered by the Australian Standard relevant to driveway sight distance, AS/NZS 2890.1. In a 100km/h zone, the sight distance required from a driveway is 160m. Based on a site visit and LIDAR contours the approach sight distance from the north (ie. the distance from the top of the hill in front of the existing rural fire service shed down to the proposed driveway location) is approximately 185-190m which complies with the Australian Standard of 160m. The approach sight distance from the south (ie. the distance from the proposed driveway location down to where the road drops away) is approximately 200m which also complies with the Australian Standard of 160m.

Acceptable outcomes 5.1 and 5.2 require industrial uses to provide landscaping at a rate of 7.5% of the site area and a minimum 2m wide landscaped strip along the road frontage. Given the site context, it is unreasonable to require 7.5% of the 19.85ha site to be landscaped, however the 2m wide frontage landscaping would be required for the frontage of the development footprint.

Acceptable outcome 9.1 requires outdoor utility and service areas to be screened from view from nearby roads. This would be a requirement of any development of this nature.

Acceptable outcome 18 requires any access gates across driveways to be located to ensure any vehicles accessing the site stand wholly onsite while the gate is being opened or closed. This would be a requirement for any development of this nature.

General development requirements code

The proposal is generally consistent with the relevant provisions of this code or can be conditioned to be consistent.

Any Other Relevant Matter

As stated above, s45(5) of the Planning Act 2016 permits an impact assessment to be carried out against, or have regard to, any other relevant matter, other than a person's personal circumstances, financial or otherwise. An assessment of other relevant matters is provided below.

Relocation of existing business

The application facilitates the relocation and expansion of an existing business, which is currently operating at 268 Griffiths Road, Balnagowan generally in accordance with a planning approval given on 21 March 2000. The applicant states the relocation will allow for a larger shed, allow for more cremator units to be used and will ensure the use better separated from residences.

The relocation argument does not discount the fact the assessment before Council is to approve a non-rural use in the rural zone that does not meet the exemptions in the code for non-rural uses in the rural zone.

The applicant has offered to cancel the existing approval at 268 Griffiths Road Balnagowan. Again, that does not discount the assessment that Council is required to undertake as part of this application.

Perception of crematoriums and perceived impact

The application material makes consistent reference to the community's perception of crematoriums (based on their impacts and stigma) and that those matters necessitate crematoriums being located outside an urban area. Regardless of what is perceived by the community about the land use, the actual impacts of crematoriums can be measured. Specifically, the air quality impacts of crematoriums can be measured by air quality experts to be compliant with Queensland's Environmental Protection (Air) Policy 2019.

Further, Council has approved an application for a crematorium in Paget previously through an impact assessable application which had no submissions during the application process and Council has received no complaints.

Where are other crematoriums located?

A review of crematorium locations in regional Queensland local government areas found fifteen crematoriums located in urban areas and only three which were outside the urban area.

Two of the three identified in the rural area were co-located with larger cemeteries and funeral gardens.

In the Mackay area specifically, there are three crematoriums:

1. 268 Griffiths Road, Balnagowan – the applicant's current business location, in the rural zone, approved by Mackay City Council on 15 March 2000.
2. 8 Malin Road, Sarina – Ian Phillips Crematorium, in the rural zone, co-located with Serene Funerals, approved by Sarina Shire Council in 2000.
3. 218 Harbour Road, Mackay Harbour – Newhaven Funerals, currently and historically zoned for low impact industry, approved by Mackay City Council on 18 March 1999.

Council approved a crematorium on 27 March 2019 at 19-21 John Vella Drive, Paget, located on low impact industry land. It is understood the business is no longer operating though the approval remains current onsite.

On 14 February 2018 Council refused an application for a crematorium at 217 Shakespeare Street, Mackay at an existing funeral home. The grounds for refusal were that the crematorium would jeopardise potential for multi-storey residential development permitted on land adjacent the proposed crematorium. The applicant appealed Council's decision in the Planning & Environment Court and ultimately the appeal was dismissed and Council's refusal was upheld.

The overwhelming majority of other crematoriums are located in urban areas.

Location of customers

It may be relevant that a particular land use may be suitable outside urban areas if that is where its customers are located. For example, an agricultural supply store, which is essentially a shop and should be located in a centre zone, could be acceptable in the rural zone.

The application material states the following:

- *'90% of clientele is direct vet pick up with the remainder home pick up'*
- *'the business will cremate dogs, cats, lizards, birds and guinea pigs etc., generally any domestic pet'*

There are no vet clinics located in rural areas and that the proposed crematorium deals generally with domestic pets suggests no overwhelming link to pet owners in rural areas versus those in urban areas.

The applicant states the crematorium's proposed location is central to the areas it will service, that is customers from Airlie Beach and Proserpine in the north, Moranbah and the Pioneer Valley in the west, and Sarina in the south. The Mackay urban area is central to these areas with adequate arterial transport routes to each of the aforementioned areas.

Therefore, the need to be located in a rural area to serve a customer base is not considered a valid relevant matter.

Infrastructure Charges

In the circumstances of an approval, infrastructure charges will be levied for the new gross floor area and impervious area proposed as part of the development. The charge levied will be in accordance with Council's Infrastructure Charges Resolution dated December 2020. A service discount will be applied to any levied charge recognising the land and proposal will not be connected to reticulated water or sewer services.

Public Notification

The development application is impact assessable and is therefore required to be publicly notified in accordance with s53 of the Planning Act 2016 and Part 4 of the Development Assessment Rules v1.3. The applicant carried out public notification in accordance with the Planning Act 2016 as follows:

- notice in the Daily Mercury on 18 June 2021
- notice on the land from 20 June to 14 July 2021 (17 business days); and
- gave written notice to the adjoining landowners on 16 June 2021.

Council received three submissions against the proposal. One submission was received outside the legislative period for making submissions and therefore does not afford the submitter formal appeal rights should the submitter seek to contest Council's decision. Regardless, all three submissions are considered in the matters below.

Matter 1 – Take up of agricultural land

Submissions

'This area is prime cane country.'

'The crematorium would diminish the potential productive capacity of the land for rural activities.'

Applicant's comments

'The Agricultural land overlay code outlines preferred land uses to occur on agricultural land, and if not a preferred use, the Overlay Code outlines criteria for compliance aimed at reducing the impact or loss of productive agricultural land. The proposal, as amended in response to the Information Request, more fully complies with the requirements for non-preferred uses and therefore is compliant with the intent of the Agricultural Land Overlay Code.'

'As a note, a dwelling house and associated sheds could be built on the property 'as-of-right' and impact on a much greater area of agricultural land (there is no restriction). The proposal has been sized to use only the required area of land to accommodate the shed, access/driveway and provide setbacks to the cane growing areas.'

Council comments

Based on the assessment of the relevant overlay code above, the proposal is considered to remain inconsistent with the overall outcomes and performance outcomes of that code.

It remains unclear how, and unlikely that, the remainder of the productive agricultural land bound by the northeast drain will continue to be utilised practically for agricultural purposes.

Further, the proposal cannot be reasonably conditioned to ensure the land surrounding the development footprint remains available for agricultural pursuits as this forms an unreasonable compliance burden for Council if this is to be checked frequently.

It is noted in relation to the applicant's comment about a dwelling house, the approval of the crematorium does not prevent the construction of a dwelling on the site. In fact, agricultural land could be lost to the crematorium and a dwelling house and farm sheds.

Matter 2 – Impacts on air quality

Submissions

'I live down wind of this property and it would affect our quality of life and day to day liveability.'

'The prevailing winds in the Victoria Plains area blow over the top of Mount Vince which blows over the township of Marian. This would affect numerous citizens...'

'The crematorium would not maintain the amenity of surrounding sensitive land uses through adequate buffering.'

There are numerous comments across the submissions regarding the proximity of sensitive land uses.

Applicant's comments

'The closest dwelling house is located 360m to the southwest of the proposed building location, with the next closest dwelling 500m to the west.'

'The supporting documents provided with the application as Appendix F (Cremator Emissions Testing – Clontarf and Air Quality Assessment – Toowoomba) were provided to demonstrate that the type of cremator to be utilised in the business is able to operate and not exceed the Environmental Protection (Air) Policy 2019 requirement when operated in accordance with the manufacturers guidelines (Clontarf Report) and when the chosen cremator is located and operated within 100m of a sensitive land use, as in the case of the Toowoomba Report, the emissions from the cremator at the sensitive land use does not exceed the EP (Air) Policy requirements.'

'Given the closest residence is 360m from the site, it can be readily concluded that the emissions at the location of the closest dwelling would be below the requirements of the relevant standard (Environmental Protection (Air) Policy 2019). There will be no impact from emissions from the cremator at the location of any existing dwelling or sensitive use.'

Council comments

It is agreed the nearest sensitive land uses are the existing dwellings to the south and west of the site as described by the applicant. While the applicant did not provide an air quality report for the proposed crematorium in its proposed location relative to the nearby sensitive land uses, they did provide an air quality report prepared by a qualified professional which demonstrated suitability for a crematorium to be located beside a dwelling in an urban area in Toowoomba. The cremator units proposed in the Toowoomba crematorium are the same units proposed in this crematorium. In assessing that particular application Toowoomba Regional Council had that report peer reviewed and it was found to be acceptable within the bounds of Queensland's Environmental Protection (Air) Policy 2019. Therefore, it is also agreed that given the distances involved in this rural setting it is highly unlikely there will be adverse air quality impacts on sensitive land uses. Regardless, in any approval Council would still be able to apply conditions to ensure air quality at the nearby residences to comply with the Environmental Protection (Air) Policy 2019.

Matter 3 – Road safety

Submissions

'The road (at the bottom) that would be used in the proposal has a blind spot during turning.'

'The road is too narrow for turning lanes. The cane farmers must haul out at the top of the hill so they can see traffic coming.'

'...this property is situated between 2 rises in the road, it actually sits in the low section between the 2 inclines. If you are coming from Rocky Waterhole Wollingford Road you can't see any oncoming traffic until you are on the downhill section. When you have trucks from the quarry, carting cane full bin tractors, rural fire vehicles, cars & school buses all using this section of road and some of them big vehicles, the ability to serve at the last minute onto a dirt section could be dangerous. At the moment traffic flows but what happens if a vehicle has stopped waiting to turn into this facility (what then)!! I believe this section of road from Rocky Waterhole Wollingford Road to Mt Vince Road intersection needs to be upgraded to double lanes if this development goes ahead.'

Applicant's comments

'Victoria Plains Road in the location of the proposed development is a single lane bitumen road, with gravel shoulders that allow more than adequate width for a vehicle to move to the side and allow two opposing vehicles to pass safely. The high point of the road is roughly in front of the Mt Vince Rifle Range; however, there is adequate view to the south towards the proposed facility to safely approach the proposed driveway and turn into the site.'

'When the proposed facility is operational, there will be low levels of vehicle movements to and from the site. The applicant does not want or encourage members of the public to access the site. It is likely that there would be 2 vehicle movements per day (1 in and 1 out) for each of the permanent employees plus 2 movements for the casual driver undertaking pickups/deliveries to Moranbah/Airlie Beach on their workdays.'

'The gas delivery truck would likely only access the site once per fortnight.'

'If a conservative view is taken, it is likely that there will be no more than 10 vehicle movements per day on average, which is similar to that of a dwelling house.'

'In relation to the safety issues raised, as most vehicle movements to the site will be by permanent staff members, they will be (or become) familiar with the roads and be aware of any safety issues on the roads approaching the site.'

Council comments

See above comments relating to the proposed access location and sight lines assessment under the industry activities code. The access location proposed complies with the relevant sight distances required from the driveway per Australian Standard AS/NZS 2890.1.

Matter 4 – Fetters the potential location for future house on adjoining land

Submissions

'...it limits the future potential of construction of a domestic dwelling on our land impacting on future potential uses.'

'No consideration has been given to the adjoining landowner wishing to build a house in the future...'

Applicant's comments

'As has been outlined in response to other issues, the shed will look consistent with other farm sheds on surrounding rural properties and should not create any undue impact on the visual amenity of a future dwelling on the adjoining property.'

'Similarly, it has been shown that the emissions for the operational cremator are compliant with the requirements of the relevant standard, the Environmental Protection (Air) Policy even if sensitive land uses are approximately 100m away.'

'The cremator building location was chosen partly as it was considered unlikely that the adjoining owner would choose to locate a future dwelling close to the noisiest part of rifle range (the 'shooting' end).'

Council comments

The adjoining lot to the north is currently vacant of structures and could accommodate a future dwelling close to the proposed crematorium. The plan of development shows the crematorium shed will be 41m from this particular common boundary and any future dwelling on this property would likely not be built right on the boundary but be set back a reasonable distance. The expert air quality assessment provided by the applicant

concludes a crematorium located immediately adjacent a dwelling in an urban area could still operate and meet the required air quality objectives of Queensland's Environmental Protection (Air) Policy 2019 therefore the adverse air quality impacts based on a separation of over 40m in a rural area is also highly likely to meet the policy objectives.

Matter 5 – Impact on adjacent waterway

Submissions

'The proposed building on the proposed site is entirely within the Buffer Zone of the Southern exiting waterway as per Appendix B – Site Context Info 2021-07-120251.png.'

'The crematorium would not maintain the ecological integrity of the important natural elements on the site.'

Applicant's comments

'There is a drainage path the runs adjacent to the location of the proposed building for the crematorium use. This drainage route is mapped as being 'Environmentally Significant Vegetation' under Councils Biodiversity Overlay mapping, despite there being no vegetation of significant located within or adjacent to the drain within the property. The drainage path is not mapped as a waterway under the Overlay mapping.'

'The drainage path commences within the Mt Vince Rifle Range property and follows the topography through the adjoining cane farming property, through the subject site, under Victoria Plains Road and into the cane farm to the east. Other than in the Rifle Range property, there is not any substantial stands of vegetation, with sparsely located trees/vegetation located along the course of the drain.'

'While it is mapped as being environmentally significant, it is unlikely that any ground-truthing of this categorisation has occurred as it looks like a farm drain where it exists within the subject property.'

'In relation to the proposed use, given there is no vegetation of note within the mapped area, the use will not require the removal of any vegetation, so will have no impact on any environmentally significant vegetation.'

Council comments

The applicant states no industrial bins are required and all waste is managed with normal bins. There is no bodily waste to be disposed of as the cremation process reduces the remains to ash which is then returned to the pet owner. Therefore, the proposed operation would not adversely impact on any ecology of significance in the adjoining waterway.

Consultation and Communication

A formal information request was issued to the applicant seeking a detailed assessment against the planning scheme's strategic framework and detailing officer's recommendation, further details on the applicant's assessment against the rural zone code and agricultural land overlay code. The applicant formally responded with further detailed assessment against the relevant provisions in the planning scheme.

A further advice notice was issued to the applicant detailing officer's recommendation in relation to the proposal remained one of no support. Detailed reasons were provided in the correspondence.

Council officers have further discussed the proposal with the planning consultant throughout the assessment process at regular rotational meetings with RPS Mackay.

Resource Implications

There are no resource implications for Council as a result of this recommendation.

Risk Management Implications

There are potential costs involved if an appeal is lodged by the applicant or a submitter against Council's decision.

Conclusion

The first matter of assessment in this application is whether the proposed development is acceptable in the rural zone. The rural zone code importantly provides criteria for when non-rural uses are considered acceptable in the rural zone. The proposed development does not meet those criteria for non-rural uses.

The second matter of assessment in this application, afforded to the applicant and Council as assessment manager via the impact assessment process under s45(5) of the Planning Act 2016, concluded there are no other relevant matters that justify approving the proposed development in the rural zone despite its inconsistency with the planning scheme.

On this basis the proposal is recommended for refusal.

Officer's Recommendation

THAT Council refuse the development application for a development permit for a Material Change of Use at Lot 2 Victoria Plains Road, described as lot 62 on RP747788, subject to the following grounds of refusal.

1. The proposed development conflicts fundamentally with the purpose and key performance outcomes of the rural zone code of the Mackay Region Planning Scheme v3.1.
2. The proposed development conflicts fundamentally with the purpose, key overall outcomes, and key performance outcomes of the agricultural land overlay code of the Mackay Region Planning Scheme v3.1.
3. The absence of any other relevant matter (per s45(5) of the Planning Act 2016) to support the proposed crematorium in the rural zone and on agricultural land.

Mrs Melanie Clarke addressed Council advising that the pet crematorium had been operating for 21 years from another site and was a small business employing two part-time people. Mrs Clarke advised that the proposed new location at Mt Vince had been selected as it offered a second income stream from cane farming. Mrs Clarke advised that there was already approval to build a shed on the site, an engineer had been consulted and Council's feedback had been taken into account. Mrs Clarke advised that there was already a crematorium located in the rural area in Yeppoon as precedent.

Barwin Gooch from RPS addressed Council noting that he had been a town planner for 25 years. Mr Gooch advised that he felt there was scope for Council to approve this application as the rural zone allows for activities which require an amount of land outside the town area for use such as kennels or catteries, as it provides land as a buffer from residents. Mr Gooch advised that crematoriums are only supported in community facility zones which covers both urban and rural areas. Mr Gooch advised that he believed the pet crematorium would work well as it was only small scale and had a decent buffer to neighbours.

Mr Charles Fox addressed Council noting that this facility is proposed to be located on prime agricultural land in the middle of a cane paddock at the bottom of a steep hill and on a road that does not allow for passing and floods during times of heavy rainfall. Mr Fox advised that within 1km of the proposed development there are 15 houses and within 2km there are 50 houses. Mr Fox noted that vets are located in town so transporting animals to the pet crematorium would cause increased traffic. Mr Fox suggested that the pet crematorium should be located in the industrial area.

Cr Bella noted that a shed had already been approved and asked what use it had been approved for.

The Director for Development Services Aletta Nugent, advised that she wasn't sure but it would have been approved as a farm shed not for other use.

Mayor Williamson noted the officer's recommendation.

Cr May advised that she would like to move a motion, which has been circulated to Councillors, as an alternative to the officer's recommendation.

Council Resolution {resolution-number}

THAT in accordance with section 254H of the Local Government Regulation 2012, the following are recorded as reasons in support of a decision made at a local government meeting inconsistent with a recommendation or advice given to the local government by an advisor of the local government –

- The area of 1800 M2 development footprint is not a significant loss of Agricultural land, would be an acceptable outcome accommodated within the planning scheme, the site could already accommodate the construction of a building eg shed without planning approval.
- The proposed development is generally consistent with the relevant code for industry activities and could be argued that this proposed change of use is a consistent use within the rural zone as part of rural industry activity.
- It is unfortunate the planning scheme does not differentiate between a pet crematorium and a normal crematorium. This use as a small pet crematorium is not public facing and will have limited impact in the rural zone.

FURTHER THAT Council approve the development application for a development permit for a Material Change of Use for a Crematorium (Pet Crematorium) at Lot 2 Victoria Plains Road, described as lot 62 on RP747788, subject to the following conditions of approval and assessment manager advice.

Conditions of approval

1. Plan of Development

The approved Material Change of Use – Crematorium (Pet Crematorium) must be completed and maintained generally in accordance with the Plan of Development (identified in the Table below) and supporting documentation which forms part of this application, except as otherwise specified by any condition of this approval.

Dwg #	Title	Rev	Prepared by	Date
148324-1-P01 1 of 3	Proposed Site Plan	B	RPS	4.6.21
148324-1-P01 2 of 3	Proposed Site Plan	B	RPS	4.6.21
148324-1-P01 3 of 3	Proposed Floor Plan	B	RPS	4.6.21
SMAK210007-3	Elevations	-	Apex Engineering Group	29.1.21

2. Amended Plans Required

Prior to the commencement of the use the approved plans of development must be amended to comply with the following matters:

- a) Demonstrating gas delivery vehicle movements in accordance with condition 11,
- b) Landscaping in accordance with condition 24,
- c) Demonstrating waste collection vehicle movements in accordance with condition 28.

The amended plans must be submitted to Council for approval.

3. Compliance with Conditions

All conditions must be complied with prior to the commencement of the use on the subject site, unless specified in an individual condition.

4. Notice of Intention to Commence the Use

Prior to the commencement of the use on the site, written notice must be given to Council that the use (development and/or works) fully complies with the decision notice issued in respect of the use (please see attached notice for your completion and return to development.services@mackay.qld.gov.au).

5. Maintenance of Development

The approved development (including landscaping, car parking, driveways and other external spaces) must be maintained in accordance with the approved drawing(s) and/or documents, and any relevant Council engineering or other approval required by the conditions.

6. Conflict between plans and written conditions

Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail.

7. Compliance with Council Standards

All design and construction for the development must be in accordance with Council's Policies, Planning Scheme Policies, Standard Drawings and Standard Construction Specifications.

8. Damage

The developer is responsible for the repair of any damage that is caused to Council's infrastructure as a result of the construction works associated with the proposed development. The developer must make any damage safe and then notify Council immediately. Council will make the decision as to who will carry out the rectification works and the timing for the completion of those works.

9. Minimum Car Parking Spaces

- a) The car parking area must be constructed, sealed, line marked and drained for a minimum of 3 car parking spaces.
- b) The car parking must be designed in accordance with AS/NZS2890.1:2004 Parking facilities Part 1: Off-street car parking and AS/NZS2890.6:2009 Parking facilities Part 6: Off-street parking for people with disabilities.

c) Any car park lighting and other outdoor lighting must comply with AS 4282-1997 Control of the obtrusive effects of outdoor lighting.

10. Wheel Stops

Car parking bays must be provided with wheel stops.

11. Vehicle Manoeuvring

a) All car parking spaces and delivery/waste vehicles must be designed to allow all vehicles to drive forwards both when entering and leaving the property.

b) Plans must be provided showing the turning movements for the gas delivery vehicle. The movements must demonstrate:

1. the vehicle entering and exiting the site in a forward gear,
2. the vehicle manoeuvring into a suitable parking location while it dispenses the gas.

12. Hardstand

All vehicle movement areas must be sealed to a standard suitable for the gas delivery vehicle.

13. Loading/Unloading

The loading and unloading of vehicles and the delivery of goods to and from the premises must at all times be undertaken entirely within the site and be so conducted as to cause minimum interference with other vehicular traffic.

14. Use of Car Parking Areas

The areas set aside for parking, vehicle manoeuvring and loading and unloading, must not be used for the storage or placement of goods or materials.

15. Access

- a) A minor works permit is required for the proposed access to Victoria Plains Road.
- b) The access must be designed to cater for the gas delivery vehicle.
- c) The access must be constructed prior to the commencement of the use.

16. Electricity and Telecommunications Services

The approved development must be provided with electricity and telecommunications infrastructure.

17. Signage

No business signage is permitted in the road reserve.

18. No Display or Sale of Goods on Premises

No goods are to be displayed publicly and/or offered for sale on the premises.

19. Environmental Protection (Air) Policy 2019

The two approved cremators must operate within the acceptable air quality standards specified in the Environmental Protection (Air) Policy 2019 with respect to air quality impacts on residences and other sensitive land uses.

20. Employee Numbers

The business must operate only with two (2) permanent employees and one (1) casual driver.

21. Traffic Generation

No vehicles are permitted to visit the use other than the following:

- a) employee vehicles**
- b) gas delivery vehicle**
- c) delivery vehicle for keepsakes, urns and the like**
- d) waste collection.**

22. Hours of Operation

- a) Cremations can only be carried out between the hours of 6am to 6pm, Monday to Friday.**
- b) Any work on weekends must be restricted to collection and delivery of bodies by the casual driver and office work (bookwork, engraving of keepsakes and the like).**

23. Customers/Clients

No customers or clients are permitted to visit, deliver to or pick up from the property.

24. Landscape Plan Required

A landscaping plan must be prepared by a qualified landscape designer and must be submitted to Council for approval prior to the commencement of the use. The plan must show the following:

- a) a 2m wide landscaped strip along the frontage of the development footprint (45m length except a small area around the proposed driveway to ensure sightlines are protected for vehicles exiting),**
- b) landscape specification of sufficient detail so that landscape works are to be carried out,**
- c) plant schedule detailing number of plants, species, pot size and height at planting,**
- d) details of soil and mulch types, including depths, areas of turf, garden edges and paving finishes,**
- e) details of the irrigation system needed at least for establishment and backflow prevention device.**

No landscaping is permitted in the road reserve.

25. Completion of Landscaping

All landscaping works shown on the approved plan must be completed before the commencement of the use on the site.

26. Fencing

- a) Fencing must be provided along the side and rear boundaries of the 40m x 45m development footprint.**
- b) Fencing must be of a height of material that serves to clearly delineate the proposed development from the surrounding agricultural land uses.**

27. Refuse Storage and Collection

A waste storage area must be provided in the location shown on the approved plan and must comply with the following:

- a) contain an impervious surface,
- b) contain sufficient space for the bins,
- c) must be located to ensure waste does not cause a nuisance to neighbouring properties,
- d) must be screened in full from Victoria Plains Road,
- e) the developer is to enter into a contract with a Council-certified waste collection contractor. This contract must include the method for collecting both waste and recycling bins and ensure the collection vehicle can manoeuvre onsite,
- f) collection must occur wholly onsite and not in the road reserve,
- g) amended plans provided to Council demonstrating the design vehicle turning paths must be provided to Council for approval.

28. Ponding and Diversion of Stormwater

Ponding of stormwater resulting from the development must not occur on adjacent sites and stormwater formerly flowing onto the site must not be diverted onto other sites. The site shall be graded so that it is free draining.

29. On-site Wastewater Disposal

- a) Prior to the commencement of the use an onsite wastewater system must be installed that demonstrates compliance with the Queensland Plumbing and Wastewater Code and AS/NZS1547.
- b) The onsite system must be entirely within the development footprint shown on the approved plans (ie. the 40m x 45m fenced area).

ASSESSMENT MANAGER'S ADVICE

1. Local Laws

The approved development must also comply with Council's current Local Laws under the Local Government Act 2009.

2. Hours of Work

It is the applicant/owner's responsibility to ensure compliance with Section 440R of the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause audible noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.

3. Dust Control

It is the applicant/owner's responsibility to ensure compliance with Section 319 General Environmental Duty of the Environmental Protection Act 1994, which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.

4. Sedimentation Control

It is the applicant/owner's responsibility to ensure compliance with Chapter 8, Part 3C of the Environmental Protection Act 1994 to prevent soil erosion and contamination of the stormwater drainage system and waterways.

5. Noise During Construction and Noise in General

It is the applicant/owner's responsibility to ensure compliance with Chapter 8, Part 3B of the Environmental Protection Act 1994.

6. General Safety of Public During Construction

It is the principal contractor's responsibility to ensure compliance with Section 19(2) of the Work Health and Safety Act 2011. Section 19(2) states that a person conducting a business or undertaking must ensure that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking.

It is the responsibility of the person in control of the workplace to ensure compliance with Section 20(2) of the Work Health and Safety Act 2011. Sections 20(2) states that the person in control of the workplace is obliged to ensure that the means of entering and exiting the workplace and anything arising from the workplace are without risks to the health and safety of any person.

7. Contaminated Land

It is strictly the applicant/owner's responsibility to source information regarding contaminated land from the Department of Environment and Heritage Protection, Contaminated Land Section as Council has not conducted detailed studies and does not hold detailed information pertaining to contaminated land.

8. Environmentally Relevant Activity

It is the responsibility of the applicant or future owner/operator/tenant of any of the tenancies to ensure any Environmentally Relevant Activities to take place on the subject site have the appropriate approvals and associated permits before any such activities commence/are performed on site.

9. Infrastructure Charges Notice

Pursuant to the Planning Act 2016 and the State Planning Regulatory Provision (adopted charges) an Infrastructure Charges Notice relates to this Development Permit and accompanies this notice.

Moved Cr May

Seconded Cr Mann

Cr May advised that after much consideration of this matter and reviewing the very comprehensive report prepared by staff, she felt the need to justify approval of the pet crematorium and drew Councillors attention to the three dot points listed. Cr May noted in particular that the 1,800 square metre development was not a significant loss of agricultural land, the proposed development is generally consistent with the relevant code for industry activities and it could be argued that the proposed change of use is consistent with the rural zone as part of rural industry activity. Cr May expressed the view that it is unfortunate that the planning scheme does not differentiate between a pet crematorium and a normal crematorium. Cr May noted that the pet crematorium is not public facing and will have very limited impact on the rural zone. Cr May drew Councillors attention to the Sarina crematorium which operates very well in the rural area. Cr May further noted that Council's planning scheme needs to take into consideration the definition of a crematorium and foreshadowed that Council look at an amendment to the planning scheme to achieve these differentiations in the future.

Cr Bonaventura queried whether the rights at the existing pet crematorium property would be withdrawn if the Material Change of Use was to be approved.

The Director advised that an offer had been made by the applicant to do this as part of the application process but this is not captured in the report. The Director noted that the property is a small rural lifestyle lot and does not provide an agricultural land benefit.

Cr Bonaventura queried if someone else would be able to purchase the existing property with pet crematorium approval.

The Director advised that this would be possible.

Cr Bonaventura queried if the existing rights to operate the crematorium at Griffiths Road could be withdrawn as part of the approval conditions.

Mayor Williamson advised that he did not believe Council could do this.

The Director advised that she was not sure sure that this could be done and would have to investigate further.

Mayor Williamson advised that this could not be done in this particular motion.

The Director advised that any conditions would have to be reasonable to the development and she would need to seek further advice.

Cr Bonaventura advised that he was concerned that withdrawing the existing rights to the Griffiths Road crematorium may not occur.

Mayor Williamson advised that is was not possible to include an amendment to this particular motion.

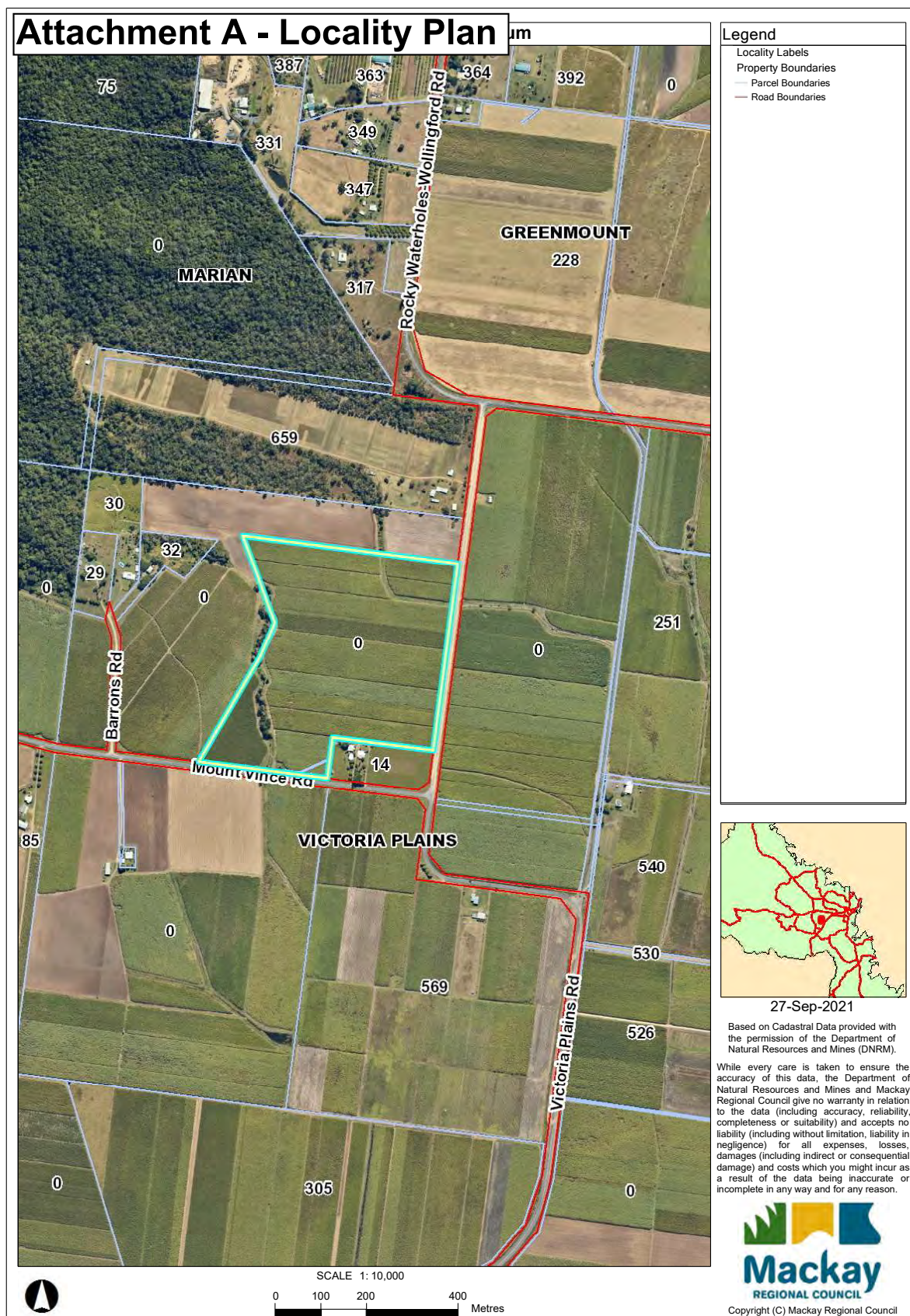
Cr Bella spoke against the alternative motion stating that the preservation of agricultural land is extremely important and he did not believe that the pet crematorium is an activity which is conducive to agriculture. Cr Bella noted that while the approved shed may have the same footprint, the pet crematorium would require a car park, the road is not suited to a larger volume of traffic, parking will impact agricultural production and the activity is divorced from agriculture.

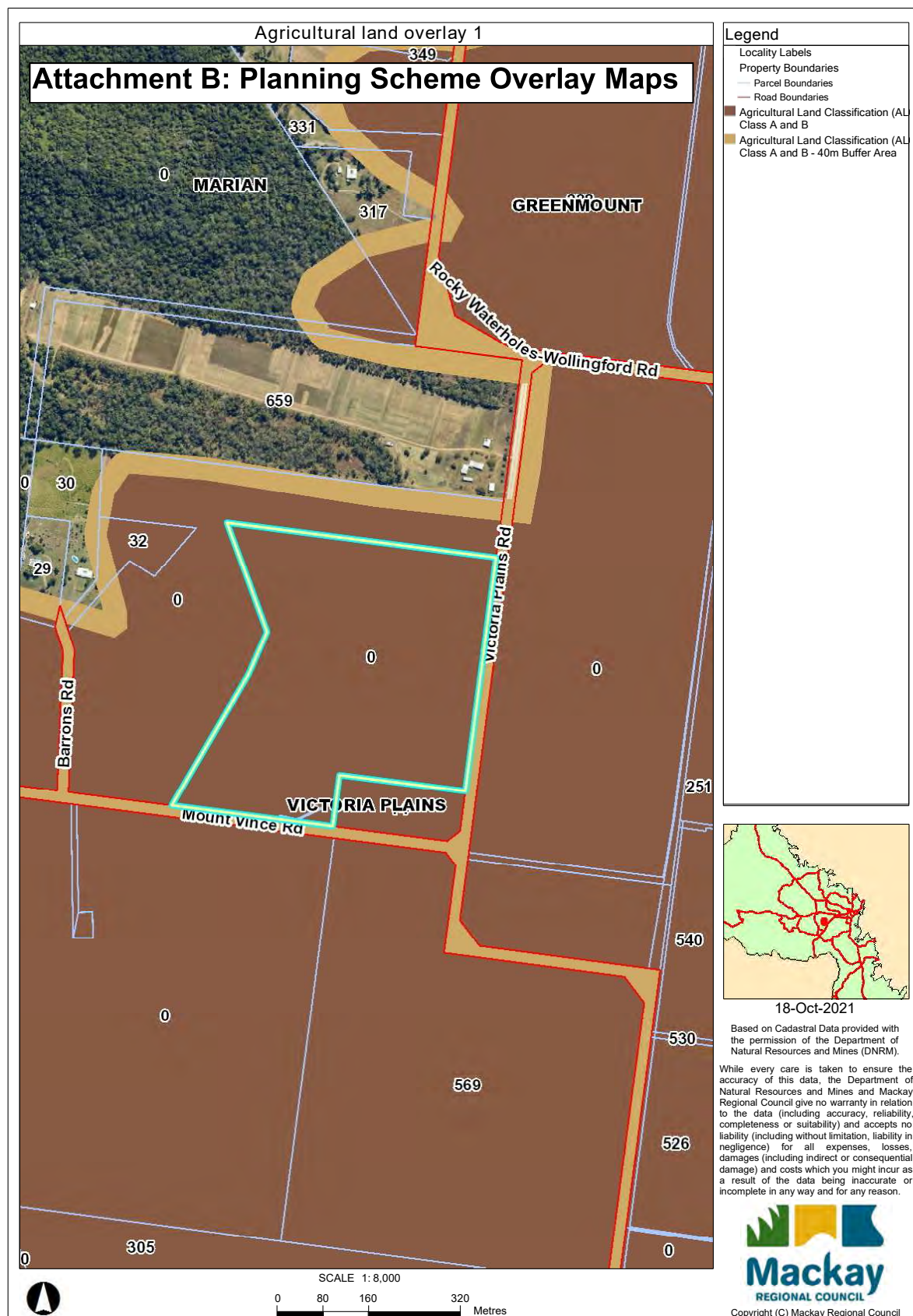
Cr Hassan spoke in favour of the alternate motion noting that the report states that there are three operational crematoriums, however there are four, with one located in the industrial area which has been operational for some time. Cr Hassan advised that she did not believe that there would be many people who were aware that there was a crematorium in the industrial area, such is the quality of the technology used in the cremating process. Cr Hassan noted that there are two crematoriums located in the rural zone.

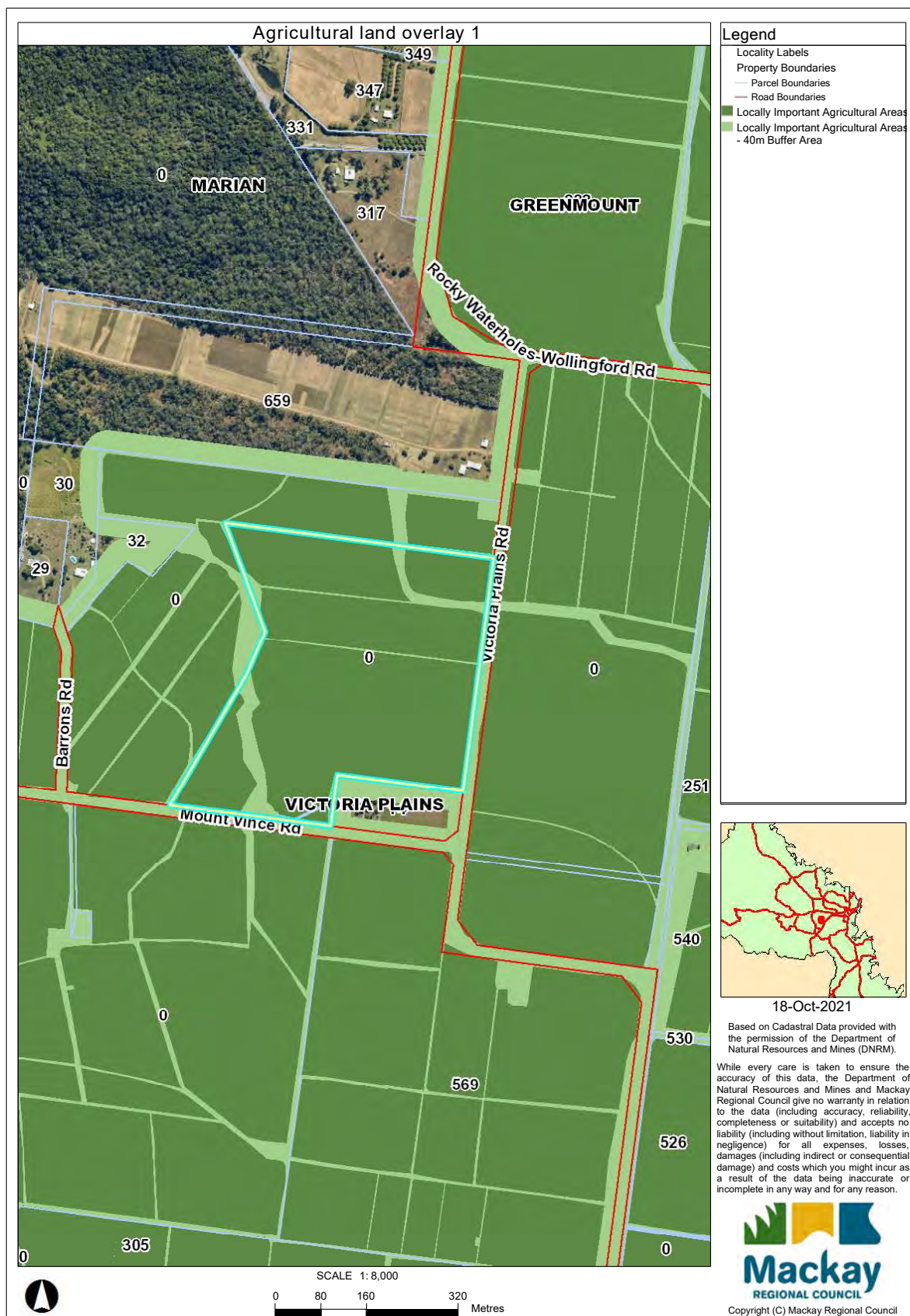
Mayor Williamson advised that he believed the alternate motion was supportable.

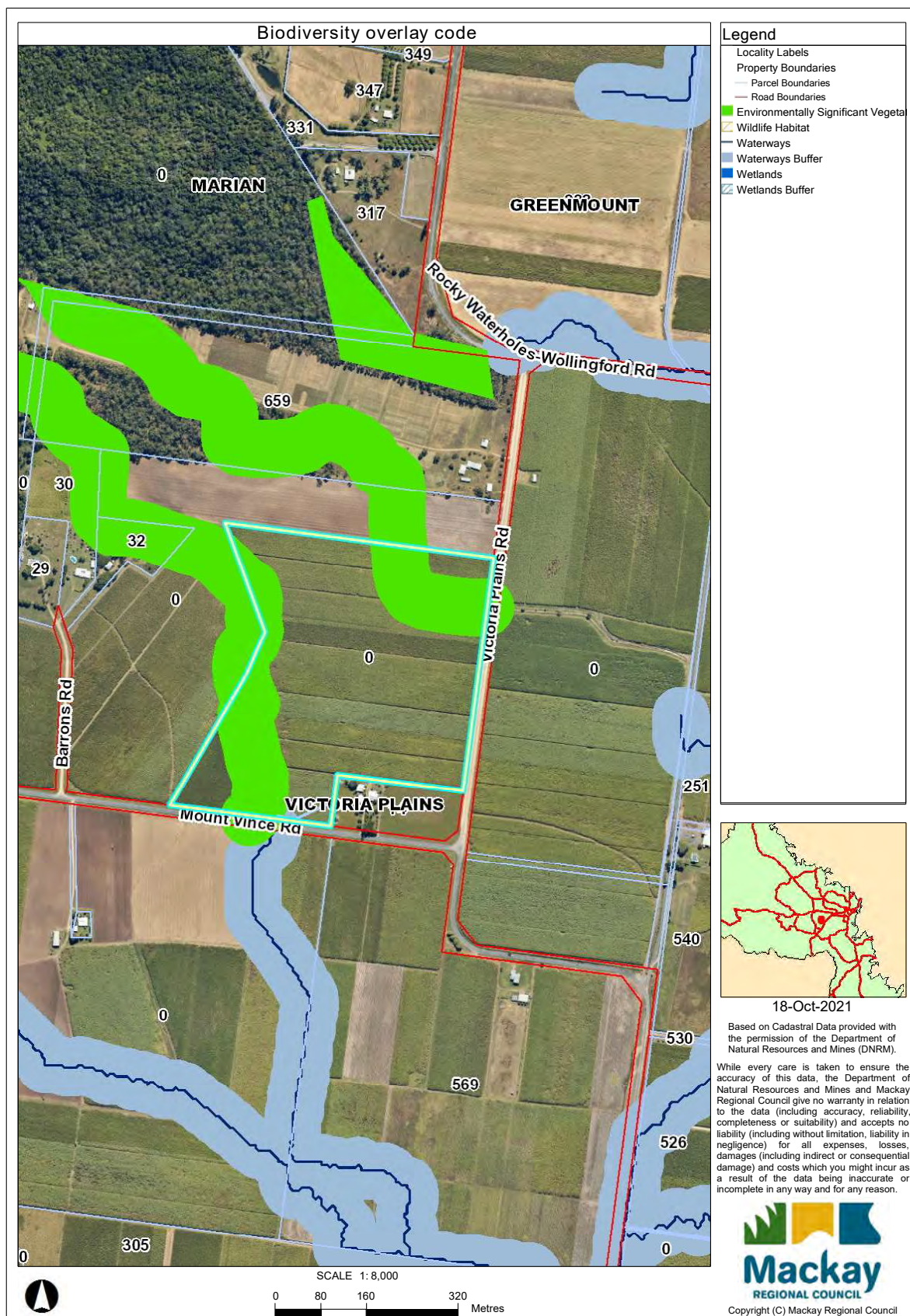
CARRIED

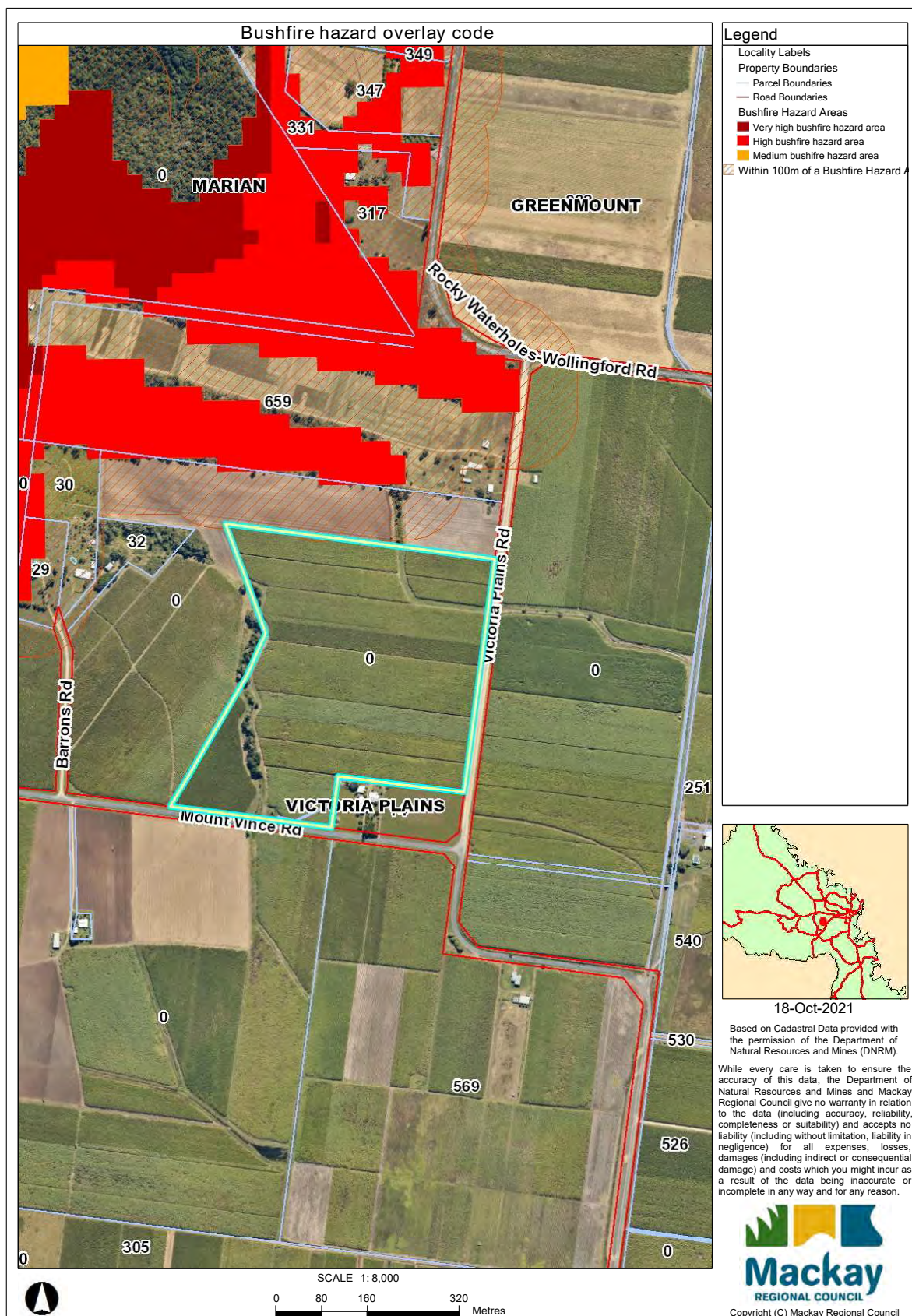
Crs Jones and Bella recorded their vote against the motion.

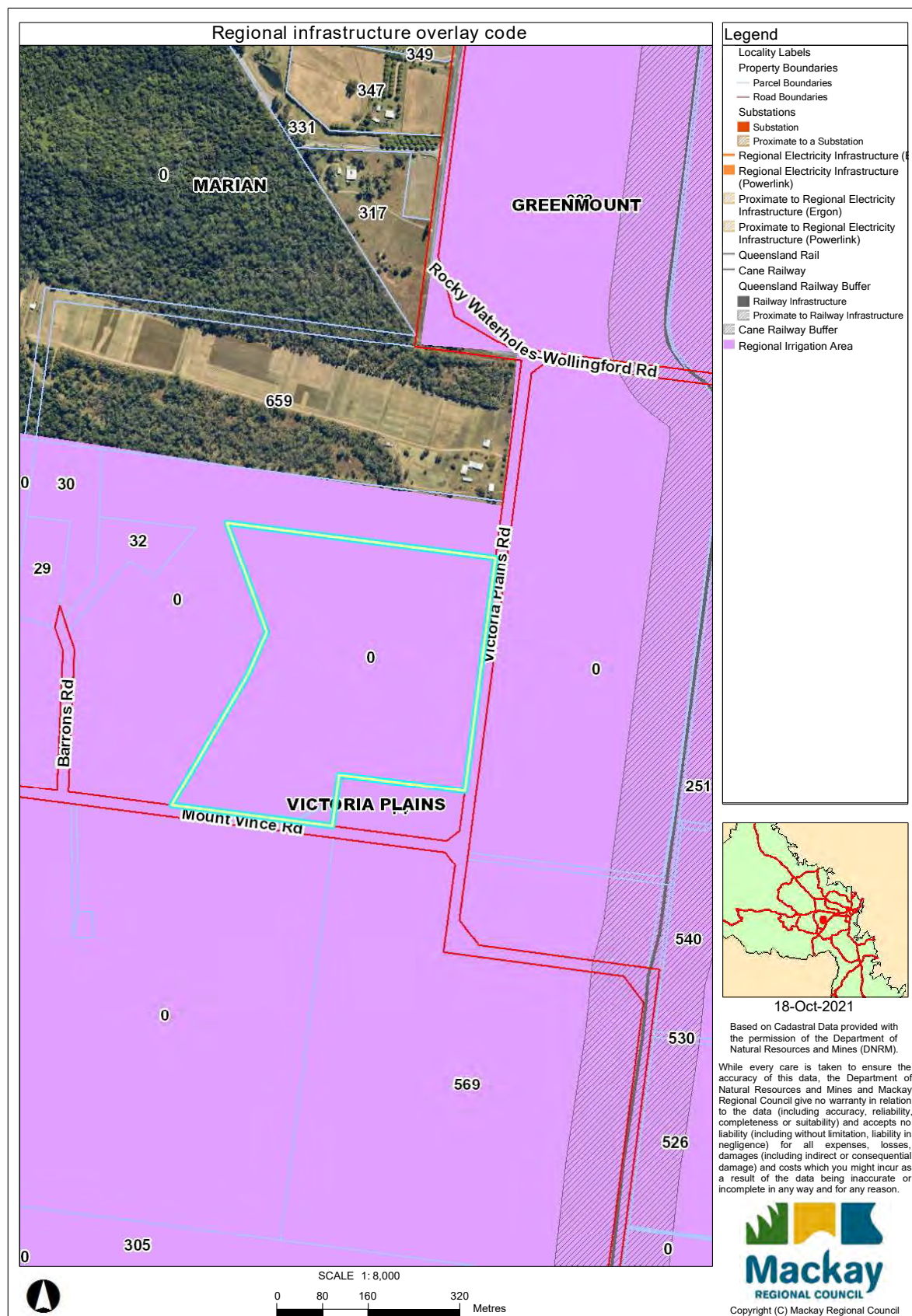








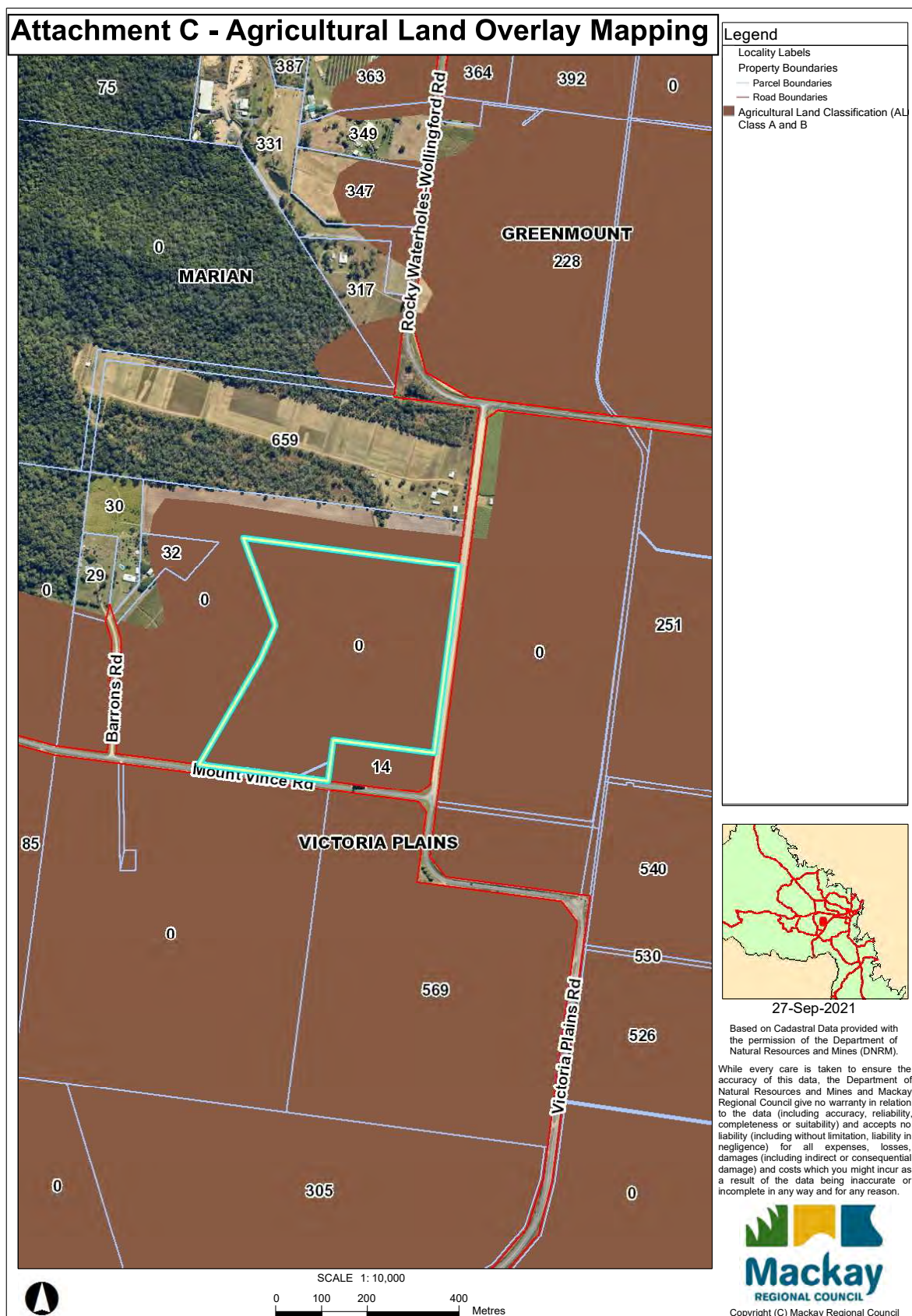


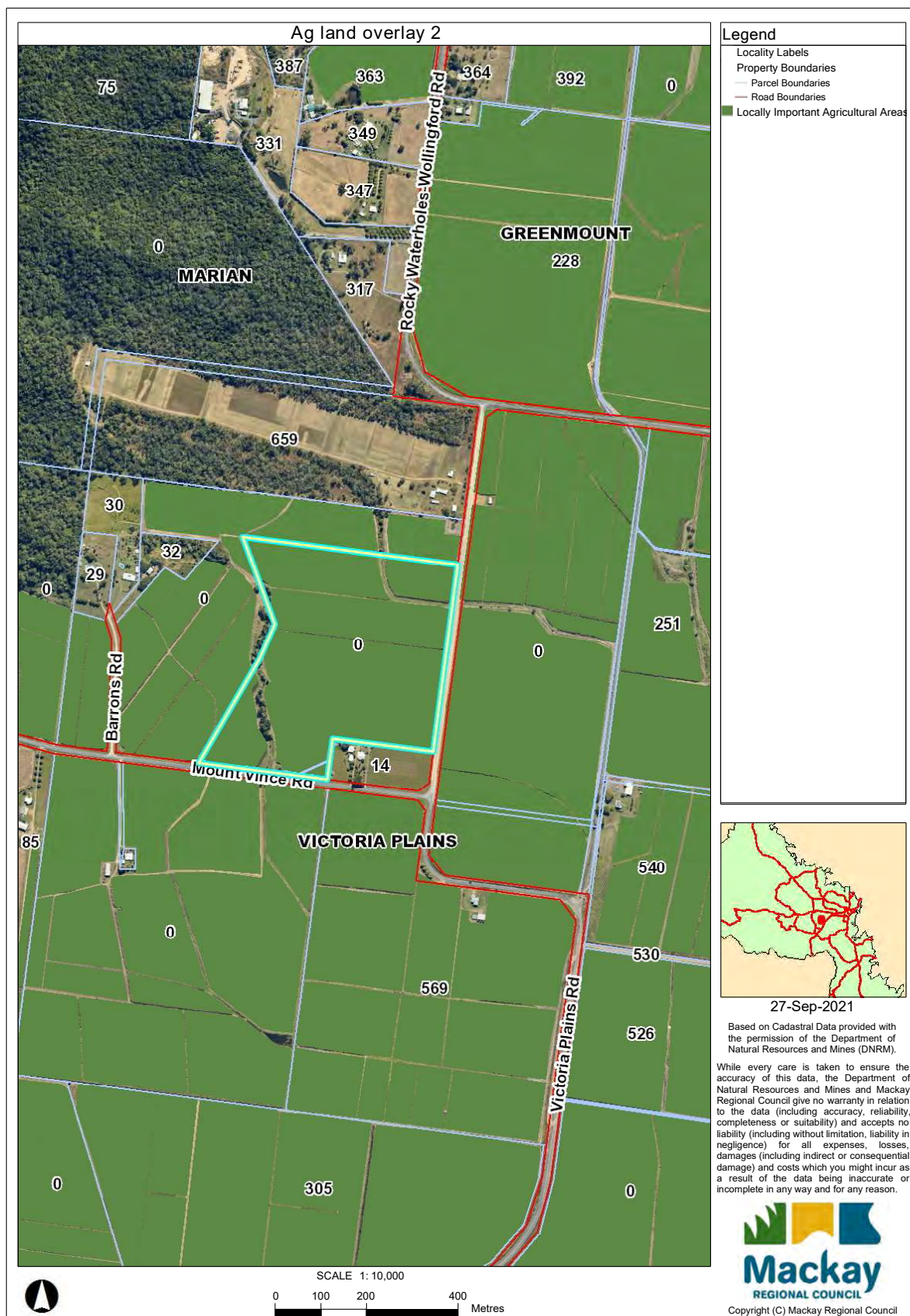


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11.3. ENGINEERING AND COMMERCIAL INFRASTRUCTURE

11.3.1. ENGINEERING & COMMERCIAL INFRASTRUCTURE - TRANSPORT & DRAINAGE MONTHLY REVIEW - SEPTEMBER 2021

Author	Executive Assistant (Robyn Smith)
Responsible Officer	Director Engineering & Commercial Infrastructure (Jason Devitt)
File Reference	MRR - T & D
Attachments	1. ECI - Transport Drainage Monthly Review - September 2021 [11.3.1.1 - 19 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review Report for the month of September 2021.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review Report for the month of September 2021 be received.

The Director of Engineering and Commercial Infrastructure Jason Devitt, provided an overview and highlights of the Engineering and Commercial Infrastructure - Transport and Drainage Monthly Review Report for September 2021.

Cr Jones referred to the open drain maintenance activities which indicates a low number of drains being cleared and queried if Council was going to increase the open drain maintenance as the cyclone season approaches.

The Director noted that many drains do not have a concrete liner so wet weather makes it difficult to undertake this maintenance however, there is a maintenance program leading into the wet season. The Director advised that he would take the question on notice and obtain data in relation to the drains that Council has had difficulty accessing.

Cr Bonaventura queried if the Warland Street drain would be completed before the wet season.

The Director for Capital Works Jim Carless, advised that this drain was currently under construction.

Council Resolution ORD-2021-295

THAT the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review Report for the month of September 2021 be received.

Moved Cr Mann

Seconded Cr Green

Cr Mann thanked the staff for their focus on safety, congratulated the team on the excellent survey results and their continuing focus on customer service.

Cr Bella noted that weather conditions dictate Council's ability to clear drains before the wet season, but observed that the mowing of drains is progressing well. Cr Bella noted that while drains may appear dry on the surface, there is often seepage underground and many drains are problematic to manage with staff doing the best they can.

CARRIED



Engineering and Commercial Infrastructure - Transport & Drainage Monthly Review

September 2021



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OVERVIEW

This report is for Transport and Drainage activities during the period of 1 September 2021 to 30 September 2021. Significant items in this period include:

- There were no Lost Time Injuries during the month of September 2021 but there was one injury where a worker felt unwell while undertaking stormwater drain inspections. This incident has been thoroughly investigated and it is believed that carbon monoxide may have entered and been present in the stormwater drain via the stormwater inlet pit. The process undertaken for stormwater drain/pit inspections has now been amended accordingly. There were three additional incidents relating to minor plant or asset damage in various forms.
- Favourable weather conditions have allowed for a high level of productivity with 1,054 Assetic Work Orders being competed during the reporting period.
- Asset Management continue to work with, and in support of, other Programs to reach targets and improve process in all areas.
- The Budget for Transport & Drainage and Assets is currently tracking in line with the year to date budget forecast.
- The Civil Operations Customer Survey results for July/August 2021 achieved the target of 4 stars which was a good result. As part of our continuous improvement process there are also number of responses that will be followed up to review to understand reasons for the responses received and if improvements can be made.

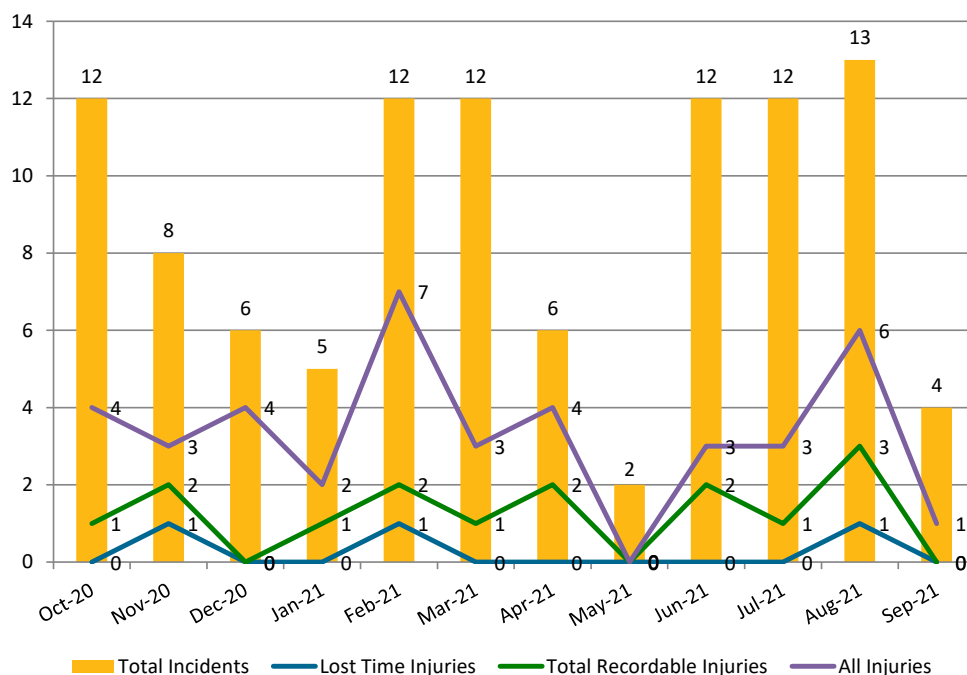


Director Engineering & Commercial Infrastructure

SAFETY

1.1. Incidents and Injuries

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



September 2021 Summary:

In September 2021:

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

Four incidents were reported during September.

The following injuries involving MRC employees were reported during September:

- Felt unwell while undertaking stormwater pit inspection.

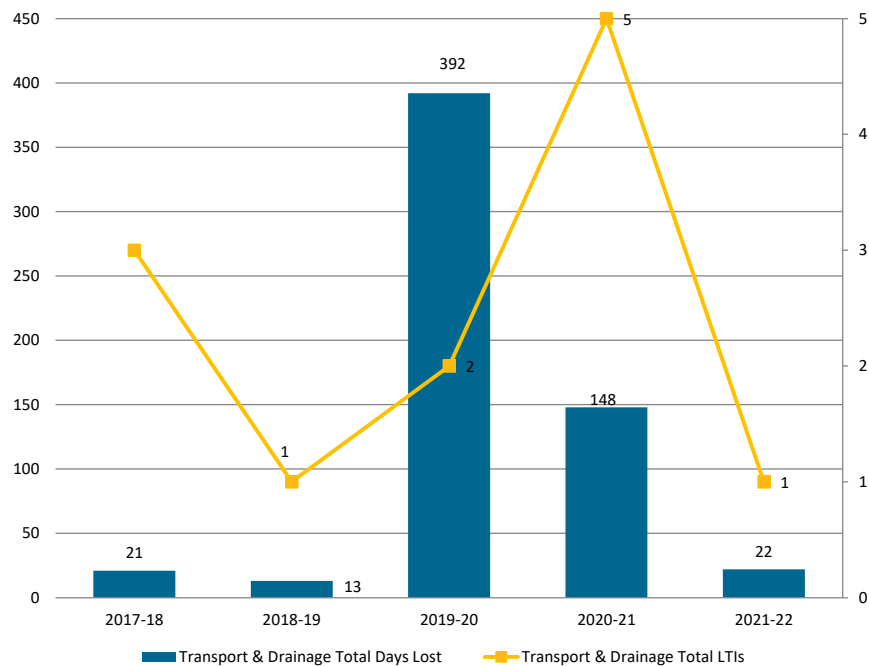
The following asset damage incidents involving MRC employees were reported during September:

- The mirror on a mini sweeper struck a tree branch, resulting in minor damage to the mirror.
- A tractor slasher struck and damaged a picket fence.
- A passing member of public vehicle flicked up a rock, damaging the window of an operating loader.

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

1.2. Lost Time Injuries & Days Lost

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

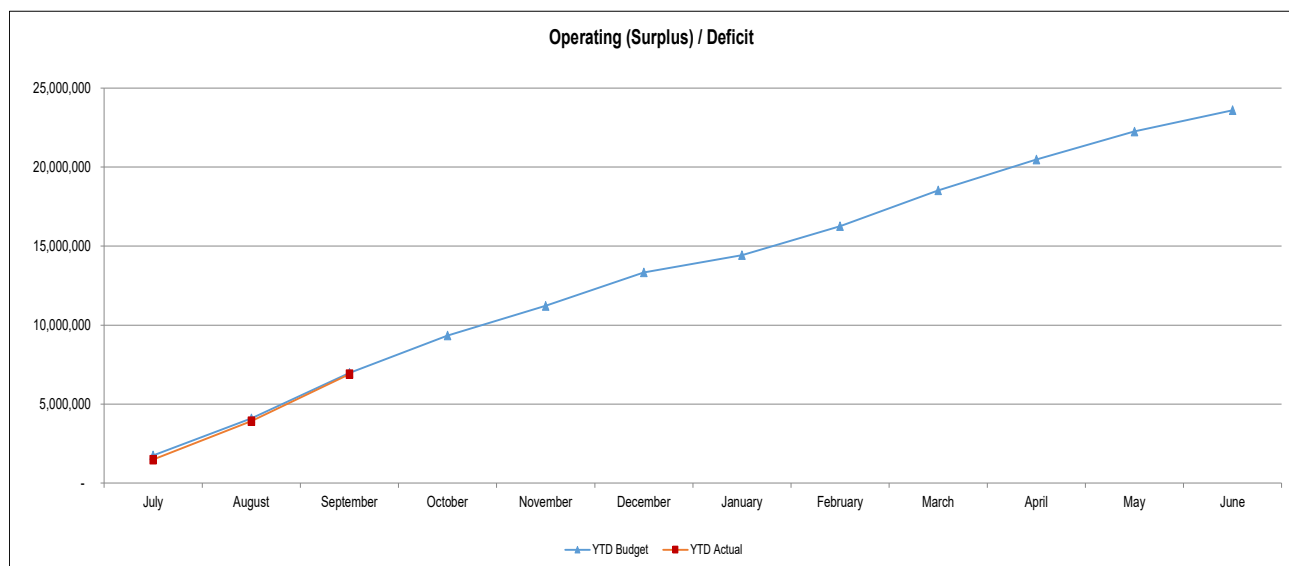


Department	2017-		2018-		2019-		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Civil Operations	3	21	1	13	2	392	5	148	1	22
Transport & Infrastructure Projects (Field Services/Civil Projects)										
Transport & Drainage Infrastructure Planning										
Asset Management										
Transport & Drainage	0	0	3	21	2	392	5	148	1	22

FINANCE

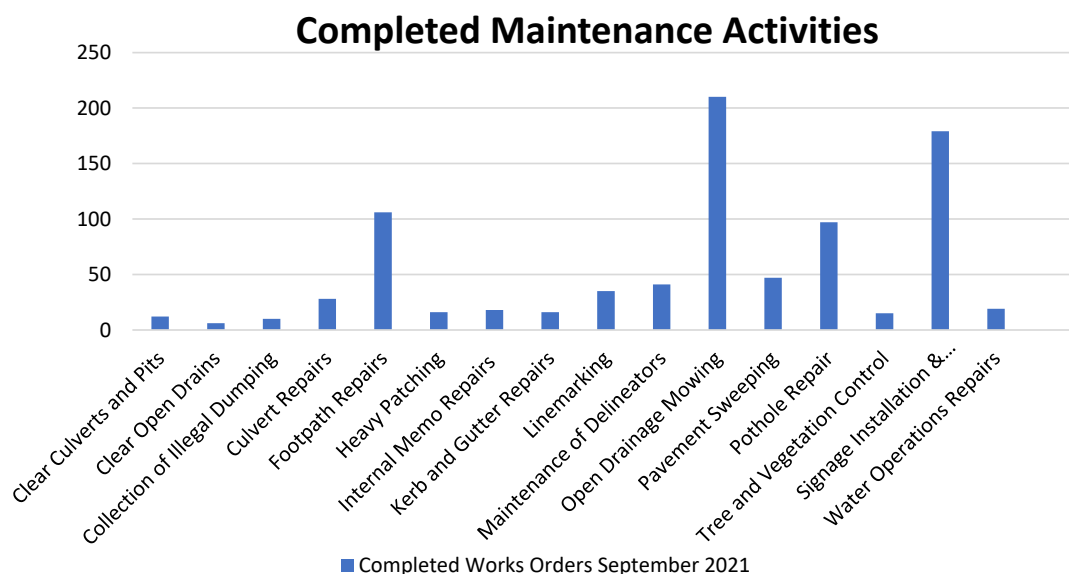
2.1. Operational Financial Report - 1 September 2021 - 30 September 2021

Financial Performance Report					% YTD Variance of YTD Budget
Period Covered: 1 July 2021 to 30 September 2021					
	Revised Budget	YTD Budget	Actual	YTD Variance	Comments
					YTD Variance favourable of budget
					YTD Variance unfavourable, between 0% and 5% of YTD Budget
					YTD Variance unfavourable, more than 5% of YTD Budget
5.01 - Engineering Management	(873,950)	(503,557)	(504,606)	(1,049)	On track
5.02 - Civil Operations	18,510,583	5,912,852	5,889,224	(23,628)	Savings in Employee Costs due to a high number of vacant positions and offset by External Equipment and External Labour Hire Expenses.
5.03 - Transport and Drainage Infrastructure Planning	4,175,314	1,182,423	1,201,873	19,450	Additional Street Lighting Expenses
5.04 - Asset Management	1,793,402	380,360	306,200	(74,160)	Savings in Employee Costs due to vacant positions.
Operating (surplus) / deficit	23,605,349	6,972,078	6,892,691	(79,387)	



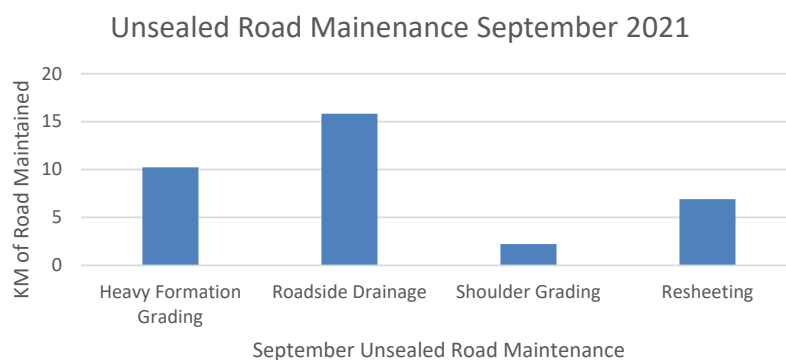
3.1 Road and Drainage Maintenance Activities

The following chart details maintenance activities completed during the period as recorded in our Assetic Maintenance Management System (MMS), together with the monthly average.



Maintenance Teams have completed a large number of Maintenance Work Orders in response to Customer Requests and programmed works.

3.2 Unsealed Road Maintenance Activities



Maintenance grading activities have progressed as planned, however, the availability of inhouse and external resources are at times delaying delivery of the assigned Grading Program.



Works for Queensland Round 4 (W4Q4) funding is being expended to deliver grading maintenance activities in conjunction with gravel re-sheeting where identified.

3.3 Open Drainage Maintenance

Dry weather in most areas has helped to achieve projected production across open drainage mowing and maintenance.

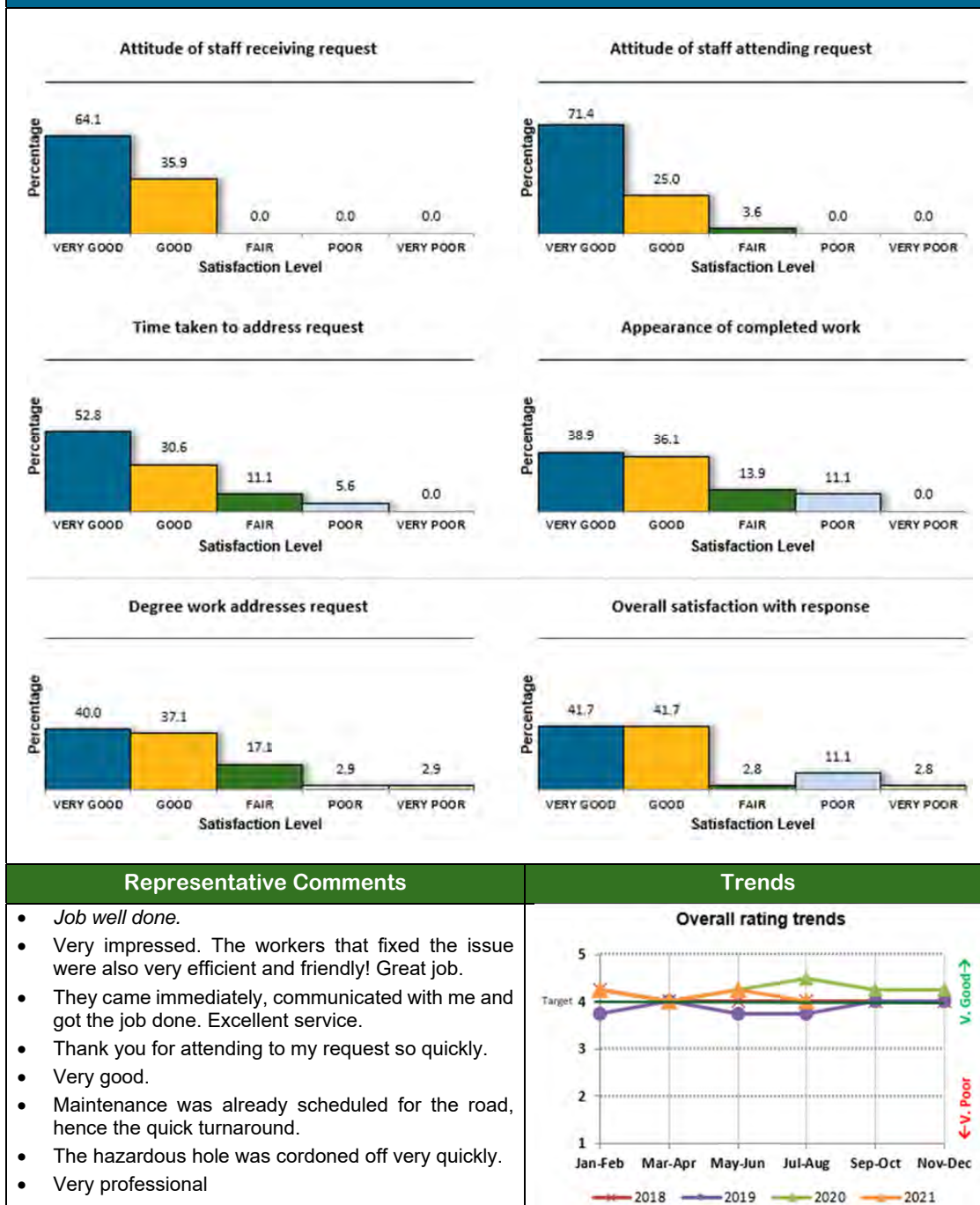
3.4 Bridge Maintenance

Review of bridge maintenance as identified in Level 1 and Level 2 Inspections has progressed with Work Orders being assigned for minor type maintenance repairs that are able to be delivered by Civil Operations. The works are scheduled to be completed by December 2021.

CLIENT SURVEYS

4.1 Requests for Maintenance Work

Results of Customer Survey (July/August 2021)



ASSET MANAGEMENT

5.1 Asset Management Program – Strategic Goals

Employee Engagement

An Action Plan based on the 2021 Employment Engagement Survey has been developed with the Manager Asset Management committing to achieving some 'quick wins' for the Program.

Recruitment

Position Number	Position Title	Type	Recruitment Status
AM0007	Project Officer Assets	Temporary (30.06.2022)	Start Date of 25 October 2021
GO0010	Coordinator Asset Technical	Permanent	Offer is being negotiated
AM0016	Asset Senior Technical Officer	Permanent	Position Description Review almost finalised
AM0009	Asset Projects Coordinator	Permanent	Position Description Review

Performance and Governance

In line with the Internal Audit recommendations, the Asset Management Program will review all Terms of Reference of the Governance Groups that have been created ensuring that they are functioning effectively and are reporting to their higher Groups.

Meeting Held	Attendance	Actions	
		New	Outstanding
AVRG Roads	Postponed	10	1
AVRG Water and Sewer	59% Attendance	2	5
AVRG Parks	100% Attendance	1	5

Asset Valuations

Ownership of the corporate risk around valuations, including the valuation budget now sits with the Manager Financial Services. The Manager Asset Management will remain as co-manager of the risk ensuring that the asset owner's interests are being represented during valuations.

5.3 Asset Management Project Update

Parks, Environmental & Sustainability (PES) Phase 2 – Maintenance Rollout

Project Status			
Overall Status	At Risk	Schedule	At Risk
Project Update		Risks	
<ul style="list-style-type: none"> The Parks, Environment & Sustainability (PES) Switchboard Assets (total of 176 assets) are cleansed in preparation for transition for Electrical Maintenance. The project scope revised to include Playgrounds and Pathway Data Structure development. The Pathway Data Structure has been developed and under review 		<p>Aligned with ADAC Requirements – Data structures do not align all options as per the ADAC Scheme. Update: The consultants are reviewing the contractor documentation for ADAC alignment - ongoing</p> <p>All Asset Owners Engaged - Data structures are developed without consultation of all asset owners of an asset type. Update: A workshop scheduled for October 2021 to review data structures for consistency</p>	

Property Services - Maintenance Rollout

Project Status			
Overall Status	On Track	Schedule	On Track
Project Update		Risks	
<ul style="list-style-type: none"> Building Maintenance Requests for September 2021: <ul style="list-style-type: none"> 178 BMRs submitted 70 BMRs completed The Land Data Structure and the Maintenance Configuration signed off. Assetic Reporting and Reactive Training ongoing for September 2021 and October 2021. 		<p>Assetic Functionality Unknown - Managing the maintenance with Simple Assets is a new function for Council and it is unknown if it meets all requirements. Update: Simple Assets to be reassessed during a Condition Assessment Review of buildings.</p>	

Waste Services Data Cleanse

Project Status			
Overall Status	On Track	Schedule	At Risk
Project Update		Risks	
<ul style="list-style-type: none"> A data cleanse timeline developed to outline the cleanse of the assets until mid-November 2021. The cleanse of bores and wells has identified more assets than previously predicted. 		<p>Re-Categorisation of Assets – Changes to the Asset Categories potentially requires disposal. This will impact the workload for the Finance Program.</p> <p>Update: Asset for recategorisation is being tracked and managed through separate documentation.</p> <p>Financial Impacts Unknown – The number of Not Previously Found Assets is unknown and, therefore, the financial impacts may affect the Valuation.</p> <p>Update: The financial impacts to be assessed during the Valuation.</p>	

MECC Data Cleanse

Project Status			
Overall Status	At Risk	Schedule	Risk
Project Update		Risks	
<ul style="list-style-type: none"> The data cleanse continues for the assets with the MECC Technical Department. No uploads in the month of September 2021. A Stocktake Form created to manage the movement and replacement of assets for Portable & Attractive and Internal Maintenance. 		<p>Unexpected Workload– Asset information requires more analysis by the Subject Matter Expert than scheduled.</p> <p>Update: Discrepancies in the asset data is delaying the cleanse with minor change made to data structures during the process.</p> <p>Duplication of Assets – Assets captured through the cleanse may be a duplication as the asset may also be captured through the capitalisation process.</p> <p>Update: A Stakeholder Workshop scheduled to implement a process to avoid duplication.</p>	

Treatment Plant Data Cleanse

Project Status			
Overall Status	At Risk	Schedule	Risk
Project Update		Risks	
<ul style="list-style-type: none"> Functional location data cleanse continues for the following water recycling facilities: <ul style="list-style-type: none"> Mackay North Mackay South Sarina The data cleanse to progress to Bore Assets across 12 sites. 		<p>Unknown Financial Impacts - Assets are to be captured at the maintenance level. The financial hierarchy is yet to be outlined and therefore a potential financial risk. Update: No change to the financial hierarchy.</p> <p>Sites Not Cleansed Prior to Valuation – The cleanse is to be completed by 30 September 2021; however, delays may occur due to underestimating the size of the cleanse. Update: The data cleanse will continue into the new year. This is to be discussed with the Finance Program.</p>	

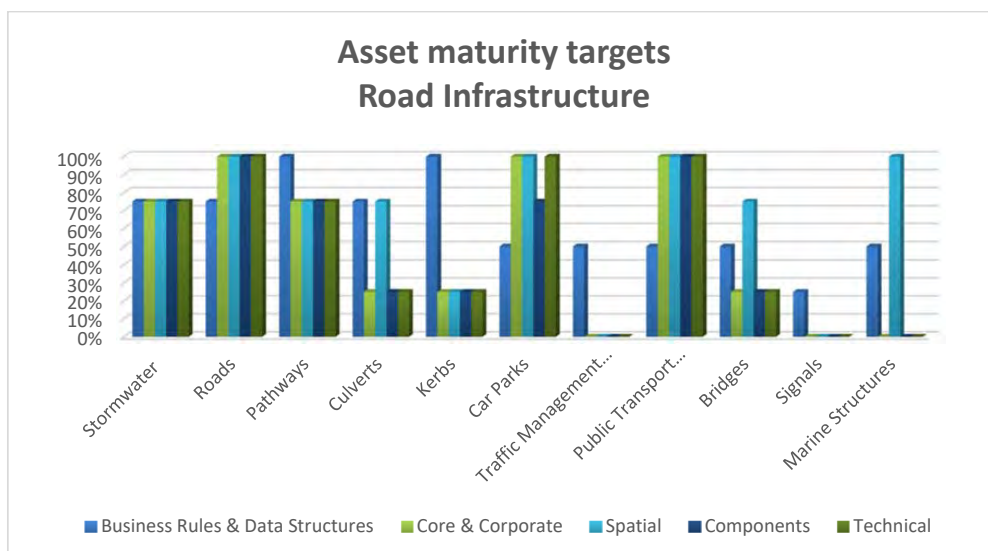
Transport & Drainage - Shepherd Engagement and Data Structure

Project Status			
Overall Status	At Risk	Schedule	Risk
Project Update		Risks	
<ul style="list-style-type: none"> Structures have been reviewed by Manager Transport & Drainage Infrastructure Planning (TDIP). Currently undertaking ADAC review. Waiting on second Shepherd sample data to be submitted for review. 		<p>Schedule Not Met – Amendment to timeframes has pushed scope of project out and has not been assessed. Update: December 2021 is the new timeline for Shepherd data return.</p>	

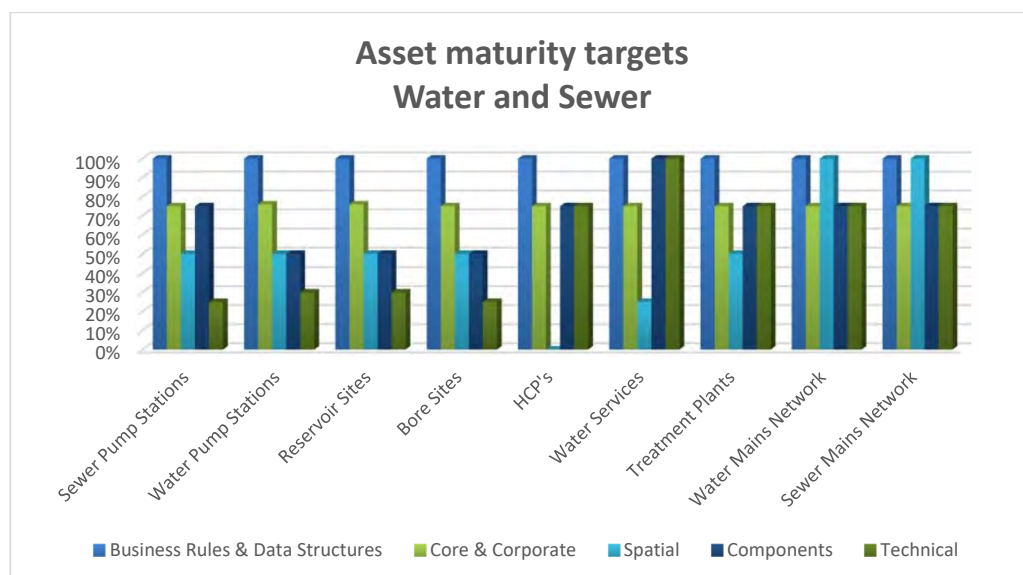
5.4 Asset Maturity Targets

Maturity Targets

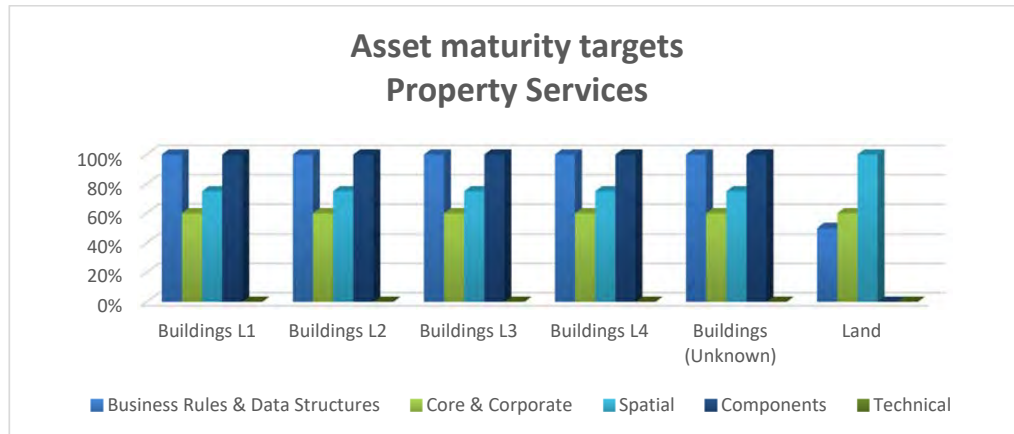
The Asset Management Program continues to work with the other Programs to refine the Asset Maturity Targets. This is a long-term goal with a view to see movement over a period of two years. The current state of Asset Maturity is displayed in the below graphs.



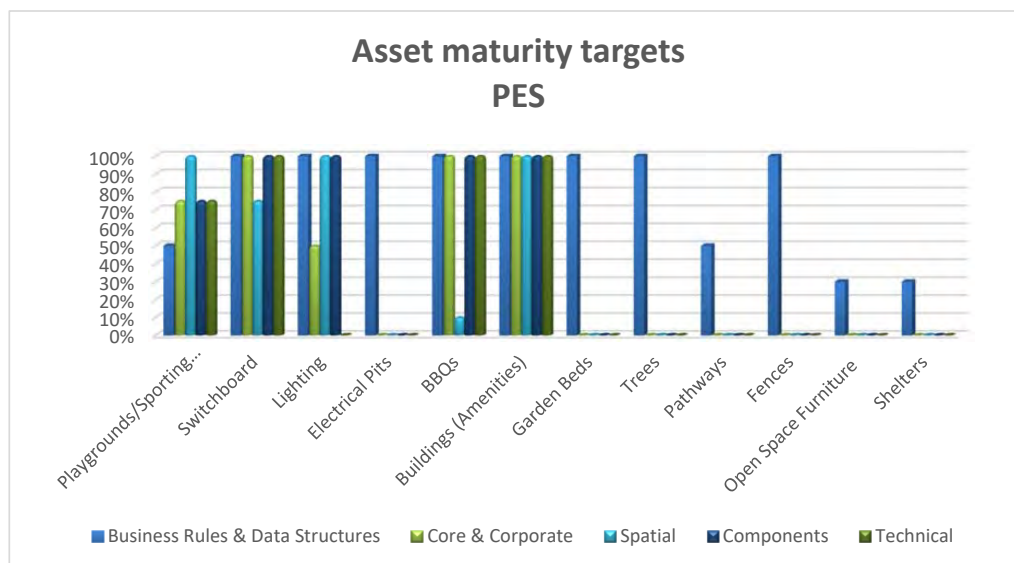
No further progress for the month of September 2021.



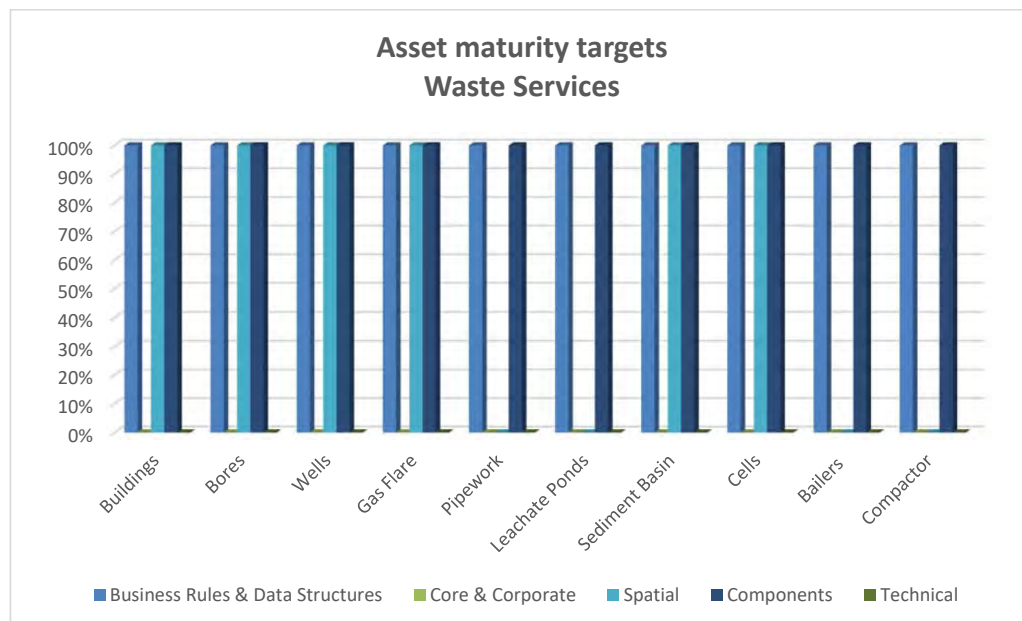
Sewer Pump Station data cleanse of 60 sites in September 2021.



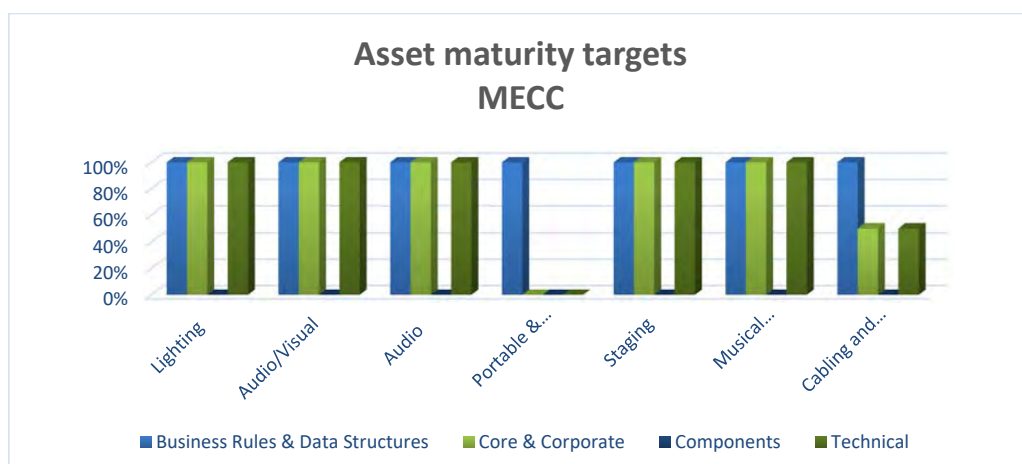
The Land data structure approved.



Switchboard Asset cleanse complete; spatial to be finalised. Open Space Furniture and Shelters included as priority assets.



No further progress for the month of September 2021.

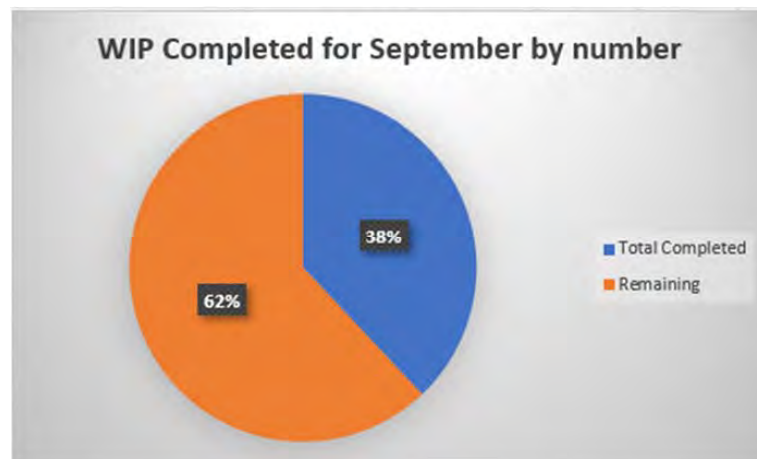


No further progress for the month of September 2021.

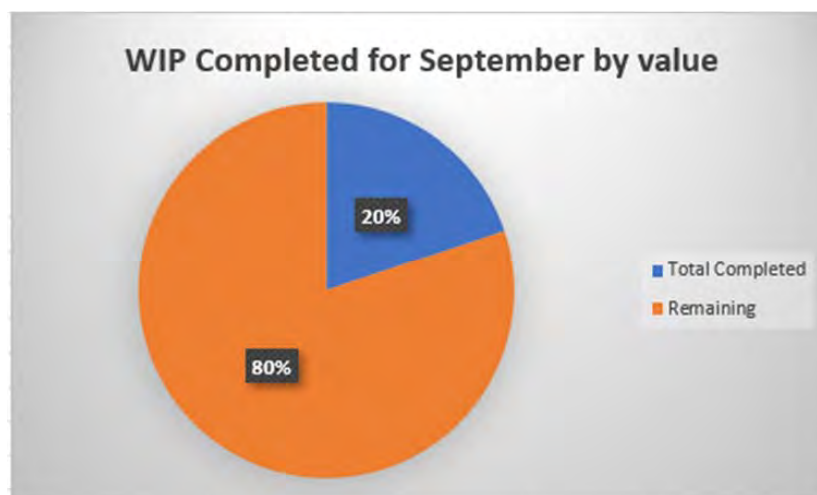
5.5 Work in Progress (WIP) and Donated Assets

Monthly Report - Asset Technical Team		
WIP Reporting		Comments
Total WIP for September 2021 (number of jobs)	187	
Total Value	\$43,078,029	
Number of WIP jobs technically completed for September 2021 by Asset Team	62	
Value of jobs technically completed for September 2021 by Asset Team	\$5,004,293	
Number of jobs technically completed by Premise	9	
Value of jobs technically completed by Premise	\$3,545,039	
Total number of jobs completed for September 2021	71	
Total value of WIP completed for September 2021	\$8,549,332	
Value of WIP jobs either work finalised or project complete remaining	\$34,528,697	
Number remaining	116	
Number of technical hours	156	Hours
Average time on WIP jobs	3	Hours
Subdivisions		Comments
Subdivision jobs outstanding	33	
Subdivisions completed	0	No subdivisions commenced and completed this month however the team is still finalising linework and other information from last financial year
Subdivisions in progress	6	
ADAC Improvement Project		
Lion Systems has commenced preparation of the new Corporate web pages and revised Data Capture Guidelines Document to provide consistent advice to external providers on key requirements and the necessary files for ADAC AS-Con submissions. Existing documentation and copies of contracts etc. have been provided to enable review and updates. Staff from Lion Systems are working with the Survey Coordinator to complete this work as much of the documentation provided on the MRC website was initially produced by the Survey Coordinator. It should be noted that the Feature Manipulation Engine (FME) configuration portion of this Project, which is key to improvements, cannot be completed until		

finalised data structures are produced and templates updated to reflect the new data structures. This represents a large piece of work and is a priority dependant to this project.



The total number of WIP Projects that require Asset Technical Action *decreased* by 14% from August 2021 to September 2021. The percentage of the total number WIP jobs completed by Asset Technical was 38%.



The total value of WIP Projects that require Asset Technical Action increased by 3% from August 2021 to September 2021. The percentage of value that was completed was 20%. This is a good indicator that real progress is being made. It also highlights that high value jobs are not being completed at the same



Engineering & Commercial Infrastructure
Transport & Drainage Monthly Review > September 2021

rate as low value jobs. This can be partly attributed to high value jobs generally taking longer to complete; however, it also highlights a gap in the Technical Team which will be filled in October 2021 so improvement is expected here.

The Asset Technical Team is starting to see some real improvements with inroads being made into the WIP backlog. Subdivisions/Donated Assets will be further addressed in the coming months when the WIP backlog is under control.

11.3.2. ENGINEERING & COMMERCIAL INFRASTRUCTURE - WASTE SERVICES MONTHLY REVIEW - SEPTEMBER 2021

Author	Executive Assistant (Robyn Smith)
Responsible Officer	Director Engineering & Commercial Infrastructure (Jason Devitt)
File Reference	MRR - Waste Services
Attachments	1. ECI - Waste Services Monthly Review - September 2021 [11.3.2.1 - 15 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Waste Services Monthly Review Report for the month of September 2021.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure – Waste Services Monthly Review Report for the month of September 2021 be received.

The Director for Engineering and Commercial Infrastructure Jason Devitt, provided an overview and highlights of the Waste Services Monthly Review Report for September 2021.

Cr Jones raised several queries including requesting the condition of the operator involved in the recent truck roll over at Hogans Pocket, the reason for the high fee waiver value for Lifeline and whether the gravel resheeting at Hogan's Pocket included glass.

The Director responded to Cr Jones' questions advising that the operator had initially suffered a concussion but was fine, Lifeline's allocation was more of a historical issue which probably goes back to when they had more bins out and available to the public, and the upgrade of the Hogan's Pocket road does include glass.

Cr Bonaventura noted that replacement bin numbers are on the rise and queried if there is an issue with Council's old bins.

The Director advised that it was possible replacement bins had increased because the subject was raised at a Council meeting, but was pleased to see that people were having their damaged bins repaired or replaced.

Cr Bonaventura advised that he had advised two residents to phone Council to request new bins.

Cr Bella noted that both waste voucher redemption rates and tonnage rates are down and queried if it was possible that the community was reducing the production of waste, and whether Council has ever looked into that, particularly in relation to the tonnage rates coming from bins.

The Director advised that he did not think that the data was available to sustain whether that was a trend or not, but felt that the less tonnage over the last couple of months probably corresponds to the lower voucher use. The Director advised that there were no clear trends but as part of Council's waste strategy, there will

continue to be work done to try and understand that data and noted that there is a diversion from demolition waste with more contractors available now to take that waste.

Council Resolution ORD-2021-296

THAT the Engineering & Commercial Infrastructure – Waste Services Monthly Review Report for the month of September 2021 be received.

Moved Cr Hassan

Seconded Cr Jones

Cr Hassan noted that there had been four incidents involving contractors and urged both contractors and the general public to maintain their focus on safety. Cr Hassan advised that she was pleased that material recovery facility tours are up and running to schools, as this is a great way to educate children and thanked the team for their efforts. With the storm season approaching, Cr Hassan encouraged residents to take the opportunity to tidy up and take advantage of the voucher system.

Cr Jones referred to the educational opportunity provided by the waste education trailer, noting how important it was that this type of education can be provided to schools in the Region.

Cr Bonaventura offered congratulations to the Director on Council's COVID-19 waste services status, noting that our waste staff are on the front line.

CARRIED



Engineering and Commercial Infrastructure - Waste Services

Monthly Review
September 2021

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OVERVIEW

This report is for Waste Services activities for the period of 1 – 30 September 2021.

Significant items in this period include:

- No Lost Time Injuries were recorded for the month of September 2021. There were four incidents involving contractors recorded for the month with one serious incident involving a truck roll over at Hogans pocket landfill. A detailed investigation is occurring in relation to this incident.
- Tonnes received at Hogan's Pocket Landfill for September 2021 (7,848 tonnes) were significantly lower than those received in August 2021 which was across all waste categories
- During the month of September 2021, 678 tonnes of green waste were received which is an increase of 60 tonnes over the previous month
- 256 tonnes of material were sold at the Incredible Tip Shop during September 2021
- 308,328 bin lifts were performed during the month of which 58 were new services. A total of 638 Bin Maintenance Requests were received of which 114 were repairs and 432 were replacements with the balance being new services and missed bins.
- The new paper/cardboard baler for the Materials Recovery Facility (MRF) arrived during September 2021 with a proposed installation date of mid-October 2021
- The most 'liked' Facebook Post (54) for the month was for *QLD Government single-use plastic ban*
- The Waste budget is currently tracking ahead of the year-to-date budget forecast.
- The waste voucher redemption rate for the last period was 24.4% which is the lowest redemption rate achieved since September 2018.

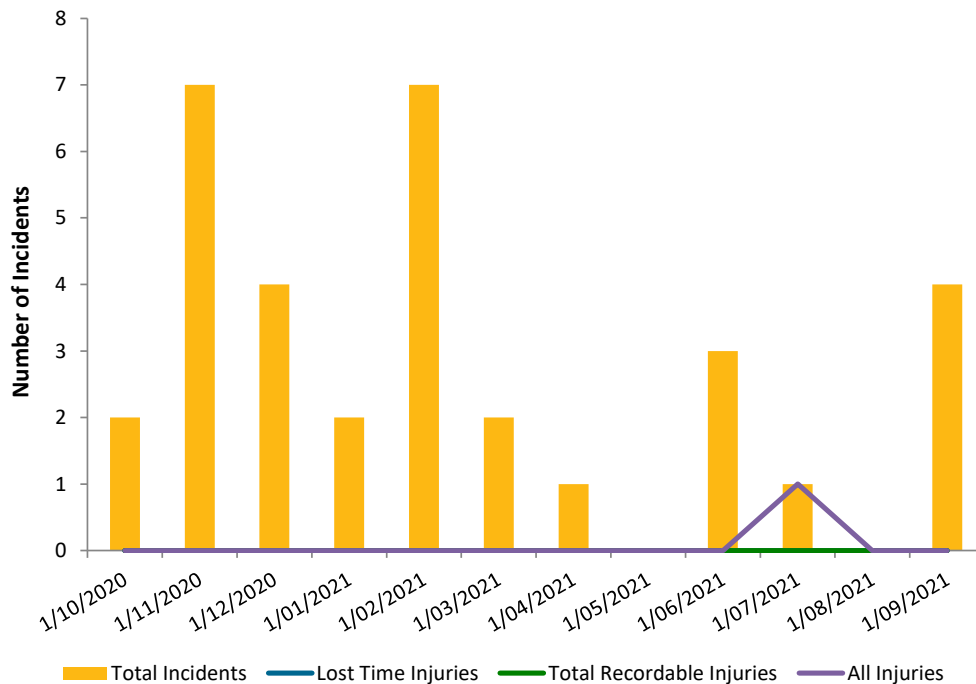


Director Engineering & Commercial Infrastructure

SAFETY

1.1 Safety Incidents and Lost Time Injuries

Waste Services aspires to achieve zero harm with a stretch target of zero injuries. The following incident graph details a summary of the Waste Services safety incident performance.



September 2021 Summary:

- Four Safety Interactions were carried out.
- 90% of monthly action plans activities were carried out.

There were four incidents reported during September.

The following incidents involving a contractor were reported during September:

- A waste collection truck was struck by an overtaking vehicle.
- A waste collection truck collided with a turning vehicle.
- A backhoe struck a railing while loading a waste bin.
- A semi-trailer tipper rolled onto its side whilst unloading material.

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

1.2 Lost Time Injuries

Waste Services aspires to achieve zero Lost Time Injuries by improving safety performance and developing a proactive safety culture while implementing the best practice of safety management across the whole of Waste Services.

Department	2017-18		2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Waste Services	0	0	0	0	0	0	0	0	0	0

FINANCE

2.1 Community Service Obligations – Fee Waivers

The graph and the table below show the Charities' and Organisations' expenditure to 30 September 2021.

Expenditure for the Period:

Charity/Organisation	Sep-21		YTD Expenditure 2021/2022		Budget for 2021/2022
	Tonnage	\$ (excl gst)	Tonnage	\$ (excl gst)	\$ (excl gst)
Adopt-a-Spot			0.04	\$13.91	\$80.00
Bolzys Go4 Services	0.34	\$77.47	0.36	\$91.38	\$900.00
Community Accommodation & Support	0.30	\$68.35	0.30	\$68.35	\$80.00
Iona West Mens Shed			0.00	\$0.00	\$80.00
Kidney Support Network Inc	0.34	\$48.56	1.20	\$171.39	\$0.00
Lifeline Mackay	18.04	\$2,576.45	54.62	\$7,800.76	\$28,000.00
Mackay Coloured Co-op.	0.10	\$9.27	0.16	\$23.18	\$1,400.00
Mackay & District Spinal Injuries Assoc Inc			0.00	\$0.00	\$80.00
Mackay Regional Housing Company			0.00	\$0.00	\$700.00
New Life Christian Church	0.22	\$31.42	1.34	\$202.06	\$700.00
RSL Pioneer -Fitzroy District			0.00	\$0.00	\$550.00
Sarina Landcare Catchment Support			0.00	\$0.00	\$110.00
Society of St Vincent De Paul	0.40	\$57.12	0.72	\$116.36	\$11,500.00
St Vincent De Paul Society - Sarina			0.94	\$134.24	\$860.00
The Salvation Army	2.22	\$317.06	6.84	\$976.85	\$10,000.00
The Samaritan House			0.00	\$0.00	\$110.00
TOTAL	21.96	\$ 3,185.70	66.52	\$9,598.48	\$ 55,150.00

September 2021 Summary:

Year to date expenditure for Not-for-Profit Organisations is reported on a calendar month basis. All charities were under their monthly budget spend.

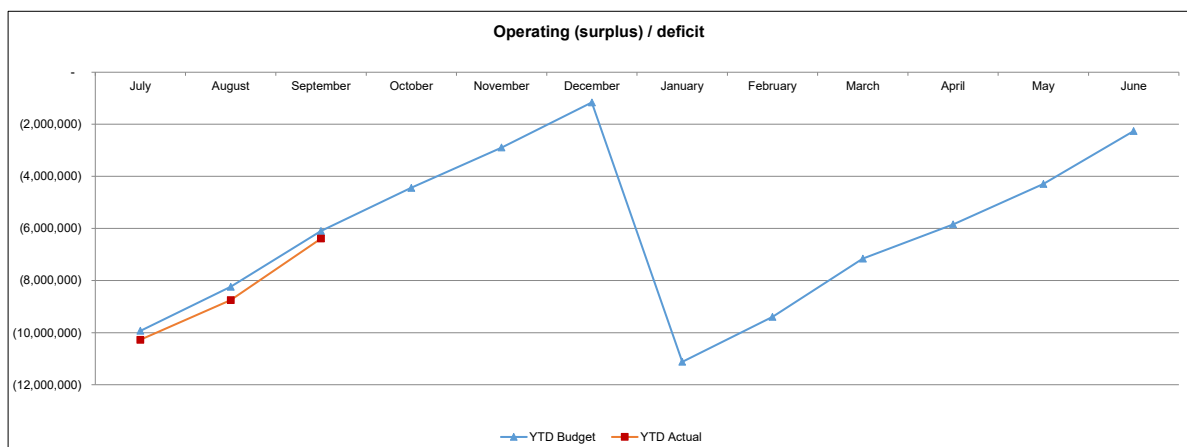
Not for profit Organisations Total Waste Disposals



2.2 Waste Financial Report

Financial Performance Report						% YTD Variance of YTD Budget	
Period Covered: 1 July 2021 to 30 September 2021						YTD Variance favourable of budget	
Commercial Infrastructure						YTD Variance unfavourable, between 0% and 5% of YTD Budget	
						YTD Variance unfavourable, more than 5% of YTD Budget	
	Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD %Spent		
Waste Fund							
6.01 - Commercial Infrastructure Management	9,479,853	2,344,080	2,334,394	(9,686)	100%	<div></div>	Finance Costs and Material & Services both under budget \$4,000.
6.05 - Waste Services	(11,864,453)	(8,501,170)	(8,778,297)	(277,127)	103%	<div></div>	Revenue under budget \$190,500. Gate Fees and Rates Revenue under budget \$141,000 and \$51,500. Expenses under budget \$467,500. Employee costs over budget \$27,000. Material & Services under budget \$494,500 largely due to Internal Waste Fees Revenue over budget \$298,000 mainly due to higher than forecasted biosolids going to landfill. Note however, \$317,000 has been added to Internal Transfer Station Fees in the September Budget Review not reflected here.
6.07 - Water Treatment	124,947	58,243	55,620	(2,623)	95%	<div></div>	Employee costs under budget \$2,000.
Total Waste Fund	(2,259,653)	(6,098,847)	(6,388,283)	(289,436)	105%	<div></div>	
Operating (surplus) / deficit	(2,259,653)	(6,098,847)	(6,388,283)	(289,436)	105%	<div></div>	

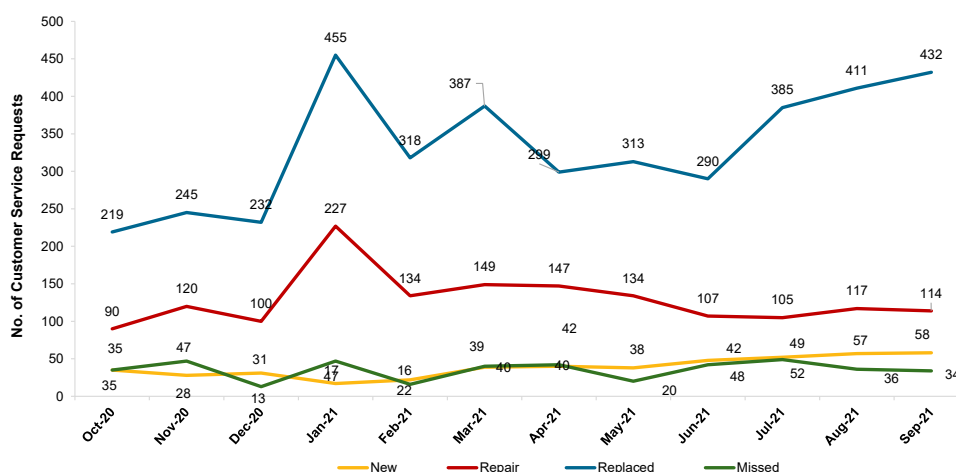
2.3 Operating Result for Waste Fund



CLIENT SERVICE

3.1 Number of Bin Requests Actioned by Bin Contractors

The following graph shows the number of bin requests actioned by Bin Contractors for September 2021.



September 2021 Summary:

The statistics for September 2021 are as follows:

- 58 new bins - annual median of 39
- 114 repaired bins - annual median of 129
- 432 replaced bins - annual median of 332
- 34 missed bins by contractor - annual median of 35

308,328 bin lifts were performed during the month of which 58 were new services. A total of 638 Bin Maintenance Requests were received of which 114 were repairs and 432 were replacements.

The increase in the number of new service requests is reflective of the improving housing market and the increase in requests for bin replacements is suspected to be due to improved awareness of residents of Council's service to replace damaged bins.

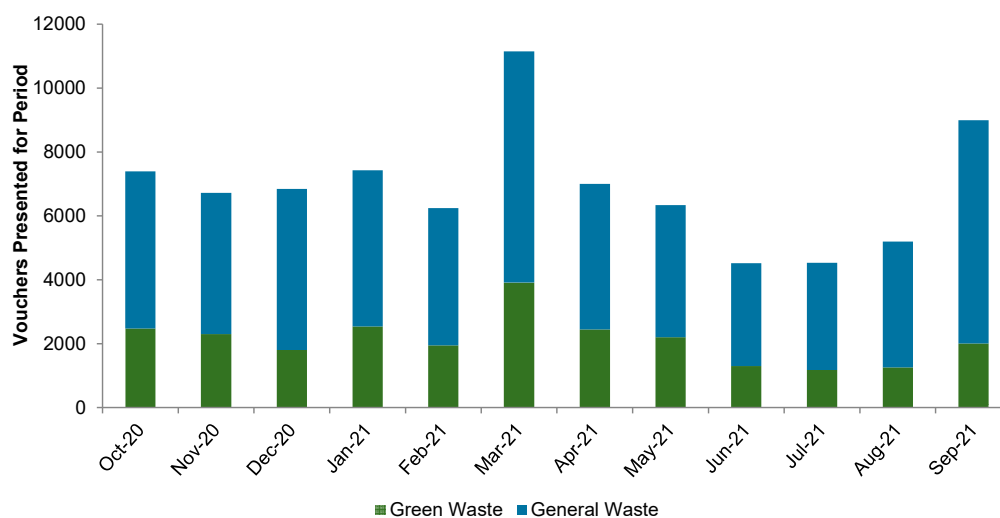
For this reporting period, 34 bin collections were missed by the contractor which represents 0.01104% of the total number of bins collected.

3.2 Dump Vouchers

Vouchers are valid for the relevant 6-month rating period (October – March and April – September).

	No Vouchers issued	No Vouchers used	%
15' (valid to 31 March 2015)	145,344	34,494	23.7%
15A (valid to 30 September 2015)	146,313	32,414	22.2%
15B (valid to 31 March 2016)	146,790	38,080	25.9%
16A (valid to 30 September 2016)	147,456	36,739	24.9%
16B (valid to 31 March 2017)	147,411	41,977	28.5%
17A (valid to 30 September 2017)	147,411	35,564	24.1%
17B (valid to 31 March 2018)	147,555	40,119	27.2%
18A (valid to 30 September 2018)	147,693	35,546	24.1%
18B (valid to 31 March 2019)	147,984	41,772	28.2%
19A (valid to 30 September 2019)	148,416	38,731	26.1%
19B (valid to 31 March 2020)	148,647	44,898	30.2%
20A (valid to 30 September 2020)	148,905	41,573	27.9%
20B (valid to 31 March 2021)	149,175	38,997	26.1%
21A (valid to 31 September 2021)	150,000	36,585	24.4%

Total number and \$ value of vouchers presented to date:		
2014/2015 Financial Year (to 30.06.2015)	58,276	\$419,227
2015/2016 Financial Year (to 30.06.2016)	75,459	\$553,204
2016/2017 Financial Year (to 30.06.2017)	76,790	\$542,853
2017/2018 Financial Year (to 30.06.2018)	72,685	\$558,552
2018/2019 Financial Year (to 30.06.2019)	77,218	\$639,860
2019/2020 Financial Year (to 30.06.2020)	85,258	\$643,421
2020/2021 Financial Year (to 30.06.2021)	83,013	\$618,756
2021/2022 Financial Year (to 30.06.2022)	18,726	\$138,733



September 2021 Summary:

The redemption rate for the current rating period to 30 September 2021 is 24.4%. The Voucher usage is lower than the reported usage for the same period last year.

3.3 Community Engagement – Education

- No Community Education activities were conducted in September 2021.

3.4 Material Recovery Facility (MRF) Tours

MRF Tours were provided to:

- Pioneer Community Kindergarten – Early Childhood with 40 students
- Kidz Play and Learning Centre – Early Childhood with 40 students
- Andergrove State School – Year 4 with 40 students
- Dundula State School – Years 2, 4 and 6 with 26 students
- Mirani State School – Year 4 with 58 students
- Northview State School – Year 2 with 56 students

3.5 Waste Education Trailer Visits

Trailer Talks were provided at:

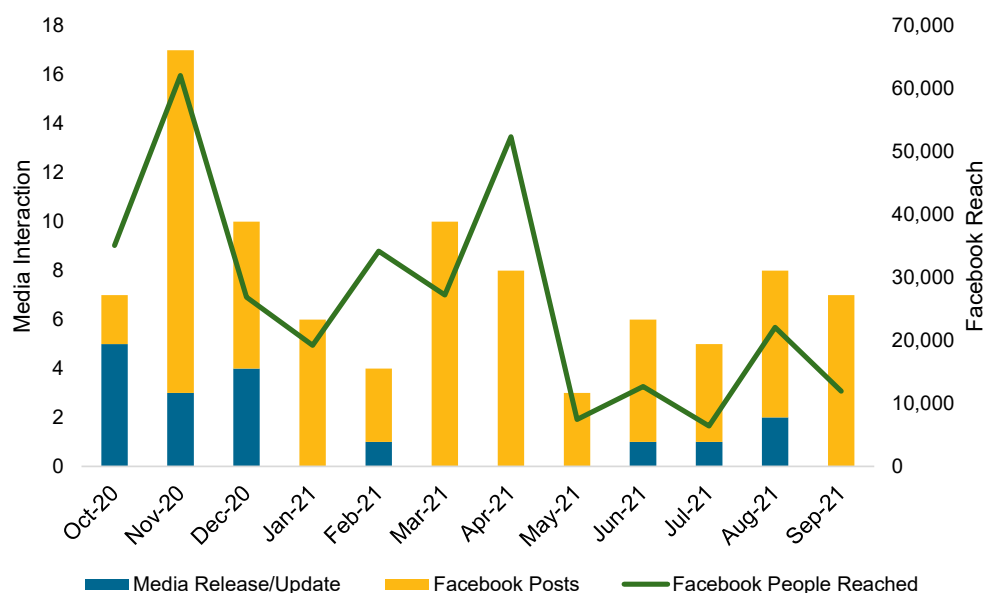
- Whitsunday Anglican School – Kindergarten and Year 1 with 67 students
- C & K Kindergarten Slade Point – Kindy with 20 students

3.6 MRC Resource Recovery Education

- Nil

3.7 Community Engagement – Social Media

Waste Services engagement with the community is monitored; the following chart shows the number of Media Releases/Updates, informative Facebook posts, and the number of people reached through this social media platform.



September 2021 Summary:

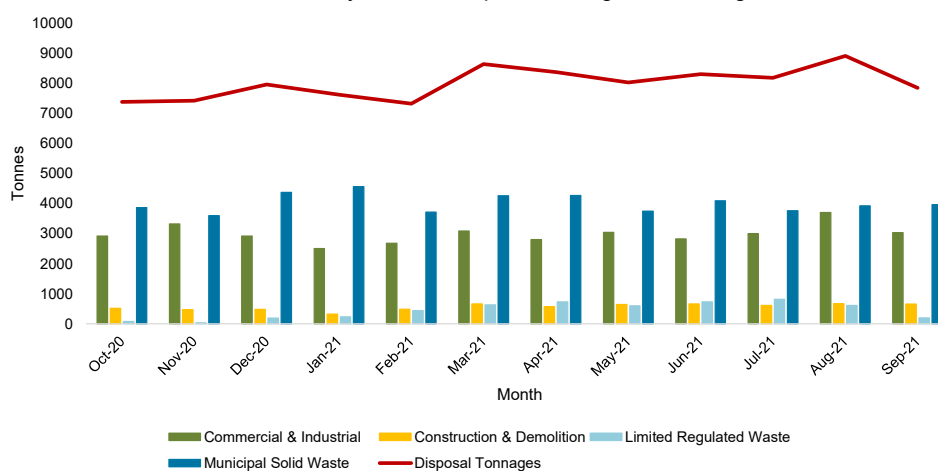
There were no Media Releases/Updates and seven Facebook Posts for the reporting period.

- 54 likes for *QLD Government single-use plastic ban*
- 20 likes for *Enthusiastic composters attended council's free workshop*
- 15 likes for *Save the date. Worm farm workshop*

ASSET MANAGEMENT

4.1 Hogan's Pocket Landfill Waste Disposal Tonnages

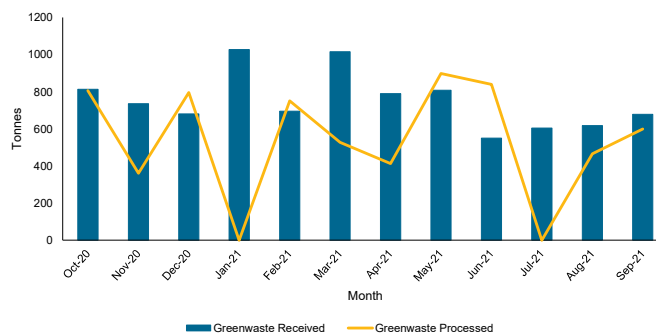
The chart shows the continued variability in waste disposal tonnages for the region.

**September 2021 Summary:**

The total waste received at Hogan's Pocket Landfill for September 2021 was 7,848 tonnes which is a decrease (1,063 tonnes) from the previous month. The decrease in disposal tonnages was across all waste categories.

4.2 Green Waste Management

The following graph illustrates the tonnage for green waste received and processed for past 12 months.

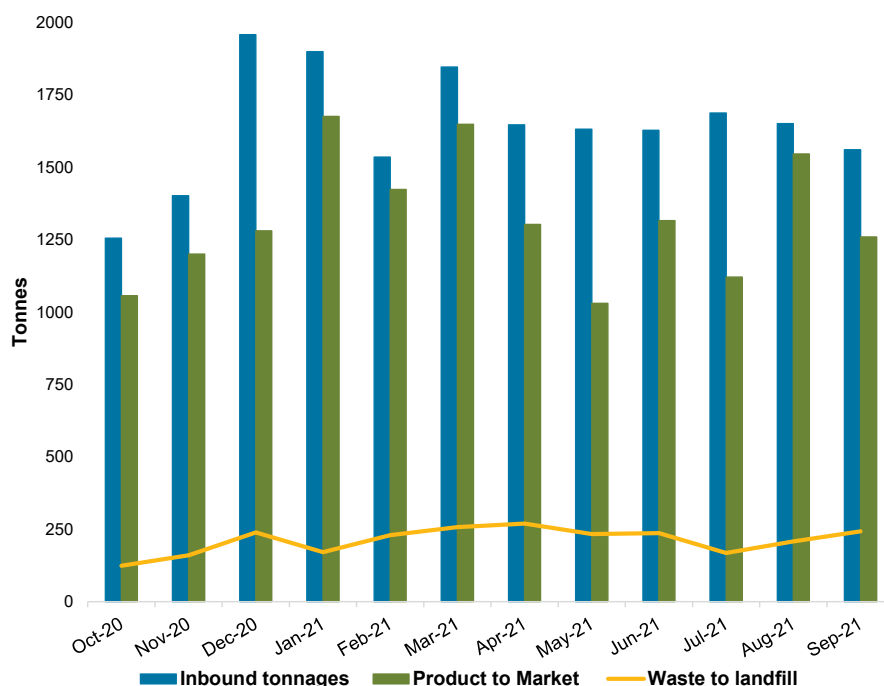


September 2021 Summary:

678 tonnes of green waste were received for the reporting period which is an increase of 60 tonnes over the previous month. The amount of material processed for the month is 599 tonnes.

4.3 Material Recovery Facility Operations

The following graph shows tonnages of materials received and processed at the Materials Recovery Facility (MRF) for the past 12 months.

**September 2021 Summary:**

Council's contractor continues to work to locate new markets for the cleaner recycling product being produced. During September 2021, cardboard, glass, mixed paper, steel, mixed plastic, and plastic film found markets.

As previously advised, inbound and outbound tonnages are elevated due to the processing of recyclable products from Rockhampton Regional and Central Highlands Regional Councils. This is a direct commercial arrangement entered into between the respective MRF contractors that receive material from the Rockhampton and Mackay Regions.

The new paper cardboard baler arrived during September 2021 with a proposed installation date of mid-October 2021.

4.4 Resource Recovery Facility – Tonnages

The below graph shows the total tonnages sold at the Resource Recovery Facility and the amount of residual waste sent to landfill over the 12-month period.



September 2021 Summary:

There was a minor increase in tonnes of material diverted from landfill during September 2021 when compared to August 2021. There was a slight increase in total tonnages sold during the reporting period. Several events affected "tip shop" sales during the month including School holidays, Father's Day, Local events and warmer weather.

An aspect of the Resource Recovery Service that may not be generally known, is that volunteers assist the Not-for-Profit contractor (Incredible Ltd) to operate. The Incredible Tip Shop has been fortunate to have received 184.5 hours of volunteer contributions from 1 September 2021. The volunteers are individuals who provide their time and are an essential part of the community that make up the operations at the facility.

REGULATORY COMPLIANCE

5.1 Surface Water Discharge Management

There were no stormwater releases at Hogan's Pocket Landfill during the reporting period.

5.2 Waste Facility Audits

Inspection Frequency	Number required	% Complete	Completed/ Carryover	Comments
Bi-Monthly	20	100%	0	All required inspections were completed in September.

5.3 Landfill Biogas Safety

September 2021 Summary:

Due to a failure of Council's SCADA System, the data for September 2021 was not able to be retrieved at the time of monthly review publishing. Waste Services will provide updated data in the October 2021 Monthly Review.

5.4 Bayersville Gas Landfill Biogas Safety

Council's Landfill Gas Monitoring Consultant, "Terra Sana", completed drone gas monitoring at Bayersville Closed Landfill. The drone flight detected elevated gas readings at the site. An investigation revealed that a cap had been removed from a former gas well at the site and gas was being released into the atmosphere. This was unexpected and unusual due to the age of the landfill.

As previously reported, all necessary measures were undertaken to make the site safe and report to the authorities.

Council has received the Risk Assessment for the site. This risk assessment will form part of the required documentation to be completed by stakeholders for access into the site.

A further Conceptual Site Model Investigation will be completed by Golders to determine any necessary augmentation to the existing infrastructure and additional processes that may be required to manage the landfill gas in the future.

MANAGEMENT INITIATIVES

6.1 COVID-19 – Waste Services Status

Waste Services continues to implement relevant parts of its Business Continuity Plan and has continued to apply all Council, State and Australian Government directives where necessary.

In terms of operations:

- All sites and services are open as per normal operations; and
- Collection Services currently operate as per normal operations

As the current situation evolves, Waste Services will continuously monitor any impacts and, with approval, modify and respond in accordance with the local circumstances.

6.2 Current Waste Services Management Improvements

Waste Services has been working on a number of initiatives this month to improve our business. Some of the business improvements currently in progress include:

- **Capital Project – Hogan's Pocket Road Gravel Re-Sheeting**
Hogan's Pocket Road Gravel Re-Sheeting, utilising Federal Funding from the Local Roads and Community Infrastructure Program, is scheduled for delivery by December 2021. The Quote Request has been prepared for release.
- **Capital Project - Stormwater Network Improvements Project at Hogan's Pocket**
The Design Phase has been completed. Project funding for construction will be updated in the Capital Works Program.

- **Capital Project - Batter Chutes Replacement Hogan's Pocket**
Defect work by the construction contractor remains outstanding. A project update has been requested by Waste Services from the Project Delivery Team for programming of the defect work and we are waiting for a commencement date to complete the outstanding work.
- **Operational Project - Asset Management Project**
The Data Structure Phase of the project has been completed. The Data Cleansing Phase of the project is continuing with the expected completion of data cleansing scheduled for the end of November 2021.
- **Operational Project - Closed Landfill Review**
The Closed Landfill Project is a review of Council's closed landfills to determine the need and extent of work and or monitoring that MRC is required to undertake to minimise impacts to the environment as a result of legacy landfills.
The project has completed the following:
 - "Initial Closed Landfill Site Review".
 - Council's Consultants, Golders, has completed 13 detailed Site Summary Reports for review and sign off. These reports were also reviewed by the Closed Landfill Auditor.
 - A qualified Closed Landfill Auditor has also been engaged by Council to review the Site Summary Reports and has provided comments.
 - The Closed Landfill Auditor will audit 13 closed landfills next month and the audit is scheduled from 5 to 8 October 2021.
 - Community consultation for landfill drilling has been discussed with local sporting clubs.
 - Investigation drilling at Bucasia and Bakers Creek Closed Landfills is expected to commence in October 2021 once the football season has been completed to minimise impacts on sporting activities.
- **Leachate Pond**
Quote requests are being prepared to complete the necessary repairs and maintenance. The current project focus has been around work methodology, and we have been liaising with the contractor in this regard.
- **Hogan's Pocket Ground Water Monitoring Assessment**
The assessment has been completed and a report provided to Waste Services titled Hogan's Pocket Landfill Conceptual Site Model and Risk Assessment Report. There are a number of recommendations provided in the Report that are currently being planned and actioned by Waste Services. This project now has approval for additional resources to commence investigation work. Work will commence once the resource appointment has been finalised and this is expected in October 2021.
- **Waste Management and Resource Recovery Strategy Review**
The Waste Management and Resource Recovery Strategy Tender has been awarded to ARCADIS. A Prestart Meeting will be organised in early October 2021.
- **Closed Landfill Bores Condition Assessment and Improvement Project**
The bore maintenance work is almost complete with the only site remaining being Bayersville Closed Landfill Facility. The drilling work will commence in early October 2021.

- **Operational Project – Annual Bin Inspection Program**

The Annual Bin Inspections were conducted over a 6-week period during May 2021 and June 2021. The Report has been prepared and will be ready for issue to Council in October 2021.

- **Landfill Gas Inspection**

15 closed landfill sites were inspected for landfill gas via a gas detection drone in June 2021. The inspection works detected gas at Bayersville Closed Landfill. The gas detected at Bayersville is under investigation as detailed in Section 5.4 of this Monthly Review. Golders has been engaged by Waste Services to complete a Conceptual Site Model of Bayersville Closed Landfill to determine what actions are required to better manage the risk of landfill gas on the site. The Conceptual Site Model is expected to be completed by Golders in October 2021.

- **Hogan's Pocket Gas Flare - Preparation of Emissions Reduction Fund Offsets Report**

Waste Services is currently investigating claiming Australian Carbon Credit Units (ACCUs) through the Clean Energy Regulator for Hogan's Pocket Landfill. The claim will be against the future Cell 3 Gas Collection Project and also include any upgrade projects to existing Gas Collection Systems in previous Cells 1 and 2.

Council is in the process of establishing an Emissions Offset Report for the Hogan's Pocket Gas Flare for all new landfill gas projects. Registration of the Cell 3 Gas Project is expected to be completed in November 2021.

11.3.3. ENGINEERING & COMMERCIAL INFRASTRUCTURE - WATER SERVICES MONTHLY REVIEW - SEPTEMBER 2021

Author	Executive Assistant (Robyn Smith)
Responsible Officer	Director Engineering & Commercial Infrastructure (Jason Devitt)
File Reference	MRR - Water Services
Attachments	1. ECI - Water Services Monthly Review - September 2021 [11.3.3.1 - 21 pages]

Purpose

Insert Purpose here

Attached is a copy of the Engineering & Commercial Infrastructure – Water Services Monthly Review Report for the month of September 2021.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure – Water Services Monthly Review Report for the month of September 2021 be received.

The Director for Engineering and Commercial Infrastructure Jason Devitt, provided an overview and highlights of the Water Services Monthly Review Report for September 2021, noting that Marian Water Treatment Plant had won Best Tasting Water in Queensland again.

Cr May queried if there had been any feedback in regards to the quality of water from the Midge Point pipe line.

The Director advised that there has been no feedback in regards to manganese, but will take the question on notice.

Council Resolution ORD-2021-297

THAT the Engineering & Commercial Infrastructure – Water Services Monthly Review Report for the month of September 2021 be received.

Moved Cr Jones

Seconded Cr Mann

Cr Jones noted the number of leak notifications issued to both non registered and registered myh2o members and urged residents, in these dry times, to look for any unusual green spots on their lawn which may indicate a leak. Cr Jones also noted the excellent water education provided by Council to school children which teaches them how to be water wise.

Cr Bella referred to the significant number of leak notifications issued which equates to a lot of water lost and encouraged residents to sign up to myh2o. Cr Bella noted that two samples taken from the Koumala Water

Supply Scheme exceeded the ADWG Hardness Aesthetic Guidelines and with Koumala historically having the hardest water in the Region, looks forward to the opening of the water treatment plant.

Cr Seymour noted that six months ago residential water leakage was 27,000 kilolitres and is now down to 19,500, which equates to a saving of three Olympic swimming pools of water. Cr Seymour noted that non residential water leakage six months ago was 44,000 kilolitres but is now down to 20,000 kilolitres, which equates to a significant saving for ratepayers.

CARRIED



Engineering and Commercial Infrastructure - Water Services

Monthly Review
September 2021



1

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OVERVIEW

This report is for Water Services activities for the period of 1 – 30 September 2021.

Significant items in this period include:

- Marian Water Treatment Plant won the best tasting tap water in Queensland at the 'Best of the Best' Queensland Water Taste Test on 8 September 2021. This is the third time we have won this competition in the last four years.
- No Lost Time Injuries were recorded for the month of September 2021. There were four incidents recorded for the month.
- Water consumption has increased in Mackay, however, decreased across Sarina and Marian/Mirani communities from August 2021 to September 2021.
- There were 674 leak notifications issued for non myh2o members and 5,398 leak notifications issued for registered myh2o members during September 2021.
- A total of 365 Work Requests were received up to 30 September 2021; resulting in 264 Work Orders related to Water and 62 Work Orders related to Sewer.
- The Midge Point Return Pipeline has now been completed and the system has been interconnected. An extensive final round of scouring was completed in September 2021 prior to the commencement of the warmer weather to try and remove any sediment still contained in the reticulated network.
- Three representatives attended the Queensland Water Annual Forum hosted by Redland City Council on 7 - 9 September 2021.
- The most 'Liked' (236) Facebook Post for the month was for *Déjà vu as Marian water wins top drop*.
- Customer survey results for the period July/August 2021 were lower than the previous reporting periods however still in line with the target benchmark of 4.25 stars rating.

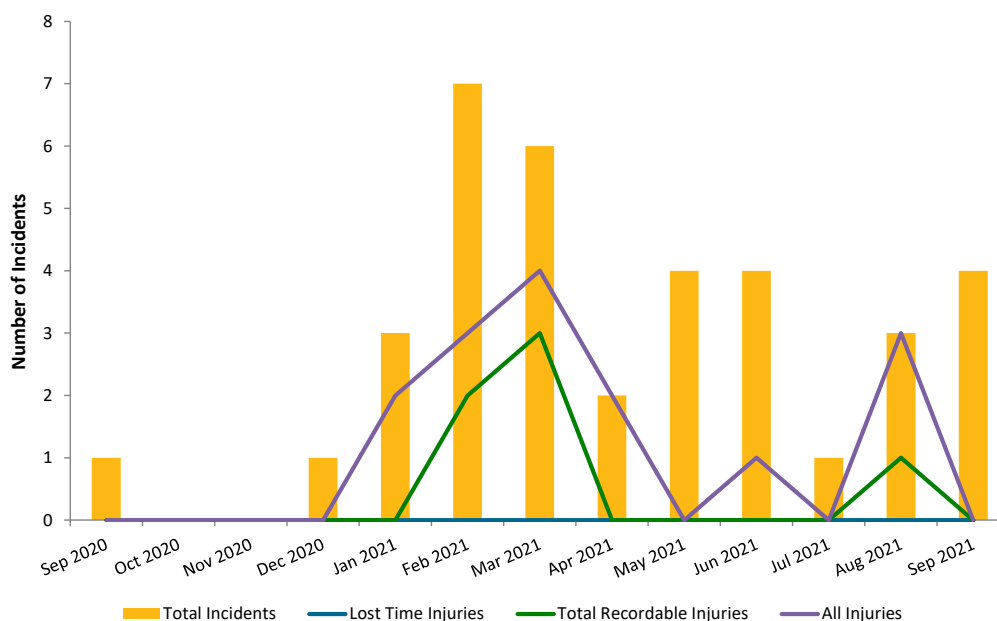


Director Engineering & Commercial Infrastructure

SAFETY

1.1. Incident Statistics

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



September 2021 Summary:

- Six safety interactions were undertaken.
- Five safety inspections were undertaken.
- 93% of monthly action plans activities were carried out.

There were four incidents reported during September.

The following asset damage incident was reported during September:

- A reversing light vehicle hit a passing member of public vehicle.

The following near miss incident was reported during September:

- A 240V float failed in such a manner that exposed 240V cabling was immersed in liquid, creating potential for people to be exposed to electricity.

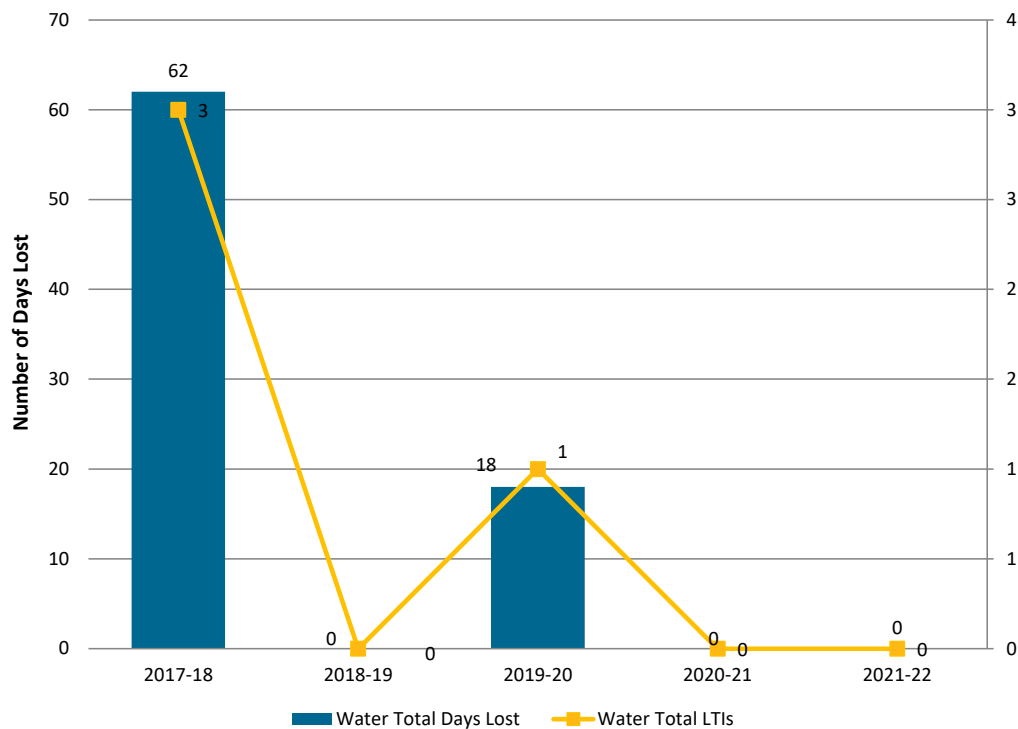
The following incidents involving a contractor were reported during September:

- The lid of a sewer pit in a residential property was found to have been left open.
- A truck struck a concrete post.

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

1.2. Lost Time Injuries

Water Services aspires to achieve zero Lost Time Injuries (LTI) by improving safety performance through developing a proactive safety culture and implementing best practice safety management across all business areas.



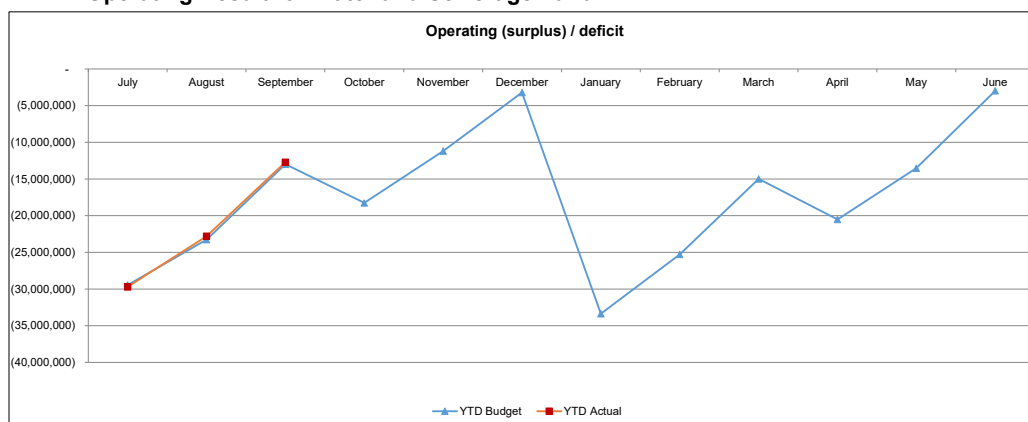
Department	2017-18		2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
ECI Management										
Water & Sewerage										
Infrastructure Planning										
Water Network	2	35			1	18				
Water Treatment										
Infrastructure Delivery	1	27								
Water Services	3	62	0	0	1	18	0	0	0	0

FINANCE

2.1. Water and Wastewater Financial Report

Financial Performance Report		Commercial Infrastructure				% YTD Variance of YTD Budget	
Period Covered: 1 July 2021 to 30 September 2021							
	Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD % Spent		
YTD Variance favourable of budget							
YTD Variance unfavourable, between 0% and 5% of YTD Budget							
YTD Variance unfavourable, more than 5% of YTD Budget							
Water Fund							
6.01 - Commercial Infrastructure Management	(15,770,649)	(3,430,849)	(3,374,251)	56,598	98%		Revenue under budget \$72,500. Rates Revenue under budget \$56,000 consisting of Residential Charges \$44,000 and Commercial Charges \$12,000. Bulk Water Sales under budget \$23,500. Expenses under budget \$16,000 consisting mostly of Finance Costs of \$10,000.
6.02 - Water & Sewage Infrastructure Planning	854,691	157,319	147,169	(10,150)	94%		Employee costs under budget \$8,500. Note: \$6,000 employee costs from Maternity Leave position to be returned in September Budget Review not reflected here.
6.04 - Water Networks	6,529,271	1,575,666	1,417,139	(158,527)	90%		Revenue under budget \$61,500 mainly due to Recoverable Works. Expenses under budget \$220,000. Employee costs under budget \$64,000. Note: \$77,000 to be returned due to vacancies in the September Budget Review not reflected here. Materials & Services under budget \$156,000 due to Insurance under by \$208,000. Note: however, Water Treatment insurance is over budget and will be adjusted in the September Budget Review, not reflected here.
6.07 - Water Treatment	5,336,598	1,283,024	1,369,616	86,592	107%		Expenses over budget \$88,000. Employee Costs under budget \$24,000. Note: \$32,000 to be returned in September Budget Review due to vacancies, not reflected here. Material and Services over budget \$112,000. Note Insurance over budget \$150,000. This will be adjusted in the September Budget Review.
Total Water Fund	(3,050,089)	(414,840)	(440,327)	(25,487)	106%		
Sewerage Fund							
6.01 - Commercial Infrastructure Management	(13,559,212)	(15,004,800)	(14,936,485)	68,316	100%		Revenue under budget \$103,000 largely due to Rates Revenue under budget \$109,000. Expenses under budget \$35,000 largely due to Finance Costs and Materials and Services under budget \$17,000 and \$16,000.
6.02 - Water & Sewage Infrastructure Planning	897,264	185,184	182,354	(2,830)	98%		Employee Costs under budget \$2,000. Note: \$8,000 employee costs from Maternity Leave position to be returned in September Budget Review not reflected here.
6.04 - Water Networks	5,406,214	856,479	807,343	(49,136)	94%		Revenue under budget \$12,000 largely due to Recoverable Works. Expenses under budget \$61,000. Employee costs \$17,000 under budget. Note: \$41,000 to be returned in September Budget Review due to vacancies. Material & Services under budget \$44,000 largely due to insurance.
6.07 - Water Treatment	7,321,862	1,385,459	1,666,534	281,075	120%		Revenue under budget \$15,000 largely due to Septic Waste Income. Expenses are over budget \$266,000. Employee Costs under budget \$55,000. Note: \$19,000 to be returned in September Budget Review, not reflected here. Material & Services over budget \$321,000. Biggest impact due to Out of Spec Biosolid landfill
Total Sewerage Fund	66,128	(12,577,679)	(12,280,254)	297,425	98%		
Operating (surplus) / deficit	(2,983,960)	(12,992,519)	(12,720,581)	271,937	98%		

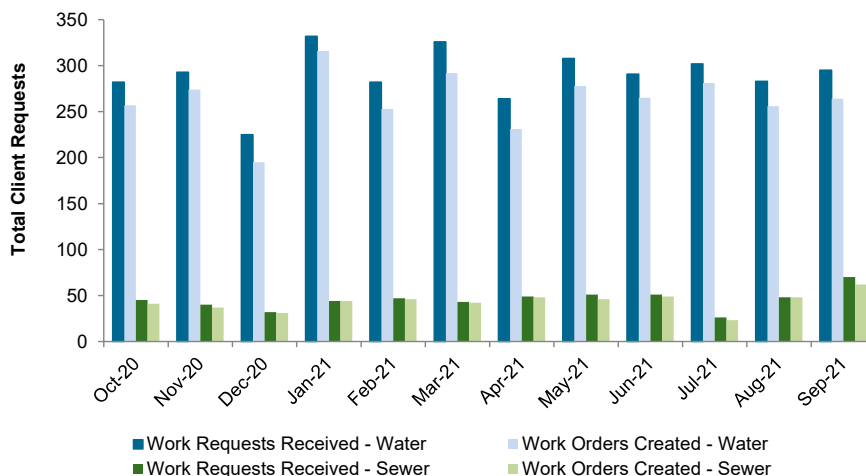
2.2. Operating Result for Water and Sewerage Fund



CUSTOMER SERVICES

3.1. Work Requests Received

The following Chart details the number of Customer Requests received during the reporting period that relate to both Water and Sewer requests. The associated Work Orders created from the Work Requests are also displayed.



September 2021 Summary:

A total of 365 Work Requests were received to 30 September 2021; i.e., 295 Work Requests relating to Water and 70 Work Requests relating to Sewer. From these Work Requests, 264 Work Orders were generated for Water and 62 Work Orders were generated for Sewer.

3.2. Work Orders Completed

The following Chart displays the number of Work Orders created during the previous reporting period. The target is to have 90% of all customer requests closed. A summary of the performance and percentage of Work Orders completed within that month is detailed below.

Please note, results are one month in arrears to allow for accurate reporting due the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).



August 2021 Summary:

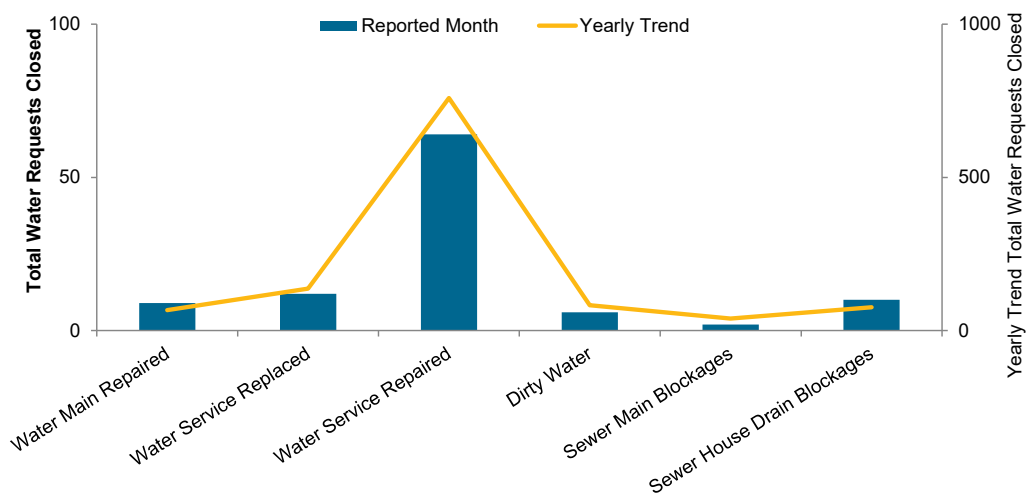
The number of Work Orders generated from Pathway Requests to 31 August 2021 was 304.

91% of these Work Orders were completed which is above the target of 90%.

3.3. Water Requests Closed

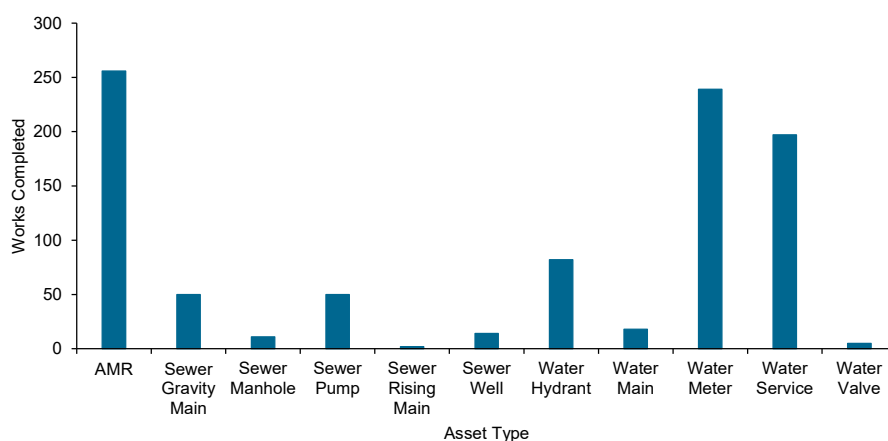
When a customer lodges a request via the Call Centre, it is sometimes not reflective of the actual problem. Therefore, the following graph shows the actual work undertaken and completed. The numbers of Customer Requests will not always match the number of actions undertaken mainly due to multiple customers reporting the one issue.

Please note, results are one month in arrears to allow for accurate reporting due the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).



3.4. Works Completed by Asset Type

The following Chart displays the work that was completed for each asset type during the reporting period. The work that was completed includes Corrective Maintenance (reactive) works together with Preventative Maintenance Works.



September 2021 Summary:

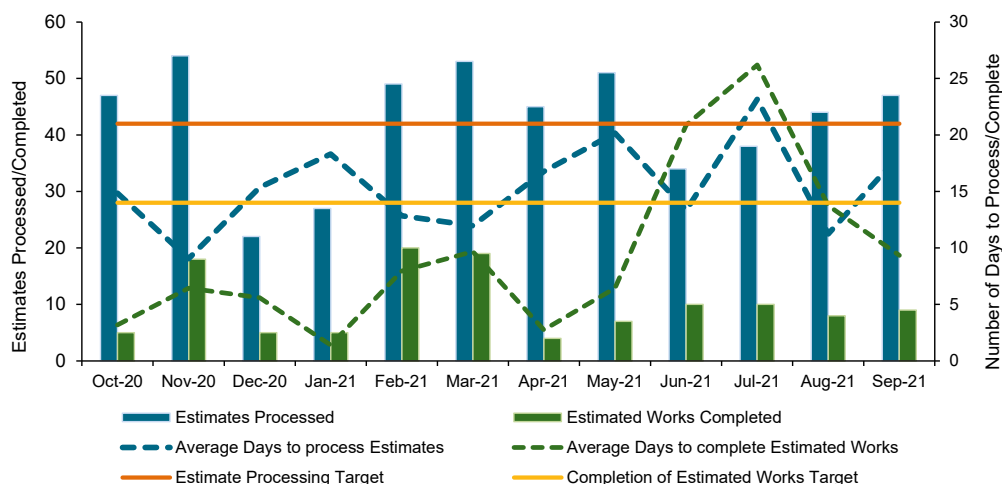
The number of Work Orders completed for the reporting period was 924. This includes 239 Water Meter replacements or new installations.

3.5. Estimated Works

Water Services receives requests from customers for quotations to connect to Council's infrastructure (Estimates). It is important to note that many Estimates are requested by Developers as part of pre-planning for future development stages. As a result, many of the Estimates completed do not result in requests for immediate work to be undertaken. Also, of note is the fact that often requests are received for two block subdivisions where clients seek to understand the total costs involved with subdivision before determining their final course of action.

In the instance where a client does not accept our initial estimate provided, they can request a further breakdown of the fees and charges involved. On some occasions, clients may be able to undertake certain aspects of the work themselves, however, Council always stipulates that any live works undertaken on Council's water or sewerage infrastructure is undertaken by Council. These requests range from large subdivision development connections to a single service connection for a property.

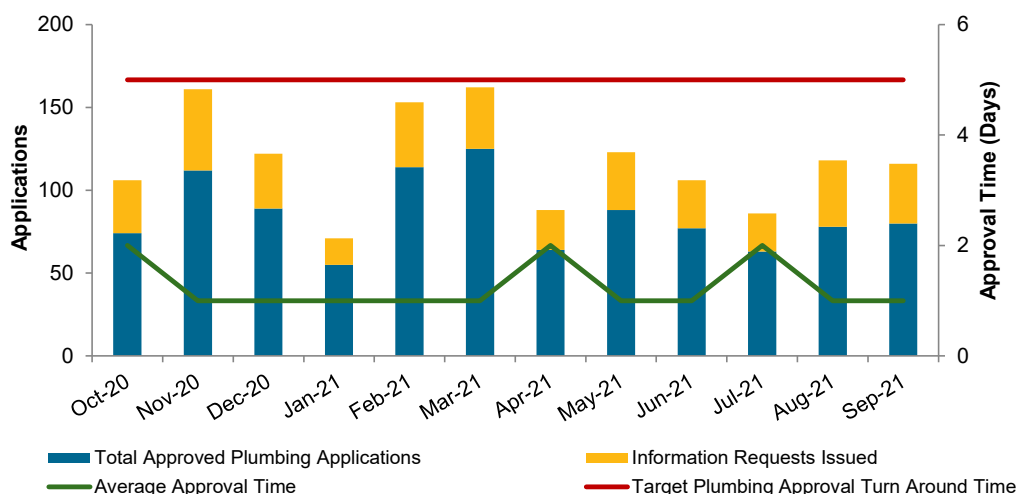
The following Chart displays the number of Estimates processed for customers for the reporting period and the average time taken to complete. The Chart also shows the number of Estimated Works completed and the average time taken for Water Services to complete the Estimated Works.


September 2021 Summary:

The number of Estimates processed for customers during the reporting period was 47 with the average time taken to process requests being 18 days which is within the 21 working day target. The number of Estimated Works Completed during the reporting period was 9 with an average time taken to complete works in the field of 9 days which is within the 14-working day target.

3.6. Plumbing Applications

In accordance with the *Plumbing and Drainage Act*, a plumbing application is required for all new or modifications to plumbing installations. A plumbing application must be lodged to Local Government. Water Services have a regulatory time frame of 20 business days to assess a plumbing application. An internal target of five business days has been set for all residential plumbing applications.



September 2021 Summary:

The number of Plumbing Applications approved for the period was 80 which is a slight increase over the previous month. The Approval Turnaround Time is one day: i.e. well within the five-day target.

3.7. Trade Waste Approvals

There is an ongoing program for undertaking trade waste assessment and licensing applicable businesses that discharge trade waste. As part of the trade waste assessment process a temporary Trade Waste Approval is established while the formal approval process is undertaken. The table below summarises the number of Trade Waste Approvals for the Mackay region.

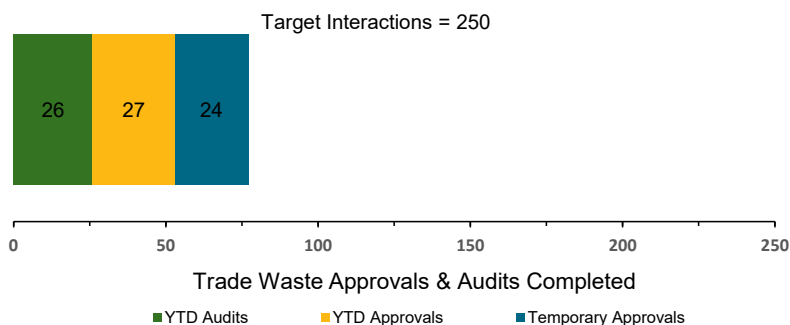
	Total Approved Businesses	Temporary Approvals in Place	New Approved Businesses for the Month
Mackay South	826	22	5
Mackay North	85	1	2
Sarina	54	0	0
Mirani/Marian	34	1	1
Total	999	24	8

September 2021 Summary:

Eight new Trade Waste Approvals were provided to businesses after completion of their Trade Waste requirements: five were for new businesses, two for change of ownership and one for refurbishment.

3.8. Annual Trade Waste Activity

Annual targets are set for the Trade Waste Team with respect to licensing trade waste businesses. A combined target of 250 has been set for both new licensed businesses and audits to completed by June 2021. The following Chart shows the actual approvals, temporary approvals and audits achieved for the year to date.

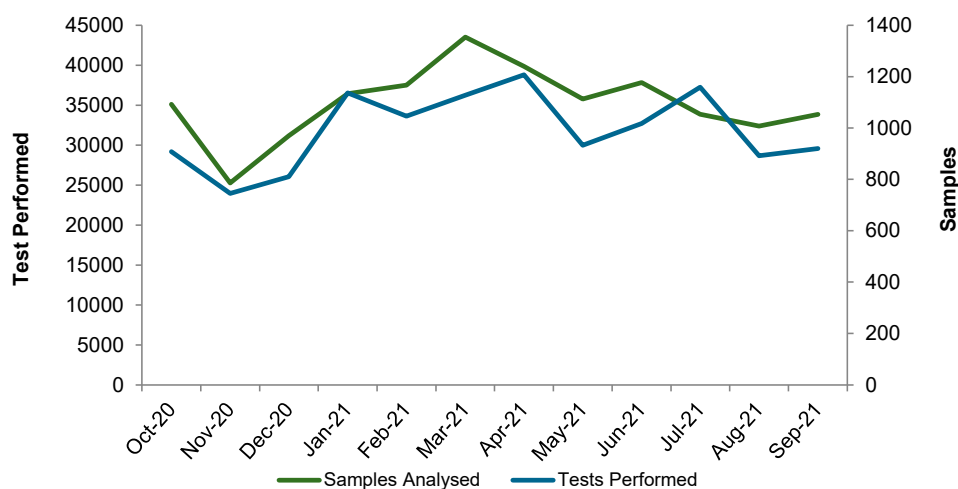


September 2021 Summary:

Eight approvals were issued, and thirteen Audits were conducted. The combined annual target for Audits and Approvals is 250 for the 2021/2022 financial year.

3.9. Scientific and Analytical Services

Scientific and Analytical Services (MRC Laboratory) is National Association of Testing Authorities (NATA) accredited (ISO 17025) to provide sampling and laboratory analysis to both Mackay Regional Council and external customers. A summary of the laboratory activities is detailed below.

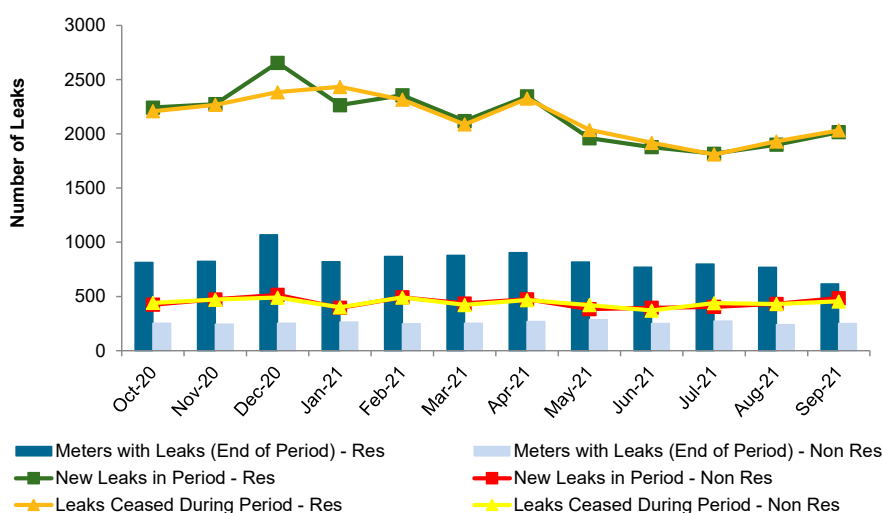


September 2021 Summary:

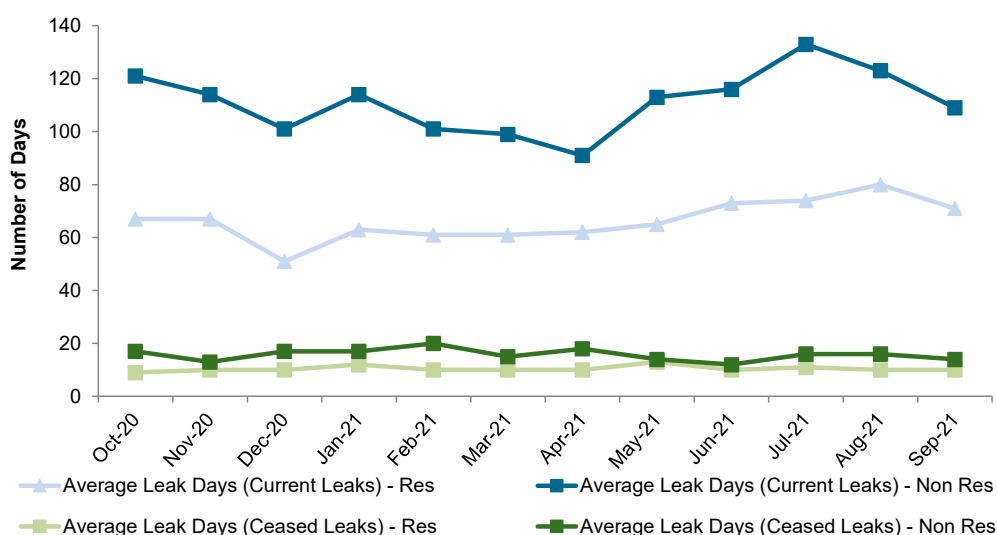
The number of sample batches registered during this period was 1,053. The total number of tests performed for the month was 29,568. Routine sampling and testing were performed in conjunction with additional testing for the Mirani Water Recycling Facility Upgrade. The new Discrete Analyser has been installed and will be verified in October 2021.

3.10. Leak Detection Notifications

Potential leak notifications are sent to customers when the leak is identified as greater than 10 litres per hour (L/h). Notifications are sent by email, SMS and by post to those owners who have not signed up to the myh2o portal and cease after three consecutive months of notification. Property owners signed up to myh2o also receive notifications by email and/or SMS.



Potential Leak Notifications Sent			
Via Aqualus (those not registered to myh2o)			Via myh2o
Email	SMS	Letters	Email & SMS
332	83	259	5,398





September 2021 Summary (25 August 2021 – 25 September 2021):

2,032 leaks ceased for residential properties during the reporting period with an average of 10 days for the leak to cease (i.e. for the leak to be addressed by the property owner). However, there have been leaks that commenced prior to 25 August 2021 that are still ongoing with an average of 71 leak days.

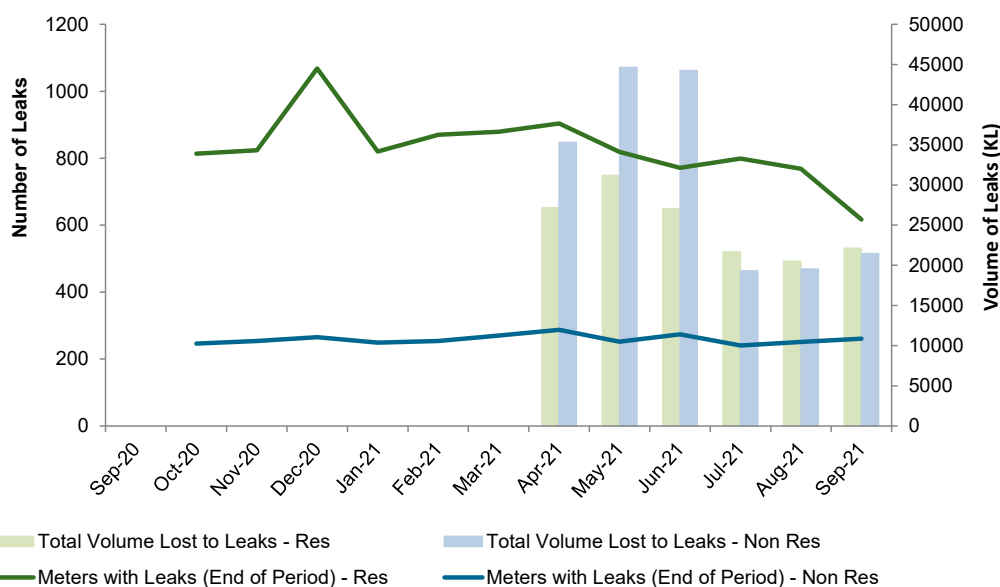
1,900 residential property leaks commenced during the period.

The number of average leak days for residential properties decreased from 80 for August 2021 to 71 in September 2021. The number of AMRs replaced during the month was 256 which will continue to make a difference on reported leaks as data is now being received for these replaced meters whereas data was not being received previously and leaks were not being identified/reported.

455 leaks ceased for non-residential properties during the reporting period with an average of 14 days for the leak to cease (i.e. for the leak to be repaired by the property owner). However, there have been leaks that commenced prior to 25 August 2021 that are still ongoing with an average of 109 leak days.

486 non-residential property leaks commenced during the period.

Considerable effort is devoted towards encouraging non-residential customers to fix the identified leaks, however, some of these leaks are difficult to track down due to the size and complexity of the property.



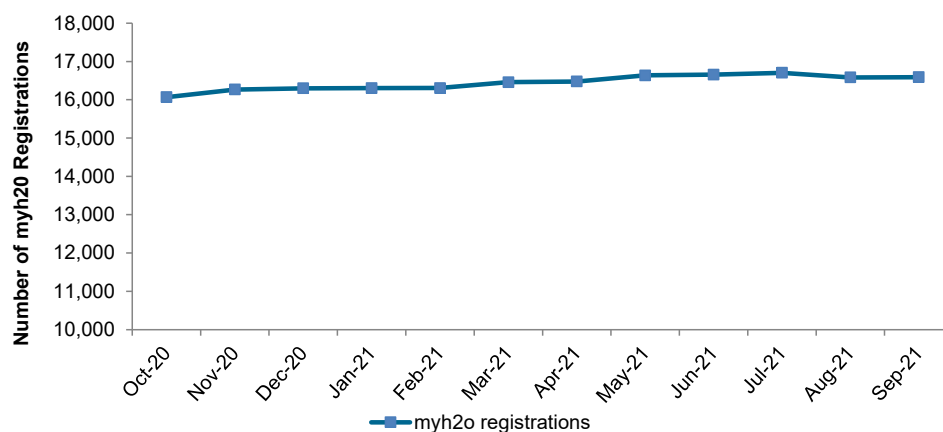
September 2021 Summary (25 August 2021 – 25 September 2021):

This graph highlights the actual total volume of water lost due to leaks for residential and non-residential property owners. For residential, a total of 19,425kL of water was lost due to leaks and for non-residential the total of water lost was 20,228kL.

3.11. Myh2o Registrations

The following chart shows the cumulative number of myh2o registrations for the reporting period.

Please note: MiWater relaunched as Aqualus in May 2020, with a new user interface – there has been no change to the public portal name 'myh2o'.

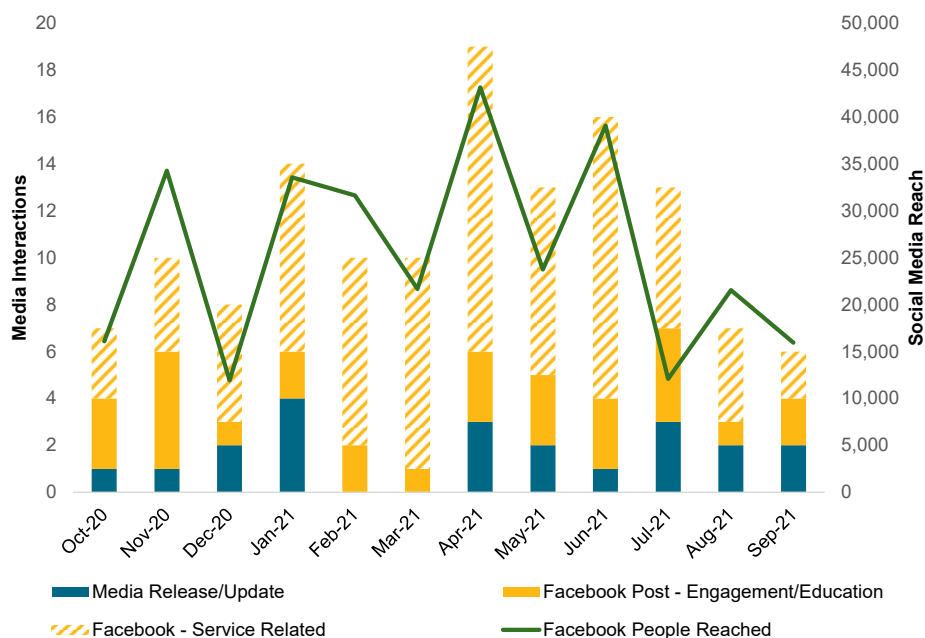


September 2021 Summary:

There were four new registrations during September 2021 bringing the total number of myh2o registrations to 16,589 including property owners, tenants, and real-estate agents.

3.12. Community Engagement – Social Media

Water Services engagement with the community is monitored; the following chart shows the number of Media Releases/Updates, informative Facebook posts, and the number of people reached through this social media platform.



**September 2021 Summary:**

There were two Media Releases/Updates and a total of four Facebook Posts: two for water supply interruptions or service-related advice and two community engagement posts for the reporting period.

- 236 likes were received for *Déjà vu as Marian water wins top drop*
- 29 likes for *Rehydrate at our permanent water stations*

3.13. Community Engagement – Education and Information

Water Education Sessions generally cover "Water Wise" content together with other topical issues such as the 3 Ps' message: what can and cannot be flushed down the toilet.

The Mackay Regional Council website also continues to provide a vast array of Water information to residents covering 22 important topics with the information updated as and when required. A sample of the topics covered are listed below:

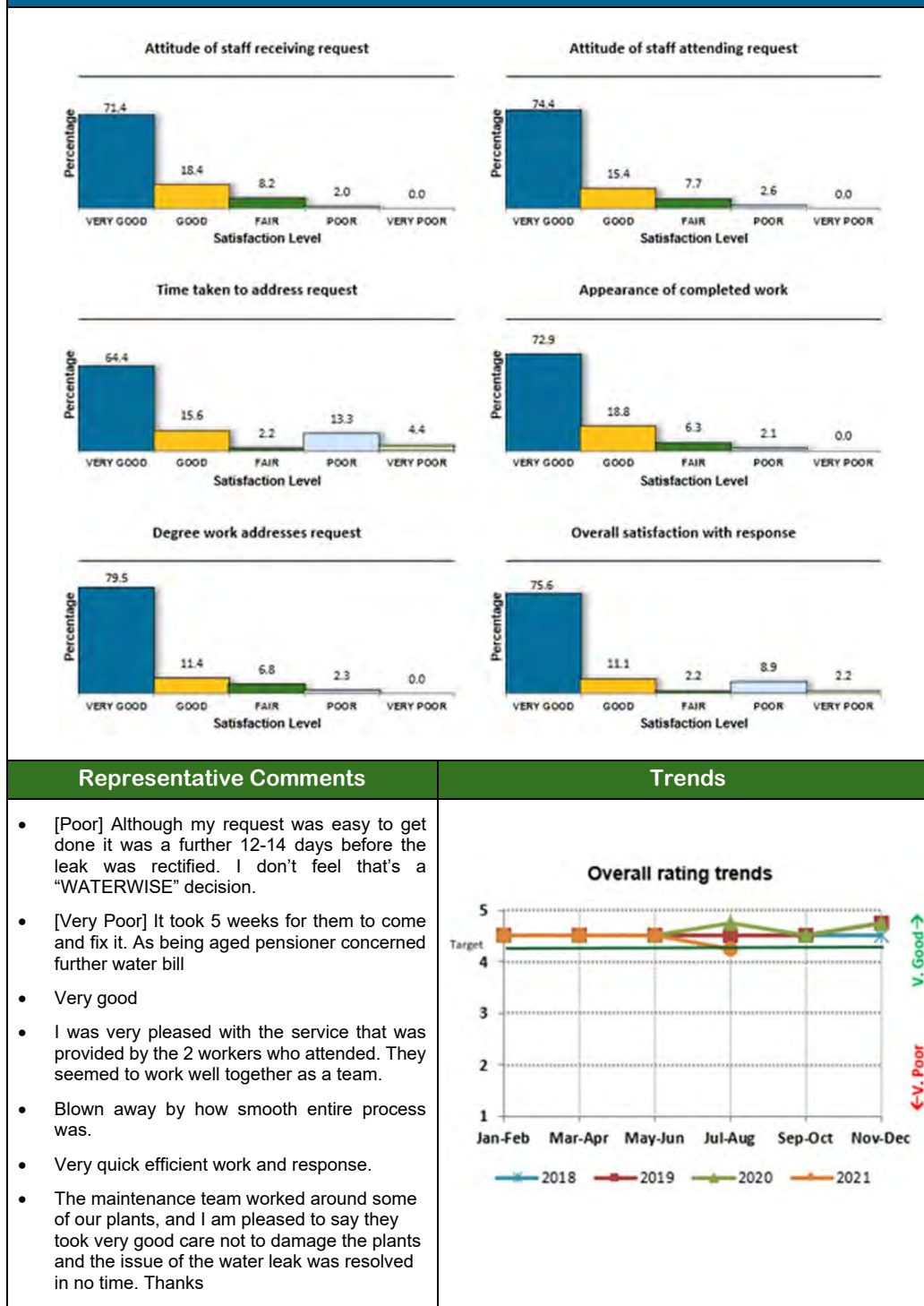
- "Water Saving Tips"
- "Water Interruptions"
- "Mackay Laboratory Services"
- "Plumbing Approvals"
- "Portable Water Refill Stations"
- "Permanent Water Conservation Measures"
- "Reading Your Water Meter"
- "Backflow Prevention"
- "Plantastic"

The following Water Education Sessions were also delivered to schools during September 2021:

- Pioneer Community Kindergarten – Early Childhood with 40 students
- Dundula State School – Years 2, 4 and 6 with 26 students
- Kidz Play and Learning Centre – Early Childhood with 40 students
- Mirani State School – Year 4 with 58 students
- Whitsunday Anglican School - Kindergarten with 22 students
- Northview State School – Year 2 with 56 students
- Andergrove State School – Year 4 with 40 students

3.14. Customer Survey Results

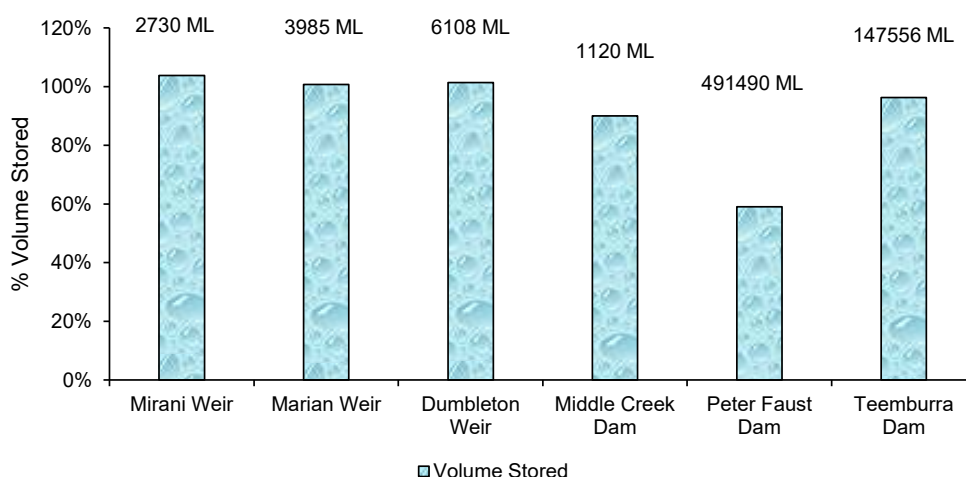
Please find following the July/August 2021 Customer Survey Results.

Results of Customer Survey (July/August 2021)


ASSET MANAGEMENT

4.1. Surface Water Raw Water Storage Capacities

Water is sourced from a combination of surface and groundwater sources. With the exception of Middle Creek Dam, the storage facilities are owned and operated by SunWater. Middle Creek Dam is under Council's control. The water stored in each of the storages is detailed below.

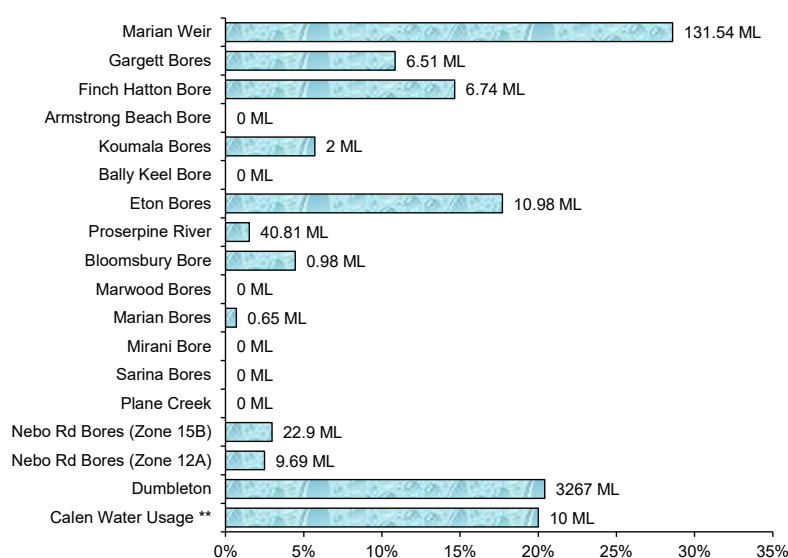


September 2021 Summary:

Dumbleton, Marian and Mirani Weirs are all above 100% of capacity. Teemburra Dam is at 96% of capacity. Middle Creek Dam is at 90% of capacity. Peter Faust Dam recorded the lowest level of all storages and is currently sitting at 59% of capacity.

4.2. Annual Water Consumption vs Allocation by Source

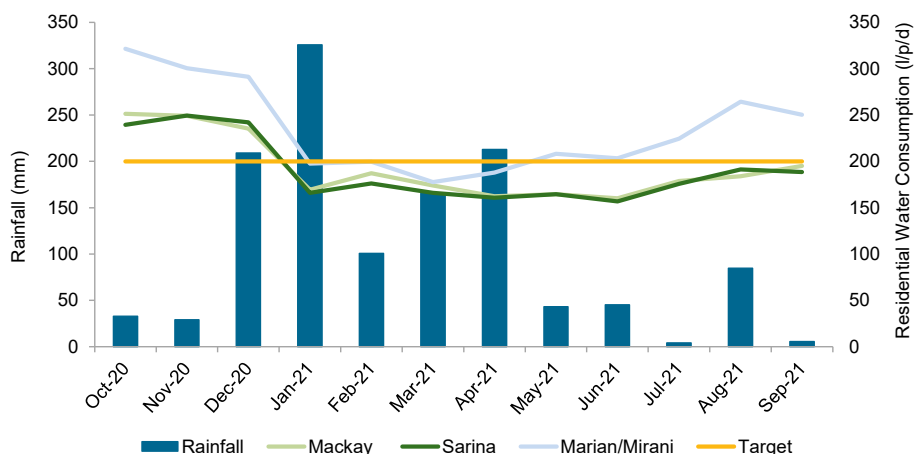
Water Services has an annual water allocation or water license for each water source. The water allocation and year to date water consumption for each of the water source is detailed below.



*Calen Water Usage figures are not based on Water Allocation but show the amount of water usage for the area to date.

4.3. Water Consumption by Locality – Residential Customers Only

Water Services supplies potable water to both residential and non-residential customers throughout the Mackay region. The average water consumption in each of the three major community centres is detailed below for residential customers only. The water consumption is presented as litres per equivalent population per day (L/p/d).



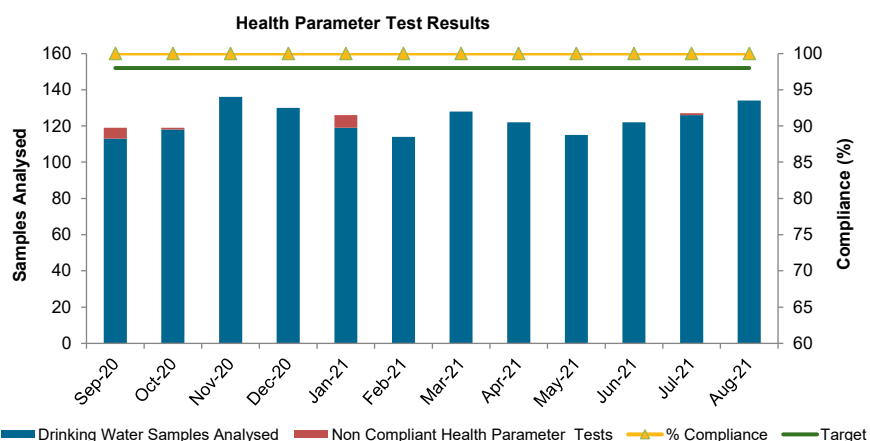
September 2021 Summary:

Water consumption has increased in the Mackay community from August 2021 to September 2021, however, water consumption in the Sarina and Marian/Mirani communities has decreased. Mackay and Sarina communities remain under the daily residential water consumption target of 200 lpd at 195 lpd and 188 lpd respectively. Marian and Mirani communities recorded an average of 250 lpd for August 2021. Rainfall in September 2021 (5.6mm) has decreased from August 2021 (84.8 mm).

REGULATORY COMPLIANCE

5.1. Drinking Water Compliance

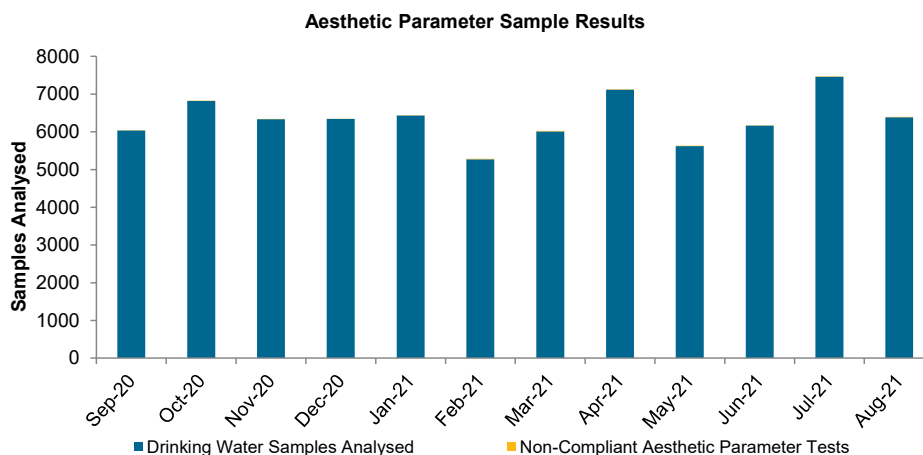
Potable water is provided in accordance with the requirements of the *Water Supply Safety and Reliability Act*, measured against the *Australian Drinking Water Quality Guidelines*. Drinking Water samples are taken at the outlet of Water Treatment Plants and at various locations within the reticulation network. *Please note, results are one month in arrears to allow for accurate reporting.*



August 2021 Summary:

All drinking water verification monitoring results from sampling undertaken in August 2021 complied with ADWG Health Guideline Values.

Qld Health's preferred Guideline Value for chlorate was also complied with throughout August 2021.


August 2021 Summary:

There were eleven drinking water verification monitoring sample results that breached the corresponding ADWG Aesthetic Guideline Values in August 2021 (excluding total chlorine, dissolved oxygen and pH Aesthetic Guideline Value breaches which are considered operational aesthetic issues).

There were two drinking water verification monitoring sample results which exceeded the ADWG Hardness Aesthetic Guideline Value of 200 mg/L. The two samples were taken from the Koumala Water Supply Scheme (WSS) and returned hardness results of 376.5 mg/L and 347.9 mg/L. At this stage, the Water Softening Plant at the Koumala Water Treatment Plant is still expected to be completed by the end of the 2021 calendar year.

There were six drinking water verification monitoring sample results which exceeded the ADWG Sodium Aesthetic Guideline Value of 180 mg/L. The samples, all taken from the Eton WSS, returned sodium results between 195.23 mg/L and 233.14 mg/L. As seen in previous months, this result is only marginally above the aesthetic guideline value and is related to the plant's softening process. No follow up or action is deemed warranted at this stage as the results are within the operating range of the Water Softening Plant.

There was one drinking water verification monitoring sample result which exceeded the ADWG Turbidity Aesthetic Guideline value of 5 NTU. The sample taken from the Midge Point WSS returned a turbidity result of 8.76 NTU.

There was one drinking water verification monitoring sample result which exceeded the ADWG Manganese Aesthetic Guideline Value 0.1 mg/L. The sample, taken from the Midge Point WSS (Laguna Quays sample point) returned a manganese result of 0.33mg/L.

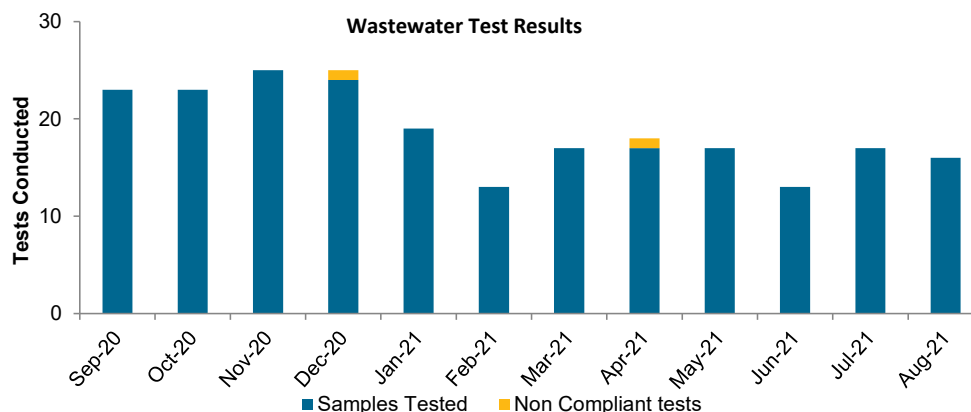
The Turbidity Aesthetic Guideline Values exceedances raised above are related to the degradation of the sample taps in the Network and not related to quality issues in the water supply. The sample taps and the lines corrode over time and give us these high readings and are required to be replaced. Work Requests have been raised to have these sample points replaced and we are also evaluating making future sample points from less corrosive (but much more expensive) stainless steel.

All sample results that exceed ADWG guidelines will continue to be monitored and further investigated.

5.2. Wastewater Compliance

The discharges from wastewater treatment facilities are regulated by Development Approvals issued by the Department of Environment and Science (DES). The licence requirements differ based on the year the Development Approval was issued and the receiving environment associated with discharges.

Please note results are one month in arrears to allow for accurate reporting



August 2021 Summary:

All wastewater tests were compliant in August 2021.

5.3. Regulator Reporting

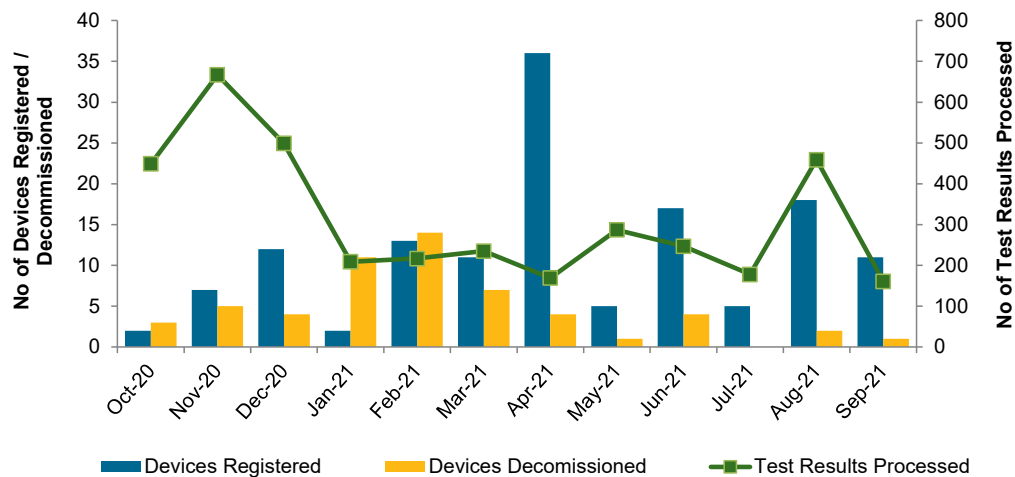
There were two incidents reported to the Department of Environment and Science (DES), the Environmental Regulator, during the month of September 2021 for breaches to Council's Environmental Authority Conditions.

The first incident relates to a breach of the Total Nitrogen Release to Waters Limit in the effluent from the Mirani Water Recycling Facility. This incident was reported to the regulator on 3 September 2021 with the final Part B Investigation Report submitted to the regulator on 21 September 2021.

The second incident relates to high Total Suspended Solids Levels recorded in the discharged effluent from the Seaforth STP. This incident was reported to the Regulator on 24 September 2021 with the final Part B Report due to be submitted on 15 October 2021.

5.4. Backflow Prevention Device Register

Backflow prevention devices are designed to protect the town's drinking water supply from contamination by acting as a barrier, keeping contaminated water separate from the drinking water supply. Local Governments have a legislative requirement in accordance with the *Plumbing and Drainage Regulation 2019* to implement and maintain a register of all devices in the municipality.



September 2021 Summary:

Eleven new devices were registered and 161 tests were processed on backflow devices for September 2021.

11.4. ORGANISATIONAL SERVICES

11.4.1. ORGANISATIONAL SERVICES MONTHLY REVIEW REPORT - SEPTEMBER 2021

Author	Director Organisational Services (Kylie Lamb)
Responsible Officer	Director Organisational Services (Kylie Lamb)
File Reference	Departmental Monthly Review Reports

Attachments	1. Organisational Services - Monthly Review Report - September 2021 [11.4.1.1 - 28 pages]
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Purpose

To provide Council with the Organisational Services Monthly Review Report for the month of September 2021.

Related Parties

Nil.

Officer's Recommendation

THAT the Organisational Services Monthly Review Report for the month of September 2021 be received.

The Director for Organisational Services Kylie Lamb, provided an overview and highlights of the Organisational Services Monthly Review Report for September 2021.

Cr Jones referred to the Land and Tenure table and queried the type of matters raised in the miscellaneous section under the land matters heading.

The Director advised that she would take the question on notice.

Cr Bella noted there had been a delivery of an 8wd amphibious vehicle and queried if this was a replacement vehicle or an increase in vehicle capacity.

The Director advised that this was a replacement vehicle.

Council Resolution ORD-2021-298

THAT the Organisational Services Monthly Review Report for the month of September 2021 be received.

Moved Cr Jones

Seconded Cr Hassan

Cr Jones noted that the overview of external customer services is in the red but noted that even though Council staff work hard to keep to the allocated timeframes, there is sometimes members of the community who need someone to listen to their problems and offered her thanks to the customer service team for their work. Cr Jones noted there have been a significant number of staff members undertaking learning and development activities and congratulated those who are upskilling.

CARRIED



Organisational Services

Monthly Review

> September 2021

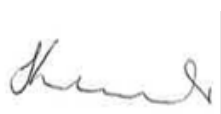
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1. EXECUTIVE SUMMARY

This report is for the Organisational Services Department for the month of September 2021.

- Safety continues to be a focus of the department.
- The Billing Services Team have implemented two very successful process improvements as part of their support to the Health and Regulatory Services team. Firstly, as a part of the promotion of responsible pet ownership, efficiencies have been implemented to the animal registration process which have resulted in a significant increase in animal registrations and a more accurate animal registration system. The Billing Services team have also digitalised over 1,000 paper copy files relating to Health and Regulatory Services licences. The digitisation of these documents has contributed to a successful annual renewal process and improvements for the organisation in regard to accessing these records.
- Information Services have achieved 100% survey results for internal customer satisfaction during the month of September.
- The Fleet Team took delivery of several plant items during September which included two dual cab vehicles, a compact track loader and an 8wd amphibious vehicle. The amphibious vehicle will be used by the Vector Control Team to access those more difficult swamp areas in the treatment of mosquitoes in our region.
- Ash Moloney, the first Australian Olympian to receive an Olympic decathlon medal held a free, public meet and greet at the MARC on 15 September 2021. Ash was very generous with his time, answering questions and inspiring the local athletes who attended this event.
- The Mackay Mentoring Program, a joint venture with Resource Industry Network (RIN) has commenced. The current cohort of mentoring partners includes 14 pairs matched between MRC and local businesses.
- The Health & Wellbeing Committee held a Health & Wellbeing Expo for all MRC staff on 29 September 2021. This event provided staff the opportunity to learn about all the health and wellbeing related organisations available throughout the community.
- This month, the Workplace Health and Safety Team have focussed on emergency arrangements in MRC facilities through the delivery of a program of building evacuation exercises and the development of new emergency plans.
- At its meeting on 27 September 2021, the Audit Committee endorsed the CEO and Mayor to sign the 2020/21 Financial Statements.



Kylie Lamb
Director Organisational Services

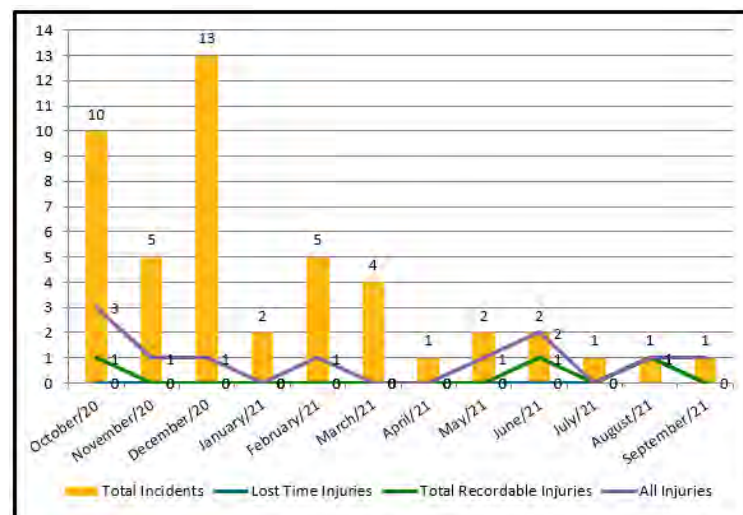
2. SAFETY

2.1 Incidents and Injuries

Summary

In September 2021:

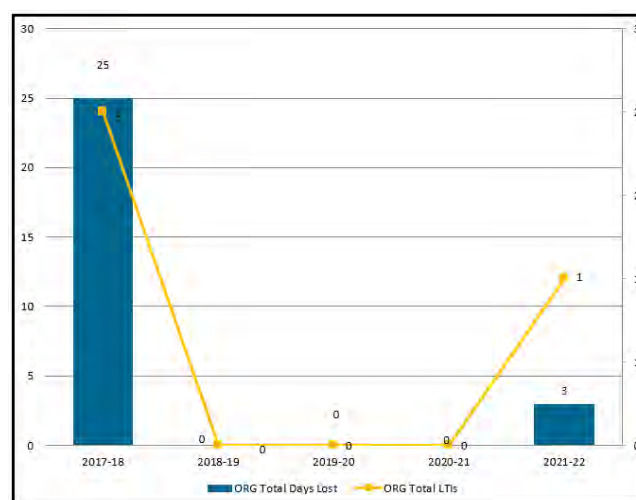
- Sixty-six safety interactions were undertaken.
- Nine site safety inspections were undertaken.
- 95% of monthly action plans activities were carried out.



The following injury to a staff member was reported in September:

- Fingers on right hand jammed in vehicle's under-tray toolbox drawer, resulting in a minor laceration.
- Each incident is investigated, and appropriate corrective measures implemented to reduce future risks.

2.2 Lost Time Injuries & Days Lost



Department	2017-18		2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Finance										
Information Services										
Shared Services									1	3
People & Culture										
Procurement & Plant	1	17								
Property Services										
Governance & Safety	1	8								
Office of the Mayor & CEO										
Organisational Services Total	2	25	0	0	0	0	0	0	1	3

2.3 2021/22 Safety Action Plan

Development of the 2021-2022 Safety Strategy Action Plan, to implement activities in the 2019-2022 Safety Strategy was finalised, with endorsement provided by ELT.

Actions include:

- Implement opportunities for improvement identified in external safety audit.
- Identify options to improve safety culture
- Sessions for relevant staff on Armed Robbery and Hold Up training

Performance against the measures and targets in the action plan will continue to be reported quarterly.

3. BUSINESS IMPROVEMENTS

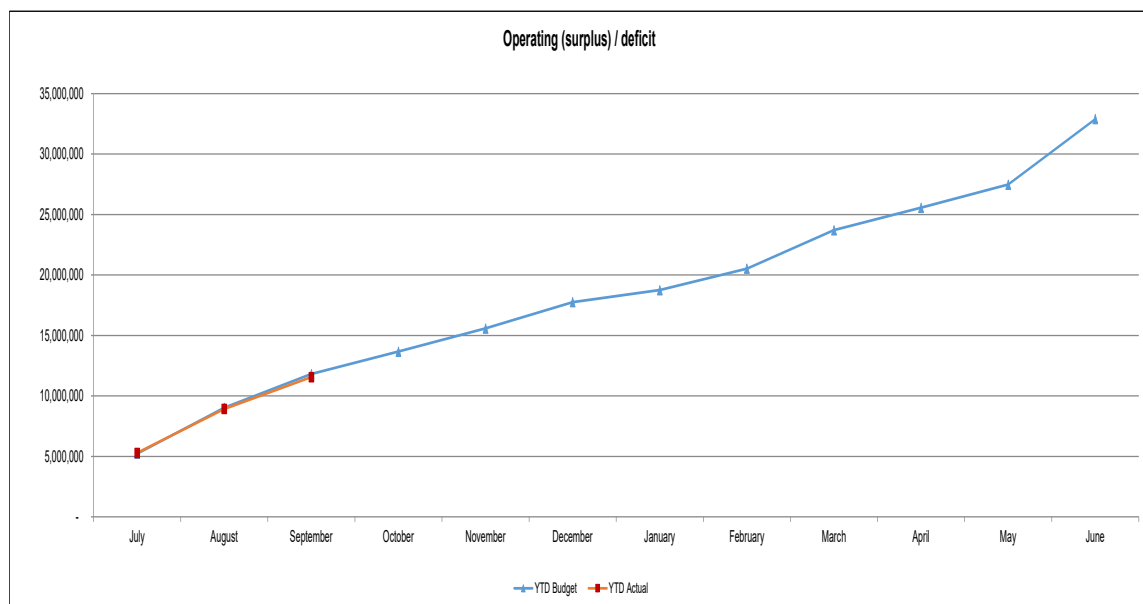
3.1 Organisational Services Business Improvement Projects / Initiatives

Description	Program	Comments
Policy, Planning and Risk Framework Review.	Governance & Safety	<ul style="list-style-type: none"> • This month, there has been significant progress in drafting the comprehensive update to the Corporate Plan. In particular, further workshops with the Executive Leadership Team in preparation for Councillor workshops next month.
Long Term Financial Forecast (LTFF) Program Development Project	Director Organisational Services	<ul style="list-style-type: none"> • The LTFF Working Group met again this month. The focus being, in response to broader business needs, on the inputs to the LTFF for those projects to occur in the 1-3 year time bracket. • Moving forward the focus is set to shift to the processes that inform inputs to timeframes three years and beyond in the LTFF.

Description	Program	Comments
Online Payment Arrangements	Shared Services	<ul style="list-style-type: none"> Payment arrangements now available online allowing rate payers to: <ul style="list-style-type: none"> Set up a payment schedule easily and at their convenience Control missed payments Automatically calculate payment if required
Business Process Management	Shared Services	<ul style="list-style-type: none"> Business Process Management work is continuing throughout the organisation. Highlights include The Sarina Sugar Shed and Economic Development and Tourism programs commencing close out activities.
Corporate Training and Travel Review	Shared Services	<ul style="list-style-type: none"> Cabcharge Plus online has successfully passed the testing phase. Process for reimbursements has been streamlined through introduction of allowances, removing need for staff to collect receipts and complete FBT documentation. Established corporate accounts to improve reporting, governance of travel costs, discounted charges and reward programs.
Online Plumbing Inspection Bookings	Shared Services	<ul style="list-style-type: none"> Online inspection bookings through Outlook have been developed.
Animal Registration	Shared Services	<ul style="list-style-type: none"> As a part of the promotion of responsible pet ownership, the Billing Services Team implemented changes to the animal registration process. These changes included payment period of one month and notices sent for animals not re-registered in FY 20/21. These changes resulted in: <ul style="list-style-type: none"> Increase of \$50k in the first month above revenue received for the entire renewal period for FY 20/21. An additional \$180k in revenue was collected in the first quarter above total revenue for FY 20/21. 14,500 animals registered in the first quarter compared to 12,500 animals registered for the entire FY 20/21. 65% of accounts sent for collection resulted in either payment of registration or inactivation of the account. 3,400 animals have been removed from the system due to moving out of the area or passing away.
Digitalisation	Shared Services	<ul style="list-style-type: none"> The Billing Services team started with over 1,300 paper copy files relating to Health and Regulatory Services (H&RS) licences. To date over 1,000 are now in electronic format. The remaining 300 are large, historical files and the team are on track to have these completed by the end of the year. The digitalisation of documents contributed to a successful annual renewal process for H&RS officers and the Billing Services processing team. The change has also resulted in the following efficiencies: <ul style="list-style-type: none"> Easy access to files despite storage location. Processing time efficiencies as files no longer need to be retrieved or uploaded. Elimination of need to print documents. Instant access to entire file in the field. Elimination of risk that files can be lost.

4. FINANCIAL POSITION

Financial Performance Report					% YTD Variance of YTD Budget
Period Covered: 1 July 2021 to 30 September 2021					YTD Variance favourable of budget
Organisational Services					YTD Variance unfavourable, between 0% and 5% of YTD Budget
					YTD Variance unfavourable, more than 5% of YTD Budget
	Revised Budget	YTD Budget	Actual	YTD Variance	Comments
3.01 - Organisational Services Management	396,698	86,635	92,435	5,801	Wages tracking slightly over budget.
3.02 - People & Culture	3,084,499	685,080	622,061	(63,019)	Spreading continues to be updated following project confirmation.
3.03 - Financial Services	3,330,807	664,944	620,689	(44,255)	\$28K under in employee benefits due to vacancy not yet filled; \$8K under in sale of land expenses.
3.04 - Procurement & Plant	(4,719,506)	(982,949)	(889,946)	93,003	Fuel continues to be on watch. Slightly under recovered in plant hire and labour.
3.05 - Information Services	9,212,344	4,880,231	4,869,074	(11,156)	On track.
3.06 - Governance & Safety	4,405,807	2,639,876	2,799,296	159,420	Overspend relates to insurance premiums larger than budgeted for - to be addressed in quarterly budget review.
3.09 - Shared Services	6,846,656	1,597,777	1,552,147	(45,629)	On track.
3.11 - Property Services	10,340,568	2,137,717	1,924,195	(213,521)	Timing issue due to delay in contractor invoicing.
3.15 - Works For Queensland Funding Project	35,698	9,991	10,803	811	Minor overrun due to payroll costing error. Grant has been finalised. Payroll defaults have been corrected and costs have been reallocated.
3.17 - W4Q & Fed's COVID Funding	(36,158)	(36,536)	(42,897)	(6,361)	Finalisation of Federal Phase 1 projects. Accrual was processed OPEX but invoice processed as CAPEX. To be investigated with project manager.
3.18 - Works for Queensland Round 4	-	124,891	795	(124,096)	Additional grant income recognised during the month. Spreading of future month income to be reviewed.
Operating (surplus) / deficit	32,897,415	11,807,656	11,558,654	(249,003)	

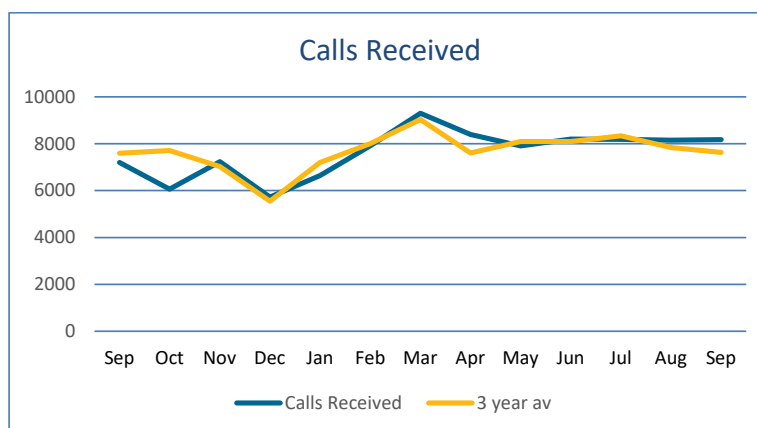


5. SHARED SERVICES

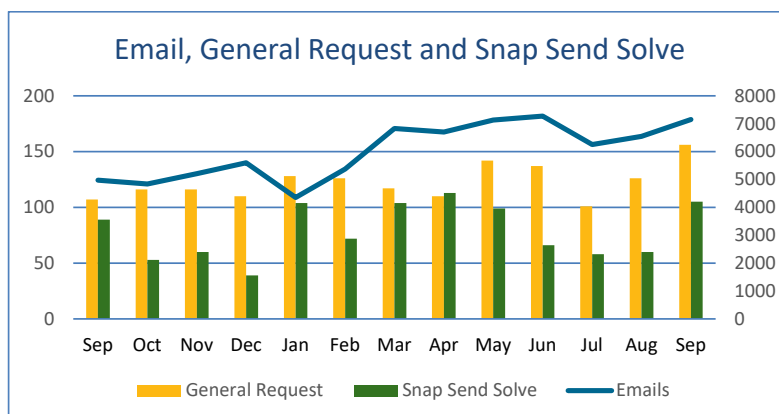
5.1 Overview of External Customer Services

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%	58%
Grade of Service (GOS)	The percentage of customer calls that are answered within 60 seconds across the Shared Services team.	< 80%	80-85%	> 85%	79%
Abandoned Calls	The percentage of customers that abandon their call before being served.	> 6%	4.5-6%	< 4.5%	4%
Customer Satisfaction	A measure of customer satisfaction as reported by the end of call survey	< 80%	80-85%	> 85%	97%
Customer Request Completion	Service requests resolved within corporate standard timeframes	< 80%	80-85%	> 85%	75%

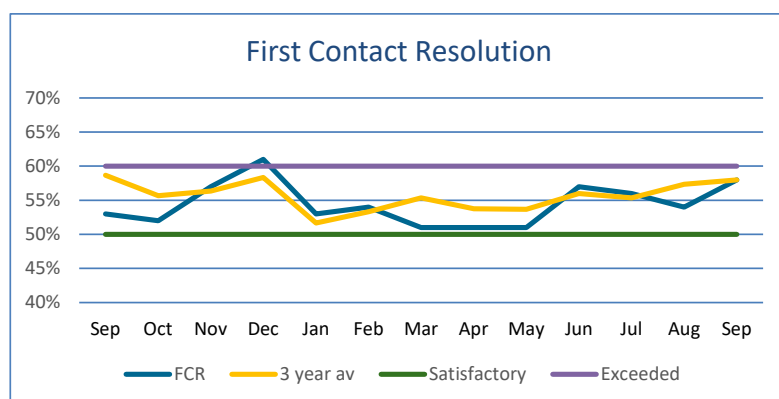
KPI Graphs and Commentary



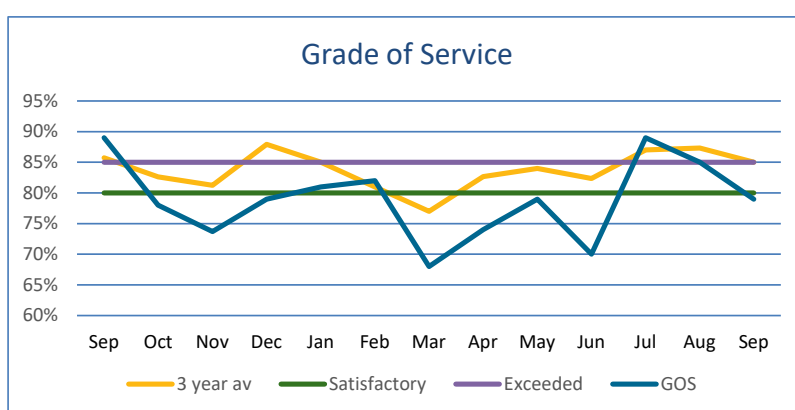
Calls Received: A total of 8,180 calls were received in the September reporting period, averaging 372 calls per day. An increased number of calls received in comparison to the same time last year 7,195. Calls received is tracking above the 3-year average.



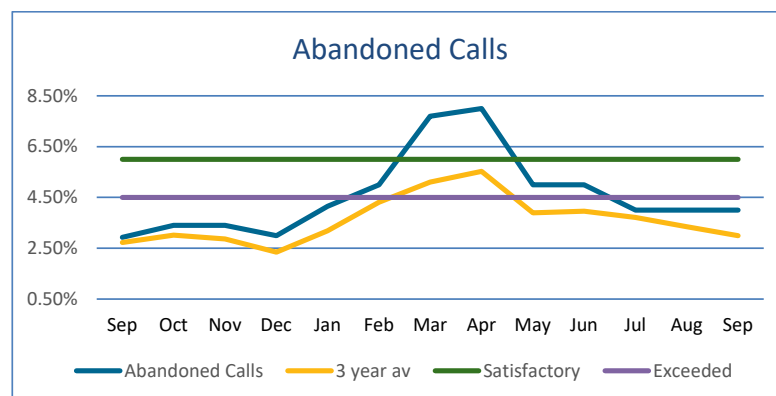
Emails and Online Services: A total of 7,151 emails were received in September, 2,177 more than the same period last year. General Requests and Snap, Send, Solve submissions have remained steady over the reporting period, receiving 156 and 105 respectively.



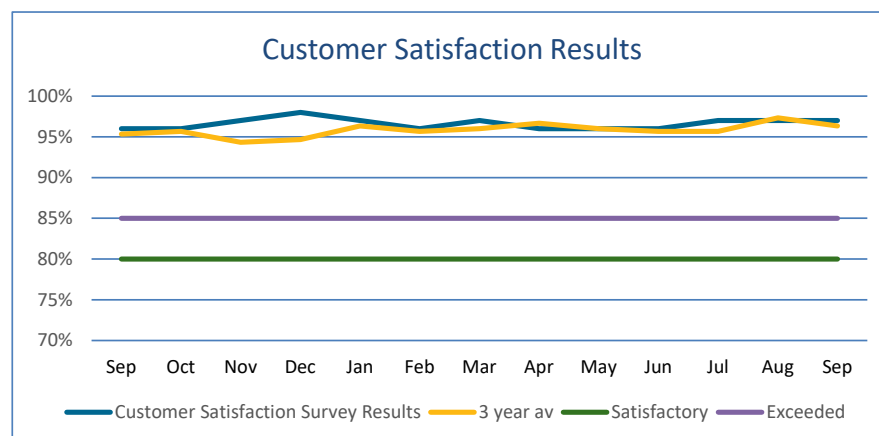
First Contact Resolution (FCR): In September, FCR showed that 58% of customer queries were resolved at first contact, which is within benchmark and in line with the 3-year average. The team were able to satisfy over 1,500 rates enquiries, processed over 200 payment plans and just under 400 animal enquiries.



Grade of Service (GOS): For the month of September the Customer Service team achieved a GOS of 79%. Calls for September consisted mainly of rates enquiries and payment plan requests. A marketing campaign is being developed to educate the community that Payment Plans can now be arranged online. For the month of September, the call handling time was 5 minutes and 11 seconds, compared to 5 minutes and 31 seconds last month.



Abandoned Calls: Abandoned Calls were 4% for September (357 calls) with a 2% (166 calls) call back take up rate. The average time to answer a call was 1 minute and 53 seconds.



External Customer Satisfaction: The Customer Service Team again achieved outstanding customer satisfaction results this month, with 97% of completed surveys indicating that our external customers were satisfied with the service that was provided.

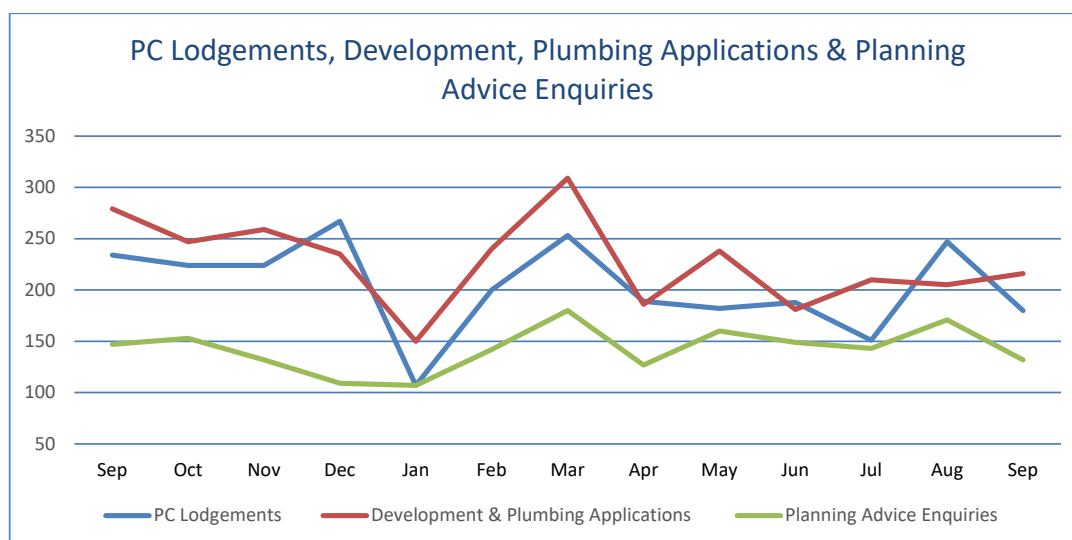


Customer Satisfaction Survey: Of the 4,279 eligible calls, 2,971% (69%) were offered surveys which resulted in 75% (2,235) of those surveys being completed.

Customer Request Completion:

	Lodged	Resolved within SLA
MRC Total	3,545	76%
SSC	801	75%

MRC Top 5 Pathway requests Lodged in September 2021	Volume	% of total requests
Phone Message	454	12.8%
Replace wheelie bin	410	11.6%
Change of mailing address	205	5.8%
Water - Leak (Public Area)	125	3.5%
Repair wheelie bin	116	3.3%

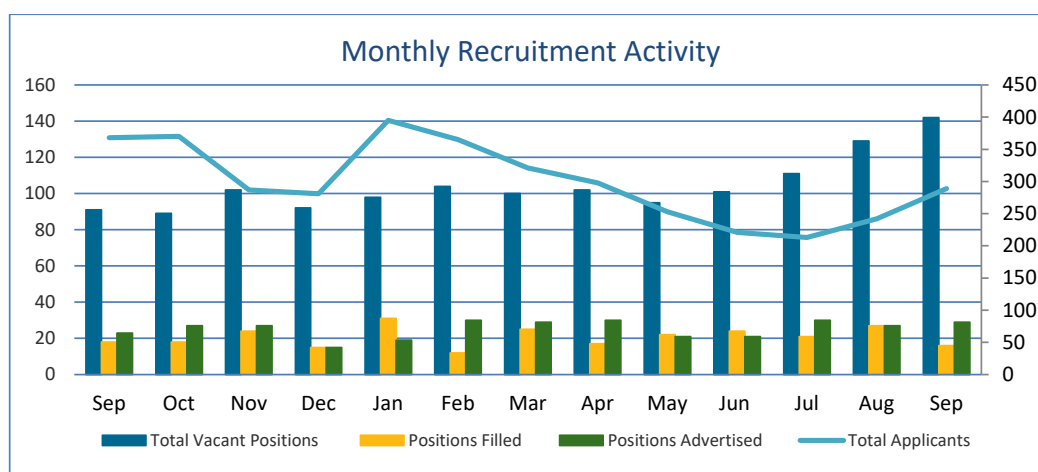
5.2 Development Services Business Support

PC Lodgments and Enquiries: 180 building approvals were lodged by private certifiers (PC) in September with 5% resolved within 5 business days. 216 development/plumbing applications were also received with 84% resolved within service levels. 132 planning advice enquiries were received in September with 43% resolved within 10 business days. The Development Services teams ability to maintain service levels this month continues to be impacted by several vacancies.

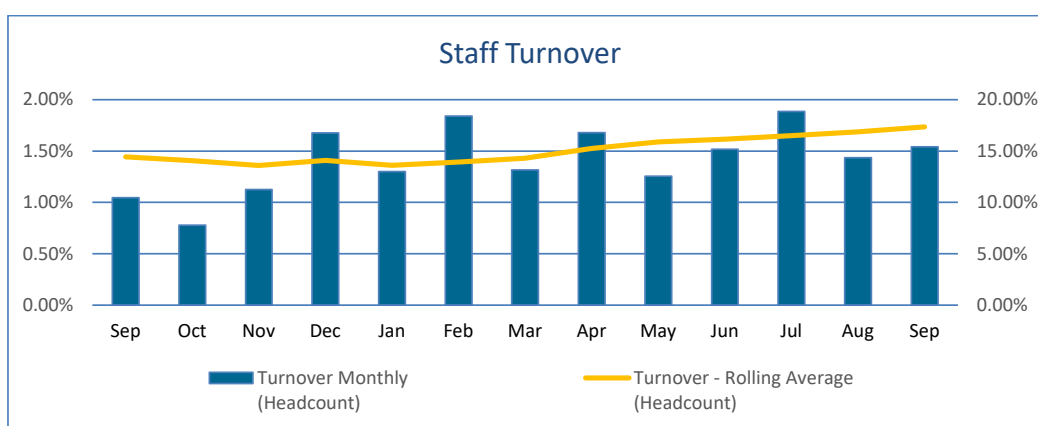
5.3 Employee Services

Staff Contingent:

Status	OMC	ECI	DS	CCS	OS	CW	TOTAL	Prev. Mth.
Full Time	9	290	159	127	187	89	861	866
Part Time	0	9	6	35	41	0	91	89
Apprentice/Trainees	0	2	6	2	8	2	20	20
Temp	0	10	3	9	14	6	42	46
Casual	1	3	12	60	0	2	78	79
TOTAL EMPLOYED	10	314	186	233	250	99	1,092	1,098
Active Vacant	0	30	38	29	25	20	142	111
TOTAL	10	344	224	262	275	119	1,234	1,209

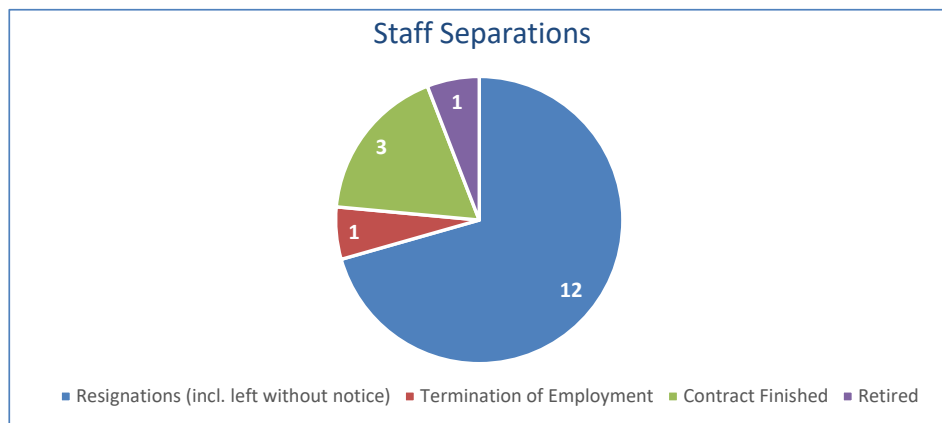


Monthly Recruitment: For the month of September there were 142 total vacant positions, 29 positions were advertised resulting in 289 applicants and 16 positions filled.



Staff Turnover: 12 month rolling average turnover was 17.35%. The monthly turnover for September was 1.54%.

The Turnover and Retention Research Report conducted by the Australian Human Resource Institute (AHRI) in 2018 found regional areas to have turnover rates of 19.32%.



Staff Separations: For the month of September there were 17 separations as detailed in the graph above.

6. INFORMATION SERVICES

6.1 IT Support

Internal Service Metrics:

KPI	KPI Description	Target			Result
		Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	
Incident Resolution	Percentage of incidents resolved within corporate standard timeframes	<80%	80-85%	>85%	95%
Service Request Resolution	Percentage of service requests resolved within corporate standard timeframes	<80%	80-85%	>85%	95%
Internal Customer Satisfaction Survey	IT email survey - % of customers whose experience met or exceeded expectations	<75%	75-85%	>85%	100%

Notes:

These are again encouraging results for Information Services. Further comments as follows:

- The survey request resolution and internal customer satisfaction survey results for September 2021 are again very satisfying.
- Obtaining and retaining skilled resources within the Mackay region is a continuing challenge and one that we continue to explore further on techniques to attract and retain skilled people.
- Strategies are being explored to work in partnership with educational facilities and other key organisations recruiting IT skill sets in the region to build and foster an extended local resource pool. In addition, advancements in standards within People and Culture will help retain key skilled staff within positions that can offer significant development opportunity to the individual.

Information Services Satisfaction Survey – September 2021

September 2021 Survey		Rating %
1	How would you rate the level of customer service received? (Timely updates, follow through, helpfulness, communication skills)	90%
2	Was your request completed within a reasonable timeframe? (If not please state expectation in comments section please.)	90%
3	Was your support request completed to your satisfaction?	87%













September 2021 Survey Results	Below Expectations	Met Expectations	Exceeding Expectations	Not Assigned	Totals
# of Responses	0	259	530	0	789
Overall Rating	0	33%	67%	N/A	100%

* Not assigned excluded

Applications Availability:

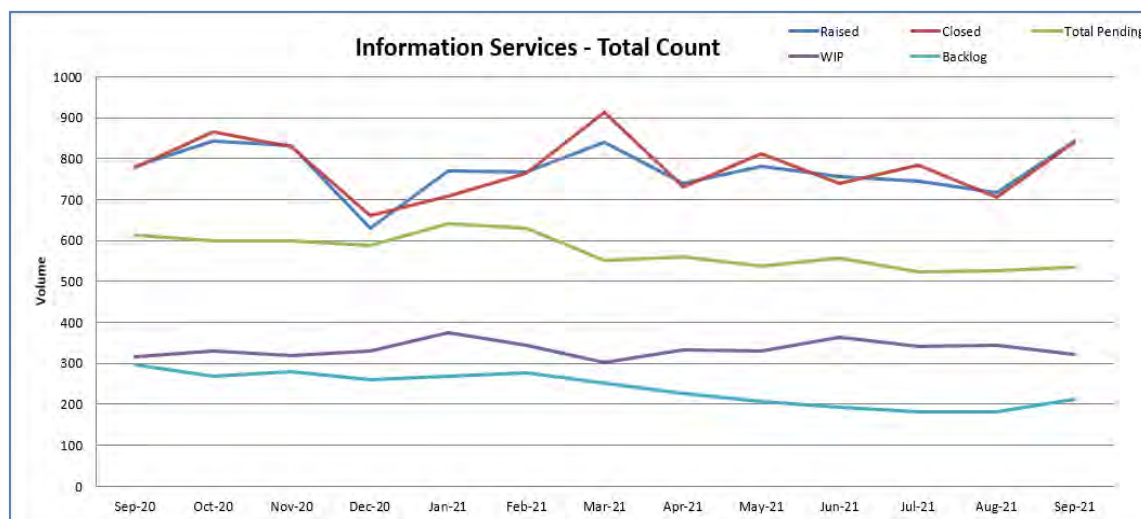
KPI	KPI Description	Target			Result
		Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	
Tier 1 Systems	Refer to the table under 'KPI Commentary' section below for detail on which systems are included in each tier.	< 98%	98-99%	> 99%	100%
Tier 2 Systems		< 98%	98-99%	> 99%	100%
Tier 3 Systems		< 98%	98-99%	> 99%	100%

Applications Availability: The below table shows which corporate applications are considered tier 1 and 2. All other systems not specifically noted are considered tier 3.

	Tier 1	Tier 2	Tier 3
	ECM	 Aurora	 ManageEngine
	Finance One		
	Email	 Bruce	
	GIS	 Mandalay	
	Internet		
	Kiosk_Chris21		
	Pathway		
	Assetic		

KPI Commentary:

Incident and Service Request Metrics: The volume of incident and service requests has increased from 716 in August to 844 in September. Information Services continues to deliver significant infrastructure and application improvements (both functional and technical including security) whilst maintaining quality. The below graph identifies the Raised Vs Closed and Pending requests, along with WIP and backlog.

**Definitions:**

WIP – complex support requests that are within service level agreements and simple support requests open on day of raising.

Backlog – complex support requests that have exceeded service level agreements and simple support requests remaining unresolved after day of raising.

6.2 Cyber Security

The update below is aligned to work streams conducted under the Cyber Security @ Council (CS@C) Governance and Controls plan.

- **Sustainable cultural and behavioural change**

- September 2021 as follows (inclusive employee and contractor):-
 - 4 new enrolments notified to conduct training.
 - 10 enrolments successfully completed training.
 - 2 enrolments awaiting completion of training.
- Distribution of Cyber Security Bulletin –September 2021.

- **Advancing Cyber Security – Industry Alignment**

- Continuation of plan as follows:-
 - Blocking of legacy authentication protocols.
 - Incorporation of additional corporate access and applications currently non-federated to federated.
 - Multi Factor Authentication extended group trials expands throughout the organisation.
 - Implementation and operationalisation of Security Information and Event Management (SIEM) system.
 - Implementation and operationalisation of Vulnerability Assessment System (VAS).

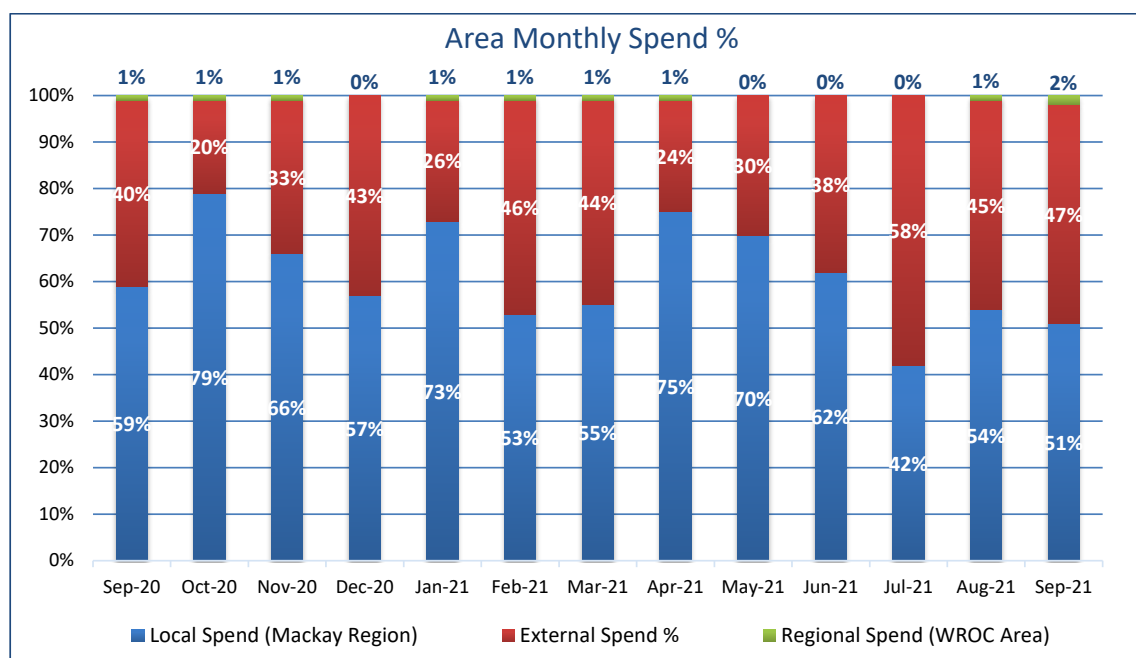
7. PROCUREMENT & PLANT

7.1 Procurement Services

Activity	September 2020	September 2021
Purchase Orders (PO) Raised	1,339	1,515
Line Items in POs	3,583	3,882
POs Received	1,398	1,843
Line Items in POs Received	4,295	6,995
Invoices Processed	3,145	3,241

Request for Quotes Issued	7	3
Request for Tenders Issued	6	6
Tenders Awarded	6	4
Quotes Awarded	4	2

Area	Monthly Amount September 2021	Monthly % September 2021	FYTD Amount	FYTD %
Local Spend (Mackay region)	\$12,449,085	51%	\$25,591,929	50%
Regional Spend (WROC area)	\$43,350	2%	\$120,077	1%
External Spend	\$11,514,677	47%	\$25,070,967	49%



7.2 Fleet

The Fleet Team took some deliveries during September including two dual cabs, a compact track loader, an 8wd amphibious vehicle, flat deck trailer, chainsaws, brushcutter, shredder/vacuum and polesaw.



8. PROPERTY SERVICES

8.1 Overview of Property Services

- The Property Services Team continues to press forward with positive change, whilst operating at below 70% staff occupancy through vacancies. Migration into Assetic continues to progress, and although engendering a larger body of work in the short term, greater asset data will inform future investments and the LTFF, and ultimately provide a better level of client service.

8.2 Aquatic Facilities

- Council has completed investigations into structural issues at Bluewater Lagoon and has put a plan in place to reopen the facility in late November. Local contractor WHF Group Pty Ltd has been engaged to complete patch work to the lagoon surface. Interflow is carrying out repairs to the main circulation line and the roof of the plant room is also being replaced. Free entry to the MARC on weekends continues while the Bluewater Lagoon is closed for repairs.
- Ash Moloney, the first Australian Olympian to receive an Olympic decathlon medal came to the MARC on 15 September 2021 for a free public meet and greet.



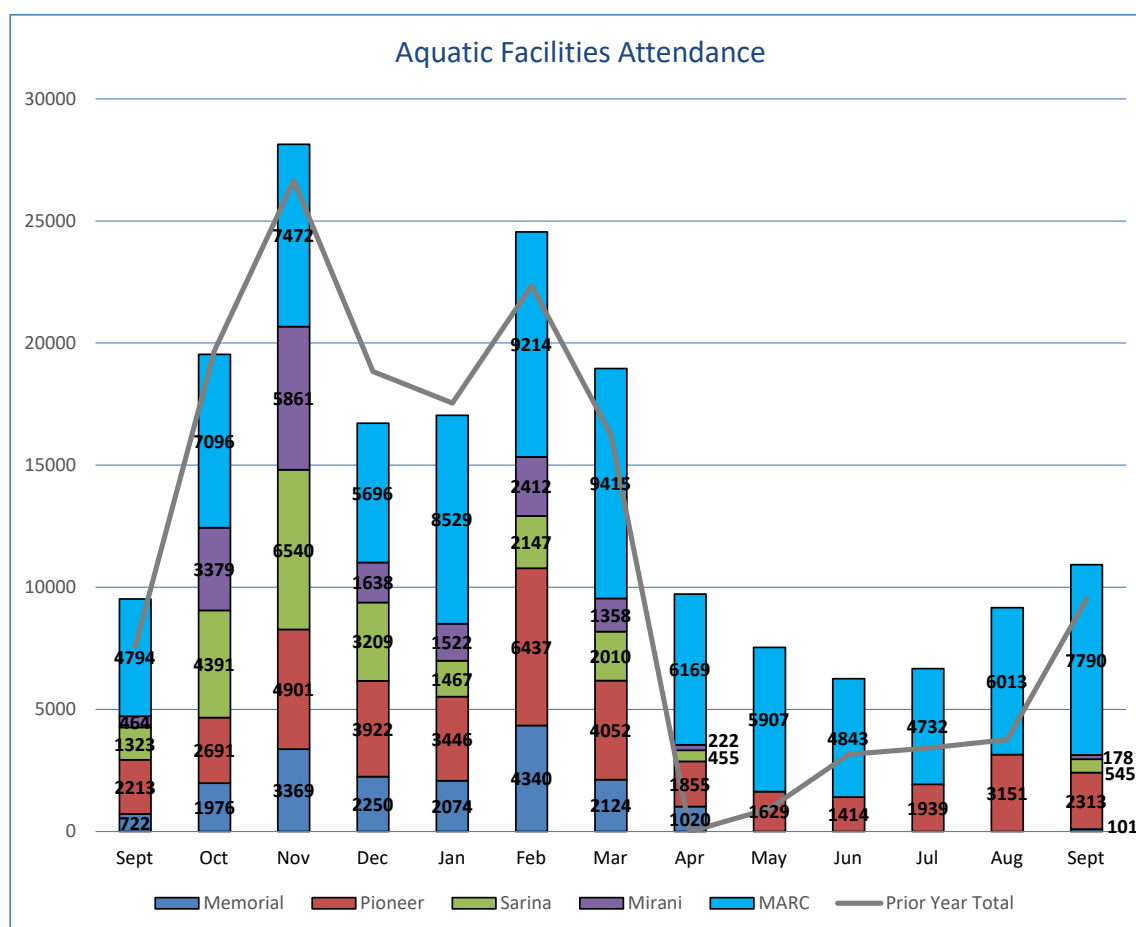
- Pioneer Pool hosted a range of events during the month of September including Deep Water Running, Stay n Play activities for the school holidays and a Pioneer Swim Club Come and Try Evening.



Aquatic Facility Attendance Figures

Facility	August 2021	September 2021
Memorial Pool	Closed	101
Pioneer Pool	3,151	2,313
Mirani Pool	Closed	178
Sarina Pool	Closed	545
Mackay Athletic and Recreation Complex (MARC)	6,013	7,790

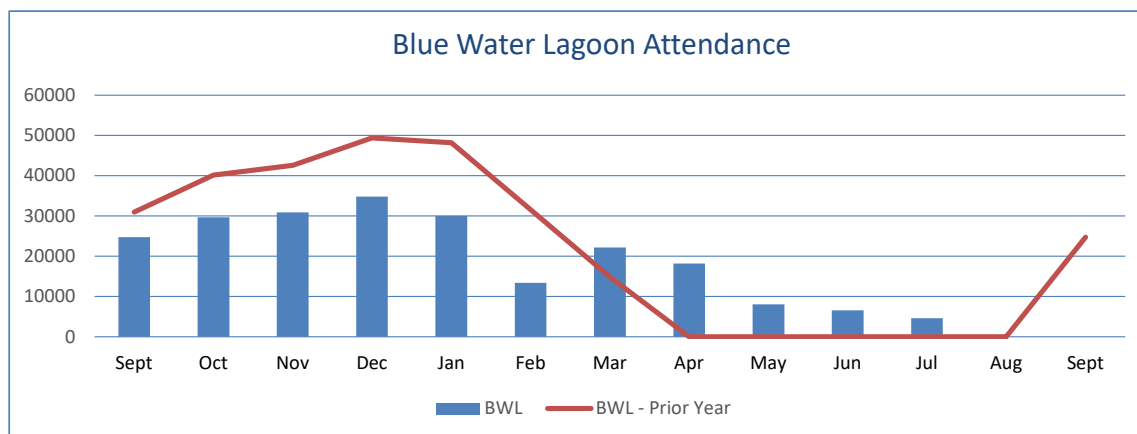
Aquatic Facilities Attendance September 2020 to September 2021 - Monthly Comparison



Notes

Memorial Pool	<ul style="list-style-type: none"> 2021 data: Closed on 1 May 2021 and reopened on 1 September 2021.
Sarina Pool	<ul style="list-style-type: none"> 2021 data: Closed for winter from 19 April 2021 and reopened on 13 September 2021.
Mirani Pool	<ul style="list-style-type: none"> 2021 data: Closed for winter from 19 April 2021 and reopened on 18 September 2021.

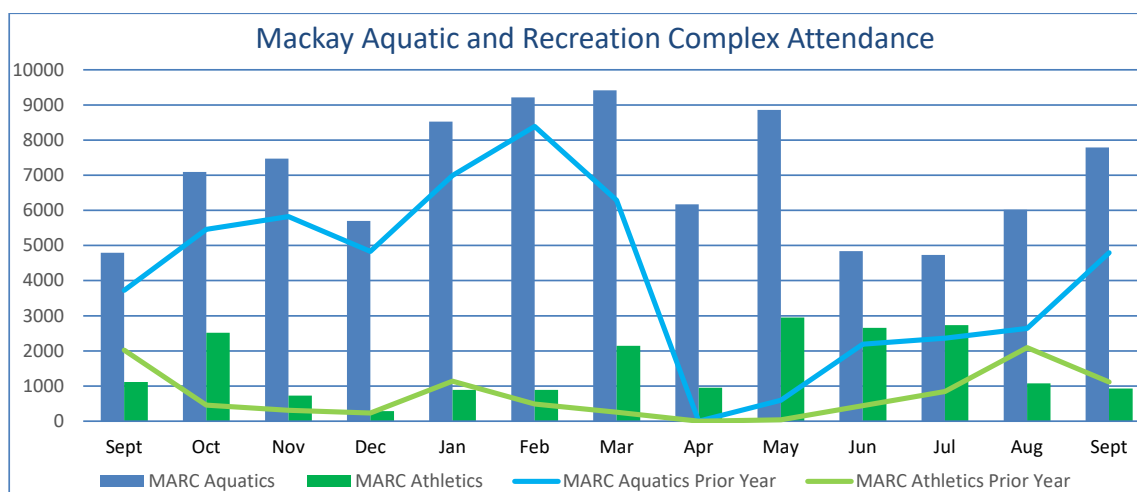
Facility	August 2021	September 2021
Bluewater Lagoon	0	0

Bluewater Lagoon Attendance – September 2020 to September 2021 – Monthly Comparison


Notes	
Blue Water Lagoon	<ul style="list-style-type: none"> 2020 data: Closed on 25 March 2020 and re-opened on 1 September 2020. 2021 data: Closed on the 11 July 2021.

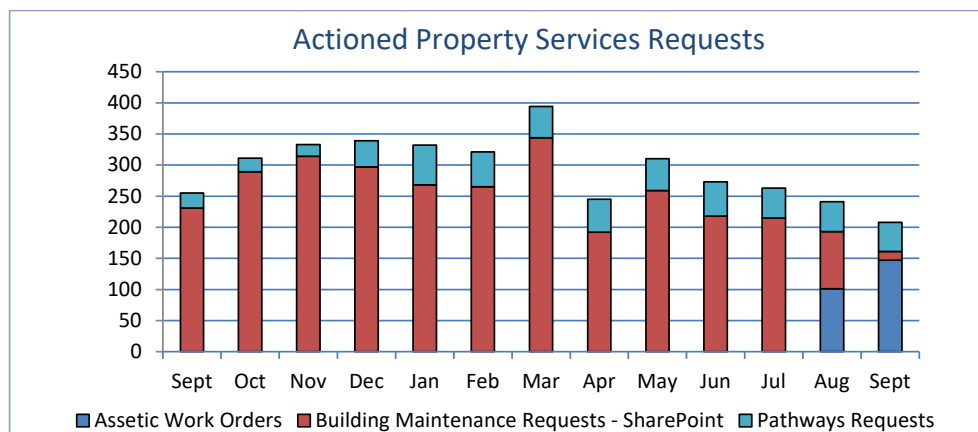
MARC Attendance Figures

	August 2021	September 2021
MARC Aquatic Attendances	6,013	7,790
MARC Athletic Attendances	1,079	932
MARC Total Attendances (Aquatics and Athletics)	7,092	8,722

MARC Attendance - September 2020 to September 2021 Monthly Comparison


8.3 Building Maintenance

From 2 August 2021, the submission of smartforms via SharePoint for Building Maintenance Requests ceased and were replaced with the new request form linked directly to the Assetic portal. Due to existing open maintenance requests still being closed out in the redundant SharePoint system, statistics for the next few of months will contain data from the two systems.

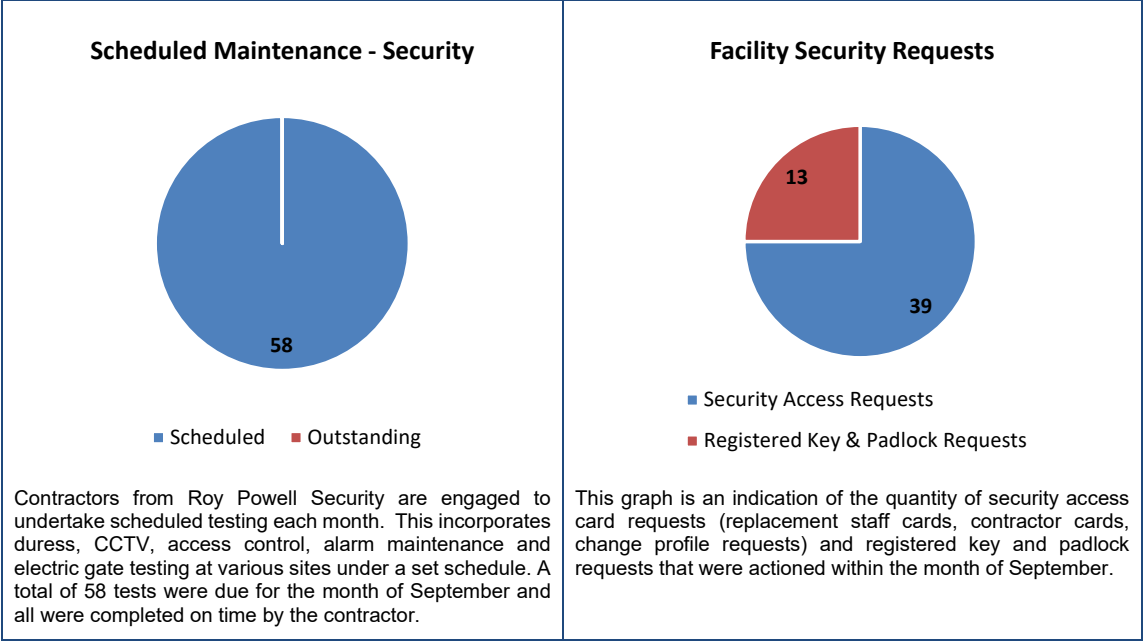


Breakdown of SharePoint Actioned Building Maintenance Requests (September 2021)	Volume	% of Total Requests	Comments
Miscellaneous	5	35.71%	For the building maintenance requests completed within the month of September (14) the top 3 categories related to: <ul style="list-style-type: none"> Miscellaneous – Security, furniture, kitchen and whitegoods. Repairs – windows, roof, gutters and downpipes, structural and fencing. Electrical and Air Conditioning.
Repairs	5	35.71%	
Electrical	2	14.29%	
Air Conditioning	2	14.29%	

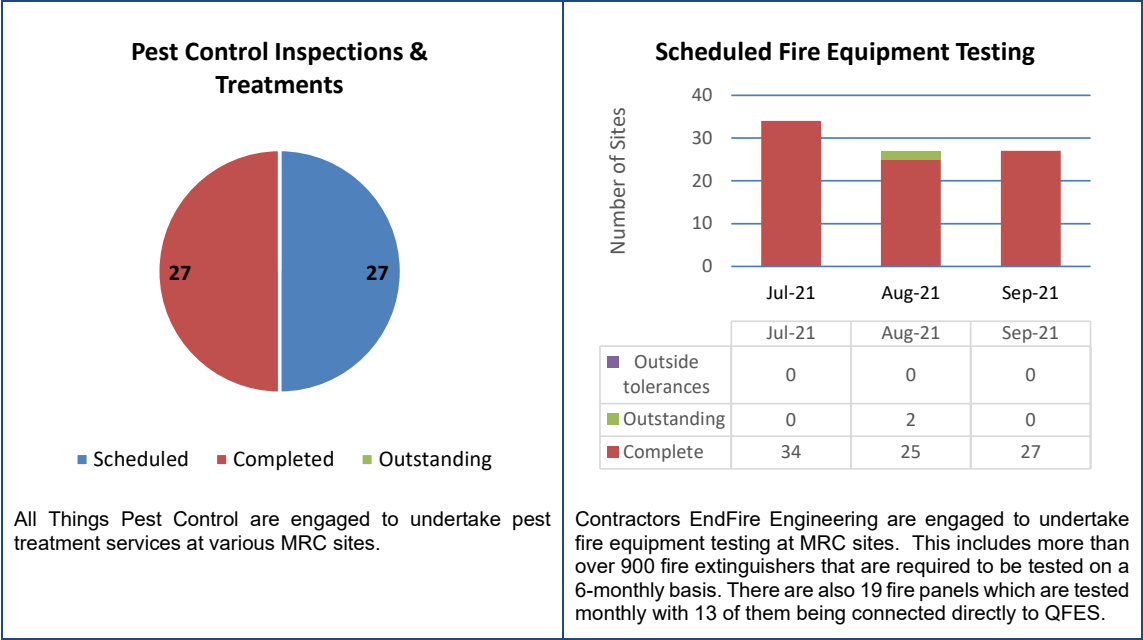
A total of 147 work orders were closed out within the Assetic portal during the month of September. Of these, 112 were reactive building maintenance requests and were categorised into the Failure Cause Codes as detailed in the table below. The remaining 35 work orders related to preventative/proactive maintenance requests.

Assetic Actioned Building Maintenance Work Orders (September 2021)	Volume
Structure, External	7
Fitout & Fittings, Internal	61
Fitout & Fittings, External	12
Services & Equipment, Fire System	5
Services & Equipment, Plumbing	2
Services & Equipment, Electrical	5
Services & Equipment, Air Conditioning	7
Services & Equipment, Cleaning	5
Services & Equipment, Pest Control	1
Services & Equipment, Security	6
Services & Equipment, Mechanical	1

8.4 Security



8.5 Scheduled Maintenance





8.6 Land & Tenure



Description:	
Leases	
Lease Renewals	1
New Leases	4
Lease Matters still being negotiated	3
New Lease Enquiries	1
General Lease Matters	20
Lease Compliance	1 x general 17 x insurance
Tenders	1
Council Reports	2
The Dome	1 x new tenancy 2 x lease renewals
Land Matters	
Fencing	3
Encroachments	4
Land Maintenance	2
Freehold land sold	1
General land matters	6
Land & Road Use Committee	4 x land matters 3 x road matters
Miscellaneous	10


9. PEOPLE AND CULTURE


9.1 Key Projects and Initiatives

Description	Status	Comments
Workforce Capability	✓	<ul style="list-style-type: none"> The annual Workforce Planning process is due to commence in October for FY22/23. This year has seen the introduction of process improvements that are expected to increase effectiveness, create efficiencies, and ensure the ongoing implementation of this as a strategic business process.
Volunteers	✓	<ul style="list-style-type: none"> Planning has commenced for International Volunteer Managers Day (5 November) and International Volunteer Day (5 December).

Description	Status	Comments
Certified Agreement	✗	<ul style="list-style-type: none"> The Certified Agreement negotiations have proceeded to arbitration and the matter is listed for hearing in mid-November 2021. The matter is listed for a QIRC full bench hearing in Mackay January 2022, however, there is significant work required to draft and compile documentation, responses, and submissions, to comply with the Directions Order.
Water Industry Worker (WIW) Pilot Program	✓	<ul style="list-style-type: none"> Participating Councils virtually came together to discuss the newest enrolments into the WIW. All Councils were unanimous in extending the contract for Simmonds and Bristow to continue to deliver this training for the next twelve months. Several Councils expressed interest in further developing the skills and knowledge of the teams by undertaking a Certificate IV in Water Industry Operations.
Organisational Development	<div>✓</div> <div>✓</div>	<p>Culture</p> <ul style="list-style-type: none"> The Values and Behaviour refresh project is ending with the ELT and SLT reviewing the final outcomes for approval and referral to Council. The Employee Engagement Survey action plans are being undertaken at Program level for identified quick wins with more strategic actions such as leadership development and performance management being managed as a whole of Council project. Each of the programs are having quarterly check-ins with their manager on progress of the quick win. The Annual Staff Awards process is in final draft so to align with the refreshed Values and Behaviours. <p>Leadership, Coaching and Mentoring</p> <ul style="list-style-type: none"> The Elev8 Operational Leadership program is underway with all remaining Managers participating as the one cohort and two cohorts of Coordinators also underway. These programs will be completed in December 2021. The Elev8 Operational Leadership program will continue in 2022 with a focus on Coordinators and new Managers as they are appointed. The Elev8 Fundamental Leadership program has restarted with a focus on Supervisors and Team Leaders. Business/workplace coaching services have been engaged for members of ELT and SLT for 1:1 sessions to enable them to develop their leadership styles based upon their 360 degree feedback and the Elev8 Operational Leadership program outcomes. The Mackay Mentoring Program, a joint venture with RIN, is underway and due to conclude in January 2022. The 2022 cohort will be a single cohort over seven months. The current cohort of mentoring partners includes 14 pairs matched between MRC and local businesses being engaged in a five-month program. Photos from the Launch event below. <div>   </div>

Description	Status	Comments
Organisational Development (continued)	✓	Diversity, Inclusion and Belonging <ul style="list-style-type: none"> The 2021 Australian Workplace Equity Index survey results were presented to ELT for their awareness and advice on how those results will be used to influence policy and the development of diverse and inclusive workplaces that people want to belong to. Staff completed the AHRI unconscious bias training. The OD team is reviewing the Queensland Government DRAFT Queensland Women's Strategy for alignment and synergy.
	✓	Health & Wellbeing <ul style="list-style-type: none"> Christmas party planning is underway, subject to COVID-19 restrictions again. The implementation plan for embedding a culture of human rights into MRC was presented to the ELT for approval. MRC staff participated in Relay for Life raising funds for vital funds for Cancer Council. Health & Wellbeing committee held a Health & Wellbeing Expo for all staff. This event provided staff the opportunity to learn about all the health and wellbeing related organisations available throughout the community. Photos below show staff engaging with various providers at the expo. <div style="display: flex; justify-content: space-around;">   </div>

 On Target

 Below Target

 Complete

9.2 Organisational Development Metrics

Reward and Recognition Nominations for September	Total Number
Health and Safety <i>The employee is committed to being safe at work and actively contributes to a safe working environment.</i>	3
Client Satisfaction <i>The employee provides a unique experience where the internal or external client is positively affected by the employee's actions, attitude or demeanour.</i>	4
Respect <i>The employee treats all people with respect and promotes open communication and understanding.</i>	2
Teamwork <i>The employee is committed to the value of teamwork and actively promotes working across groups within council for the greater good.</i>	5
Accountability <i>The employee demonstrates strong accountability to what they say they will do .</i>	2

Learning and Development Activities for September	Total Number
Inductees <i>The number of employees inducted in the month.</i>	6
Trainees <i>The number of trainees currently progressing through their traineeship.</i>	6
Apprentices <i>The number of apprentices currently progressing through their apprenticeship.</i>	12
Active Accredited Training Contracts (existing Workers) <i>The number of employees actively undertaking AQTF accredited professional development.</i>	37
Active Education Assistance Employee Development and Further Study <i>The number of current Education Assistance recipients.</i>	18
eLearning: MRC Compliance Modules Completed <i>Number of compliance-based MRC eLearning modules completed in the month.</i>	464
eLearning: Professional Development Completed <i>Number of self-paced professional development eLearning courses completed in the month.</i>	148

10. GOVERNANCE & SAFETY

10.1 Workplace Health & Safety

- A review of manager safety interactions was undertaken this month through consultation with the Senior Leadership Team. It was decided that the minimum number of safety interactions should be based on the risk profile of individual programs and that training should be rolled-out to increase knowledge of safety interactions and to refresh the process.
- Investigations into options to improve MRCs safety culture were progressed. This included consulting with Cairns and Whitsunday councils on their experiences.
- There has also been a focus on emergency arrangements in MRC facilities through the delivery of a program of building evacuation exercises with Fire Wardens and development of new emergency plans in conjunction with reviews of existing plans.
- Other activities include procedure reviews, safety observations and interactions, health and safety committee meetings, and pre-start meetings and toolbox talks.




10.2 Corporate Performance Planning & Reporting

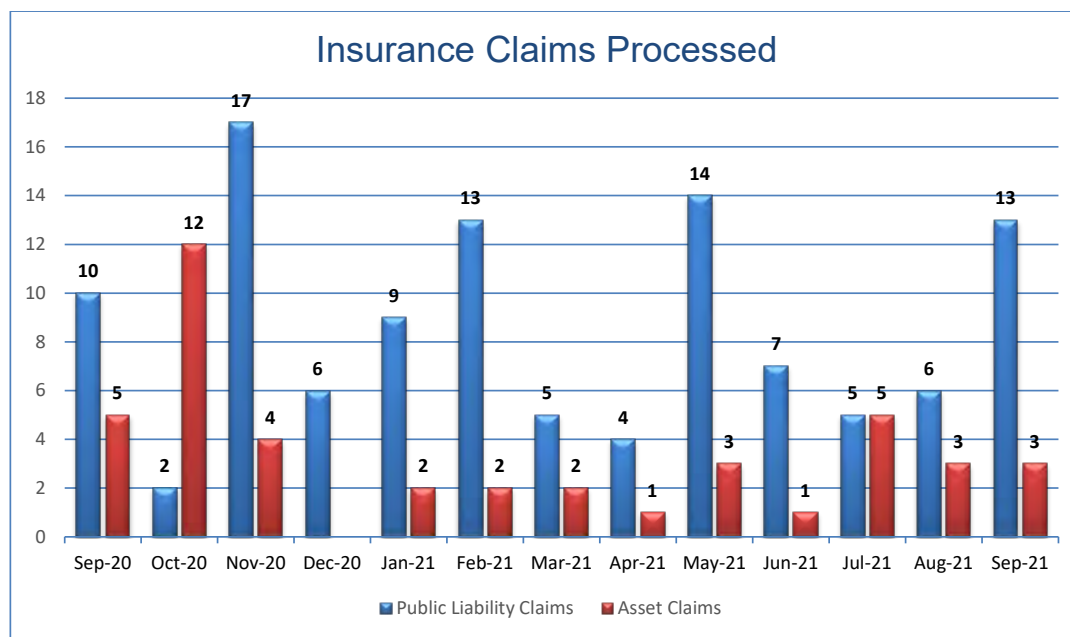
- This month, leveraging improvements made in August in utilising the SharePoint online environment, the Performance and Risk Team have prepared materials in the lead up to quarterly reporting requirements.
- The improvements have been well received as streamlining of some processes have proved beneficial in better supporting the business in contributing to Corporate Performance Planning and Reporting activities.
- The Policy, Planning and Risk Project (PPR) that will deliver improvements to MRC's Corporate Performance Planning and Reporting Framework continues this month as referenced in the Business Improvement section of this report.

10.3 Enterprise Risk Management

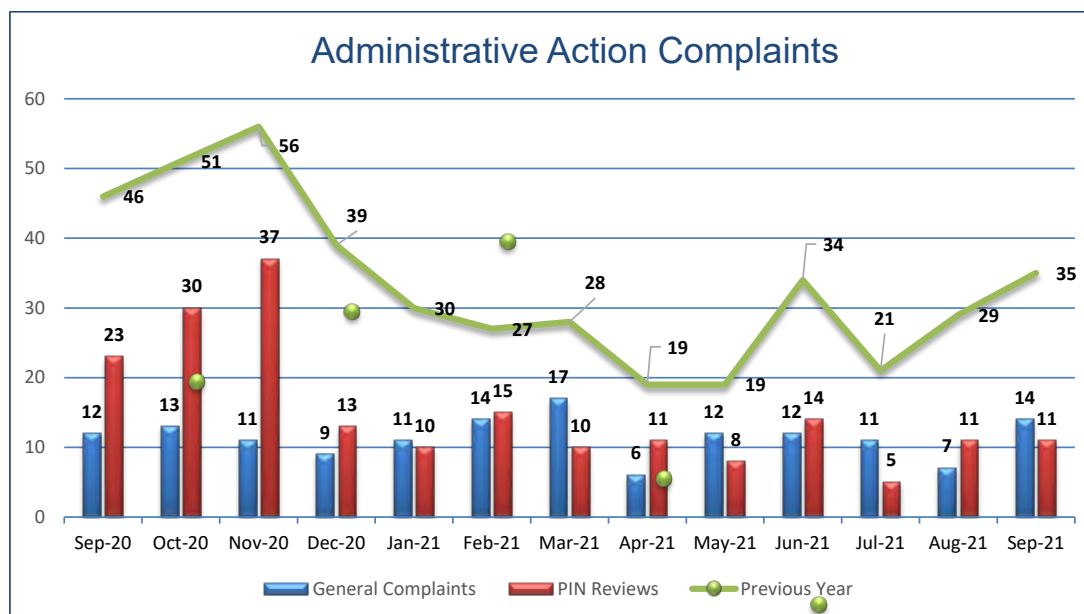
- Much like for Corporate Performance Planning and Reporting, leveraging the SharePoint online environment to better support administrative processes of the Enterprise Risk Management Framework has been realised this month in the lead up to quarterly reporting requirements.
- This month the Performance and Risk Team have had opportunity to commence planning for the review of business continuity arrangements. Next month will see a dedicated focus in this area.
- As mentioned above, the Policy, Planning and Risk Project (PPR) that will deliver improvements to MRCS Enterprise Risk Management Framework that continues this month as referenced in the Business Improvement section of this report.

10.4 Corporate Governance

Right to Information (RTI) Applications Processed in September 2021	Documents Requested	Status
No. 3 of 21/22	Information regarding complaints and notifications regarding a footpath in Malcolmson Street, North Mackay	
No. 5 of 21/22	A complete copy of property file for a property in Dozer Driver, Paget.	
No. 6 of 21/22	A copy of the investigation file regarding a barking dog complaint at Sarina.	





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



10.5 Fraud & Corruption Prevention

2021/22 Fraud and Corruption Prevention Plan Actions for September 2021		
Action No.	Action Description	Status
2.2	Documentation being prepared for the Fraud Risk Assessment for cash handling at Sarina Customer Service Centre.	✓

 In Progress
  Complete

10.6 Internal Audit

2021/22 Internal Audit Plan – Progress Update			
Sundry Debtor Management	✓	Information & Communications Technology (ICT)	⊖
Asset Accounting	⊖	Infrastructure Assets – Condition Assessment, Operations and Maintenance	✓
Asset Management	⊖	COVID Fraud impact Assessment	⊖
Design Services Operations	⊖	Human Resources	✓
The Audit Committee met on 27 September 2021.			
✓	Review has commenced and is in progress.	⊖	Review is awaiting commencement.
●	Review has been completed and has been/to be presented to the Audit Committee		



11. FINANCIAL SERVICES

11.1 Financial Compliance

Description	Timeframe
Manage capital and operational budgets to achieve the benchmark Local Government financial sustainability ratios, including the operating surplus, net financial liabilities, and asset sustainability ratios. Measure: Completion of Long-Term Financial Forecast including applicable ratios	✓
Provide relevant and useful information to Council, stakeholders and clients. Measure: Production of monthly strategic financial reports	✓
Provide relevant and useful information to Council, stakeholders and clients. Measure: Number of high-risk audit issues	✓

11.2 Key Activities

Activity	Comments	Timeframe
External Audit	<ul style="list-style-type: none"> Feedback on draft financial statements received from external audit – positive outcome and no amendments required. Queensland Audit Office draft audit report received - deficiency identified in 'Capital Works in Progress' and the associated control activities of timely capitalisation. Corrective action underway to resolve by end of financial year 	✓
Statutory Reporting	<ul style="list-style-type: none"> Audit Committee endorsed the CEO and Mayor to sign 2020/21 Financial Statements. 	✓
Comprehensive Revaluation – Water & Sewerage Business	<ul style="list-style-type: none"> Project Officer appointed and commencing 4 October 2021. Review of Project Plan underway to ensure any slippage in delivery of project is caught up and back on track prior to December 2021. Target delivery of final valuation report 31 March 2022. 	✗
Staff Matters	<ul style="list-style-type: none"> Staff vacancies continue to persist in junior roles. Recruitment underway for all vacancies. Currently 4 roles unfilled. Recruitment anticipated to be completed by mid-October. 	✓

 On Target
  Below Target

12. RECEIPT OF PETITIONS

Nil

13. TENDERS

Nil

14. CONSIDERATION OF NOTIFIED MOTIONS

Nil

15. PUBLIC PARTICIPATION

Nil

16. LATE BUSINESS

Cr Jones noted that there are over 700 delegates from across Queensland currently attending the 125th Local Government Association of Queensland Conference here in Mackay. Cr Jones offered her best wishes to retiring LGAQ CEO Greg Hallam and welcomed Alison Smith as incoming CEO. Cr Jones noted her appreciation of being able to network at the Conference and also, the economic boost it has provided to the Mackay Region. Cr Jones wished Cr Desley O'Grady from Gladstone, Cr Kylie Borne from Western Downs, Cr Jeff McDonald from Toowoomba, Cr Kerry Shine from Toowoomba and Cr Paul Antonio from Toowoomba and all delegates, safe travels as they return home.

Cr Bella advised that he had recently spoken to staff at Burdekin Shire Council during Safe Work Week on mental health resilience, coping strategies and supporting your mate. Cr Bella noted that Burdekin Council has good strategies in place, especially considering the difficulty they sometimes have in accessing services. Cr Bella advised that he had rarely come across a more engaged audience and he commended Burdekin Council for their hospitality and the initiatives they have in place to care for their staff.

17. CONFIDENTIAL REPORTS

THAT the meeting be closed to the public in accordance with the *Local Government Act 2009 (Section 275 (1) of the Local Government Regulation 2012)* to discuss matters relating to:-

Confidential Item	Reason for Meeting Closure
Item 17.1	(c) the Council's budget
Item 17.2	(c) the Council's budget

Moved Cr Green

Seconded Cr Bella

CARRIED

11:37 am - The meeting be closed to the public.

THAT the meeting be reopened to the public.

Moved Cr Mann

Seconded Cr Green

CARRIED

**17.1. DRAFT MINUTES - INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM
ADVISORY COMMITTEE MEETING - 13 SEPTEMBER AND 11 OCTOBER**

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget**.

Council Resolution ORD-2021-299

THAT the draft minutes of the Invest Mackay Events and Conference Attraction Program Advisory Committee meeting dated 13 September 2021 be received.
THAT the draft minutes of the Invest Mackay Events and Conference Attraction Program Advisory Committee meeting dated 11 October 2021 be received.

Moved Cr May

Seconded Cr Mann

CARRIED

**17.2. APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE
ATTRACTION PROGRAM - SEPTEMBER 2021**

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget**.

Council Resolution ORD-2021-300

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

Moved Cr Green

Seconded Cr Townsend

CARRIED

18. MEETING CLOSURE

Meeting closed at 11:41 am.

19. FOR INFORMATION ONLY

19.1. DEVELOPMENT APPLICATION INFORMATION - SEPTEMBER 2021

Nil

Development Applications Received

App No.	Code / Impact	Address	Applicant	Description	Officer
DA-1999-203/A	Code	41-45 Oak Street ANDERGROVE	Woolworths Group Limited	Change Application (Minor) (Replace Taxi Rank with a Parcel Pick Up) - Material Change of Use for the development of Shopping Centre and Reconfigure a lot into 2 lots Framework - S99-622 & R99-203	Daniel Walsh
DA-2002-27/B	Impact	1-33 Slater Avenue BLACKS BEACH	Paynters	Change Application (Minor) - Change to Approved Plans - Blacks Beach Tavern (previously Melaleuca Tavern) Material Change of Use - Impact Assessment - Melaleuca Tavern, Blacks Beach. Framework MCI02-27	Daniel Walsh
DA-2012-456/D	Code	49-57 Malcomson Street NORTH MACKAY	Giles Construction Group Pty Ltd	Extension of Currency Period (2 Years) - Combined Application - Material Change of Use - Undefined Use (Self-Storage Units - Extension) & Operational Works (Civil Works)	Josephine McCann
DA-2013-158/B	Code	261 Nebo Road WEST MACKAY	PK Murphy Pty Ltd and Rok Properties Pty Ltd	Extension of Currency Period (4 Years) - Multiple Dwelling Units (7)	Darryl Bibay
DA-2013-257/B	Code	L 241 Slater Avenue BLACKS BEACH	Hawkhaven Pty Ltd	Change Application (Minor) - 1 Urban Residential Lot into 3 Lots	Cherise Ayling
DA-2016-86/A	Code	34 Hamilton Street NORTH MACKAY	Kylie M Smith	Extension of Currency Period (12 months) - 1 Urban Residential Lot into 5 Lots	Josephine McCann
DA-2019-143/A	Code	L 637 Cameron Street MARIAN	Pointglen Developments Pty Ltd	Change Application (Minor) - Sub-Staging - Reconfiguration of a Lot - 2 Emerging Community and 1 Rural Lot into 49 Residential Lots (Nabilla Meadows - Stage 3) 2 Emerging Community and 1 Rural Lot into 49 Residential Lots (Nabilla Meadows - Stage 3)	Josephine McCann
DA-2021-152	Code	121 Apsley Way ANDERGROVE	Matthew A Irelandes and Natasha A Irelandes	Material Change of Use - Dwelling House	Darryl Bibay
DA-2021-153	Code	23377 Peak Downs Highway ETON	Paul McMartin and Deanne M McMartin	Dwelling House (Secondary Dwelling >60m2)	Emma Langford
DA-2021-154	Impact	29 Arana Drive RURAL VIEW	Stockwell Development Group Pty Ltd	Indoor sport and recreation, Low impact industry, Research and technology, Warehouse	Dennis O'Riely
DA-2021-155	Code	16 Tay Street SOUTH MACKAY	AAA Planning & Consultancy	Dwelling House (Local Heritage and Neighbourhood Character)	Emma Langford
DA-2021-156	Code	189 Shoal Point Road SHOAL POINT	Ajay Patel and Radha Patravali	Reconfiguration of a Lot - 1 Residential Lot into 14 Lots	Cherise Ayling
DA-2021-157	Code	43 Savannah Drive KINCHANT DAM	Brett K Pittaway and Samantha A Pittaway	Reconfiguration of a Lot - 1 Rural Residential Lot into 2 Lots	Cherise Ayling
DA-2021-158	Code	14 Admiral Drive DOLPHIN HEADS	Brendon J Botten and Kerrie L Lear	Dwelling House - Domestic Outbuilding	Emma Langford
DA-2021-159	Impact	66 Broad Street SARINA	Pearl Investments (Aust) Pty Ltd	Material Change of Use - Service Station	Cherise Ayling
DA-2021-160	Code	29 Arana Drive RURAL VIEW	Stockwell Development Group Pty Ltd	Preliminary Approval to vary the affect a Local Planning Instrument (Variation Request) to introduce the Mixed Use Land Use Development Code	Dennis O'Riely
DA-2021-161	Code	145 Archibald Street PAGET	Aurizon Property Pty Ltd	Reconfiguration of a Lot - 1 High Impact Industry Lot into 2 Lots	Cherise Ayling
DA-2021-162	Code	431 Dawlish Road SARINA	Daniel J Miles and Karissa R Miles	Intensive Animal Industry (Free Range Egg Farm)	Emma Langford
DA-2021-163	Code	28 Campbell Street SLADE POINT	Steppe Pty Ltd	Material Change of Use - Warehouse	Cherise Ayling
DA-2021-164	Code	2-4 Oxley Crescent ERAKALA	AAA Planning & Consultancy	Dwelling House (Domestic Shed) - Boundary Relaxation	Josephine McCann
DA-2021-165	Code	11 Rollinson Road FARLEIGH	DG & JE Anderson Family Trust	Reconfiguration of a Lot - 4 Lots into 3 Lots + Access Easement	Cherise Ayling

Development Applications Entering Decision Making Period

App No	Code / Impact	Address	Applicant	Description	Officer
DA-2021-109	Impact	2-16 Celeber Drive ANDERGROVE	Whitsunday Anglican School Ltd	Educational Establishment - Expansion "Resource, Science & Design Centre"	Emma Langford
DA-2021-113	Code	20 Rural View Drive RURAL VIEW	Grant D Allen	Reconfiguration of a lot 1 Rural Residential lot into 2	Josephine McCann
DA-2021-115	Code	2491 Marlborough-Sarina Road SARINA RANGE	Ross L Griffin	Boundary Realignment – 2 Rural Lots into 2 Lots	Emma Langford
DA-2021-123	Code	L 981 Rosewood Drive RURAL VIEW	Plantation Palms Properties Pty Ltd	1 Split Zone Lot (Emerging Community/Open Space) Lot into 37 Lots and 1 Balance Lot	Daniel Walsh
DA-2021-139	Code	54 Bonsons Scrub Road THE LEAP	AAA Planning & Consultancy	Dwelling House - conversion of a shed to a Dwelling House - (Extractive Resources and High Impact Activities Overlay)	Darryl Bibay
DA-2021-140	Code	33 Gurnnut Drive ALLIGATOR CREEK	AAA Planning & Consultancy	Domestic Outbuilding - Oversized	Darryl Bibay
DA-2021-143	Code	10 Austin Drive ETON	AAA Building Consultants	Dwelling House (Outbuilding) - Extractive Resources and High Impact Activity Overlay	Darryl Bibay
DA-2021-146	Code	41 Juliet Street SOUTH MACKAY	Jocelyn B Hoogland and Guus Hoogland	Reconfiguration of a Lot – 1 Medium Residential Lot into 2 Lots	Emma Langford
DA-2021-152	Code	121 Apsley Way ANDERGROVE	Matthew A Irelandes and Natasha A Irelandes	Material Change of Use - Dwelling House	Darryl Bibay
DA-2021-153	Code	23377 Peak Downs Highway ETON	Paul McMartin and Deanne M McMartin	Dwelling House (Secondary Dwelling >60m2)	Emma Langford
DA-2021-155	Code	16 Tay Street SOUTH MACKAY	AAA Planning & Consultancy	Dwelling House (Local Heritage and Neighbourhood Character)	Emma Langford
DA-2021-77	Impact	33 Arana Drive RURAL VIEW	Stockwell Development Group Pty Ltd	Material Change of Use - Childcare Centre and Reconfiguration of a Lot - Boundary realignment of 2 Low Impact Industry lots	Dennis O'Riely
DA-2021-82	Code	11 Conder Parade MIDGE POINT	Laguna Developments Pty Ltd and Mitchson Pty Ltd	Material Change of Use - Tourist Park (60 sites) and Reconfiguring a Lot 3 Rural Residential Lots into 3 Lots and Access Easements	Cherise Ayling
DA-2021-92	Code	14 Discovery Lane MOUNT PLEASANT	Peter M Batley	Showroom (extension)	Dennis O'Riely
DA-2021-92	Code	14 Discovery Lane MOUNT PLEASANT	Peter M Batley	Showroom (extension)	Dennis O'Riely

Development Applications Finalised

App No	Code / Impact	Address	Applicant	Description	Officer
Approved Subject to Conditions					
DA-2005-296/G	Code	L 1 Sugarshed Road ERAKALA	Sugar Shed Road Pty Ltd	Change Application (Minor) Combined Application for a Material Change of Use AND a Reconfiguration of 3 Lots to create 43 Park Residential Lots known as stage 4 and 5A of Settlers Rise Estate	Brogan Jones
DA-2011-159/C	Code	6 Jewell Street MACKAY	New Design Constructions Pty Ltd	Extension to Currency Period (6 Years) 55 Multiple Dwelling Units (comprising dual key units and/or single key units, up to a maximum of 107 tenancy units) plus Caretakers Residence and Ancillary Facilities	Daniel Walsh
DA-2012-334/C	Code	16-22 Centurion Drive PAGET	Ezy Vehicle Rentals	Change Application (Minor) From Material Change of Use - Vehicle Hire Premises to Material Change of Use - Outdoor Sales and Medium Impact Industry	Brogan Jones
DA-2013-19/B	Code	1 Gateway Drive PAGET	Pengelly Developments Pty Ltd	Change Application (Minor) General Industry (Bulk Equipment) change to Transport Depot	Josephine McCann
DA-2017-40/A	Code	77-87 Maggiolo Drive PAGET	Sentinel Growth Fund Pty Ltd	Request to Extension to Currency Period (4 Years) General Industry (Agricultural Supplies)	Leah Harris
DA-2020-162	Impact	23897 Peak Downs Highway ETON	Eton Transit Pty Ltd	Material Change of Use - Service Station Reconfiguring a Lot - 1 Rural Lot in to 2 Lots and Access Easement	Brogan Jones
DA-2020-210	Code	L 920 Boveys Road RICHMOND	Richmond Hills Estate Pty Ltd	Reconfiguration of 1 Lot into 108 Residential Lots, 2 Park Lots & Balance Lot - Richmond Hills Stages 8 – 13	Dennis O'RIely
DA-2021-106	Code	1000 Kuttatubul Mount Jukes Road MOUNT JUKES	Sabrina Rampi and Salvatore Cicchelli	Intensive Animal Industry	Emma Langford
DA-2021-110	Code	126 Moonlight Drive SARINA	Ebony J McNamara and Ashley J Man	Dwelling House - Side Boundary Setback for Domestic Outbuilding	Darryl Bibay
DA-2021-112	Code	2 Stony Creek Road ETON	AAA Planning & Consultancy	Domestic Outbuilding (Extractive Resources Overlay)	Darryl Bibay
DA-2021-117	Code	16 Nicholson Road BENHOLME	Gardec Pty Ltd	Boundary Realignment – 2 Rural Lots into 2 Lots	Leah Harris
DA-2021-119	Code	123 Homebush Road ROSELLA	Alexander S Hamilton	Boundary Realignment – 2 Rural Lots into 2 Lots	Josephine McCann
DA-2021-121	Code	5 Beaton Street WEST MACKAY	Leanne M Rankin and Gregory D Rankin	Dwelling House (Neighbourhood Character Overlay) - Open Carport	Emma Langford
DA-2021-125	Code	50 Fred George Road MIA MIA	Robert Redding and Jacqueline D Redding	Boundary Realignment - 2 Rural Lots into 2 Lots	Josephine McCann
DA-2021-135	Code	166 Bally Keel Road ALLIGATOR CREEK	Blair W Southward and Holly D Southward	Dwelling House (Domestic Outbuilding) >200m2 GFA	Daniel Walsh
DA-2021-141	Code	931 Grasstree Road SARINA BEACH	Aspen M Szeitzsam and Samantha J Szeitzsam	Dwelling house - Domestic Outbuilding exceeding 200m2	Daniel Walsh
DA-2021-59	Impact	86 Holts Road RICHMOND	Home Investment Consortium Company Pty Ltd	Material Change of Use - Food and drink outlet	Daniel Walsh
DA-2021-72	Code	26 Sneyd Street WEST MACKAY	Paul Sharrock	Material Change of Use - Multiple Dwelling (5 Dwelling Units)	Emma Langford
DA-2021-86	Code	34 Wentford Street MACKAY	Bryan Bedington	Material Change of Use - Multiple Dwelling (9 Dwelling Units)	Dennis O'RIely
DA-2021-88	Code	8 Erba Street PAGET	Justin D Peel and Cesa Investment Trust	Material Change of Use - Warehouse (Food Distribution Facility)	Emma Langford
DA-2021-91	Code	24450 Peak Downs Highway VICTORIA PLAINS	Strathdee Properties Pty Ltd	Reconfiguration of a Lot – 3 Rural Lots into 6 Rural Lots	Darryl Bibay
Relevant Period Extended					
DA-2012-334/B	Code	16-22 Centurion Drive PAGET	Ezy Vehicle Rentals	Extension to Relevant Period - Material Change of Use - Outdoor Sales and Medium Impact Industry	Brogan Jones
Negotiated Decision					
DA-2020-105	Code	L 1 Bruce Highway BAKERS CREEK	Southlink Industrial Pty Ltd	1 Industry Investigation Lot into 6 Lots and a Balance Lot	Darryl Bibay

Development Applications Finalised

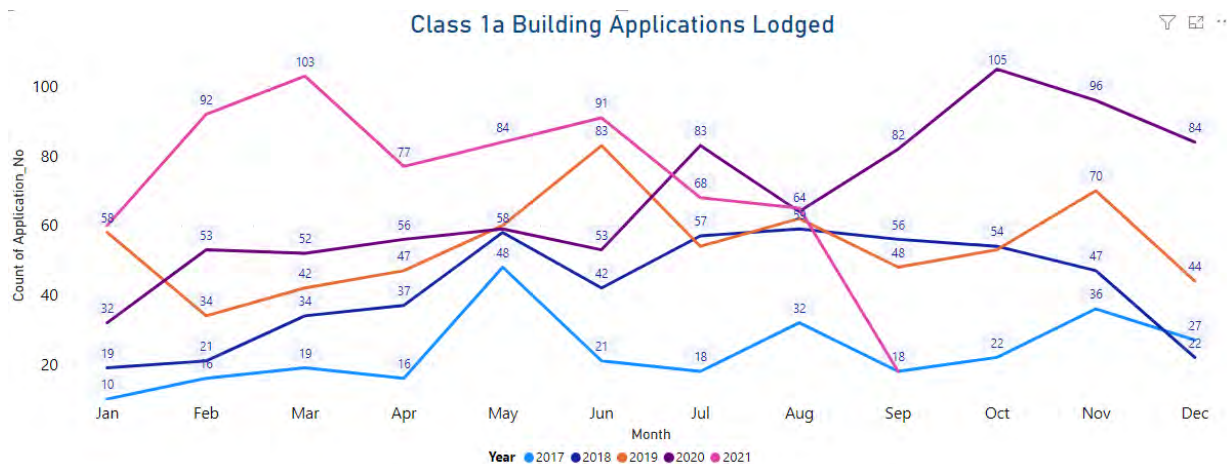
DA-2021-3	Code	26 Endeavour Street MACKAY	Cass Super Fund	Food Outlet Premises (Takeaway Shop)	Daniel Walsh
Approved in Part/Subject to Conditions					
DA-2020-111/A	Code	23 DoYLES Road BALNAGOWAN	Jane M Young and Robert M Young	Change Application (Minor) Dwelling House including Outbuilding (High Impact Activity Area)	Daniel Walsh
Application Withdrawn					
DA-2021-149	Code	78 George Street MACKAY	Suellen A Bagley	Material Change of Use - Dwelling house (Heritage and Neighbourhood Character Overlay)	Emma Langford
DA-2021-85	Code	240 McFauls Road MOUNT MARTIN	AAA Planning & Consultancy	Material Change of Use - Building Work - Boundary Setback for Dwelling	Emma Langford
Application Created in Error					
DA-2021-151		L 228 Marian-Eton Road MARIAN		Change Application (Minor) - Reconfiguration of a Lot - 2 Emerging Community and 1 Rural Lot into 49 Residential Lots (Nabilla Meadows - Stage 3).	

19.2. BUILDING WORKS STATISTICS - SEPTEMBER 2021

Nil

Class	Description	Total September 2021	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total September 2020	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	18	\$4,008,461	138	82	658
Class 1B	A boarding house, guest house, hostel or the like with a total area of all floors not exceeding 300m2, and where not more than 12 people reside, and is not located above or below another dwelling or another Class of building other than a private garage	0			0	1
Class 2	A building containing 2 or more sole-occupancy units each being a separate dwelling	0			1	3
Class 3	A residential building, other than a Class 1 or 2 building, which is a common place of long term or transient living for a number of unrelated persons. Example: boarding-house, hostel, backpackers accommodation or residential part of a hotel, motel, school or detention centre	0			0	1
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	0			3	10
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	5	\$780,000	72	6	55
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	1	\$0	0	3	18
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	0			1	16
Class 9A	A health care building, including those parts of the building set aside as a laboratory	0			0	0
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	0			2	14
Class 9C	An aged care building	0			0	0
Class 10A	A private garage, carport, shed or the like	46	\$1,426,311	69	86	752
Class 10B	A structure being a fence, mast, antenna, retaining or free standing wall, swimming pool or the like	12	\$490,850	16	18	186
Class 10C	A private bushfire shelter	0			4	0
Sundry	Demolition residential/commercial/industrial, class n/a, class s/s	0		N/A	1	5
Totals		82	\$6,705,622	294	207	1,719
Description		Total September 2021	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total September 2020	YTD
New building or structure		60	\$5,604,171	102	131	1,238
Change of building classification		0			1	4
Demolition		2	\$43,640	N/A	8	36

Repairs, alterations, additions	13	\$820,311	23	50	259
Swimming pool and/or pool fence	11	\$430,850	N/A	18	175
Relocation or removal	0			0	5
Totals	86	\$6,898,972	123	208	1,717



Confirmed on Wednesday 10 November 2021.

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MAYOR