# MINUTES

## Ordinary Meeting

**Held at the**
**Mackay Entertainment and Convention Centre**
**258 Alfred Street, Mackay**

**On Wednesday 14 April 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 and R J Seymour 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 C Jessup (Acting 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 Kavanagh (Acting Director - Organisational Services) and Mr M Sleeman (Manager - Corporate Communications & Marketing).

The meeting commenced at 10:00am.

## 2. OPENING PRAYER

Captain Steven Spencer from the Salvation Army led those present in Prayer.

## 3. ABSENT ON COUNCIL BUSINESS

Nil

## 4. APOLOGIES

Mayor Williamson noted that an apology had previously been recorded for Cr Townsend who is absent today.

**Council Resolution ORD-2021-89**

### 4.1 LEAVE OF ABSENCE - Cr Bonaventura

THAT Cr Bonaventura be granted leave of absence for the Meeting on 28 April 2021.

**Moved Cr Hassan** **Seconded Cr Green**

**CARRIED**

## 5. CONDOLENCES

Cr Englert advised that Dave Thicker, a serving SES Local Controller from the Bowen Unit, passed away on the weekend. Cr Englert advised that Mr Thicker had served in the State Emergency Service for 45 years as an operator, instructor and leader, and was a mentor and driver of change in making the service more adaptable to its ever changing roles. Cr Englert noted that Mr Thicker had either attended himself, or sent volunteers to every major incident in the Mackay Region and would be greatly missed by the SES community and the communities in which he served for the last 45 years. Cr Englert expressed condolences to Mr Thicker's family, friends and SES volunteers.

Mayor Williamson endorsed Cr Englert's condolences on behalf of Council.

Cr Bonaventura advised that Ken Hargreaves, founding member of the Habana and District Progress Association, passed away recently. Cr Bonaventura advised that Mr Hargreaves, during his time with the Association, worked with the Council of the day to achieve many improvements for the Habana area and always with the motto of consultation not confrontation. Cr Bonaventura noted that Mr Hargreaves was 95 at the time of his passing and had thoroughly enjoyed life at Habana. Cr Bonaventura asked that Council pass on condolences to Mr Hargreaves family.

Mayor Williamson endorsed Cr Bonaventura's condolences on behalf of Council.

Mayor Williamson advised that the Mackay Regional Council would join with the State of Queensland's official condolences, on the recent passing of Prince Philip, Duke of Edinburgh.

## 6. CONFLICT OF INTEREST

Nil

## 7. CONFIRMATION OF MINUTES

### 7.1. CONFIRMATION OF MINUTES - 24 MARCH 2021

**Council Resolution ORD-2021-90**

THAT the Ordinary Meeting Minutes dated 24 March 2021 be adopted.

**Moved Cr Mann** **Seconded Cr Bonaventura**

**CARRIED**

## 8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

Nil

## 9. MAYORAL MINUTES

Nil

## 10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

Nil

## 11. CORRESPONDENCE AND OFFICER'S REPORTS

### 11.1. OFFICE OF THE MAYOR AND CEO
### 11.1.1. THE OFFICE OF THE MAYOR AND CEO MONTHLY REVIEW REPORT - MARCH 2021

| | |
|---|---|
| **Author** | Chief Executive Officer (Michael Thomson) |
| **Responsible Officer** | Chief Executive Officer (Michael Thomson) |
| **File Reference** | DMRR |
| **Attachments** | 1. Report for Office of Mayor CE Os - Monthly Review - March 2021 [**11.1.1.1** - 24 pages] |

**Purpose**

To provide Council with the Office of the Mayor and Chief Executive Officer's Monthly Report for month of March 2021.

**Related Parties**

Nil

**Officer's Recommendation**

THAT the Office of the Mayor and Chief Executive Officers Monthly Report for March 2021 be received.

The CEO provided an overview and highlights of the Office of Mayor and CEO Monthly Review Report for March 2021.

The CEO noted that Gary Stevenson, CEO of Isaac Regional Council will shortly be moving away from the Region, and wished him well in his future endeavours.

May Williamson noted that the $25 million received in external funding would provide a boost to Council's capital works program.

**Council Resolution ORD-2021-91**

**THAT the Office of the Mayor and Chief Executive Officers Monthly Report for March 2021 be received.**

**Moved Cr May** **Seconded Cr Hassan**

Cr May highlighted several items from the report including the contractor safety arrangements, the completion of site safety inspections and monthly action plans over the last three months and the Council in Community (CIC) day held on April 7. Cr May advised that sites visited on the CIC day included the Mackay History Society, Crossroad Arts, the Priority Development Area, Mackay Community Visitors, Model Engineers and a meeting with Airport management. Cr May noted that the legal team have 279 current matters at a cost of approximately $515,000 however, in the Development Services section, there is only one planning and environment appeal, which indicates how well Council is working with industry. Cr May noted that Council had received external funding of $25 million, which if not obtained from external sources, would have to come from ratepayers. Cr May acknowledged retiring Isaac Regional Council CEO Gary Stevenson's lengthy contribution to Local Government and wished him well in his future endeavours.

**CARRIED**

# Office of Mayor and CEO

## Monthly Review

## Period - March 2021

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# OVERVIEW

This report is for the Office of the Mayor and CEO for March 2021.

- There was one (1) LTI for March from a fall at a Council library by a staff member. This brings Council's total LTI's to 9 for the year, with a total of 139 days to date. Whilst an improvement in comparison to 2019/20, this is at a level higher than years prior to 2019/20 and an area of continued focus.

- In continuation of our safety improvement journey, it was pleasing to note the formal commencement of the contractor safety management arrangements, putting a formal framework on safety aspects of contractor activities.

- Grant funding actually received by Council for the financial year has now passed $25M, and whilst not actually received yet the announcement of the next round of Works for Queensland being $9.99M over three (3) years was very much welcomed.

- Still addressing the applicable COVID restrictions, the CIC Day visit was another great opportunity to interact with local groups and inspection some key projects. The visits to Crossroads Arts, and Mackay Community Visitors Assoc in particular were a great insight into sectors of the community who are not often highlighted.

- It is noted that with the announcement of a new CEO for Isaac Regional Council, that Jeff Stewart-Harris will replace Gary Stevenson on the Greater Whitsunday Council of Mayors (GWCoM's) board. Whilst excited in welcoming Jeff as the new appointee, Gary's significant contribution to the close working relationship between the GWCoM's Councils is acknowledged and will be missed.

Michael Thomson
*Chief Executive Officer*

# SAFETY

## 1.1. Overview

Safety activities conducted during the quarter include:

- Formal commencement of the improved contractor safety management arrangements, which will result in improvements in incident management, contractor engagement, consistence of safety requirements between employees and contractors, formalised spot-checking regime.
- Changes to MRC's Safety Reporting System InControl commenced in January which will result in improved incident management and enable data to be collected for two new safety performance lead indicators: Percentage of incidents reported on-time is reported this quarter; reporting on the percentage of contractor spot-checks completed on-time will begin next quarter.
- Detailed ICAM investigations were completed for two high-risk incidents involving a mower fire and a near-miss incident in which intervention was required to prevent a contractor entering a potential hazardous confined space. These identifying appropriate corrective actions which will implementation to reduce future risks.
- A training program on Electrical Awareness, including surface and sub-surface hazards was delivered by Ergon and DBYD (Dial Before You Dig) to operational crews.
- Participated in several safety in design meetings for upcoming major works, including developing a risk register.
- Attendance by WHS Team member at the Local Government Workcare Safety Conference; an event aimed specifically at supporting Queensland local governments to improve safety outcomes for their worker and the community.
- Undertaking internal audits of construction site safety.
- MRC approach to safety was the subject of an external audit conducted as part our workers' compensation scheme mid-term review. Results will be known next month.
- Other activities include procedure reviews, safety observations and interactions, health and safety committee meetings, and pre-start meetings and toolbox talks.

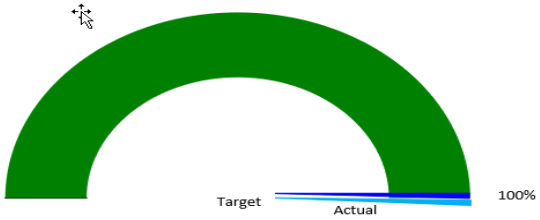
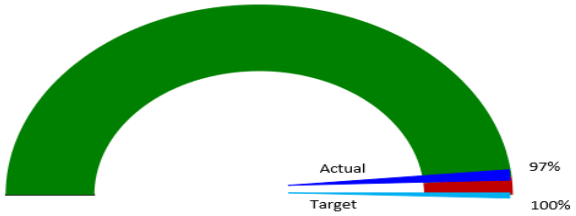
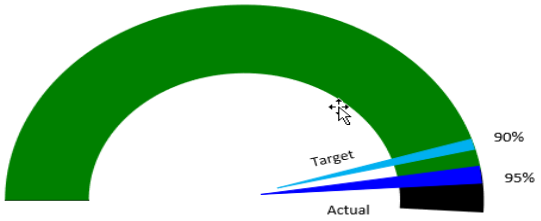
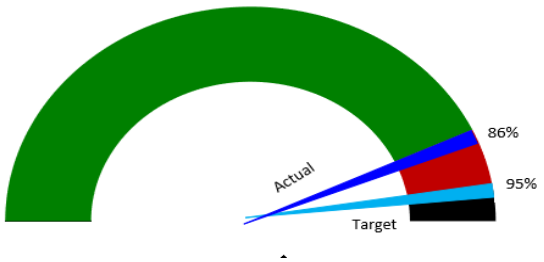
Our performance on our lead indicators was generally positive although more effort will continue to be applied to completing safety corrective actions on time.

- Four lost time injuries were recorded during the quarter:
- In January, a worker sustained burns to fingers / hand, when a fire broke out while refuelling a mower. Seven days were lost as the worker recovered.
- In February 2021, a worker suffered a mild concussion after they bumped their head on a closing door. One day was lost.
- In February 2021, a worker suffered a knee injury after stepping from vehicle that was parked on road edge on slightly sloping ground. Thirty-eight days have been lost as they receive treatment.
- In March 2021, a worker suffered a knee injury after they tripped and fell at a library. Eight days have been lost as they receive treatment.
- Data for this report is current up to March 31 2021.

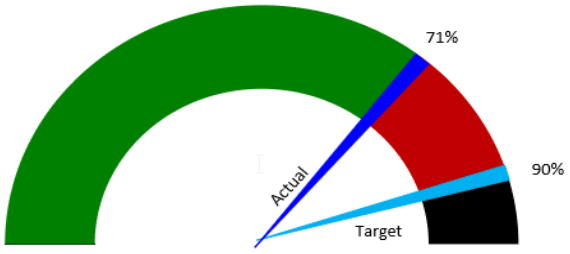
There is a glossary at the back of the report which explains terms and acronyms.

### 1.2. Lead Indicators

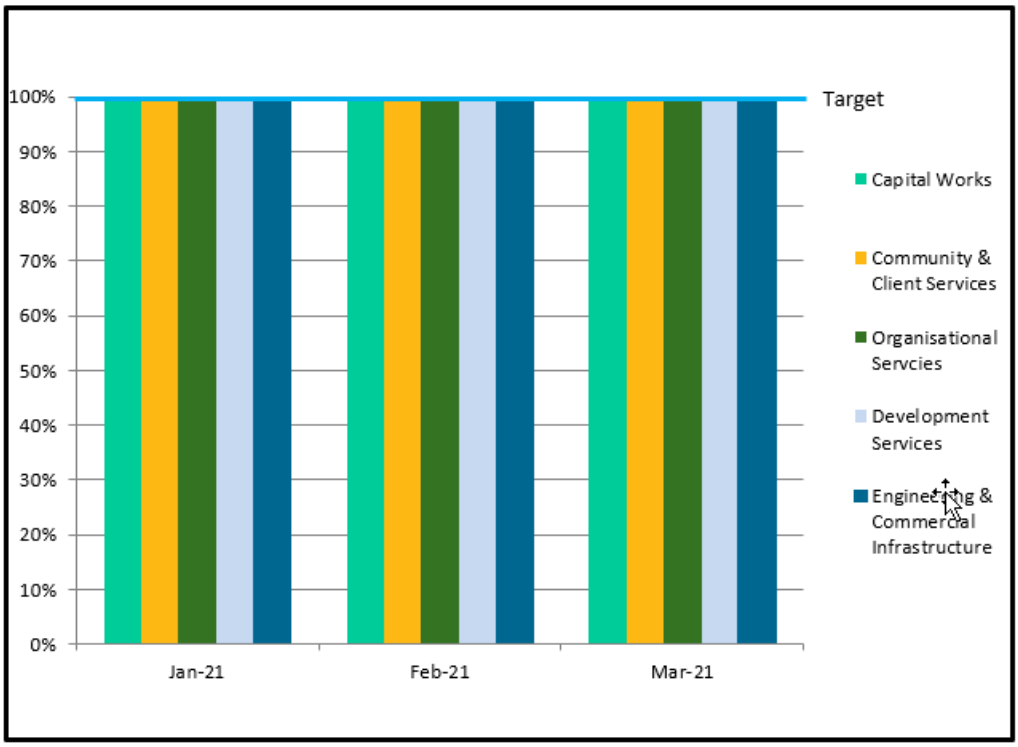
The program-specific data behind the graphs below is shown in section 2.4.

| | |
|---|---|
| Site Safety Inspections Completed | This graph shows the percentage of scheduled inspections completed on-time in the quarter.<br>At a department-level the results were:<br>Capital Works:100%<br>Community and Client Services: 100%<br>Development Services: 100%<br>Engineering and Commercial Infrastructure: 100%<br>Organisational Services: 100% |
|  | |
| Manager Safety Interactions Undertaken | This graph shows the percentage of members of the management team that have undertaken at least six safety interactions.<br>Whilst not recorded here, the layer of management below program managers are continuing to undertake safety interactions, with a target of three per quarter. |
|  | |
| Monthly Action Plan (MAP) Completed | This graph shows the percentage of MAP items completed in the quarter. |
|  | |
| Corrective Actions Completed on Time | Corrective actions are raised following an incident, site safety inspection, hazard report, or as an action from a WHS meeting.<br>Although short of our target, the 86% achievement is an improvement on last quarter's 84% and reflects a continuing focus on addressing actions in a timely manner. |
|  | |

| Incidents reported on Time | Our new notification process that took effect this quarter stipulates that MRC staff incidents should be reported within 30 minutes, and contractor incidents within 60 minutes of occurrence.<br>This is a new performance measure which commenced in January 21, so whilst the result is under-target it is an encouraging start.<br>Communication and awareness across MRC will continue, to ensure future achievement of the 90% target. |
|---|---|

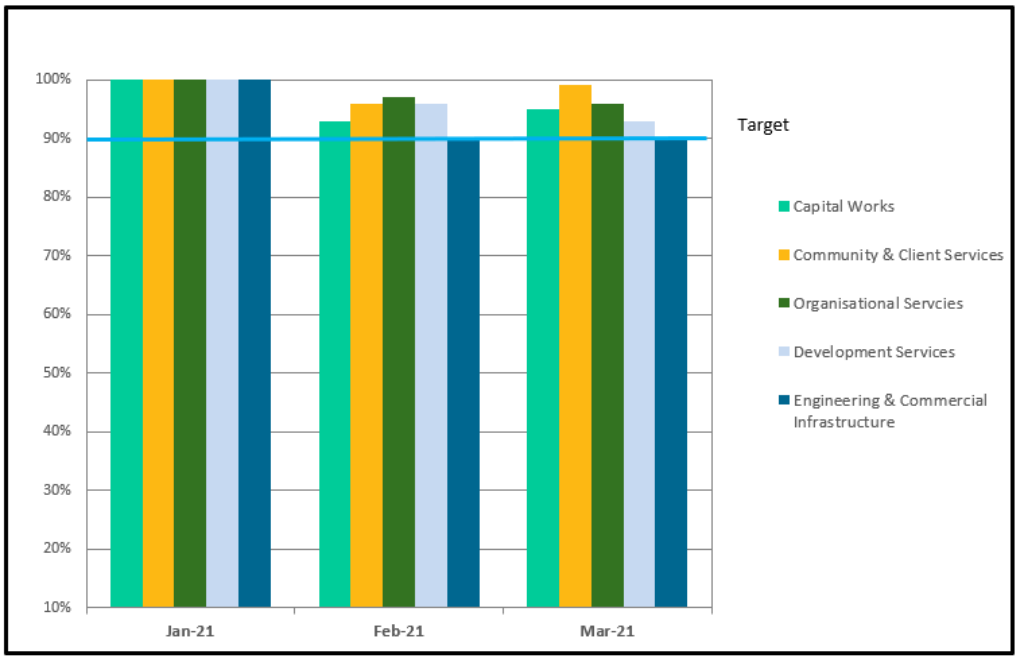



**Site Safety Inspections Completed**




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

**Monthly Action Plans Completed**



**Lead Indicators Break-up by Program**

Details for each Department and Program are shown in the table below.

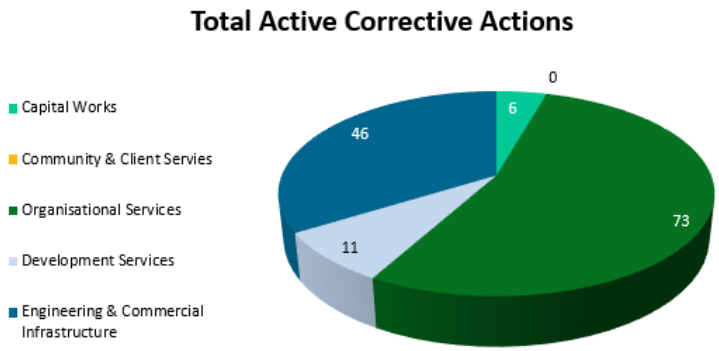
| Department / Program | | Site Safety Inspections | | | Manager Safety Interactions | | | Monthly Action Plan (MAP) | Corrective Actions | | Incidents reported on time | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | ¼ Actual | ¼ Target | % Achv'd | ¼ Actual | ¼ Target | % Achv'd | ¼ Achv'd | Total CA's Due | % of CA's actioned on time | Total # Reported | % reported on time |
| Capital Works | CW Management | | | | 6 | 6 | 100% | 100% | | | | |
| | Major Projects | | | | 7 | 6 | 100% | 87% | | | | |
| | Field Services | 2 | 2 | 100% | 6 | 6 | 100% | 100% | | | 2 | 0% |
| | Contract Services | | | | 7 | 6 | 100% | 98% | 4 | 100% | 2 | 0% |
| | Portfolio Management Office | | | | 5 | 3 | 100% | 100% | | | | |
| | Design Services | | | | 6 | 6 | 100% | 92% | 1 | 100% | | |
| | **Total** | 2 | 2 | 100% | 37 | 33 | | 96% | 5 | 100% | 4 | 0% |
| Community & Client Services | CCS Management | | | | 10 | 6 | 100% | 100% | 1 | 100% | | |
| | Corporate Comm | | | | 6 | 6 | 100% | 100% | | | | |
| | Community Lifestyle | 3 | 3 | 100% | 6 | 6 | 100% | 100% | 24 | 100% | 19 | 79% |
| | MECC & Events | 3 | 3 | 100% | 6 | 6 | 100% | 97% | 5 | 100% | 4 | 75% |
| | Emergency Management | | | | 3 | 3 | 100% | 100% | | | | |
| | Health & Regulatory Services | 3 | 3 | 100% | 6 | 6 | 100% | 93% | 5 | 100% | 1 | 100% |
| | **Total** | 9 | 9 | 100% | 37 | 33 | | 98% | 35 | 100% | 24 | 79% |
| Development Services | DEV Management | | | | 6 | 6 | 100% | 100% | | | | |
| | Development Engineering | | | | 6 | 6 | 100% | 93% | | | 1 | 100% |
| | Development Assessment | | | | 6 | 6 | 100% | 89% | | | | |
| | Parks | 33 | 33 | 100% | 6 | 6 | 100% | 100% | 16 | 75% | 32 | 84% |
| | Strategic Planning | | | | 7 | 6 | 100% | 100% | 1 | 100% | | |
| | Economic Development | 1 | 1 | 10% | 6 | 6 | 100% | 96% | 18 | 50% | 1 | 100% |
| | **Total** | 34 | 34 | 100% | 37 | 36 | | 96% | 35 | 63% | 34 | 85% |

Mackay REGIONAL COUNCIL

**Office of the Mayor and CEO**
Monthly Review > March 2021

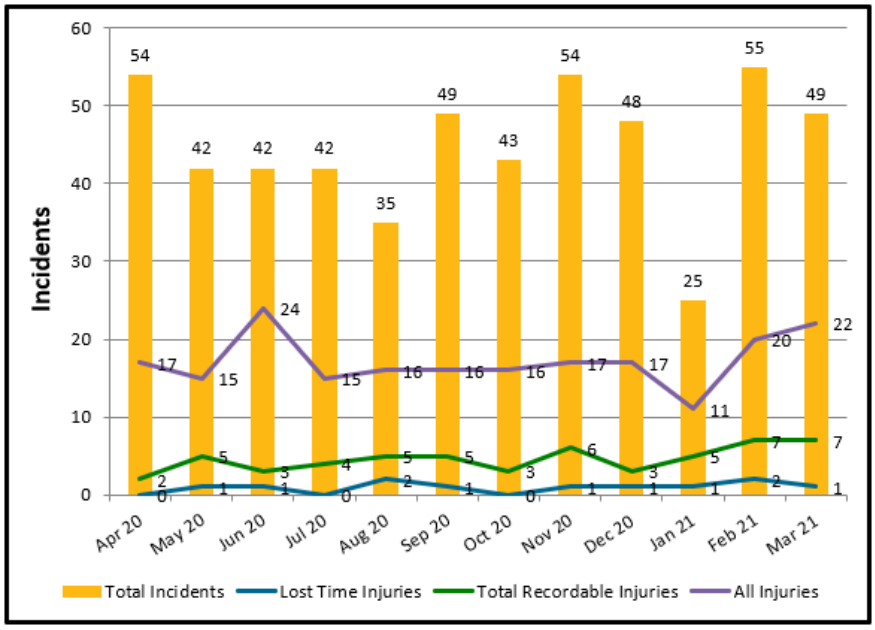
| Department / Program | | Site Safety Inspections | | | Manager Safety Interactions | | | Monthly Action Plan (MAP) | Corrective Actions | | Incidents reported on time | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | ¼ Actual | ¼ Target | % Achv'd | ¼ Actual | ¼ Target | % Achv'd | ¼ Achv'd | Total CA's due | % of CA's actioned on time | Total # reported | % reported on time |
| Engineering & Commercial Infrastructure | ECI Management | | | | 13 | 12 | 100% | 100% | | | | |
| | Transport & Drainage | | | | 6 | 6 | 100% | 100% | 2 | 100% | 2 | 50% |
| | Civil Operations | 12 | 12 | 100% | 6 | 6 | 100% | 99% | 24 | 96% | 27 | 81% |
| | Waste Services | 4 | 4 | 100% | 6 | 6 | 100% | 57% | 16 | 100% | 11 | 27% |
| | Water Network | 8 | 8 | 100% | 7 | 6 | 100% | 97% | 14 | 57% | 13 | 62% |
| | Water & Sewage | | | | 6 | 6 | 100% | 98% | | | | |
| | Water Treatment | 5 | 5 | 100% | 9 | 6 | 100% | 98% | 16 | 94% | 3 | 67% |
| | Assets | | | | 4 | 6 | 67% | 96% | | | | |
| | **Total** | 29 | 29 | 100% | 57 | 54 | | 93% | 72 | 89% | 56 | 64% |
| Organisational Services | ORG Management | | | | 6 | 6 | 100% | 100% | 1 | 100% | | |
| | Finance | | | | 6 | 6 | 100% | 100% | | | | |
| | Shared Services | | | | 7 | 6 | 100% | 93% | 2 | 50% | 3 | 33% |
| | Procurement & Plant | 4 | 4 | 100% | 6 | 6 | 100% | 99% | 24 | 96% | 3 | 100% |
| | Property Services | 11 | 11 | 100% | 5 | 5 | 100% | 100% | 126 | 83% | 4 | 75% |
| | Governance & Safety | | | | 6 | 6 | 100% | 94% | 28 | 100% | | |
| | People & Culture | | | | 10 | 6 | 100% | 100% | | | 1 | 0% |
| | Information Services | 1 | 1 | 100% | 6 | 6 | 100% | 92% | 2 | 100% | | |
| | Office of the Mayor & CEO | | | | 6 | 6 | 100% | 100% | | | | |
| | Executive Officer | | | | 6 | 6 | 100% | | | | | |
| | **Total** | 16 | 16 | 100% | 64 | 59 | 100% | 98% | 183 | 87% | 11 | 64% |

**Corrective Action Status Report**




| Department | Total CAs open | CAs Overdue | | | | | % of CA's Overdue |
|---|---|---|---|---|---|---|---|
| | | Total CAs Overdue | < 30 days overdue | 30 - 60 days overdue | 60-360 days overdue | > 12mths overdue | |
| Capital Works | 6 | 2 | 2 | 0 | 0 | 0 | 33% |
| Community & Client Services | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Organisational Services | 73 | 1 | 1 | 0 | 0 | 0 | 1% |
| Development Services | 11 | 8 | 1 | 2 | 1 | 0 | 73% |
| Engineering & Commercial Infrastructure | 46 | 5 | 0 | 0 | 0 | 0 | 11% |
| Mackay Regional Council | **136** | **16** | **4** | **2** | **1** | **0** | **12%** |

### 1.3 Incidents and Injuries



The following injuries to MRC employees were reported during March:

Lost time injury:

- Knee injury after a trip and fall at a library.

Medical treatment injuries / suitable duties injuries:

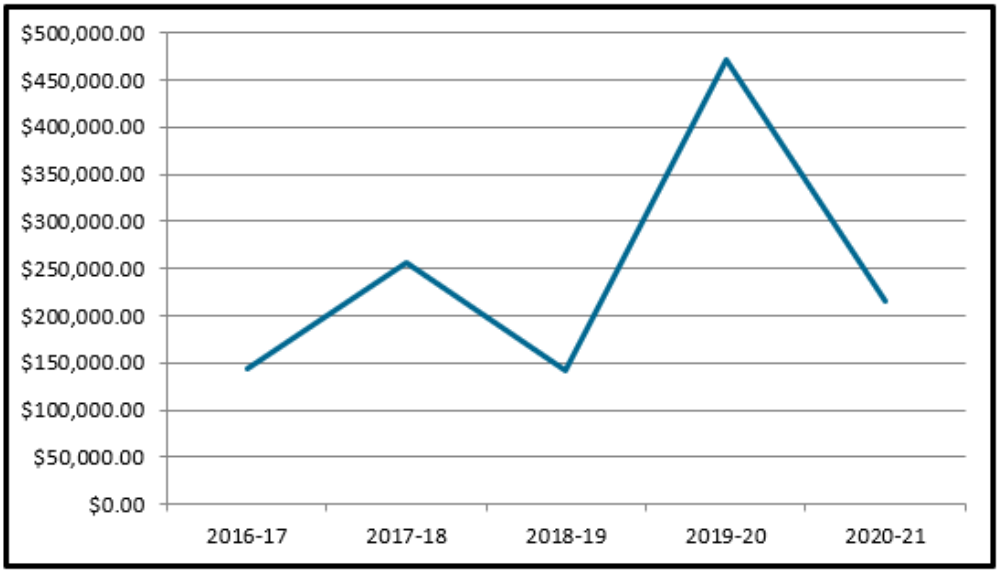
- Shoulder pain while operating a mower.
- Minor heat illness whilst whipper snipping.
- Felt pain in back after looking over shoulder while operating flail mower.
- Eye irritation after some dirt got in eye while replacing a water service.
- Unknow foreign object in eye.
- Back pain after shift.

First aid and non-treatment injuries:

- Three instances where library customers were verbally abusive towards staff members over the COVID-19 registration app.
- A library customer was verbally aggressive and then threw a bag of books at a staff member.
- Pain in arm after reaching out to grab an item that fell from a bench top.
- Ankle pain after tripping and falling while walking on pathway.
- Skin irritation after spider found on hand.
- Back pain while undertaking catering shift.
- Knee pain after stepping into unseen depression while whipper snipping.
- Wasp stings while trimming palm tree.
- Wrist pain while whipper snipping.
- Allergic rection (rash) after exposure to unknow item (possibly a vine).
- Ankle pain after stepping into depression unseen in long grass.
- Bruised shin from sledgehammer that glanced off a spike.
- Back pain while lifting a steel plate onto pump.

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

**Workers Compensation Claims Costs**

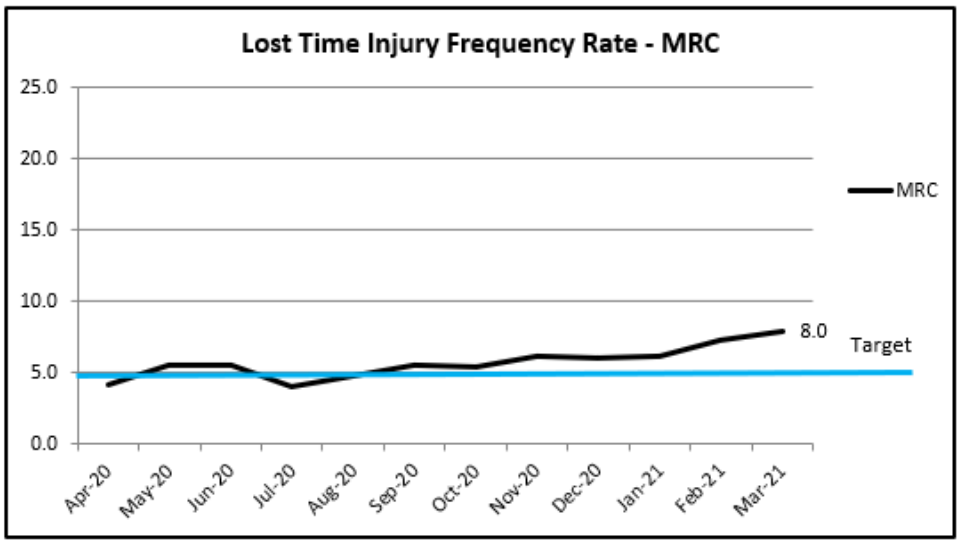


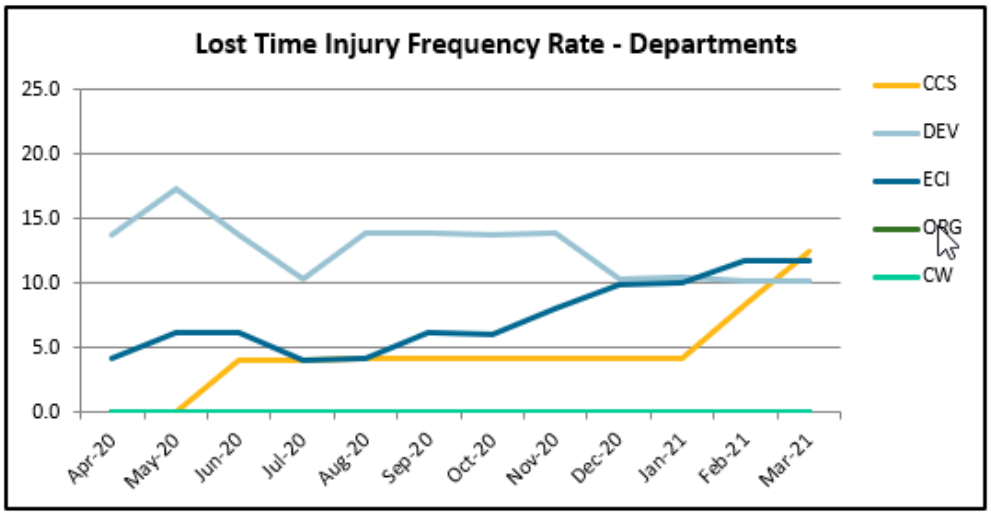

This graph depicts the total worker's compensation claim costs over five years.

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

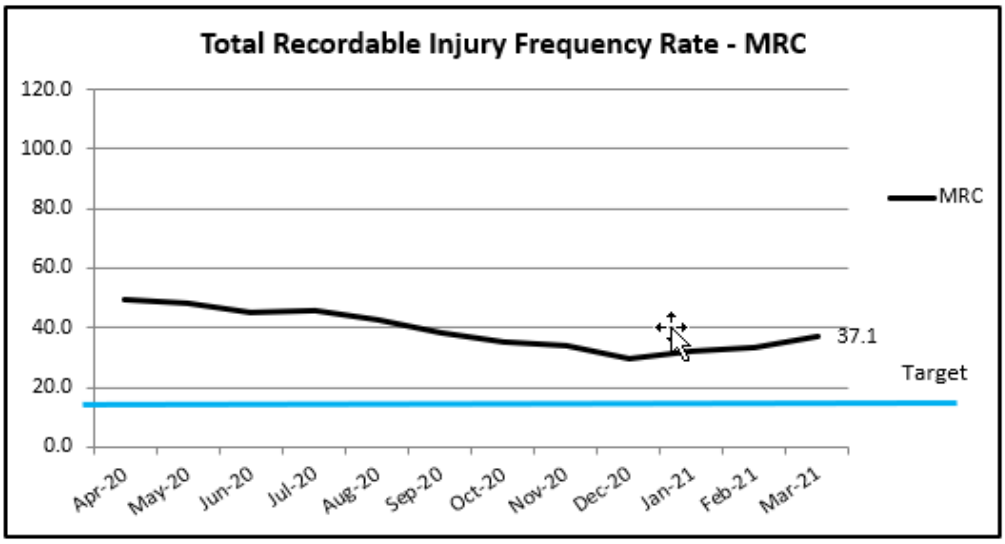
The costs of claims are a factor in determine MRC's workers compensation premium.

**Injury Frequency Rates 12 month rolling average**





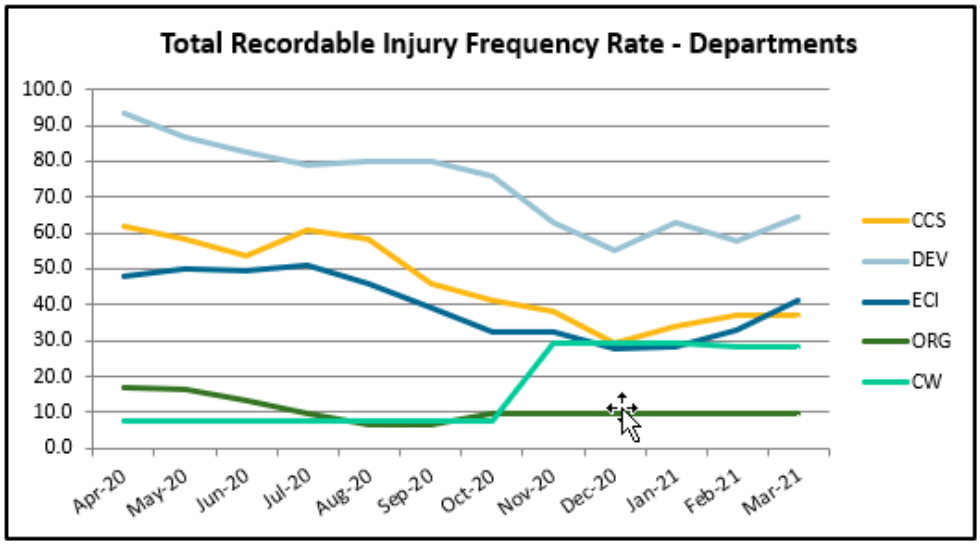

**Total Recordable Injury Frequency rate**



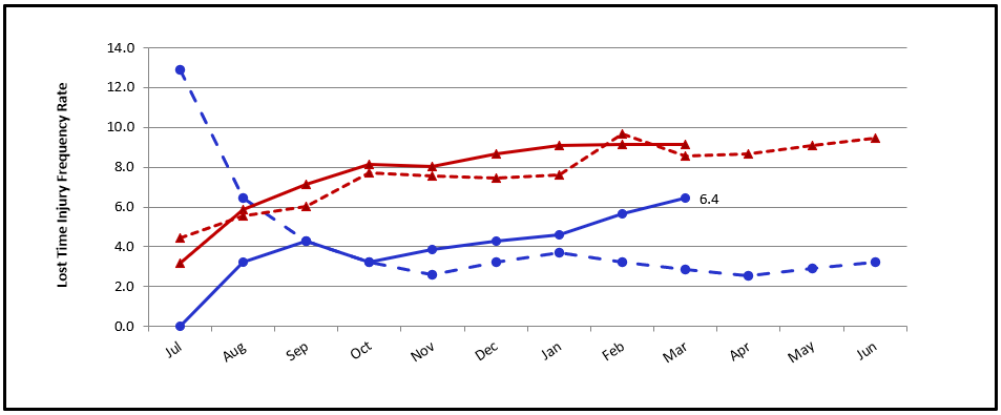

Detailed analysis is undertaken to identify ways to reduce the number of injuries requiring medical treatment.

Most of the injuries involve 'muscular stress'. Areas of focus include: pre-employment checks; new employee inductions; fitness for work; hazardous manual task identification & management; and improved incident investigation.

Further analysis will be undertaken to evaluate the effectiveness of interventions and to identify other measures to reduce incidents and injuries.




**Lost Time Injury Frequency Rate Comparison**




**Legend**

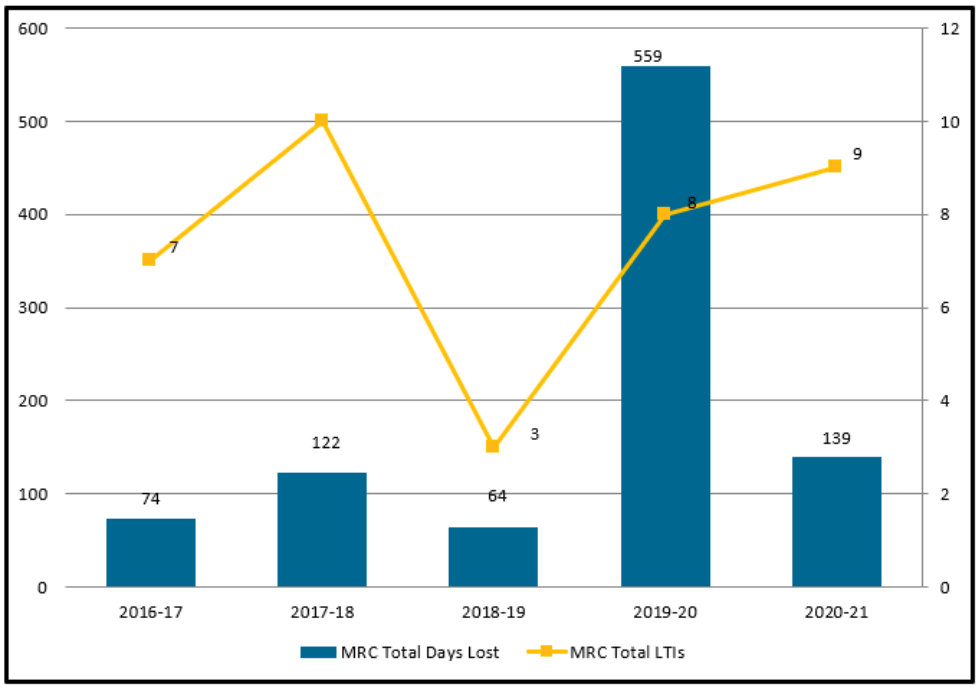
| | | |
|---|---|---|
| MRC | This year | |
| | Last year | |

| | | |
|---|---|---|
| All Group E Councils | This year | |
| | Last year | |

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

MRC has recorded nine LTIs. This has resulted in a LTI frequency rate of 6.4, which is below the *All Group E Councils* rate.

**Lost Time Injuries and Days Lost**




| Department | 2016-17 | | 2017-18 | | 2018-19 | | 2019-20 | | 2020-21 | |
|---|---|---|---|---|---|---|---|---|---|---|
| | LTI | Days Lost | LTI | Days Lost | LTI | Days Lost | LTI | Days Lost | LTI | Days Lost |
| Capital Works | | | | | | | | | | |
| Community & Client Services | 3 | 6 | 1 | 1 | 1 | 18 | 1 | 3 | 2 | 9 |
| Organisational Services | | | 2 | 25 | | | | | | |
| Development Services | 3 | 55 | 1 | 13 | 1 | 33 | 4 | 154 | 2 | 23 |
| Engineering & Commercial Infrastructure | 1 | 13 | 6 | 83 | 1 | 13 | 3 | 402 | 5 | 107 |
| **Mackay Regional Council** | **7** | **74** | **10** | **122** | **3** | **64** | **8** | **559** | **9** | **139** |

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

- In August 2020, an upper arm and shoulder injury was sustained after arm was over extended after minor fall from same level. Eleven days were lost whilst the person recovered.
- In August 2020, a worker injured their shoulder while operating a pole saw. To support a full recovery, surgery was required and was undertaken in March 2021. Sixteen days have been lost as they receive treatment.
- In September 2020, a lower back injury was sustained whilst operating a roller. One day was lost.
- In November 2020, a worker injured their knee after tipping a mower. Fifty five days were lost whilst the person recovered.

- In December 2020, a worker suffered a knee strain while loading a tyre into ute tray. Two days were lost in January as they received treatment.
- In January, a worker sustained burns to fingers / hand, when a fire broke out while refuelling a mower. Seven days were lost as the worker recovered.
- In February 2021, a worker suffered a mild concussion after they bumped their head on a closing door. One day was lost.
- In February 2021, a worker suffered a knee injury after stepping from vehicle that was parked on road edge on slightly sloping ground. Thirty-eight days have been lost as they receive treatment.
- In March 2021, a worker suffered a knee injury after they tripped and fell at a library. Eight days have been lost as they receive treatment.

Mackay REGIONAL COUNCIL

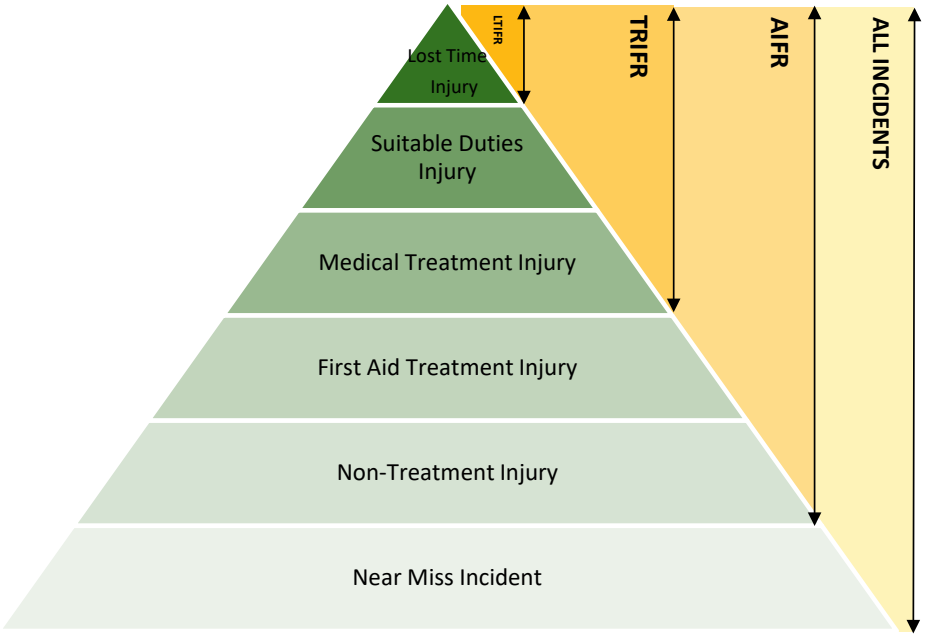
**Office of the Mayor and CEO**
Monthly Review > March 2021

## WHS Incident Summary

| Department / Program | | Incident Data (2nd Quarter) | | | | | | | Incident History 2020-21 financial year (YTD) | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | LTI | TRI | All Injury | Near Miss | AD | NSM | Total Incidents | LTI | TRI | All Injury | Near Miss | AD | NSM | Total Incidents |
| Capital Works | CW Management | | | | | | | | | | | | | | |
| | Major Projects | | | | | | | | | | | | 1 | 1 | 2 |
| | Field Services | | | | | 1 | 1 | 2 | | 5 | 5 | | 4 | 3 | 12 |
| | Contract Services | | | | | | 2 | 2 | | | | 1 | | 11 | 12 |
| | Portfolio Management | | | | | | | | | | | | | | |
| | Design Services | | | | | | | | | | | | 2 | | 2 |
| | **Total** | | | | | 1 | 3 | 4 | | 5 | 5 | 1 | 7 | 15 | 28 |
| Community & Client Services | CCS Management | | | | | | | | | | | | | | |
| | Corporate Comm. | | | | | | | | | | | | | | |
| | Community Lifestyle | 1 | 2 | 10 | 1 | 1 | 7 | 19 | 1 | 3 | 21 | 6 | 5 | 25 | 57 |
| | MECC & Events | 1 | 1 | 3 | | | 1 | 4 | 1 | 1 | 6 | | | 3 | 9 |
| | Emergency Manag. | | | | | | | | | | | | 1 | | 1 |
| | Health & Reg | | | | | 1 | | 1 | | 4 | 5 | 1 | 6 | | 12 |
| | **Total** | 2 | 3 | 13 | 1 | 2 | 8 | 24 | 2 | 8 | 32 | 7 | 12 | 28 | 79 |
| Development Services | DEV Management | | | | | | | | | | 1 | | | | 1 |
| | Development Eng | | | | 1 | | | 1 | | | | 2 | | | 2 |
| | Development Ass | | | | | | | | | | | | | | |
| | Parks, | 1 | 7 | 18 | 4 | 8 | 2 | 32 | 2 | 12 | 46 | 9 | 29 | 4 | 88 |
| | Strategic Planning | | | | | | | | | 1 | 1 | | | | 1 |
| | Economic Dev | | | | | | 1 | 1 | | | | 1 | | 1 | 2 |
| | **Total** | 1 | 7 | 18 | 5 | 8 | 3 | 34 | 2 | 13 | 48 | 12 | 29 | 5 | 94 |
| 1Engineering & Commercial Infrastructure | ECI Management | | | | | | | | | | | | | | |
| | Tran Drain Infra Plng | | | 1 | | | 1 | 2 | | | 2 | | | 1 | 3 |
| | Civil Operations | 1 | 4 | 11 | 1 | 11 | 4 | 27 | 5 | 13 | 37 | 5 | 32 | 5 | 79 |
| | Waste Services | | | | | 1 | 10 | 11 | | | | 2 | 1 | 34 | 37 |
| | Water Network | | 5 | 8 | 1 | 4 | | 13 | | 5 | 11 | 1 | 5 | 1 | 18 |
| | Water & Sew Infra Pl | | | | | | | | | | | | | | |
| | Water Treatment | | | 1 | | 1 | 1 | 3 | | | 1 | 1 | 2 | 1 | 5 |
| | Assets Management | | | | | | | | | | | | | | |
| | **Total** | 1 | 9 | 21 | 2 | 17 | 16 | 56 | 5 | 18 | 51 | 9 | 40 | 42 | 142 |
| Organisational Services | ORG Management | | | | | | | | | | | | | | |
| | Financial Services | | | | | | | | | | | | | | |
| | Shared Services | | | 1 | 2 | | | 3 | | | 6 | 3 | | | 9 |
| | Procurement & Plant | | | | | 2 | 1 | 3 | | 2 | 3 | | 1 | 1 | 7 |
| | Property Services | | | | | | 4 | 4 | | | | 3 | 4 | 29 | 34 |
| | Governance & Safety | | | | | | | | | | 3 | | | | 3 |
| | People & Culture | | | | 1 | | | 1 | | | 1 | 1 | | | 2 |
| | Information Services | | | | | | | | | | 1 | | | | 1 |
| | Office of the Mayor & CEO | | | | | | | | | | | 1 | | | 1 |
| | **Total** | | | 1 | 3 | 2 | 5 | 11 | | 2 | 14 | 8 | 5 | 30 | 57 |

### 1.4 Definitions

## Incident Hierarchy




## Incident Definitions

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

# KEY INITIATIVES

## 2.1. Summary of key projects and initiatives

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

**Councillor Activities**

Council in Community

Planning for the April Council in Community day was undertaken, with the visits centred on the Northern Mackay area and undertaken on Wednesday 7 April 2021.

The following were included in site visits –

- ✓ Mackay Family History Society
- ✓ Crossroads Arts
- ✓ Inspection of CBD footpath upgrades
- ✓ Mackay Waterfront PDA project sites
- ✓ Update from Mackay Airport
- ✓ Mackay Community Visitors Assoc
- ✓ Mackay Society of Model Engineers

Mackay Family History Society, accommodated in Council's Old Town Hall building, were very keen to show Councillors the vast amount of work and resources they have and explain the large amount of requests they have where they are able to assist people in tracing family connections.

Crossroads Art was a great insight into the work done providing inclusive arts experiences. It was also an opportunity to review some of the associated art, and productions.

Mackay Community Visitors Association was an eye-opener for attendees getting an understanding of the number of members of our community who regularly require assistance, whether transport, home visitations and assistance, or volunteers visiting aged care facilities.

The visit to Mackay Society of Model Engineers at Muller Park Ooralea was a follow-up to a previous CIC Day visit in June 2019. A highlight being that in 2019 it was identified that some projects were needed and assistance with funding applications required, with the most recent visit seeing such projects come to life, being a new storage shed funded by Council under Community Grants, and roof replacement and painting works to the Station building funded by the Gambling Community Benefit Fund.

*Photo 1: Group photo with Committee from the Mackay Society of Model Engineers, Muller Park, Ooralea*

*Photo 2: Receiving an update from Alison Richardson, Artistic Director and CEO, Crossroads Arts, Wood St*

*Photo 3: Council being briefed on operations y the Committee of the Mackay Family History Society, Old Town Hall, Sydney St*

Meetings/Briefings

For the month of March (April CIC Day), the following Council meetings/briefings were co-ordinated:

- Council in Community Day – 7 April
- Ordinary Council meetings 10 and 24 March
- Briefing Days – 10, 17 and 24 March

Meetings have been held back in the Council Chambers since January 2021 under a COVID safe plan. There is currently a restriction limit to five (5) attendees who have pre-registered. On 24 March 2021 there were five (5) registered members of the public.

Live streaming of Council meetings however continues to ensure public access, despite technical issues being experienced for the meeting of 7 April where imagery was problematic.

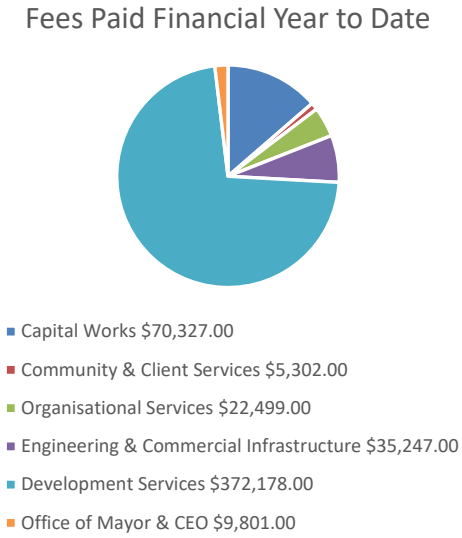
Details of Council meeting minutes, and recorded live streaming, are all available on Council's website.

**Legal Services**

Legal Services is currently working on 279 Matters spread across all Directorates as follows:

| Directorate | Matter Type | No. | No. |
|---|---|---|---|
| Capital Works | Disputes/Litigation | 2 | 26 |
| | Drafting/Reviewing | 3 | |
| | General Advice | 6 | |
| | Land Acquisition | 9 | |
| | Land Tenure | 2 | |
| | Native Title | 4 | |
| CCS | Disputes/Litigation | 2 | 44 |
| | Drafting/Reviewing | 6 | |
| | Regulatory Compliance & Enforcement (particularly Warrants for overgrown properties and dangerous dogs) | 24<br>1 | |
| | Leasing/Licencing | | |
| | General Advice | 11 | |
| Development Services | Disputes/Litigation | 3 | 42 |
| | Infrastructure Agreements | 8 | |
| | P&E Appeals | 1 | |
| | General Advice | 17 | |
| | Land Acquisition/Disposal | 2 | |
| | Drafting/Reviewing | 10 | |
| | Regulatory Compliance & Enforcement | 1 | |
| ECI | Land Acquisition | 12 | 50 |
| | Disputes/Litigation | 4 | |
| | General Advice | 12 | |
| | Drafting/Reviewing | 17 | |
| | Land Tenure | 3 | |
| | Native Title | 2 | |
| OM&CEO | Land Acquisition/Conveyancing | 4 | 26 |
| | Disputes/Litigation | 4 | |
| | General | 17 | |
| | Regulatory Compliance & Enforcement | 1 | |
| Organisational Services | Disputes/Litigation | 10 | 91 |
| | General Advice | 28 | |
| | Drafting Reviewing | 16 | |
| | Land Acquisition | 2 | |
| | Leasing/Licensing | 33 | |
| | Native Title | 1 | |
| | Land Tenure | 1 | |
| TOTAL CURRENT MATTERS | | | 279 |

Total external legal fees and outlays paid for the financial year to date are $515,354.00 broken down by Directorate as follows:




**External Grant Funding**

2020/21 external funding monies for 2020/21 year to date to 31 March 2021 being actually received by payments to Council is $25,189,293.07.

The major components received in March being:

- Local Roads & Community Infrastructure Phase 2 (Federal funding) - $2,186,862.00
- Queensland Reconstruction Authority – REPA (Dalrymple Rd, Boundary Rd, Gravel Road's & Minor Works) - $1,209,361.36
- Queensland Reconstruction Authority – Flood Camera Network - $50,985.00
- State Library of Queensland – Quarterly funding - $139,770.50
- Department of Transport & Main Roads – Transport & Infrastructure Development Scheme (TIDS) $135,016.73
- Department of Infrastructure. Transport, Regional Development & Communications - Roads to Recovery - $1,239,926.00

Funding applications successful during March include –

- Works for Queensland Round 4 - $9,990,000.00
- Department of Transport & Main Roads – Bike Riding Encouragement Program (BREP) - $18,500.00

**2.2 NQ & FNQ Monsoon Trough Update - Road Restoration Works**

Recent wet weather delayed the linemarking of the completed roadworks of the Dalrymple Road Landslip project. This now should be completed by mid-April.

# GREATER WHITSUNDAY COUNCILS OF MAYORS (GWCoM'S)

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

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

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

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

The last CEO's Group meeting was held 19 March 2021.

Mayor Andrew Willcox as Chair, and David McKendry as GWCoM's Executive, were to attend the LGAQ ROC (Regional Organisation of Councils) Assembly in Townsville on 30 and 31 March 2021, however due to COVID restrictions over the period travel from Brisbane for attendees wasn't possible meaning that the event was conducted virtually over the two days.

Gary Stevenson has advised he will be stepping down from the GWCoM's with Isaac Regional Council naming his replacement CEO as Jeff Stewart-Harris, who will become the new Director on GWCoM's.

The latest GWCoM's meeting was held on 26 February 2021, in Moranbah, and attended by all Mayors and CEO's.

The meetings are held bi-monthly with the next GWCoM's meeting is Thursday 22 April 2021 in Mackay.

## 11.1.2. COUNCILLOR REPORT - ATTENDANCE AT THE LGAQ WASTE FORUM - 15-16 FEBRUARY 2021

| | |
|---|---|
| **Author** | Executive Support Officer (Pam Jaenke) |
| **Responsible Officer** | Executive Officer (David McKendry) |
| **File Reference** | Councillor Conferences & Training |
| **Attachments** | 1. LGAQ Waste Forum Report [**11.1.2.1** - 9 pages] |

**Purpose**

To present to Council information and outcomes resulting from attendance at the Local Government Association of Queensland (LGAQ) Waste Forum by Cr Belinda Hassan in Brisbane on 15 – 16 February 2021.

**Corporate Plan Linkage**

Recycling and Reuse – Increase recycling and reuse by diverting waste from landfill and raising community awareness, in order to reduce the costs of providing waste services, gain the economic advantages of producing material for reuse, and reducing the impact on the environment.

Waste Services – Maintain and improve Council's waste facilities and services by adopting improved practices and service delivery.

**Background/Discussion**

Council at its meeting on 10 February 2021 authorised the attendance of Cr Belinda Hassan at the LGAQ Waste Forum.

Attached are details as presented by Cr Hassan as a result of her attendance at this Forum.

**Conclusion**

It was considered important that Cr Hassan attend the LGAQ Waste Forum as she represents Council on the Local Authorities Waste Management Advisory Committee (LAWMAC) and the Infrastructure Recovery Sub-Group.

**Officer's Recommendation**

THAT Council receives the report regarding the LGAQ Waste Forum.

**Council Resolution ORD-2021-92**

**THAT Council receives the report regarding the LGAQ Waste Forum.**

**Moved Cr Hassan** **Seconded Cr Jones**

Cr Hassan noted that it had been very difficult to condense all the information she gathered from attending the Waste Forum into the report, advised that she had found the Forum extremely informative and felt there were opportunities for Mackay Regional Council to collaborate with other Councils. Cr Hassan thanked Council for allowing her the opportunity to attend the Forum.

Cr Jones noted that prior to expressing interest in attending conferences, Councillors research the benefits of the conference to Council and the community and as Council's representative on LAWMAC, Cr Hassan has a keen interest in waste management. Cr Jones applauded and appreciated the detail Cr Hassan put in the report to Council and noted items of interest such as the extension to the containers for change program, tyre dumping, organic waste, recycling and waste reduction. Cr Jones noted that she would follow up with Cr Hassan on these matters and believes there should be more focus on the avoidance of creating waste.

Cr Bonaventura thanked Cr Hassan for her comprehensive report noting in particular, the interesting community engagement and media methods suggested. Cr Bonaventura advised that he would be happy to work with Cr Hassan on initiatives to improve Council's own waste management.

Cr Bella thanked Cr Hassan for her report and noted the 40% increase in illegal dumping across the State with farms and bushland often the recipients of this rubbish. Cr Bella expressed concern that half of all used tyres recycled are shipped overseas for recycling and felt this was an area that needed further study. Cr Bella also noted that while organic waste is popular, it can be problematic due to weed issues and believed there needs to be more emphasis on reducing product wastage on farms, which occurs because of rejection of the product, for various reasons, by supermarkets.

**CARRIED**

The Local Government Association of Queensland's (LGAQ) Waste Forum – *Learning the curve: Getting up to speed in the circular economy*, took place on 15th and 16th February 2021, in the Queen's Ballroom at Hilton Brisbane.

There was an opportunity to hear first-hand from the new Minister for Environment and The Great Barrier Reef and Minister for Science and Youth Affairs, Honourable Meaghan Scanlon MP, who presented at the forum dinner on the evening of day one.

On day two, Matthew Ryan, Assistant Secretary, Waste Action Plan and Modernisation Branch from the Department of Agriculture, Water and Environment, spoke about national priorities including waste export bans and the National Waste Policy Action Plan.

The event also presented relevant industry updates and discussion topics, including:

- Queensland waste reform and funding programs
- Organics planning and recycled content in roads
- Waste education and awareness
- National, state and local government waste priorities

**FORUM PRESENTATIONS:**

**Day One**

*Topic – Queensland Waste and Resource Recovery Agenda*
*Presenters – Karen Hussey (Deputy Director-General, Department of Environment and Science) and Rob Lawrence (Deputy Director-General, DES)*

Karen provided an overview of the Office of Resource Recovery, which aims to: move Queensland towards a zero waste society; maximise resource recovery; encourage faster development of a circular economy; create economic opportunity to invest in regional manufacturing; and lead to environment, social and economic outcomes.

Highlighted achievements of the ORR:

- Queensland Waste Levy implementation – the waste levy was implemented to reduce waste to landfill. Since its inception, a 65% reduction in waste to landfill has been achieved.
- Container Refund Scheme – 3.5 billion containers have been recycled, with $275 million refunded to participants.
- Queensland Plastic Pollution Reduction Plan and associated initiatives
- Strategic policy initiatives and grants

Key Priorities for the next 18 months:

- Single use plastics ban – this legislation has since been passed by Parliament on 15th March 2021, with the ban implemented from 1st September 2021

- Organics Plan
- Extension of the Container Refund Scheme
- Regional waste infrastructure plans
- Programs to support strategic policy initiatives
- Waste legislation review

Other relevant points:

- Compliance officers have been using drones to monitor landfill sites
- Unlicenced operation is a big problem across the state
- A 40% increase in illegal dumping has been recorded across the state in 2019/2020, which appears to be related to COVID
- Tyre dumping is a big issue
- Compliance officers work throughout Queensland, with two new officers to be appointed specifically for Central Queensland

*Topic – Queensland Industry Update*
*Presenter – Mark Smith (CEO, Waste Recycling Industry Queensland – WRIQ)*

Mark provided an overview of WRIQ:

WRIQ is an industry association in Queensland representing and servicing more than 450 members and stakeholders involved in the waste and recycling industry. Industry members contribute significantly to Queensland's economy by collecting all waste materials and processing them for resource recovery or disposal. WRIQ exists to improve the industry in all ways for members and stakeholders during times of incredible change. WRIQ also advocates on behalf of the waste and recycling industry which contributes over $1.5 billion to the Queensland Gross State Product, supports over 11,800 jobs in Queensland and pays over $158 million in taxes and rates to government including councils.

Relevant points from presentation:

- Queensland's waste volume is currently 11 million tonnes and increasing
- WRIQ are launching new programs in 2021, including a "Future Leaders Program" and "WRIQ Circular Economy – Internship Program". The internship program has already launched in Queensland, and is aimed at young people currently studying at university. It is available in regional areas, and to date, 25 students have been given placements, with more promotion to come.
- The "Future Waste Resources Convention" is being held on the Gold Coast from 1st March to 3rd March 2021, which will include industry tours.
- To date, the Qld Waste Levy has collected $5.4 billion
- Mattress recycling – a new program will be starting in Queensland in the next few months, and they will be looking for regional Councils to participate.
- Waste education will be focussing on training, support and outcomes
- A stockpiling package will be released, which will include workshops and engagement

- It was noted that consistent education is a challenge when Councils don't have consistent waste collection methods (eg. different bins)

*Topic – Organics – National State of Play*
*Presenter – Peter Olah (National Executive Officer, Australian Organics Recycling Association – AORA)*

The Australian Organics Recycling Association Limited (AORA) works with stakeholders to facilitate the conditions through which surplus organic material can be sustainably and cost-effectively recycled; and to promote the beneficial use of compost, soil conditioners and mulches in primary industries.

Peter outlined AORA's Vision, Mission and Objectives (see link to presentation), and provided an industry snapshot:

In 2018-19 Australia produced 14.6 million tonnes of organic waste of which:

- 5.6 million tonnes was sent to landfill
- 7.5 million tonnes was recycled
- 1.5 million tonnes was recovered as energy
- Australia's overall organic recycling rate was 51.5% and the recovered rate was
- 61.9%

Other relevant points:

- State vs State – Queensland is the worst by far for organics recycling
- South Australia is so successful because of the consistency of their education and messaging
- Councils are the major feedstock source for organics recyclables (51%)
- Growth – Past vs Future (outlined in presentation)
- Industry capacity (outlined in presentation)
- Free membership is being offered to AORA for 2021 (Jason Grandcourt, MRC Waste Services Manager to follow this up)

The Environmental Contribution of the Australian Organics Recycling Industry (2018-19) meant the greenhouse gas saving from organics recycling was approximately 3.8 million tonnes of CO2 annually, which is the equivalent to planting 5.7 million trees each year, or taking 876,663 cars off the road annually.

*Panel Discussion – Organics*

Relevant points:

- Barriers to uptake of organics

- Waste Strategy 2019 – reduce waste to landfill, 50% reduction in MSW to landfill by 2025 (MSW – Municipal solid waste is primarily waste collected from households and councils, such as through kerbside waste and recycling collections); 50% of MSW stream is organic
- Organics is an entire supply chain issue. Sovereign risk affects investment
- For local governments, FOGO is the single biggest goal
- Barriers to FOGO – in Queensland, the relatively cheap cost of waste to landfill
- 49% of the population has access to an organic waste bin
- GO-FOGO Program – biggest contributor to success is consistent messaging
- Waste is the least desirable industry people want in their backyard, but is absolutely necessary
- To take green / organic waste out of landfill, there needs to be a market and demand for the end product
- Parks and Gardens within Councils could be a major end user
- In Queensland, soil quality is declining
- Farmers are mostly used to operating within a circular economy already
- Education is key, not only for the public, but within Councils
- Councils need to be willing to buy back the end product (compost). At present, there are complaints from Councils about contamination, however the input product initially is also coming from Councils
- Few facilities currently exist that are able to accept FOGO. The process needs to be defined
- An Organic Waste Action Plan is being developed by DES, with engagement sessions upcoming in March
- The majority of Councils have agriculture within their region – look for opportunities within this sector

*Topic – Community Engagement Methods and Social Media*
*Presenters – Gayle Sloan (CEO, WMRR) and Tim Cox (LGAQ Communications Advisor)*

Relevant points:

- Simple messages resonate and consistency is key. Two of the most successful campaigns in Australia were “Do the Right Thing” (1979) and “Keep Australia Beautiful”
- Are we trying to be too sophisticated? And missing the mark?
- National campaigns are difficult, as there is no agreeance between states
- With the industry evolving, the language should be around “resource management / recovery” rather than “waste management”
- “Recycle Right” is a region-wide campaign asking people to make some simple changes to their recycling routines. The main message of this campaign is to keep it simple and ensure only clean and correct recycling materials are place in the yellow bin. It was developed by the North East Waste Network of councils in the Northern Rivers area and funded by the NSW EPA, and has been made available free of charge to other

NSW councils and the ACT Government to help encourage consistent messaging across the industry.

- Any campaign needs to focus on what can go into the recycle bin, not what can't. Research shows that people respond to positive messaging
- Local governments are not good at communicating the cost of waste to the community. There needs to be more awareness of this – Value vs Cost
- Councils need to be better at telling the public how waste is processed. Take them on the journey
- Get clear on the story we are telling. Start at the beginning – focus on avoidance (not producing waste to begin with)
- Where do Councils and the State Government sit? Collaboration is needed
- Industry, Governments (Local, State and Federal) and Community all need to work together
- Encourage the community not to buy things with non-recyclable packaging
- Make it simple for people to make informed decisions
- Empower people through education
- The majority of Forum participants agreed that a statewide campaign would be supported and could work
- A multimedia approach is required, including billboards, electronic signage, etc as well as social media

A comparison between three ad campaigns was shown, with the least effective failing due to not having a focus (didn't educate people on what they could put in), and it missed mentioning batteries, which was the worst item for contamination at the time. The most effective campaign was from South Australia, which was a statewide campaign with a consistent message ("Which Bin? Just ask Vin"). The campaign utilised multimedia, used simple messaging, and was positive and educative (focussed on what can go in, not what can't). Surveys at the beginning of the campaign showed that at the start, 70% of people couldn't recall a campaign that educated them. By the end of one year, over 50% of people could recall the campaign. To see the campaign, go to: https://www.whichbin.sa.gov.au/

*Topic – Ups, Downs and Data Vaults – Latest waste figures and new initiatives for data*
*Presenter – Dylan Walker (Director, DES)*

Relevant points:

- Dylan relayed a personal story about reducing waste in the home
- Nationally, how does Queensland compare for resource recovery? Unfortunately, we are tied for last with Tasmania (refer to graph in presentation)
- Green waste provides the highest waste recovery rate
- 3.5 million rows of data were received in the first twelve months after the waste levy implementation. IT solutions are underway to better process and extrapolate this data
- They are working on interactive, data-rich, "one-button push" reports

**Day Two**

*Topic – National Waste Policy*
*Presenter – Matthew Ryan (Assistant Secretary, Waste Action Plan and Modernisation Branch, Environmental Division, Department of Agriculture, Water and Environment)*

Relevant points:

- Matthew spoke about the National Waste Policy Action Plan 2019. He stated that Minister Lee and Assistant Minister Evans are both passionate about and very involved with waste / resource recovery. He feels that they are great advocates for the industry.
- The world-leading waste export bans implemented by the Federal Government show greater involvement by the Commonwealth in waste management.
- The headline Act from the Commonwealth is the Recycling and Waste Reduction Act 2020 (https://www.legislation.gov.au/Details/C2020A00119). The Act outlines the waste export bans (unprocessed glass, plastic, tyres, paper and cardboard) and strengthens product stewardship programs. The main object of the Act is to encourage dealing with waste instead of sending it offshore. A ban on unprocessed glass is already in place, with soft plastics to follow. This is not a blanket ban, but exporters must be licenced and have a market for products.
- Legislation is currently being worked through.
- The "Stop Food Waste" Consortium is funded by the Federal Government, and aims to halve food waste by 2030.
- The Recycling Modernisation Fund is the Commonwealth's $190million investment in waste and recycling infrastructure. At present, Queensland is a work in progress.
- The "National Waste Report 2020" is available at: https://www.environment.gov.au/protection/waste/national-waste-reports/2020
- Highlights of the report can be found in the presentation. Interesting point to note: in 2018/2019, Australia generated 74.1 million tonnes of waste. That's 2.94 tonnes per person, equal to 40 full kegs of beer!

*Topic – Local Government – Regional Updates*

Gympie Regional Council – Viljenko

- Data gathering shows feedstock not sufficient to produce a viable business case. Not cost effective
- Bundaberg – Green Solutions accepting green waste

NWQROC – Sam (Mt Isa Regional Council)

- Mt Isa trying to modernise, but started on the back foot. Aiming to be a recycling hub for the region
- Mt Isa has never had yellow-lid recycle bins
- Modernising the waste transfer station
- Huge amount of work to be done

FNQ – Wendy

- Working on strategies and action plans
- Developing framework for the region – 13 Councils
- Plastic feasibility study completed
- Mattress recovery work – social enterprise. Started in November 2020
- New Cairns MRF servicing 4 Council areas (cost $14 to $15 million for construction)
- Need to improve contamination rates

NQ – Matt (Townsville City Council)

- Working groups sit under the ROC
- Strategy in place, which is currently being implemented
- Organics plan underway
- TCC are part of the original project re: illegal dumping
- Palm Island have done a scrap metal clean-up, with 450 car bodies removed
- Working on recycling tyres (business case to come)
- Disaster management – coordinated approach required

GWCOM – Jason Grandcourt (Mackay Regional Council)

- Lost traction due to COVID, but continuing at operational level
- Sharing of facilities – Mackay Regional Council receive materials from all three partner Councils
- Waste education program from MRC to be shared
- Undertaking co-branded education
- Procurement – alignment of contracts across Councils
- Focus on strategies – CEO and Councillors recently visited waste facilities

CQROC – Michael

- Lots going on – working on regional waste management plan, tailored to meet the needs of all member Councils
- Fire at the Rockhampton MRF in November 2020 shut the facility down
- Awaiting outcome of insurance claim
- Transport cost of $128 per tonne to transport waste to Mackay or Gladstone, which is impacting on Council's financial position
- Organics are a focus for Councils – business case being developed
- Large regional education program discussed – lack of funds is a hindrance

SEQ – Mayor Greg Christensen (Scenic Rim)

- Structured approach is needed to getting their database right
- Conversations underway around FOGO – identify opportunities to work together
- Conversations also had about the cost always falling on Councils

- Education is central to success
- Strategic planning around funding streams is required

*Topic – Local Government Priorities for 2021*
*Presenters – Tim Cox and Gayle Sloan*

This was a live poll and group discussion using the Slido app

What is the tipping point where people stop referring to "waste" rather than "resource recovery"?

*Topic – Resource Recovery Industry Development Program (RRIDP) Update*
*Presenter – Vina Varsani (Program Manager, Department of State Development, Infrastructure and Planning)*

- The Department is committed to working with all levels of Government
- Focussed on building and sustaining development
- Highlights of the Program to date: over 270 applications received from local governments, established businesses, not-for-profits and consortia; 29 projects announced around Queensland (14 in regional Queensland); $34 million allocated through RRIDP; generating capital investment of $193 million; creating 362 jobs; diverting 1.3 million tonnes of waste from landfill per annum - 13% of the 11.04 million tonnes of waste generated in 2018-19
- RRIDP success stories: Townsville City Council – Magnetic Island's new resource recovery facility, and EnviroSand (refer to PowerPoint presentation)
- Where to for resource recovery industries? The Recycling Modernisation Fund is a new initiative, which seeks matched funding from each state; the Australian Government has announced it will invest up to $190 million to support the introduction of waste export bans; working with the Commonwealth to finalise a National Partnership Agreement to underpin joint investment in local recycling infrastructure

*Topic – Glass, Rubber and Rap – Recycled Content in Roads*
*Presenter – Stephen Hulme (Principal Engineer, Department of Transport and Main Roads)*

- Referred to Queensland's Waste Management and Resource Recovery Strategy 2019 (https://www.qld.gov.au/environment/pollution/management/waste/recovery/strategy) – snapshot of waste in Queensland for 2018 and 2019
- Building sustainable roads is a major area of focus
- Strategic priorities – moving to a circular economy
- Transport and Infrastructure Council Communique – https://www.infrastructure.gov.au/transport/infrastructure-transport-ministers/
- Building Sustainable Roads factsheet – opportunity to showcase current projects https://www.tmr.qld.gov.au/Community-and-environment/Planning-for-the-future/Building-sustainable-roads

- Waste glass equates to 44kg of glass per person, per year
- Case studies available – refer to slides in presentation
- Suppliers to TMR must be registered
- Research and development – benchmarking underway
- Recycled plastics research – waste plastic. Not a solution if used in roads
- Waste and Recycling Calculator released in October 2020. Available on website

*Topic – Regional Queensland Circular Economy Business Case for Used Tyres*
*Presenters – Fabrice Cheong and Imogen Bird (GHD)*

- Tyre Stewardship Australia is a collaboration between DES, LGAQ, and NQROC
- End of use tyres – supply chain for recovery
- Key statistics for Queensland – refer to presentation
- More than half of all used tyres are shipped overseas for recycling
- COAG Waste Export Ban will have a huge impact, with anticipated risks to the industry (refer to presentation)
- Circular economy opportunity for Queensland – refer to presentation
- Key roles for Local Government – Provide leadership in Queensland's transition to a Circular Economy; assist in collecting information and data on used tyres within local government region; participate in industry research and share experiences on similar past projects.; support investment and market development for used tyre processing capacity; provide used tyre feedstock to accredited transporters and recyclers to support viability of their business operations; support the use of Australian made TDPs in road infrastructure
- Circular economy business case development

Link to all presentations:

https://www.lgaq.asn.au/downloads/download/41/waste-forum-february-2021?_cldee=cm9iZXJ0X2Zlcmd1c29uQGxnYXEuYXNuLmF1&recipientid=contact-3d22256c66f8e5118120c4346bad16dc-49d73935033c4ead9bd93da608a653b3&esid=dde31931-a274-eb11-a812-002248151e60

## 11.2. CAPITAL WORKS
## 11.2.1. CAPITAL WORKS MONTHLY REVIEW REPORT - MARCH 2021

| | |
|---|---|
| **Author** | Director Capital Works (Jim Carless) |
| **Responsible Officer** | Director Capital Works (Jim Carless) |
| **File Reference** | Departmental Monthly Review Reports |
| **Attachments** | 1. Capital Works Monthly Review Report - March 2021 [**11.2.1.1** - 26 pages] |

**Purpose**

To provide Council with the Capital Works Monthly Review Report for the month of March 2021.

**Related Parties**

Nil.

**Officer's Recommendation**

THAT the Capital Works Monthly Review Report for the month of March 2021 be received.

The Director of Capital Works Jim Carless, provided and overview and highlights of the Capital Works Monthly Review Report for March 2021.

The Director pointed out an error in the Report in relation to the Caping Road bridge and the flood mitigation levels, noting that while the bridge is being raised by approximately one metre, there may still be some inundation from time to time.

**Council Resolution ORD-2021-93**

**THAT the Capital Works Monthly Review Report for the month of March 2021 be received.**

**Moved Cr Jones** **Seconded Cr Englert**

Cr Jones highlighted the design services overview in relation to the bus interchange project and was pleased to see the project moving ahead. Cr Jones noted several items including the finalisation of the Bloomsbury bridge replacement and the Pioneer River Fish Habitat improvement project which would enhance recreation and tourist fishing experiences. Cr Jones thanked Council staff and Matt Moore and his team at Catchment Solutions, for their hard work on this project.

Cr Mann noted several items form the report including no LTI's, minimal incidents and that there were 256 projects in progress and 189 completed. Cr Mann noted that the Yakapari Seaforth shared path is now underway and felt sure that the residents, who campaigned long and hard for the path, would be very happy.

**CARRIED**

Mackay REGIONAL COUNCIL

# Capital Works Monthly Review

March 2021

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# OVERVIEW

This report is for Capital Works Department activities during the month of March 2021. Significant items in this period include:

- No LTI's incurred for the month.
- The YTD capital project spend is $55.5M which is approximately $3.1M below the YTD forecast of $58.6M (approximately 94.7%).
- Projects where construction was completed* during the March period included:
    - Stormwater Relining, FY 20-21
    - Sewer CCTV Inspection and Relining Programme FY 20-21
    - Lando Avenue & Brownsey Court Parks, playground relocation and renewal
    - Moody Street Culverts Replacement
    - Omega Bridge maintenance works
    - Pinevale Road Bridge maintenance works
    - Hocking Cr, Marian fence replacement
    - The Dome, ladder & handrail system
    - BB Print Stadium, fence replacement

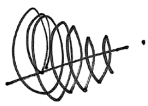
* Note construction means practical works were completed however project accounts remain open to close out financials and to manage defects and maintenance periods, and as constructed/handover documents.

- Although delivery against forecast is good, delivery when compared with original budget is low. Significant delays are being experienced at all levels of the program delivery chain, contributing to continued slippage in the commencement and delivery of many projects.

  Some contributing factors include the availability of delivery-ready works in the early stages of development for the 20/21 program, and the ongoing market conditions in the region. Delays in tender and procurement phases are continuing due to the low numbers of companies bidding on work. Also contributing is a continued trend in higher market prices and unavailability of contractors to deliver works as scheduled/planned.

  The delays being experienced in the tendering and procurement phases mentioned above are having an impact on the overall delivery program.

  Capital Works teams will continue to work closely with asset owners and stakeholders on business improvement, including the concept and business case development phase of projects and into delivery phase. Work will continue previously identified improvement initiatives being developed through the review and gap analysis of the Enterprise Project Management Framework.



Jim Carless
***Director Capital Works***

# SAFETY

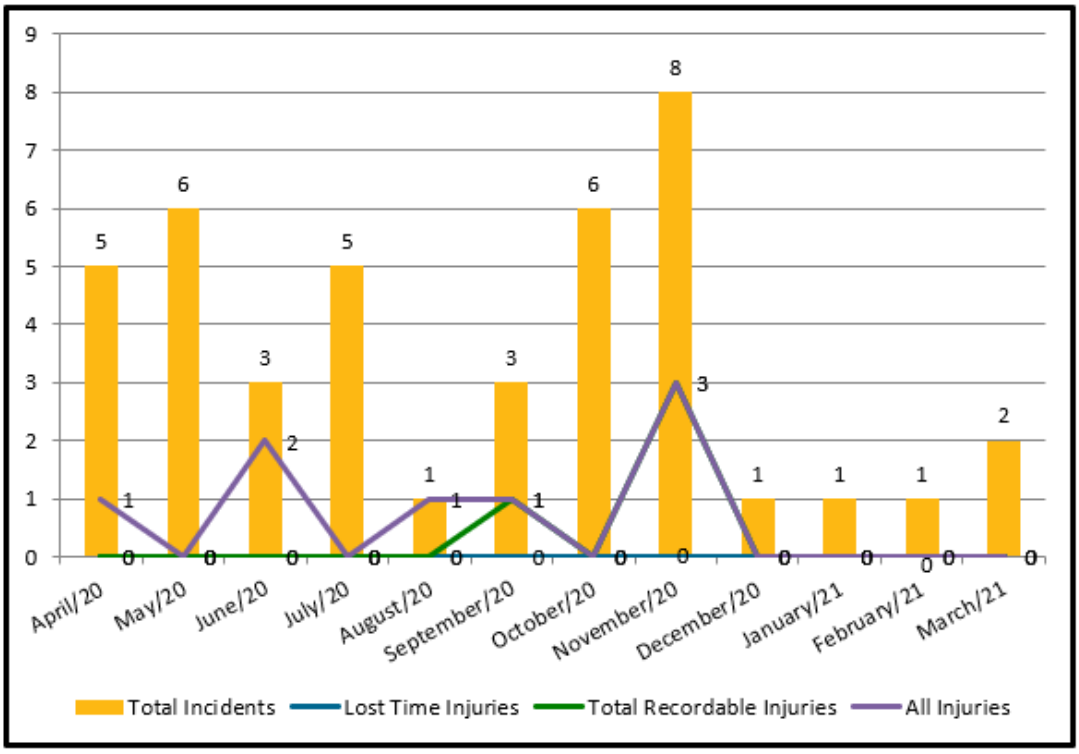
## 1.1. Summary

In March 2021:

- Thirty-eight safety interactions were undertaken.
- Two site safety inspections were undertaken.
- 95% of monthly action plans activities were carried out.

Two incidents were reported in February.

## 1.2. Incidents and Injuries

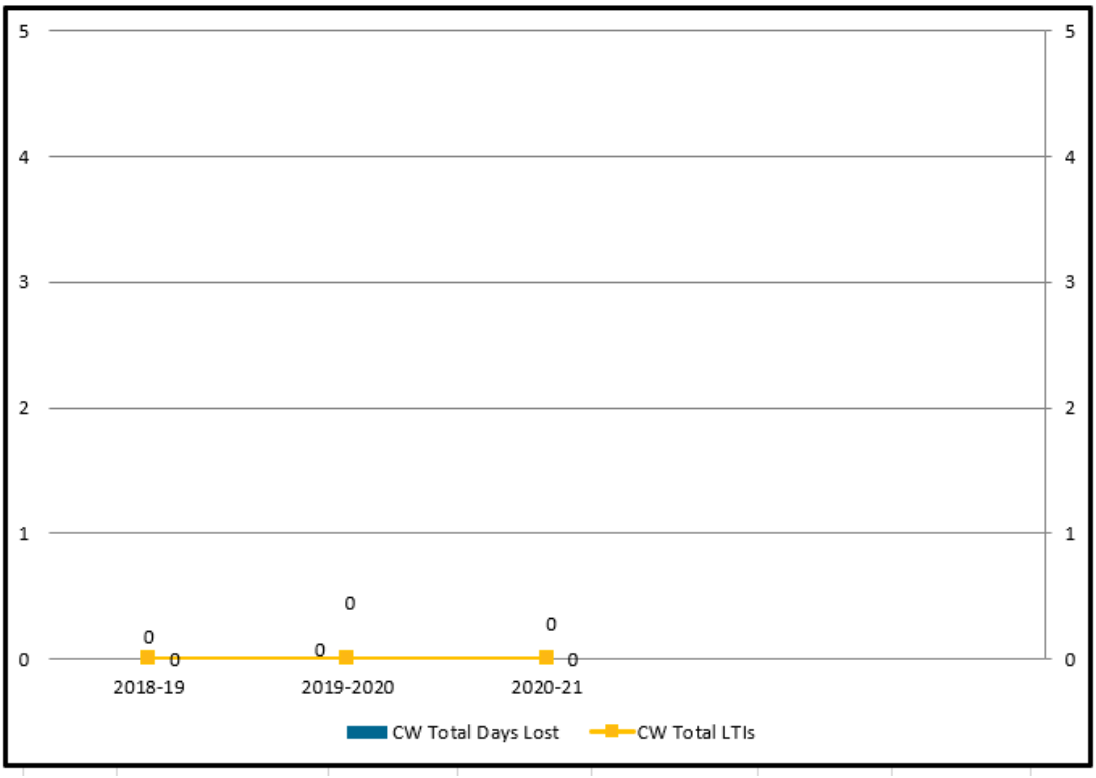



The following asset damage incident was reported in February:

- Operator slipped on wet grass, injuring knee.
- Unprotected electrical plug laying on the wet ground, without waterproof protection.

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

### 1.3. Lost Time Injuries & Days Lost




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

# CAPITAL PROJECT UPDATES

## 2.1. Capital Summary Report

Following is the capital financial summary for the YTD delivery to end of March 2021.

The current approved 2020/21 amended budget is $130.6M.

The YTD capital project spend is $55.5M which is approximately $3.1M below the YTD forecast of $58.6M (approximately 94.7%). The top five projects underspent account for $1.4M of this variance. Context and comments on each variance can be found on page 7 of this the report.

The project spend to the end of March is $55.5M, approximately $75.1M below the 20/21 Amended Budget of $130.6M (42.5% delivered against 20/21 Amended Budget).

## 2.2. Financial Performance

The table below summarises the year to date financial summary for the 2020/21 Capital program at the end of March 2021.

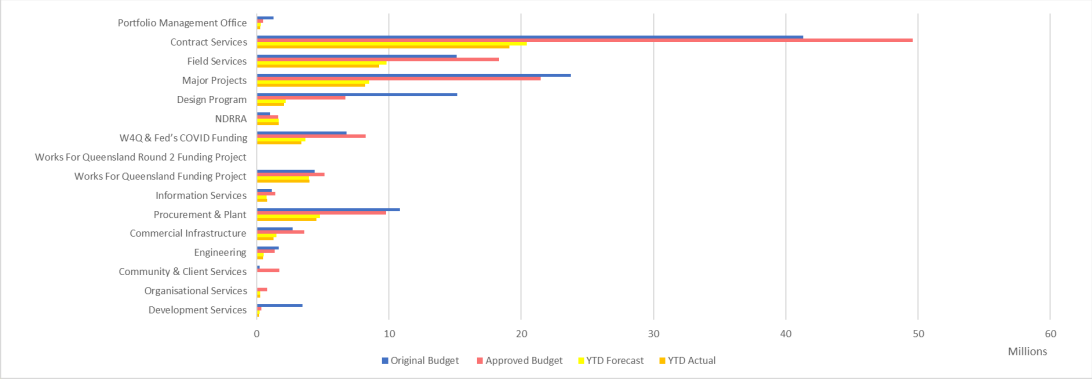
**Capital Projects Expenditure 2020/2021**

March 2021

| Department | Original Budget | Carryovers | Original Budget | Approved Budget | Current Forecast | YTD Forecast | YTD Actual | % Spent of YTD Forecast | % Spent of Approved Budget |
|---|---|---|---|---|---|---|---|---|---|
| Development Services | 3,461,600 | 9,321 | 3,470,921 | 347,474 | 309,518 | 212,014 | 177,386 | 83.67% | 51% |
| Organisational Services | 0 | 3,326 | 3,326 | 779,253 | 661,873 | 267,126 | 272,007 | 101.83% | 35% |
| Community & Client Services | 216,000 | 0 | 216,000 | 1,716,000 | 1,364,526 | 3,162 | 4,772 | 150.91% | 0% |
| Engineering | 1,286,188 | 406,807 | 1,692,994 | 1,364,189 | 1,378,418 | 536,617 | 480,599 | 89.56% | 35% |
| Commercial Infrastructure | 2,654,399 | 56,079 | 2,710,478 | 3,621,621 | 3,546,392 | 1,478,769 | 1,284,053 | 86.83% | 35% |
| Procurement & Plant | 9,191,627 | 1,634,604 | 10,826,231 | 9,775,945 | 8,627,678 | 4,776,073 | 4,522,514 | 94.69% | 46% |
| Information Services | 1,150,890 | 0 | 1,150,890 | 1,405,644 | 1,405,644 | 766,763 | 807,094 | 105.26% | 57% |
| Works For Queensland Funding Project | 3,638,412 | 736,669 | 4,375,081 | 5,133,610 | 5,287,629 | 3,960,906 | 3,988,902 | 100.71% | 78% |
| Works For Queensland Round 2 Funding Project | 0 | 21,759 | 21,759 | 21,759 | 21,759 | 21,759 | 0 | 0.00% | 0% |
| W4Q & Fed's COVID Funding | 6,704,278 | 77,976 | 6,782,253 | 8,233,729 | 7,978,519 | 3,681,981 | 3,387,912 | 92.01% | 41% |
| NDRRA | 530,000 | 497,567 | 1,027,567 | 1,649,835 | 1,674,737 | 1,664,255 | 1,661,135 | 99.81% | 101% |
| Design Program | 14,734,894 | 430,090 | 15,164,984 | 6,702,781 | 6,735,914 | 2,200,587 | 2,086,664 | 94.82% | 31% |
| Major Projects | 20,289,567 | 3,452,552 | 23,742,119 | 21,481,784 | 19,739,162 | 8,530,069 | 8,213,745 | 96.29% | 38% |
| Field Services | 14,516,687 | 608,132 | 15,124,820 | 18,320,714 | 16,323,345 | 9,832,626 | 9,254,425 | 94.12% | 51% |
| Contract Services | 35,342,037 | 5,981,475 | 41,323,512 | 49,585,297 | 46,003,765 | 20,419,477 | 19,121,330 | 93.64% | 39% |
| Portfolio Management Office | 1,121,839 | 170,578 | 1,292,417 | 493,962 | 605,066 | 304,730 | 268,168 | 88.00% | 54% |
| **Total** | **114,838,417** | **14,086,936** | **$ 128,925,353** | **$ 130,633,599** | **$ 121,663,945** | **$ 58,656,916** | **$ 55,530,705** | **94.67%** | **42.51%** |
| *Capital Expenditure* | 113,217,838 | 13,707,850 | *126,925,688* | *128,074,579* | *119,261,783* | *57,522,184* | *54,570,179* | *94.87%* | *42.61%* |
| *Operational Expenditure* | 1,620,579 | 379,086 | *1,999,665* | *2,559,020* | *2,402,162* | *1,134,731* | *960,526* | *84.65%* | *37.53%* |

### Capital Spend by Department for March 2021

The table below summarises the year to date financial summary for the 2020/21 Capital program at the end of March 2021.



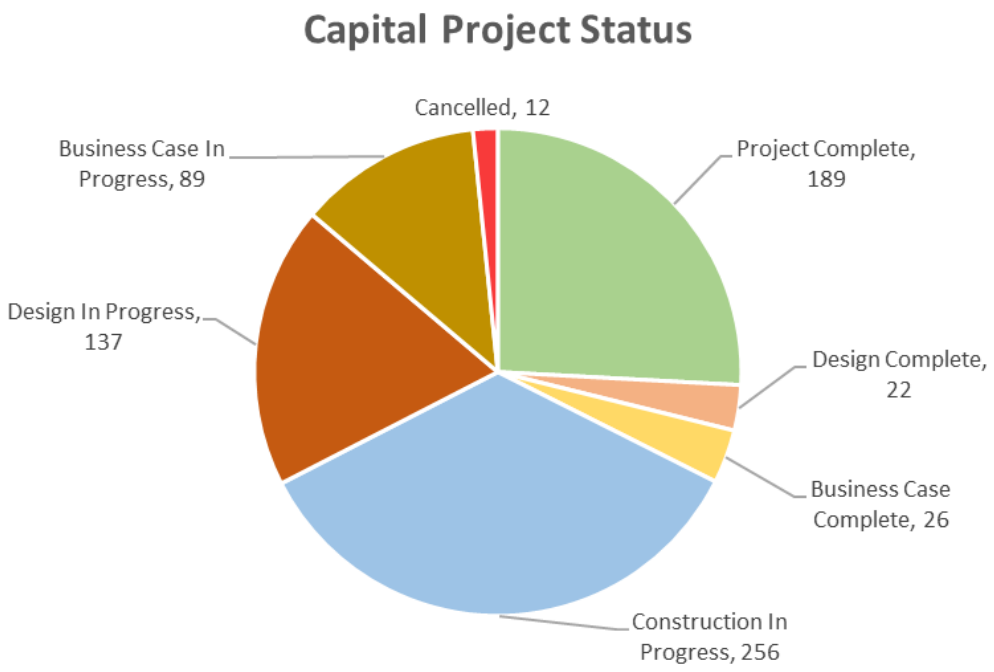
**Capital Expenditure Forecast 2020/21**

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

| Project | Description | Comments | Variance |
|---|---|---|---|
| 10390 | Plant & Equipment - Replacement Program | Currently experiencing slower than normal delivery due to fabrication constraints. | ($253,559) |
| 51538 | Milton St / Archibald St Intersection Upgrade | Land tenure to be sorted before project can commence. Delay in relocation of Telstra services due to land tenure. To be completed in April 2021. | ($211,063) |
| 53404 | Spray Seal Resurfacing Program - FY20-21 | The contract could not be awarded as scheduled due to financial constraints. Negotiation of scope and price reduction with tenderers to conform with budget constraints delayed commencement of the works resulting in actual expenditure being lower than forecasted. | ($211,994) |
| 53405 | Asphalt Resurfacing Program - FY20-21 | The contract originally was delayed in awarding due to being over budget and renegotiating scope and price. Now being delivered by contractor Fulton Hogan and is currently around 28% complete. | ($431,228) |
| 53832 | Pioneer River North Bank Shared Path | Project continues to be impacted by TMR site access constraint to Northern end of Ron Camm Bridge. | ($247,974) |

### 2.3. Capital Projects Phases for March 2021

The below graph shows the phases of capital projects as at the end of March 2021.



### 2.4. Key Contracts Approved for March 2021

Contracts finalised and approved during March 2021 is valued at $3,042,705.86

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

| Contract | Design / Construction | Amount Award (ex GST) | Contractor |
|---|---|---|---|
| MRC 2021-021 Mt Bassett Cemetery | Construction | $321,762.00 | Haber Excavations Pty Ltd |
| MRC 2021-048 Guardrail Rectifications and Renewal | Construction | $272,243.33 | A1 Highways Pty Ltd |
| MRC 2021-051 W4Q3 McIntyre Street footpath - Calen (linked to school) | Construction | $407,627.07 | Seaforth Civil Pty Ltd |
| MRC 2021 -052 Gooseponds Creek and Seaforth Creek Bank Protection | Construction | $335,554.00 | CJD Investments (NQ) atf Carl Dunwoody Discretionary Trust |
| MRC 2021-057 Eungella Dam Road Shared Path Stage 2 | Construction | $439,867.37 | Seaforth Civil Pty Ltd |
| MRC 2021-064 Norris Street LATM and Footpath | Construction | $174,550.00 | Fergus Builders Pty Ltd |
| MRC 2021-068 Drainage Components for Package 1, 2, 3, 4 & 11 | Construction | $933,502.09 | Concrete Products Australia $259,413.71 and Holcim (Australia) Pty Ltd $674,088.38 |

# PORTFOLIO MANAGEMENT OFFICE

## 3.1 Monthly Achievements

This month had a busy start with March 1 marked as the due date for Quarter 3 Concept and Business Case Submissions. It was excellent to see staff eager to learn the ropes of The System contacting the PMO team for instruction.

The PMO continued working with Project Managers and Project Support Staff to ensure effective use of the SharePoint online platform "The System". This body of work highlights the requirement to increase the frequency and intensity of one on one and small group training with Project staff for effective uptake and utilisation of the project management system. Delivery was across telephone, face to face and team viewer applications where some staff were introduced to The System for the first time in a number of instances.

We have developed and put into testing a quick reference guide one page resource for the finalisation process of projects using SharePoint workflows to aid with improvements to close out processes of projects.

As part of the future portfolio development, in February the LTFF working group made the decision to establish a new Program Development Review Group (PDRG) for assessment and prioritisation of Concept & Business Cases.

PMO is responsible for the chair and facilitation of the group's activities, creation of Terms of Reference, updating of future years assessment schedules and re-configuring of the assessment templates. The first engagement session of the PDRG took place in March, with outcomes from assessments to be tabled at our next session in April, feedback will be provided to ELT on the outcomes from the group.

The PDRG members have provided valuable feedback already, which is helping us further refine the processes before they are formally introduced in the first quarter of 2021/22.

Planning activities are underway to compile the 21/22 Master Program, once a draft listing of 21/22 projects becomes available, the program will be populated, and resources allocated for a first pass review.

Portfolio Governance & Scheduling officer has been working closely with Project Managers to increase proficiency in the use of Microsoft Project software and providing timely information per the monthly reporting requirements.

EPMF highlights from March included a review of the draft gap analysis report completed with the Capital Works Management team. The session was very insightful with the managers taking the opportunity to assist in identifying high priority concerns from the gap listing and providing feedback on possible rectification actions for gap items. Following these discussions additional modifications to the report has continued, along with drafting the associated presentation and seeking feedback on this from Long Term Financial Forecast working group members.

# DESIGN SERVICES

## 4.1 Design Summary Report

**Overview**

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

Detailed design on behalf of Main Roads has commenced by the team for traffic improvements in Shakespeare St immediately west of Nebo Road intersection. It involves the extension of the left-turn lane Northern side, installation of underground stormwater drainage, kerb and channel and improved pedestrian and cyclist facilities. This is one of the last urban sections in the City without these improvements and will increase serviceability of the intersection traffic signals and general safety for all road users.

The detailed design of the proposed Mackay City Bus Interchange shelter in Mangrove Road is nearing completion. It is a TransLink initiative and again the team is preparing the contract documentation in conjunction with a local Architect on their behalf. It will increase the efficiency of the bus network and provide an upgrade of facilities for both the public and the transport operators. It has been a challenging project incorporating a large weather-proof shelter within a narrow verge.

**Notable Designs Completed**

- ✓ East Boundary Rd and Jack Casey Dr intersection improvements
- ✓ Several footpath improvements in Mirani
- ✓ Gordon Street Footpath improvement
- ✓ River Street and Sydney Street Footpath Upgrade
- ✓ Mackay South Water Recycling Facility Disinfection Upgrade
- ✓ Water Reservoir Refurbishments

**Notable Designs in Progress:**

- Creek St and Lorne Rd upgrades
- Brisbane St water main replacement
- Northern Beaches Community Hub
- Sarina Northern Drainage Stage 2
- Multiple Culvert Rehabilitations
- Grendon and Palmer Street Watermain replacement

**Estimating and Specifications**

Our team is continuing to build unit rates and tasks in Benchmark as well as plan and program the review and update of specifications. The team has made good progress importing recently updated supply rates and are working closely with delivery teams to review and rationalise productivity data.

Post construction reviews have continued this month and excellent input and feedback at these meetings is further identifying opportunities for improvement in unit rates. Due to the booming construction marketplace, the requirement to incorporate real time cost updates into the process has been identified. This will be incorporated into ongoing process and procedures.

The pre-planning of the 21/22 design program has commenced with more work planned for April.

## 4.2 Survey Office Summary Report

**Overview**

The surveyors continued to deliver surveys for the sewer pump station upgrades in March. They also completed surveys for the bus stop improvement program, traffic calming, and service locations. Upcoming works at the Dump Rd Sewer Pump Station in Bucasia and the Blacks Beach Reservoirs will have an impact on survey marks that form part of the State's survey control network. The surveyors have been liaising with the Department of Natural Resources and Mines to obtain permission to remove the marks and to replace them with new ones to maintain the integrity of the network.

**Surveys were completed for:**

- ✓ Sewer Pump Station Refurbishments 20/21 – Anzac Ave, Connors Rd, Elizabeth St, Galasheils St, Graffunder St, Hamilton St, Maggiolo Dr
- ✓ Bus Stop Improvements – Annie Wood Ave, Bucas Dr, Charles Hodge Ave, Evans St, High St, Holland St, Napier St, Rae St
- ✓ Culvert Replacements – Maud St
- ✓ Gair St Traffic Calming
- ✓ Northview Park Multisport Court
- ✓ Zammit St Pedestrian Refuge
- ✓ Service Locations – Blacks Beach Rd Shared Path, Mount Pleasant Water Main Upgrade

*Figure 1: Installing a 3 metre deep driven rod to replace the permanent survey mark that will be removed as part of works at the Dump Rd Sewer Pump Station*

# CONTRACT SERVICES

## 5.1 Boat Ramp and Carpark Extension Projects

**Overview**

Recreational boating and fishing are popular activities in the Mackay Region. Council's "Mackay Region Recreational Fishing Strategy 2017" highlights recreational fishing infrastructure as an action area, recommending investment in new and upgraded facilities to meet anticipated demand. Given the local demand for boating facilities the standard of these facilities is a regular focus of complaints from members of the public.

Council has progressively been improving boat ramps and associated car parking and access to the relevant standards though grant applications for gazetted ramps or capital works allocations for Council owned facilities.

Council has been able to attract part funding under the Federal Government "Building Better Regions Funding" grant for improvements to facilities at numerous boat ramp facilities around the Mackay region.

The works involve the overlay and widening of the existing boat ramp, reconstruction of roadway and construction of the carpark at Campwin Beach Boat Ramp, the extension to the existing carparks at Victor Creek and Murray Creek Boat Ramps and upgrading of the Headland Drive carpark and connecting footpath to the boat ramp at Haliday Bay Beach.

**Project Status**

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| **Murray Creek, Haliday Bay Carpark & Footpath** | | | | | |
| Construction | External | Late March 2021 | End of June 2021 | $1,129,885 | Commenced on site |

**Recent Project Activities**

Murray Creek, Haliday Bay Carpark & Footpath

✓ Contractor commenced on site with tree clearing, demolition and earthworks.

## 5.2 Stormwater and Sewer Relining Works 2020/2021

**Overview**

The Project includes:

- Structural relining of stormwater Reinforced Concrete Pipes (RCP) and Reinforced Concrete Box Culverts (RCBC)
- Structural Relining of sewer gravity mains

These works are located in Mackay, Sarina and surrounding areas.

MRC undertakes ongoing condition assessment by CCTV of both stormwater and sewer networks. CCTV work identifies stormwater and sewer mains requiring rehabilitation by relining.

The cost-effective approach to sewer main renewals and stormwater mains is to insert a structural liner into the existing sewer and stormwater mains. Relining of sewer mains and stormwater drainage strengthens the structure, prevents entry of foreign debris including infestation of tree roots and greatly reduces inflow and infiltration of ground water.

The stormwater drainage conduits to be relined are in the size range of 375 to 1200mm diameter with an approximate length of 1.1km of stormwater Reinforced Concrete Pipes and Reinforced Concrete Box Culverts. On top of these works, carried over stormwater relining works from 2019/2020 FY will also be carried out under

this contract that includes relining of stormwater drainage pipes in the size range of 300 to 1200mm diameter with an approximate total length of 730m.

The 2020/2021 FY package of works includes structural relining of 84 sewer mains totalling approximately 5km in the size range of 150 to 900mm diameter.

The key Project Drivers are:

- Rehabilitation of deteriorating sewer and stormwater mains before structural failure.
- Increasing knowledge of sewer and stormwater mains asset condition and rate of degradation.

**Project Status**

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| **Sewer Main Relining** | | | | | |
| Construction | External | Early September 2020 | Early April 2021 | $1,950,000 | All the relining and junction sealing works are now completed, some Quality Compliance activities are currently being carried out, that are due to be completed before Easter, weather permitting. |
| **Stormwater Main Relining** | | | | | |
| Construction | External | Early October 2020 | Early April 2021 | $1,357,602 | All the relining and junction sealing works are now completed, some Quality Compliance activities are currently being carried out, that are due to be completed before Easter, weather permitting. |
| **Stormwater Main Relining (Carried Over from 19/20)** | | | | | |
| Construction | External | Late September 2020 | Early April 2021 | $766,263 | All the relining and junction sealing works are now completed, some Quality Compliance activities are currently being carried out, that are due to be completed before Easter, weather permitting. |

### 5.3 Resurfacing Reseal Program

**Overview**

The resurfacing and rehabilitation program comprises resurfacing works on various streets and roads around the region. Resurfacing includes two types of treatments, one being Asphalt on urban streets and roads, the other Bitumen Spray Resealing on rural roads. Resurfacing works are carried out to protect the pavement and extend the road pavement life.

**Project Status**

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| **Asphalting Works 2020/2021** | | | | | |
| Construction | External | Early March 2021 | Mid June 2021 | $2,115,379 | Recently awarded to Fulton Hogan. |
| **Resealing Works 2020/2021** | | | | | |
| Construction | External | Early March 2021 | Mid June 2021 | $870,202 | Recently awarded to RPQ Mackay Pty Ltd. |
| **Total Resurfacing Reseal Program 2020/2021** | | | | $2,985,581 | |

**Recent Project Activities**

- ✓ Fulton Hogan have started works on site, with the aim to have completed on site works by the end of April early May weather permitting.
- ✓ The focus has been on the mill and replace sections of the asphalt work, with a number of sites completed in the Northern Beaches area.
- ✓ The kick-off meeting for RPQ has been undertaken and Council are awaiting submission of their Traffic Guidance Scheme with management plans to award possession of site and get works underway.

### 5.4 Caping Road, Bloomsbury Bridge Replacement

**Overview**

The Caping Road timber bridge crossing is located on the O'Connell River approximately 9km north of Bloomsbury. It is a low-level river crossing servicing an isolated agricultural community with the bridge regularly inundated preventing access. During inundation the bridge is regularly damaged. A recent condition assessment found several components in poor condition requiring replacement. It was determined to construct a new bridge to replace the existing floodway crossing. The new structure is designed to cater for a Q100 flood event with overtopping to occur infrequently and once completed will significantly improve the level of service to impacted residents with improvements to freight efficiency for market access by graziers.

**Project Status**

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| Construction | External | Late November 2020 | Late April 2021 | $1,381,339 | Construction commenced in late November 2020 and progressed well until the Christmas shutdown. However, progress has been impacted by intermittent wet weather events. Still on track to complete by end of April 2021. |

**Recent Project Activities**

- ✓ Piling works completed and both the abutments have been constructed
- ✓ Approach floodway works progressing well
- ✓ Headstock is scheduled to be constructed prior to the Easter break; deck panel installation will commence after Easter, weather permitting

*Figure 2: Approach floodway being constructed*

*Figure 3: InQuik deck panels waiting to be installed*

## 5.5 Park Improvement Projects

**Overview**

Council is delivering a program of Park renewals for the community to provide well designed parks and open space networks which cater for the changing needs of the community and to promote outdoor social and recreational activities.

The equipment in the playgrounds has been in service for more than the prescribed operational life and has been assessed as requiring replacement. Work in these parks includes the replacement and/or adjustment to the softfall edging, softfall depth and/or sub-soil drainage servicing these playgrounds as well as hard landscaping and soft landscaping, to various extents depending on the park.

The Park upgrades are at various locations within the region including, Sarina, South Mackay, Eimeo, Ooralea, Marian and Shoal Point.

**Project Status**

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| **Brownsey Court Park** | | | | | |
| Construction | External | Mid November 2020 | 15 March 2021 | $352,467 | Construction complete and Practical Completion certificate issued. |
| **Ron Anderson Park & Busuttin Drive Park** | | | | | |
| Construction | External | Mid November 2020 | End of February 2021 | $494,981 | Project completed. A few outstanding defects to close out. |
| **Canecutters Park** | | | | | |

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| Construction | External | January 2021 | Stage 1<br>End of<br>April 2021<br><br>Stage 2<br>End of<br>June 2021 | $670,999 | Play equipment installed. Rubber softfall installed. Shelter for play equipment is complete. Water bubbler, softfall edges and garden edges complete. New barbeque installed. Fencing and landscaping works are in progress |
| **Nell Baker Park** | | | | | |
| Construction | External | Mid February 2021 | End of April 2021 | $450,417 | Construction works progressing. Playground Equipment installed. |
| **Cone Street Park** | | | | | |
| Construction | External | Early March 2021 | Mid May 2021 | $343,401 | Site established and construction works progressing. |

**Recent Project Activities**

Brownsey Court Park

- ✓ Site works completed, handover inspection carried out with asset owner and maintenance personnel.
- ✓ Practical Completion Certificate issued with minor defects/omissions and a couple of variations being carried out.
- ✓ Community engagement notified and online post issued on 16th March 2021.
- ✓ As constructed submission progressing.

*Figures 4 & 5: Works completed.*

Ron Anderson and Busuttin Park

- ✓ Ron Anderson Park is completed. Minor defects to be rectified by the playground supplier.
- ✓ Busuttin Park is completed, however there is an outstanding minor compliance issue with the roof clearance height which is currently being addressed.

Canecutters Drive Park

- ✓ Play equipment installed
- ✓ Rubber softfall installed.
- ✓ New learn to ride path completed.

- ✓ Shelter for play equipment is complete
- ✓ Water bubbler, softfall edges and garden edges complete.
- ✓ New barbeque installed.
- ✓ Fencing and landscaping works are in progress
- ✓ Project scope increased. Stage 1 is expected to be complete by end of April 2021. Stage 2 is expected to be completed by end of June 2021.

*Figures 6 & 7: Playground equipment installed, shelter install and rubber softfall installed*

Nell Baker Park

- ✓ Playground shelter and play equipment installed,
- ✓ Playground compliance inspection carried out.
- ✓ Concrete playground edging completed.
- ✓ Picnic shelter furniture installed, and existing structure paint refreshed.
- ✓ Project currently on schedule to meet completion date

*Figure 8: Playground equipment installed*

*Figure 9: Earthwork formation*

Cone Street Park

- ✓ site established,
- ✓ service location done and demolition of existing (incl tree removal),
- ✓ bulk earthworks, concrete surfaces progressing,
- ✓ Irrigation works added to the scope,
- ✓ Possible additional increase in Scope being considered by Parks.

*Figures 10 & 11: Earthwork formation*

### 5.6 Koumala Water Quality Upgrade – Water Treatment Plant

**Overview**

This project comprises the construction of new water treatment plant in Koumala, Water Tower Road.

The proposed project works includes the direct treatment of raw water being softened with the use of an ion exchange softening process.

**Project Status**

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| Construction | External | Mid December 2020 | Early December 2021 | $2,563,301.00 | Clean Teq Water progressed with design.<br>Works currently progressing as planned. |

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

**Recent Project Activities**

- ✓ Procurement process completed and contract awarded to Clean Teq Water
- ✓ 30% and 60% treatment plant design reviewed
- ✓ Safety in Design and design review workshop held on 4 March 2021 – SID register under review

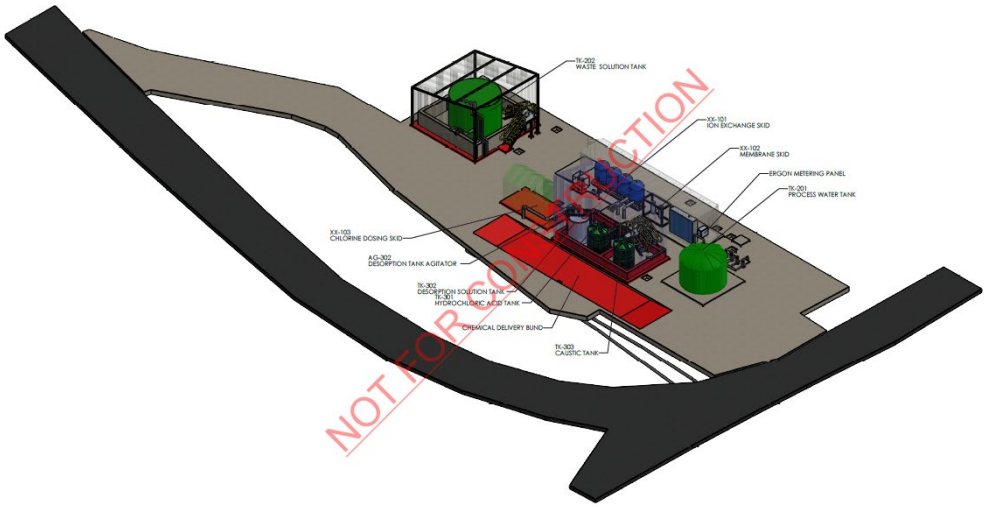



*Figure 12: Layout of proposed Water Treatment Plant in Koumala*

### 5.7 Yakapari Seaforth Road Shared Path Stage 1 - Seaforth Reservoir Road to Aviland Drive

**Overview**

This project comprises the construction of Stage 1 of a shared pathway from the existing path end in front of Seaforth State School to Aviland Drive. The shared pathway will provide greater connectivity and safety for school students and residents along Yakapari Seaforth Road.

Mackay Regional Council has been successful in obtaining 'Works for Queensland' Funding to contribute towards this pathway project.

**Project Status**

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| Construction | External | Early February 2021 | End of May 2021 | $697,233.98 | Tender awarded to Haber Excavations.<br>Work on site progressed between chainage 720 and 860. Currently delayed due to clash with shallow Telstra cable |

**Recent Project Activities**

- ✓ Site establishment has been completed and earthworks progressed.
- ✓ Chainage 720-860 - drainage pipes installed, concrete driveway crossovers and concrete kerbs constructed
- ✓ Works on footpath impacted by shallow cable that requires relocation by Telstra to be able to continue works. Telstra sub-contractor expected on site after Easter.

*Figure 13: Footpath formation*

### 5.8 Pioneer River, Estuary Fish Habitat Improvement Project

**Overview**

This project is aimed at enhancing recreational and tourist fishing experiences via complex marine habitat installations adjacent to three designated fishing platforms in Mackay's Pioneer River. The three locations are adjacent to the Bridge Road, Brisbane Street, and Carlyle Street fishing platforms which are linked by the Bluewater Trail.

These platforms are currently well utilised by local fishing families and tourists. However, the majority of fish caught from these platforms are small. The proposed artificial reef sites are within the casting range of these

fishing platforms, which make them readily accessible to children, families, retirees, and persons with disabilities.

Increasing the habitat complexity by installing artificial reefs will attract greater numbers of larger fish and more desirable species from these platforms. The Habitat Reefs are made from environmentally friendly concrete. Over time the habitat reefs will become indistinguishable due to the rapid growth of reef building marine organisms, adding further habitat and biodiversity to the reef.

The work will be broken up into two separable portions as detailed below:

| | |
|---|---|
| Separable Portion A | Site 2 & 3 (Bridge Road, Brisbane Street fishing platforms) are part of the Priority Development Area and a Decision Notice (DA Approval) POW-2019-2. |
| Separable Portion B | Site 1 (Carlyle Street fishing platform) as per Decision Notice (DA Approval) PTW-2020-5. |

This project is partly funded by Queensland Government's Works for Queensland COVID program and partly funded by Mackay Regional Council.

**Project Status**

Mackay REGIONAL COUNCIL

**Capital Works**
Monthly Review > March 2021

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| Construction | External | March 2021 | Separable Portion A<br>End of<br>April 2021<br>Separable Portion B<br>Early<br>May 2021 | $503,797 | Construction contract awarded. |

**Recent Project Activities**

- ✓ Prestart meeting held with the awarded contract, management plans and construction program obtained.
- ✓ Concrete structure manufacture proceeding. Contractor advised some delay in the manufacture completion of these structures, but program remains to meet completion date as expected

# MAJOR PROJECTS

## 6.1 Sarina Northern Drainage

**Overview**

Flood mitigation work commenced this month to prevent flash flooding from occurring on a section of Sarina Beach Road, adjacent to the Sarina Shopping Centre.

The drainage project totals $2.3 million, with the contract awarded to BMD Constructions Pty Ltd to deliver culvert works that will reduce flooding.

The project will see the duplication of culverts underneath Sarina Beach Road and Brooks Road West.

Sarina Beach Road will operate as a single lane, under traffic control while the culverts are installed.

**Project Status**

Work has commenced on the Sarina Beach Road component with excavation of the northern side of the road. Once the culverts have been installed, work will shift to the southern side of the road before commencing work on Brooks Road West.

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| Construction | External | March 2021 | June 2021 | $2.3M | Duplication of the culverts on Sarina Beach Road underway |

*Figure 14: Sarina Beach Rd, excavation for culvert installation*

## 6.2 5th Lane Upgrade

**Overview**

Seaforth Civil Pty Ltd are currently undertaking works to upgrade 5th Lane in the City Centre. Works include relocation & upgrading of underground services, rehabilitating the pavement & installation of festoon lighting to cater to future events.

Council's Community Liaison officer has been kept busy ensuring all stakeholders are being kept up to date with all issues associated with the closure of the lane and the disruption to services.

**Project Status**

During works to relocate the sewer manhole, it was discovered the watermain was located higher than anticipated and due to age of the mains and its location, a decision was made to remove the existing watermain and relocate. This has caused a significant delay of approximately 3 weeks to the proposed schedule of works. These works are being performed under night works to mitigate disruptions to stakeholders.

The works are being completed in three stages to reduce disruptions to the businesses backing on to the lane. The first stage involves the middle section of the lane with work then proceeding to the western end, followed by the final stage at the eastern end.

The project is due for completion late June 2021, weather permitting.

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| Construction | External | February 2021 | June 2021 | $575k | Project works have commenced. |

*Figures 15 & 16 : Stage one works in progress*

# FIELD SERVICES

## 7.1 Schapers Rd Pavement Rehab

**Overview**

The existing pavement on Schapers Road is characterised by, longitudinal cracking, rutting and patch repairs. The project scope consists of the reconstructing sections of the existing pavement before foam bitumen stabilising the full pavement width between Pioneer St and Davey St. This works will improve pavement life and reduce maintenance of the existing road.

**Project Status**

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| Construction | Internal | Late Jan 2021 | Mid April 2021 | $2,714,794 | Savings have been achieved on this project.<br>Construction still on track for original completion date at this stage. |

**Recent Project Activities**

- ✓ Foam bitumen stabilisation is completed early March.
- ✓ Asphalt works completed late March
- ✓ Concrete islands are complete aside from a single ramp which will be completed by the end of April.
- ✓ Linemarking to be completed by end of March.

*Figure 17: Asphalt work happening, looking away from Pioneer St.*

*Figure 18: Looking towards Northview Park*

### 7.2 Milton St/ Alfred St Signalised Intersection

**Overview**

The project is a Roads to Recovery funded project and consists of the upgrade of the Milton Street and Alfred Street intersection. The project includes the signalisation of the intersection with a "scramble" pedestrian crossing for when there are events on at the adjacent showgrounds. Works include the upgrade of the water infrastructure along Milton street, the installation of traffic lights (incorporating traffic into the showgrounds) and traffic islands, and a renewed asphalt surfacing.

**Project Status**

| Activity | Delivery | Start Date | Completion Date | Budget | Comments |
|---|---|---|---|---|---|
| Construction | Internal | Late Nov 2020 | Mid May 2021 | $1,558,075 | Delays have occurred due to conflicting underground services from the Ergon substation.<br>Weather events have also caused delay on site with concrete pours. |

**Recent Project Activities**

- ✓ All conduits have been placed for electrical services to traffic signals and control pillars.
- ✓ NE and SE kerb and footpath concrete poured – pavers still to be installed.
- ✓ Footings placed ready for traffic lights and lighting installations.

*Figure 19: SE Alfred St corner, recently finished kerb and kerb ramps, incorporating all the electrical pits for the traffic light controls.*

*Figure 20: Service pit in the median for electrical conduits on the SW leg of Milton St*

## 11.3. COMMUNITY AND CLIENT SERVICES
## 11.3.1. COMMUNITY & CLIENT SERVICES MONTHLY REVIEW MARCH 2021

**Author** Director Community & Client Services (Angela Hays)
**Responsible Officer** Director Community & Client Services (Angela Hays)
**File Reference** DMRR

**Attachments** 1. CCS MONTHLY REVIEW MARCH 2021 [**11.3.1.1** - 49 pages]

**Purpose**

Attached is a copy of the Community and Client Services Monthly Review for the month of March 2021.

**Related Parties**

N/A

**Corporate Plan Linkage**

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

**Officer's Recommendation**

THAT the Community and Client Services Monthly Review covering 1–31 March 2021 be received.

The Director for Community and Client Services Angela Hays, provided an overview and highlights of the Community and Client Services Monthly Review Report for March 2021.

The Director noted that the Department had a lost time injury during March and the staff member is still off work, but is recovering well and expected to return soon.

Mayor Williamson congratulated the Director and her team on the grants writing program, noting that it will provide a significant boost to community organisations who apply for grants.

Cr Jones noted that a library staff member had been verbally abused by a customer in relation to signing in their attendance at the library and queried if customers are offered various ways of signing in and if there are repeat offenders at the libraries, if they are refused entry.

The Director advised that the libraries do offer their customers alternative means of recording attendance and staff assist in any way they can. The Director advised that people can be prohibited from entry to the libraries for up to three months initially, if they exhibit anti-social behaviour toward staff.

Cr Jones requested information in relation to the meaning of the various colours used when Council's water fountain is coloured.

The Director advised that she would circulate a list to Councillors.

Cr Mann queried how many online visitors there were to the Online Sports Expo.

The Director advised that there were over 4,000 online visitors.

**Council Resolution ORD-2021-94**

**THAT the Community and Client Services Monthly Review covering 1–31 March 2021 be received.**

**Moved Cr Mann** **Seconded Cr Jones**

Cr Mann expressed concern in relation to the lost time injury, hoping the staff member would soon be able to return to work and her disappointment that library staff face abuse from customers. Cr Mann noted how excellent the Legendary Street and Legendary Neighbour Awards were and suggested that perhaps the street sign could carry a blade stating it was a legendary street winner and the year. Cr Mann highlighted the RADF showcase which ran from February to March, advising that it was fantastic to hear from people who had received Regional Arts Development Grants and that there had been beautiful artworks on display in the Jubilee Community Centre.

Cr Bella noted that five food providers had received the 5 star rating and that the Koumala Youth Group has 22 members. Cr Bella noted that the youth group idea was started by Trevor Steindl who is also a member of the Progress Association, Rural Fire Service and many other community organisations and must be recognised for his efforts.

Cr Jones noted several items from the report including the Youth Out Loud 1000 Project, feedback from which indicates that many young people feel that the Region lacks entertainment places and spaces, the Changing Ecologies Artwork and the community engagement available to residents by accessing Connecting Mackay. Cr Jones encouraged residents to sign up to Connecting Mackay so they have an opportunity to provide comments and feedback on Council projects.

Cr Seymour noted that 31 not-for-profit organisations had been successful under Round 2 of the Community Grants funding and shared in approximately $181,000. Cr Seymour stressed the importance of organisations who apply for funding, in providing all the necessary information and documents to make assessment of their application as straightforward as possible. Cr Seymour urged organisations who had not been successful, to review their applications to ensure all relevant information is included and apply again at the next round.

**CARRIED**

Mackay REGIONAL COUNCIL

# Community and Client Services

## Monthly Review

## March 2021

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# 1. Highlights of the Month

Across the Community and Client Services directorate, highlights for the month of March 2021 include:

- The Sarina Women's Week Awards presentation was held at the third Ground Coffee House to celebrate International Women's Day and Qld Women's Week. 100 community members were in attendance with 33 nominated for their contributions to the Sarina community.
- In celebration of Neighbour Day, the inaugural My Legendary Neighbour Award ran in March, with 52 nominations received. There were 2 winning entries - a Legendary Neighbour and a Legendary Street.
- With the support of Community Programs, a new Koumala Youth Group has been formed, with 22 young people participating.
- 58 different community and sporting organisations took advantage of 3 community grant writing workshops delivered during March.
- Assessment and payment of successful Community Grant Round 2 applications occurred in early March. In total, $188,040.61 was awarded to 31 not-for-profit community organisations.
- The MECC hosted many successful events during the month, with highlights including the 2021 Mocktails event attended by more than 1,000 young patrons, and two very successful events hosted by the Queensland Resource Industries Network (Annual Safety Conference and International Womens Day Luncheon), both of which attracted record attendances.
- Emergency Management team members attended a Mackay primary school to discuss local disaster impacts, resilient strategies, and SES functionality with their grade 5 students.
- 5 food providers were awarded the top Eat Safe rating of 5 stars during March – congratulations to these businesses.

Regrettably, during March we also experienced a lost time injury (LTI), when a staff member had a fall at a library. Our team member is recovering and has returned to work on suitable duties.

Angela Hays
Director Community & Client Services.

# 2. Workplace Health & Safety

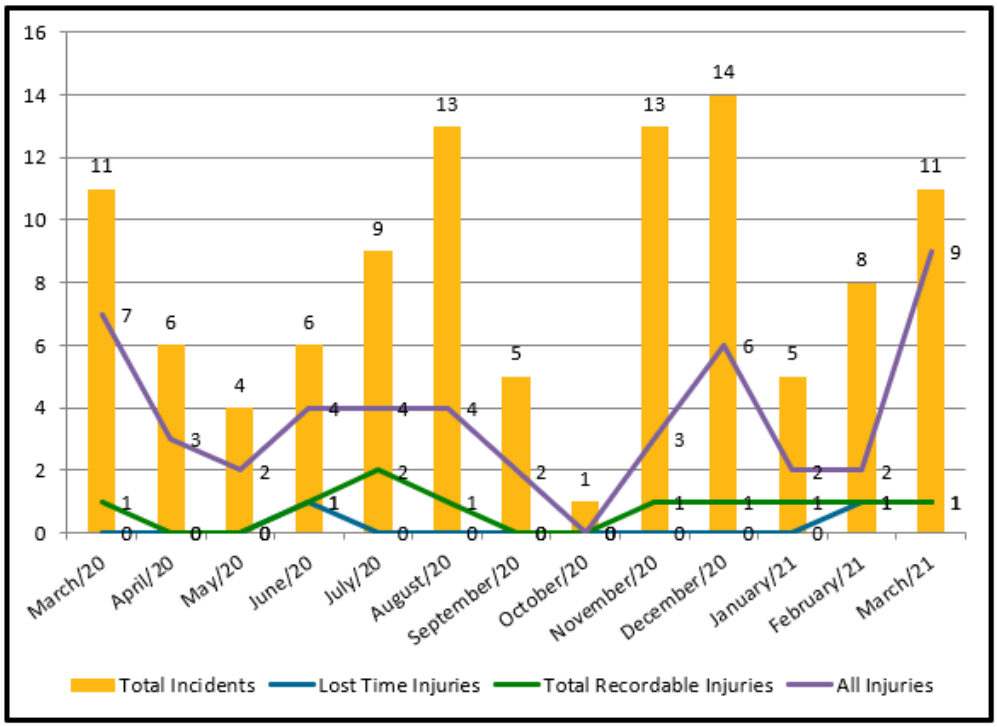
### Summary

In March 2021:

- Forty safety interactions were undertaken.
- Three site safety inspections were undertaken.
- 99% of monthly action plans activities were carried out.

Eleven incidents were reported in March, involving MRC employees and members of the public. One lost time injury was recorded.

### Incidents and Injuries




The following injuries to MRC employees were reported during March:

- Knee injury after a trip and fall at a library (lost time injury).
- Two instances where a library customer was verbally abusive towards staff members, over the COVID-19 registration app.
- A library customer was verbally aggressive and then threw a bag of books at a staff member.
- Over entire shift, repeated abusive behaviour by customers towards a library staff member, over the COVID-19 registration app.
- Pain in arm after reaching out to grab a guillotine that fell from bench top.
- Ankle strain after tripping and falling while walking on pathway.
- Skin irritation after spider found on hand.
- Back pain while undertaking catering shift.

The following asset damage incident involving an MRC employee was reported during March:

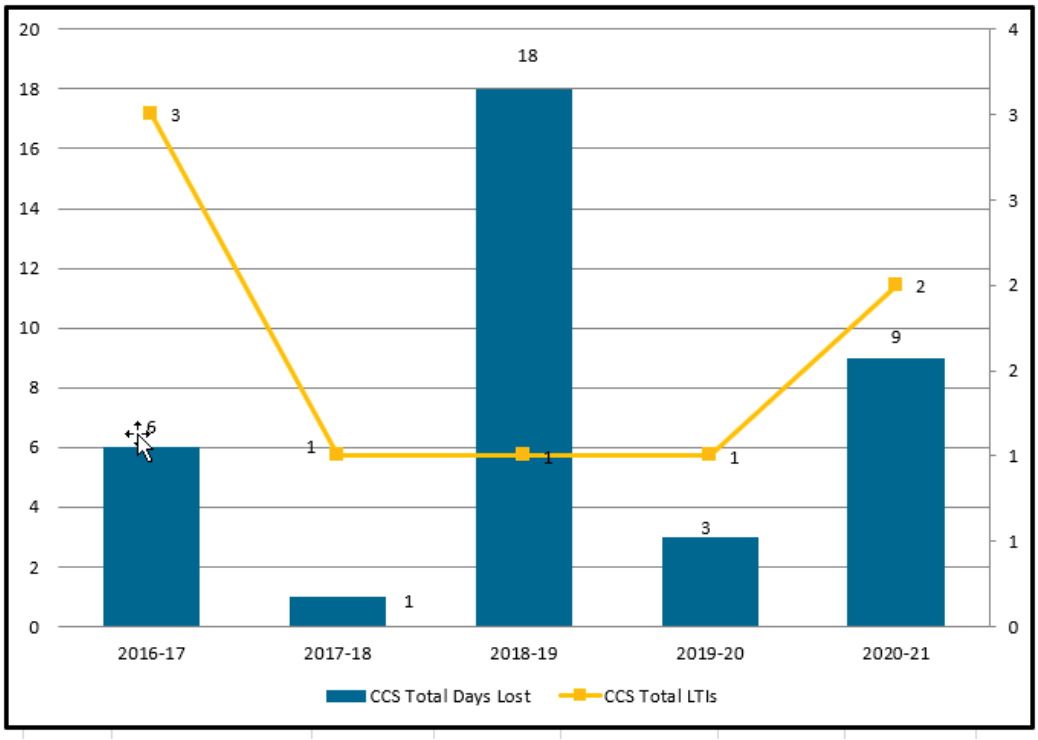
- While driving a rock has flicked up from a passing vehicle and hit windscreen.

The following incident involving a member of the public was reported during March:

- A young child fell while walking, hitting their head on end of shelving. First aid was provided.

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

### Lost Time Injuries & Days Lost




| Department | 2016-17 | | 2017-18 | | 2018-19 | | 2019-20 | | 2020-21 | |
|---|---|---|---|---|---|---|---|---|---|---|
| | LTI | Days Lost | LTI | Days Lost | LTI | Days Lost | LTI | Days Lost | LTI | Days Lost |
| Corporate Communications | | | | | | | | | | |
| Community Lifestyle | | | | | | | 1 | 3 | 1 | 8 |
| MECC & Events | 2 | 4 | | | 1 | 18 | | | 1 | 1 |
| Emergency Management | | | | | | | | | | |
| Health & Regulatory Services | 1 | 2 | 1 | 1 | | | | | | |
| **Community & Client Services** | **3** | **6** | **1** | **1** | **1** | **18** | **1** | **3** | **2** | **9** |

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

- In February 2021, a worker suffered a mild concussion after they bumped their head on a closing door. One day was lost.
- In March 2021, a worker suffered a knee injury after they tripped and fell at a library. Eight days have been lost as they receive treatment.

**Glossary**

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

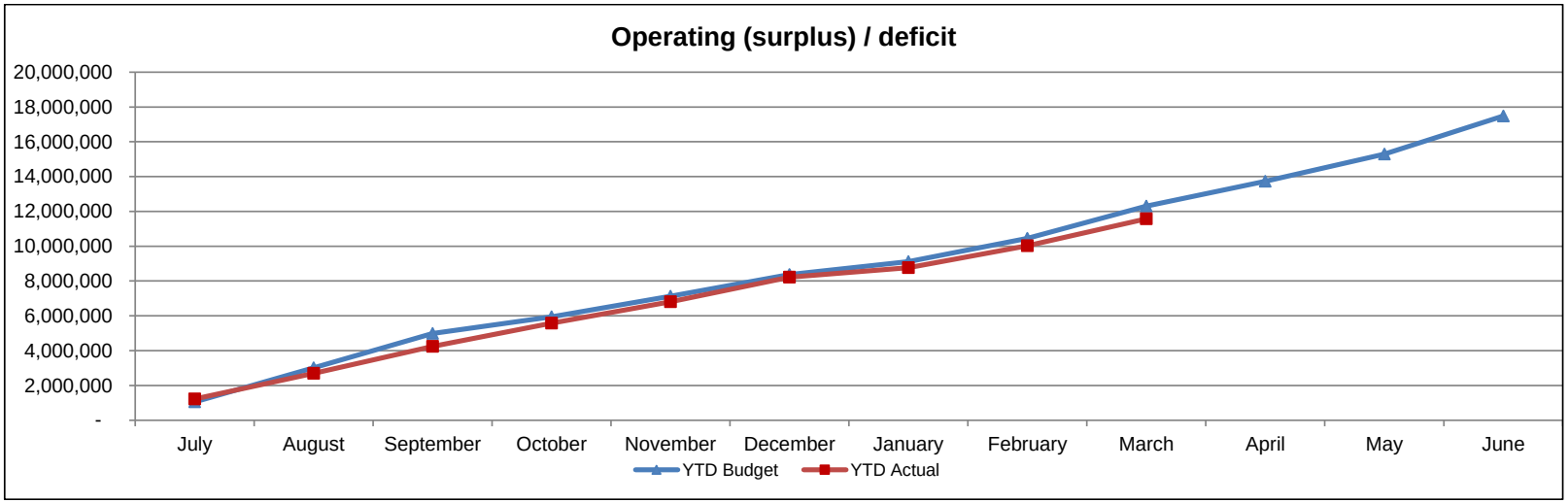
# 3. Financial Performance - March 2021

**Financial Performance Report**
**Period Covered: 1 July 2020 to 31 March 2021**

**Community & Client Services**

**% YTD Variance of 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

| | Revised Budget | YTD Budget | Actual | YTD Variance | Comments |
|---|---|---|---|---|---|
| 4.01 - Community & Client Services Management | 359,056 | 260,614 | 302,305 | 41,692 | Variance due to timing of staff leave |
| 4.03 - Community Lifestyle | 8,214,149 | 6,021,022 | 5,774,804 | (246,218) | On track |
| 4.04 - MECC & Events | 3,531,101 | 2,666,981 | 2,433,979 | (233,002) | Positive budget result - driven by wages savings and F&B revenue. |
| 4.05 - Corporate Communication & Marketing | 1,746,123 | 1,259,859 | 1,262,345 | 2,487 | On track |
| 4.07 - Health & Regulatory Services | 3,544,202 | 2,245,777 | 1,974,777 | (270,999) | Ahead of budget from increased revenue and reduced operational expenditure |
| 4.08 - Emergency Management | 88,341 | (144,584) | (172,547) | (27,963) | On Track - Underspend on grant funded activities |
| **Operating (surplus) / deficit** | **17,482,972** | **12,309,667** | **11,575,664** | **(734,003)** | |


Operating (surplus) / deficit
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-
July
August
September
October
November
December
January
February
March
April
May
June
YTD Budget
YTD Actual

# 4. Community Lifestyle

## 4.1 Community Programs

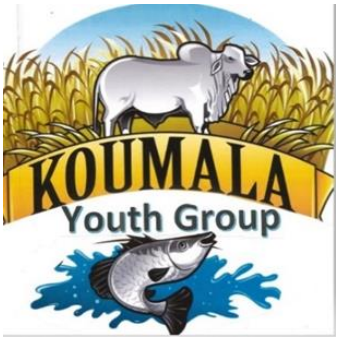
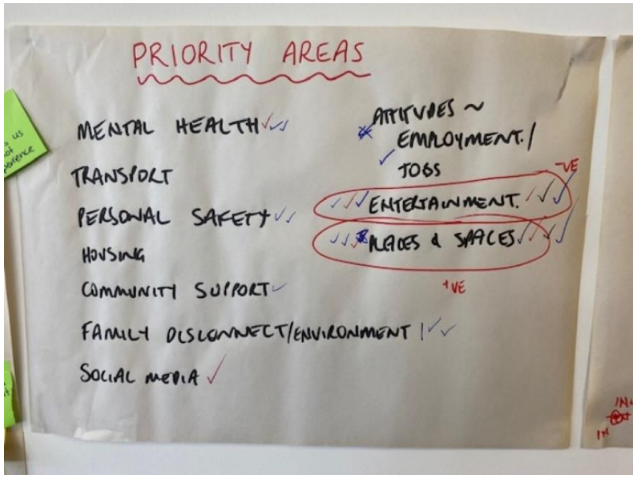
Number of Community Enquiries:

- Community Building - 321
- Lifelong Learning - 46
- Civic Participation - 55
- Number of Emergency Relief Assistance Packages provided – 80
- Sarina Neighbourhood Centre meeting rooms utilisation – 14 bookings
- Occasions of JP Services provided to community – 10
- Number of external bookings in Jubilee Community Centre for the month – 89
- Total Jubilee Community Centre usage (internal/external) – 365

**Community Development**

| Activity | Comments |
|---|---|
| **Neighbour Day** | March 28 was Neighbour Day, a national day to recognise and celebrate the importance of our neighbourly relationships. In addition to the inaugural My Legendary Neighbour Awards, Community Programs, in collaboration with the Libraries team, delivered a series of drop-in sessions at libraries across the region. The sessions were supported by Community Programs and Libraries team members and included sharing of Neighbour Day information and resources and the gifting of free native plants from our nursery. The sessions were well received by residents who engaged and took home a 'get to know your neighbour' postcard and a free plant. A lot of great stories were also shared about what great neighbourhood relationships exist in our community. |
| **My Legendary Neighbour Award** | The inaugural My Legendary Neighbour Award, in celebration of Neighbour Day closed on Monday, 22 March with 52 nominations received. Two winning entries were selected for a Legendary Neighbour and a Legendary Street.<br><br>Winners were shortlisted based on the longevity of the neighbourly relationship, the support exchanged and the wellbeing impact of the relationship/s. |

| | |
|---|---|
| | Winners of the Legendary Neighbour Award, the Sanim Family from Centennial Drive, Glenella were the worthy recipients of a Deli Nook share platter to share with their nominator, Heather. Heather is eternally grateful to the Sanim family for the 10 years of support and service they have offered to her and her late husband, Don.<br> <br>Winners of the Legendary Street award went to the residents of Seafarer Court, Blacks Beach. This street of people has built a neighbourhood family and step in to help each other out, celebrate each other's achievements and just spend time together whenever they can.<br> |
| **Peer Skills** | The Peer Skills program has returned to Mirani State High School for term 1 with Community Programs staff delivering the program on a weekly basis to 15-18 young people. The program aims to skill and empower young people to be a first line of support to their peers in need. The program once again proved popular with young people and the program will be continuing in term 2. |

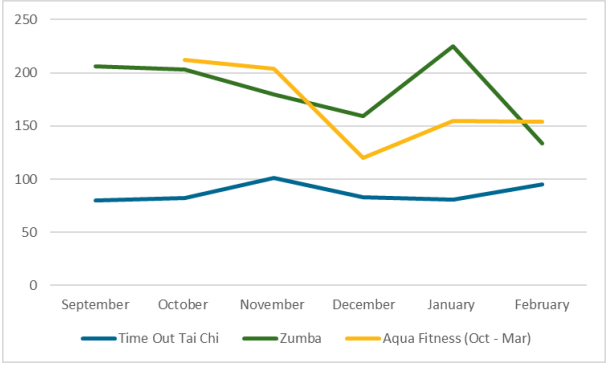
| | |
|---|---|
| **Koumala Youth Group** | Community Programs have been supporting the ambition of the Koumala community to form a youth group in their area since late 2020. The Koumala Youth Group is now formed and meeting on a fortnightly basis. The group is being led by the young people in Koumala with assistance from parents and leaders in their community. The group has kicked off strong with participation from 22 young people. Community Programs officers will continue to provide support around governance, funding, and collaborative opportunities to ensure the group has strong foundations on which to grow.<br>  |
| **Youth Out Loud (YOL) 1000 Project Update** | YOL1000 has achieved a huge milestone with youth conversations ticking over the halfway mark with 585 of the 1000 conversations now achieved. To mark the milestone Community Programs organised a YOL1000 stakeholder workshop on Wednesday, 31 March, facilitated by our Collaboration for Impact consultant, to review the program to date and plan the next steps of the project into some action-oriented work.<br>The workshop, supported by 17 stakeholders, resulted in the development of an implementation plan focusing on the top strength and challenge represented by the youth voice from the conversations to date.<br>  |

**Community Meetings / Events / Interagency Meetings**.
203 meetings and events were held or attended; highlights include:

| | |
|---|---|
| **Harmony Week** | Harmony Week went off with a bang with the inaugural Festival Cultures on the Civic Precinct lawns on Friday, 19 March. The event, delivered in partnership with The Neighbourhood Hub, boasted over 20 stalls, live music and cultural dances, kids' activities and entertainment and culture sharing opportunities. Over 700 residents came along to participate in the morning's festivities. The vibrancy of the event was a testament to the strong multicultural community we are proud to have in our region.<br> |
| **Grant Writing Workshops** | Community Programs delivered 3 community grant writing workshops during the month of March. The workshops were facilitated by local consultant, Deb Rae and supported by Community Programs staff. 63 people attended the workshops, representing 58 different community and sporting organisations. A session was recorded, and this will be shared with a further 12 organisations who registered interest however were unable to attend on the workshop dates. |
| **RADF Showcase Exhibition** | The annual RADF Showcase was officially opened in the Jubilee Community Centre Exhibition Space by Cr Mann, RADF Committee Chair, on Friday March 12. The exhibition showcases 12 projects funded from the 2019/2020 RADF year. Approximately 55 exhibiting artists and their friends and family attended the opening event. The exhibition period was February 22 to March 19.<br> |

| | |
|---|---|
| **Sarina Women's Week Awards** | 100 Sarina Community members attended the Sarina Women's Week Awards on March 13 at the third Ground Coffee House to celebrate International Women's Day and Qld Women's Week. As a celebration of the contributions made by women in the Sarina community, 33 nominations were received from the community. The event was emceed by Tegan Philpott, Manager ABC Tropical North. The winner of the Mary Malone Perpetual Trophy, selected by Mary's daughters Michelle Cameron and Anne Hand, was Teresa McNaughton. Guest speakers at the Awards were Bridgeen Doherty and Nurse Rosie from the Trudy Crowley Foundation, who spoke about the importance of recognising the early symptoms of ovarian cancer.<br><br> <br><br> <br>*Winner of the Mary Malone Perpetual Trophy Teresa McNaughton with Councillors and Mary's daughters Michelle and Anne.* |

## Sport and Recreation

| Activity | Comments |
|---|---|
| **Active in the City** | 6 monthly Program Attendance Statistics:<br>  |

| | |
|---|---|
| **Online Sports Expo** | The 2021 Online Sports Expo was a success, running for the entire month of February, offering over 90 sport and recreation exhibitors, eight virtual active zone demonstrations, and 30+ come and try days. Feedback from the clubs involved and the public was positive, with a 3.4 rating from the clubs, and a 4.09 rating from the public. (scores are out of 5). Both the public and the clubs would like to see either a return to the physical expo when permitted, or a combination of both. |

### Museums

| Activity / Location | Comments |
|---|---|
| **Pioneer Valley Museum** | Dates open: March 2 - March 25<br>Number of days open: 12<br>Visitors: Unknown<br>Volunteer hours: Unknown |
| **Sarina Museum** | Dates open: March 2 - March 23<br>Number of days open: 4 (The ramp and stair replacement are ongoing, resulting in limited opening hours)<br>Visitors: Unknown<br>Volunteer hours: 188 |
| **Mackay Museum** | Dates open: March 2 - March 27<br>Number of days open: 12<br>Visitors: 6<br>Volunteer hours: 115 |
| **Greenmount Homestead** | Dates open: March 1 - March 24<br>Number of days open: 12<br>Visitors: 20<br>Volunteer hours: 40<br>• Staff oversaw training and orientation of new Greenmount Homestead volunteers.<br>• The second iteration of the Antiques Rescue project was run onsite at Greenmount Homestead on March 26. |
| **Ongoing Projects** | Curatorial Assistant, Axel Keller, commenced on March 15.<br>Staff undertook a pilot program for the collection rationalisation project.<br>Staff met with volunteers from Pioneer Valley, Sarina and Mackay Museums to outline the Collection Rationalisation project. |

## Community Grants

Round 2 of the Community Grants Program closed on February 5. Below is a list of the successful applications.

***Small Equipment Grant Applications***

| *Organisation* | *Approved Amount* | *Details* |
|---|---|---|
| Mackay Family History Society | $1,500.00 | Purchase of a new laptop computer and monitor for the indexing team. |
| Playgroup Qld Ltd - Beach Kidz Playgroup Sarina | $814.36 | Purchase of developmental resources and suitable storage to store the resources. |
| Iona west Men's Shed | $1,500.00 | Purchase of a drum sander. |
| Bucasia Community Kindergarten | $1,365.00 | Purchase and installation of 4 security cameras. |
| Sarina Kennel Club Inc | $1,500.00 | Purchase of a double glass display fridge. |
| C&K Hoey Street Community Kindergarten | $1,362.86 | Purchase of a crash mat, an aqua play lock harbour canal system, sensory cushions, and various games. |
| Good Shepherd Lodge Ltd | $1,500.00 | Purchase of a defibrillator. |
| Mackay Redbacks Inline Hockey Inc | $800.00 | Purchase of 2 storage racks and 15 storage tubs. |

***Community Grant Applications***

| *Organisation* | *Approved Amount* | *Details* |
|---|---|---|
| YIRS One Stop Youth Shop Inc | $6,000.00 | Purchase of supplies and back-pack beds for a proposed afterhours drop-in service . |
| Calen District State College P&C Association | $6,000.00 | Contribution towards the 'Beach to the Bush', Little Lifesavers Community Program. |
| Mackay Wanderers Football Club | $1,750.00 | Purchase and installation of an AED Defibrillator. |
| Care Kitchen Inc | $4,000.00 | Engagement of a local consultant to support strategic planning, organisational structure, and policy and procedure development, along with upskilling the committee members in governance. |
| Australian Street Aid Project Ltd | $5,689.89 | Purchase of safety equipment, tools and consumables for 'Chances Furniture Mackay' - a new initiative. |
| Kucom Theatre | $3,000.00 | Purchase of a laptop, data projector and ceiling mount. |
| Mackay Kennel Club Inc | $5,000.00 | Finishing of fencing dog rings 1 and 2, purchase of temporary fencing for dog shows, permanent lighting of ring 3 and replacement of the guttering and downpipes on the club house. |
| Mackay Veteran Golfers Association Inc | $1,800.00 | Contribution towards an open veteran's competition to be held at the Mackay Golf Course on Monday/Tuesday, 9/10 August 2021. |
| Eimeo Surf Life Saving Club | $4,000.00 | Purchase of 2 stand-up paddleboards and an adjustable surf ski. |
| Pioneer Catchment Landcare Inc | $2,950.00 | Conducting a review of the current internal business structures, processes & business plans. |
| Magpies Football Club Inc | $3,000.00 | Purchase of two 6x3m Gazebo tents. |

***Minor Asset Grant Applications***

| *Organisation* | *Approved* | *Details* |
|---|---|---|
| QCWA Gargett Branch | $10,000.00 | Sanding and re-polishing the hardwood floor, side staircase to stage and 3 large front stage steps in the CWA Hall at Gargett. |
| QCWA - Pioneer Division | $7,500.00 | Repairs to the Grasstree Cottage and installation of an air-conditioner at the Slade Point QCWA Hall. |
| The Salvation Army (Qld) Property Trust | $4,000.00 | Purchase of four heart defibrillators. |
| Sarina Demons Junior AFL Club Inc | $10,000.00 | Purchase of a 4-tier sun safe grandstand. |
| Mackay Choral Society Inc | $11,633.00 | Replacement of carpet in the Ken Martin Choral Centre. |
| ATSI Community Health Service Mackay Ltd | $8,000.00 | Replacement of the IT servers. |
| Marian Ladies Bowls Club Inc | $8,500.00 | Upgrading the clubhouse kitchen. |
| Sarina Junior Rugby League | $7,000.00 | Purchase of a traveling irrigator and a speaker system. |

***Minor Infrastructure Grant Applications***

| *Organisation* | *Approved Amount* | *Details* |
|---|---|---|
| Mackay Surf Life Saving Club Inc | $9,917.50 | Installation of air conditioners. |
| Sarina Bowls Club | $25,000.00 | Refurbishment of the green and ditch. |
| Mackay Surf Life Saving Supporters Club Inc | $14,400.00 | Replacement of the bi-fold door. |
| Mackay RSL Memorial Bowls Club | $18,558.00 | Upgrading the bowling green lighting and equipment. |

## Junior Sporting and Arts and Culture Grant

No Junior Sporting Grants or Arts and Culture Grants were processed this month.

## InKind Assistance requests

7 InKind assistance requests were approved for the month of March, with a total value of $2,843.00.

*The Civic Precinct Fountain was coloured Orange twice in March:*

*World Hearing Day (March 3)*

*Harmony Day (March 21)*

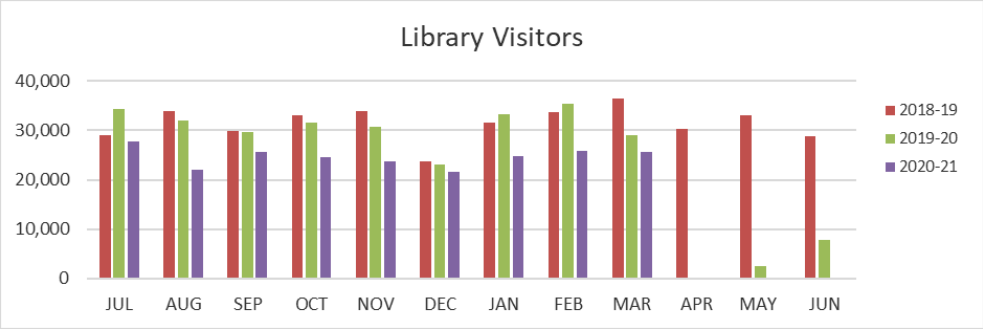
# 4.2 Libraries

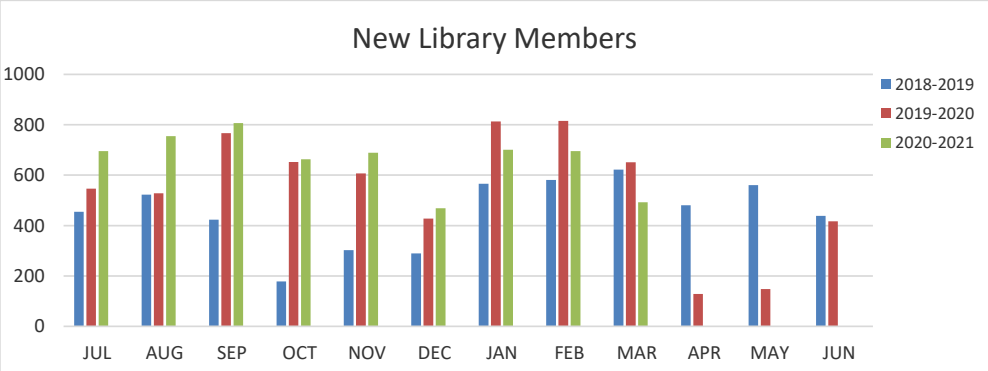
### Library Highlights

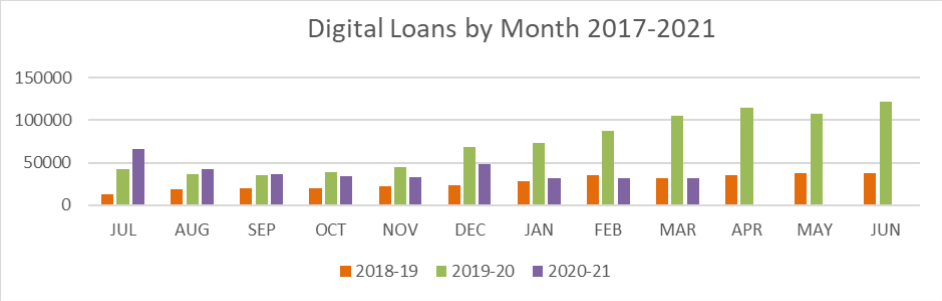
| Activity | Comments |
|---|---|
| **Pop-Up Library** | After receiving news that the Mobile Library was going to be off road for over a week, we decided to put the Community Outreach trailer to the test. The trailer visited areas from Shoal Point to Midge Point over a seven-day period.<br>The response was overwhelmingly positive. Members of the public went out of their way to ask questions about the community outreach trailer and the Mobile Library.<br>Not only did our efforts feel appreciated, but we also got to see how much of an impact the Mobile Library has in the communities it visits.<br> |
| **Young People's Services and First 5 Forever** | **# programs:** 82<br>**# attendees**: 1198<br>**Baby Bounce**: 31 sessions- 523 (263 children, 260 adults)<br>**Story time**: 24 sessions- 318 (182 children,136adults)<br>**Toddler Time**: 19 sessions – 307 (171children,136 adults)<br>**Dad's and Bubs:** 1 session- 26 (13 children, 13 adults)<br>**Connecting educators to the Library:** 2 sessions - 4 adults.<br>**STEAM**: 5 sessions (20 children) |
| **Community Outreach Programs** | **# programs:** 58<br>**# attendees**: 1,508<br>**Program Highlight:**<br>Through collaboration with Community Programs, we celebrated Neighbour Day this month where we provided community members with a free plant from our Parks team. Each member was also provided with a card for them to give to a neighbour to introduce themselves and build stronger communities.<br> |

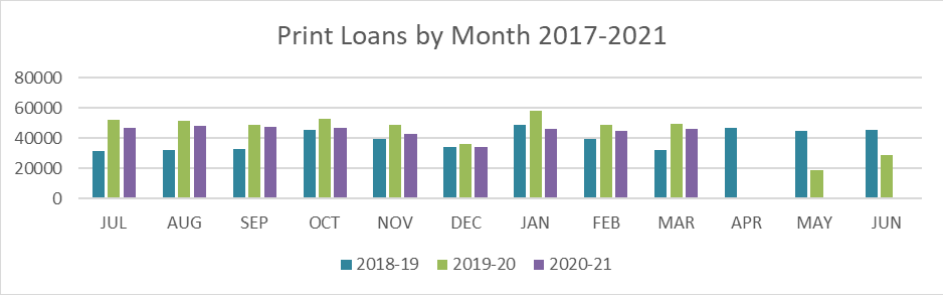
| | |
|---|---|
| **Digital Literacy & Young Adult Programs** | **# programs:** 20<br>**# attendees:** 152<br><br>**Knowledge Navigators:** Team members presented a Knowledge Navigators session to Year 11 students at Mackay Northern Beaches State High School on March 10. Students and their teachers learned of the range and quality of free resources available to them as library members. 34 students joined the library because of their visit.<br><br>**Digital Tools for Disasters:** In collaboration with Emergency Management staff, Libraries presented two sessions to interested customers on the various digital technology and social media tools available to them to assist in safe decision making, and recovery from natural disasters. |
| **Outreach and Engagement Programs** | **Outreach # events: 9**<br>**Outreach # engagements: 386** (304 children, 82 adults)<br><br>**Highlights:**<br>Through community presentations with the Older Women's Network, CQU Open Day, Museums Antique Rescue and Harmony Day Event, we were to provide information about our collection, eResources, programs, events and workshops that are part of our free memberships. |
| **Heritage Collection** | 20 information requests were received from clients with staff conducting 19 hours of research. 5 of these requests were from council programs. |

**Statistics**





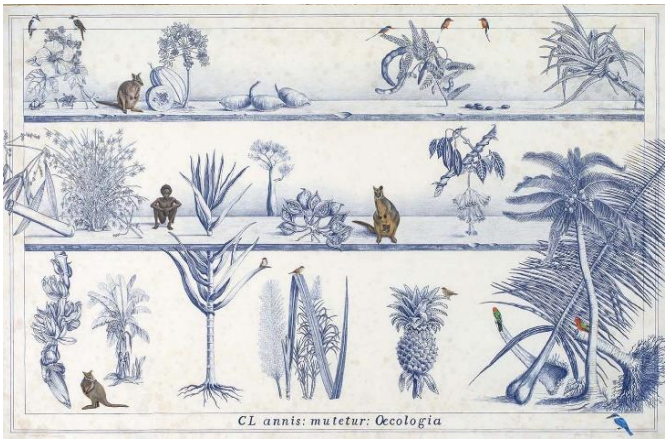




**Monthly KPI Update**

| Service / Activity | Annual KPI | YTD | Status | Comments |
|---|---|---|---|---|
| *Library Loans* | 1,000,000 | 759,188 | ● | On target |
| *Database Hits* | 75,000 | 84,688 | ● | Online resources continue to perform well. |
| *Social Media Followers* | 8,000 | Instagram: 1,572<br>Facebook: 7,155 | ● | Steady increases observed |
| *eNewsletter subscribers* | N/A | 17,205 | ● | Registrations remain steady |
| *In Person Visits* | 350,000 | 211,492 | ● | 81% of YTD target. Numbers remain steady; however, unlikely to meet target with COVID restrictions still impacting on both program attendance and general visitation. |
| *Web + Catalogue Visits* | 300,000 | 386,257 | ● | Exceeding planned target |
| *% of Scheduled Programs Delivered* | 95% - 105% | 97.72% | ● | 24 Programs were cancelled during March due to COVID-19 restrictions |
| *Number of new program initiatives* | 10 | 17 | ● | New initiatives and partnerships are continuing to be developed |
| *Outreach Events* | N/A | 66 events<br>3,974 attendees | ● | Outreach programs have been well received |
| *New Virtual Programs * Outcomes* | N/A | 269,226 reached<br>14,545 engaged | ● | Virtual programs are decreasing however engagement with content continues |

# 4.3 Artspace Mackay

### Artspace Exhibitions

| Activity | Comments |
|---|---|
| **Ron McBurnie: In Search of Arcadia**<br><br>26 Feb – 16 May<br>FIELD Engineers Gallery | Ron McBurnie is a leading Townsville-based artist and educator, drawing inspiration from early traditions of British and European printmaking and painting. In 2019 and 2020 McBurnie completed an extended artist residency with Artspace Mackay, capturing beloved landscapes and views of this region *en plein air*. The resulting suite of work on paper is shown together in a major celebration of the beauty of Mackay and its surroundings, from Cape Hillsborough beaches to cane fields in Eton. The exhibition officially opened on Friday 26 February (105 people attended) and will run until Sunday 16 May.<br><br> |
| **A Changing Ecology**<br><br>19 Feb – 16 May<br>Foundation Gallery | Drawing from historical and contemporary works held in the Mackay Regional Council Art Collection and Mackay Libraries' Heritage Collection, A Changing Ecology explores representations of Mackay and greater Queensland's flora and fauna since colonisation. The exhibition features early local photographs and glass plate negatives, historic botanical illustrations and floral still lifes alongside Indigenous voices including Danie Mellor, Fiona Foley, and Archie Moore, whose works look back on these past visualisations of Australia and its people.<br><br>  |

| | |
|---|---|
| **Dylan Mooney: The Wall**<br><br>16 Feb – 12 May<br>Foyer Gallery | The Wall is an artist-in-residence exhibition program offers Australian artists the opportunity to create a site-specific artwork directly onto the gallery's foyer wall. Now in its sixth iteration, Artspace Mackay hosted Mackay-raised Dylan Mooney, an emerging Yuwi, Torres Strait Islander, and Australian South Sea Islander artist from 2 – 12 February.<br><br>Mooney's practice includes prints and drawings inspired by First Nations history, culture, and personal ancestry. Mooney's site-specific mural is inspired by archival research and learning on country about traditional Yuwi shield-making and other material cultures of this region's First Peoples.<br><br> |
| **Tony Druery: Horizons**<br><br>4 Feb – 16 May<br>Foyer Gallery | Tony Druery (b.1964–d.2016) was an artist and educator in the Mackay community, creating images that spoke to his love of the water, the Australian outback and scenes closer to home. His dynamic fish-eye views of Mackay's construction boom in the late 2000s capture a rapidly changing cityscape at an important time in the town's recent history.<br><br>Druery's linocut prints exploit the visual attractions of cranes and scaffolding while also expressing the disorientation felt by many of Mackay's local residents at the time. In recognition of Druery's untimely death, the exhibition showcases well-loved works alongside unexhibited pieces to commemorate his legacy within the local arts community. |

## Collection

| Activity | Comments |
|---|---|
| **MRC Art Collection** | The Mackay Regional Council Art Collection has now been published in online form with over 36% of the collection available to view. The curatorial team continue to work on obtaining copyright permission to enable greater online access. The site will be officially launched at an event in April. |

## Public Programs

| Activity | Comments |
|---|---|
| **Guided Tours** | Artspace hosted seven guided tours in March. Skyfall Studio's visited Artspace on four separate occasions with 45 students and parents in attendance. We also hosted tours for Hampden State School (29 year 5 & 6 students), Mackay North State High School (53 year 9 students), and the Botanical Art interest group (10 members). |
| **Crossroad Arts Performance in the Gallery** | Artspace partnered with Crossroad Arts to host their 'Ron McBurnie: In Search of Arcadia' Performance in the Gallery program. This month we hosted Crossroad Arts on the 2, 9, and 16 March. We had 43 people attend over the three workshops. |
| **Conversations with Art**<br>1 – 2.30pm<br>Friday 19 March | In March's Conversations with Art visitors looked and discussed women artists' artworks from the National Gallery of Victoria's collection. Held on the third Friday of each month, Conversations with Art is a free and enjoyable discussion led by Artspace staff as we look at works in the gallery, as well as images of traditional and contemporary artworks from gallery and museum collections from around the world. 10 visitors attended. |
| **Kids Art Club** | Term 1, Kids Art Club finished on Saturday 27 March, facilitated by long-term Artspace Mackay tutor and local artist Rosemary Payne. Kids Art Club is Artspace Mackay's ongoing term-based art program for kids. Term 1 was fully booked with a total of 12 students. |

| | |
|---|---|
| **BMA Kidspace**<br>10am – 2pm<br>Tuesday 23 February | BMA Kidspace was held on Tuesday 23 March and attracted 72 people to gallery. Artspace Mackay's ever-popular toddlers' program gives children under five a chance to explore and have fun with art in a climate of co-operative learning. The program includes free artist-run workshops and live musical entertainment. |
| **Speed Date the Collection**<br>Thursday<br>11 March | A Speed Date the Collection event was held on Thursday 11 March. This informal 'date' night is an opportunity for members of the community to 'meet' artists' books from the collection. The initiative is volunteer-run and is proving to be a popular event with Artspace Volunteers and visitors alike, with many participants booking in for consecutive future events. 7 people participated in this event. |

**Monthly KPI Update**

| Service / Activity | Annual KPI | YTD | Status | Comments |
|---|---|---|---|---|
| Visitors: Artspace | 28, 000 | 12,723 | 🔴 | Attendance numbers for March (as of Sunday 28 March) were below average, impacted by travel restrictions brought about by COVID-19. |
| Web Visits | 14,000 | 9,897 | 🟢 | Significant increase in web visitations in month of March. |
| Total Number of e-Newsletter Subscribers | 1,800 | 1,850 | 🟢 | Subscriber numbers increased by 21 during the month of March. |
| Facebook Subscribers | 6,600 | 7,410 | 🟢 | 39 new subscribers for the month of March. Combined total for Artspace and Rock Paper scissors Facebook pages. |
| Exhibitions | 12 | 12 | 🟢 | No new exhibitions during the month of March. |
| Public Program Participants | 7,400 | 1,866 | 🔴 | Maximum number of participants for public programs and activities is still restricted due to COVID-19 social distancing requirements. |
| Public programs *(Inc. tours, BMA Kidspace, workshops, exhibition openings, markets, etc.)* | 140 | 94 | 🟢 | On target |
| Volunteer hours | 2,500 | 2,225 | 🟢 | On target |

# 5. Mackay Entertainment & Convention Centre and Events

| KPI Measure | Target | YTD | Status | Comments |
|---|---|---|---|---|
| Number of Performances fully cost recovered | 50% | 65% | ● | On Track |
| Minimum number of catered functions (excluding performances) | 120 | 111 | ● | On Track |
| Average attendance at events | Auditorium 260 | 343 | ● | On Track |
| | Foyer/space 100 | 46 | ● | Impacted by COVID-19 |
| | Halls 300 | 175 | ● | Impacted by COVID-19 |
| | One Hall only 100 | 41 | ● | Impacted by COVID-19 |
| Number of non-utilised days | 200 | 82 | ● | On Track |
| Number of Performances at the MECC | 180 | 51 | ● | Impacted by COVID-19 |
| Number of Conferences/Expos | 14 | 9 | ● | Impacted by COVID-19 |
| Number of Events with Attendance from outside Mackay Region LG area (Post Code Data) | 30 | 33 | ● | On Track |
| #Events at BB Print Stadium | 10 as at June 2020 | 13 | ● | On Track |
| #in Attendance at BB Print Stadium | 9,196 as at June 2020 | 5,583 | ● | Impacted by COVID-19 |
| Number of Student Attendances | 1,000 | 1,585 | ● | Reached target |
| Number of workshops > Youth | 6 | 5 | ● | On Track |
| Number of engagement workshops/activities | 6 | 6 | ● | Reached target |
| Yearly occupancy of facility | 65,000 | 32,234 | ● | Impacted by COVID-19 |
| Customer Hire Satisfaction | 80% | 96% | ● | On Track |
| Number of regional events assisted through either financial or in-kind assistance | 6 | 4 | ● | On Track |
| Number of regional events ticketed | 8 | 4 | ● | On Track |
| Friends of the MECC Volunteer Hours | N/A | 1,762 | ● | On Track |

## Overview

A positive month for the MECC, Foodspace and BB Print Stadium with several events successfully delivered throughout March, with highlights including the 1000+ youth patrons at the 2021 Mocktails and the Resource Industry Network IWD Luncheon.

Queensland's Resource Industry Network staged two very successful events at the Mackay Entertainment and Convention Centre during March, both of which attracted record attendances.

The 2021 organisation's Safety Conference was held 25-26 March. Due to the impressive conference content, quality speakers and the annual event not being staged last year due to COVID-19 restrictions, the 2021 conference attracted a strong attendance of approximately 300 delegates. A large number came from the Queensland Mining Equipment, Technology and Services (METS) and the resources sector.

The conference followed on from Resource Industry Network's highly successful 2021 International Women's Day luncheon recently staged at the MECC (image below). It drew 530 guests from a range of industries throughout the Mackay Region, representing the largest luncheon staged at the MECC since the pandemic commenced. All guests were seated in a COVID-safe, socially distanced dining format at the convention centre, made possible due to the extensive function space available.

In addition to these two wonderful business events, the MECC team also delivered the following events in March:

- Performance: Viral – Artour
- CFMEU mining & Energy National Convention
- Mackay Cutters Trial Game 2 - BB Print Stadium
- RIN IWD Luncheon
- Three performances: The Very Hungry Caterpillar
- MRC Regional Priorities Meeting
- Entrepreneurial Business School

- Seniors Mocktails
- Friends of the MECC AGM
- Mayor's Charity Ball Media Launch
- Intrust Super Cup Game 1 – BB Print Stadium
- Queensland Symphony Orchestra Livestream
- Australian Sugar Milling Council Industry Safety Conference
- Pacific National Conference
- DBCT Kids Theatre Season Craft Workshop
- Citizenship Ceremony
- Employsure Seminar
- Hastings Deerings Event x 2 – BB Print Stadium
- Clontarf Foundation Clinic – BB Print Stadium
- Book Presentation: More Than Just A Game – BB Print Stadium

| Team | Actions Completed |
|---|---|
| **Catering** | The Catering team has had a busy month with food and beverage service at a number of 500+ attendee events at the MECC and bumper crowds at the Cutters Trial games and round 1 game at BB Print Stadium Kiosk.<br><br>The team is currently recruiting part time and casual positions to ensure staff requirements and service expectations for upcoming busy months of May onwards can be met. |
| **Operations** | Operations team has continued to provide FOH services and Covid cleaning during the month during and between highly patronised events. Recruitment for the new Operations Coordinator is being finalised.<br><br>A tender is being prepared to open for replacement of the centre's banquet chairs and a number of tables. |
| **Technical Services** | Technical services have played a key role in the delivery of events for the month while continuing to work on capital projects including the replacements of North Foyer drapes. |
| **Festival and Events** | Recruitment for the Festival & Events Coordinator is being finalised and applications remain open for the Officer role for another week. During this time, the program of more than 10 Festival events and a large number of Fringe events has been finalised.<br><br>Final touches are being placed on the Festival Program launch on May 7th, 2021. An exciting array of events has been planned to delight locals and visitors this year, including some exciting headline acts, new locations and large-scale Festival installations. Stay tuned for exciting announcements in coming weeks.<br><br>All events are being planned to align with Queensland Health's COVID Safe requirements, in particular the larger events which sit under Category 2 of the QTIC COVID Safe Events Framework. |

| | |
|---|---|
| **Sales and Business Development** | **Viral 2-day residency**: 11 Mackay students joined Shock Therapy Productions for a two-day residency designed to develop their performing arts skills. The two-day residency concluded with an informal showing for friends and family, in the Lynette Denny Space. Feedback from this residency was great:<br><br>*"During the workshop students were introduced to a range of different techniques and skills that were applicable to what they were covering in the current senior syllabus… The students thought the 2-day workshop was fantastic and as a teacher I also learnt so much. The entire time the students were engaged and had an eagerness to keep learning more. It was awesome to hear the students talking about how they were going to apply the skills they learnt in their upcoming assessment. I think that all schools should consider working with Shock Therapy Productions and I'm looking forward to what they have planned in the future."*<br>– Priya Barnes, Mackay State High School Drama Teacher<br><br>*'It's more of a modern way of teaching our generation about certain things such as racism, cyberbullying etc. It drew our attention and gave us all a good laugh and showed us what the real world has become which we are taught about in our ilesson'.*<br>Student, Pioneer State High School, Mackay.<br><br>**Free artist workshops at the MECC**<br><br>The Mackay Entertainment and Convention Centre (MECC) has programmed a range of workshops for the Mackay community. Visual arts for young children, drama and theatre for young adults and circus for those wanting to try something new - there is something for everyone. Best of all? They're **free.**<br><br>Finch Hatton-based artist and arts educator Lisa Roebig Holmes will be welcoming young children to the Lynette Denny Space over 4 dates in 2021, to create their own artistic masterpieces.<br><br>Shaun the Sheep artist workshop: Thursday 25 March<br><br>The Midnight Gang artist workshop: Thursday 15 April<br><br>New Owner artist workshop: Thursday 1 July |

| | |
|---|---|
| | Pete the sheep artist workshop: Friday 2 July<br><br> <br> <br><br><br>Community members enjoyed the MECC's first Artist Workshop for 2021, with Arts Educator Lisa Roebig Holmes. The workshop was attended by 30 community members who created Shaun the Sheep themed craft in the lead up to event. Special attendee during the workshop was Shaun the Sheep, who handed out Easter Eggs to children. |

# 6. Corporate Communications and Marketing

**Champion of disadvantage Sarina youth recognised**

Corporate Communications and Marketing assisted in the promotion of this year's Sarina Women's Week awards, which received the most nominations since its inception. More than 30 amazing award recipients were celebrated at a special event held at Third Ground Coffee House last month (March 13).

Teresa McNaughton, who was awarded the Mary Malone Perpetual Award for her selfless work, provides something priceless to students in the Sarina area – confidence. She is always looking out for children in the school yard and organises uniforms and formal wear (for the school formal) for students from struggling families. For this and many other selfless acts, Teresa was the deserving winner.

The Sarina Women's Week awards were an initiative of the Sarina Neighbourhood Centre and council and are supported by the Queensland Government. They coincided with Queensland Women's Week, which ran from March 3 to 14. The Mary Malone Perpetual Award was created in honour of the contributions made by Mary Malone to the Sarina community.

**Council Connect: Activate My Place! placemaking grants in the spotlight**

This month's Council Connect shone a light on Economic Development's AMP! Program, which is now open for submissions until April 26.

The team has coordinated media promotion, radio advertising and a social media video featuring the Mayor and Economic Development and Tourism manager Teona Cousin at Fifth Lane, which was supported in a previous round of funding.

The promotion is hoped to help spread the message on the program as well as and attract some impressive submissions for ideas on how to reinvent and reimagine some of our public places around the Mackay region.

Council is seeking ideas on po-up installations, community gardens or events that showcase our unique community.

Mackay REGIONAL COUNCIL



**Mackays legendary neighbours recongised**

Mackay residents were more than happy to share all the good things about their neighbours as part of council's My Legendary Neighbour campaign. More than 50 nominations were received as part of this campaign, with two worthy submissions acknowledged as winners.

When the Mallet family's European holiday was cancelled due to COVID-19, their amazing neighbours stepped up and brought Europe to them. The residents of Seafarer Court, Blacks Beach, organised a progressive dinner where each house became a different country from the Mallet family's itinerary. It was this selfless act and countless others, that led to Seafarer Court being presented with one of two council My Legendary Neighbour Awards on March 26.

The second award winner, the Sanim family, nominated by their neighbours Heather Arnold, Donna and Mark Sanim, are examples of neighbours who over time become family. In her nomination, Ms Arnold described how she lost her husband Don recently and it was the Sanims who helped her through.

Neighbour Day on Sunday, March 28, is Australia's annual celebration of community, encouraging people to connect with their neighbours. The theme for 2021 was "Every day is neighbour day".

**Onine consultation open for Finch Hatton Trailhead master plan concepts**

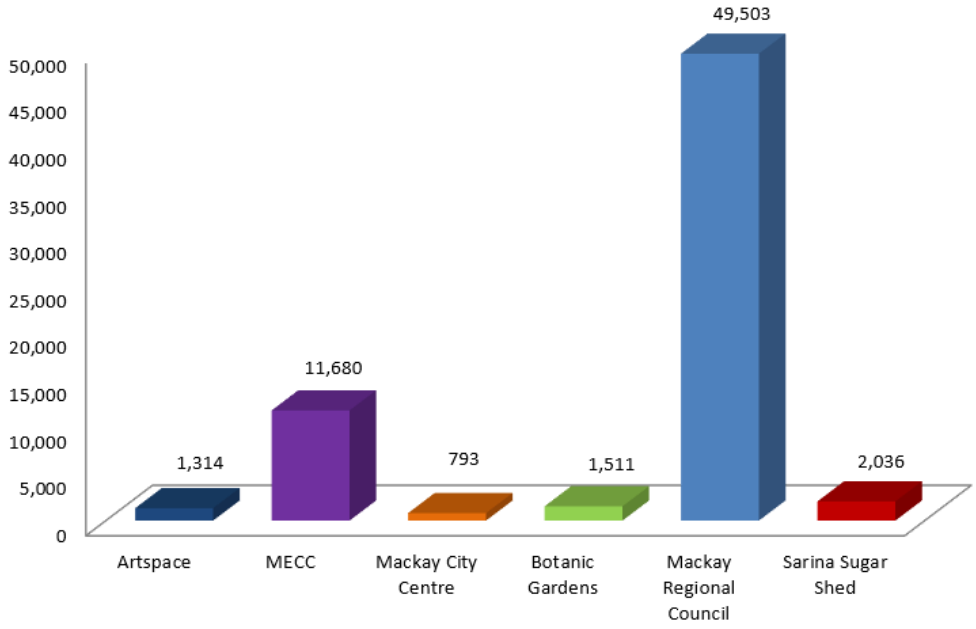
Residents can have their say on three proposed master plan concepts on Connecting Mackay.

The concepts are for the primary trailhead to be located within the Finch Hatton township. They were developed in consultation with valuable input from internationally recognised trail experts, World Trail, as well as key stakeholders involved in the Pioneer Valley Mountain Bike Trails project.

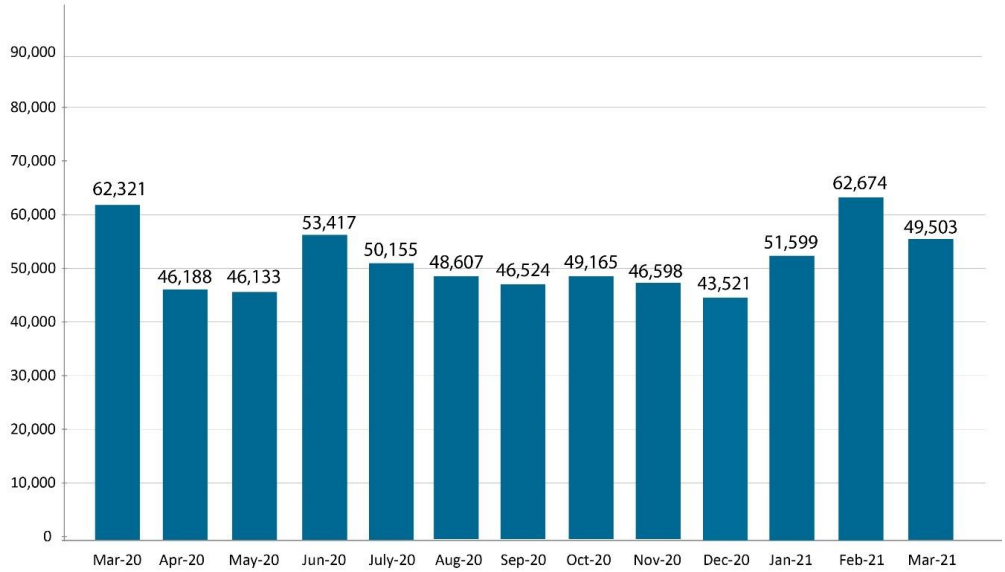
The identified location for the trailhead is the old Cattle Creek Sugar Mill site as it provides a strong town linkage utilising existing mango trees as a boulevard. Proposed facilities include a revamped Cattle Creek Mill administration building, platypus-shaped pump track, car park, bike rack, toilets, trail signage and event hosting amenities.

Feedback on the Finch Hatton Trailhead master plan closes midnight, April 18.

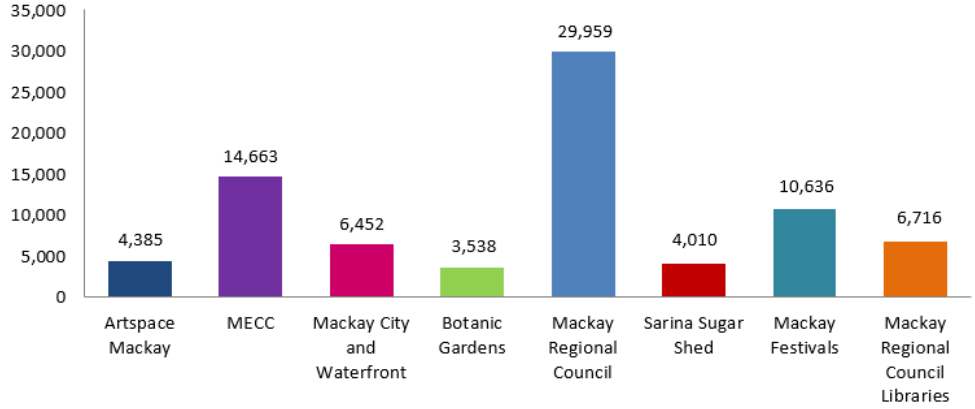
**All website visits for March 2021**



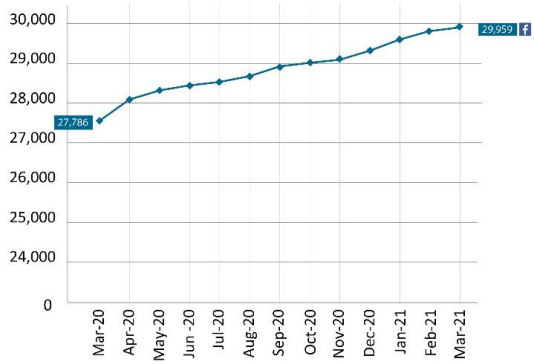

**Trend of MRC website (mackay.qld.gov.au) visits**



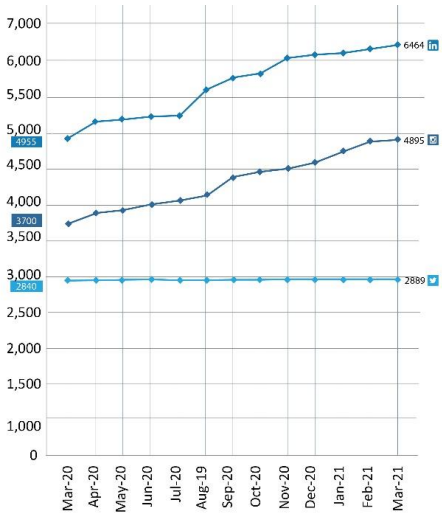
**Facebook facilities for March 2021**



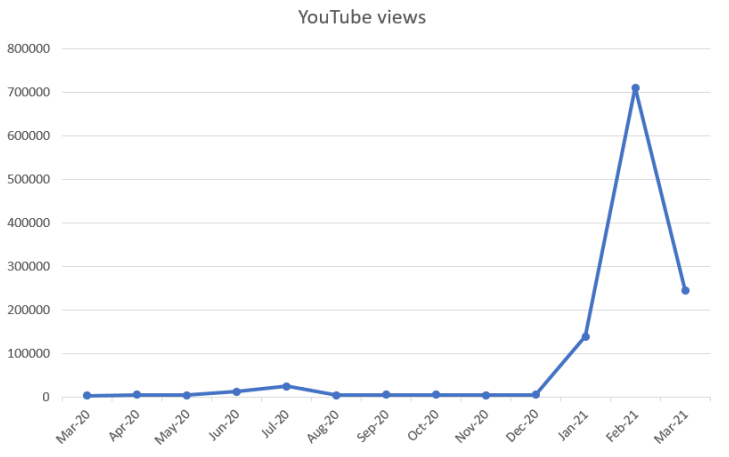

**MRC Facebook followers for March 2021**




**MRC social media for March 2021**

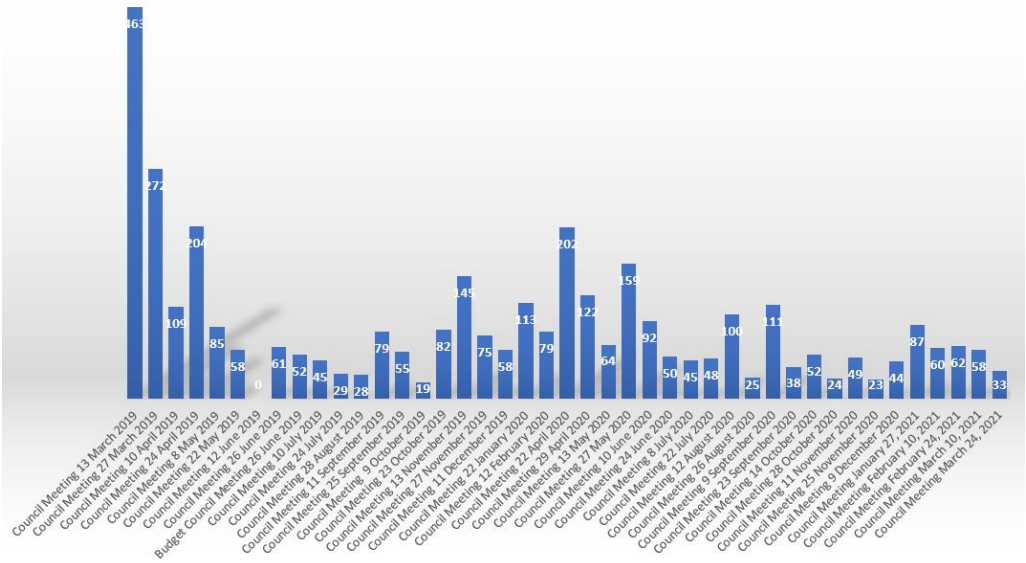



**MRC YouTube views for March 2021**



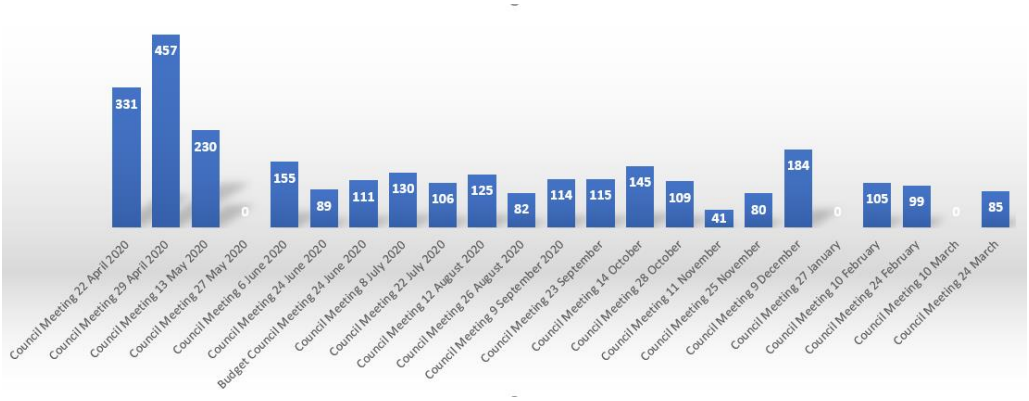
**Council Meeting Live Stream – March 2021**

**YouTube**




**Facebook**

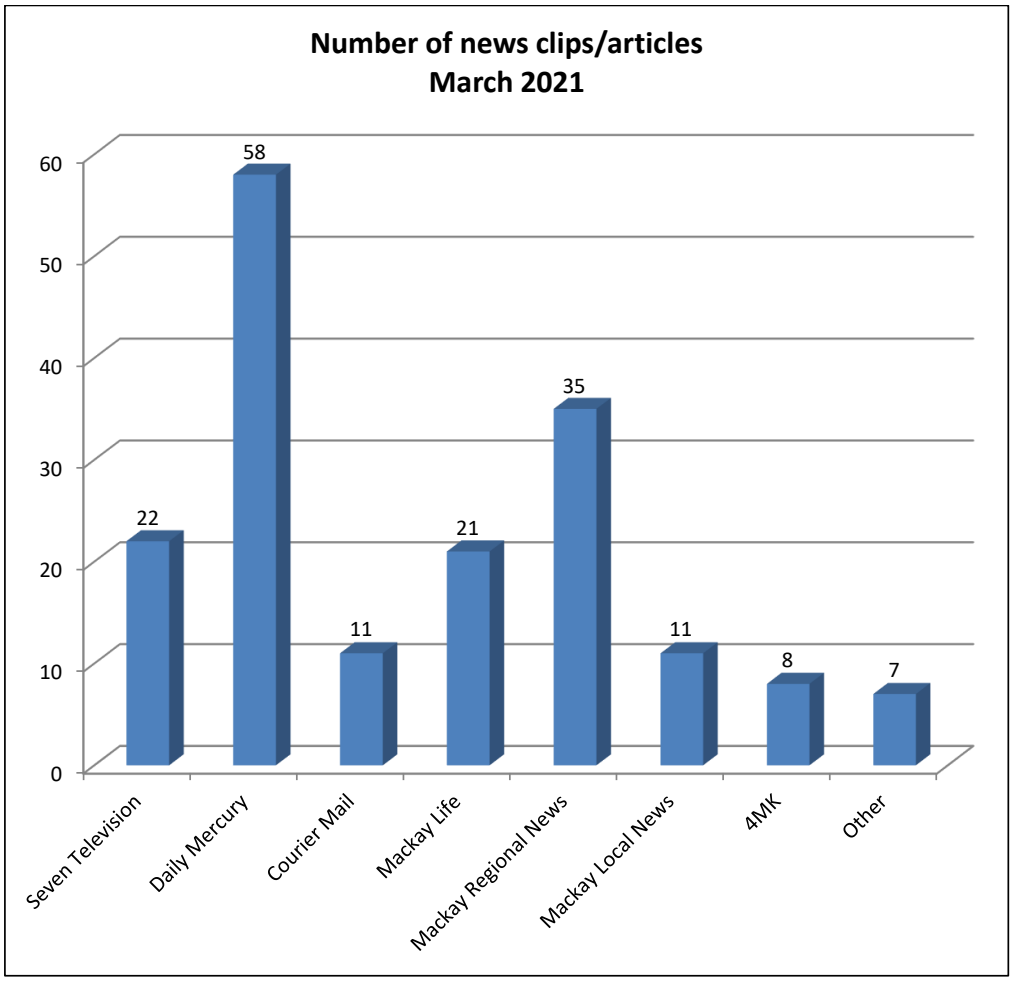
Note: Software issue on March 10.



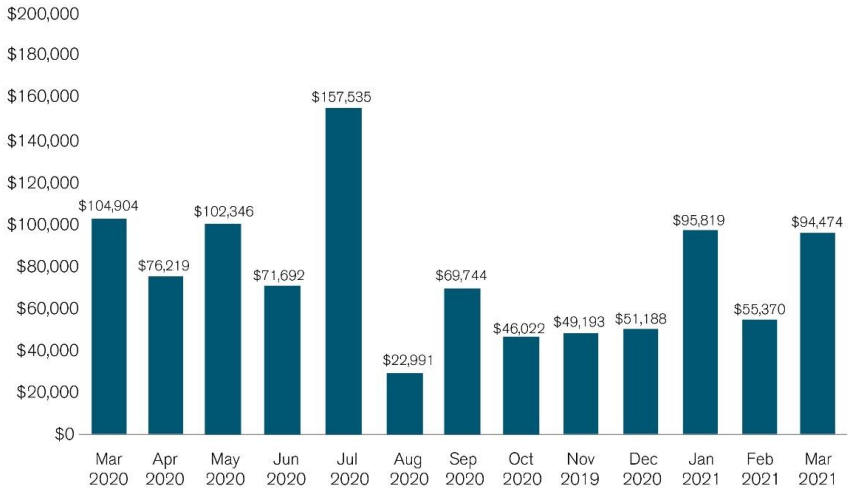

**eNewsletter Subscribers**

Artspace: 1850 (Last month: 1836)
Botanic Gardens: 1161 (Last month: 1159)
Council Connect: 3418 (Last month: 3400)
Library: 16,972 (Last month: 16,880)
Recreation Services: 1099 (Last month: 1097)
Mackay Planning: 1216 (Last month 1178)
Connecting Mackay: 3246 (Last month 3279)

**Council featured in 173 news stories in March.**




**Advertising spend across council**



**Community Engagement**

**Murray Creek car park upgrade – stage 2**
The boat ramp and the existing car park are to remain accessible during the construction period. Signage was erected at the site to inform boaties about the works and access to the boat ramp and car park. A media update and Facebook post were also issued, and correspondence was sent to local fishing retailers in case customers had any enquiries. The works are expected to be completed by late-May, 2021.
https://www.connectingmackay.com.au/admin/projects/murray-creek-car-park-extension

**Haliday Bay car park and footpath upgrade**
The swimming enclosure and the beach are to remain accessible during the construction period. Signage was erected at the site to inform residents about the works and the temporary pedestrian access to the beach. Letters were sent to nearby residents to inform them about the works and engagement took place with the Haliday Bay Resort. The works are expected to be completed by late-May, 2021.
https://www.connectingmackay.com.au/admin/projects/haliday-bay-car-park-and-footpath-upgrade

**River Street footpath reconstruction works**
Engagement took place with St Patrick's Church and St Patrick's School prior to the works commencing. It was agreed the reconstruction works in front of the church would be completed prior to Easter and majority of the works in front of St Patrick's School Hall would be completed during the Easter school holiday period. A list of the church's services was passed onto the contractor to ensure no construction noise occurred during these times. Construction notifications were also sent to surrounding residents prior to the works commencing and St Patrick's School will be updated on the progress of the footpath prior to school returning.
https://www.connectingmackay.com.au/admin/projects/footpath-reconstruction-works-river-street-mackay

**Fifth Lane revitalisation**
Aged water main infrastructure was located underground in Fifth Lane. As a result of this, the revitalisation works for Fifth Lane now includes a full replacement of the existing water main to reduce the risk of the infrastructure failing in the future. To minimise disruptions to businesses, council scheduled these works to occur late at night and within the existing stages of works. All the stakeholders were engaged prior to these works commencing, to make sure disruptions were minimal.
https://www.connectingmackay.com.au/admin/projects/fifth-lane-revitalisation-project-2

**Inglewood Close and Sunset Park concept designs**
Concept designs have been developed for Inglewood Close and Sunset Park. The designs are being shared with nearby residents to get their feedback. The designs are based on prior community engagement and council's park standards.
*No Connecting Mackay page at this stage*

**Paradise St (George/Milton Street Intersection)**
Council has meet with Mackay State High School to discuss the Paradise Street (George/Milton Street Intersection) design. Following this meeting the design will also work as a stop, drop and go facility for the school. The project is out to tender.
*No Connecting Mackay page at this stage.*

**Mogford Street Draining, Simpson to Field streets**
Works to improve drainage are under way by adjusting the road level and expanding the drain at the intersection of Mogford and Simpson streets. Residents have received a notification letter for the project and the motorists have been informed of two road closures. One road closure is in Mogford Street between Simpson to Field streets and the other is in place along Simpson Street between Donaldson and McGinn streets.
https://www.connectingmackay.com.au/admin/projects/mogford-street-drainage

**Mirani Community Precinct**
The Mirani Community Precinct Connecting Mackay page has been developed and is expected to be published in the coming weeks.
*Connecting Mackay page not yet live*

**Pioneer Valley Mountain Bike Trails**
Three consultation workshops took place, in order, to present the Mountain Bike Alliance and Finch Hatton community three master plan concepts for the Finch Hatton trailhead site. An online consultation is active on Connecting Mackay. The online consultation is being heavily promoted on social media and gaining strong response with the Connecting Mackay page receiving over 500 visitors 35 completed surveys in the first two weeks. The consultation has been promoted to Finch Hatton and Eungella residents by both local post offices distributing flyers directly into residents' PO boxes. A video containing drone footage of the site is being developed to give residents a bird's eye view of the potential trailhead and will be uploaded to social media and Connecting Mackay as well as being sent out as a project update email to project subscribers.
https://www.connectingmackay.com.au/mountain-bike-strategy

**Schapers Road from Pioneer to Davey streets upgrade**
This project is near completion. The final requirement is the reinstatement of a pedestrian crossing which requires no further road closures. The project is ahead of schedule with completion originally expected to be the end of April.
www.connectingmackay.com.au/schapers-road-upgrade

**Amended local laws consultation**
Written submissions are being compiled and reviewed. A Community Engagement report is being prepared.
www.connectingmackay.com.au/amended-local-laws

**Footpath Trading Permit Holders consultation**
Meetings with individual businesses, the Director of Community & Client Services and the Project Manager of Mackay City & Waterfront are under way to gather further feedback.
*No Connecting Mackay page required*

**Eungella local area planning framework**
An engagement plan is being development and plans are in place to start consultation at the end of April. A flyer, Connecting Mackay webpage and survey are currently being developed.
*Connecting Mackay page not yet live.*

**Park amenity block decommissioning**
Amenity blocks at Jack Badger Park, Boulder Creek Park and Penn Road Park are scheduled for removal in May due to safety concerns. An engagement plan and required communications are being developed.
*No Connecting Mackay page required*

**PTAIP Bus Stop upgrades**
Bellwether has been awarded the tender to improve 10 bus stops located in the Mackay Region. The works are scheduled to commence early April and expected to be completed by the end of May 2021, weather permitting. The bus stops will remain operational during the works. Depending on the location, some may move up or down the street to ensure public safety during the works. Signage will be installed notifying commuters of any bus stops that will be relocated. Media update, notification letter
https://www.connectingmackay.com.au/bus-shelter-upgrades

**Pioneer Fish Habitats**
The Pioneer River artificial reefs project tender has been awarded to SMC Marine. Works will be completed in early May. Majority of works will be completed off-site with the final habitats being deployed to their final location. The project aims to enhance recreational and tourist fishing experience via complex marine habitat installations adjacent to three popular fishing platforms in the Pioneer River. Media release has been done, social media has been done
*Connecting Mackay page not yet live.*

**Milton and Alfred Street traffic signals**
A scramble crossing is being constructed at Milton Street and Alfred Street to improve pedestrian safety in front of the Mackay Show Grounds ticketing stand. The project is expected to be completed by mid-May 2021. Traffic changes will commence from early April. Residents will receive a notification letter updating them on the traffic change and new completion date. Impacted businesses have been phoned with a construction update.
www.connectingmackay.com.au/admin/projects/milton-and-alfred-streets-traffic-signals

**Eungella Dam Rd stage 2, shared path**
The tender has been awarded to Seaforth Civil to completed stage 2 of the Eungella Dam shared pathway. Works will include installing a shared pathway and upgrading the existing car park. Works are expected to being mid-April and completed by the end of May 2021, weather permitting. Media release to be done, social media, notification letters, phone call to stakeholders.
*Connecting Mackay page not yet live*

# 7. Emergency Management

**Flood Warning Infrastructure Network Project**

As part of Category D Disaster Recovery Funding Arrangements, the Queensland Government has approved a Flood Warning Infrastructure Network Project (FWIP), which involves the identification and installation of 188 infrastructure investments across the state.

Mackay Regional Council is getting 4 new assets located at,

- Crediton – Rain Gauge/Repeater
- St Helen's Beach – River Gauge
- Koumala - Rain Gauge/Camera
- East Funnel Creek - River/Rain

The project is currently undergoing the tender phase with the project to be awarded in the near future.

**Disaster Preparedness Session (St Joseph's Catholic Primary School)**

Representatives of the Emergency Management Team recently attended a local Mackay primary school to discuss local disaster impacts, resilient strategies, and SES functionality with their grade 5 students.

**2018 Bushfires Creative Recovery Projects Exhibition @ Jubilee Community Centre**

An exhibition of visual works telling stories of survival, recovery, and community resilience from the 2018 Bushfires is currently on display in the JCC. The exhibition brings together three projects. Firstly, the Eungella Creative Recovery Project provided creative opportunities for Eungella residents to share their experiences and connect with other locals. In the exhibition are drawings, charcoals, collages, blacksmithing pieces, a printed publication, and two large felt murals created by young students from Eungella State School. The pieces have been created by local professional artists and residents of all ages and abilities. The project also produced a short film which has been screened recently in libraries across the region.

Secondly, the story of how the Finch Hatton Fire Brigade Mural came together is told. The mural honours the local volunteer firefighters. The exhibition features recreations of panels from the mural and the original charcoals that went into them. The charcoals were made in two workshops: one, with students at Finch Hatton State School, and the other by locals coming together to remember the event and how the locals worked together to save their town. Finally, a smaller project to develop

skills in creative journaling sought to build community resilience through expressing thoughts and feelings visually. The unique journals were made with various techniques, including layering images and found objects from nature with gel plates. The projects were funded by Council's community recovery funding from the Queensland and Australian governments, the Regional Arts Development Fund, and the first two were also funded by CQ University Regional Arts Services Network.

The role of the arts in assisting community recovery is well recognised. Research has shown that community arts process untaken by people recovering from a disaster can assist them in multiple ways, including express emotions, documenting their experiences, coming together to commemorate losses, and celebrate recovery, as well as building valuable connections and community resilience. The exhibition will be on display until 14 April.

Above: Bushfires Creative Recovery Exhibition

**Lunch & Learn: Eungella Bushfires with Emergency Management and Community Programs**

The first Lunch & Learn session, an opportunity for staff from all over Council to hear about a piece of work from their colleagues, were held at the Jubilee Community Centre. The Emergency Management Team was joined by Wanda Bennett, Arts Development Officer from Community Programs, to present on the Eungella Bushfires Creative Recovery Project. At the two Lunch & Learn sessions staff could see the short film, view the exhibition and learn from the team about how the project was delivered and its positive impact on community recovery.

**P-CEP Training Continues**

The Emergency Management Team continues to train disability service providers in Person-Centred Emergency preparedness. This month we met the Local Area Coordinators of Feros Care. Theirs is a very particular role within the National Disability Insurance Scheme, assisting NDIS participants to develop their individual plan. The team is working with Feros Care to trial methods for integrating the P-CEP framework of emergency preparedness into NDIS participants' daily supports.

**State Emergency Services and Voluntary Marine Rescue Meet and Greet**

Mackay SES flood boat operators welcomed an opportunity to attend a meet and greet night with the VMR crew. The evening was a wonderful introduction to the inner workings of VMR activities along with discussions around events and activities both groups are actively involved in.

With VMR joining the QFES family later this year, opportunities like this presents both groups with opportunities to develop new ideas for combined training and exercises to enhance the water rescue capabilities for the Mackay Community.

*Mackay SES Flood Boat operators got a chance to have a meet and greet with the VMR team at their home base at Mackay harbour.*

**SES 4WD Training**

Mackay SES Unit 4x4 Course trained 12 new operators in 4WD operational safety, recovery and driving skills across a multitude of surfaces.

**SES Attends Information Night**

Mackay SES, Fire and Rescue, Rural fire, Water Police Whitsundays, QPS Mirani, Q-Rat all attended an interagency Information Night at Mirani SES Complex to broaden the knowledge of all services capabilities and how we can work together for the betterment of the Mackay Communities.

**SES Midge Point Group Update**

Midge Point SES Clean-up day was a large success with SES members from all around the Mackay Unit banding together to help get the Group up and operational. On the day we were also joined by two new members who have signed up for Midge point group.

An information and sign-up afternoon is scheduled for the 28th of March of which we have had a lot of interest to attend.

**SES Operational Capability**

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

| Function | Members / teams available | Notes |
|---|---|---|
| Flood boat | 15 teams | 1 team = 2 members |
| Storm damage | 115 members | Teams usually 2-4 members |
| Chainsaw | 16 teams | 1 team = 2 members |
| Working at heights Roof | 24 teams | 1 team = 4 members |
| Working at heights ground | 27 teams | 1 team = 4 members |
| Vertical rescue | 10 members | Team size varies on task parameters. Operational performance target is 10 members per team |
| Land search | 74 members | Team size varies on task parameters |
| Traffic control | 38 members | Team size varies on task parameters, but usually 2-4 members |
| Incident management | 37 members | Team size varies on task parameters |

**Mackay Regional SES Unit Hours**

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

| Group | Operational | Training | Maintenance | Admin | Community Engagement |
|---|---|---|---|---|---|
| Calen | 0 | 19 | 6 | 12 | 0 |
| Mackay | 42 | 472.25 | 18 | 1845 | 0 |
| Mirani | 0 | 258.45 | 7.45 | 68 | 81.3 |
| Sarina | 0 | 9 | 2 | 4 | 0 |
| Armstrong Beach | 1 | 8 | 1 | 0 | 0 |

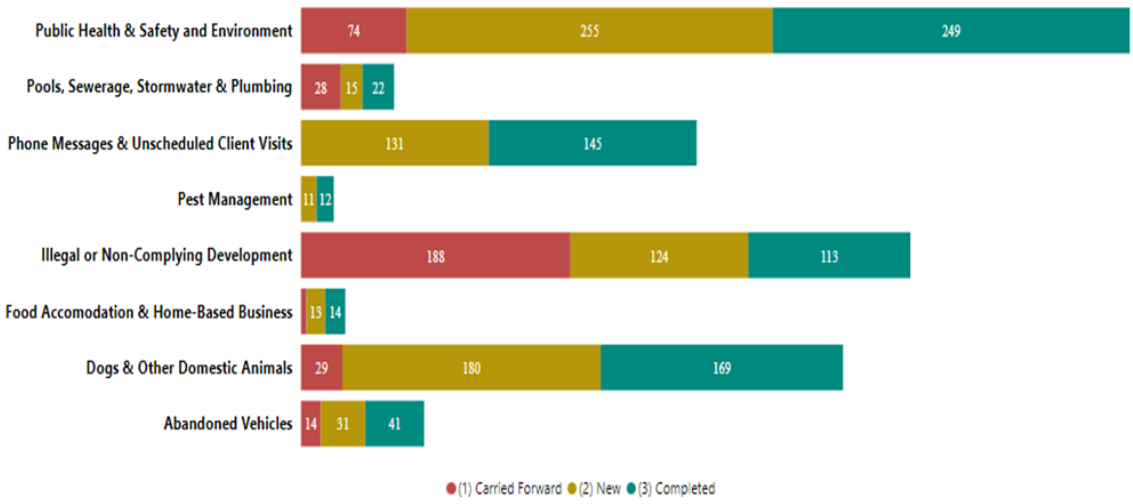
# 8. Health & Regulatory Services

**Customer Requests**

Throughout March 2021, 792 requests for service were received, compared with 652 requests for February 2021.

81% were completed in nominated timeframes for this month. Health and Regulatory Services aim to complete 85% of requests for service within nominated timeframes, however, depending on the circumstances of each individual matter and the speed at which compliance can be achieved using compliance processes, timeframes for completion can be influenced.

**Customer Request Status Tracking**



**Animal Registrations - Number of Dogs & Cats Registered**

| Animal Type | Registrations March 2021 |
|---|---|
| Cat | 39 |
| Dog | 172 |

The numbers of new and renewed cat and dog registrations have remained consistent compared to previous years.

| Animal Type | Renewed Registrations | New Registrations | Total |
|---|---|---|---|
| Cat | 1,982 | 401 | **2,382** |
| Dog | 10,807 | 2,153 | **12,960** |

**Proactive Patrols**

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

During March, 41 patrols were conducted across the region at locations including Andergrove, South Mackay, Campwin Beach, Grasstree Beach, Hay Point, Louisa Beach, North Mackay, Louisa Beach, Sarina Beach, Salonica Beach, Bucasia, Shoal Point, East Mackay, Mackay Harbour, Slade Point, Blacks Beach, Botanical Gardens, Mount Pleasant, Gooseponds, Walkerston, Dolphin Heads, Marian, Seaforth, Ball Bay and Halliday Bay.

209 dogs were identified on leash, 27 people were cautioned and provided education at South Mackay, Mackay Harbour, East Mackay, Sarina Beach, Bucasia, Shoal Point, Slade Point, Blacks Beach and Sarina, and 1 person was issued an infringement for their dog not being on a leash at Slade Point.

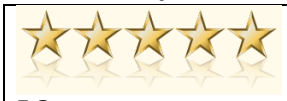
**Licensing and Approvals Summary for March 2021**

| Premises | Premises Inspected | % Compliant | % Non - compliant | New and Renewal Applications Approved |
|---|---|---|---|---|
| Caravan Park | 2 | 50% | 50% | 0 |
| Swimming Pools | 1 | 100% | - | 0 |
| Accommodation | 5 | 80% | 20% | 0 |
| Footpath Dining | - | - | - | 2 |
| Temporary Entertainment Event | - | - | - | 2 |
| Vending | - | - | - | 1 |
| Skin Penetration | 2 | 100% | - | 2 |
| **Total** | **10** | | | **7** |

The table below shows that more than 93% of food businesses inspected during the month of January received an Eat Safe rating of 3 stars or greater.

| Premises | Premises Inspected | 5 Star | 4 Star | 3 Star | 2 Star | 0 Star | New and Renewal Applications Approved |
|---|---|---|---|---|---|---|---|
| Food Business | 58 | 10 | 12 | 32 | 3 | 1 | 4 |

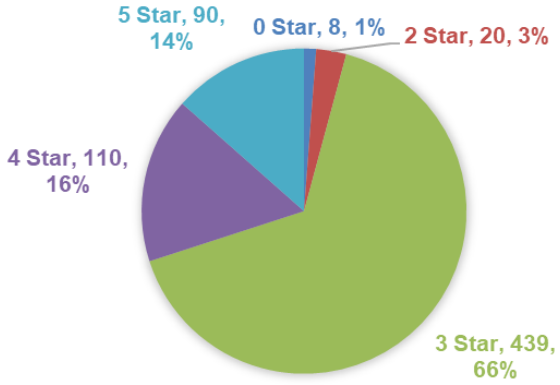
**Basic summary of star rating meanings**

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

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

**Eat Safe Overall Ratings**

96% of all food businesses have a rating of 3 stars or greater.




Congratulations to the below businesses who obtained a 5-star rating in March:

- ElPapas Mexican Takeaway
- The Grazing Goat cafe
- Snugglepot Kindyland
- Goodstart Early Learning Mt Pleasant
- Goodstart Early Learning North Mackay
- Goodstart Early Learning Andergrove

*Grazing Goat*

*Snugglepot Kindyland*

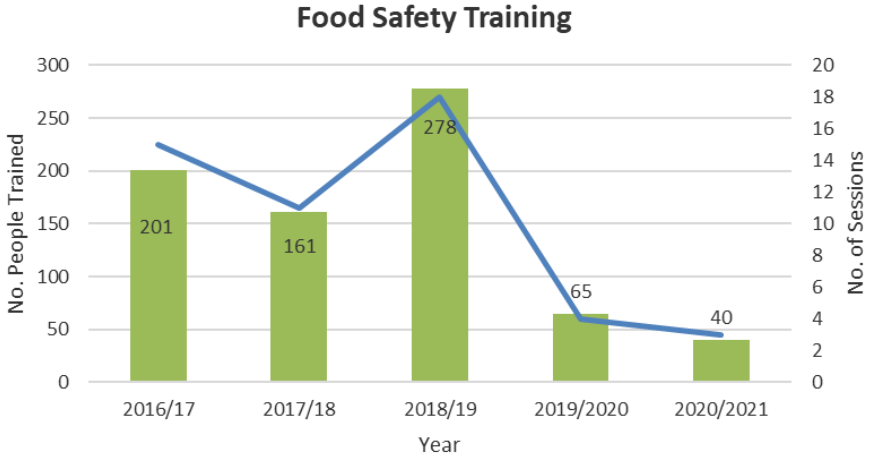
*Goodstart North Mackay*

*Goodstart Andergrove*

*Goodstart Mt Pleasant*

**Education and Training Sessions**

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



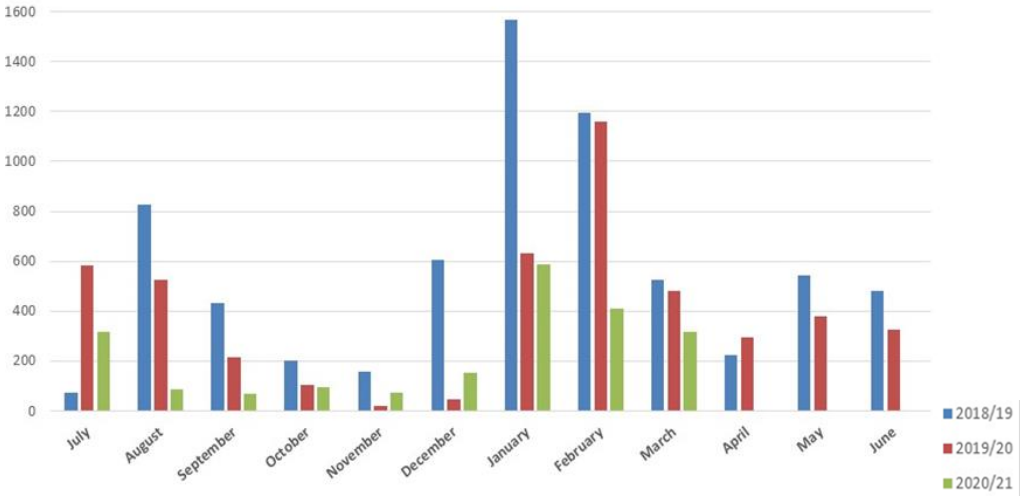

In other training, Pest Management Officers delivered toolbox talks to Parks, Environment & Sustainability staff on weed control and General Biosecurity Obligation.

**Vector Control**

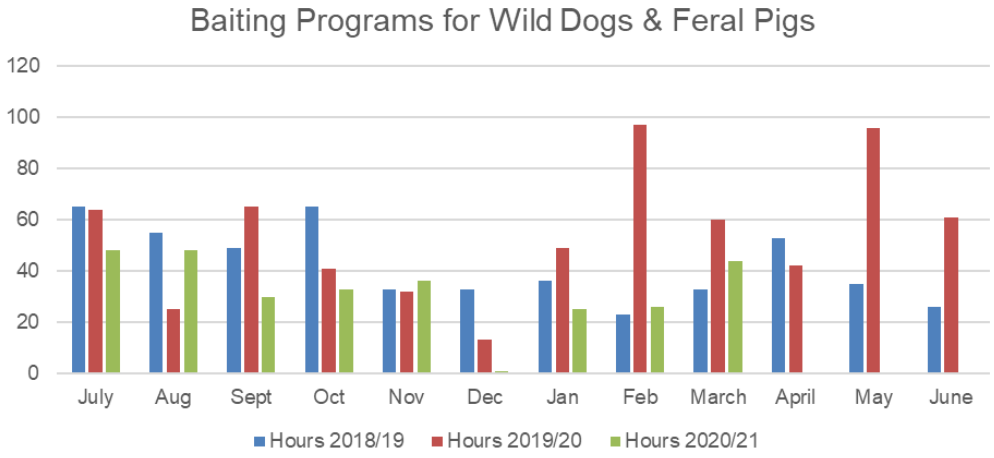
The table below represents the mosquito control work carried out by the Vector Control team in March 2021.

| Sites Inspected | Sites Treated | Hectares Treated |
|---|---|---|
| 132 | 78 | 317 |

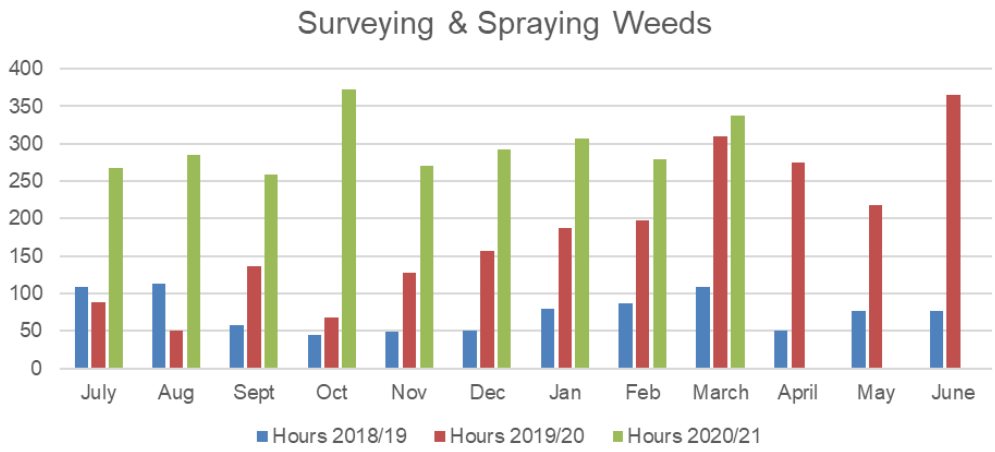
**Hectares Treated for Mosquitos**




**Pest Management**




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




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

**Points of interest**

Weed Seed Spread

This month it came to the attention of Pest Management Officers when surveying roadsides, that recently maintained roads by Council had developed an outbreak of Sicklepod. This highlighted a concern of cattle roaming over quarries, stockpiles, and roadways in and out of quarries that supply material for roads.

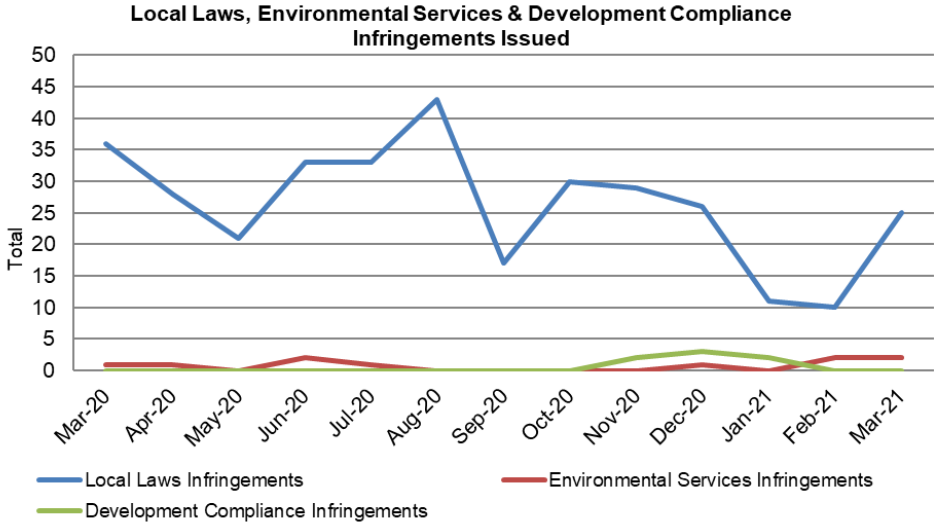
Pest Management Team Leader met with Civil Operations and NDRRA Manager to encourage increased compliance with the *QLD Biosecurity Act 2014* at Council operated quarries.

Conversations with Development Services continue so that Pest Management Officers are involved in the Development Application process and can ensure appropriate conditions are placed on developments to prevent weed seed spread.

*Cattle roaming over quarry material*

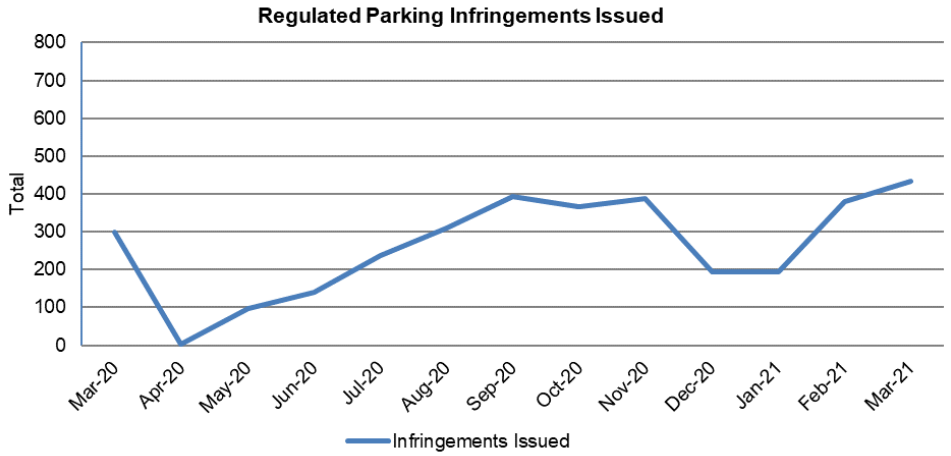
**Monthly Infringements Activity**

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



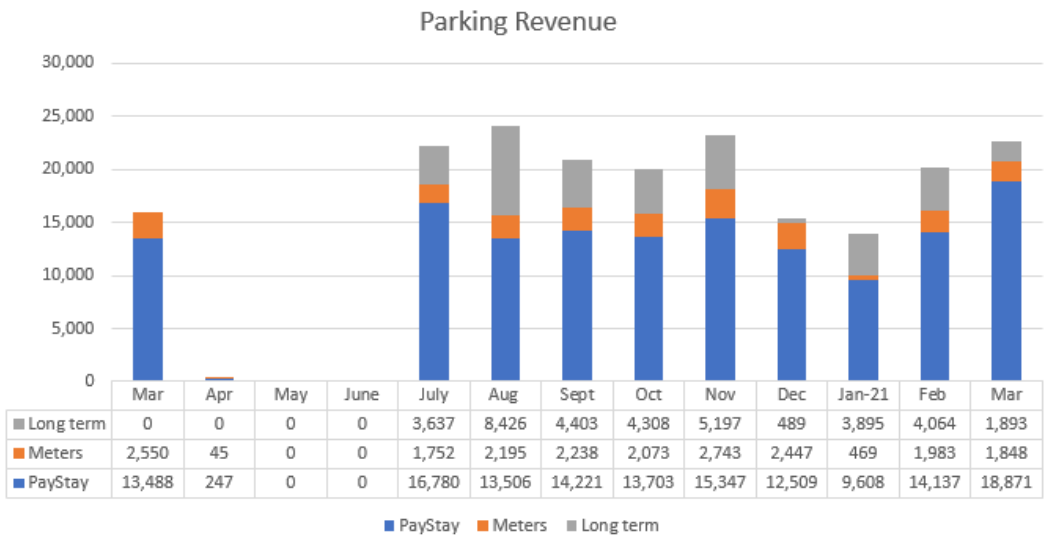

**Infringements Issued – March 2021**

| Local Laws Infringements | Environmental Services Infringements | Development Compliance Infringements |
|---|---|---|
| • Animal not registered within 14 days (7)<br>• Animal wandering at large (8)<br>• Fail to comply with compliance notice (7)<br>• Fail to comply with dangerous dog conditions (2)<br>• Owner must provide registration renewal information (1) | • Deposit litter – individual (1)<br>• Illegal dump waste less than 2500L – ind (1) | • Nil |




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

**Off Street Car Parking – PayStay**




| | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan-21 | Feb | Mar |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Long term | 0 | 0 | 0 | 0 | 3,637 | 8,426 | 4,403 | 4,308 | 5,197 | 489 | 3,895 | 4,064 | 1,893 |
| Meters | 2,550 | 45 | 0 | 0 | 1,752 | 2,195 | 2,238 | 2,073 | 2,743 | 2,447 | 469 | 1,983 | 1,848 |
| PayStay | 13,488 | 247 | 0 | 0 | 16,780 | 13,506 | 14,221 | 13,703 | 15,347 | 12,509 | 9,608 | 14,137 | 18,871 |

Revenue from PayStay is higher than the previous March 2020, whilst meters are consistent with the previous month.

## 11.4. DEVELOPMENT SERVICES

### 11.4.1. RENAMING OF A PORTION OF GRENDON PARK, HAY POINT TO HALF TIDE BEACH MEMORIAL PARK

| | |
|---|---|
| **Author** | Executive Officer (David McKendry) |
| **Responsible Officer** | Director Development Services (Aletta Nugent) |
| **File Number** | Parks General |
| **Attachments** | Letter from RSL Pioneer-Fitzroy-Highlands District (RSL)<br>Letter of support from BMA<br>Letter of support from Dalrymple Bay Coal Terminal<br>Letter of support from North Queensland Bulk Ports |

**Purpose**

To present to Council a request for the renaming of a section only of Park area at Hay Point, currently known as Grendon Park, to be renamed Half Tide Beach Memorial Park.

**Related Parties**

- RSL Pioneer-Fitzroy-Highlands District
- BM Alliance Coal Operations Pty Ltd (BMA)
- Dalrymple Bay Coal Terminal (DBCT)
- North Queensland Bulk Ports (NQBP)

**Corporate Plan Linkage**

Parks and open spaces – Provide well designed and maintained parks and open space networks which cater for the changing needs of the community, to promote outdoor social and recreational activities

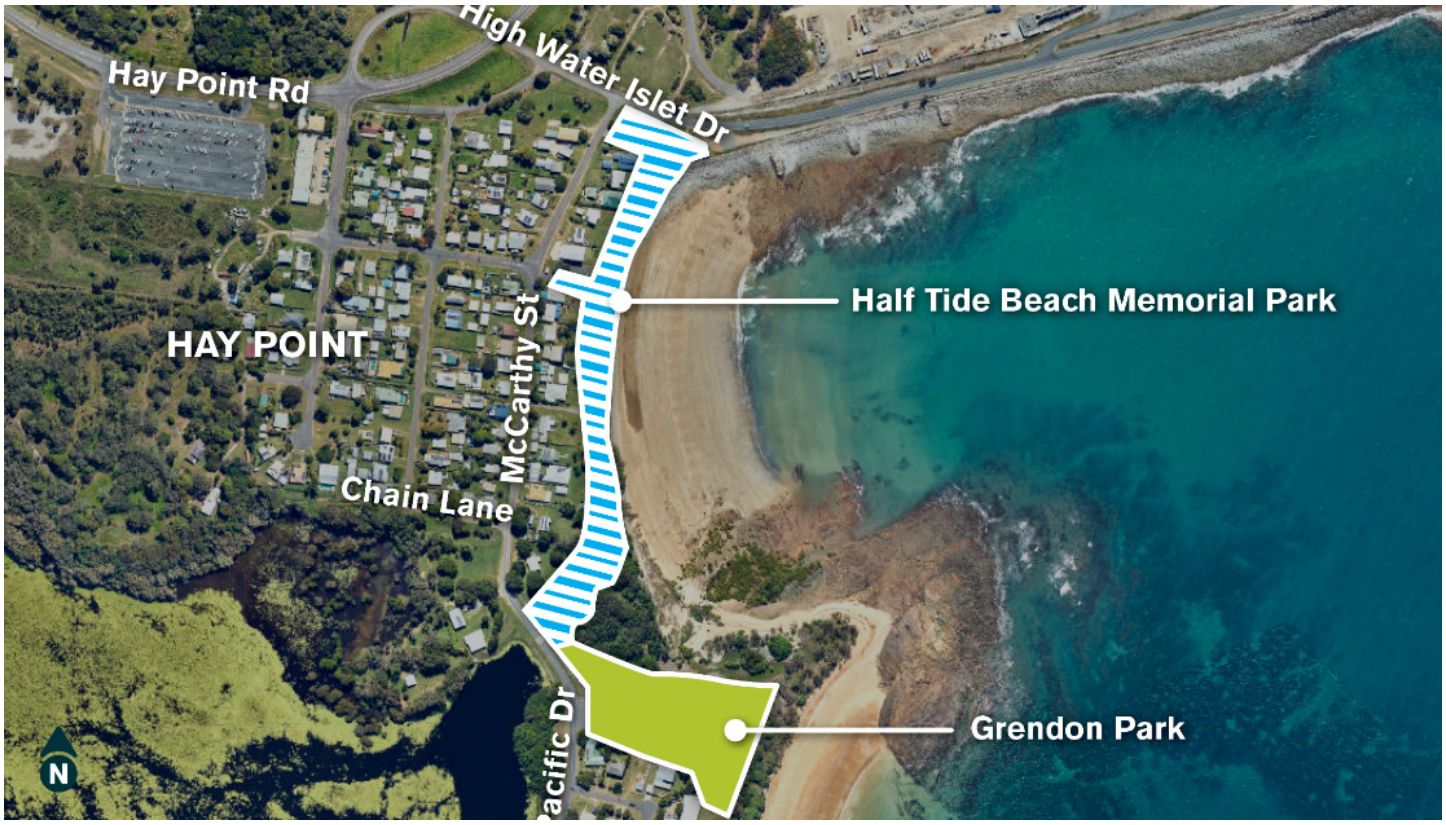
**Background/Discussion**

Council has received a request from the RSL Pioneer-Fitzroy-Highlands District for the renaming of a portion only of Grendon Park Hay Point, to Half Tide Beach Memorial Park.

In support of their request the following points were provided –

> *The intent in making this request is to promote the Cenotaph and to reinforce the importance of this site to the local community.*
>
> *The proposal continues to acknowledge the Grendon Family who were the original European Landowners in Hay Point and for whom the esplanade was named after.*
>
> *The Cenotaph with its memorial wall acts as a landmark feature along the esplanade strip, but is also a place of cultural significance for the local community. For many years, this location has been where the community hosts wartime remembrance events including the annual ANZAC Day dawn service. The Cenotaph honours community members who served and died in war, but also those currently serving in the Nation's armed forces.*

The areas proposed are as below –




Council has an adopted policy related to the naming of infrastructure including parks, being Naming of Infrastructure Assets Policy No 90. Within this Policy the section related to Parks, Reserves and Open Spaces includes -

> *In the first instance, parks should be named after the major street or road in which they are situated. Should the street name be inappropriate through reason of duplication or lack of a major street frontage to the park or similarity with another existing named park, then a locality name should be adopted.*
>
> *The locality name should be that of the suburb, locality, township, etc. in which the park is situated. Should the locality name be unsuitable through the existence of similarly named parks, then the park should be named from a list of significant historical events or historical personages.*
>
> *The criteria for selection of a park name should include:*
>
> *(a) That the name identifies the area in which the park is situated; or*
> *(b) That the name relates to a significant person or historical event for which recognition in perpetuity should occur.*

It is considered that the proposed name is in keeping with the concept of linkage to the locality/township where it is located.

The Policy requires that where appropriate community consultation will be conducted with relevant stakeholders, including for renaming. Whilst the term renaming is used in the application, the name Grendon is still being retained for a section of the park, with the new name restricted to a separate section including the Cenotaph.

**Consultation and Communication**

The Policy requires that where appropriate community consultation will be conducted with relevant stakeholders, including for renaming. Whilst the term renaming is used in the application, the name Grendon is still being retained for a section of the park, with the new name restricted to a separate section including the Cenotaph.

The RSL in their application have included letters of support for the proposal from key local entities including –

- DBCT
- BMA
- NQBP

Copies of these are attached to this report.

Mayor and Councillors were consulted prior to considering any public consultation process.

Council's Corporate Communications program undertook a letter drop of 110 residences in the Hay Point township, as well as Facebook posting requesting any comments. From this consultation process no submissions were received.

**Resource Implications**

Some on-site signage will need to be updated, and Council's internal records, however these are not considered significant and can be accommodated within existing budgets.

**Risk Management Implications**

Any risks have been mitigated by the level of community consultation, noting also that the name Grendon Park is still used for a section of the area.

**Conclusion**

The request would appear to have local support, and fits with Council's associated Policy. It is also reflective of the locality, and gives reference to the memorial aspect of the Cenotaph being central to the area.

It is understood that a formal plaque unveiling ceremony is planned by the RSL to commemorate the acknowledgement.

It is suggested that the renaming is supported, noting that a key section is still retained as Grendon Park.

**Officer's Recommendation**

**THAT Council agrees to rename the northern section of Grendon Park, Hay Point, to be known as Half Tide Beach Memorial Park to promote the Cenotaph and to reinforce the importance of this site to the local community, with the southern section to retain the original name Grendon park.**

**Council Resolution ORD-2021-95**

**THAT Council agrees to rename the northern section of Grendon Park, Hay Point, to be known as Half Tide Beach Memorial Park to promote the Cenotaph and to reinforce the importance of this site to the local community, with the southern section to retain the original name Grendon park.**

**Moved Cr May** **Seconded Cr Englert**

Cr May advised that this was a very good outcome and paid tribute to the work of Tom Andrews in the preparation of the park and in working with the community and stakeholders for a number of years. Cr May noted that as an ex-serviceman himself, Tom will be very pleased that the name change will soon be occurring.

**CARRIED**

BHP Mitsubishi Alliance

28 January 2021

Mackay Regional Council
Mackay QLD 4740

Dear Sir

Renaming of a portion of Grendon Park to Half Tide Beach Memorial Park

BMA Hay Point Coal Terminal supports renaming request of the northern portion of Grendon Park, Hay Point to the Half Tide Beach Memorial Park to promote the cenotaph and reinforce the importance of this site to local community.

The cenotaph along with its memorial wall acts as a landmark feature along the esplanade strip, and is a place of cultural significance for the local community. For many years, this location has been where the community hosts the annual ANZAC Day dawn service. The cenotaph honours community members who served and died in war, and those currently serving in the nation's armed forces.

Please contact me should you require further supporting information.

Sincerely

Melissa Johnson
GM – Port & Rail

BM Alliance Coal Operations Pty Ltd ABN 67 096 412 752
M.S. 283, Mackay, Queensland,4740
Tel + 61 7 4943 5222 Fax + 61 7 4956 3421
BM Alliance Coal Operations Pty Ltd is a joint-owned entity of BHP Limited and Mitsubishi Development Pty Ltd

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ACN 010 268 167
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To Whom It May Concern

RE: RENAMING OF A PORTION OF GRENDON PARK TO HALF TIDE BEACH MEMORIAL PARK

Dalrymple Bay Coal Terminal Pty Ltd (DBCT P/L) has been contacted by a representative from the Pioneer Fitzroy Highland District RSL Branch in relation to the proposal to rename the northern portion of Grendon Park in Hay Point to the Half Tide Beach Memorial Park.

A lot of hard work has gone into the Cenotaph and the area around it. The ANZAC Day dawn service is an important part of the calendar year.

The request only encompasses the relevant portion of the parkland, therefore still allows for the retention of the name Grendon Park for the remainder of the area.

Considering these factors, we are supportive of the renaming proposal.

Best Wishes

S Johnston

Sharon Johnston
Senior Specialist Public Relations and Communication
Dalrymple Bay Coal Terminal Pty Ltd

DocuSign Envelope ID: 61A6EB37-80D8-4202-9727-DFBC607D7505

5 February 2021

Pioneer Fitzroy Highlands RSL District Branch
C/- Tom Andrews
24 Audrena Street
Hay Point Qld 4740

To whom it may concern

**Letter of support – Half Tide Beach Memorial**
**Reference: SPF19/849**

North Queensland Bulk Ports Corporation (NQBP) is a proud supporter of the Half Tide Cenotaph and 2021 Dedication Ceremony and values the importance of honouring community members who served and died in war and the servicemen and women of past and present.

I am writing to confirm NQBP's support of Pioneer Fitzroy Highlands RSL District Branch's vision to promote the Cenotaph and reinforce the importance of Half Tide Beach to the local community. We therefore acknowledge the Branch's proposal, submitted to Council, to rename the northern portion of "Grendon Park" to "Half Tide Beach Memorial Park".

Should you wish to discuss this matter further, please contact NQBP's Community Relations Advisor, Lorelei van Dalen, on (07) 4969 0772.

Yours faithfully

DocuSigned by:
Tim Lewis
6B40D938362B49D...

Tim Lewis
**General Manager Infrastructure and Land Operations**

| | |
|---|---|
| Enquiries: | Community Relations |
| Telephone: | (07) 4969 0772 |
| Email: | lvandalen@nqbp.com.au |
| Doc Reference: | E21/04253 |

**Brisbane Office**
GPO Box 409 Brisbane
Queensland 4001
P 07 3011 7900 F 07 3011 7999
nqbp.com.au info@nqbp.com.au

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nqbp.com.au info@nqbp.com.au

HAY POINT • MACKAY • ABBOT POINT • WEIPA

Level 1, Waterfront Place, Mulherin Drive Mackay Harbour is the Registered Office of
**North Queensland Bulk Ports Corporation Limited**
ACN 136 880 218 | ABN 36 136 880 218
**Ports Corporation of Queensland Limited**
ACN 126 302 994 | ABN 49 657 447 879
**Mackay Ports Limited**
ACN 131 965 707 | ABN 69 131 965 707

RSL
Pioneer-Fitzroy-Highlands District

16 April 2021

Mackay Regional Council
Gordon Street
MACKAY QLD 4740

RE: RENAMING OF A PORTION OF GRENDON PARK TO HALF TIDE BEACH MEMORIAL PARK

RSL Pioneer Fitzroy Highland District Branch is writing to Council asking that consideration be given to renaming the northern portion of Grendon Park in Hay Point to the Half Tide Beach Memorial Park. The intent in making this request is to promote the Cenotaph and to reinforce the importance of this site to the local community. This section of the reserve enjoys frontage to Half Tide Beach, and would extend from the entrance off Highwater Islet Drive to the entry off McCarthy Street just south of Chain Lane.

In making this request, we recognise that it is important to continue to acknowledge the Grendon Family who were the original European Landowners in Hay Point and for whom the esplanade was named after. In this respect we would like to propose that the southern portion of the reserve, as shown in the attached plan, continues to be named Grendon Park.

We believe the proposal meets the requirements outlined in Council's Policy No. 090 – Naming of Infrastructure Assets. The Cenotaph with its memorial wall acts as a landmark feature along the esplanade strip, but is also a place of cultural significance for the local community. For many years, this location has been where the community hosts wartime remembrance events including the annual ANZAC Day dawn service. The Cenotaph honours community members who served and died in war, but also those currently serving in the Nation's armed forces.

We hope that Council will consider and approve our renaming proposal. Attached is a letter of support from North Queensland Bulk Ports to the proposal.

**RSL Pioneer Fitzroy Highlands District Branch Inc** PO BOX 1935 Mackay 4740
**Phone** 07 4957 4165 **Email** pfh@rslqld.org rslpfhdistrict.org

rslqld.org

Yours sincerely

Barry Vains OAM
President

## 11.5. ENGINEERING AND COMMERCIAL INFRASTRUCTURE

## 11.5.1. DRAFT MINUTES - NORTHERN BEACHES COMMUNITY HUB REFERENCE GROUP - 23 FEBRUARY 2021 AND 30 MARCH 2021

| | |
|---|---|
| **Author** | Manager Strategic Planning (Jaco Ackerman) |
| **Responsible Officer** | Director Development Services (Aletta Nugent) |
| **File Reference** | SPLP-017 Northern Beaches Community Hub |
| **Attachments** | 1. Draft Minutes - Northern Beaches Community Hub Reference Group - 23 February 2021 [**11.5.1.1** - 4 pages]<br>2. Draft Minutes - Northern Beaches Community Hub Reference Group - 30 March 2021 [**11.5.1.2** - 3 pages] |

### Purpose

To receive the draft minutes of the Northern Beaches Community Hub (NBCH) Reference Group meetings held on 21 February 2021 and 30 March 2021.

### Related Parties

Related Parties include members of the NBCH Reference Group, as listed in the attached minutes.

### Background/Discussion

Council established the NBCH Reference Group in January 2021. The aim of the NBCH Reference Group is to provide a forum for the Northern Beaches community, relevant community groups and stakeholders to provide their views on the plans for the NBCH, in keeping with the most efficient use of public funds and resources.

The first meeting of the NBCH Reference Group was held on 21 February 2021. The purpose of the first meeting was to discuss the role of the group and provide an introduction to the Northern Beaches Community Hub project. The draft minutes of the first meeting are attached as Attachment 1.

The purpose of the second meeting held on 30 March 2021 was to discuss the Local Area Health Needs Assessment being undertaken by the Mackay Hospital and Health Service and discussion and site-specific feedback from the group on the NBCH. The draft minutes of the second meeting are attached as Attachment 2.

### Consultation and Communication

The minutes of the meetings were approved by the NBCH Reference Group Chair and circulated to the NBCH Reference Group members.

### Conclusion

That the draft minutes of the NBCH Reference Group meetings held on 21 February 2021 and 30 March 2021 be received.

### Officer's Recommendation

THAT the draft minutes of the Northern Beaches Community Hub Reference Group meetings held on 21 February 2021 and 30 March 2021 be received.

### Council Resolution ORD-2021-96

**THAT the draft minutes of the Northern Beaches Community Hub Reference Group meetings held on 21 February 2021 and 30 March 2021 be received.**

**Moved Cr May** **Seconded Cr Green**

Cr May advised that this is the first time the Minutes have come to a Council meeting, with two meetings of the Reference Group now held. Cr May noted that there are nine community members on the Group, as well as Councillors Green and Hassan, Directors Nugent and Hays and staff members. Cr May advised that the Group is working to encapsulate the vision of the community and the expected social outcomes. Cr May noted that some 20,000 people live in the Northern Beaches area with numbers expected to grow to 30,000 by 2036, so community infrastructure is certainly required. Cr May advised that in conjunction with the Reference Group, the State Agency Reference Group had been formed, so that not for profit organisations and State Departments can come together to ensure that community expectations can be delivered through Council and other agencies. Cr May noted that the community members on the Group have come forward with some great ideas about how the space can be utilised and that further targetted consultation will occur with other community groups.

**CARRIED**

# Northern Beaches Community Hub – Community Reference Group
# MINUTES – 23 February 2021

| | | | | | |
|---|---|---|---|---|---|
| **Date:** | Tuesday, 23 February 2021 | **Time:** | 5.00pm - 6.30pm | **Venue:** | Jubilee Community Centre – Training Room, 73 Gordon Street |
| **Chairperson:** | Deputy Mayor Cr Karen May | | | | |
| **Attendees:** | Sian Burrows<br>Maighan Grant<br>Valeriya Edsall<br>Geoff Berger | | | | David Southwood<br>Maria Nowela Maglente<br>Rae Lee Cox<br>Tegan Jones |
| **Apologies** | Laurence Mayer | | | | |
| **Circulation:** | NBCH – Community Reference Group | | | | |
| **Purpose:** | First meeting of the Community Reference Group; to discuss the role of the group and provide an introduction to Northern Beaches Community Hub project. | | | | |

| Item | Item/Previous Minutes | Discussion/Actions | Action Officer |
|---|---|---|---|
| **1** | **Welcome and Introductions** | | |
| 1.1 | Acknowledgement to Country | Cr May welcomed all to the meeting and thanked everybody for giving up their time to meet today. Cr May acknowledged the traditional owners of the land we met today, the Yuwibera People and paid respect to Elder's past, present and emerging. | Cr Karen May |
| 1.2 | Introductions | Deputy Mayor Cr Karen May provided an introduction on the Northern Beaches Community (NBCH) project.<br><br>The Community Reference Group introduced themselves and the role of the Community Reference Group (Terms of Reference) was discussed.<br><br>Cr May raised that the roles and responsibilities of the reference group include discussing the views from the reference group and the group actively promoting and discussing the NBCH.<br><br>Cr May noted that this is an exciting time, with a significant investment planned in stages for the community. | Cr Karen May |
| **2** | **Background and overview of the Northern Beaches Community Hub** | | |

| | | | |
|---|---|---|---|
| 2.1 | The Northern Beaches – Community needs assessment | A background on the demographic profile, the site and the previous community surveys and consultation were presented.<br><br>The site location in proximity to the existing Northern Beaches Shopping Centre, Northern Beaches High School and Eimeo Road Primary School was noted.<br><br>JN discussed the results of the 2011 community survey and the 2019 community needs assessment. The results of these two activities revealed that the community most needed community services and facilities, mainly being a community centre, library, dedicated youth space and flexible meeting spaces as immediate needs. | Julie Nimmo |
| 2.2 | Masterplan, staging and current investigations | The vision for this site is to create an active place that brings the community together to eat, to play and to celebrate. This vision includes a community heart, a place for connection and learning, flexible and adaptable community spaces and community infrastructure.<br><br>The concept site masterplan was presented including the community hub in stage one, the multipurpose undercover area, aquatic facility and future development area.<br><br>The J4 road concept and staging was discussed. Design would be progressed but staging is still being considered, noting traffic concerns in the broader Northern Beaches area.<br><br>Carparking requirements in stage 1A and 1B was discussed. The carparking proposal per the concept plan provides sufficient parking for this stage but car parking demand is investigated further. A development approval would be required for this development and will need to demonstrate there is enough carparking to meet requirements. | Jaco Ackerman |
| **3** | **Community Reference Group discussion** | | |

| | | | |
|---|---|---|---|
| 3.1 | Discussion on Community Reference Group interests and potential for collaboration on the NBCH | Timing of project delivery was discussed. Infrastructure required for the site and Stage 1 is being assessed and building concepts being considered, which will be followed by detailed design. The construction on the building and infrastructure are subject to funding. MRC have had various discussions, especially leading up to elections to attempt to secure further funding for this project.<br><br>Suggestions from the community reference group included the following:<br><br>• Outdoor space is important for the community, families and children as meeting places. Making comparison to the Botanic Gardens and how this open space area is used for family events, as a meeting location and for exercise. Bookable and other community space should be available to the community after hours. BBQ's and sensory gardens were mentioned as a lifestyle improvement.<br>• Movement on site should include footpaths and a circuit around the site. Nature Play Queensland is an organisation that provides advice to local governments on nature play recommendations.<br>• It was noted that smaller children's needs seem to be met in the proposal but asked that older kids be considered, e.g., gym equipment, open court etc to get the kids off electronics and outside interacting with their peers. Bike safety and learn to ride was mentioned.<br>• Juvenile crime prevention was discussed. It was noted that QPS are raising a number of programs such as transition to success, project Booyah and bookable space would assist in delivering these programs. Discussed that Council approach youth groups to understand their perspective. Adventure based learning like abseiling would engage youth.<br>• A café could include high school work experience or high school students could help run a men's shed or similar. Senior primary school student could interact with high school students on programs.<br>• Various programs for the youth are located in North Mackay and the City Centre and a lot of children currently cannot access these facilities in the Northern Beaches.<br>• It was mentioned that there is a need for youth programs and youth centres in the Northern Beaches, such as the one on offer in Sarina.<br>• Accessibility should be considered including best practice for accessibility in our region.<br>• Sustainability should be considered, looking into best practice for solar, renewable materials and overall sustainability.<br>• It was suggested that the undercover carparking could include a larger number of disability car parking. | Cr Karen May |
| **4** | **Next Meeting** | | |

| | | | |
|---|---|---|---|
| 4.1 | Purpose of next meeting | • Community representatives were asked to consider the information provided and provide further comments at the next meeting. | Aletta Nugent |
| 4.2 | Next meeting date | 30 March 2021; 5.00pm - 6.30pm | |

# Northern Beaches Community Hub – Community Reference Group
# MINUTES – 30 March 2021

| | | | |
|---|---|---|---|
| **Date:** | Tuesday, 30 March 2021 | **Time:** 5.00pm - 6.30pm | **Venue:** TEAMS Meeting |
| **Chairperson:** | Deputy Mayor Cr Karen May | | |
| **Community Representatives:** | Maighan Grant<br>Valeriya Edsall<br>Geoff Berger | David Southwood<br>Maria Nowela Maglente | |
| **MHHS Guests**: | Natalie Williams, Director, Strategy & Planning, Mackay Hospital and Health Services (MHHS)<br>Janet Geisler, Executive Director, Strategy Governance and Engagement, MHHS<br>Karin Barron, Executive Director, NQPHN<br>Adrian Shea, Executive Consultant, Johnstaff Consulting<br>Nick McCrossin, Senior Consultant, Johnstaff Consulting | | |
| **Council:** | Cr Belinda Hassan, Cr Michelle Green, Aletta Nugent (Director Development Services), Tabitha Rix (Administrative Officer), Jaco Ackerman (Manager Strategic Planning), Philip Grobler (Principal Planner) and Angela Hayes (Director Community and Client Services) | | |
| **Apologies:** | Julie Nimmo (MRC Social Planner), Laurence Mayer, Rae Lee Cox, Tegan Jones, and Sian Burrows | | |
| **Purpose:** | Second meeting of the Community Reference Group for the Northern Beaches Community Hub project; Health Needs Assessment for Northern Beaches | | |

| Item | Item | Discussion/ Actions | Action Officer |
|---|---|---|---|
| **1** | **Welcome and Introductions** | | |
| 1.1 | Acknowledgement of Country | Cr May acknowledged the traditional owners of the land on which we met, the Yuwi People, and paid respects to their Elders past, present and emerging. | Cr Karen May |
| **2** | **Background and overview of the Northern Beaches Community Hub** | | |
| 2.1 | Background on community hubs<br><br>Discussion on building concept detail for Stage 1 community hub building. | Background of the Northern Beaches Community Hub was provided, including planned uses for Stage 1. The draft site masterplan was discussed including proposed site staging. The group discussed different types of facilities and possible uses within community hubs. Examples of other community hubs were presented, showing the possibilities for the Northern Beaches Community Hub.<br><br>The intent is to have adaptable community spaces and this project would ensure the hub functions as part of the community and is accessible by all community members. | Jaco Ackerman |

| | | | |
|---|---|---|---|
| **3** | **Community Reference Group discussion** | | |
| 3.1 | Health Needs Assessment at Northern Beaches | Representatives from the Mackay Hospital and Health Service, North Queensland Primary Health Network and Johnstaff Consulting attended this community reference group meeting to provide an update on the Local Area Health Needs Assessment for the Northern Beaches currently being undertaken. The update covered the broad number of factors that will be considered in the process, noting local area needs assessments are conducted as part of holistic planning processes across the Mackay HHS region.<br><br>The community reference group discussed where residents currently access health services, and views on current and emerging health needs of the Northern Beaches Community. | Janet Geisler, MHHS |
| 3.2 | Discussion on Community Reference Group interests and potential for collaboration on the NBCH | Discussion and site-specific feedback from group on the community hub included the following:<br><br>• Northern Beaches Community Hub (NBCH) may benefit from creating a space for families with children ages 0-5, including playgroups, learning activities, kids active play, etc.<br>• Creating a space that is culturally appropriate and inviting.<br>• Incorporate signs and information not only in English.<br>• Rooms/venue for community cultural gatherings and celebrations.<br>• Creating a community notice board for sharing information about activities, events and services available.<br>• Spaces for art projects like murals created by local artists and local community members.<br>• Ensuring NBCH is accessible for people with diverse abilities.<br>• An area for the Neighbourhood Hub could be considered.<br>• Youth and young people should be consulted including targeted surveys.<br>• The Community Hub should include consultation rooms where visiting consultants (e.g., Project Booyah, Headspace, etc) that could be accessed by the community and surrounding schools.<br>• Provide some active and passive open space.<br>• Provide covered all access parking. | Julie Nimmo |
| **4** | **Proposed Community Engagement outline** | | |
| 4.1 | • Further consultation through Agencies and Community Reference Group (May).<br>• Targeted consultation (May).<br>• Update on Council investigations (Building Concept and Infrastructure) (July).<br>• Public Consultation (August/ September). | The proposed community engagement process was presented and received well by the Community Reference Group. Members of the Community Reference Group were asked to raise their suggestions of stakeholder organisations that should be included in targeted consultation. A list will be compiled and circulated for further comment.<br><br>Targeted consultation will be organised in the coming months with further public consultation later in the year. | Cr Karen May |

| | | | |
|---|---|---|---|
| **5** | **Next Meeting** | | |
| 5.1 | Purpose of next meeting<br>• Update on progress<br>• Presentation by Libraries at next meeting | It was discussed that the next community reference group meeting would contain an update on council progress regarding infrastructure and a representative from Council's Libraries Program will discuss the function and design of a modern library. The Community Reference Group would also be asked for further feedback and comments before finalising a building concept for Stage 1.<br><br>Cr May thanked all attendees for their time and effort on the project so far and said it was really appreciated by Council. | Aletta Nugent |
| 5.2 | Next meeting date:<br><br>**4 May 2021; 5.00pm - 6.30pm** | • 4 May 2021<br>• 27 July 2021<br><br>Note that the meeting minutes will be included in Council meeting agenda for consideration. | Jaco Ackerman |

## 11.6. ORGANISATIONAL SERVICES
## 11.6.1. LEASE OF LAND AND BUILDING - LOT 4 RP729913 - 40-58 HOEY STREET, SARINA

| | |
|---|---|
| **Author** | Acting Manager Property Services (Andrew Bobeldyk) |
| **Responsible Officer** | Director Organisational Services (Kylie Lamb) |
| **File Reference** | 729913-004-RP |
| **Attachments** | 1. MADI image of the lease area<br>2. Lease sketch |

### Purpose

To approve a new lease over Council owned freehold land and building (approx. 6,848m$^2$) described as Lot 4 on RP729913 for the purpose of operation of a dance studio and associated activities. Current zoning – Sport and Recreation.

### Related Parties

Cobie Buchholz trading as Creative Edge Dance Studio.
Wespeak Property

### Corporate Plan Linkage

Priority: Community Health & Wellbeing
Strategy: *Active and healthy community* - Promote active and healthy lifestyles by providing equitable access and encouraging sporting, recreational and outdoor activities throughout the region.

Priority: Community Pride
Strategy: *Community facilities* - Provide community facilities to improve the liveability of the region ensuring equitable focus.

### Background/Discussion

Council approved a new lease to Creative Edge Dance Studio over part of Lot 4 on RP729913 in 2015 with the lease commencing in 2016.

The property in Hoey Street, Sarina is the former Sarina Basketball Stadium and courts which prior to the granting of the lease had not been used for some time. The lease area comprises 6848m$^2$, located at the southern end of Lot 4 and includes the building, outdoor court area and adjacent toilet block.

Creative Edge Dance Studio has successfully operated since the commencement of their lease and the space has also been made available for use by other sporting and community groups when the premises was not being utilised by the dance studio.

According to Section 236 (1) (c) (iii) of the *Local Government Regulation 2012*, “a local government may dispose of a valuable non-current asset other than by tender or auction if – the disposal is for the purpose of renewing the lease of land to the existing tenant of the land.” Therefore, Council is not required to re-tender this before leasing the property.

Section 236 also states that a local government may only dispose of land under the above exemption if the consideration of the disposal is equal to or more than the market value of the land and Council has obtained a written report from a registered valuer as evidence of this.

A rental valuation has been completed by Wespeak Property with the opinion that a market rental of $4,000 per annum excluding GST is appropriate in this circumstance.

**Consultation and Communication**

Consultation has occurred between Cobie Buchholz - Creative Edge Dance Studio, Wespeak Property, Manager Property Services, Supervisor Land Operations and Commercial Lease & Property Officer.

**Resource Implications**

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

In line with the rental valuation obtained by Wespeak Property, it is proposed that the lease will be a standard lease inclusive of rental per annum of $4,000 plus GST, with CPI increases for the life of the lease.

**Risk Management Implications**

The property on Hoey Street Sarina, is the old Sarina Basketball Stadium and courts. Leasing the site to Cobie Buchholz, Creative Edge Dance Studio for dance and other possible recreational purposes would be an advantageous outcome for both the community and Council and will ensure that the site is maintained to an appropriate standard whilst receiving a minimal income.

**Conclusion**

The lease to Creative Edge Dance Studio would represent the most advantageous outcome for both the community and Council and will ensure that the site is maintained to an appropriate standard whilst receiving a small income.

**Officer's Recommendation**

THAT the Council:

a) Resolves that an exemption applies under Section 236 (1) (c) (iii) of the *Local Government Regulation 2012*, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the disposal is for the purpose of renewing the lease of land to the existing tenant of the land."

AND THAT

b) Council approves a lease for an initial term of 3 years with on option period of 2 years in the name of Cobie Elise Buchholz, Creative Edge Dance Studio over a portion (approx. 6848m$^2$) of Lot 4 on RP729913 for the purpose of operation of a dance studio and associated activities for an annual rental of $4,000.00 (excluding GST) with CPI increases for the life of the lease.

**Council Resolution ORD-2021-97**

**THAT the Council:**

**a) Resolves that an exemption applies under Section 236 (1) (c) (iii) of the *Local Government Regulation 2012*, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the disposal is for the purpose of renewing the lease of land to the existing tenant of the land."**

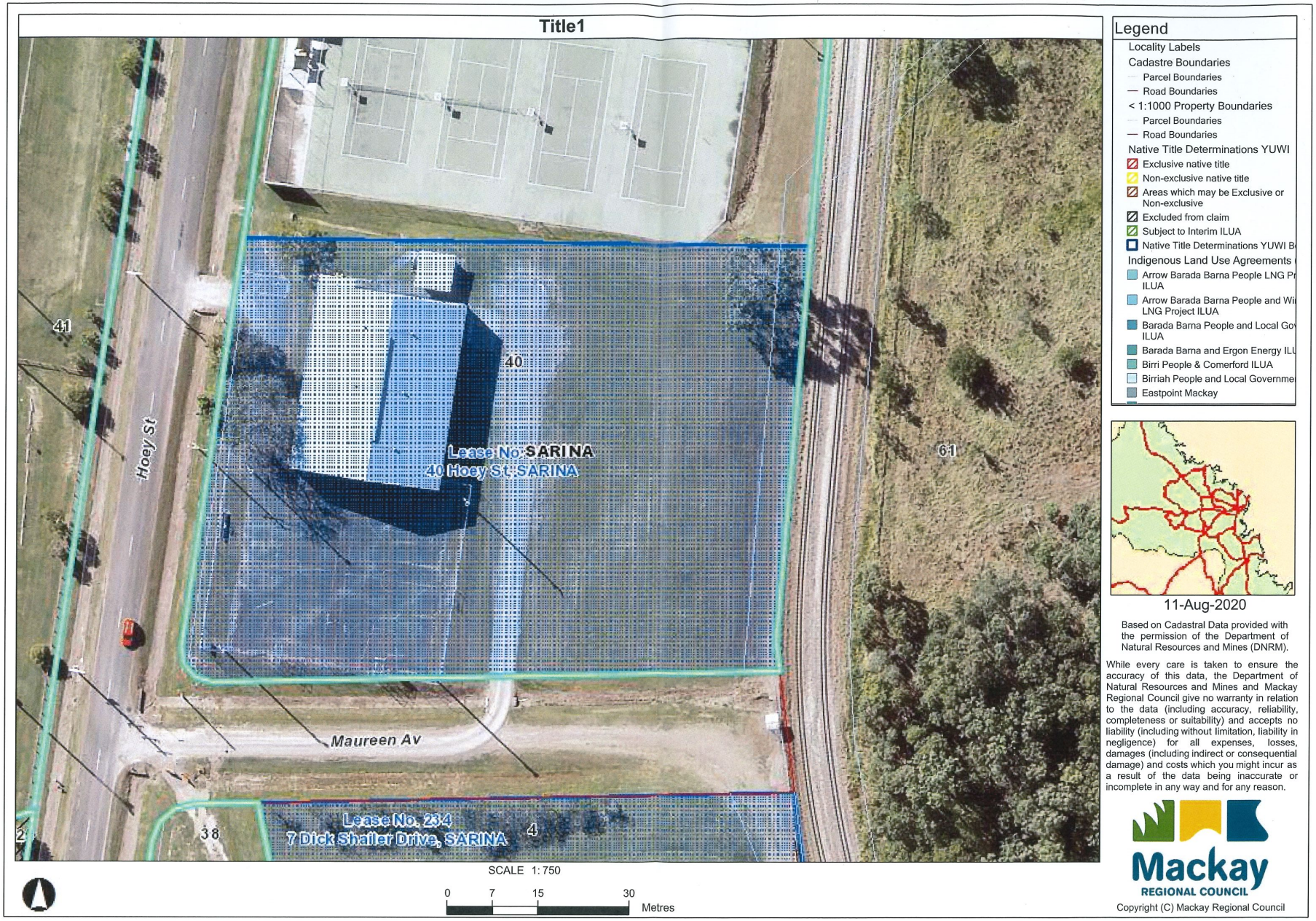
**AND THAT**

**b) Council approves a lease for an initial term of 3 years with on option period of 2 years in the name of Cobie Elise Buchholz, Creative Edge Dance Studio over a portion (approx. 6848m$^2$) of Lot 4 on RP729913 for the purpose of operation of a dance studio and associated activities for an annual rental of $4,000.00 (excluding GST) with CPI increases for the life of the lease.**

**Moved Cr Englert** **Seconded Cr Mann**

Cr Englert noted that the proposed lease provides an opportunity for the operation of a dance studio and associated activities within the area currently zoned Sport and Recreation, and was pleased to support the Officer's recommendation.

**CARRIED**


Title1
Lease No. SARINA
40 Hoey St, SARINA
Lease No. 234
7 Dick Shaller Drive, SARINA
Hoey St
Maureen Av
41
40
61
38
4
2
SCALE 1: 750
0 7 15 30
Metres
Legend
Locality Labels
Cadastre Boundaries
Parcel Boundaries
Road Boundaries
< 1:1000 Property Boundaries
Parcel Boundaries
Road Boundaries
Native Title Determinations YUWI
Exclusive native title
Non-exclusive native title
Areas which may be Exclusive or Non-exclusive
Excluded from claim
Subject to Interim ILUA
Native Title Determinations YUWI B
Indigenous Land Use Agreements
Arrow Barada Barna People LNG Pr ILUA
Arrow Barada Barna People and Wi LNG Project ILUA
Barada Barna People and Local Go ILUA
Barada Barna and Ergon Energy ILU
Birri People & Comerford ILUA
Birriah People and Local Governme
Eastpoint Mackay
11-Aug-2020
Based on Cadastral Data provided with the permission of the Department of Natural Resources and Mines (DNRM).
While every care is taken to ensure the accuracy of this data, the Department of Natural Resources and Mines and Mackay Regional Council give no warranty in relation to the data (including accuracy, reliability, completeness or suitability) and accepts no liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
Mackay
REGIONAL COUNCIL
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Land Title Act 1994 ; Land Act 1994
Form 21 Version 4

# SURVEY PLAN

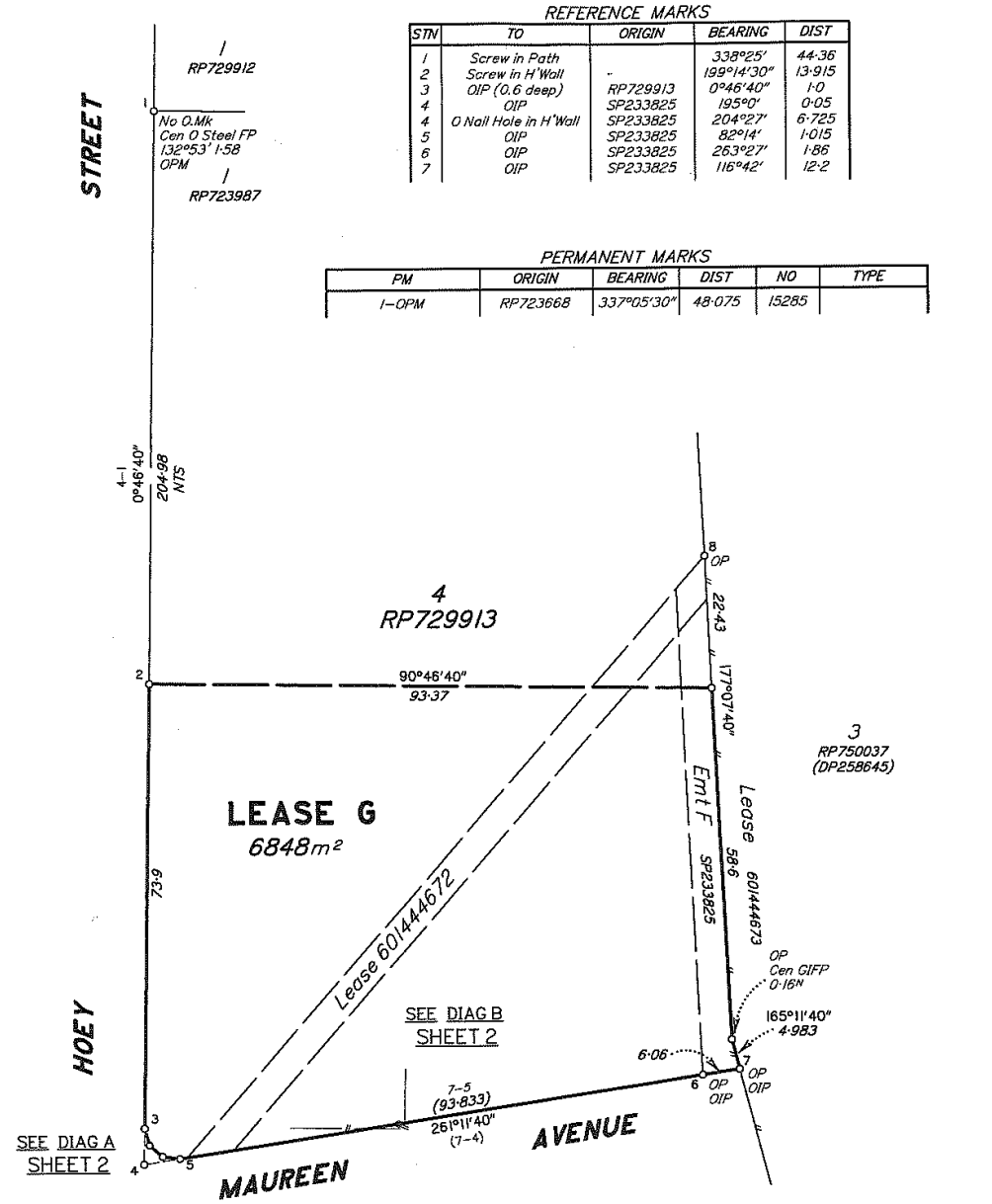
Sheet 1 of 2

REFERENCE MARKS

| STN | TO | ORIGIN | BEARING | DIST |
|---|---|---|---|---|
| 1 | Screw in Path | | 338°25' | 44·36 |
| 2 | Screw in H'Wall | " | 199°14'30" | 13·915 |
| 3 | OIP (0.6 deep) | RP729913 | 0°46'40" | 1·0 |
| 4 | OIP | SP233825 | 195°0' | 0·05 |
| 4 | O Nail Hole in H'Wall | SP233825 | 204°27' | 6·725 |
| 5 | OIP | SP233825 | 82°14' | 1·015 |
| 6 | OIP | SP233825 | 263°27' | 1·86 |
| 7 | OIP | SP233825 | 116°42' | 12·2 |

PERMANENT MARKS

| PM | ORIGIN | BEARING | DIST | NO | TYPE |
|---|---|---|---|---|---|
| 1–OPM | RP723668 | 337°05'30" | 48·075 | 15285 | |




*Original information compiled from RP729913 in the Department of Natural Resources and Mines.*

*Peg placed at all new corners unless otherwise shown.*

Metres 0 37.5m 75m 112.5m
50 mm 100 mm 150 mm

State copyright reserved.

MACKAY SURVEYS PTY LTD (ACN 113 769 994) hereby certify that the land comprised in this plan was surveyed by the corporation, by Gregory Ronald WORLAND, Surveying Associate, for whose work the corporation accepts responsibility, under the supervision of Derek Anthony WOODS, Cadastral Surveyor, and that the plan is accurate, that the said survey was performed in accordance with the Survey and Mapping Infrastructure Act 2003 and Surveyors' Act 2003 and associated Regulations and Standards and that the said survey was completed on 22/01/2016.

Director

Date 18/2/2016

Mackay Surveys Pty Ltd Ref: 16007

**Plan of Lease G in Lot 4 on RP729913**

LOCAL GOVERNMENT: *Mackay R.C*

LOCALITY: *SARINA*

Meridian: *RP729913*

Survey Records: *No*

Scale: *1:750*

Format: STANDARD

**SP282342**

## 12. RECEIPT OF PETITIONS

Nil

## 13. TENDERS

### 13.1. CONTRACTUAL ARRANGEMENT TENDERING EXEMPTION - SHELLGRIT CREEK TIDAL GATE REFURBISHMENT

| | |
|---|---|
| **Author** | Executive Assistant (Robyn Smith) |
| **Responsible Officer** | Director Engineering & Commercial Infrastructure (Jason Devitt) |
| **File Reference** | SHELLGRIT CREEK |
| **Attachments** | Nil |

**Purpose**

To seek a Council Resolution to engage Australian Water Engineers without first inviting written tenders to provide services, equipment and associated accessories for the refurbishment of the tidal gate installation at Shellgrit Creek Beach Outlet (Cod Hole) in accordance with s235(b) of the *Local Government Regulation 2012 (Regulation)*

*(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.*

**Related Parties**

The parties relating to this report are as follows:

- Australian Water Engineers

**Corporate Plan Linkage**

Priority: Infrastructure and Transport
*Strategy: Asset management* - Ensure that asset management aligns to the council's strategic direction and that effective asset management practices are in place to optimise the use of council's assets required to deliver services to the community.
*Strategy: Drainage Networks* - Maintain and improve council's drainage networks by delivering priority drainage capital works; and by developing more efficient delivery mechanisms.

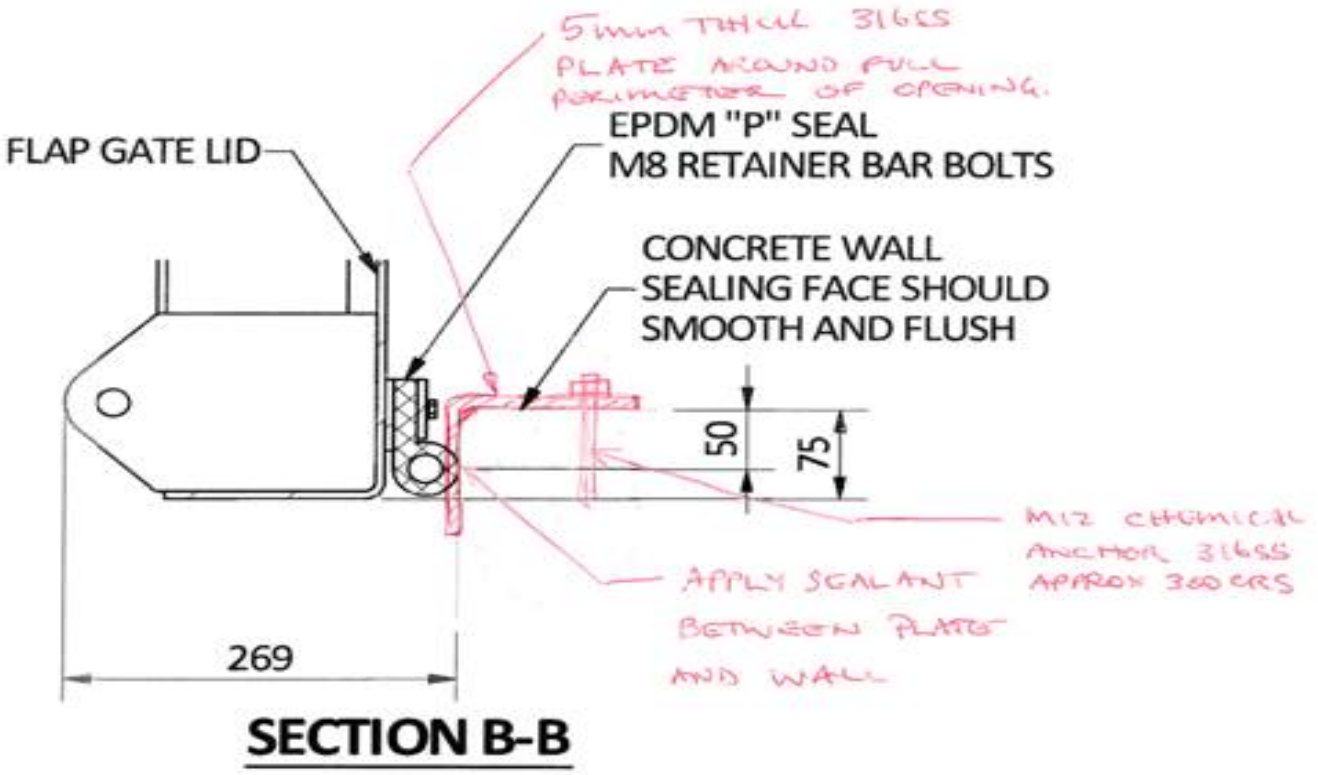
**Background/Discussion**

As part of MRC 2018-009 Beach Outlet North of Kippen Street, tidal gates, as shown on plans attached, were installed to allow stormwater drainage flows greater than the 18% Annual Exceedance Probability (AEP) event to discharge from the Shellgrit Creek Drainage System to an ocean outfall and alternatively prevent storm surge and higher tidal events entering past the coastal berms.

Recent higher tidal events have exhibited significant leakage of flow past the tidal gates, resulting in saltwater entering the system past the gates across a pedestrian path network and into a detention basin system constructed along with the original contract.

Investigations have indicated that the gate seals have become distorted, preventing flush sealing and allowing flows to escape past the tidal gates. This may have been as a result of initial construction standards not identified as part of the original inspection processes.

The original contract is past the Defects Liability Period so no ability exists to allow rectification by the original contractor. Contact has been made with the gate manufacturer to determine a suitable rectification method which is shown below.




Given that the correct operation of the tidal gates is a critical component of the designed system, it is recommended that Council engage a suitable contractor un in accordance with Contracting exemptions available under s235(b) of the *Local Government Regulation 2012 (Regulation).*

Specialist manufacturers and installers are limited, and none exist locally with contacts to the tidal gate manufacturers.

On that basis, it is recommended that Council support the refurbishment of the Tidal Gates by Australian Water Engineers under the specialist nature of the services sought provision.

**Consultation and Communication**

Consultation has been held with the Civil Operations Team to ensure the proposed refurbishment works meet their requirements to successfully address the current issues.

Discussion has occurred with Procurement & Plant to understand the process for purchase and supply and adherence with Local Government regulations. Their advice to utilise the exemption under the *Regulations*,

resulted from commentary received from industry suppliers that given the customised and specialist equipment the original supplier should be utilised for these identified replacement parts.

**Resource Implications**

Current funding for this project does not exist in the Capital Works Program. A submission has been made as part of the March 2021 Budget Review to establish a budget in the value of $107,410 to undertake the required works. Council is requested to confirm approval of the finding to be allocated to the project for inclusion and adoption as part of the March Budget Review.

**Risk Management Implications**

There is a need to undertake refurbishment of the tidal gates in the short term, to reduce current leakage impacts before higher tidal events later within the year. Subject to approvals and funding being established, it is proposed to commence engagements and action on this matter as soon as possible.

**Conclusion**

Due to the specialised nature of the tidal gate refurbishment, it is recommended that under s235(b) of the Regulation, that Council resolve that due to the specialised nature of the work that it is impractical and disadvantageous for Council to invite tenders and, therefore, should directly engage Australian Water Engineers without first inviting tenders.

**Officer's Recommendation**

THAT under *s235(b) Local Government Regulations,* Council resolves that because of the specialist nature of the work, it would be impractical and disadvantageous for Council to invite quotes or tenders for supply by suppliers other than Australian Water Engineers.

FURTHER THAT Council enters into an arrangement with Australian Water Engineers to provide services, equipment and associated accessories for the refurbishment of the tidal gate installation at Shellgrit Creek Beach Outlet (Cod Hole) with the anticipated cost of the works being $107,410 and

THAT Council confirm approval for the establishment of the project budget of $107,410 for inclusion and adoption as part of the March Budget review.

**Council Resolution ORD-2021-98**

**THAT under *s235(b) Local Government Regulations,* Council resolves that because of the specialist nature of the work, it would be impractical and disadvantageous for Council to invite quotes or tenders for supply by suppliers other than Australian Water Engineers.**

**FURTHER THAT Council enters into an arrangement with Australian Water Engineers to provide services, equipment and associated accessories for the refurbishment of the tidal gate installation at Shellgrit Creek Beach Outlet (Cod Hole) with the anticipated cost of the works being $107,410 and**

**THAT Council confirm approval for the establishment of the project budget of $107,410 for inclusion and adoption as part of the March Budget review.**

**Moved Cr Green** **Seconded Cr Jones**

Cr Green advised that she and several other Councillors recently visually inspected the Shellgrit tidal gates at high tide and witnessed the significant leakage which flowed past the tidal gates and resulted in seawater

inundating the pedestrian path and the detention basin system on the other side of the gates. Cr Green advised that because there is a need to refurbish the gates in the short term to reduce the impact from the leakage and that specialist manufacturers and installers are limited with no local contacts, she supports the motion.

**CARRIED**

## 14. CONSIDERATION OF NOTIFIED MOTIONS

Nil

## 15. PUBLIC PARTICIPATION

Nil

## 16. LATE BUSINESS

Cr Mann advised that the Australian Heritage Festival runs from 18 April to 19 May and the Character and Heritage Advisory Committee (CHAC) had developed a calendar of events to celebrate the Festival. Cr Mann noted that the CHAC plays a significant role in encouraging the public's awareness of heritage in the Region and that the CHAC members had embraced virtual activities such as the city centre heritage walk and the soon to be released virtual cemetery tour. Cr Mann advised that there are walking tours currently on offer, the libraries are showcasing 50 years of tourism and encouraged the public to look on Council's website and social media sites for details of the events planned during the Heritage Festival.

Cr Green advised that she had recently met, in Bucasia, with Lillian Watkins from The Daily Mercury, as part of the My Town series. Cr Green advised that some residents came and joined them, including Mr Ian Wright who brought along a family album of photos including some of the beach front shack that his grandfather and a friend had built in 1922 which is still on the Esplanade today. Cr Green advised that some of the members of the Northern Beaches Rotary Club and the Mackay Northern Beaches Lions Club also attended and are the champions of the Region that the My Town series seeks to celebrate.

Cr Jones advised that she had attended the 25 year celebration of the Older Women's Network and welcomed the opportunity to renew friendships with many of the ladies she has met over the years. Cr Jones noted that the Older Women's Network is a wonderful club with a large number of members who meet on a very regular basis and who are very welcoming and inclusive.

Cr May advised that she and Cr Mann had also attended the 25 year celebration of the Older Women's Network, noting that it was great to see a community organisation still going strong after 25 years. Cr May advised that some of the founding members of the organisation were in attendance and the skills and knowledge of all the ladies involved is outstanding, with them always happy to share their knowledge.

Cr May noted that the planning for the Volunteer Expo is underway and is scheduled to be held on May 16 at the Mackay Showgrounds. Cr May reminded volunteer organisations who would like a free stall, that they have until 30 April to apply. Cr May advised that the Volunteer Expo has been a great event in the past and organisations have gained many volunteers after participating in the Expo.

## 17. CONFIDENTIAL REPORTS

Nil

## 18. MEETING CLOSURE

Meeting closed at 10:45am.

## 19. FOR INFORMATION ONLY

Nil

Confirmed on Wednesday 28 April 2021.

.....
MAYOR