

MINUTES

Ordinary Meeting

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

On Wednesday 23 November 2022

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1. ATTENDANCE

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

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

The meeting commenced at 10:00 am.

2. OPENING PRAYER

Mayor Williamson led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS

Nil

4. APOLOGIES

Nil

5. CONDOLENCES

Cr Seymour expressed condolences on behalf of Council, to the family of Kevin (Chippy) Hutchinson, who passed away recently and who had been a volunteer rural fire officer in Finch Hatton for many years. Cr Seymour read of letter of condolence from the Commissioner of Queensland Fire and Emergency Services.

Mayor Williamson expressed condolences, on behalf of Council to the family of Terry Hayes, noting that the Mackay community had lost one of its favourite sons. Mayor Williamson noted that Mr Hayes had been one of the most influential people in relation to the recognition of the history of the Mackay Region.

6. CONFLICT OF INTEREST

Nil

7. CONFIRMATION OF MINUTES

7.1. CONFIRMATION OF MINUTES - 9 NOVEMBER 2022

Council Resolution ORD-2022-338

THAT the Ordinary Meeting Minutes dated 9 November 2022 be adopted.

Moved Cr Bonaventura

Seconded Cr Green

<u>CARRIED</u>



MINUTES

Ordinary Meeting

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

On Wednesday 9 November 2022

ORDER OF BUSINESS

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1. ATTENDANCE

THAT Council confirm the attendance of Cr May at today's meeting by audio visual link as allowed under section 254K of the *Local Government Regulation 2012*.

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

Also present was Ms A Hays (Acting Chief Executive Officer), Mrs P Jaenke (Minute Secretary), Mr D McKendry (Executive Officer), Mr J Devitt (Director - Engineering & Commercial Infrastructure), Ms A Nugent (Director - Development Services), Mr J Carless (Director - Capital Works), Mr M Sleeman (Acting Director - Community & Client Services), Mr S Hildred (Acting Director - Organisational Services) and Mrs K Verroen (Coordinator - Corporate Governance).

The meeting commenced at 10:00 am.

Council Resolution ORD-2022-316

THAT Council confirm the attendance of Cr May at today's meeting be audio visual link as allowed under section 254K of the *local Government Regulation 2012.*

Moved Cr Mann

Seconded Cr Bonaventura

CARRIED

2. OPENING PRAYER

Reverend Dr Julia Pitman from the Uniting Church led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS

Nil

4. APOLOGIES

4.1. APOLOGIES

Nil

4.2. LEAVE OF ABSENCE - CR BELLA

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

Council Resolution ORD-2022-317

4.1 LEAVE OF ABSENCE - CR BELLA

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

Moved Cr Mann

Seconded Cr Green

<u>CARRIED</u>

5. CONDOLENCES

Nil

6. CONFLICT OF INTEREST

In accordance with Chapter 5B of the *Local Government Act 2009*, I Cr Alison Jones inform the meeting that I have a Declared Conflict of Interest in Agenda Item 10.6, 40 Ocean Avenue.

The nature of my interest is as follows:

My sister Beverley Budden, is employed by Mr William Paton.

The Particulars:

(a) The name of the related party is Beverley Budden.

(b) The nature of my relationship with the related party is that Beverley Budden is my sister.

 $(c)\;\;$ The nature of the related party's interest in this matter is that Beverley Budden is employed by Mr William Paton.

As a result of my conflict of interest, I will leave the meeting when Agenda Item 10.6 is considered and voted on.

7. CONFIRMATION OF MINUTES

7.1. CONFIRMATION OF MINUTES - 26 OCTOBER 2022

Council Resolution ORD-2022-318

THAT the Ordinary Meeting Minutes dated 26 October 2022 be adopted.

Moved Cr Mann

Seconded Cr Hassan

CARRIED

7.2. AMENDMENT TO STANDING ORDERS

Council Resolution ORD-2022-319

THAT Council resolves per clause 6.7.1(b) of the Standing Orders to alter the order of business as listed in clause 6.7.1(d) to accommodate the listing of the agenda items carried forward from the Ordinary Meeting of 26 October 2022, which was adjourned and not recommenced due to an emergency situation in the Mackay Administration Building.

Moved Cr Bonaventura

Seconded Cr Mann

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CARRIED

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

AGENDA ITEM	MATTER	RESPONSE		
11.3.1 Development Services Monthly Report - September 2022	Cr Mann queried the difference between major and minor repairs to playground equipment.	Major repairs are generally any works that require more than 30 minutes to complete, are more complex and involve removing and replacing multiple components or larger items that involve concreting, etc. Minor repairs are generally works which can be completed in under 30 minutes such as replacing clamps, swing seats, worn or damaged bolts, etc. Minor repairs are also repairs that can be done at the same time that an inspection of the playground is being undertaken, whereas major repairs will have dedicated work orders to cover the works and involve sourcing parts and materials.		
		The Play Equipment Inspection Maintenance graph will differ from month to month depending upon customer requests / staff absences / weather / budget allocations / lead time for replacement components, etc.		
		The January / February / March indicators for major repairs were quite high leading into the drop off in May and April due to vacant positions, new staff / absences, etc. Since that time, the knowledge and skills of new staff has improved, and the ability to address larger more complex repairs has improved accordingly. The number of major repairs are now again back in what we would consider to be the normal range, but it will still vary at different times.		
11.4.3 ECI – Water Services Monthly Report -	Cr May queried if the cross contamination at the Sarina Water Recycling Facility had occurred after the sample had been taken.	The normal process undertaken is to sample the treated effluent first and the raw effluent second. This incident resulted from the raw effluent being sampled first and the treated effluent sampled second thus creating a contaminated sample.		
September 2022		The same utensil is used to capture the two different types of samples. The correct process has now been reinforced with appropriate staff.		

UPDATE ON QUESTIONS ARISING FROM COUNCIL MEETING - 26 OCTOBER 2022

9. MAYORAL MINUTES

Nil

10. CORRESPONDENCE AND OFFICER'S REPORTS - ORGANISATIONAL SERVICES - 26.10.22 10.1. ORGANISATIONAL SERVICES MONTHLY REVIEW REPORT - SEPTEMBER 2022

Author Responsible Officer File Reference	Dire	rector Organisational Services (Kylie Lamb) rector Organisational Services (Kylie Lamb) epartmental Monthly Review Reports				
Attachments	1.	Organisational Services - Monthly Review Report - September 2022 [10.1.1 - 26 pages]				

Purpose

To provide Council with the Organisational Services Monthly Review Report for the month of September 2022.

Related Parties

Nil

Corporate Plan Linkage

Operational Excellence

Process and Systems - We develop and continually improve and innovate to create efficient processes that deliver value for our community. Council will endeavour to make service levels more transparent and harness opportunities for existing and emerging technologies to aid this delivery.

Officer's Recommendation

THAT the Organisational Services Monthly Review Report for the month of August 2022 be received.

Acting Director of Organisational Services Stuart Hildred, provided an overview and highlights of the Organisational Services Monthly Review Report for September 2022.

Cr Bonaventura referred to the External Customer Satisfaction graph and queried what percentage of the general requests and other requests were used to compile the results.

The Acting Director advised that he would take the question on notice.

Cr Bonaventura noted that the Staff Contingent table indicated 99 vacancies while the Monthly Recruitment Activity graph indicated that there were 173 vacant positions and queried the reason for the differing figures.

The Acting Director advised that he would take the question on notice.

Council Resolution ORD-2022-320

THAT the Organisational Services Monthly Review report for the month of September 2022 be received.

MACKAY REGIONAL COUNCIL

Moved Cr Jones

Seconded Cr Mann

Cr Jones highlighted several items from the report including the current recruitment figures, the improving number of applications received for vacant positions and the 75% local spend from Council on procurement and plant items.

Cr Mann highlighted the excellent safety results from the Department and noted that it was great to see so many staff being nominated for employee recognition on the basis of living core value through their behaviour and hoped that this continues to occur.

CARRIED

10.2. STRATEGIC FINANCIAL REPORT - SEPTEMBER 2022

Author Responsible Officer File Reference	Director Organisational Services (Kylie Lamb) Acting Chief Executive Officer (Angela Hays) Strategic Financial Report				
Attachments	1. SEPTEMBER 2022 Strategic Financial Report [10.2.1 - 30 pages]				
Purpose					

To adopt Mackay Regional Council's (MRC) Strategic Financial Report for the month of September 2022.

Related Parties

Nil.

Corporate Plan Linkage

Financial Strength

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

Background/Discussion

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

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

Consultation and Communication

Acting Chief Executive Officer, Directors, Manager Financial Services.

Resource Implications

MRC is forecasting an operating surplus of \$0.5M for the 2022/23 financial year following adoption of the July budget review by Council on 24 August 2022. The actual operating result for September 2022 is a favourable variance of \$3.4M against YTD budget.

Risk Management Implications

Variances will be closely reviewed and considered in future budget processes where required.

Conclusion

For the period ending September 2022, MRC reported a favourable operating variance of \$3.4M against YTD budget. All revenue categories are below current month forecast for the reporting period, with exception of interest income and other recurrent income. Operating expenditure also reports under YTD budget, in particular from a delay in recognition of forecast materials and services.

MACKAY REGIONAL COUNCIL

To date, \$21.1M has been expended in the delivery of Council Projects; \$20.5M capital expenditure and \$0.6M operational expenditure. Council projects includes accrued expenditure for works in progress and associated operational costs expended in the delivery of these works.

It should be noted, this report is prepared based on interim opening account balances, pending finalisation of the accounts and QAO certification of the 2022 annual financial statements.

Officer's Recommendation

THAT the Strategic Financial Report for September 2022 be received.

The Acting Chief Executive Officer (ACEO) Angela Hays, provided an overview and highlights of the Strategic Financial Report for September 2022.

Cr Bonaventura noted the statement that all revenue categories are below the current month forecast for the reporting period and queried if this was a timing issue or a cause for concern.

The ACEO advised that she did not believe this was a cause for concern and noted that officers will continue to track and monitor this with any amendments made through the budget review process.

Council Resolution ORD-2022-321

THAT the Strategic Financial report for September 2022 be received.

Moved Cr Mann

Seconded Cr Hassan

Cr Mann highlighted several items from the report including the total operating revenue and total operating expenditure both being under budget, asset data cleansing, project expenditure and the inflation.

CARRIED

10.3. END OF YEAR RESULT 2021/22

Author Responsible Officer File Reference	Actir	ector Organisational Services (Kylie Lamb) ng Chief Executive Officer (Angela Hays) ancial Statements	
Attachments	1.	Budget Statements [10.3.1 - 6 pages]	

Purpose

To present the end of year result to Council, upon finalisation of the external audit of the 2021/22 Annual Financial Statements.

Related Parties

Nil

Corporate Plan Linkage

Financial Strength

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

Background/Discussion

The completion of external audit of Council's 2021/22 Annual Financial Statements has concluded with the Auditor-General providing an unmodified audit opinion. The end of financial year result is now presented, being an operating surplus of \$0.6M and net result of \$39.0M.

The original budget for the 2021/22 financial year was adopted by Council on 23 June 2021 and forecast an operating surplus of \$0.7M. Several budget revisions followed throughout the year to bring to account any known variations to forecast, resulting in an amended budget operating surplus of \$3.9M.

Operating revenue reported favourably, \$2.5M higher than amended budget for the period. Fees and charges and other recurrent income largely contributed to this result following an increase in development activity and MECC ticket sales and events. All revenue streams reported favourably or close to budget apart from interest income which reported below estimate due to reduced market interest rates.

Operating expenditure reported \$5.9M above amended budget for the period, reflecting higher than anticipated materials and services expenditure of \$3.6M, particularly from consultants and equipment hire. Finance costs also notably increased by \$3.2M, following a one-off market realisation fee associated with the early release of MRC's Sewerage loan. Employee benefits and depreciation reported slightly below forecast.

Council's overall cash position decreased by \$25.0M, to report a closing cash balance of \$169.1M which includes investments in short term deposits of \$70.0M. A closing debt balance of \$66.1M was recorded for the period which is \$51.5M less than the prior year as a result of the early repayment and release of MRC's Sewerage loan.

Community equity increased by \$262.8M through the period, mainly from an increase in the written down value of non-current assets \$220.2M. MRC completed comprehensive revaluation of the Water and Sewerage Infrastructure financial asset classes and applied cumulative cost increases where the movement was considered material to the presentation of its financial statements.

MACKAY REGIONAL COUNCIL

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

General Fund

Operating revenue achieved \$2.8M greater than budget at period end. Fees and charges \$1.3M and other recurrent income \$1.0M largely contributed to this result as detailed above. All other revenue streams reported favourably to budget apart from interest income which reported below budget.

Operational expenditure reported \$3.4M above budget at period end. This variance is primarily the result of higher-than-expected materials and services expenditure of \$4.3M as detailed above. All other categories reported favourably to budget \$0.9M combined.

Waste Fund

Operating revenue reported slightly under budget as period end \$0.1M. Lower than forecast waste disposal fees \$0.1M within fees and charges are the primary contributing factor for this result. All other revenue streams reported favourably or close to budget.

Operational expenditure for the period reported favourably, \$0.7M under budget. Favourable variances in all categories apart from depreciation contribute to this result.

Water Fund

Operating revenue reported slightly under budget at period end \$0.08M. Rates and charges \$0.14M and sales contracts and recoverable works \$0.17M were the main contributing factors to this result, with all other revenue streams reporting favourably to budget \$0.23M combined.

Operational expenditure reported slightly over budget at period end \$0.26M. Slight unfavourable variances to budget were evident in material and services and employee benefits.

Sewerage Fund

An operating deficit of \$3.0M was reported at period end. Finance costs \$3.6M within operating expenditure is the primary contributing factor to this result due to the one-off market realisation fee associated with the early release of MRC's Sewerage loan. All other expenditure categories reported favourably or close to budget \$0.6M combined.

Operating revenue reported slightly under budget at period end \$0.01M with all revenue streams reporting close to budget.

Consultation and Communication

Council's 2021/22 Annual Financial Statements have been reviewed by the Audit Committee and issued an unmodified audit opinion by the Auditor-General.

Resource Implications

Council reported a \$0.6M operating surplus for the 2021/22 financial year, with the net result being a surplus of \$39.0M.

Risk Management Implications

The 2021/22 end of year result is now reflected as the opening balance of Council's long term financial forecast.

Conclusion

The audited 2021/22 Annual Financial Statements, including the Independent Auditor's Report will be presented in Council's 2021/22 Annual Report.

Officer's Recommendation

THAT the End of Year Result 2021/22 report be received by Council.

The Acting Director for Organisational Services Stewart Hildred, provided an overview and highlights of the End of Year Result 2021/22.

Council Resolution ORD-2022-322

THAT the End of Year Result 2021/22 report be received by Council.

Moved Cr Mann

Seconded Cr Hassan

Cr Mann highlighted Council's modest surplus and noted that the end of year result was a credit to Council Officers.

Mayor Williamson offered his congratulations to the ACEO, Directors and staff, noting that the \$51M reduction in Council debt this year and the \$160M in the bank, is outstanding.

CARRIED

10.4. SEPTEMBER BUDGET REVIEW 2022

Author Responsible Officer File Reference

Attachments

{position} (Justin Rule) Director Organisational Services (Kylie Lamb) September Budget Review 2022

- 1. Statement of Income and Expenses SBR 2022 [**10.4.1** 1 page]
- 2. Statement of Financial Position SBR 2022 [10.4.2 - 1 page]
- 3. Statement of Changes Equity SBR 2022 [**10.4.3** - 1 page]
- 4. Statement of Cashflow SBR 2022 [**10.4.4** 1 page]
- 5. Key Financial Sustainability Metrics SBR 2022 [**10.4.5** 1 page]
- 6. Capital Summary SBR 2022 [**10.4.6** 1 page]
- 7. Project Movement List SBR 2022 [**10.4.7** 3 pages]

Purpose

To present the September 2022 first quarter Budget Review.

Related Parties

Nil

Corporate Plan Linkage

Financial Strength

Affordable Living - Our rates and charges provide value for residents and are sufficient in providing for required infrastructure, facilities and services.

Planned Capital and Forecasting - Our planned capital and operational projects are delivered with agility in the line with our business needs.

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

Background/Discussion

In accordance with section 170(3) of the *Local Government Regulation 2012*, Council may by resolution, amend the budget for a financial year at any time before the end of the financial year.

Following completion of the first quarter of the financial year, it is timely to review the budget, for any known variations at this time, to better reflect the forecasted closing position for the 2022/23 financial year.

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

Operational

<u>Revenue</u>

Category	Description	Amount	Comments
,			

MACKAY REGIONAL COUNCIL

Total operating revenue	e adjustments	(\$526,889)	
Other recurrent income	Other recurrent revenue	\$2,055	Reduction in expected income for merchandise at the Artspace.
Interest Received	Interest Received on Investments	(\$404,802)	Increase in anticipated income from investments.
Recurrent grants, subsidies, contributions and donations	Government Grants and Subsidies	\$94,528	Decrease in LRCIP Federal Phase 3 funding (\$75K), COVID Federal Phase 2 funding (\$25K) which have been offset with some minor increments from unspent grants last financial year.
Recurrent grants, subsidies, contributions and donations	Non-Government Grants and Subsidies	\$(74,661)	Recognition of new and partial grants carried over from prior years including Coastal Hazard Adaption Study (\$25K), NQ Active in the Regions Grant (\$15K), Activating New Parents Program (\$8K), Queensland Water Regional Alliance Program (\$13.75K) and NQPHN Word for Wellbeing (\$11K).
Sales contracts and Recoverable works	Sales contracts and Recoverable works	\$(121,531)	Additional income received for works on the Blue Water Trail.
Rental Income	Rental Revenue Other	(\$19,998)	Additional rental income in Parks Management as a new agreement has been put in place.
Fees and charges	Other fees and charges	(\$204)	Higher than expected Hire Income as additional events held in Community Development.
Fees and charges	Fees and Charges Internal	(\$2,275)	Higher than expected income received for Licence Fees & Charges for Tree Maintenance.

Overall total revenue is forecasted to favourably increase by \$527K, with various adjustments to fees & charges, rental income, recoverable works, grants & subsidies, interest received, and other recurrent income.

It should be noted that adjustments to grants, recoverable works income and some fees and charges for events has a corresponding increase or decrease in expenses.

Expenses

Category	Description	Amount	Comments
Employee Benefits	Wages and salaries	(\$522,940)	Reduction due to staff vacancies across the whole of Council and the difficulty of recruitment in the current climate.
Materials and services	Other Materials and Services	\$200,598	Expected increases in study reimbursement expenditure of \$125K, COVID personal protection \$55K and additional Exhibitions expenditure due to its postponed closure \$14K.

Materials and services	Contractors	\$583,546	Increased use of contractors for across the whole of Council as a result of staff vacancies. Specific areas include, Sealed Road Maintenance \$100K, Unsealed Road Maintenance \$82K, Tree Maintenance \$75K, Parks North Maintenance & Operations \$45K, Network Manhole Maintenance \$30K, Water Services Maintenance \$25K, Parks Valley Maintenance & Operations \$22K, \$16K Development Compliance & Governance \$16K, and \$15K Parks Central Maintenance & Operations In addition to the above \$15K relates to the NQ Active in the Regions Grant as noted previously.
Materials and services	Public utilities and electricity	\$286,509	Increase electricity costs at the MARC \$200K and street lighting \$87K.
Materials and services	Grants, subsidies, contributions and donations	\$123,882	Additional funding provided to Mackay Activity Plan initiative \$100K. Neighbourhood Centres carry over of unspent grants from prior year \$11K and expenditure \$8K which was not included in the original budget.
Materials and services	Equipment and hire fees	\$91,750	Increased use of externally hired equipment due to staff vacancies, including graders and backhoes for Unsealed Road Maintenance \$85K and tractor hire \$5K at Hay Point Disposal facility as a large clean up was completed.
Materials and services	Repairs and Maintenance	\$44,463	Increased level of traffic control required due to staff vacancies for Unsealed Road Maintenance \$55K.
Materials and services	Fuel & Chemicals	\$30,000	Mackay Water Odour control operations \$30K.
Materials and services	Advertising and marketing	\$8,760	Increase in First 5 Forever \$5K in line with the funding agreement conditions and \$3K to support the Rates eNotice campaign.
Materials and services	Legal fees	(\$3,058)	Additional income received for recovered legal expenditure.
Materials and services	Insurance	(\$8,957)	Reduction in workers compensation expense due to vacant positions.

Materials and services	Consultants and services	(\$716,841)	areas, including the transfer of \$500K for Stage 2 study of the Recourse Centre of Excellence development, HRIS project management \$160K which has been transferred to capital expenditure, \$140K in Business Improvement Management, and \$120K for the Capital Review Strategic Initiative. These reductions have been offset by additional consultant costs for Development Planning and Engineering due to staff vacancies \$91K and \$50K for the RV Strategy.
Operational Expenses in Capital Projects	Various	\$224,885	Net operational movement across multiple capital projects.
Total operating expenditure adjustments		\$506,937	

Operating expenditure is forecasted to increase overall by \$507K. The majority of the expenditure is associated with increases in contractors and utilities which is offset by decreased employee benefits costs due to staff vacancies and a reduction in the use of consultants.

	Original Budget \$'000	Current Amended Budget \$'000	September Budget Review Adjustment \$'000	Amended Budget \$'000
Operating Revenue	(278,056)	(278,087)	(527)	(278,614)
Operating Expense	277,328	277,539	507	278,046
Operating Surplus/(Deficit)	(729)	(549)	(20)	(569)

As a result of the above movements in revenue and expenses, MRC's forecasted operating surplus will increase to \$569K (an increase from the July Budget Review by \$20K).

Capital Projects

• See detailed project listing attached

Project	Capital Expenditure Amount	Operational Expenditure Amount	Capital Income Amount	Operational Income Amount
New Project Adjustments	\$1,514,953	\$166,000	(\$340,000)	\$0
Existing Project Adjustments	\$7,246,654	\$388,016	(\$323,461)	(\$21,901)
Existing Project Savings/Cancel	(\$775,168)	\$745	\$0	\$0
Existing Projects Deferred	(\$4,889,819)	(\$161,493)	\$702,387	\$0
TOTAL	\$3,096,620	\$393,268	\$38,926	(\$21,901)

Capital projects expenditure is forecast to increase overall by \$3.1M. This is made up of offset by savings and deferrals of \$4.9M offset by additional capital project expenditure \$9.3M. It should be noted that \$4.9M of expenditure is being deferred to next financial year in line with expected delivery timeframes.

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Overall capital grant revenue is decreasing by \$39K due predominately to the deferral of expenditure to the next financial year.

	Original Budget \$'000	Current Amended Budget \$'000	Sep Budget Review Adjustment \$'000	Amended Budget \$'000
Capital project budget	\$106,766	\$110,366	\$3,488	\$113,854
- Capital Expenditure	\$104,649	\$107,539	\$3,097	\$110,635
- Operational Expenditure	\$2,117	\$2,827	\$392	\$3,219
Capital Funding budget	(\$23,261)	(\$22,824)	\$17	\$(22,807)
- Capital funding	(\$22,912)	(\$22,450)	\$39	\$(22,411)
- Operational funding	(\$349)	(\$374)	\$(22)	\$(396)

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

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

Consultation and Communication

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

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

Resource Implications

The revised capital project expenditure program for 2022/23 has increased overall by \$3.1M to \$110.6M.

The operating surplus has increased to \$569K. This will continue to be monitored during the year and adjusted if required in future budget reviews.

Risk Management Implications

The budget needs to reflect expected costs of delivery, therefore changes to budgets associated with changes in delivery timing and changes in costs need to be addressed as soon as possible.

This budget review brings to account known variations to the original budget adopted on 22 June 2022 and adjustments throughout the year.

Conclusion

The September 2022 budget review amendments will be included in the current approved budget and become the current amended budget.

The amended budget will be reflected in the next monthly Strategic Financial Report.

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

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Council's current forecasted operating surplus is \$569K for the 2022/23 financial year. Costs and revenue will continue to be monitored.

Capital expenditure delivery is progressing and will continue to be monitored. Known adjustments have been made to the budget to reflect any changes to estimates, current construction market and delivery timing. Capital delivery remains a focus of Council.

Officer's Recommendation

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

The Acting Director for Organisational Services Stuart Hildred, provided an overview and highlights of the September Budget Review 2022.

Mayor Williamson noted that Councillors had received significant briefings on the Budget Review and thanked the Finance team for their work.

Council Resolution ORD-2022-323

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

Moved Cr May

Seconded Cr Englert

Cr May highlighted the great work the Finance team has done in the preparation of the Budget Review, noting the Report shows the significant movements in projects and forecasting, which needs to tracked for the Budget Review, and congratulated the team on their work.

CARRIED

10.5. FINAL MANAGEMENT REPORT FOR MACKAY REGIONAL COUNCIL 2021/22 FINANCIAL YEAR

Author Responsible Officer File Reference

Attachments

Director Organisational Services (Kylie Lamb) Acting Chief Executive Officer (Angela Hays) 2021/22 Audit

1. 2022 Final Management Letter [**10.5.1** - 4 pages]

Purpose

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

Related Parties

Nil

Corporate Plan Linkage

Financial Strength

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

Background/Discussion

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

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

As detailed in the attached letter, an internal control deficiency has been reported as part of the external audit process. This relates to the ageing of completed capital projects, as outlined in Appendix A1 – Matters previously reported. As referenced, this matter remains unresolved from a prior financial reporting period acknowledging corrective actions are in progress.

Consultation and Communication

Chief Executive Officer, Directors, Manager Financial Services

Resource Implications

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

Risk Management Implications

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

Conclusion

The attached letter confirms an unmodified audit opinion on Mackay Regional Council's 2021/22 financial statements. The internal control deficiency raised by external audit is being addressed by Management.

Officer's Recommendation

THAT Council receives the Final Management Report for Mackay Regional Council for the year ended 30 June 2022.

The Acting Director for Organisational Services Stuart Hildred, provided an overview and highlights of the Final Management Report for Mackay Regional Council 2021/22 Financial Year.

Council Resolution ORD-2022-324

THAT Council receives the Final Management Report for Mackay Regional Council for the year ended 30 June 2022.

Moved Cr Mann

Seconded Cr Englert

Cr Mann noted that Council's external auditor had confirmed the unmodified audit opinion of Council's 2021-2022 financial statements, noting an area on concern which is being addressed. Cr Mann noted that the auditor intents to include the results of Council's audit in their report to Parliament as part of the results of the Local Government sector. Cr Mann advised that she believes the result of the audit was a credit to the sound financial practices of Council and staff.

CARRIED

10.6. 40 OCEAN AVENUE

Author Responsible Officer File Reference

Attachments

{position} (Jane Gosper) Director Organisational Services (Kylie Lamb) L100 SP305197

Nil

Purpose

To obtain Council resolution to not support an application, made by the property owners of 40 Ocean Avenue, Slade Point, to purchase part of the Reserve for Park and Recreation, known as Lot 100 on SP305197, 76 Ocean Avenue Slade Point, to rectify an encroachment.

Related Parties

Property Owners - 40 Ocean Avenue, Slade Point (William Paton and Sheridan Ansiewicz) Department of Resources (DOR)

Corporate Plan Linkage

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

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

Background/Discussion

An encroachment exists into Reserve Land at Lot 100 on SP305197 known as 76 Ocean Avenue Slade Point. This encroachment measures approximately 69 square metres into the Reserve in front of 40 Ocean Avenue Slade Point and consists of an addition as part of a dwelling, an awning and fence.

In June 2013, the current property owners purchased the property (40 Ocean Avenue) at auction. The details of the encroachments were made known at the time of the auction, with an existing permit being in place for the encroachment, however, as this was non-transferrable, the new property owners were advised they would need to make an application to obtain a new permit.

The new owners advised Council that their intention was to demolish the existing improvements and re-build. A non-transferrable Local Law Permit for five (5) years was issued for the period 02/10/2013 to 01/10/2018.

Upon expiration of the Local Law Permit, the property owners were sent a letter requesting advice on actions taken and/or plans made to rectify the encroachment. Advice received from the property owners was that no action had been taken and that their original plans to demolish the existing structure had changed and that they would like to purchase the section of reserve to rectify the encroachment.

Numerous meetings and discussions have taken place between the property owners, Council officers and Councillors on this matter. SLPT (Strategy Leadership and Performance Team) decided on the 11 December 2018, to offer the property owners another permit to occupy for a two (2) year period with no further permits to be allowed. The property owners declined to sign this permit.

The Department of Resources (DOR) have ultimate control of the land and have been appropriately consulted. Their advice was that there are two options to address the encroachment.

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Option1:

Removal of all encroachments from the State lands reserve for park and recreation described as Lot 100 on SP305197 encroaching from 40 Ocean Avenue described as Lot 11 on SP271094, and remediation of State lands impacted upon by the encroachments.

Option 2:

Revocation over that part of the reserve State lands directly impacted by the encroachments and subsequent purchase (for amalgamation) by the owners of Lot 11 on SP271094. Freehold purchase would be at market value and the owners of Lot 11 on SP271094 would be responsible for all associated on-costs (including a boundary realignment survey).

The ability for DOR to revoke the relevant part of the reserve is subject to consent of Council as Trustee, and the action being palatable to the local community. Their requirement was for significant community consultation to be undertaken by Council.

At the request of the property owners, community consultation was undertaken.

Consultation and Communication

Property Services liaised directly with DOR frequently over the course of this matter.

The direction from DOR is that:

- The encroachments are unauthorised and considered to constitute unlawful occupation of trust lands and, by virtue, trespass related acts under section 404 of the Land Act 1994. Continual tolerance of the encroachments on the reserved State lands is undesirable as they are inconsistent with the purpose of park and recreation.
- DOR would not provide its support to any temporary tenure or permit type arrangements as the encroachments cause a significant area of the reserved lands to be inaccessible and unusable by the public.
- DOR will not consider progressing any applications regarding the lands until robust community consultation is undertaken by Mackay Regional Council, in its capacity as appointed trustee for the reserve State lands.

The community consultation project commenced on 25 May 2021 and was advertised through several channels including:

- a letter to 1,543 Slade Point property owners, this included maps and images.
- a full-page advertisement in the Mackay and Whitsunday Life on 4 June 2021.
- corflute signs were erected at each end of the reserve.
- a project page was published on Council's Connecting Mackay website. It contained an overview of the project and maps showing the reserve area, the location and area of encroachment along with aerial views and identification survey. The page attracted a total of 1600 visitors during the consultation period.
- posters were also displayed in local businesses and at the school within the Slade Point area.

Key Findings from the community consultation:

- most respondents (79.8%) were aware of the existence of the reserve.
- 59% of respondents explained that the reserve benefits the community by providing access to the beach, for walking, relaxing and enjoyment. The most frequent response provided to why the reserve does not benefit the community was that the area has eroded and is too small for use (82

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responses). Note: it appears that some of the respondents were considering only the small section of reserve in front of 40 Ocean Avenue when responding to this question.

• Whilst 63.6% (252 responses) believe that the reserve land should be sold to the property owners of 40 Ocean Avenue, 36.4% (144 responses) believe the land should not be sold allowing it to remain available for use by the community.

• It cannot be concluded that there is clear evidence of overwhelming community support for the revocation action.

• The Slade Point community are passionate about their local area.

Common themes identified throughout the survey responses include:

• Multiple respondents stated that due to erosion there was limited space in front of the encroachment at 40 Ocean Avenue, some also said they were concerned that continued erosion would eventually remove public access.

• Some residents are concerned about being able to access further past 40 Ocean Avenue and other properties along the reserve.

• Multiple respondents stated Council should construct a pathway along the reserve and clear other encroachments, including gardens, to make a clear pathway, as at present, the area does not feel like public space to them - a comment was made that the thoroughfare is not currently easily accessible by the disabled.

• Some respondents consider multiple adjoining landowners are using the reserve as if it is their own private land and this makes the community feel as though they are trespassing when walking along the reserve, due to gardens and outdoor furniture blocking the access in places.

• Multiple respondents expressed concern that if this land is allowed to be sold it will set a precedent for future dealings.

• Several comments were received from people that attended the auction in 2013 and stated that the selling agent detailed the encroachment at the auction.

Following the community consultation, a briefing was presented to Council on 25th August 2021.

Property Owners' Submission

The property owners provided a submission to Council through their solicitor on 5 November 2021. The submission addressed the draft report that had been provided to the property owners. The points raised in the submission can be summarised as:

1. When they purchased the property, the property owners were of the understanding that the encroachment was not considered to be a significant problem, and that the process to acquire the reserve was administrative and not something Council opposed.

2. The community consultation process was flawed and framed in such a way as to engender negative responses.

3. Correspondence from then CEO (Chief Executive Officer), Craig Doyle, was to the effect that Council supported the proposal and that majority support from the community consultation would be sufficient.

4. There is precedent of other property owners in the area acquiring larger parcels of land and those precedents should be followed.

Then CEO, Michael Thomson and Senior Legal Counsel, Anthony Bigby, met with Mr Paton and his solicitor to discuss the property owners' submission in November 2021.

During those discussions, the following points were discussed:

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• The extent and nature of the consultation process noted the DOR requirement that process be robust and sufficient to accurately gauge the opinion of the community that uses the area.

• The correspondence from Craig Doyle made it clear that the central issue is whether the land is no longer required for the community purpose for which it is reserved. The community response would need to be considered in totality, based on relevance and merit. Whilst Mr Doyle said the State would be reluctant to proceed should the consultation indicate the majority is unlikely to be supportive, it did not say that a simple majority would equate to support.

• Council's support of their request is predicated on the assumption that community consultation would support that the reserve land was no longer required for the community purpose (the State would be happy).

• The assessment is based on the merits of each case and the scale and overall circumstances for the encroachment at a neighbouring property were different from this case.

Policy Position

Council adopted Council policy POL-43.109 Encroachment on Public Land on 21 September 2022.

The Corporate Standard underpinning the Policy sets out the matters that may be considered when Council is assessing whether to support a property owner's request to acquire encroached land. Relevantly, clause 5.1 (e) states:

- e) Where the Encroachment is inconsistent with the purpose of the MRC Public Land and the Encroaching Owner requires exclusive access rights and the Encroachment is not removed, the Encroaching Owner may apply to purchase the encroached land. This option can only apply where:
 - Council approval/consent is granted.
 - The area is of negligible open space and or community value.

• Consultation with the community confirms this view (consultation with the community is only required if the scale of the encroachment impacts on the use of the land for its designated purpose). The Encroaching Owner purchases the encroached land by way of boundary realignment, at market value, and pays all associated costs, including survey plan, registration fees and any rezoning costs.

• If Reserve Land, the Encroaching Owner must make formal application with DOR and obtain approval from DOR to purchase the encroached land.

• Note: MRC and DOR where applicable, may consider formal approval of an Encroachment on MRC Public Land with due consideration to a range of criteria including, but not limited to, safety, commercial gain, personal gain, community impact, impact on future use of the subject areas by MRC and/or other public bodies and any legislative constraints.

• Note: Zonings, purposes and classifications of some MRC Public Land may prevent MRC from formalising any agreement with the Encroaching Owner. The Encroaching Owner would be responsible for the cost of the reclassification process, if possible, and approval to formalise the Encroachment is granted by MRC. Reclassification is at the discretion of MRC and may be refused.

Assessing this request against the Policy:

• The encroachment is categorised as a Major Encroachment, being the most serious categorisation under the Policy.

• The encroachment is not consistent with the purpose of the public reserve land.

• The area of the encroachment is significant in that it blocks most of the reserve and serves to significantly restrict access along the reserve.

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• The community consultation made it clear that notwithstanding the majority would support sale to the property owners, the community values the reserve land and is concerned that access along the reserve is to be restricted.

Resource Implications

All costs incurred in respect of the rectification of the encroachment will be the responsibility of the property owners.

Risk Management Implications

As the appointed Trustee, Council is the entity responsible for the management of State lands. Members of the community have the right to use the reserve for the purpose for which it was set aside, park and recreation, whilst abiding by the local laws made by Council.

DOR have provided direction that continued tolerance of the encroachments on State lands is undesirable as they are inconsistent with the purpose of the reserve, park and recreation.

The area of encroachment is categorised as major i.e., it provides an exclusive benefit to the encroaching owner and prevents public access. There is also a potential risk to safety to the public as well as a potential risk of legal claims to Council if encroachments are left unmanaged.

Conclusion

Council has considered the request in line with the Encroachment on Public Land Policy and given that the encroachment is:

- Categorised as a Major Encroachment; and
- The Encroachment is not consistent with the purpose of the Reserve; and
- It significantly restricts access along the reserve.

Together with the significant response from the community consultation against the loss of public land, Council cannot as Trustee's support an application to DOR to allow purchase of part of the reserve for park and recreation, Lot 100 on SP305197. This means that all of the encroachment into the reserve is to be removed and the land remediated and returned for use by the community.

Officer's Recommendation

THAT Council resolves to:

a. not support an application from the property owners of 40 Ocean Avenue Slade Point to purchase part of the Reserve for Park and Recreation on Lot 100 on SP305197, known as 76 Ocean Avenue, Slade Point, to rectify an encroachment; and

b. advise the Department of Resource and the property owners of this decision.

Cr Jones declared a Declared Conflict of Interest and left the room at 10:20 am taking no part in the debate or discussion of the meeting.

Mr William Paton addressed Council advising that he and his wife did not want to be asked to demolish a third of their home and had purchased the property knowing about the encroachment but understanding that it had been legalised by permits at the time and would not have entered into the contract if they had know that the 2-year renewal permit would not be available. Mr Paton advised of the stress and anxiety this matter has caused and noted that community support had been shown during the consultation process. Mr Paton noted that a

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precedent had been set just up the road from his property and suggested a compromise with the removal of the lean-to and the purchase of the land where his home is located, some 49 square metres. Mr Paton advised that it would cost in the vicinity of \$200,000 to remove the encroached area and rehabilitate.

Mayor Williamson reiterated the intent of the motion which is that Council advise the State Government that we do not support the sale of the land. Mayor Williamson noted that Council has recently adopted a policy to address infringements on Reserves with the choice being to apply the policy or lay this matter on the table and rewrite the policy.

Cr Englert queried what would happen if no-one moved the motion.

Mayor Williamson advised that it would be defeated.

Council Resolution ORD-2022-325

THAT Council resolves to:

a. not support an application from the property owners of 40 Ocean Avenue Slade Point to purchase part of the Reserve for Park and Recreation on Lot 100 on SP305197, known as 76 Ocean Avenue, Slade Point, to rectify an encroachment; and

b. advise the Department of Resource and the property owners of this decision.

Moved Cr Mann

Seconded Cr Green

Cr Mann noted that the Officers had been asked to formulate a policy and this is applying that policy but recognised that this was an extremely difficult decision and an extremely difficult position for the owners to be in. Cr Mann noted that this is the policy of Council and she needed to support the Officers recommendation.

Cr May noted that Council has formulated a policy to deal with encroachment of Reserve land and if Councillors felt they could not support it, then the policy should have been amended. Cr May advised that she felt very deeply the angst this has caused the property owners, but reiterated that they knew of the encroachment when they purchased the property and this is the first of many encroachment cases to come.

Cr Englert spoke against the motion noting that he holds Cr May and Cr Mann's positions with a high level of respect as Councillors did ask Officers for this policy. Cr Englert advised that he had recently become aware that Council had dealings with a similar case and while he supports the policy, believes it should be there to guide decision-making and with many issues of this type to come before Council, each instance should be taken individually.

Cr Green advised that she felt very deeply for the applications but agrees with Cr May's sentiments that this is the first real test of the policy and and it would not be good to start changing the rules at the first real test, particularly in relation to this significant encroachment. Cr Green noted that Council needs to retain public space for the public, noting that the encroachment blocks most of the Reserve and significantly restricts access to the Reserve. Cr Green acknowledged the residents in the area had been supportive but this does not support the current and future residents along the Reserve. Cr Green noted that this was different than the previous case further down the road as that purchase does not impact the community access to the Reserve.

Cr Mann exercised her right of reply acknowledging that a different decision has been taken with a property down the road and noted that there will be cases that are slightly different, however believes that in the case the policy must be followed.

CARRIED

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Cr Seymour, Cr Englert, Cr Hassan and Cr Bonaventura recorded their vote against the motion.

Cr Jones returned at 10:33 am.

11. CONFIDENTIAL REPORTS - 26.10.22

The meeting did not close to the public.

11.2. LEGAL SERVICES MONTHLY REPORT - SEPTEMBER 2022

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (e) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to **legal advice obtained by Council or legal proceedings involving Council including for example, legal proceedings that may be taken by or against Council.**

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

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (h) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to negotiations relating to the taking of land by the Council under the** *Acquisition of Land Act 1967*. **Council Resolution ORD-2022-326**

THAT the Legal Services Monthly Report for September 2022 be accepted.

Moved Cr Mann

Seconded Cr Hassan

CARRIED

11.3. APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM - SEPTEMBER 2022

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget.**

Council Resolution ORD-2022-327

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

Moved Cr Mann

Seconded Cr Hassan

CARRIED

11.4. APPROVED CONCESSIONS UNDER FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - SEPTEMBER 2022

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Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget**.

Council Resolution ORD-2022-328

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

Moved Cr Hassan

Seconded Cr Townsend

CARRIED

12. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

12.1. LOCAL DISASTER MANAGEMENT GROUP (LDMG) MINUTES - 10 OCTOBER 2022

Author	Emergency Management Co-ordinator (Carla Duck)	
Responsible Officer File Number	A/Director Community & Client Services (Mark Sleeman) LDMG	
Attachments	1. MINUTES - LDMG Meeting - 10 October 2022 [12.1.1 - 4 pages]	

Purpose

To present to Council the Local Disaster Management Group (LDMG) Minutes of the meeting held on 10 October 2022 for information purposes.

Related Parties

n/a

Corporate Plan Linkage

Priority: Community Health & Wellbeing

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

Officer's Recommendation

THAT the Minutes of the Local Disaster Management Group Meeting of 10 October 2022 be received.

Mayor Williamson noted that the Minutes did not reflect that Cr Mann had passed on her apology for that meeting and advised that the minutes would go back to the LDMG for that correction.

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Council Resolution ORD-2022-329

THAT the Minutes of the Local Disaster Management Group Meeting of 10 October 2022 be received.

Moved Cr Mann

Seconded Cr Hassan

CARRIED

MACKAY REGIONAL COUNCIL

13. CORRESPONDENCE AND OFFICER'S REPORTS

13.1. OFFICE OF THE MAYOR AND CEO 13.1.1. THE OFFICE OF THE MAYOR AND CEO MONTHLY REVIEW REPORT - OCTOBER 2022

Author Responsible Officer File Reference

Attachments

Acting Chief Executive Officer (Angela Hays) Acting Chief Executive Officer (Angela Hays) DMRR

 FINAL - Report for Office of Mayor CE Os -Monthly Review - October 2022 [13.1.1.1 - 16 pages]

Purpose

To provide Council with the Office of the Mayor and Chief Executive Officer's Monthly Report for the month of October 2022.

Related Parties

Nil

Officer's Recommendation

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

The Acting Chief Executive Officer (ACEO) Angela Hays, provided an overview and highlights of the Office of the Mayor and CEO Monthly Review Report for October 2022. The ACEO thanked Ken Ussher and Bob Carter for their work with the Workplace Health and Safety Team and wished them well in their retirements.

Council Resolution ORD-2022-330

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

Moved Cr Jones

Seconded Cr Hassan

Cr Mann thanked the ACEO for the inclusion in the report of the number of random drug and alcohol tests conducted for the month.

Mayor Williamson advised that he had not been able to include his Annual General Meeting (AGM) report from the Regional Queensland Council of Mayors, but advised that he would circulate this when available. Mayor Williamson listed the active members and advised that at the AGM, there had been strong interest of intent from several other Councils, and noted that 35 Council had attended the last two forums held.

CARRIED

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13.2. COMMUNITY AND CLIENT SERVICES 13.2.1. COMMUNITY & CLIENT SERVICES MONTHLY REVIEW OCTOBER 2022

Author Responsible Officer File Reference		Director Community & Client Services (Mark Sleeman) Director Community & Client Services (Mark Sleeman) IRR	
Attachments	1.	CCS MONTHLY REVIEW OCTOBER 2022 [13.2.1.1 - 56 pages]	

Purpose

Attached is a copy of the Community and Client Services Monthly Review for the month of October 2022.

Related Parties

N/A

Corporate Plan Linkage

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

Officer's Recommendation

THAT the Community and Client Services Monthly Review for October 2022 be received.

The Acting Director for Community and Client Services Mark Sleeman, provided an overview and highlights of the Community and Client Services Monthly Review Report for October 2022.

Cr Englert thanked the Director for adding the SES unit hours into the report and noted that the report refers to the Mackay Unit several times when it should be referred to as the Mackay Regional Unit.

Mayor Williamson advised that this would be corrected in future reports.

Council Resolution ORD-2022-331

THAT the Community and Client Services Monthly Review for October 2022 be received.

Moved Cr Jones

Seconded Cr Green

Cr Jones highlighted several items from the report including the excellent results to date from the Mackay Entertainment and Convention Centre, the significant community consultation being undertaken by Council, climate change, the proactive health and regulatory dog patrols and illegal dumping.

Cr Green referred to several major sport and recreation projects that are currently underway, the Brewers Park Management Plan, the Ride to Mackay Launch and Breakfast project and the recipients of Council's Minor Infrastructure Grants.

Cr Mann highlighted several items from the report including safety and RADF assessments, and advised that the assessment committee had recently welcomed several new members.

CARRIED

MACKAY REGIONAL COUNCIL

13.2.2. COMMUNITY PROGRAMS STRATEGY

Author	Senior Co-ordinator Community Programs (Robert Ryan)	
Responsible Officer	Acting Director Community & Client Services (Mark Sleeman)	
File Number	Community Programs	
Attachments	1. Community Programs Strategy 2022-2027 [13.2.2.1 - 16 pages]	

Purpose

To present the 2022-2027 Community Programs Strategy for consideration and adoption.

Related Parties

Residents and not for profit community and sporting organisations of the Mackay Regional Council area.

Corporate Plan Linkage

Community and Environment

Arts, culture and heritage - We invest in the Mackay region's arts and culture and protect the rich cultural heritage and history of our region in line with council's Art and Cultural Development Policy.

First Nations People - Mackay Regional Council respects the traditional custodians of the lands that make up our region, the Yuwi and Widi people. We also acknowledge all other A&TSI people who call our region home. Council, through our RAP, acknowledges the values, history and culture of our A&TSI people. Council is committed to developing strong relationships with the Traditional Custodians of our land and aims to protect and promote our region and celebrate our histories.

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

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

Invest and Work

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

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

Region of Choice - We are recognised as Australia's best region for attracting, retaining, and developing a skilled workforce.

Skills, Training and Education - The Mackay region offers world-class educational and vocational opportunities for current and future careers.

Live and Visit

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

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

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

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

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

MACKAY REGIONAL COUNCIL

Background/Discussion

Mackay Regional Council's Community Development Strategy 2018-21 has now expired. Whilst it is best practice to have a Community Development Strategy, the need for this strategic document was identified and articulated in Council's Corporate Plan 2022-2027. Considering the broad function of the program area responsible for delivering actions relating to strategy, the updated document has been drafted as the Community Programs Strategy 2022-2027.

The Community Programs Strategy identifies the strategic priorities for the Community Programs team as they relate to Council's Corporate Plan. In its delivery, the Community Programs team will prioritize their actions to create a community that is Safe, Healthy and Connected, Inclusive, Creative and Cultural. It is also recognised that community is an evolving space and that at times issues will emerge that require the focus and attention of the team. These issues will be explored.

In the delivery of the Community Programs Strategy the team will utilise the Community Development process to create positive social and economic change. The team recognise that their role may vary depending on the issue or concern, stakeholders or anticipate outcome. As such the team may lead, partner or advocate on issues that increase social participation, strengthen community connection, address community need and improve the region's liveability.

Consultation and Communication

The Community Programs Strategy was informed by a range of consultation activities including:

- · Consultations undertaken to inform the development of the Corporate Plan.
- Engagement of the Community Services Sector undertaken by The Village Leaders
- · A community survey undertaken through Council's Engagement Portal, Connecting Mackay
- Engagement undertaken by members of the Community Programs team as part of their work in localities
- Workshop with Elected Members and MRC Executive Leadership team

Resource Implications

Resources required for the implementation of actions arising from the Community Programs Strategy will be considered as part of annual budget preparation and funding opportunities as they become available.

Risk Management Implications

As a strategic document, the 2022-2027 the Community Programs Strategy provides the framework to achieve Council's commitments to community. All actions arising from the Strategy will be subject to a risk assessment as part of implementation to understand and mitigate risks.

Conclusion

The development of the Community Programs Strategy was informed by a range of consultation activities and aligns with Council's Corporate Plan 2022-2027. The Strategy provides the framework and priority areas for action to be undertaken by the Community Programs team for the period 2022-2027.

Officer's Recommendation

THAT the Community Programs Strategy 2022-2027 be adopted.

MACKAY REGIONAL COUNCIL

The Acting Chief Executive Officer Angela Hays, provided an overview of the Community Programs Strategy noting that it takes into account the new Corporate Plan and the Strategic Pillars that Council is working toward.

Council Resolution ORD-2022-332

THAT the Community Programs Strategy 2022-2027 be adopted.

Moved Cr Jones

Cr Jones advised that she is looking forward to seeing the community projects that come from the Community Programs Strategy and is particularly looking forward to Council commencing its new Reconciliation Action Plan and the installation of Welcome to Country signs at the perimeter of the Region. Cr Jones highlighted the Education Assistance Program Council offers its employees and hopes staff continue to access this Program.

CARRIED

Seconded Cr Mann

13.2.3. ADOPTION OF ANNUAL REPORT JULY 2021 - JUNE 2022

Author Responsible Officer File Number	ting Manager Corporate Communicati ting Director Community & Client Serv nual Report	
Attachments	Annual Report 21-22 WEB FINAL 2022 Financial Statements [13.2.3 .	

Purpose

For council to adopt the Mackay Regional Council Annual Report (inclusive of the Audited Financial Statements) for the period from July 2021 to June 2022.

Related Parties

No related parties are impacted by the adoption of this report.

Corporate Plan Linkage

Provide accurate and reliable financial information.

Deliver an easy-to-read and informative annual report, detailing council's performance and meeting legislative requirements.

Provide a governance framework to ensure public accountability, transparency and conformance with policies and legislation.

Background/Discussion

Under the *Local Government Regulation 2012(Regulation)*, it is a requirement for a local government authority to prepare an annual report for each financial year, with the report to be presented to council for adoption within one month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year.

Mackay Regional Council's 2021-2022 Annual Report has been prepared with the cooperation of Financial Services, Corporate Governance, management and staff. It meets all statutory requirements.

The report has been developed with a focus on providing an overview of the achievements, information on key projects and a detailed synopsis of how the organisation fared for the 2021-2022 financial year.

This year's annual report has been designed in a landscape orientation and the link to a digital version that was previously provided through the inclusion of a USB has been replaced with a cost efficient and sustainable QR code. This year's report once again features snapshots of council's major projects and key accomplishments in The Year in Review section at the front of the publication.

Managers and staff from most council programs contributed information to assist with compilation of the annual report.

Consultation and Communication

MACKAY REGIONAL COUNCIL

There was extensive consultation with all council programs, with most providing statistical data and information about their key achievements for 2021-2022. Additional consultations were conducted with the Local Government Association of Queensland.

The Corporate Plan 2016-2021 was in place until April 2022 and the eight priority areas identified within it have been used as the basis for reporting in this annual report.

The new Corporate Plan 2022-2027 will form the basis of next year's annual report.

Resource Implications

Compilation of the annual report was completed by the staff in Corporate Communications and Marketing. The report's design was produced by council's graphic design team. Printing costs will amount to a total of about \$1650. In total, only 100 copies will be printed, and we will be directing people online where applicable.

Risk Management Implications

It is a requirement under the Local Government Regulation 2012 to adopt an Annual Report within one month of receiving the auditor-general's audit report.

Conclusion

The 2021-2022 Annual Report has been prepared in compliance with the requirements of the *Local Government Act 2009* and *Local Government Regulation 2012*. The report includes the Audited Financial Statements for the period July 1, 2021, to June 30, 2022.

Officer's Recommendation

THAT the 2021-2022 Mackay Regional Council Annual Report, including the Audited Financial Statements, be adopted.

Mayor Williamson noted noted the changes to the Committees listing which were circulated to Councillors and will be updated prior to the Minutes being completed.

Cr Bonaventura queried if the changes would appear in the printed document.

Mayor Williamson advised that they would.

The Acting Director of Community and Client Services Mark Sleeman, provided an overview and highlights of the Adoption of the Annual Report

Council Resolution ORD-2022-333

THAT the 2021-2022 Mackay Regional Council Annual Report, including the Audited Financial Statements, be adopted.

Moved Cr Townsend

Seconded Cr Hassan

MACKAY REGIONAL COUNCIL

Cr Townsend noted that the Annual Report was a great read and provided an opportunity to reflect on the achievements of Council over the last year. Cr Townsend highlighted several items from the Annual Report including the adoption of the new Corporate Plan, the major projects completed and the work of Council's staff who travelled to Brisbane to assist with the clean up from the Brisbane floods. Cr Townsend acknowledged the loyalty and commitment of Council staff who continue to deliver outstanding services to the community and thanked all those involved in the production of the Annual Report.

CARRIED

MACKAY REGIONAL COUNCIL

13.3. DEVELOPMENT SERVICES 13.3.1. ST HELENS BEACH LOCAL COASTAL PLAN

Author	Senior Environmental Planner (Mark Ryan)
Responsible Officer	Director Development Services (Aletta Nugent)
File Number	St Helens Beach Local Coastal Plan
Attachments	1. St Helens Beach Local Coastal Plan [13.3.1.1 - 94 pages]

Purpose

To seek Council endorsement of the St Helens Beach Local Coastal Plan (LCP).

Related Parties

St Helens Beach Progress Association (SHBPA)

Corporate Plan Linkage

Community and Environment

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

Financial Strength

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

Live and Visit

Live, Visit and Play - We have a diverse mix of accessible spaces to live, visit and play. Places and Spaces - We provide well planned and designed places, facilities and infrastructure that meet the needs of our residents and visitors.

Background/Discussion

Mackay Regional Council has been delivering the Coasts and Communities Program since 2009. The Program aims to protect and restore the natural environment values of the Mackay coast, whilst allowing for appropriate recreational access and use. The Program was initiated to set a vision for the future of the Mackay coast and engage local communities in coastal management activities. The Program applies to public coastal land under Mackay Regional Council jurisdiction.

The St Helens Beach Local Coastal Plan (LCP) project commenced in the second quarter of 2019 and progressed in accordance with the 12-step process that applies to LCP projects.

Consultation and Communication

Council was briefed on the project at regular intervals between September 2019 and October 2022.

The community was presented the opportunity to review and comment on the draft LCP from 30 September 2019 to 28 October 2019. The first community information session was on 18 October 2019. Following that session, residents formed a focus group to provide feedback, which was issued through the SHBPA in March 2020. The key concerns raised about the draft LCP are outlined in the table below.

Aspect	Detail
--------	--------

MACKAY REGIONAL COUNCIL

1	Fire risk	Need for a fire management plan to be developed.
2	Erosion	 References to existing erosion protection measures in the LCP were considered problematic Clarity was sought from Council that these protection measures would not be removed without community consultation.
3	Beach Access	 Proposal to formalise two unofficial vehicle access points North of Dewars Street; and South of the campground. Removal of an unsafe unofficial pedestrian access. Retain existing official access (near campground). Proposal for 4 additional accesses.
4	Revegetation areas	• Removal of revegetation from the plan unless agreed to by the community.
5	Fencing	• Removal of fencing from the plan unless required to delineate beach accesses.

To resolve community concerns, MRC Councillors and staff consulted the community through the SHBPA between 2020 and 2021. The draft LCP was revised several times until the community confirmed acceptance of the final draft on 7 October 2022. The focus of the amendments was to ensure ongoing engagement and consultation with the community before implementation of management actions in the LCP.

Resource Implications

Once the LCP is adopted, the management measures identified in the plan will be incorporated into Parks & Environment Program operations, impacting on the Program's operational budget. The need for additional budget will be balanced against other requirements and operational needs, and assessed as part of the annual budgeting process.

Risk Management Implications

Significant community consultation has been undertaken as part of this project, contributing to public understanding and ownership of the LCP.

Conclusion

The St Helens Beach LCP has been finalised and is recommended for Council endorsement. The endorsed Plan will be uploaded to Mackay Regional Council's website and recommended activities will be incorporated into the operational requirements of the Parks & Environment Program.

Officer's Recommendation

THAT Council endorses the St Helens Beach Local Coastal Plan.

The Director for Development Services Aletta Nugent, provided an overview and highlights of the St Helens Beach Local Coastal Plan.

Council Resolution ORD-2022-334

THAT Council endorses the St Helens Beach Local Coastal Plan.

Moved Cr Mann

Seconded Cr Jones

MACKAY REGIONAL COUNCIL

Cr Mann acknowledged that a great deal of work had gone into the St Helens Beach Local Coastal Plan from both Council and the St Helens Progress Association, and thanked all those involved. Cr Mann acknowledged the work of Council's former Parks and Environment Manager and the Councillors who walked the coastline with community members, to determine the best locations for beach accesses.

CARRIED

MACKAY REGIONAL COUNCIL

13.3.2. FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - NEW IMAGE PHOTOGRAPHICS PTY LTD

Author	Principal Economic Development Officer (Nadine Connolly)	
Responsible Officer	Director Development Services (Aletta Nugent)	
File Reference	Facilitating Development in the Mackay Region Policy Applications	
Attachments	1. DA-2021-86 Development Plans [13.3.2.1 - 11 pages]	

Purpose

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

Related Parties

- New Image Photographics
- Sarina Consulting Engineers
- Jewell Planning Consultants
- Bryan Bedington

Corporate Plan Linkage

Invest and Work

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

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

Region of Choice - We are recognised as Australia's best region for attracting, retaining, and developing a skilled workforce.

Live and Visit

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

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

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

Background/Discussion

The applicant, New Image Photographics Pty Ltd (previously Bryan Bedington), is applying for concessions under the Policy for DA-2021-86 Material Change of Use, Multiple Dwelling Units (9), located at 32 and 34 Wentford Street, Mackay.

The subject site comprises of two allotments (Lot 2 on RP710772 and Lot 3 on RP701051), totalling a site area of 1813m². The development will consist of:

- Two proposed blocks (Block 1 and Block 2)
- Each block will have three levels
- Each block will contain four townhouse style dwellings
- A ninth dwelling will be a single standalone dwelling / house consisting of three levels, separate from Blocks 1 and 2.

MACKAY REGIONAL COUNCIL

The total estimated construction cost of the development is approximately \$3M, with a total capital investment of around \$3.375M.

The development was approved on 24 August 2022.

Incentive Requests

The applicant submitted an initial Expression of Interest under the Policy in August 2021, and the subsequent Stage 2 Application was received on 10 October 2022.

The applicant is seeking concessions under Schedule 7 Housing Diversity. The application has been assessed against version 8 of the Policy, which was endorsed by Council on 9 February 2022.

The following concessions have been requested:

1. Infrastructure Charge concessions:

Net Infrastructure Charges	Requested concession (50%)	Charges payable
\$211,586.90	\$105,793.45	\$105,793.45

In accordance with Schedule 7 Housing Diversity in the Policy, Infrastructure Charges may be reduced up to 50% based on the net charge amount identified on the Infrastructure Charges Notice and after the application of any offsets, up to a maximum concession value of \$500,000.

2. Service connection fee refund:

In accordance with Schedule 7 Housing Diversity in the Policy, water and sewage connection fees can be discounted by 50%, up to maximum of \$500 per service, to a maximum of \$1,000.

General Eligibility Criteria

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

Based on information provided by the applicant, the proposed development satisfies the requirements under the General Eligibility Criteria in Schedule 7 Housing Diversity, as follows:

Criteria	Eligibility
Timing of development The development will be completed within 2 years of the approval of the	Commencement of construction – January 2023 Commencement of use – January 2024
incentives under this policy:	The applicant applied to the Policy prior to commencement of construction.
Non-Government Development	Yes
Infrastructure capacity	The proposed development is accommodated by existing infrastructure servicing the site, with no upgrades to trunk infrastructure required.
	As per the Infrastructure Charges Notice, no offsets or refunds are applicable.

Specific Eligibility Criteria

Based on information provided by the applicant, the proposal satisfies the Specific Eligibility Criteria in Schedule 7 Housing Diversity of the Policy, as follows:

Criteria	Eligibility
Economic Investment The applicant must demonstrate that the minimum capital investment in the development is equal to or greater than \$500,000.	 Estimated construction cost of development is \$3M. Estimated total capital investment of \$3.375M. Based on Council's economic modelling, a direct injection of \$3M (construction costs), along with a combined supply chain and consumption effect of \$3.577M, will result in a total economic impact of \$6.577M for the region. The applicant will utilise local contractors and suppliers.
Employment Generation	 Based on Council's economic impact modelling, the project will generate 4 direct and 10 indirect jobs, totalling 14 FTE jobs during construction.
Applicable Area In relevant zones within the PIA where the applicable land uses are Code assessable development.	The development is on appropriately zoned land in the urban area.
Applicable Land Uses The Policy applies to material change of use (MCU) for uses that are consistent with "applicable land uses" in Schedule 7 Housing Diversity (refer to the table in the Policy).	The development application applies to a Material Change of Use for Multiple Dwelling Units which is identified as an applicable use under Schedule 7 Housing Diversity in the Policy.

Business and Regional Benefits

Based on the information provided by the applicant, the new multi-dwelling development supports increased business activity within the local construction industry and provides additional employment opportunities across various industry sectors.

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

- The project involves the delivery of nine new units to Mackay's property market.
- The project will increase housing stock in Mackay, specifically providing unit type stock, which may assist in alleviating the current low levels of rental availability in Mackay.
- The proposal involves unit development in the suburb of East Mackay, supporting inner city development.
- The development offers housing diversity (multiple dwelling unit development as opposed to detached dwellings) and choice for current and future residents.
- The site is located within easy access to schools, employment, retail centres and recreational facilities.
- The development has the potential to encourage further investment in the Mackay Waterfront PDA.
- The developer will invite local construction companies to tender for the construction of the development.

Consultation and Communication

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

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

MACKAY REGIONAL COUNCIL

Resource Implications

In accordance with the Infrastructure Charges Notice (DA-2021-86), the development gives rise to a total net infrastructure charge of \$\$272,040.30 (+ annual adjustments) after the credit application of \$60,453.40.

Gross Infrastructure Charge (IC)	Credit (2xHouses)	Net Infrastructure Charge	Concession (50%)	Charges Payable
\$272,040.30	\$60,453.40	\$211,586.90	\$105,793.45	\$105,793.45

Under Schedule 7 Housing Diversity, Infrastructure Charges may be reduced by up to 50% based on the net charge amount identified on the Infrastructure Charges Notice (plus annual adjustments) and after the application of any credits and offsets, up to a maximum concession value of \$500,000.

Risk Management Implications

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

- An existing development permit is in place and on-site infrastructure requirements have been reviewed as part of the assessment process.
- A condition has been included as part of the officer's recommendation stating that the approved concessions are dependent on Council not incurring any additional infrastructure costs (including 'bring forward costs') to service the development.
- Infrastructure charges are based on the net charge amount identified on the Infrastructure Charges Notice, after the application of any offsets, up to a maximum concession value of \$500,000.
- Strict timeframes are in place for claiming approved concessions. If the use has not commenced within the
 recommended timeframe, the concessions will no longer apply and 100% of the applicable Infrastructure
 Charges will be payable.
- Council can review the application of the Policy at any time.

Conclusion

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

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

Officer's Recommendation

THAT the following Specific Incentive is approved under the Facilitating Development in the Mackay Region Policy for New Image Photographics Pty Ltd, for Multiple Dwelling Units (9) located at 32 and 34 Wentford Street, East Mackay (Lot 2 on RP710772 and Lot 3 on RP701051):

- a) Concessions of 50% (estimated at \$105,793.45) to be applied against the net infrastructure charge amount (plus annual adjustments) after application of any offsets and credits, on the Material Change of Use for Multiple Dwelling Units (DA-2021-86).
- b) Reduction in water and sewer service connection fees (50% discount up to a maximum of \$500 for each service, totalling a maximum overall discount of \$1000) be applied at the time when the fees would be payable for the activity.

AND THAT the approval of concessions is dependent on:

MACKAY REGIONAL COUNCIL

- c) The development must be completed and commenced use by 9 November 2024.
- d) No additional infrastructure costs incurred by Council (including establishment and bring forward costs).
- e) The developer utilising local contractors and suppliers.

Council Resolution ORD-2022-335

THAT the following Specific Incentive is approved under the Facilitating Development in the Mackay Region Policy for New Image Photographics Pty Ltd, for Multiple Dwelling Units (9) located at 32 and 34 Wentford Street, East Mackay (Lot 2 on RP710772 and Lot 3 on RP701051):

- a) Concessions of 50% (estimated at \$105,793.45) to be applied against the net infrastructure charge amount (plus annual adjustments) after application of any offsets and credits, on the Material Change of Use for Multiple Dwelling Units (DA-2021-86).
- b) Reduction in water and sewer service connection fees (50% discount up to a maximum of \$500 for each service, totalling a maximum overall discount of \$1000) be applied at the time when the fees would be payable for the activity.

AND THAT the approval of concessions is dependent on:

- c) The development must be completed and commenced use by 9 November 2024.
- d) No additional infrastructure costs incurred by Council (including establishment and bring forward costs).
- e) The developer utilising local contractors and suppliers.

Moved Cr Green

Seconded Cr Hassan

Cr Green noted that New Image Photographics Pty Ltd were applying for an infrastructure charge concession under Schedule 7 Housing Diversity of the Policy for nine multiple dwelling units located at 32 Wentford Street. Cr Green noted the housing challenges in Mackay and hopes that the delivery of nine new units may assist in alleviating the current low levels of rental availability.

CARRIED

13.4. ORGANISATIONAL SERVICES <u>13.4.1. REPEAL OF COUNCIL RESOLUTION AND ISSUE OF NEW LEASES TO MACKAY SOFTBALL</u> <u>ASSOCIATION INC AND BROTHERS BULLDOGS JUNIOR RUGBY LEAGUE (MACKAY) INC</u>

Author	Director Organisational Services (Kylie Lamb)	
Responsible Officer	Director Organisational Services (Kylie Lamb)	
File Reference	003946-187-Cl	
Attachments	 Previous Council Resolution - 23 March 2022 [13.4.1.1 - 1 page] Mackay Softball & Brothers Bulldogs - MADI Image of lease areas [13.4.1.2 - 1 page] 	

Purpose

To repeal a previous decision of Council to issue a lease and sub-lease, and to instead approve two (2) new separate Trustee leases to Mackay Softball Association Inc. and Brothers Bulldogs Junior Rugby League (Mackay) Inc over an area of approximately 4.9ha and 4.2ha respectively being part of Lot 187 on Cl3946, Beaconsfield Road, Andergrove for a period of 10 years.

Related Parties

Mackay Softball Association Inc. and Brothers Bulldogs Junior Rugby League (Mackay) Inc.

Corporate Plan Linkage

Community and Environment

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

Live and Visit

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

Operational Excellence

Customer/Community Focus - Improving community wellbeing is a primary goal of our services to the Mackay region. This encompasses residents, businesses, visitors and investors. Council believes all members of the community play a crucial role in supporting the vision and strategic outcomes and we encourage community engagement.

Background/Discussion

Mackay Regional Council is the Trustee of the Crown Reserve being Lot 187 on Cl3946 located on Beaconsfield Road / Glenpark Street, Andergrove.

Mackay Softball Association (MSA) have occupied this site since 1983 under formal arrangements and Brothers Bulldogs Junior Rugby League (Mackay) (BBJRL) have also utilised these grounds for many years, formalising the agreement via a sub-lease in 2017.

At the Council meeting of 23 March 2022, the following resolution was passed -

THAT the Council –

1. Resolves that an exemption applies under Section 236 (1) (b) (ii) of the Local Government

MACKAY REGIONAL COUNCIL

Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a community organisation."

2. AND THAT Council approve a new trustee lease for Mackay Softball Association Inc. for a total area of approximately 8.46 ha being part of Lot 187 CI3482, Beaconsfield Road, Andergrove for a period of 10 years.

3. AND THAT Council consent to a new sub-lease from Mackay Softball Association Inc. to Brothers Bulldogs Junior Rugby League (Mackay) Inc on similar terms as the current sub-lease.

Moved Cr Green Seconded Cr Mann CARRIED

Since this decision, BBJR have had discussions with Qld Rugby Football League regarding the possible funding opportunities to upgrade their existing facilities. These discussions have led to tenure arrangements with subsequent discussions with both clubs agreeing to establish two (2) new separate leases rather than the current head-lease / sub-lease arrangement.

Discussions between the two clubs have been very positive with both clubs agreeing to continue assisting each other by allowing shared usage when required for carnivals and events and they have agreed to continue the carry the name of Theo Hansen Park to honour the work and sports that Theo Hansen assisted in Mackay. It is also anticipated that the possible upgrades to BBJRL will also be made available and assist MSA.

BBJRL have also requested to lease the area in the top right-hand corner of the parcel of land, that was previously not part of the lease area. Investigations into this revealed that it was part of the original lease to MSA, however was removed approx. 1998 for a road realignment and has not been part of the lease since. Property Services have had discussions with Transport & Drainage Infrastructure Planning, Parks and Executive Officer, who see no reason why this section cannot be part of the lease to BBJRL. This will increase the lease area from 3.8ha to approx. 4.2ha.

According to Section 236 (1) (b) (ii) of the Local Government Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a community organisation." Therefore, Council is not required to tender this before leasing the property.

Consultation and Communication

Consultation has occurred between representatives of MSA, BBJRL, Qld Rugby Football League, Manager Property Services and Supervisor Land Operations – Property Services and Legal Services.

Resource Implications

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

The two (2) leases will be standard 'Trustee' leases inclusive of rental in accordance with the Community Leasing Policy and other like conditions.

Risk Management Implications

MSA are a successful sporting organisation in the community, BBJRL has been recognised as one of the Mackay region's fastest growing rugby league clubs, should the two new leases not be approved, the community and the region will not benefit from the opportunity that arise from these sporting groups. It may also impact on the ability of BBJRL to obtain the funding opportunities that have been presented.

Conclusion

MACKAY REGIONAL COUNCIL

That approving two (2) new separate leases to MSA and BBJRL who have both shown a long-term commitment to the land, its infrastructure and the local sporting community is the most advantageous outcome for Council and the Community.

The leases will be signed under delegation once finalised.

Officer's Recommendation

THAT Council

1. Rescinds the below resolution as resolved by Council at the meeting of 23 March 2022:

THAT the Council -

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

2. AND THAT Council approve a new trustee lease for Mackay Softball Association Inc. for a total area of approximately 8.46 ha being part of Lot 187 CI3482, Beaconsfield Road, Andergrove for a period of 10 years.

3. AND THAT Council consent to a new sub-lease from Mackay Softball Association Inc. to Brothers Bulldogs Junior Rugby League (Mackay) Inc on similar terms as the current sub-lease;

- Resolves that an exemption applies under Section 236 (1) (b) (ii) of the Local Government Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current is disposed of to a community organisation.";
- 3. Approves a new lease for Mackay Softball Association Inc. over an area of approximately 4.9ha being part of Lot 187 on Cl3946, Beaconsfield Road, Andergrove for a period of 10 years with such lease to commence on signing and be standard 'Trustee'' leases; and
- 4. Approves a new lease for Brothers Bulldogs Junior Rugby League (Mackay) Inc over an area of approximately 4.2ha being part of Lot 187 on Cl3946, Beaconsfield Road, Andergrove for a period of 10 years with such leases to commence on signing and be standard 'Trustee'' leases.

Mayor Williamson provided an overview of the Repeal of Council Resolution and Issue of New Leases to Mackay Softball Association Inc and Brothers Bulldogs Junior Rugby League (Mackay) Inc.

Council Resolution ORD-2022-336

THAT Council

1. Rescinds the below resolution as resolved by Council at the meeting of 23 March 2022:

THAT the Council -

1. Resolves that an exemption applies under Section 236 (1) (b) (ii) of the Local Government

MACKAY REGIONAL COUNCIL

Regulation 2012, "a local government may dispose of a valuable non-current asset other than by

tender or auction if – the valuable non-current asset is disposed of to a community organisation."

2. AND THAT Council approve a new trustee lease for Mackay Softball Association Inc. for a total area of approximately 8.46 ha being part of Lot 187 Cl3482, Beaconsfield Road, Andergrove for a period of 10 years.

3. AND THAT Council consent to a new sub-lease from Mackay Softball Association Inc. to Brothers Bulldogs Junior Rugby League (Mackay) Inc on similar terms as the current sub-lease;

- 2. Resolves that an exemption applies under Section 236 (1) (b) (ii) of the *Local Government Regulation 2012*, "a local government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current is disposed of to a community organisation.";
- 3. Approves a new lease for Mackay Softball Association Inc. over an area of approximately 4.9ha being part of Lot 187 on Cl3946, Beaconsfield Road, Andergrove for a period of 10 years with such lease to commence on signing and be standard 'Trustee'' leases; and
- 4. Approves a new lease for Brothers Bulldogs Junior Rugby League (Mackay) Inc over an area of approximately 4.2ha being part of Lot 187 on Cl3946, Beaconsfield Road, Andergrove for a period of 10 years with such leases to commence on signing and be standard 'Trustee'' leases.

Moved Cr Green

Seconded Cr Englert

Cr Green noted that since the decision of Council on 23 March 2022, Brothers Bulldogs Junior Rugby League had held discussions with Queensland Rugby Football League in relation to possible funding opportunities to upgrade their existing facilities, which has led to tenure arrangements and subsequent discussions, with both clubs agreeing to establish two new separate leases rather than the current lease arrangement.

CARRIED

14. RECEIPT OF PETITIONS

Nil

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15. TENDERS
15.1. MRC 2023-004 VENUE MANAGEMENT AGREEMENT - MEMORIAL POOL
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Author	Manager Property Services (Maurie Fatnowna)
Responsible Officer	Director Organisational Services (Kylie Lamb)
File Reference	MRC 2023-004 Venue Management Agreement
Attachments	Nil

Attachments

Purpose

To present to Council for approval MRC 2023-004 Venue Management Agreement for the Memorial Pool

Related Parties

The parties relating to this report are as follows:

DMR Leisure Pty Ltd

Corporate Plan Linkage

Financial Strength

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

Live and Visit

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

Background/Discussion

Mackay Regional Council (Council) issued tender documents for a highly gualified, experienced provider to provide management services at a Council aquatic facility – Memorial Pool.

Tenders were invited on the 1 July 2022, via Mackay Regional Council's website, and on the Queensland Government's Procurement Transformation QTenders website.

There were no submissions received by the closing time of 10.00am Tuesday 2 August 2022.

A late submission was received via email on Thursday 4 August 2022 from DMR Leisure Pty Ltd.

An initial compliance check was conducted on 5 August 2022, to identify if the only submission received was non-conforming with the requirements of the Request for Tender (RFT) including compliance with contractual requirements and provision of requested information. This also included assessment to accept the late submission received.

The evaluation panel accepted the late submission which was then progressed through to the qualitative criteria assessment on the basis that all terms, conditions, and mandatory requirements of the RFT had been met.

During the evaluation, submissions were assessed against the nominated qualitative criteria. Specific criteria were weighted according to their importance as perceived and agreed by the evaluation panel. Relative weightings were published within the RFT.

The weighting attributed to each qualitative criteria was:

Criterion	Weighting %
Value for Money / Price	10%
Relevant Experience / Personnel Experience	30%
Water Management	20%
Workplace Health and Safety	20%
Demonstrated Understanding	20%

The annual submitted price based on 8 months of operation is \$609,106.00, excluding GST.

Tender Information Requests (TIR) were issued to DMR Leisure Pty Ltd requesting:

- Qualitative information not provided
- Confirmation of the annual costs including full breakdown of financial plan
- Confirmation that the possible cost to maintain a heritage listed asset was included

Some of the information requested was received within the relevant time. The last TIR issued was not responded to. Council contact DMR Leisure Pty Ltd requesting a response and DMR Leisure Pty Ltd replied that they wish to withdraw from this tender.

Due to only having one submission, Council representative contact DMR Leisure Pty Ltd and discussed the issued. Some of the issues that were discussed included:

- Timeframe of the venue management agreement for the costs to establish
- Commencement date
- Staffing of the venue

Discussions were then held internally, and it was agreed that the best option forward was a 5-year Venue Management Agreement with commencement in January.

The reason for the extended timeframe is due to the initial set up costs, including recruiting staff and advertisement, understanding of the assets and the best way to develop and maintain a loyal customer base, which in turn will benefit DMR Leisure Pty Ltd, Council and the public.

Consultation and Communication

Consultation was conducted between Property Services and Procurement and Plant prior to the Request for Tender being released.

Resource Implications

Description	Amount	Notes		
MRC 2023-004 Management of the Memorial Swim Centre				
Expenditure to Date	\$106,544.00	Reference to previous expenditure		
Contract Price 22/23	\$53,272.00	Belgravia - caretaker mode (further 2		
		months)		
Contract Price 22/23	\$253,794.15	DMR Leisure Pty Ltd (Feb – June)		

MACKAY REGIONAL COUNCIL

Description	Amount	Notes
Project risks	\$0.00	Contingency allowed
Council's costs	\$0.00	Below the line costs for council
Estimated Cost of Project	\$413,610.15	
BUDGET		
Budget for 2022/2023	\$351,595.20	
BALANCE	\$62,014.95	over expenditure

Total annual cost is \$609,106 paid monthly starting in February 2023.

It should be noted that cost to continue to operate this venue has increased significantly due to the current economic climate, the cost to employee staff, heritage listing and the term of the contract. Funds will be requested in a future budget review to cover the additional costs from identified savings.

Risk Management Implications

The recommended tenderers are required to provide all relevant current insurances, work health and safety and other regulatory compliances prior to the executing of their contract. This includes:

- Public Liability \$20,000,000.00
- Plant and Equipment Full replacement value
- Workers Compensation As required pursuant the law

Conclusion

That awarding the contract to DMR Leisure Pty Ltd represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council based on their previous and current management of aquatic facilities, their qualified personnel as well as their financial capacity to provide the services required.

Prior to entering into a new contract, Council reviewed the term of this contract and extended it from a 2 year with the option of a 1-year extension to a 5-year term with the option of 2 x 1-year extensions at Council's discretion commencing January 2023 with an initial completion date of 31 January 2028.

Moving the commencement date until January provides DMR Leisure Pty Ltd the best opportunity to manage this aquatic facility to meet desired requirements of not only Council but also the public.

By postponing the commencement, allows DMR Leisure Pty Ltd the necessary time to establish the necessary resources, management plans and capability to transition into the management of the Memorial Pool.

Officer's Recommendation

THAT Council award contract MRC 2023-004 Venue Management Agreement for the Memorial Pool to DMR Leisure Pty Ltd for a 5-year term with the option of 2 x 1-year extensions at Council's discretion commencing 31 January 2023 for the annual price of \$609,106.00 (excl GST)

Mayor Williamson noted that there had been no responses to Council's tender and Officers had to negotiate with the company who manage the Mirani Pool.

Council Resolution ORD-2022-337

MACKAY REGIONAL COUNCIL

THAT Council award contract MRC 2023-004 Venue Management Agreement for the Memorial Pool to DMR Leisure Pty Ltd for a 5-year term with the option of 2 x 1-year extensions at Council's discretion commencing 31 January 2023 for the annual price of \$609,106.00 (excl GST)

Moved Cr Jones

Seconded Cr Mann

Cr Jones advised that she was pleased to see the tender being awarded to a local company noting that there would be consistency across the management of the pools.

CARRIED

MACKAY REGIONAL COUNCIL

16. CONSIDERATION OF NOTIFIED MOTIONS

Nil

17. PUBLIC PARTICIPATION

Nil

18. LATE BUSINESS

Cr Mann advised that a team of nine athletes from the Special Olympics had recently travelled to Launceston to compete in the Australian Games, and did very well in terms of their medal haul. Cr Mann noted that Mackay Whitsunday Life did an amazing story on the athletes and last weekend Wests Leagues Club hosted a fundraising cent sell for the Special Olympics, with athletes able to walk around and show people their medals. Cr Mann noted that the Special Olympics makes sports accessible for everybody and largely, they raise their own funds, so the support of Wests is invaluable to the organisation.

Cr Englert thanked Council for allowing four Councillors to attend the Sustainable Trails Conference in Tasmania, and looks forward to discussing the learnings from that Conference. Cr Englert noted that the big takeaway from the Conference was that we are not our visitors, Council is building the mountain bike trail for people who are coming to the Region not ourselves.

Cr Seymour noted that Cr Englert had done a very good job of his short presentation at the Conference and the networking opportunities away from the Conference were very informative. Cr Seymour advised that the construction of a mountain bike trail in Derby, which is similar in size to Nebo, has had a hugely beneficial impact on the Derby area.

Cr Bonaventura advised that last weekend he attended the North Queensland Sports Star Awards which were hosted by the Cloncurry Shire Council in Cloncurry. Cr Bonaventura advised that this event recognises the achievements of exceptional sports people from about 25 Local Government Authorities with North Queensland being represented by three finalists, Connor Parish in the Junior Sports Star category, Justin Rule in the Masters Sports category and Janine Wood in the Service to North Queensland Sport category. Cr Bonaventura advised that Connor Parish won the Sporting Excellence Award, with judges saying that he showed the most promise and they believed he could go on to be a major representative in his sport of BMX. Cr Bonaventura advised that Jon Sieben was inducted into the Sporting Hall of Fame, and next years sporting awards, which will mark 40 years of the event, will be held in Mackay.

Cr Townsend paid tribute to Clancy Morgan, the young lady who a couple of years ago saw a piano at the Tip Shop, applied for and received a RADF grant, had the piano painted and tuned, and it is now located in Wood Street as a community piano for members of the public to play whenever they wish. Cr Townsend thanked the City Heart traders who put the piano away at night and bring it out the next day.

Mayor Williamson acknowledged that Clancy had done a wonderful job of getting the piano restored and locating it in the City Heart, with it being a great asset to the area.

19. CONFIDENTIAL REPORTS

The meeting did not close to the public.

20. MEETING CLOSURE

Meeting closed at 11:14am.

21. FOR INFORMATION ONLY

MACKAY REGIONAL COUNCIL

21.1. BUILDING WORKS STATISTICS - SEPTEMBER 2022

Nil

MACKAY REGIONAL COUNCIL

21.2. DEVELOPMENT APPLICATIONS - SEPTEMBER 2022

Nil

MACKAY REGIONAL COUNCIL

Confirmed on Wednesday 23 November 2022.

MAYOR

MACKAY REGIONAL COUNCIL

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

UPDATE ON QUESTIONS ARISING FROM COUNCIL MEETING – 9 NOVEMBER 2022

AGENDA ITEM	MATTER	RESPONSE
10.1 Organisational Services Monthly Report - September 2022	Cr Bonaventura noted that the Staff Contingent table indicated 99 vacancies while the Monthly Recruitment Activity graph indicated that there were 173 vacant positions and queried the reason for the differing figures.	The 'Total Active Vacancies' of 99 are positions that have been advertised and were being actively recruiting for. The 'Total Vacant Positions' of 173 include the 99 but also include positions that are going through the approval process for advertising as well as those where the vacancy has closed for application and is going through the end stages of the process (interviews, contract negotiations, pre-employment checks etc.).
10.1 Organisational Services Monthly Report - September 2022	Cr Bonaventura referred to the External Customer Satisfaction graph and queried what percentage of the general requests and other requests were used to compile the results.	 The data referred to is for email inbox enquiries. Customer satisfaction results are based on phone calls through to the call centre, being calculated as - <u>September's Results</u> The Customer Service Team took: 7030 eligible phone calls 4020 were calls that were marked as resolved at first point of call (59%) 2840 of the 4020 calls were transferred to the survey Customers that complete the survey can grade the Call Centre operator between 1-5 (5 being the highest) on - Q1 How would you rate the knowledge of the call centre officer you spoke to? Q2 How would you rate the service you received during this call? Was the call centre officer able to satisfy your reason for calling? The average score for the customer service officers in September 2022 was 4.89. This results in a 98% customer satisfaction rating.

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. ADOPTION OF COUNCIL POLICIES

Author Responsible Officer File Number	Senior Governance Officer (Pam Currell) Executive Officer (David McKendry) 115 - Museum Collections / 062 - Corporate Environmental Sustainability / 099 - Sponsorship / 018 Entertainment and Hospitality	
Attachments	COU115 - Museum Collection [11.1.1.1 - 14 pages] COU062 - Corporate Environmental Sustainability [11.1.1.2 - 8 p COU099 - Sponsorship [11.1.1.3 - 8 pages] COU018 - Entertainment and Hospitality [11.1.1.4 - 14 pages]	ages]

Purpose

To present the following Council Policies for consideration and adoption:

- 1. COU115 Museum Collection;
- 2. COU062 Corporate Environmental Sustainability;
- 3. COU099 Sponsorship; and
- 4. COU018 Entertainment and Hospitality.

Related Parties

There are no identified related parties.

Corporate Plan Linkage

Financial Strength

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

Background/Discussion

Mackay Regional Council (MRC) has a process of reviewing policies to ensure that they are relevant and up to date. The process involves a review by the responsible program manager, circulation to the management team for consultation and final submission to the Executive Leadership Team (ELT) for endorsement, prior to presenting to Council for adoption.

<u>COU115 – Museum Collection</u>

This policy is a new policy established to address the acquiring, documenting, managing and disposing of MRC museum collections.

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

COU062 - Corporate Environmental Sustainability

This policy is a best practice policy to affirm MRC's commitment to integrating key principles for environmental sustainability.

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

COU099 – Sponsorship

This policy is a best practice policy drafted as a result of an audit to support the provision of MRC sponsorship.

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

COU018 - Entertainment and Hospitality

This policy is a legislative policy to meet compliance with Sections 196 and 198 of the *Local Government Act 2012* to commit to ensuring that all entertainment and hospitality expenditure meets reasonable community expectations.

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

Consultation and Communication

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

Resource Implications

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

Risk Management Implications

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

Conclusion

It is recommended that Council adopt the following policies:

- 1. COU115 Museum Collection;
- COU062 Corporate Environmental Sustainability;
- 3. COU099 Sponsorship; and
- 4. COU018 Entertainment and Hospitality.

Officer's Recommendation

THAT Council adopt the following policies:

- 1. COU115 Museum Collection;
- 2. COU062 Corporate Environmental Sustainability;
- 3. COU099 Sponsorship; and
- 4. COU018 Entertainment and Hospitality.

Council Resolution ORD-2022-339

THAT Council adopt the following policies:

- 1. COU115 Museum Collection;
- 2. COU062 Corporate Environmental Sustainability;
- 3. COU099 Sponsorship; and
- 4. COU018 Entertainment and Hospitality.

Moved Cr May

Seconded Cr Hassan

Cr May noted that there were 2 new policies, that Council has taken ownership of the museum collection with excellent assistance from volunteers, and was pleased to see Council keeping pace with environmental sustainability.

CARRIED



MUSEUM COLLECTIONS

Program: Date of Adoption: Resolution Number: Review Date: Community Lifestyle New

Scope

This document addresses the acquiring, documenting, managing, and disposing of Mackay Regional Council (MRC) museum collection objects. The policy applies to all MRC Staff and visiting researchers who have a role in the use and management of the MRC museum's collection.

Objective

To provide a framework to assist MRC Staff and Volunteers to effectively manage the MRC museum collections. This Policy will assist in building relevant and significant collections, ensure their continued conservation and preservation, and enable the museums to continue to provide engaging and relevant interpretation of the region's history to a wider audience

Policy Statement

MRC is responsible for four museums across the region: Mackay Museum, Greenmount Homestead, Pioneer Valley Museum, and Sarina Museum. Operations at each museum is supported by a group of Volunteers, while the buildings, land, and collections are owned by MRC. Each collection was created independently, and has evolved separately over time, coming into MRC possession through varied processes. Council also owns a corporate heritage collection.

This Policy must be read in conjunction with CS115.1 Museum Collections Corporate Standard.

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

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

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Mackay

COUNCIL POLICY

MUSEUM COLLECTIONS

Contents

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1.0 Principles

1.1 Acquisition of objects

The Collection Management Committee will assess objects against the following acquisition criteria before acceptance into Museum Collection.

- 1.1.1.1 Relevance MRC only collects objects that relate to their museums' purpose and key collecting areas.
- 1.1.1.2 Significance priority is given to objects which are significant for their historic, aesthetic, scientific/research or social/spiritual value.
- 1.1.1.3 Provenance and documentation priority will be given to objects where the history of the object is known and associated documentation and support material can be provided.
- 1.1.1.4 Condition badly damaged material or items in poor condition will not normally be accepted into the collections
- 1.1.1.5 Interpretive potential objects that tell a story which adds to the interpretation of the museums' key themes will be prioritised.
- *1.1.1.6 Rarity* objects may be prioritised if they are rare examples of a particular kind.
- 1.1.1.7 *Representativeness* objects may be accepted if they are an excellent representative example of a particular type of object.
- 1.1.1.8 Duplications objects which duplicate an item already in the collection will not be accepted unless they are of superior condition and/or historic value.
- 1.1.1.9 Legal requirements objects will only be accepted when the donor/vendor has legal title to the object, and which do not contravene copyright or relevant legislation (e.g. CITES, *Underwater Cultural Heritage Act 2018 etc*).
- 1.1.1.10 Capacity objects which exceed the storage and collections care capacity of MRC or which require extensive conservation treatment will not normally be accepted

1.2 Deaccession and disposal of objects

MRC recognises that the deaccession and disposal of objects from the collection is an essential part of effective collection management. Any decision to deaccession and dispose of an object will be exercised with caution and following accepted museum industry standards.

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2.0 Complaints

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

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

Complaints may be made as following:

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

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

In person at the following MRC Client Services Centres:

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

3.0 Definitions

To assist in interpretation the following definitions shall apply:

Accession shall mean the process of formally transferring title or ownership from the providing source to MRC.

Acquisition shall mean the act of gaining possession of the object by purchase, award, gift exchange, donation bequest or commission.

Bequest shall mean the bestowal by will of privately owned objects to MRC.

Collection shall mean an identifiable selection of objects having some significant commonality. This could be by donor, subject matter or theme.

Collection Management Committee shall mean a committee which consists of the Senior Co-ordinator Community Program, Museum Co-ordinator, a Councillor, other Staff as necessary and Volunteer representatives.

Conservation shall mean the processes for preserving and protecting objects from loss, decay, damage or other forms of deterioration, usually undertaken by a qualified professional conservator.

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Mackay



Copyright shall mean statutory legal right to print, publish, perform, film or record material.

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

Deaccession shall mean the process of removing an object permanently from the collection and the recording of the disposal/removal of an object from the collection when it is sold, donated, destroyed, or lost.

Donation shall mean the process of transferring ownership of an object without any payment or considerationdon. Donations are to be appropriately documented.

MRC shall mean the Mackay Regional Council

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

Volunteer shall mean all persons not employed by Mackay Regional Council but are engaged under a volunteer program.

4.0 Review of Policy

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

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

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

5.0 Reference

- Mackay Regional Council Corporate Plan 2015-2020
- Mackay Regional Council Arts and Cultural Plan 2016-2020
- MRC Policy 042 Asset Management Policy
- MRC Policy 059 Receipt of Donations
- MRC Corporate Standard 115.1 Museum Collection Management
- International Council of Museums (ICOM) Code of Ethics
- National Standards for Australian Museums and Galleries

6.0 Attachments

1. MRC Corporate Standard No. 115.1 – Museum Collections.

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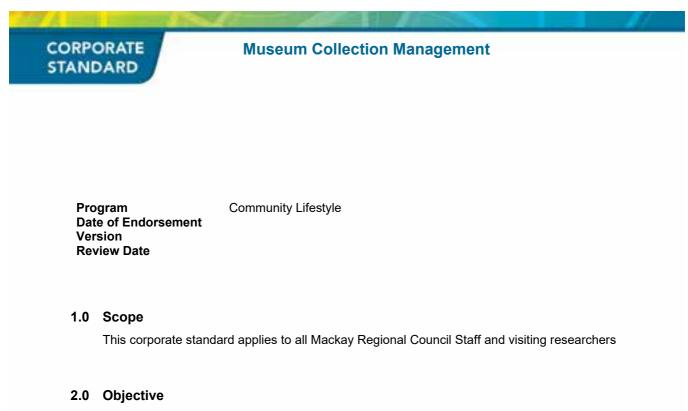


Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	New			

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To provide guidance on the implementation of the MRC's Museum Collection Policy.

3.0 Reference

- Mackay Regional Council Corporate Plan 2022-2027
- MRC Policy 115 MRC Museum Collection
- Mackay Regional Council Arts and Cultural Plan 2016-2020
- MRC Policy 042 Asset Management
- International Council of Museums (ICOM) Code of Ethics
- National Standards for Australian Museums and Galleries
- Significance 2.0 a guide to assessing the significance of collections

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Accession shall mean the process of formally transferring title or ownership from the providing source to MRC.

Acquisition shall mean the act of gaining physical possession of the artwork or object by purchase, award, gift exchange, bequest, or commission.

Bequest shall mean the bestowal by will of privately owned cultural items to MRC.

Collection shall mean an identifiable selection of objects having some significant commonality. This could be by donor, subject matter, or theme.

115.1 Museum Collection Management Electronic version current – uncontrolled copy valid only at time of printing. Page No. 1



Museum Collection Management

Collection Management Committee shall mean a Committee which consist of the Senior Coordinator Community Program, Museum Co-ordinator, a Councillor, other Council Staff and volunteer representatives as necessary.

Conservation shall mean the processes for preserving and protecting museum items from loss, decay, damage, or other forms of deterioration, usually undertaken by a qualified professional conservator.

Copyright shall mean statutory legal right to print, publish, perform, film or record material. *MRC* shall mean Mackay Regional Council.

Core collection shall mean those collections that have been formally accessioned and which adhere to the collecting aims of Mackay Regional Council.

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

Deaccession shall mean the process of removing a museum item permanently from the collection and the recording of the disposal/removal of a museum item from the collection when it is sold, donated, destroyed, or lost.

Donation shall mean the process of transferring ownership of an object without any payment or consideration. Donations are to be appropriately documented *ELT* shall mean Executive Leadership Team which consist of the Chief Executive Officer, Executive Officer, all Directors and Senior Legal Counsel.

Museum shall mean a not-for-profit public institution (library, museum, art gallery) in the service of society and of its development, which is open to the public, and which acquires, conserves, research, communicates and exhibits, for purposes of study, education and enjoyment, material evidence of people and their environment, and which also adheres to the International Council of Museums (ICOM) Code of Ethics

Reserve Collection shall mean a collection consisting of items which have not undergone the formal accession and documentation processes followed with the core collection, and which may be used for handling, research, or other education purposes. Items included in the Reserve Collection generally will not meet significance criteria and are not intended to be held in perpetuity.

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

Volunteer shall mean all persons not employed by Mackay Regional Council but are engaged under a volunteer program.

115.1 Museum Collection Management Electronic version current – uncontrolled copy valid only at time of printing Page No. 2



Museum Collection Management

5.0 Standard Statement

This standard provides clear procedural direction for the management of MRC Museum collection and must be read in conjunction with COU115 Museum Collections Policy.

6.0 Collection Management Committee

- The decision to acquire objects offered to MRC Museum collections is the responsibility of the Collection Management Committee.
- All decisions made by the Committee will be documented and retained.
- The Committee will meet as required.

7.0 Acquisitions

7.1 <u>Method of Acquisitions</u>

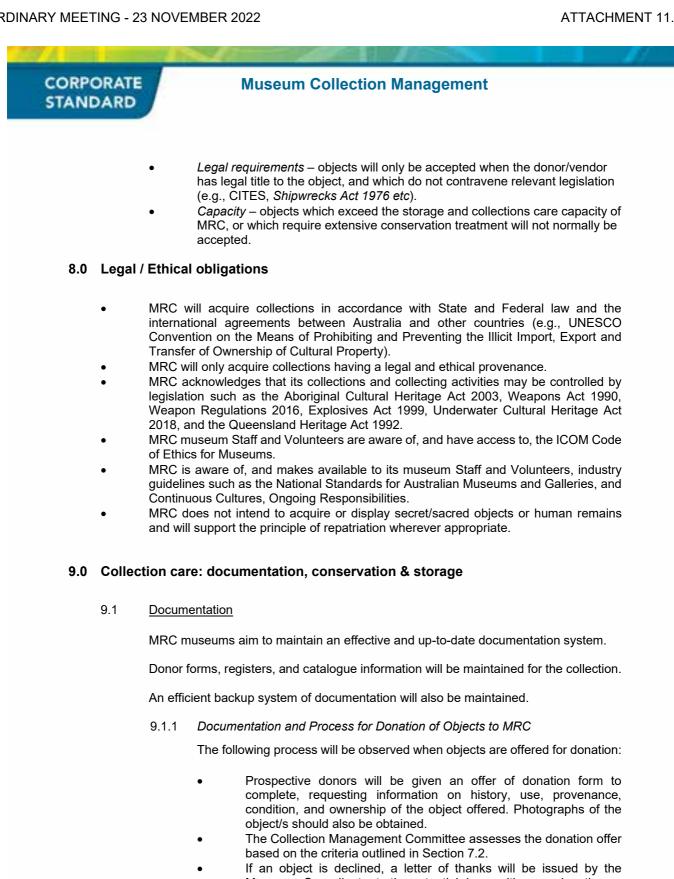
- MRC will accept items by gift, donation, bequest, or purchase. MRC will only accept loaned materials for specific short-term education and exhibition purposes of an identified duration.
- MRC will only collect objects and materials relevant to the acquisition criteria as outlined in Section 7.2.
- MRC will not accept conditional gifts
- MRC may accept items which will not be formally accessioned into the core collections, but which may form part of a reserve or corporate collection.

7.2 Acquisition criteria

The Collection Management Committee will consider the following criteria before approving the acquisition of an object:

- Relevance MRC only collects objects that relate to their museums' purpose and objectives as outlined in the Museum Policy.
- Significance priority is given to objects which are significant for their historic, aesthetic, scientific/research, or social/spiritual value.
- *Provenance and documentation* priority will be given to objects where the history of the object is known, and associated documentation and support material can be provided.
- Condition badly damaged material or items in poor condition will not normally be accepted into the collections.
- Interpretive potential objects that tell a story which adds to the interpretation of the museums' key themes will be prioritised.
- *Rarity* objects may be prioritised if they are rare examples of a particular kind.
- *Representativeness* objects may be accepted if they are an excellent representative example of a particular type of object.
- *Duplications* objects which duplicate an item already in the collection will not be accepted unless they are of superior condition and/or historic value.

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Museums Co-ordinator to the potential donor with an explanation as to why the object was declined.

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Mackay



- If an object is accepted, two copies of a donor form will be completed. One is retained by MRC and the other by the donor. A letter of thanks will also be provided to the donor by the Museums Co-ordinator.
- The object is entered into an Accession Register and formally catalogued.
- MRC may hold an object offered for donation for the purpose of assessment. In this instance a receipt will be offered to the owner of the object, a copy of which will be retained by MRC. This does not constitute a donation and the object will only be held for a stipulated period to reach a decision on its acquisition.

9.2 <u>Storage and conservation</u>

MRC aims to provide the best possible care of its collections. This is done with an awareness of the National Standards for Australian Museums and Galleries.

- Staff and Volunteers will be trained in all relevant procedures and practices in accordance with accepted museum industry standards.
- Housekeeping will be efficient and regular and will include checking for pest activity and environmental deterioration.
- Temperature and relative humidity will be monitored and kept as stable as possible, and exposure to UV light will be kept to a minimum or excluded where possible.
- Access to storage areas will be controlled.
- Archival quality storage materials will be used whenever possible.
- The advice of a qualified conservator will be sought when necessary.
- Any conservation work will only be undertaken by a qualified conservator or under their guidance.
- Restoration, as understood in conservation practices, will only be undertaken when it is necessary to secure the ongoing preservation and interpretation of an object, and where it can be safely undertaken without significant loss to the original fabric of the object. There must be sufficient evidence of a known previous state.

10.0 Deaccessioning and disposal

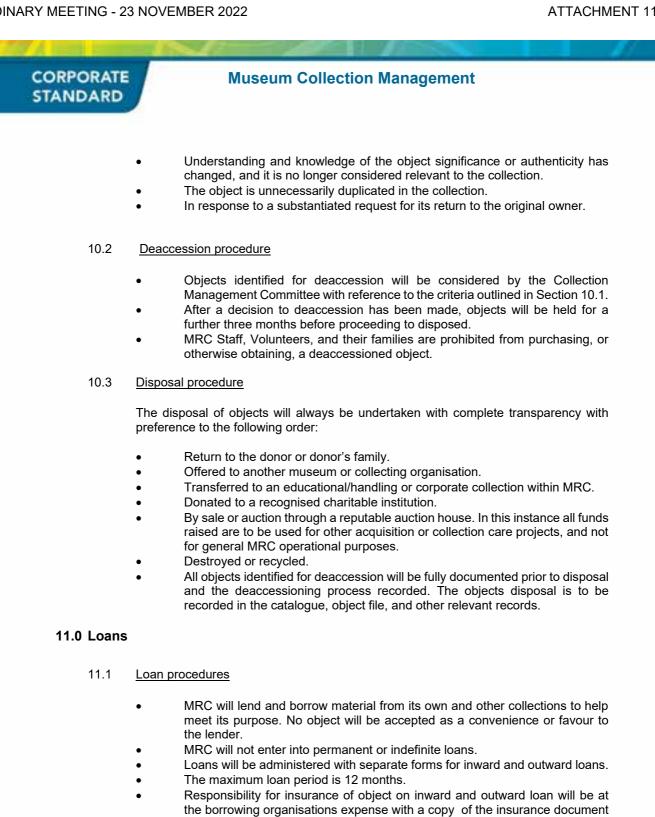
MRC recognises that the deaccession and disposal of objects from the collection is an essential part of effective collection management. Any decision to deaccession and dispose of material will be exercised with caution, transparency, and following accepted museum industry standards.

10.1 <u>Criteria for deaccession</u>

Objects will be considered by the Collection Management Committee for disposal under the following criteria:

- The object is outside the scope of MRC's mission and collection policy.
- The object condition has deteriorated beyond usefulness, the object has been damaged beyond repair, or the object condition poses a risk to other objects or human safety.





- to accompany the loan form.
- Loans (inward and outward) can only be negotiated and entered into by the Museums Co-ordinator and Senior Co-ordinator Community Programs.

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11.2 Inward loans

- Inward loans will only be accepted for specific exhibitions or research and for an identified duration.
- Inward loans will be recorded on a Loans Register.
- The Museum Co-ordinator and the lender will be required to sign an inward loan form. Each party will hold a copy of the agreement. This form will record conditions of the loan and the period of the loan.
- Loaned objects shall remain in the possession of MRC and at the specified premises for the duration of the loan, unless otherwise agreed with the lender.
- MRC may request to renew loans if required. Documentation recording renewal must be signed by the Museum Co-ordinator and the lender.
- MRC will provide appropriate storage, handling, and display of the object/s while in its care.

11.3 Outward Loans

- MRC may lend objects to other museums and organisations holding collections. It will not lend to private collectors.
- Borrowers and the Museums Co-ordinator will be required to sign two outward loan agreement forms. Each party will hold a copy of this agreement. This form will record conditions of the loan and the period of the loan.
- The borrower must provide appropriate handling, storage and display of the loan object and must be prepared to meet the conditions outlined in the outward loan agreement.
- The loan may be subject to the borrower completing a venue report to demonstrate their ability to meet the requirements of object care and security.
- The borrower will provide a secure display and/or storage area.
- The maximum loan period is 12 months. Application for extension of this period must be made prior to the loan expiry date.
- Objects cannot be treated or altered in any way without the written permission of MRC.
- MRC may refuse a request to loan an object if it is impractical due to size and transport constraints, or if the condition of the item may be negatively impacted by transportation, display, and handling.
- Costs relating to transport, packing, insurance etc will be met by the borrower.
- MRC requires sufficient notice of a request to borrow an item from its collection, normally six months.

12.0 Oral History Projects

- An Oral History Agreement is signed by the person interviewed, which clearly states the purpose and intended uses of the interviews and what copyright provisions apply.
- Staff or Volunteers undertaking oral history projects will be provided with appropriate training in the conducting of interviews and use of equipment.
- MRC abides by the Guidelines of Ethical Practice of the Oral History Association of Australia.

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13.0 Access

- MRC will make its collections accessible to the public through regular opening hours.
- MRC collections and archival materials are accessible for research purposes by appointment.
- MRC museum Staff and Volunteers may undertake research requests for members of the public. A fee for this service may apply.
- Digital images of objects in the collection may be produced on request for a fee, based on Council's adopted fee structure.
- Full acknowledgement must be given to MRC and the relevant MRC museum in any publications using or referencing objects from the collection.

14.0 Review of Standard

This corporate standard will be reviewed when any of the following occur:

- The related policy documents are amended or replaced; or
- Other circumstances as determined from time to time.

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

Version Control:

ſ	Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
ſ	1	New			

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CORPORATE ENVIRONMENTAL SUSTAINABILITY

Program:Strategic PlanningDate of Adoption:Resolution Number:Review Date:Strategic Planning

Scope

This policy applies to all Mackay Regional Council's (MRC) activities and workplaces.

Objective

This policy affirms MRC's commitment to become an industry leader in environmentally sustainable business practices and an advocate for sustainable development in the Mackay region.

Policy Statement

Environmental sustainability for Council is defined as an ongoing commitment to integrating key principles for environmental sustainability across our organisation and into our way of thinking and acting as opposed to achieving a specific end point or goal.

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

This process to remain in force until otherwise determined

by Mackay Regional Council

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CORPORATE ENVIRONMENTAL SUSTAINABILITY

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CORPORATE ENVIRONMENTAL SUSTAINABILITY

1.0 Council's Approach to Environmental Sustainability

As a prominent local environmental manager and community leader, Council recognises environmental sustainability as a core business priority which underpins our organisational performance as well as our region's prosperity, liveability and lifestyle.

By embedding principles for environmental sustainability into our operations and partnerships, we will improve efficiency, deliver better services and lead our community in the sustainable development of the Mackay region.

It is important to note that Council's aspirations to facilitate sustainable development are currently pursued through a suite of strategies and policies that respond separately to economic, community and environmental drivers. This policy plays an integral role in this approach by outlining Council's commitment to environmental sustainability.

Over time, it is intended that this policy will assist in bringing Council's economic, community and environmental sustainability commitments together at a strategic level to achieve a more cohesive vision for sustainable development in the Mackay region.

1.1	Principles for Environmental Sustainability
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Outcome	Principles
Low Carbon	Council operations become low carbon to minimise our contribution to climate change.
Resource-efficient	Council uses resources efficiently, avoiding reliance on non-renewable resources from outside our region.
Productive	Council operations support local production, recycling and resource recovery processes.
Resilient	Council plans effectively for climate change, enhancing the resilience of our built and natural environments.
A Sustainable Natural Environment	Council protects and enhances essential elements of our natural environment including waterways, wetlands, coastal areas, native vegetation, animals and their habitats.
Smart	Council seeks new and emerging technologies to improve efficiency, service delivery and environmental sustainability performance.
Sustainable Transport	Council promotes connected, active, electric, and shared transport options that reduce carbon pollution, energy consumption and improve air quality.
Sustainable Procurement	Council purchases products and services that demonstrate value for money while also generating environmental, community and economic benefits for our region.
Partnerships	Council builds regional and community partnerships to strengthen our influence at state and national levels, improving environmental sustainability outcomes for our region.

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CORPORATE ENVIRONMENTAL SUSTAINABILITY

1.2 People and Leadership

1.1.1 Fostering Sustainable Behaviours

MRC will encourage Staff and the community to adopt sustainable living behaviours at work and at home. The Chief Executive Officer, Directors and Program Managers are responsible for leading behavioural change and ensuring this policy is implemented and understood by all MRC employees.

1.1.2 Community Leadership

MRC will demonstrate leadership in the management and protection of our natural and built environments by integrating environmental sustainability principles into all decision-making processes.

MRC will seek broad public involvement on environmental sustainability issues that affect the community. Engaging individuals, communities, stakeholders and businesses and adopting more open deliberations will build an understanding of environmental sustainability and promote collective responsibility.

1.3 Governance

1.3.1 Governance

MRC will maintain strong and effective governance arrangements that ensure cross program integration of environmental sustainability principles. MRC decisions should consider linkages between economic, environmental and community dimensions, and take account of both short and long-term impacts.

Corporate environmental sustainability targets and performance indicators will be established and monitored at the executive level to ensure continuous improvement regardless of leadership changes or short-term political influence.

1.3.2 Compliance

MRC will comply with all environmental legislation, regulations and licence requirements relevant to its operations and will strive for leading practice operational standards. Continuous improvement will be achieved by implementing environmental management systems within relevant MRC business units.

1.4 Environmentally Sustainable Business Practices – Key Focus Areas

1.4.1 Climate Risk Management

MRC will embed contemporary climate risk management practices within MRC's Enterprise Risk Management, Corporate Performance Planning, Reporting and Policy Frameworks.

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CORPORATE ENVIRONMENTAL SUSTAINABILITY

1.4.2 Corporate Strategy

MRC will pursue a corporate strategy and governance framework that embeds corporate sustainability and sustainable development outcomes consistently across the full range of MRC's influence, including operations, service delivery, community action and through external partnerships.

1.4.3 Natural Assets and Biodiversity

MRC will develop a leading practice management framework to protect and enhance biodiversity and natural assets of the Mackay region.

1.4.4 Energy and Carbon Management

MRC will embed energy and carbon management as a business priority across all operational areas and establish a management framework to facilitate continuous improvement.

1.4.5 Waste Management

MRC will embed leading practice waste management practices across all operational areas and establish a management framework to facilitate continuous improvement.

1.4.5 Water Management

MRC will improve water efficiency and endeavour to reduce the impact of wastewater released within its area of operation. MRC will show leadership and raise awareness about water efficiency in the community to help preserve the long-term sustainability of our region's water resources.

2.0 Definitions

To assist in interpretation the following definitions shall apply:

Biodiversity shall mean the variety of all life forms including the different plants, animals and micro-organisms, the genes they contain, and the ecosystems of which they form a part.

Built Environment shall mean places and spaces created or modified by people including buildings, parks, facilities, infrastructure services and transportation systems.

Climate Change shall mean the observed century-scale rise in the average temperature of the Earth's climate system and its related effects.

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CORPORATE ENVIRONMENTAL SUSTAINABILITY

Climate Change Adaptation shall mean proactively managing risks associated with climate change through a planned approach that takes into consideration the best available science and local climate projections.

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

Climate Change Mitigation shall mean activities to reduce the extent of human induced climate change, primarily through eliminating or reducing carbon emissions entering the atmosphere.

Environmental Management System shall mean a set of processes and practices that enable an organisation to reduce its environmental impacts and increase its operating efficiency.

Liveability shall mean the combination of factors that lead to a community's quality of life now and into the future. Important factors affecting liveability include the built and natural environments, economic activity, social stability and wellbeing, equity and access, education, cultural and recreation opportunities.

MRC shall mean Mackay Regional Council.

Natural Environment shall mean the physical and biological surroundings in which plants, animals and people live and interact. It encompasses water, soil, air, plants, animals and the ecological and physical processes that affect them.

Prosperity shall mean a state of abundant opportunity, good fortune and social status. Prosperity often encompasses wealth but is underpinned by other factors independent of wealth such as happiness and the health of the natural environment.

Resilience shall mean the capacity of individuals, communities and environmental systems to survive, adapt, and grow despite experiencing chronic stresses and acute shocks. Resilient communities turn vulnerabilities into opportunities.

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

Sustainability shall mean ensuring the way that we live today doesn't reduce the quality of life of future generations or degrade the quality of the environment they will live in.

Sustainability for local government can be defined as an ongoing commitment to integrating economic, community and environmental sustainability principles and processes into Council operations as opposed to achieving a specific end point or goal.

Sustainable Development shall mean economic activity that ensures the way we live today doesn't reduce the quality of life of future generations or degrade the quality of the environment they will live in.

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CORPORATE ENVIRONMENTAL SUSTAINABILITY

3.0 Review of Policy

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

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

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

4.0 References

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National Legislation

- Biosecurity Act 2015
- National Greenhouse and Energy Reporting Act 2007
- Environmental Protection and Biodiversity Conservation Act 1999

State Legislation

- Planning Act 2016
- Waste Reduction and Recycling Act 2011
- Local Government Act 2009
- Water Act 2000
- Vegetation Management Act 1999
- Coastal Protection and Management Act 1995
- Environmental Protection Act 1994
- Fisheries Act 1994
- Nature Conservation Act 1992

National Strategies

Australia's Biodiversity Conservation Strategy 2010-2030

State Strategies

- Queensland Climate Action Plan
- Queensland Climate Adaptation Strategy 2017–2030 Pathways to a climate resilient Qld
- Queensland Waste Avoidance and Resource Productivity Strategy 2014–2024

Internal Documents

- Corporate Plan 2022-2027
- Environmental Sustainability Strategy 2017-2025
- Economic Development Strategy 2020-2025
- Community Development Strategy 2018-2022
- Mackay Region Planning Scheme 2017
- Enterprise Risk Management Framework
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CORPORATE ENVIRONMENTAL SUSTAINABILITY

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
2	Review of Policy		Endorsed by Directors & CEO	03.07.2018
			Adopted by Council	25.07.2018

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Program: Date of Adoption: Resolution Number: Review Date: Economic Development

Scope

The Sponsorship Policy is designed to provide the framework for determining when Mackay Regional Council (MRC) will enter into sponsorship agreements with an organisation or entity.

Objective

The objective of the Policy is to support the provision of MRC sponsorship which:

- provides an identified economic, social, cultural or environmental benefit to the Mackay Region.
- aligns with Council's Corporate Plan, Council policies and Council strategies;
- does not harm or diminish the name or reputation of MRC or bring the MRC's name into disrepute, scandal or ridicule.
- is appropriate having regard to other priorities and available resources and supports strong fiscal management.

Policy Statement

This Policy provides the provision of financial and in-kind assistance to organisations and entities.

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

This process to remain in force until otherwise determined

by Mackay Regional Council

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COUNCIL POLICY

SPONSORSHIP

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1.0 Principles

MRC is responsible for delivering a range of services for the residents and ratepayers of the Mackay Region. MRC also supports organisations and entities to deliver events, programs and services which provide identified economic, social, cultural or environmental benefits to the Mackay Region.

The Sponsorship Policy was established to provide a clear and accountable process for the provision of financial and in-kind support to organisations or entities and to guide the administration of MRC's sponsorship programs so that sponsorships:

- provide an economic, social, cultural or environmental benefit to the Mackay Region;
- align with the MRC Corporate Plan, Policies and Strategies;
- do not harm or diminish the name or reputation of Council or bring the MRC's name into disrepute, scandal or ridicule.
- are awarded to organisations or entities that meet the eligibility criteria set out in this policy and in any supporting guidelines for the specific sponsorship category.

This Policy is to be read in conjunction with any supporting guidelines for specific sponsorship categories. This Policy does not apply to MRC's grant programs (refer to MRC's Grants Policy).

1.1 Sponsorship Category - Corporate

MRC may provide corporate sponsorship for projects, events and/or organisations/entities which provide:

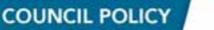
- an identified economic, social, cultural or environmental benefit to the Mackay Region;
- tangible benefit to MRC from being a sponsor (enhanced corporate image/revenue potential);
- outcomes that align with the objectives of MRC Corporate Plan, Policies and Strategies.

The type of initiatives or organisations that MRC may consider for sponsorship include, but are not limited to the following:

- Not-for-profit organisations;
- Events;
- Industry and businesses events, awards and conferences;
- Trade shows.

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1.2 Assessment Principles

The following principles will be applied when determining sponsorship eligibility and sponsorship amounts in accordance with this Policy.

- Sponsored activities must provide an economic, social, cultural or environmental benefit to the Mackay Region and its community.
- Sponsored activities must align with MRC's Corporate Plan, Policies and Strategies.
- Sponsored activities must not harm or diminish the name or reputation of Council and MRC or bring the MRC's name into disrepute, scandal or ridicule.
- Sponsored activities must only be awarded to organisations or entities that meet the sponsorship recipient eligibility criteria set out in this policy and in any supporting guidelines.

MRC has the right to consider additional assessment principles when considering sponsorship requests and the granting of sponsorship is at the sole discretion of Council.

1.3 Sponsorship Recipient Eligibility

Eligible organisations and entities are required to:

- Have acquitted any previous MRC grants and sponsorships satisfactorily;
- Be free of debt with MRC;
- Have a valid public liability certificate and ensure that risks are assessed and managed;
- Meets the eligibility criteria set out in this policy and in any supporting guidelines for the specific sponsorship program.

1.4 <u>Assessment Criteria</u>

Sponsorship requests will be assessed against the Assessment Principles set out in this policy and any supporting guidelines for a specific sponsorship category

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MRC and Council have the right to consider additional assessment principles when considering sponsorship requests and the granting of sponsorship is at the sole discretion of Council.

1.5 <u>Assessment Process</u>

Requests for sponsorship must be made in writing to MRC and/or in accordance with any supporting guidelines for a specific sponsorship category.

MRC/Council's assessment will adhere to the following key assessment processes:

- 1. Assessment against Sponsorship Recipient Eligibility;
- 2. Assessment against Assessment Principles;
- 3. Assessment against any supporting guidelines for a specific sponsorship category.

1.6 Approval of Sponsorship

Sponsorship requests will be assessed and approved by relevant MRC programs within program budgets, under current levels of financial delegation, or through any alternative approval processes identified by supporting guidelines for a specific sponsorship category.

1.7 Sponsorship Agreement

The sponsorship recipient may be required to enter in to a formal sponsorship agreement with MRC. Such agreements may specify conditions, such as, but not limited to:

- Approval requirements and responsibilities;
- Sponsorship payment terms and acquittal requirements;
- Provision of complimentary tickets;
- Acknowledgement of MRC's sponsorship in marketing and promotion activities;
- Reporting requirements for a project's outcomes;
- Approval requirements for variation to sponsorship terms;
- Provision of documentation such as Certificate of Public Liability Insurance.

1.8 <u>Timing of Sponsorship</u>

The timing of sponsorship payment will be subject to a Sponsorship Agreement. Sponsorship may be provided on an individual or recurring basis, subject to a Sponsorship Agreement.

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MACKAY REGIONAL COUNCIL

SPONSORSHIP

1.9 Conflict of Interest

To ensure an accountable and transparent assessment process is maintained, Councillors and MRC Officers assessing sponsorship requests are required to declare any perceived or potential conflict of interests prior to the assessment process commencing. This may include but is not limited to personal connections with any applicant or personal involvement with any organisation. Anyone having a conflict of interest should not debate, be involved in any discussions, or vote on any matter relating to the specific application.

1.10 Grievance process

All applicants must be informed of the outcome of their application in writing and offered the opportunity to discuss the application process.

Applicants can request, in writing, a review of the decision if not satisfied with the selection process. The applicant will be notified of the outcome in writing.

1.11 Unacquitted Sponsorship

In the circumstance that an organisation or individual has not complied with acquittal timeframes and requirements in accordance with a Sponsorship Agreement, the following actions will be considered:

- Council will issue an Outcome Report to be completed and returned by the sponsorship recipient no more than four (4) weeks after the conclusion of the project.
- If the sponsorship remains unacquitted the sponsorship recipient will be made ineligible to apply for future MRC sponsorship for a period of at least three years.
- At the discretion of the Chief Executive Officer, actions may be taken to recover unacquitted funds.

2.0 Definitions

To assist in interpretation the following definitions shall apply:

Acquittal the process by which a recipient demonstrates in writing to the funding body that it has expended the funds in accordance with the terms and conditions of the funding agreement on completion of the activity or project.

Conflict of Interest is a conflict between: a) an officer's or Councillor's personal interests (including personal interests arising from their relationships or club memberships for example), and (b) the public interest that might lead to a decision that is contrary to the public interest.

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MACKAY REGIONAL COUNCIL

Mackay



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

Councillor shall mean an individual member of Council being the Mayor or Councillor of Mackay Regional Council.

Sponsorship refers to funds provided to a recipient through a formal program for a specified purpose, directed at achieving goals and objectives consistent with Council policy, where a recipient is selected on merit against a set of criteria.

Incorporated Organisation shall mean an organisation whose status is registered with the Office of Fair Trading and operates within the scope of the Associations Incorporation Act 1981 and Associations Incorporation Regulation 1999.

MRC shall mean Mackay Regional Council.

Not-for-profit organisations shall mean an organisation that is not operating for the profit or gain of its members.

Recurrent nature shall mean an agreement to provide financial or in-kind assistance on more than one occasion over a specified time period to achieve a specific outcome.

3.0 Review of Policy

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

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

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

4.0 Reference

- Associations Incorporation Act 1981
- Associations Incorporation Regulation 1999.
- Local Government Act 2009
- Local Government Regulations 2012
- Public Sector Ethics Act 1994
- Crime and Corruption Act 2001

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Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	New Policy		Council	14.08.19
2				

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MACKAY REGIONAL COUNCIL



Program: Date of Adoption: Resolution Number: Review Date: Executive Office

Scope

This policy applies to all Mackay Regional Council (MRC) Councillors and Staff.

Objective

The objective of this policy is to provide for the management of entertainment and hospitality expenditure, in accordance with the requirements of the *Local Government Regulation 2012*.

Policy Statement

MRC commits to ensuring that all entertainment and hospitality expenditure meets reasonable community expectations of an effective local government.

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

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1.0 Principles

The *Local Government Regulations 2012* requires that a local government must prepare and adopt a policy about the local government's spending on entertainment or hospitality.

MRC recognises that in order to achieve its strategic objectives it is vital to foster effective working relationships with the community, business and government sectors. It is recognised that there are circumstances where the provisions of entertainment and/or hospitality are appropriate and can result in significant benefits.

This policy must be read in conjunction with its associated Corporate Standard 018.1 Entertainment and Hospitality.

2.0 Complaints

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

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

Complaints may be made as following:

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

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

In person at the following MRC Client Services Centres:

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

3.0 Definitions

To assist in interpretation the following definitions shall apply:

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

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Mackay



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

Entertainment and Hospitality Expense shall mean the following:

- a) entertaining members of the public in order to promote a local government initiative or project;
- b) providing food or beverages by MRC:
 - (i) to a person visiting MRC in an official capacity; or
 - (ii) for a conference, meeting, training course, seminar, workshop or another forum that is held by MRC for its Councillors and Staff or other persons;
- c) paying for a Councillor or Staff to attend a function as part of the Councillor's or Staff official duties or obligations as a Councillor or Staff.

MRC shall mean Mackay Regional Council.

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

4.0 Review of Policy

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

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

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

5.0 Reference

- Local Government Regulations 2012
- Fringe Benefits Tax Assessment Act 1986
- Local Government Act 2009
- MRC Policy No. 011 Alcohol and Other Drugs
- MRC Policy No. 118 Councillor Alcohol & Other Drugs
- MRC Corporate Standard 081.1 Entertainment and Hospitality

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Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	Review of Policy	Amendments to Policy	Council	28.09.16
2	Review of Policy	Amendments to Policy	Council	13.02.19
3	Review of Policy			

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ProgramExecutive OfficeDate of EndorsementNewVersionReview Date

1.0 Scope

This policy applies to all Mackay Regional Council (MRC) Councillors and Staff.

2.0 Objective

To provide for the management of entertainment and hospitality expenditure.

3.0 Reference

- Local Government Regulations 2012
- Fringe Benefits Tax Assessment Act 1986
- Local Government Act 2009
- MRC Policy 011- Alcohol and Other Drugs
- MRC Policy 118 Councillor Alcohol & Other Drugs
- MRC Policy 018 Entertainment and Hospitality

4.0 Definitions

To assist in interpretation the following definitions shall apply:

To assist in interpretation the following definitions shall apply:

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

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

Council Business shall mean work required to be performed as part of normal duties.

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

Entertainment and Hospitality Expense shall mean the following:

- a) entertaining members of the public in order to promote a local government initiative or project;
- b) providing food or beverages by MRC:
 - (i) to a person visiting MRC in an official capacity; or
 - (ii) for a conference, meeting, training course, seminar, workshop or another forum that is held by MRC for its Councillors, Staff or other persons;

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c) paying for a Councillor or employee to attend a function as part of the Councillor's or employee's official duties or obligations as a Councillor or employee.

MRC shall mean Mackay Regional Council.

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

5.0 Standard Statement

This Standard must be read in conjunction with Council Policy 018 – Entertainment and Hospitality.

MRC may spend money on entertainment or hospitality only if the entertainment and hospitality is in the public interest.

5.1 <u>Principles</u>

All entertainment and hospitality expenditure must be:

- Reasonable;
- Cost effective;
- Able to withstand public scrutiny;
- Incurred in the public interest or be incurred as a means of promoting MRC business;
- Demonstrated to benefit MRC and has been authorised for official purposes.;
- Provided for in an appropriate budget;
- Properly documented to satisfy audit, legislative and reporting requirements;
- Repaid to MRC within 14 days of the date of payment if the expenditure is deemed by this policy to be inappropriate or unreasonable.

5.2 Hospitality provided to Councillors and Staff

The MRC may meet the costs of food and non-alcoholic drinks provided to Councillors and Staff in the following circumstances:

- If the Councillor or Staff are required to attend a committee, working group meeting, conference, seminar and training session where a light meal is provided for which MRC meets the costs.
- If the Councillor or Staff are required to attend a meeting or other function attended by external persons where food and drink maybe provided for all attendees provided it is in accordance with this policy.
- 5.3 Training Courses, Conferences and Other Functions

Where a training course, conference or other function is arranged by MRC and Staff or visitors may be present during the normal meal period, MRC may arrange for

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refreshments to be made available. Such refreshments are to be reasonable in relation the purpose and nature of the event and the expected attendees.

Alcohol may only be provided at a function if the Mayor or the CEO has approved it prior to the function. Alcohol will not be provided during meetings or training courses provided by MRC.

If a Councillor or Staff attends a conference or other function as an MRC representative at MRC's costs, and the conference package includes a formal dinner ticket (which includes alcoholic drinks) then the Councillor or Staff may consume alcohol in moderation.

All other expenses and reimbursements will be in accordance with MRC's Corporate Travel Internal Operating Guideline.

5.4 Reasonable & Appropriate Expenditure

5.4.1 *Civic Receptions*

Civic Receptions and associated expenses must have prior approval from the Mayor or CEO.

Civic Receptions held after 5.00pm (i.e. twilight or night) may include alcohol at the CEO's discretion.

Civic receptions include luncheons, dinners, cocktail parties and morning/afternoon teas for events that celebrate:

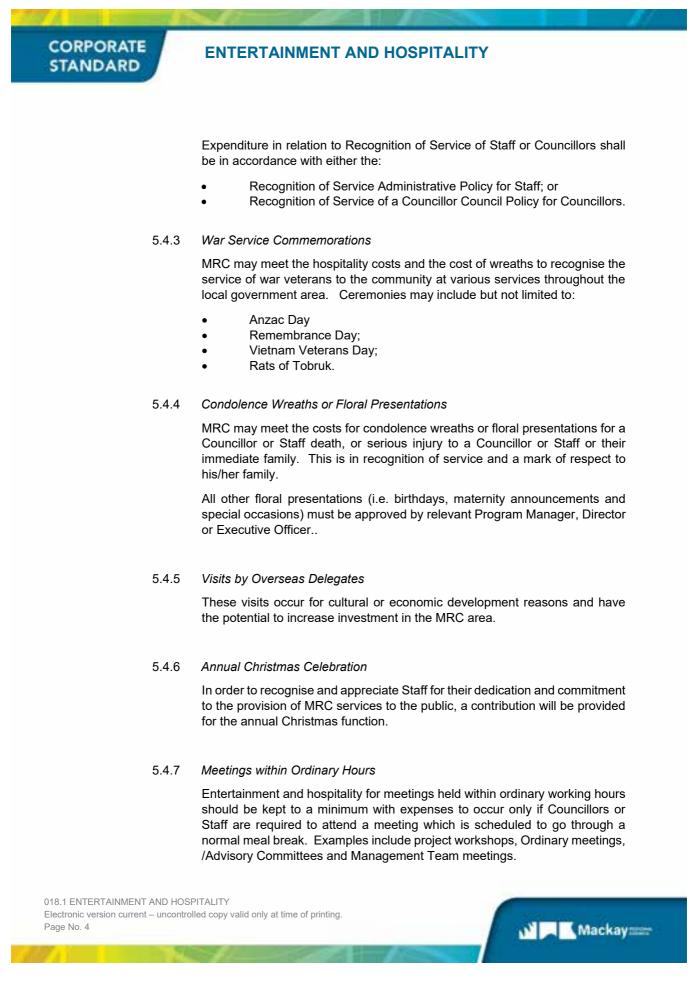
- Citizenship Ceremonies;
- A significant benefit to the community and/or MRC;
- Recognition of a significant achievement;
- A welcome for visiting individuals or groups who have achieved national or international significance;
- Official requests from Commonwealth, State or other Local Governments;
- International delegations visiting from MRC's sister cities or other significant cultural exchange missions;
- Trade missions;

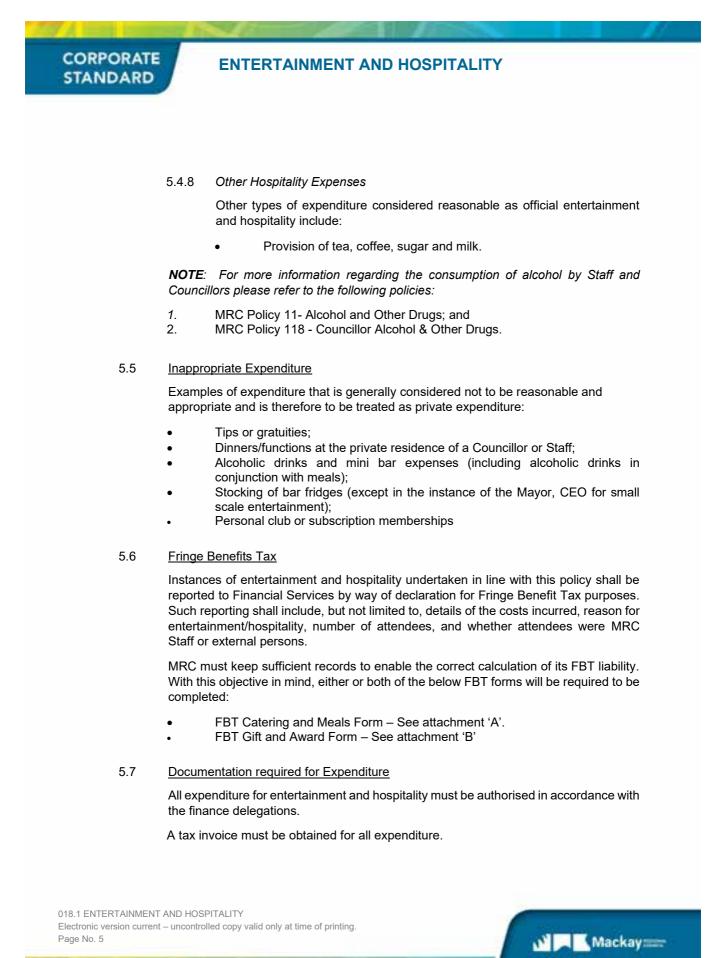
The decision as to reasonable and appropriate costs will take into consideration the number of attendees, the timing of the function, the venue and the location within the local government area.

5.4.2 Staff Reward and Recognition Presentations

Recognition of MRC Staff, to reward outstanding achievements in the provision of services to MRC may include official reward and recognition events, length of service presentations and Staff farewells and retirement. Such expenditure is to be approved by the relevant Program Manager, Director or Executive Officer.

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- Expenditure by the GEO must be authorised by the Mayor,
 Expenditure by a Director must be authorised by the CEO;
- Expenditure by Program Managers must be authorised by the relevant Director;
- Expenditure by Staff must be authorised by the relevant Program Manager.

6.0 Review of Standard

This corporate standard will be reviewed when any of the following occur:

- 1. When any related policy documents are amended or replaced.
- 2. Other circumstances as determined from time to time.

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

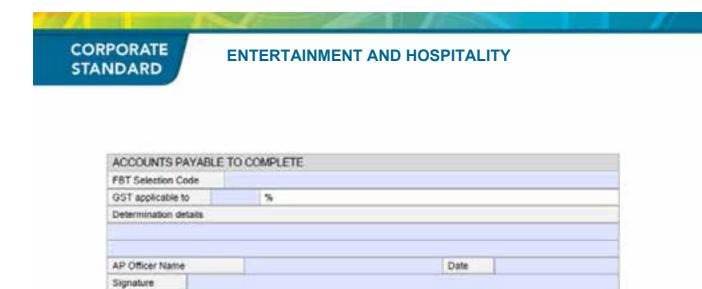
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Signature Date		I confirm that the expenditure was in accordance with relevant MRC Policy, and was incurred in relation to the performance of official duties and responsibilities of the receipient. It is further supported by correct documentation and has been checked to ensure compliance.	-51			
Signature Data		I confirm that the expenditure was in accordance with relevant MRC Policy, and was incurred in relation to the performance of official duties and responsibilities of the receipient. It is further supported by correct documentation	Name		_	
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11.1.2. STRATEGIC FINANCIAL REPORT - OCTOBER 2022

Author Responsible Officer File Reference	Actir	ctor Organisational Services (Kylie Lamb) ng Chief Executive Officer (Angela Hays) negic Financial Report
Attachments	1.	October 2022 Strategic Financial Report (1) [11.1.2.1 - 28 pages]
Purpose		

To adopt Mackay Regional Council's (MRC) Strategic Financial Report for the month of October 2022.

Related Parties

Nil.

Corporate Plan Linkage

Financial Strength

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

Background/Discussion

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

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

Consultation and Communication

Acting Chief Executive Officer, Directors, Manager Financial Services.

Resource Implications

MRC is forecasting an operating surplus of \$0.5M for the 2022/23 financial year. The actual operating result for October 2022 is a favourable variance of \$2.7M against YTD budget.

Risk Management Implications

Variances will be closely reviewed and considered in future budget processes where required.

Conclusion

For the period ending October 2022, MRC reported a favourable operating variance of \$2.7M against YTD budget. All revenue categories are below current month forecast for the reporting period, with exception of interest income and other recurrent income. Operating expenditure also reports under YTD budget, particularly in employee benefits and materials and services.

To date, \$29.5M has been expended in the delivery of Council Projects; \$28.7M capital expenditure and \$0.8M operational expenditure. Council projects includes accrued expenditure for works in progress and associated operational costs expended in the delivery of these works.

Officer's Recommendation

THAT the Strategic Financial Report for October 2022 be received.

The Acting Chief Executive Officer Angela Hays, provided an overview and highlights of the Strategic Financial Report for October 2022.

Council Resolution ORD-2022-340

THAT the Strategic Financial Report for October 2022 be received.

Moved Cr Jones

Seconded Cr May

Cr Jones highlighted several items from the report including the operating revenue and expenses, risks to Council, cash flow and the need to focus on the long term for renewable assets.

Cr May noted the strong financial position of Council, capital projects expended, the rate arrears table which shows that Mackay Regional Council is well below other Councils in its category for rate arrears, the all time low borrowings amount and the impact of COVID, material shortages and the lack of staff have caused and congratulated the Directors and their teams on monitoring and making adjustments where necessary.

Cr Bonaventura referred to overdue rates, noting that the figure is a little higher because it includes Council's pensioner discounts which will show as overdue until the amendment in December, after which the overdue rates figure will decrease even further.

Mayor Williamson congratulated the Acting Chief Executive Officer (ACEO) and Directors on their great work.

CARRIED





Strategic Financial Report > October 2022

MACKAY REGIONAL COUNCIL



Executive summary

Council is forecasting an operating surplus of \$0.5M for the 2022/23 financial year.

	Annual Original	Annual Revised	YTD Budget	YTD Actual	YTD Variance
	Budget \$000	Budget \$000	\$000	\$000	\$000
Total operating revenue	278,056	278,087	131,706	131,479	(228)
Total operating expenses	277,327	277,538	95,455	92,536	(2,919)
Operating surplus / (deficit)	729	549	36,251	38,943	2,691

% YTD Variance from YTD Budget

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

For the month ended 31 October, a favourable operating variance of \$2.7M against YTD budget is reported.

Operating revenue is reporting slightly below YTD budget with all revenue lines reporting unfavourably at the reporting date, with exception of interest income and other recurrent income.

Total operating expenses are reporting a favourable variance of \$2.9M against YTD budget, mainly attributable to the expense categories of employee benefits and materials and services. As the year progresses, actuals and budget forecast are anticipated to align more closely.

Income and expenditure trends continue to be reviewed, with budget closely monitored to ensure true variances are realised and adjusted through budgetary processes. The September budget review process has been completed during the month with the outcome to be included in a future report, following adoption by Council.

To date, \$29.5M has been expended on council projects and includes associated operational expenditure in the delivery of these projects, representing 26.7% of the annual revised budget. Ongoing risk in project delivery is still present with tightened local labour market conditions and elevated lead times for some critical components. Mackay Regional Council has a focus on the completion of those projects that commenced in the prior financial year that suffered delivery date slippage, while still ensuring critical planned works are not impacted in the new financial year.

Kylie Lamb Director Organisational Services

Figures provided are accurate as at the date of publication and are cumulative year to date. Amounts disclosed are rounded to the nearest thousand (\$000) unless otherwise stated. Consequently, rounded balances in the categories may not exactly add to the reported totals.

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S 🗾	Mackay REGIONAL CO	DUNCIL		Strategic Fina	ncial Report > October 2022
1	Significan	t risks			
Risk		Likelihood	Consequence	Treatment	Financial impact
Nil to	report				

2 Areas of concern for noting

Area/issue of Concern	Comment
COVID-19	Council continues to monitor its operations for financial impacts associated from COVID-19 changes in line with national cabinet directives.
Asset data cleansing	A significant body of work is currently being undertaken internally to validate, enhance and standardise data within Mackay Regional Council's financial asset classes. Financial impacts arising from this project will continued to be realised in future reporting periods when known.
Council projects expenditure	Product and service price increases are being observed due to tightened market conditions. This reflects resource shortages across local building and civil construction firms. Difficulties in sourcing some construction material and equipment due to supply chain issues are also noted. This is likely to negatively impact the capital program delivery and may create variances in future forecast expenditure.
Australian Inflation Rate	Australia's inflation rate forecast is noted for consideration in ongoing budget review processes, due to its direct impact on Council's expenditure.

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3 Budget analysis – Consolidated

3.1 Income Statement

Income Statement For the period ending 31 October 2022

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Rates and charges	232,683	232,683	116,120	115,362	(758)
Fees and charges	19,555	19,555	8,392	8,054	(338)
Rental income	1,436	1,436	607	487	(120)
Interest income	1,992	1,992	676	1,317	642
Sales contracts and recoverable works	7,948	7,948	1,931	1,704	(227)
Other recurrent income	4,462	4,462	1,605	2,209	604
Grants, subsidies, contributions and donations	9,980	10,011	2,376	2,346	(30)
Total operating revenue	278,056	278,087	131,706	131,479	(228)
Employee benefits	94,563	94,563	29,555	27,641	(1,914)
Materials and services	98,742	98,953	37,640	36,280	(1,359)
Finance costs	4,520	4,520	1,049	1,128	78
Depreciation and amortisation	79,502	79,502	27,211	27,487	276
Total operating expenses	277,327	277,538	95,455	92,536	(2,919)
Operating surplus / (deficit)	729	549	36,251	38,943	2,691
Grants, subsidies, contributions and donations	40,512	32,950	3,240	2,752	(487)
Other capital revenue	0	0	0	7	7
Capital expenses	(2,740)	(2,740)	(248)	(10)	237
Total capital revenue and expenses	37,772	30,210	2,992	2,749	(243)
Net result	38,501	30,759	39,243	41,692	2,448

% YTD Variance from YTD Budget

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

Section 8: Operating Result by Council Department and Program; details results and commentary by individual program and directorate.

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3.2 <u>Revenue and expenditure</u>



Revenue

Total operating revenue reports an unfavourable variance of \$0.2M against YTD budget for the month. All revenue categories are reporting unfavourably with exception of interest income and other recurrent income reflecting higher than forecast term deposits returns and MECC ticket sales.

MRC will continue to closely monitor emerging trends as the year progresses. Budget assumptions and financial variances have been reviewed and considered as part of the September budget review. The outcome of this process will be included in a future report following adoption from Council.

Expenses

Total operating expenses report a favourable variance of \$2.9M against YTD budget for the month.

This variance is mainly attributable to lower than forecast expenditure in employee benefits (\$1.9M) and a delay in the recognition of materials and services (\$1.4M). Significant tightening in the regional labour market is observed, with MRC reporting a higher than anticipated vacancy rate. The remaining expense categories are reporting slightly over budget at month end.

MRC will continue to closely monitor emerging trends as the year progresses with variances considered as part of upcoming budget review processes.

Capital revenue and expenses

Total capital revenue and expenses is reporting an unfavourable variance of \$0.2M against YTD budget. Minor variances are attributable to contributions from developers and disposal proceeds.

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3.3 Council projects expenditure

Mackay Regional Council is responsible for the provision of a diverse range of services to meet community needs and expectations. A significant number of these services are provided through infrastructure assets and other property, plant and equipment. Council manages the construction, upgrade and renewal of community assets as part of its capital works program.

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Capital expenditure ^	104,649	107,539	28,886	28,698	(188)
Operational expenditure	2,117	2,827	789	764	(24)
Total council projects expenditure	106,766	110,366	29,675	29,462	(212)

^ as depicted in the below graph

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

Total council projects expenditure is currently tracking \$0.2M under YTD budget, with \$29.5M expended to date in the delivery of these projects, representing 26.7% of the annual revised budget including remediation expenditure.

Ongoing risk in project delivery is still present with tightened local labour market conditions and the elevated lead times of some critical components. Council has a focus on the completion of those projects that commenced in the prior financial year that suffered delivery date slippage while still ensuring critical planned works are not impacted in the new financial year.

Project delivery has been reviewed and considered as part of the September budget review. The outcome of this process will be included in a future report.

Movement between original budget and annual revised budget:

	Carryover	Project Adjustments	New Works	Deferred Works	Total Budget Movement
	\$000	\$000	\$000	\$000	\$000
Budget adjustments adopted 24th August	14,076	10,637	-	(21,113)	3,600
Total budget adjustments adopted	14,076	10,637	-	(21,113)	3,600

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3.3.1 Capital expenditure

Capital expenditure is currently tracking \$0.2M under YTD budget and includes accrued expenditure for work completed during the month.



Cumulative capital expenditure

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4 Balance Sheet

4.1 Statement of financial position

Statement of Financial Position For the period ending 31 October 2022

	Annual	Annual	Actual
	Original	Revised	
	Budget	Budget	
	\$000	\$000	\$000
Current assets			
Cash and cash equivalents	117,698	107,081	107,432
Investments	0	0	80,000
Trade and other receivables	20,421	20,423	33,632
Contract Assets	3,500	3,500	2,052
Other assets	2,710	2,710	454
Inventories	2,745	2,745	3,071
Non-current assets classified as held for sale	79	79	79
Total current assets	147,153	136,538	226,719
Non-current assets			
Investments	5,102	5,102	5,277
Trade and other receivables	0	0	1,676
Property, plant and equipment	3,471,822	3,474,995	3,666,697
Right of use assets	741	741	1,276
Intangible assets	4,202	4,202	3,975
Total non-current assets	3,481,867	3,485,040	3,678,901
Total assets	3,629,020	3,621,578	3,905,621
Current liabilities			
Trade and other payables	10,002	10,019	12,984
Employee entitlements	11,572	11,572	22,309
Borrowings	14,049	14,049	10,083
Lease liabilities	25	25	51
Provisions	50,886	51,169	51,203
Contract Liabilities	3,500	3,500	8,382
Other liabilities	12,654	12,654	12,228
Total current liabilities	102,688	102,988	117,239

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Non-current liabilities			
Employee entitlements	1,775	1,775	1,699
Borrowings	38,848	38,848	52,770
Lease liabilities	750	750	1,298
Provisions	14,971	14,971	13,268
Other liabilities	1,163	1,163	11,691
Total non-current liabilities	57,507	57,507	80,728
Total liabilities	160,195	160,495	197,967
Net community assets	3,468,825	3,461,083	3,707,653
Community equity			
Retained surplus	2,299,637	2,291,895	2,318,237
Asset revaluation surplus	1,169,188	1,169,188	1,389,416
Total community equity	3,468,825	3,461,083	3,707,653

[^]refer section 4.4 for breakdown

4.2 Cash and Investment Portfolio

4.2.1 Total Cash and Investment Portfolio

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

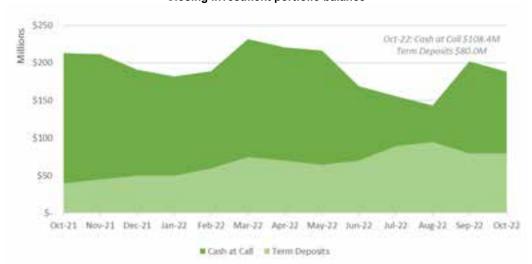
Mackay Regional Council is currently holding (56%) of its investment portfolio balance with Queensland Treasury Corporation (QTC) in accordance with Council's Investment Policy. Cash held at call with QTC continues to be reviewed for yield and liquidity requirements. The market is monitored during the month for investment opportunities that will deliver comparable or better than what can be achieved via the QTC at call account.

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Mackay REGIONAL COUNCIL

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Closing investment portfolio balance

MACKAY REGIONAL COUNCIL's portfolio diversification

	Actual	Percentage of	Weighted Average
	\$000	Portfolio	Rate of Return
A1	35,000	19%	
A2	35,000	19%	
A3	10,000	5%	
Total investments in term deposits	80,000	43%	3.03%
QTC	106,628	56%	
Other financial institution	1,814	1%	
Total cash at call	108,442	57%	3.29%
Total investment portfolio	188,442	100%	

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

4.2.2 Cash and cash equivalents

Mackay Regional Council's cash and cash equivalents are subject to internal and external restrictions that limit amounts available for discretionary or future use. At the end of the reporting period, approximately \$113M was maintained in various reserves.

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

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4.2.3 Investments

Mackay Regional Council maintains an investment portfolio diversified across various institutions and terms to maturity, which is reviewed regularly to maximise performance and minimise risk. Mackay Regional Council currently has \$80M invested with financial institutions other than QTC. Maturity of these investments is scheduled between November 2022 and July 2023.

The Mackay Regional Council portfolio return continues to exceed the benchmark of Ausbond Bank Bill Index. Financial indicators and data suggest an ongoing increase in interest rate yields are likely. MRC will continue to investigate investment opportunities to ensure favourable outcomes for the business.

Council's forecast interest income budget will continue to be monitored and adjustments made if required during future budget reviews.

		12 Month
	October	Comparative
MRC Portfolio	2.78%	1.23%
AusBond Bank Bill Index	0.52%	0.16%

4.3 Current Receivables

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

	Actual	Actual	
	\$000	%	
Trade and other receivables			
Rates and utility charges	23,395	70%	
Development contributions	5,821	17%	
Other debtors	4,415	13%	
Total	33,632	100%	

4.3.1 Rates Receivables

Rates and charges revenue represent ~84% of Mackay Regional Council's original operating revenue budget for the financial year.

Mackay Regional Council frequently reviews its collection process to ensure rates are collected efficiently and effectively, whilst being cognisant of individual circumstances. Collection action is continuing, both with our external collection agency and monitoring of in-house payment schedules. In-house collection methods include the use of SMS reminders for ratepayers. When arrears balances exceed three years aging, Council reviews parcels for inclusion in sale of land process.

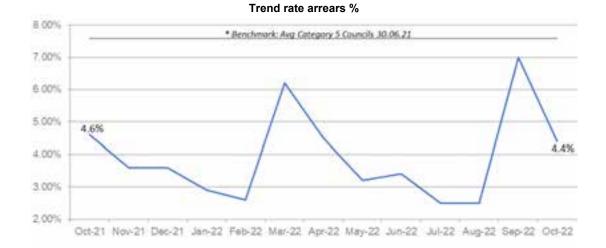
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	Total	Current year	1 year	2 years	> 3 years
	Overdue	2022/2023	2021/2022	2020/2021	
	\$000	\$000	\$000	\$000	\$000
Total rate arrears	10,330	6,248	2,440	810	832

	Issue date of notice	Due date for payment
Rates notice	15/08/2022	14/09/2022
Pensioner rates notice	15/08/2022	01/12/2022
Rates reminder notice	03/10/2022	17/10/2022

The rates arrears percentage at month end, is consistent with the previous reporting period, noting rates notices are issued twice a financial year. The current arrears balance is anticipated to decrease as collection action continues, noting pensioners have until December to make payment and receive discount.



* Each year the Department of State Development, Infrastructure, Local Government and Planning collects information from local governments about the key services they provide and publishes it in the Queensland local government comparative information report. The report includes a suite of efficiency, effectiveness and quality-of-service indicators covering key functional and financial areas of local government, including rates arrears performance indicators. The benchmark reported above represents the average rates arrears of like councils (category 5) for comparative years 30 June 2021 – 7.58%.

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4.4 Property, plant and equipment

	Annual	Annual	Actual				
	Original	Revised					
	Budget Budget	Budget Budg	Budget Budget	Budget Budget	Budget Budget		
	\$000	\$000	\$000				
Opening balance as at 1 July	3,444,352	3,444,352	3,669,726				
Opening balance adjustment	0	0	(3,911)				
Net additions (including WIP) and contributed assets	107,995	111,168	28,679				
Depreciation	(78,395)	(78,395)	(27,466)				
Write off / disposed	(1,997)	(1,997)	(331)				
Transfers to other asset classes	(133)	(133)	0				
Property, plant and equipment closing balance	3,471,822	3,474,995	3,666,697				

The bulk of Mackay Regional Council's assets are in the form of infrastructure, such as roads, drainage, water and sewerage and waste assets.

Significant parts of Mackay Regional Council's long-term financial forecast are focused on the construction, upgrade and renewal of these assets, with the associated capital expenditure recognised as work in progress (WIP) until projects are complete and assets are ready for their intended use.

Refer to section 3.3 Council Projects Expenditure for current year budget estimates.

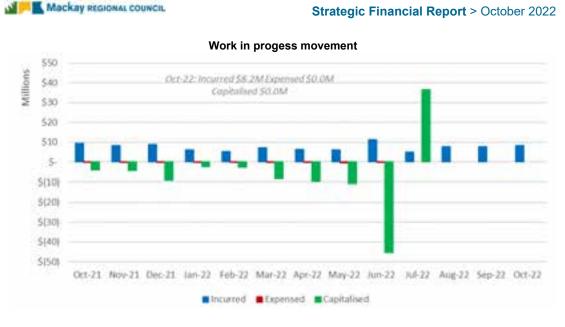
Total WIP as at the end of October represents \$166.6M, inclusive of current year additions and accruals. Of this, \$53.5M relates to projects complete, with assets in use. Mackay Regional Council employs a 90-day target from project completion through to capitalisation of detailed assets within the corporate asset register.

Project Phase	Actual \$000
Business case	2,519
Design	20,940
Construction	89,583
Projects Complete	53,514
Total WIP	166,557

Total Projects	Aged								
Complete \$000	> 90 days \$000	> 60 days \$000	> 30 days \$000	< 30 days \$000					
53,514	39,977	230	7,115	6,192					

During June, Mackay Regional Council performed an end of financial year accounting adjustment (that was subsequently reversed in the following reporting period) to ensure the value of all assets in use where capture in our end of financial year result. The large values associated with this adjustment are reflected in below graph.

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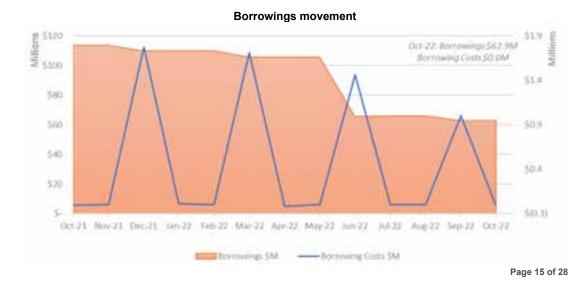


<u>Note</u>: **Incurred**; represents capital expenditure for the construction or acquisition of assets. These assets are incomplete and are nondepreciating. **Capitalised**; refers to the recognition of property, plant and equipment in Mackay Regional Council's asset register. **Expended**; relates to costs transferred from WIP that will not be capitalised, with expenditure recognised in the Income Statement.

4.5 Borrowings

Loan borrowings are an important funding source for local government. They reflect that the full cost of infrastructure should not be borne entirely by present-day ratepayers, instead future ratepayers who will benefit from the infrastructure should contribute. MRC notes the finalisation of a Sewerage loan within the past financial year, with a significant repayment made in June 2022.

Borrowing costs associated with the debt balance are recognised when the principal payments are made on a quarterly basis. At the end of October, Mackay Regional Council had \$62.9M in total loan borrowings outstanding. In line with the council debt policy, no new borrowings are forecast in the current financial year.



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5 Cash Flow

5.1 Statement of cash flows

Statement of Cash Flows For the period ending 31 October 2022

	Annual	Annual	Actual	
	Original	Revised		
	Budget	Budget		
	\$000	\$000	\$000	
Cash flows from operating activities				
Receipts from customers	265,823	265,821	109,331	
Payments to suppliers and employees	(195,026)	(194,937)	(64,842)	
Interest income	1,992	1,992	1,317	
Non-capital grants, subsidies, contributions and donations	9,981	10,012	2,346	
Borrowing costs	(3,640)	(3,640)	(993)	
Net cash inflow from operating activities	79,130	79,248	47,160	
Cash flows from investing activities	_			
Payments for property, plant and equipment	(103,996)	(107,157)	(28,679)	
Payments for intangibles	(103,990)	,	0	
· · · · ·	0	(12)	-	
Payments for investments		0	(10,000)	
Other capital income	0	0	7	
Other capital expenses	(2,000)	(2,000)	(17)	
Proceeds from sale of property, plant and equipment	1,257	1,257	338	
Capital grants, subsidies, contributions and donations	36,512	28,950	2,752	
Net cash outflow from investing activities	(68,227)	(78,962)	(35,599)	
Cash flows from financing activities	_			
Repayment of borrowings	(13,168)	(13,168)	(3,209)	
Repayments made on leases (principal only)	(41)	(41)	(23)	
New cash outflow form financing activities	(13,209)	(13,209)	(3,233)	
Net increase / (decrease) in cash and cash equivalents	(2,306)	(12,923)	8,328	
Cash and cash equivalents at beginning of the period	120,004	120,004	99,104	
Cash and cash equivalents at end of the period	117,698	107,081	107,432	

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6 Financial analysis

6.1 Key performance indicators

					Amended Budget	October
Ratio	Description	Target	FY2021	FY2022	FY2023	FY2023
Operating surplus ratio (%)	Extent to which operating revenues covers operating expenses (excludes capital items)	0% - 10%	2.2%	0.2%	0.2%	29.6%
Interest coverage ratio (%)	Extent to which operating revenues cover net interest expense	0% - 5%	2.4%	3.4%	0.9%	(0.1%)
Net financial liabilities ratio (%)	Extent to which net financial liabilities can be serviced by operating revenues	< 60%	6.1%	4.3%	8.6%	(21.9%)
Current ratio	Extent to which current assets cover current liabilities	Between 1 and 4	1.8	1.5	1.3	1.9
Asset sustainability ratio (%)	Extent to which the infrastructure assets are being replaced/renewed	> 90%	82.2%	65.4%	83.2%	61.5%
Capital expenditure ratio (times)	Extent to which capital expenditure exceeds depreciation.	> 1.1 times	1.2	1.3	1.4	1.1

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

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

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

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Operating surplus ratio %

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

Interest coverage ratio %

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

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

Net financial liabilities ratio %

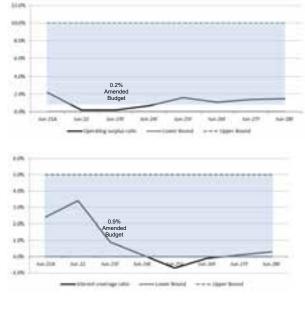
This ratio measures Council's ability to fund its net financial liabilities from recurrent revenue.

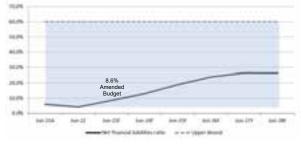
It is noted that Mackay Regional Council is expected to remain within target bounds indicative that the financial risk is being effectively managed.

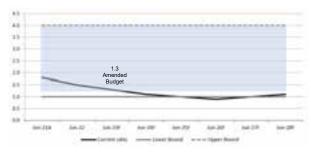
Current ratio

The current ratio is a good indicator of Council's liquidity and ability to meet short term obligations.

If the current ratio is too high over a sustained period, this may indicate that council may not be efficiently using its current assets or its short-term financing facilities and may also indicate problems in working capital management.







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MACKAY REGIONAL COUNCIL

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Asset sustainability ratio %

This ratio is calculated based on the planned capital expenditure on the renewal of assets.

Mackay Regional Council is confident that although it does not reach the set target in the first few years of Councils' Long Term Financial Forecast, it does contribute to sustainable asset replacement over the long term.

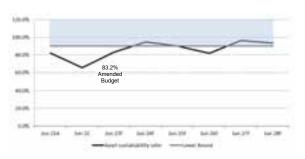
This ratio is also reflective of the relative new age of Mackay Regional Council's asset base following a period of high growth and a sustained period of NDRRA repairs. This means the requirement to spend significant funds on renewals at this stage is relatively low but will be monitored to ensure future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

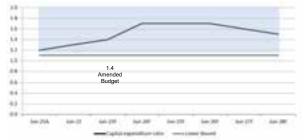
Capital expenditure ratio (times)

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

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

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7 Budget analysis - Commercial businesses

7.1 Mackay Water Services

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Operating revenue	100,670	100,463	49,089	48,741	(348)
Operating expenses	40,587	40,395	13,858	12,381	(1,477)
Earnings before interest, depreciation, dividend and tax	60,083	60,068	35,231	36,360	1,129
Finance costs	1,459	1,459	363	364	1
Depreciation	28,417	28,417	9,477	10,310	833
Earnings before dividend and tax	30,207	30,192	25,391	25,686	295
Dividend and tax	25,266	25,266	8,422	8,422	0
Operating surplus / (deficit)	4,941	4,926	16,969	17,264	295
Total capital revenue and expenses	3,350	3,350	400	373	(27)
Net result	8,291	8,276	17,369	17,637	268

Income Statement For the period ending 31 October 2022

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

Mackay Water Services is reporting an operating surplus of \$17.3M for the month of October, which is a \$0.3M favourable variance against YTD budget.

Operating revenue is \$0.3M under YTD budget at period end. This is primarily seen in rates, levies and charges and fees and charges which should align as the year progresses. All other revenue categories are reporting close to or slightly favourable to YTD budget.

Total expenses (operating expenses, finance costs and depreciation) are reporting a favourable variance of \$0.6M against YTD budget at period end. Materials and services accounts for much of the variance, which is largely attributable to delays in recognition of forecast expenditure. Employee benefits is also reporting below YTD budget with finance costs and depreciation reporting slightly above YTD budget.

Total capital revenue and expenses are reporting an unfavourable variance against YTD budget.

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7.2 Mackay Waste Services

Income Statement For the period ending 31 October 2022

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Operating revenue	30,943	30,943	14,112	13,827	(285)
Operating expenses	19,861	19,862	5,937	6,685	748
Earnings before interest, depreciation, dividend and tax	11,082	11,081	8,175	7,142	(1,033)
Finance costs	816	816	154	163	9
Depreciation	2,435	2,435	820	633	(187)
Earnings before dividend and tax	7,831	7,830	7,201	6,346	(855)
Dividend and tax	4,887	4,887	1,629	1,629	0
Operating surplus / (deficit)	2,944	2,943	5,572	4,717	(855)
Total capital revenue and expenses	(100)	(100)	(33)	0	33
Net result	2,844	2,843	5,539	4,717	(822)

% YTD Variance from YTD Budget

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

Mackay Waste Services is reporting an operating surplus of \$4.7M for the month of October, which is a \$0.9M unfavourable variance against YTD budget.

Operating revenue is \$0.3M under YTD budget at period end. All revenue categories are reporting below YTD budget with exception of interest income.

Total expenses (operating expenses, finance costs and depreciation) are reporting an unfavourable variance of \$0.6M against YTD budget at period end. Materials and services accounts for much of the variance, mainly associated with the Waste Levy.

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

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8 Monthly Operating Result - By Council Department and Program

MRC recognises some revenue and expenditure not yet allocated to a department, thus there will be a difference between the below reporting and MRC as a whole.

	Annual Original	Annual Revised	YTD Budget	YTD Actual	YTD Variance	Program Manager Comments
	Budget	Budget				
	\$000	\$000	\$000	\$000	\$000	
Office of Mayor and CEO						
1.01 - Office of Mayor & CEO Management	(2,627)	(2,627)	(825)	(742)	82	On track
1.04 - Executive Office	(6,237)	(6,237)	(3,565)	(3,424)	141	On track
1.06 - Legal Services	(1,662)	(1,163)	(499)	(485)	14	On track
Total for Office of Mayor and CEO	(10,526)	(10,027)	(4,889)	(4,651)	237	
Development Services						
2.01 - Development Services Management	(1,100)	(1,100)	(356)	(258)	98	Minor under expenditure across a range of items and savings in wages
2.02 - Strategic Planning	(2,686)	(2,686)	(724)	(616)	108	Minor under expenditure across a range of items and vacancies giving rise to savings in wages
2.07 - Economic Development	(3,419)	(3,419)	(1,182)	(1,051)	131	Minor under expenditure across a range of items and Sugar Shed revenue tracking above budget projections
2.08 - Parks & Environment	(18,934)	(18,935)	(5,817)	(5,331)	486	Vacant positions giving rise to savings in wages
2.09 - Development Planning & Engineering	(367)	(367)	109	206	97	Vacancies giving rise to savings in wages and development application revenue tracking above budget projections
Total Development Services	(26,506)	(26,507)	(7,970)	(7,050)	920	

Operating Surplus / (Deficit) For the period ending 31 October 2022

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	Annual Original	Annual Revised	YTD Budget	YTD Actual	YTD Variance	Program Manager Comments
	Budget	Budget				
	\$000	\$000	\$000	\$000	\$000	
Organisational Services						
3.01 - Organisational Services Management	(1,605)	(1,605)	(374)	(168)	206	Planned consulting activities delayed. Budget to be respread to match actuals.
3.02 - People & Culture	(3,224)	(3,224)	(1,098)	(989)	108	Readjustments of budget continue to reflect amendments to operational priorities associated with the HRSE.
3.03 - Financial Services	(3,780)	(3,780)	(867)	(797)	70	Underspend in Staff benefit which will be corrected once SBR adopted
3.04 - Procurement & Plant	4,578	4,552	1,107	955	(152)	Proceeds from sale of assets is underspent by \$855,000, due to spreading of budget vs auction dates.
3.05 - Information Services	(10,190)	(10,190)	(5,105)	(5,052)	53	Slight underspend on budget YTD due to timing on invoices being received.
3.09 - Shared Services	(7,181)	(7,181)	(2,316)	(2,107)	209	On track, vacant positions account for variance
3.11 - Property Services	(10,714)	(10,714)	(3,577)	(3,314)	263	Vacant positions and late actioning of invoices by contractors
3.17 - Works For Queensland Special	-	(7)	(2)	(31)	(29)	Delay in Waste services expenditure associated with grant funded projects. Grant has been finalised, budget will be requested in DBR.
3.18 - Works For Queensland Round 4	(152)	(152)	51	(9)	(60)	Slight variance due to timing of grant funding.
Total Organisational Services	(32,268)	(32,301)	(12,181)	(11,512)	668	

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	Annual Original Budget	Annual Revised Budget	YTD Budget	YTD Actual	YTD Variance	Program Manager Comments
	\$000	\$000	\$000	\$000	\$000	
Community & Client Services						
4.01 - Community & Client Services Management	(396)	(396)	(140)	(132)	7	On track
4.03 - Community Lifestyle	(8,251)	(8,251)	(2,823)	(2,647)	176	On track some underspend due to grant variance
4.04 - MECC & Events	(3,268)	(3,268)	(1,244)	(848)	396	On track, increasing revenues across ticketing and per heads spends on F&B.Efficient expenses management.
4.05 - Corporate Communication & Marketing	(1,789)	(1,789)	(600)	(555)	46	On track
4.07 - Health & Regulatory Services	(3,225)	(3,216)	(87)	161	249	On track with a number of acting / vacant positions
4.08 - Emergency Management	(92)	(92)	136	134	(2)	Awaiting invoices for a number of projects (Flood infrastructure, Get Ready Queensland and Cyclone Saturday events)
Total Community & Client Services	(17,021)	(17,012)	(4,758)	(3,887)	872	
Engineering						
5.01 - Engineering Management	881	881	486	480	(6)	On track
5.02 - Civil Operations	(20,067)	(20,067)	(7,355)	(6,342)	1,014	High levels of vacancy and turn over providing significant underspend with labour and internal Plant Hire not being utilised.
5.03 - Technical Services	(4,885)	(4,885)	(1,673)	(1,291)	382	Delayed payment electricity costs plus tender award for contracts currently under evaluation.
5.04 - Asset Management	(1,616)	(1,616)	(542)	(385)	157	Ongoing vacancies and a slight underspend on consultancy services.
Total Engineering	(25,687)	(25,687)	(9,084)	(7,538)	1,547	

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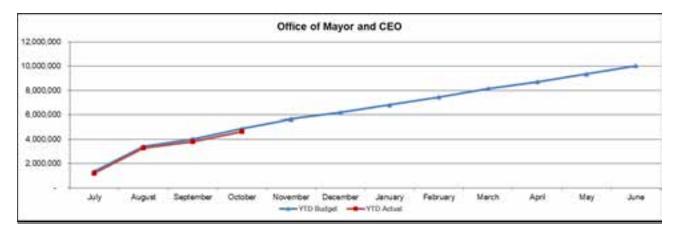
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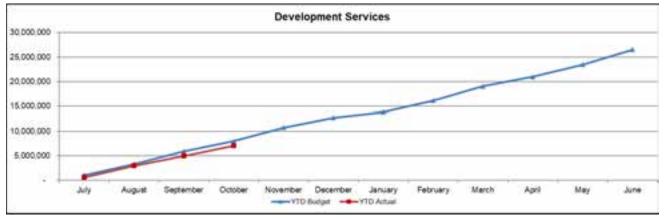
	Annual Original	Annual Revised	YTD Budget	YTD Actual	YTD Variance	Program Manager Comments
	Budget	Budget				
	\$000	\$000	\$000	\$000	\$000	
Commercial Infrastructure						
6.01 - Commercial Infrastructure Management	1,481	1,481	305	221	(85)	Slight variances due to timing
6.02 - Water & Sewage Infrastructure Planning	(2,012)	(2,012)	(716)	(698)	18	On track, vacant positions account for variance
6.04 - Water Networks	(13,252)	(13,252)	(3,832)	(3,009)	822	We have a timing issue with internal transfers from Water Network to our internal Lab Services. We also are under spend in our labour due to vacancies and we are still waiting on invoicing for the odour dosing which will push this underspend closer to 100%. We are also following up on a \$50,000 gap in revenue in trade waste.
6.05 - Waste Services	(9,403)	(9,403)	(2,533)	(3,562)	(1,028)	Significant variance with Waste Levy Payment to the Government and Advanced Payment spreading, the impact is \$1,069K. Working with Financial Services to review spreading for future reporting. Revenue from gate fees significantly down YTD \$391K.
6.07 - Water Treatment	(13,384)	(13,384)	(4,735)	(4,744)	(9)	On track
Total Commercial Infrastructure	(36,570)	(36,570)	(11,511)	(11,792)	(282)	

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

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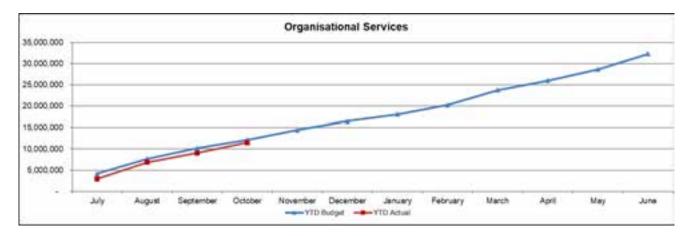
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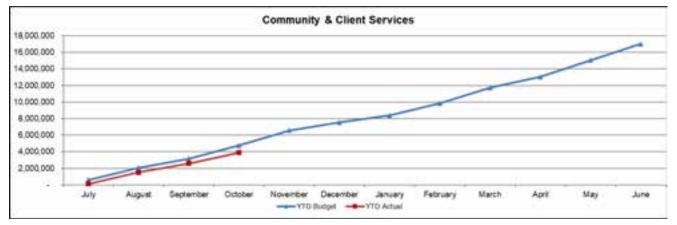




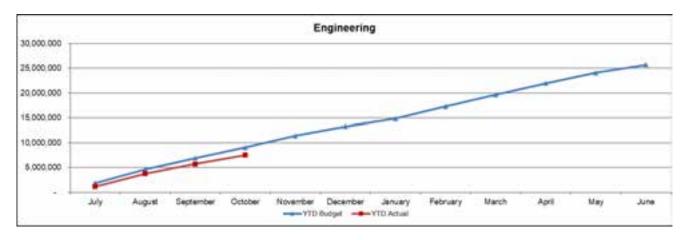
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11.2. CAPITAL WORKS 11.2.1. CAPITAL WORKS MONTHLY REVIEW REPORT - OCTOBER 2022

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

Attachments

1. Capital Works Monthly Review Report -October 2022 [**11.2.1.1** - 32 pages]

Purpose

To provide Council with the Capital Works Monthly Review Report for the month of October 2022.

Related Parties

• Nil.

Officer's Recommendation

THAT the Capital Works Monthly Review Report for the month of October 2022 be received.

The Director for Capital Works Jim Carless, provided an overview and highlights of the Capital Works Monthly Review Report for October 2022.

Cr Jones referred to the Capital Projects Phases Graph and sought information on the 2 projects which were shown as cancelled.

The Director advised that one was the decommissioning of a playground in Anzac Square in Sarina which was now not going to occur, and the other one was curb and channel work at Bakers Creek. The Director advised that the Bakers Creek work will still go ahead, it will just be combined with another package.

Cr Bonaventura referred to the delays to the Paget Depot administration building and queried if this will effect the overall cost and completion date.

The Director advised that there is a slight delay in terms of time and there may be a small cost overrun but he does not see this as a significant issue.

Cr Bonaventura noted the contract for the Bus Interchange civil works had be awarded and queried the timeframe for completion.

The Director advised that it had been difficult to get contractors interested in the project, but the first civil package of work is currently being done and it is hoped that it will be completed by Christmas, with the full package of structures to be undertaken in the third quarter of 2023.

Cr May sought clarification on whether the bus interchange would be used before everything was completed.

The Director advised that the site will be cleaned up but it is his understanding that it will not be in use until fully completed.

Council Resolution ORD-2022-341

THAT the Capital Works Monthly Review Report for the month of October 2022 be received.

Moved Cr Jones

Seconded Cr Hassan

Cr Jones highlighted the Pioneer River North Bank Shared Path and the culvert replacement work in the Pioneer Valley and asked the Director to pass on her thanks to staff members who undertake their work in the hot sun.

Cr Bonaventura referred to the photos in the Survey Office Summary Report and was pleased to see the Officers in the field literally up to their knees in the paddocks in order to get the survey right. Cr Bonaventura noted that the completion of the Warland Street drain reconstruction had been very well received by residents.

CARRIED



Capital Works Monthly Review Report

October 2022

Capital Works Mackay REGIONAL COUNCIL Monthly Review Report > October 2022 Summary......4 1.1. 1.2. Incidents and Injuries4 Lost Time Injuries & Days Lost5 13 2.1 22 2.3. 2.4 PORTFOLIO MANAGEMENT OFFICE9 31 4.1 Survey Office Summary Report10 42 43 5.1 5.2 5.3 5.4 5.5 5.6 5.7 5.8 6.1 6.2 6.3 6.4 6.5

6.6	Milton Archibald Intersection Upgrade	30
FIELD	SERVICES	31
7.1	Pioneer Street Rehabilitation	31

Capital Works Monthly Review Report > October 2022

OVERVIEW

This report is for Capital Works Department activities during the month of October 2022. Significant items in this period include:

- No lost time injuries.
- Total Council projects expenditure as at 31 October 2022 is currently tracking \$0.2M under YTD budget, with \$29.5M expended in the delivery of these projects.
- Projects where construction was completed* includes:
 - ✓ Mirani Water Recycling Facility H2S Gas Detector
 - Seaforth Creek Erosion Bank Protection Evans Ave Stage 2, Schofield St to Finlayson St
 - ✓ Sarina Water Recycling Facility Renew & Replace of MBR Citric Acid CIP Pump
 - ✓ Sewerage Pump Stations 21/22 Telemetry Regional-Upgrades
 - ✓ Mackay Entertainment and Convention Centre Fire System Design and Install
 - Nebo Road Water Treatment Plant Sludge Transfer Pump
 - Milton and Archibald Streets, South Mackay Intersection Upgrade
- Projects where construction is in progress includes:
 - SCADA Data Management Repository Software WATER
 - o SCADA Data Management Repository Software SEWERAGE
 - Warland Street, South Mackay Drainage Reconstruction, Stages 1, 2 & 3 Milton St Culvert Entry
 - o Koumala Water Treatment Plant New Ground Level Water Storage Tanks and Pump Station
 - o Mackay South Water Recycling Facility Upgrade Disinfection
 - MECC North Foyer Stage Replacement MX Department
 - Spray Seal Resurfacing Program FY22-23
 - Pioneer River North Bank Shared Path Stage 1
 - o Investigator St, Andergrove Drainage Installation
 - o Mackay Entertainment and Convention Centre Stage Resurface
 - Dudley Denny Library Replacement of Eastern Coils
 - o The Dome, Chiller Compressor & Controller 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.

Jim Carless Director Capital Works



Capital Works Monthly Review Report > October 2022

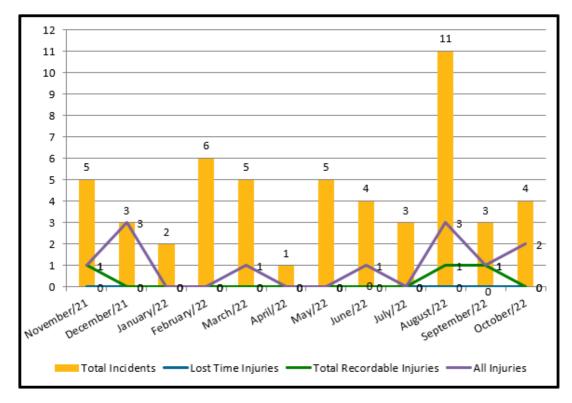


1.1. Summary

In October 2022:

- Seven safety interactions were completed.
- Two site safety inspections were completed.
- 93% of monthly action plan activities were carried out.

Four incidents were reported in October, involving MRC employees or contractors.



1.2. Incidents and Injuries

The following injuries to MRC employees were reported in October:

- NTI Felt small strain in foot while working.
- NTI Finished phone call (taken on balcony) turned and stepped into drain, rolling ankle and falling to ground.

The following asset damage incident was reported in October:

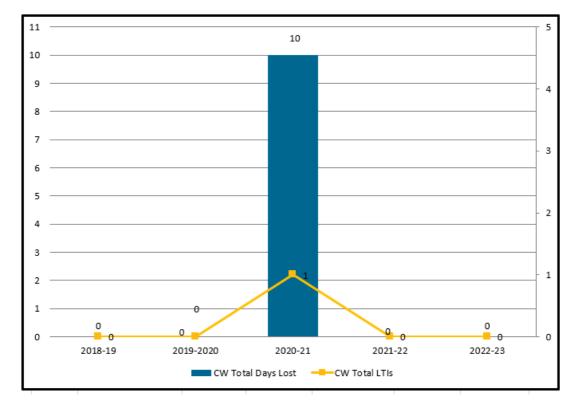
• While cutting drain, reversed grader into hydrant.

The following near miss incident was reported in October:

• While leaving parking spot, another vehicle began reversing from parking spot opposite, MRC vehicle stopped and retreated into parking spot to avoid collision.

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

Capital Works Monthly Review Report > October 2022



1.3. Lost Time Injuries & Days Lost

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

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

Glossary

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



Capital Works Monthly Review Report > October 2022

CAPITAL PROJECT UPDATES

2.1. Capital Summary Report

Total Council projects expenditure as at 31 October 2022 is currently tracking \$0.2M under YTD budget, with \$29.5M expended in the delivery of these projects. This represents 99.3% of YTD forecast and 26.7% completion of the annual revised budget.

The current annual approved budget is \$110.4M. Project delivery has been reviewed and considered as part of the September budget review. The outcome of this process will be included in a future report following adoption by Council.

2.2. Financial Performance

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

						% Spent of
					Spent of YTD	Approved
Department	Approved Budget	Current Forecast	YTD Forecast	YTD Actual	Forecast	Budget
PLANT & EQUIPMENT PURCHASES						
Development Services	59,725	92,210	32,485	52,640	162.0%	88.1%
Organisational Services	7,144	94,268	0	5,118	0.0%	71.6%
Community & Client Services	607,752	671,006	157,686	180,828	114.7%	29.8%
Engineering	67,600	69,949	63,449	70,249	110.7%	103.9%
Commercial Infrastructure	130,085	599,177	30,853	63,897	207.1%	49.1%
Procurement & Plant	7,867,896	8,566,170	1,374,755	1,312,671	95.5%	16.7%
Information Services	2,142,710	2,133,754	690,476	710,119	102.8%	33.1%
Design Program	109,215	109,196	54,466	52,076	95.6%	47.7%
Field Services	31,003	31,000	0	0	0.0%	0.0%
Contract Services	41,928	41,928	1,103	5,424	491.6%	12.9%
	11,065,058	12,408,659	2,405,273	2,453,022	102.0%	22.2%
CAPITAL PROJECTS (Excluding Plant & Equipment)						
Development Services	1,077,091	1,165,431	115,289	114,539	99.3%	10.6%
Organisational Services	6,527,955	6,800,295	1,247,928	973,609	78.0%	14.9%
Community & Client Services	695,310	687,537	174,976	133,419	76.2%	19.2%
Engineering	1,024,905	1,118,357	154,592	105,362	68.2%	10.3%
Commercial Infrastructure	3,419,180	3,859,973	728,481	1,333,039	183.0%	39.0%
W4Q & Fed's COVID Funding	726,932	756,395	490,752	419,271	85.4%	57.7%
Works for Queensland Round 4	5,674,090	5,674,090	1,111,304	1,059,188	95.3%	18.7%
Design Program	13,598,472	13,358,954	1,641,023	1,123,162	68.4%	8.3%
Major Projects	15,418,912	16,305,297	7,045,976	6,565,324	93.2%	42.6%
Field Services	10,976,116	11,100,958	4,866,463	5,071,872	104.2%	46.2%
Contract Services	40,161,613	41,118,104	9,692,424	10,110,740	104.3%	25.2%
Portfolio Management Office	0	80,000	0	0	0.0%	0.0%
	99,300,575	102,025,392	27,269,210	27,009,525	99.0%	27.2%
Total	\$ 110,365,633	\$ 114,434,051	\$ 29,674,483	\$ 29,462,547	99.3%	26.7%



Capital Spend by Department for October 2022

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

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Capital Expenditure Forecast 2022/2023

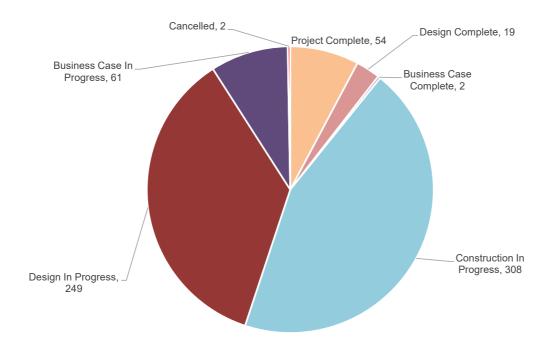
The top five variances (underspend) between actuals and forecast for the month of October 2022 are:

Project	Description	Comments	Variance	Forecast Spend Achieved (%)
51538	Milton St / Archibald St Intersection Upgrade	Contractor delays in delivery of final works including submission of progress claim. Finalisation of landscaping and irrigation not completed as planned.	-\$200,440	71%
92111	River Street Service Road and riverside improvements for Mac	Contractor delivery less than anticipated with resources low during month of delivery. Resources now increased and working to pull works back on track.	-\$158,310	80%
55328	Seaforth Creek Erosion, Evans Ave Stage 2	Contractor has completed the works on site however progress claims have been assessed less than claimed amounts due to some non- conformances to be rectified and awaiting submission of as constructed documentation and data.	-\$149,792	6%
70269	MNWRF - Asset Renewal Expenditure Program - FY 21/22	This was for the installation of the SBR inlet valves. 3 of the 4 valves were installed in October however DGH opted to only invoice when all 4 valves were installed. The 4th valve has now been installed and invoice expected in November.	-\$146,980	2%
90710	Paget Depot administration Structural work	Works delayed due to additional structural works required to roof trusses and awaiting required engineers report.	-\$91,495	9%

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2.3. Capital Projects Phases at End of October 2022

For the reporting period, MRC reports a total of 695 Council projects within its delivery program. The delivery phases are represented below:



2.4 Key Contracts Approved for October 2022

Contracts finalised and approved during October 2022 are valued at \$1,588,865.35

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

Contract	Design / Construction	Amount Award (ex GST)	Contractor
Quote 2023-012 53978 Mangrove Road Bus Interchange Civil Works	Construction	\$1,277,328.35	RoadTek
MRC 2022-043 Capital Review and Implementation	Consultant	\$311,537.00	KPMG Australia

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PORTFOLIO MANAGEMENT OFFICE

3.1 Monthly Achievements – October 2022

In conjunction with Information Services, works are continuing with the Empower project, with investigations into different reporting options and setting up of project packages taking place.

Another successful online workshop was held by the Australian Institute of Management focusing on Module 2 of the Certificate IV in Project Management. Staff who participated found it very beneficial with progression of their assessments.

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DESIGN SERVICES

4.1 Design Summary Report

Design Services commenced the design phase for the South Mackay levee. The brief is being finalised to invite local consultants to quote on the delivery of the detailed design containing but not limited to, landowner consultation, environmental agency approvals, hydraulic modelling, civil and structural design.

Detailed design is being finalised for the civil components associated with roadworks, drainage, lighting and landscape for the Northern Beaches Community Hub being the initial stage of total project delivery.

Designs Completed

- ✓ Roy Court kerb and channel
- ✓ Cape Hillsborough beach access ramp
- Tanglewood Park play equipment renewal
- ✓ Creek & Lorne Rd shoulder widening stage 3
- ✓ Valley St footpath renewal
- ✓ Heaths Rd footpath from Windmill Crossing to Reflection St
- ✓ Glenella Rd shared path from Hill End Rd to Jane Ck.

Notable Designs in Progress:

- Sarina Youth Centre expansion
- Northern Beaches Community Hub earthworks including stormwater management
- Mirani Precinct frontage works
- Stages 1, 2 & 3 of Marwood/Sunnyside Road shoulder widening (nine kilometres)
- Continuation of the stormwater and road design of the Phillip Street extension through to Norris Road
- Design of Alsatia Park upgrade stages 1 and 2
- Camilleri Park upgrade stage 3
- Woodlands Park playground and track
- East Gordon Street and Goldsmith Street, East Mackay watermain replacements
- Horse and Jockey Road/ Lansdowne Road, Racecourse Race upgrade
- Forbes Road, Bloomsbury causeway upgrade
- Shoal Point reservoir upgrade
- Bassett Street Sewerage pump station upgrade
- Hamilton Street sewerage rising main renewal
- Artspace facility upgrade
- Stevenson Street water main renew
- Griffin Street water main renewal
- Shakespeare St water main renewal.
- Various bus shelters within the Translink network

4.2 Survey Office Summary Report

Overview

October began in the same manner that September ended with the surveyors continuing to work on water and sewer infrastructure renewals. The team also made the most of the dry weather before the wet season by completing some surveys for drainage investigations and upgrades. Despite the timing, the surveyors did still have to contend with areas of standing water because the areas under investigation were particularly flat with only a slight slope to drain runoff stormwater.

Surveys were completed for:

- ✓ Alexandra Street, Mirani Drain regrading
- Hans Christian Street, Sarina Extra detail for drainage upgrade
- ✓ Juliet Street, South Mackay Water main renewal
- Marwood Sunnyside Road, Balberra Extra detail for drainage investigation as part of shoulder widening

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- ✓ Range Road, Sarina Sewer rising main renewal
- Shakespeare Street, Mackay Water main renewal Porter Street to Goldsmith Street
- Waverley Street, Bucasia Water main renewal
- West Street at Leslie Street, Sarina Traffic calming
- ✓ Bus Shelters:
 - ✓ Annie Wood Avenue, Mount Pleasant
 - Anzac Avenue, Marian
 - ✓ Downie Avenue, Bucasia
- Service Locations for:
 - ✓ Admiral Drive, Dolphin Heads Water main renewal
 - Baronga Drive, Balberra Drainage upgrade
 - Boundary Road East, Paget Upgrade table drains
 - ✓ Cooks Lane, Bakers Creek Kerb and channel replacement
 - Mirani Caravan Park Roadway upgrade
 - Plane Creek, Sarina Stormwater drainage repair and bank restoration
 - ✓ Stockroute Road, Palmyra Bakers Creek Bridge guardrail replacement
 - ✓ Willetts Road, North Mackay Water main renewal at Gooseponds Creek
- ✓ As Constructed Surveys for:
 - Hume Street, West Mackay Water main renewal Bridge Road to Lagoon Street
 Christensen St, Bucasia Water main renewal



Figures 1 and 2: Surveying existing drainage paths at Marwood Sunnyside Rd

4.3 Estimating and Specifications Summary Report

Overview

The Capital Works Estimating and Specifications (CWES) team have developed a cost estimate template for Parks projects and expect to receive further feedback from Parks and Environment team prior to finalising the template. Also, assisting a few internal designers to produce the cost estimate through Benchmark Estimating Software and is progressing well.

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

Estimates:

- 51802 Carranya Road, Habana, Culvert Replacement.
- 57275 Devereux Creek Road, Marian Culvert Replacement Ch 3389.
- 63422 Stevenson Street, South Mackay, Water Main Renewal.
- 29085 Camilleri Street, District Park Upgrade, Stage 3.
- 51716 Heaths Road Shared Path, Windmill Crossing Reflection Street.
- 51711 Glenella Road Shared Path, Hill End Road & Sweeney Court.
- 29113 O'Reilly Avenue Park, Park Improvement Project.
- 53989 Malcomson Street and Norris Road, Intersection Realignment.

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CONTRACT SERVICES

5.1 Koumala Water Quality Upgrade – Water Treatment Plant

Project Status

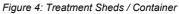
Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	Mid December 2020	October 2021 Revised Date November 2022 (Handover)	\$2,563,301	C0-C4 commissioning completed. The plant is currently supplying water to Koumala. This is part of C5 proof of performance testing. Which will take place for 1 month.

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

- ✓ C0-C4 Commissioning activities completed
- ✓ Operator Training
- ✓ C5 Proof of performance testing underway



Figure 3: Water Treatment Plant





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5.2 Pioneer River North Bank Shared Path - Stage 1

Overview

This project is the first stage of the Pioneer River North Bank Shared Path project which will link major residential areas, commercial precincts, parks/recreational areas, principal activity centres, hospitals and the CBD, and is staged to be constructed over a number of years. This first stage comprises delivering 0.5km of 3m wide (nominal) concrete shared path, 0.39km of boardwalk and various size connecting paths along the eastern and western sides of the Bruce Highway from the Sams Road intersection South to the Ron Camm Bridge, via a bridge underpass. Council was successful in obtaining 50% funding of the project estimated cost through the Cycle Network Local Government Grants Program 2019-2020.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	Early August 2021	March 2022 Revised Date December 2022	\$2,997,510	Subcontractor has supplied the wrong materials, currently works are delayed while replacement items are fabricated.

- ✓ Site clean up awaiting the arrival of incorrect supplied materials.
- Meetings with Subcontractor to reduce wait times



Figure 5: Stage 1 works awaiting materials for completion



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5.3 Pioneer River North Bank Shared Path - Stage 2

Overview

This project is the second stage of the Pioneer River North Bank Shared Path project which will link major residential areas, commercial precincts, parks/recreational areas, principal activity centres, hospital and the CBD, and is staged to be constructed over a number of years. The second stage comprises delivering 0.25km of 3m wide (nominal) concrete shared path, 0.15km of boardwalk and various size connecting paths along the western sides of the Bruce Highway from the Sams Road intersection North to the Gooseponds existing pathway. Council was successful in obtaining 50% funding of the project estimated cost through the Cycle Network Local Government Grants Program.

Project Status

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

Recent Project Activities

- ✓ Drain liner pours 90% complete
- ✓ Footing pours 90% complete
- ✓ Interconnecting pathways 90% complete
- Preparation for retaining wall footing



Figure 6: Drain liner and boardwalk footings

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5.4 Warland Street Drain Reconstruction - Stages 1, 2 & 3

Overview

This project comprises reconstruction of the existing open channel trunk drain in South Mackay. The extent of the open drain runs in two sections, Paradise Street to Warland Street and Warland Street to Milton Street running west to east within a freehold allotment behind residential properties. Approximate length in total is 530m.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	Late July 2021	December 2021	\$2,968,795	Project practically complete. Fencing and gates underway.
			Revised Date		
			late-October 2022		

Recent Project Activities

- ✓ Stage 2 concrete base/batters and rat walls complete.
- \checkmark Stage 3 concrete base, batters and rat walls all underway complete.
- ✓ Headwalls and wingwalls all installed in Stage 2 & 3. Landscaping and Turfing underway.



Figure 7: Stage 3 fencing underway

Figure 8: Stage 2 fencing underway

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5.5 Kelsey Creek Water Pump Station - Stage 2

Overview

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

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

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

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	August 2022	May 2023	\$1,347,803	Contract awarded and under Design by Contractor

- ✓ 75% Design including electricals underway by the Contractor. This Design to be presented by Contractor for review by Council by mid-November 2022.
- ✓ Placed order for Filtration Media. Delivery estimated early December 2022.
- pH dosing system installation complete. These works were brought forward to mitigate Manganese exceedance in the current raw water quality

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5.6 Nebo Road Water Treatment Plant Media Replacement

Overview

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

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

Project Status

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

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

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5.7 Pioneer Valley Culvert Replacement Works

Overview

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

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

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

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	September 2022	January 2023	\$1,132,763.33	Work 95% completed at site 3 Owens Creek Sites (Site 1 and 2) – construction commencing during November.

- ✓ Complete the culverts concrete base at Site 1 Mirani Bolden Rd
- ✓ Complete the End structures to culverts at Site 1 Mirani Bolden Rd
- ✓ Complete unbound pavement base course at Site 1 Mirani Bolden Rd



Figure 9: Culverts concrete base

Figure 10 Base course works

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5.8 Gooseponds & Seaforth Creek Bank Protection Works

Overview

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

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	July 2022	early Sept 2022 completed on site. As Constructed documentation	Gooseponds site – works are completed on site. As Constructed documentation submitted for review and	
			Seaforth – mid October 2022		project finalisation.
			Gooseponds site works completed 28 th September		Seaforth site – works are completed on site. As Constructed documentation submitted for review and project finalisation.
			Seaforth site works completed 7 th October		

- ✓ Contract awarded to Vassallo Constructions.
- ✓ Works are complete at the Gooseponds Creek site and Seaforth Creek site.
- As Constructed documentation submitted for review and project finalisation.



Figure 11: Seaforth Creek Bank Protection Works, from Southern end of existing rock protection looking North on the right, looking South on the left. Previous Stage 1 works evident where grass has revegetated over the rock work.

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MAJOR PROJECTS

6.1 Northern Beaches Community Hub

Overview

The Northern Beaches Community Hub is a large multi-staged project that will ultimately provide a community facility for all of Mackay's resident's, visitors and businesses and is situated within the Northern Beaches area.

The project is currently broken into the following stages:

- Stage 1 Current Works
 - **Civil Works (early works)** Drainage, earthworks and J4 Road including intersections of Eimeo Road and Rosewood Drive.
 - Stage 1A Covered Multipurpose & Play Area
 - Stage 1B Library & Community Hub
- Stage 2 Aquatic Centre (future works)
- Stage 3 Development Area (future works)

Stage 1A

In general terms, the scope comprises the new multi-purpose covered areas (including netball line markings), adult change rooms, parking area, nature play spaces along the eastern edges of the site and adjoining the Library Hub, a picnic area and landscaping, pedestrian links and internal roads.

Stage 1B

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

Stage 2

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

Stage 3

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

The tender for the Design Consultancy Services for Stages 1A & 1B of the Community Hub was released on 21.05.2022 and closed on 28.06.2022. After tender assessment the contract for the Design Consultancy Services was awarded to CA Architects Pty Ltd on 26th September 2022. The design phase for Stage 1A is expected to be completed by the end of June 2023.

Civil Works Status

The design of the J4 road component is finalised. The delivery of J4 Road and associated works will be completed by MRC Field Services.

Following completion of the Drainage and earthworks design component, Council will be able to proceed with the tender phase commencing shortly thereafter.



Capital Works

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Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Multi-sports covered area (Stage 1A)	Design Phase	October 2022	July 2023	\$10.75M (\$6.5M funded)	Schematic Design phase commenced. Schematic Design phase
Community Hub – Main Building (Stage 1B)	Design Phase	October 2022	September 2023	\$37.25M	commenced.
Civil Works	Design Phase	February 2022	November 2022	ТВА	J4 Road design completed. Design of the eastern drain from Eimeo Rd to Rosewood Dr and bulk earthworks in the Stage 1A are being finalised. Budget Estimate available at conclusion of design

Recent Project Activities

- ✓ Federal funding (Building Our Future) approved for Stage 1A
- State funding application under Resources Community Infrastructure Fund was unsuccessful for Stage 1B
- ✓ Schematic Design Phase for Stage 1A and 1B commencing with first briefing meeting with the architects scheduled on the 3rd November 2022 and the NBCH Reference Group scheduled for the 14th November 2022.
- ✓ To expedite construction, the civil works has been broken into two design packages: J4 Road and the bulk earthworks & drainage.
 - Civil Design Documentation finalised for the J4 Road and associated works. The J4 Road construction will be carried out by MRC Field Services. Procurement for materials has commenced. A program of works for J4 Road construction is being prepared and will be advised in the next reporting period.
 - The Civil Design Documentation for earthworks, eastern drain and landscaping design is being finalised.



Figure 12: Artist Impression of Northern Beaches Community Hub

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6.2 <u>Seaforth Esplanade</u>

Overview

The Seaforth Esplanade Master Plan sets a vision for the continued development of the Seaforth Esplanade and identifies the community's priorities for delivering additional recreational infrastructure aimed at increasing the liveability of Seaforth and attracting visitors to the Hibiscus Coast.

Project Deliverables will include:

- Children's playground
- Waterplay feature to replace the aged wading pool
- New public amenities with change room facilities and external beach showers
- Accessible adult change facility
- Extension of the existing car park
- Replacement of the existing picnic/BBQ facilities (shelters and furniture)
- New fencing and/or bollards to control unauthorised vehicle access to the Recreational Hub
- Expansion of the path network

Works for Queensland announced funding to the value of \$2.2M in conjunction with council's proposed contribution of \$6.45M bringing the total estimated project costs to \$8.65M.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Detailed Design	External	April 2021	July 2021 Revised Date	\$8.65M	Scope change adding additional stages delayed design.
			April 2022	φ0.00M	Delay in consultant completing detail design and meeting MRC
Construction	External	May 2022	December 2022		requirements. Design has now been completed.
		Revised Date			Construction awarded
		August 2022	Revised Date		and works commenced
			September 2023		September 2022. Works in progress.

Recent Project Activities

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

- ✓ Demolition work complete
- ✓ Dune fencing (type 2) completed
- ✓ Vehicle barrier fencing (type 3) underway
- ✓ Footpath construction completed in Stage 4
- ✓ Footpath works continue in other areas
- Installation of electrical conduiting underway
- ✓ Carpark works underway



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Figure 13: Coastal walk footpath Figure 14: Dune fencing completed Figure 15: Carparks work underway

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6.3 <u>Riverside Revitalisation</u>

Overview

The Mackay Waterfront Priority Development Area was declared on 25 May 2018 to kick start a visionary project that will improve the tourism aesthetic, liveability and economic activity in Mackay's CBD and wider region.

The Mackay Waterfront Revitalisation project is being developed in three stages:

- Riverside Link
- Riverside Pontoon
- 8 River Street Improvements

The projects aim to enhance the public realm along the riverfront and allow the Mackay community to access and enjoy the amenity provided by the Pioneer River.

Project Deliverables include:

- Roadworks to convert the two-way section of River Street into a one-way street (west bound) creating increased numbers of carparks
- General minor earthworks to support the roadworks
- Shared footpaths and surface treatments
- Significant landscaping improvements (numerous trees & other plantings, seating, irrigation)
- Bespoke pavilion shelters and furniture
- Public toilet facilities
- Bank stabilisation works (tidal works) along the rock wall opposite Burns Street
- Road lighting, feature lighting and other electrical works
- New water & sewer infrastructure works as required to service the area
- Refurbishment of 8 River Street
- New pontoon to encourage tourism and recreation activities

This project has received \$4.1M in funding from the Australian Government, Building Better Regions Fund.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Riverside Link	Construction (External)	March 2022	December 2022	\$7.3M	Construction works underway and on schedule
Riverside Pontoon	Design and Construction	June 2022	December 2023	TBC	D&C tender expected to be released in November 2022
8 River Street Improvement	Design & Construction	June 2022	December 2023	TBC	D&C tender expected to be released in November 2022

- Riverside Link
 - o Inground Services complete
 - o Installation of bespoke furniture commenced
 - o Installation of amenities complete
 - o Construction of Shelters commenced
 - Roadworks on River Street undertaken with road now one directional
- Riverside Pontoon

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- Functional brief is being developed to enable a design and construct methodology to be adopted
- ✓ 8 River Street Improvements
 - \circ $\,$ Functional brief is being developed to enable a design and construct methodology to be adopted





Figure 16a: View of site works



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Figure 16b: Seating pods



Figure 16c: Salvaged 1895 timber used on new structures

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6.4 <u>Woodlands District Park</u>

Overview

The Woodlands District Park project is being undertaken to address a critical shortage of district-level parks in the region. The park will cater to the recreational needs of residents living in the adjoining suburbs of Andergrove & Beaconsfield.

The 21-hectare Woodlands District Park will be created by the amalgamation of several existing parks including Broomdykes Drive Park, Schnapper Court Park, Woodlands Reserve, Domino Crescent Park and Council owned allotments.

In accordance with the Masterplan, the works to be included in the park have been broken into four stages. The first stage will include widening the drainage channel, new pathway connectivity, installation of BBQs and picnic settings, provision of amenities, lighting and landscaping improvements. Also, to be included is an accessible adult change facility (AACF) and an all-abilities playground.

This project has received \$2M funding from the State Government's Works for Queensland (W4Q) funding.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Detailed Design of Stormwater, pathway and amenities	Internal / External	Commenced	January 2022 Revised Date June 2022	\$2M	Detailed design completed.
Construction of Stage 1 – Phase 1, stormwater, pathway and amenities	External	October 2022 Revised Date December 2022	March 2023 Revised Date July 2023		Tender closed and assessment in progress.
Design of the All-abilities Playground and Adult Accessible Change Facility	External	July 2022	December 2022	\$1.5M	Consultants engaged and progressing with design.

- ✓ Civil Design finalised
- ✓ Tender for Stage 1 Closed
- ✓ Tenders received, currently being assessed
- Playground design underway

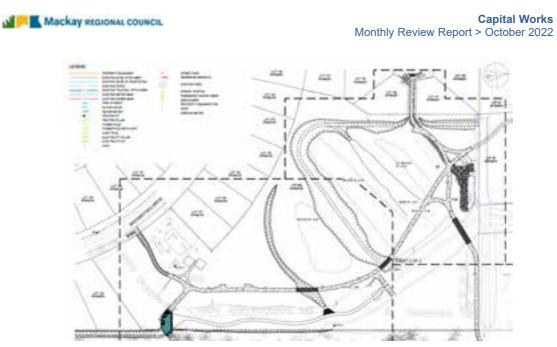


Figure 17: General Arrangement Plan for Stage 1, Phase 1 works

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6.5 Pioneer Valley Mountain Bike Trails

Overview

The Pioneer Valley Mountain Bike Trail Project is currently in design phase with many components of the project currently in progress.

Finch Hatton Trailhead

Development Assessment (DA) approval documentation is underway for the trailhead site and associated Council owned freehold land. DA was submitted mid-August and is currently in the information request stage.

Ground Truthing of Trails and Cultural Heritage Investigations

Ground truthing of trails commenced in December 2021. World Trail have now completed the ground truthing with approx. 94km of trails ground truthed.

Council has commenced the development of a Cultural Heritage Management Plan with Yuwi and discussions with Widi have also occurred in August 2022.

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

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Ground truthing activities	External	December 2021	September 2022	\$200,000	World Trail have completed ground truthing of trail alignments, over a number of visits. AHS and Yuwi then completing cultural heritage survey.
Development Assessment	External	August 2022	May 2023		As per Council briefing held 14 Sept 2022. DA approval due to be issued by May 2023 at the latest.



Figure 18: Concept visual of Finch Hatton Trailhead

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6.6 Milton Archibald Intersection Upgrade

Overview

The construction of a single lane roundabout at the intersection of Milton Street and Archibald Street is now fully open and operational to traffic. The scope of works include the construction of the roundabout and associated works including the relocation of telecommunication and electrical services, watermain relocation and the installation of new trunk drainage infrastructure.

The contractor, Bellwether Contractors, commenced onsite in mid-June 2021. The project has been impacted by issues around supply of materials, supply of labour including impacts from Covid, unsuitable subgrade material and inclement weather.

Care has been taken to ensure the neighbouring properties and the community are informed of the works and associated traffic impacts.

The project is currently being finalised with the finishing touches however the road is open to traffic and functioning as designed.

This project is funded 50% by The Department of Transport and Main Roads, Transport Infrastructure Development Scheme (TIDS).

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	June 2021	December 2021	\$3.8M	Works complete. Only minor works that remain outstanding with the
			Revised Date October 2022		contractor addressing these works



Figure 19: Works in progress

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FIELD SERVICES

7.1 <u>Pioneer Street Rehabilitation</u>

Overview

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

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	Internal	Late July 2022	Dec 2022	\$3,325,000	Works progressing well and on track to open road as planned in December, weather permitting. Works around rail corridor delayed by QR and will be delivered in

Recent Project Activities

- ✓ Spray seal and asphalt is completed for the section from Holts Road to approx. 50m from Qld Rail corridor
- ✓ Subgrade Replacement is completed for the section from Roundabout to the Qld Rail corridor
- ✓ Majority of property access pipes installed.



Figure 20: Subbase layer - Looking South from railway toward Roundabout

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Figure 21: Asphalt installed - Looking south from Holts Road end

11.3. DEVELOPMENT SERVICES 11.3.1. DEVELOPMENT SERVICES MONTHLY REVIEW REPORT - OCTOBER 2022

Author Responsible Officer File Reference		ector Development Services (Aletta Nugent) ector Development Services (Aletta Nugent) RR		
Attachments	1.	Development Services Monthly Review Report - October 2022 [11.3.1.1 - 23 pages]		

Purpose

To provide Council with the Development Services Monthly Review Report for the month of October 2022.

Related Parties

Nil

Officer's Recommendation

THAT the Development Services Monthly Review Report for October 2022 be received.

The Director for Development Services Aletta Nugent, provided an overview and highlights of the Monthly Review Report for October 2022.

Cr Jones requested an update on the desilting project.

The Director advised that her team was working on a project plan with a view to getting budget in the 2023/24 financial year to progress the project.

Cr Englert referred to the support of the Economic Development team of the Company Directors course being coordinated by Resources Industry Network (RIN), and queried what this support entailed.

The Director advised that she believed the support was financial but would take the question on notice.

Cr Englert sought clarification on the support given to the Resources Centre of Excellence (RCOE) for the development of investment collateral for Stage 2 Future Industries Hub.

The Director advised that there had previously been a briefing which outlined the request by RCOE for financial support for the development of a business case and this is what the item refers to.

Cr Englert referred to the Upcoming Events table which promotes the Zonta International Women's Day Lunch and the RIN International Women's Day Lunch and queried if they were on the list because Council delivered financial or in-kind assistance to the groups.

The Director advised that she believes Council provides financial support to RIN but would take the question on notice.

Cr Englert queried the amount that is being spent with each organisation and if Council does not deliver the same amount to both, why not.

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

Council Resolution ORD-2022-342

THAT the Development Services Monthly Review Report for October 2022 be received.

Moved Cr Green

Seconded Cr Townsend

Cr Green highlighted several items from the report including the visit by several Councillors and staff to Tasmania to attend the Sustainable Trails Conference, the development of a business case for the first public realm place making and wayfinding project for Finch Hatton and the Artists Studio Trail.

Cr Townsend noted the success of City Heart Fridays which have been well received by the community and City Heart traders, congratulated the Sarina Sugar Shed on their increased visitation this October compared to last October and the significant brand recognition they have achieved.

Cr Bonaventura noted the \$5.3M approved construction works for the month of October, which makes the year to date equal to the previous best year, with there being still 2 months to go.

CARRIED



Development Services

Monthly Review Report October 2022



Executive Summary

DEVELOPMENT SERVICES

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

- The development of a business case is underway for the first public realm, placemaking and wayfinding project to support the Pioneer Valley Mountain Bike Trails Project. The business case will result in concept plans for the improvement of safety and connectivity for pedestrians and cyclists moving throughout the Finch Hatton township.
- The draft Mackay Urban Greening Strategy was released for public consultation in October. Feedback received will be considered and it is proposed that the Strategy will be presented to Council for adoption by the end of 2022.
- The Orchid Extravaganza was held at the Ken Burgess Orchid House at Queens Park on 1 October. The event was a huge success, with 1300 people visiting the Ken Burgess Orchid House and many more attending the plant market.
- Regular meetings have been established between Economic Development Officers and Virgin Airlines to discuss future events within the region. The first of these meetings was held in October.
- The 'Meet the Buyers and Suppliers' event was held in October to coincide with Indigenous Business Month. The event was a great success, with around 20 local indigenous businesses in attendance to speak with local, state and federal government representatives regarding procurement and tender opportunities.
- The Sarina Sugar Shed featured on the Channel 7 Weekender program on 16 October, showcasing the tourism facility to a broad audience. Sarina Sugar Shed also returned to the Good Food & Wine Show in Brisbane during October, offering tastings and bottles for sale. Almost 20,000 people attended the event over 3 days, with significant interest in the Sugar Shed stand and very good brand recognition from people who had visited on their travels or who had seen the recent Weekender segment.

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Aletta Nugent Director Development Services



Sarina Sugar Shed won two gold awards at the 2022 Mackay Isaac Tourism Awards.

Cevelopnent Heus 1972922

Updates on Significant Developments Currently Being Assessed by Council

APPLICATION LODGED

DA-2022-188 Lodged 7 October 2022 Lot 501 Mackay-Bucasia Road and 35-49 Baxter Road, Mount Pleasant (Holy Spirit College) Development application lodged for Material Change of Use extension of an existing Educational Establishment.





APPLICATION LODGED

OW-2022-68 Lodged 6 October 2022 Lot 988 Eimeo Road, Rural View (Solana) Development application lodged for Operational Works -Sewer and Water infrastructure.

APPLICATION DECIDED

DA-2022-121 Approved 7 October 2022 53A Wellington Street, Mackay Development permit granted for Material Change of Use -Residential Care Facility.





APPLICATION DECIDED

OW-2022-8 Approved 14 October 2022 Lot 499 Bruce Highway, Bakers Creek (The Waters Ooralea Stage 6) Development Permit granted for Operational Works - Civil Works for 47 residential lots.



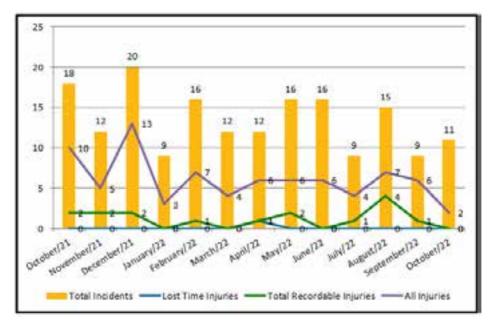
Summary

In October 2022:

- Ten safety interactions were undertaken.
- Five site safety inspections were undertaken.
- 100% of monthly action plans activities were carried out.

Eleven incidents were reported in October, involving MRC employees, members of the public or contractors.

Incidents and Injuries



The following injuries to MRC employees were reported in October:

- While pruning trees, cut thumb with hand saw.
- Strained muscle in leg when exiting truck.

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

- Vehicle found with window smashed, mowing service had been earlier that day.
- Mowed concealed rock, causing damage to blades.
- While mowing, made contact with paling fence, causing damage to fence.
- Jack-knifed trailer while reversing, causing damage to spare wheel.
- MRC vehicle was rear ended by NSM while stopped at lights.
- While mowing, hit and damaged a water meter.

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

Child poked in eye with umbrella during tour, fighting with sibling.

The following near miss incidents involving MRC employees were reported in October:

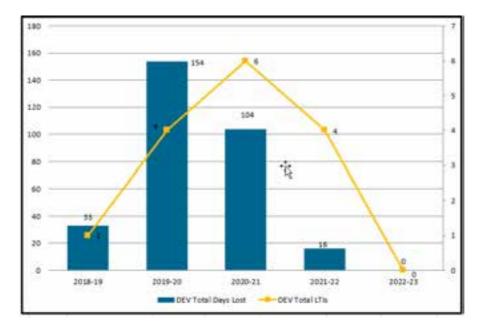
- NSM riding e-scooter has struck worker with hand from behind hitting blower and contacting worker. No
 injury to worker.
- Mower operator's machine fell into hole, which was covered with long grass.

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

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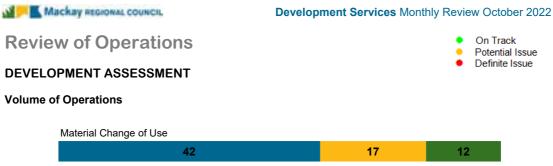
Development Services Monthly Review October 2022

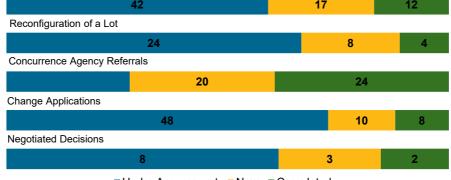


Lost Time Injuries & Days Lost

	2018-19		2019-20		2020-21		2021-22		2022-23	
Department	LTI	Days Lost								
Development Planning & Engineering										
Parks & Environment	1	33	1	154	6	104	4	16	0	0
Strategic Planning										
Economic Development &										
Tourism										
Development Services Total	1	33	1	154	6	104	4	16	0	0

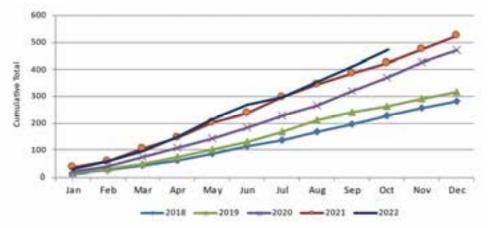
For the 2022-23 year, no lost time injuries have been recorded.

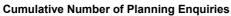


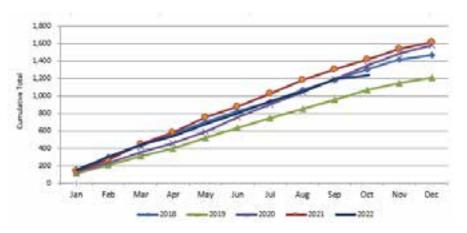


■ Under Assessment ■ New ■ Completed

Cumulative Number of Approved Development Assessment Applications



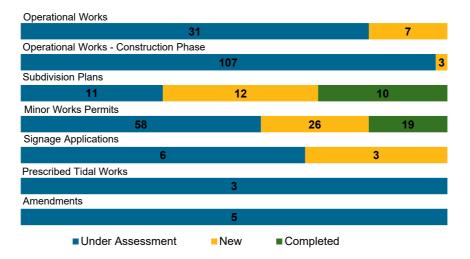




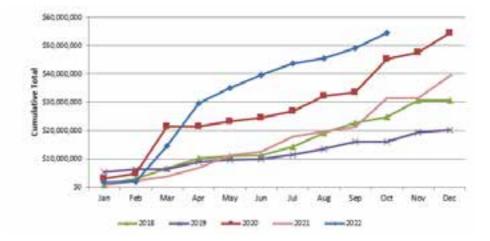


Development Services Monthly Review October 2022

DEVELOPMENT ENGINEERING



Value of Approved Construction Works



Value of approved Operational Works in October 2022 totaled \$5,296,599.

Development Services Monthly Review October 2022

Development Planning and Engineering Performance Against Legislative Timeframes

Application	Status	% Decided
MCU Code (85% in 35 Days)	٠	80% decided in 35 day. Ten applications decided with two decided outside of the KPI due to negotiations with the applicant on development conditions.
ROL (85% in 35 Days)	*	75% decided in 35 days. Four applications decided with one decided outside of the KPI due to negotiations with the applicant to ensure an approval.
Concurrence Agency (85% in 10 Days)	*	88% decided in 10 days
Minor Works (85% decided in <20 days)	*	86% decided in 20 days
Signage Applications (85% decided in <20 days)	*	100% decided in <20 days
Operational Works (85% decided in 35 days)	*	100% decided in 35 days
Plan Sealing (85% decided in 20 days)	•	77% decided in <20 days. Nine applications decided, with two outside of the KPI due to ongoing non-compliance with development conditions resulting in survey plans unable to be signed within the KPI.

Development Services Monthly Review October 2022

STRATEGIC PLANNING

Regional and Local	Area Plan	ning
Projects	Status	Description / Update of Project
Mackay Region Planning Scheme – Planning Scheme Policy (PSP) review	*	 Council has now completed four rounds of planning scheme policy amendments. In 2022/23, the review of the following Planning Scheme Policies (PSPs) continues to progress through a governance process by relevant internal programs: Planning scheme policy – geometric road design Planning scheme policy – operational works application and construction requirements – draft document prepared and forms being prepared Planning scheme policy – healthy waters – draft document nearing finalisation Planning scheme policy – constructed lakes.
Mackay Region Planning Scheme – Major amendment 3	•	 The state interest review for proposed Major amendment 3 is underway. Consultation for the proposed amendment will occur after completion of the state interest review. The purpose and general effect of the proposed amendment is to: Facilitate commercial and other specific non-residential uses within designated precincts and through appropriate provisions under the Township zone in the Finch Hatton and Eungella townships; Encourage wider range of uses or adaptive re-use by changing the zone of a small number of lots to Township in the Finch Hatton and Eungella townships; and Reduce the levels of assessment for certain uses to facilitate appropriate development outcomes for the Finch Hatton and Eungella townships in support of the Pioneer Valley Mountain Bike Trails Project.
Mackay Waterfront PDA development scheme – proposed amendment 1	•	 Council resolved at the Ordinary Meeting held on 28 September 2022 to commence the amendment to the PDA development scheme as per the process under the <i>Economic Development Act 2012</i>. The proposed amendment has been sent to Economic Development Queensland for a state interest review prior to formal public notification. The purpose and general effect of the proposed amendment is: improve the 'line of sight' between the strategic framework and the PDA development requirements improve the use of the strategic framework in development assessment improve the legibility and workability of development requirements facilitate new opportunities to ensure the Mackay Waterfront PDA remains competitive and attractive to development, which align with recent amendments to the Mackay Region Planning Scheme ensure PDA accepted development categories are workable and align with other regulatory instruments update the implementation strategy remove repetition or redundant content.
Finch Hatton and Eungella Township local planning	•	The development of a business case is underway for the first public realm, placemaking and wayfinding project to support the Pioneer Valley Mountain Bike Trails Project. The 'Finch Hatton town centre infrastructure upgrades' project will produce concept plans for the improvement of safety and connectivity for pedestrians and cyclists moving throughout the township between high activity areas. The project focuses on Mackay-Eungella Road and Anzac Parade and will include public realm activation initiatives.

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Mackay REGIONAL	COUNCIL	Development Services Monthly Review October 20
Northern Beaches Community Hub	•	The Master Plan for the Northern Beaches Community Hub site was endorsed by Council in December 2021. Tenders for the detail design of Stage 1A and 1B have been awarded.
		Work is progressing on the site infrastructure detailed design including roads, drainage, and other services.
Mackay Urban Greening Project		Urban greening is a critical component of urban areas that provides a broad range of community, environmental and economic benefits. It can improve physical and mental health, shade us from the hot sun and reduce stormwater loads into waterways. This project considers how to enhance, protect and sustain the quality and quantity of trees and vegetation in the region's urban areas.
		The draft Strategy will underwent public consultation in the month of October. Responses will be considered and it is proposed that the Strategy will be presented to Council for adoption by the end of 2022.
		An internal working group has been formed to progress Strategy actions and the first working group meeting has been held.
Environmental Sustainability Strategy 2017-2022		The Environmental Sustainability Strategy acts as a roadmap, moving Council along a sustainability maturity curve – past a focus on 'Environmental Sustainability' and toward a more integrated approach where sustainability is fully embedded within corporate risk, strategy and planning frameworks. Council endorsed the extension of the Strategy to 2025 in August 2022. In addition, Council endorsed a pathway of net zero carbon emissions by 2031 (excluding carbon generated by waste management) as the target for the Energy and Carbon Management Plan to be developed.
	•	The Sustainability Executive Group (SEG) oversees implementation of the Environmental Sustainability Strategy. In 2021, the SEG approved the establishment of five working groups to implement the strategy's action plan.
		 Three of the five working groups have been established: Natural Assets and Biodiversity – established August 2021 Energy and Carbon Management – established August 2021 Corporate Waste Management – established March 2022.
		Two groups are still to be established: • Climate Risk Management • Corporate Strategy.

Transport & Infrastructure Planning			
Projects	Status	Description / Update of Project	
Growth Allocation Model	•	The Mackay Growth Allocation Model 2020 run was completed. Lead and lag statistics are continually monitored to measure growth projections against actual economic activity and population movements.	
Local Government Infrastructure Plan Review	*	The review of the current Local Government Infrastructure Plan has commenced with internal stakeholders.	
Northern Beaches Area Transport Planning	٠	A consultant has been engaged to develop the Northern Beaches Road Traffic Model which will be used for road network scenario testing.	

Development Services Monthly Review October 2022

Stormwater		
Projects	Status	Description / Update of Project
Mackay Coast Our Future - Coastal Hazard Adaptation Study	•	Council was successful in its application for funding assistance from the Queensland Government through the Local Government Association of Queensland (LGAQ) QCoast2100 Program to complete a coastal hazard adaptation study. The study will develop a strategic approach to managing coastal hazards in the Mackay Region.
		Consultation on initial stages of the project has commenced, including a community survey on coastal values.
McCreadys Creek Flood Study	•	Council has received funding assistance from the Queensland Government through the 2019-2020 Resilience and Risk Reduction Funding to deliver a Flood and Stormwater Study for the McCreadys Creek Catchment. The study included an aerial LiDAR survey over the catchment which was completed in 2021 to capture the extensive development that has occurred since the last aerial survey was completed in 2015. The study has progressed to the development of a flood model to provide an understanding of flood hazards across the catchment. The
		model will ultimately be used to inform planning and development over the catchment and assist with the assessment of mitigation options to target any high flood risk locations identified.



Development Services Monthly Review October 2022

MACKAY CITY AND WATERFRONT

Mackay City and Waterfront			
Projects	Status	Description / Update of Project	
Council Land Tender	*	Council continues to work with ReNew Mackay Pty Ltd for the development rights of six Council owned sites. The development agreement stipulates a process and timeframes for development to occur on each of the sites, which includes a mix of residential, retail, health and hospitality offerings. The proposal by the ReNew consortium also includes development on their privately owned sites, in addition and complementary to the six public sites. Council is meeting with Renew Mackay on a regular basis to discuss their development proposal, staging and design approach. A briefing	
Riverside Revitalisation Project	•	to Council has been scheduled for November to share the latest information on the proposal and progress. The first stage of the Riverside Revitalisation project, which is the area adjacent to the River between Paxton's and the Fish Market, is on track for completion before the end of the year. The \$5.5M contract to Woollam Constructions was awarded in early 2022, and works include a large pavilion, activity shelter, amenities block, picnic areas, a shared path and multiple seating areas overlooking the Pioneer River. River Street has now permanently changed to one- way traffic flow in a westerly direction between Carlyle and Lawson Streets. In the coming month, the structures will be nearing completion, and planting and landscaping will be well underway. The Tender for the next stage, the upgrade of the former riverfront restaurant building at 8 River Street, will be released in November. The Tender for the new pontoon, adjacent to Bluewater Quay, is currently being prepared and will also be issued in coming months. The Riverside Revitalisation Project was successful in receiving funding under the Federal Government Building Better Regions Fund Round Five. The contribution from the Federal Government will be \$4.12M towards a total project cost of \$10M.	
River and Sydney Street Intersection upgrade	•	Council continues to meet regularly with the Department of Transport and Main Roads (TMR) to progress the design of the intersection upgrade at River Street and Sydney Street to improve pedestrian and cycling safety along the Bluewater Trail. The project is listed on the TMR Queensland Transport and Roads Investment Program (QTRIP) successful grants list. Council's project team are completing the detailed design to progress the upcoming tender package which will be released following receipt of the signed funding agreement.	
Activate Mackay City Centre	•	Signage and Wayfinding A tender package for manufacture and installation of signage for Stage 1 of the Riverside Revitalisation Project is currently being finalised and will be released in the coming weeks. <u>Placemaking</u> 'City Heart Fridays' will continue monthly on the first Friday of each month. Council's Mackay City & Waterfront Partnerships Coordinator is working closely with businesses to finalise their activities and create a schedule for each month. The team is also meeting regularly with the representatives from the Chamber of Commerce on a shared approach to activation initiatives in the City Centre. The Mackay City and Waterfront team is currently working on a number of small scale events, in partnership with local businesses, in the lead up to the festive period.	

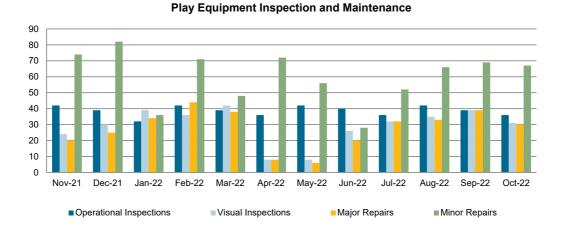
Development Services Monthly Review October 2022

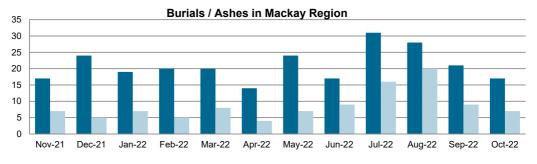
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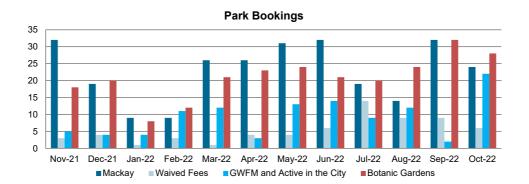
Subscribers	May 22	June 22	July 22	Aug 22	Sep 22	Oct 22
City Centre Facebook Likes	6,607	6,605	6,708	6,751	6,918	6,966
City Centre Instagram Followers	1,459	1,458	1,469	1,486	1,497	1,517

Development Services Monthly Review October 2022

PARKS & ENVIRONMENT







Burials Ashes

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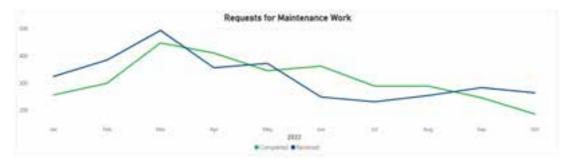
Development Services Monthly Review October 2022

Regional Services F	Projects &	Works
Project	Status	Description / Update of Project
Botanic Areas -		The desilting trial aims to find a solution to create a usable product out of the silt which needs to be removed from the Lagoons at the Botanic Gardens.
Desilting trial project	•	A final report was provided in June and a council briefing was held in July to discuss the options available for desilting the lagoons.
		Project plans to progress the project are being developed for potential future budget consideration.
		The 'Heritage Gardeners' planted some annual flowers and pruned and tidied the garden beds at their working bee in the Heritage Garden.
		The Garden Friends have continued their regular sessions in the nursery, undertaking a range of tasks including propagating plants for the Heritage Garden and assisting with indoor plant propagation. They have also held their regular meeting, Botanic Art Interest Group meetings and a Photo Walkabout workshop focusing on light and composition.
Botanic Areas -		The Tropical Shade Garden and Visitor Information continue to be opened by the Friends on Sundays.
Stakeholder Activities	•	Native Plants Queensland/Society for Growing Australian Plants Mackay held a committee meeting, a regular meeting, plant propagation sessions and the final Regional Forest working bee for the year. They also ran a native plant stall at the Orchid Extravaganza at Queens Park. A special herbarium session was held to collect voucher specimens from plants in the Monsoon Collection.
		The Friday guided tours run by volunteer guides finished at the end of October but will be replaced by afternoon guided walks in November.
		A Horticultural Reference Group meeting was held, and the Monsoon Collection was audited.
		Birdlife Mackay held their monthly bird count.
		Regular activities in the Gardens have included Friday morning yoga classes, Park Run, Falun Gong and children's yoga classes.
Botanic Areas – Activities in the Gardens		A range of activities were held for Bird Week, with some special themed items for sale in the Visitor Centre and a Best Bird of the Botanic Gardens competition. The winner was Willie Wagtail, with the Laughing Kookaburra and Australian Magpie following closely behind.
	*	Mulching has continued across the site, along with weed control, mowing, pruning, hedging and garden bed maintenance. Several collections including the Tropical Shade Garden have received some new plants.
		Several events were held recently including the 300th Park Run event, Sands Walk, a wedding and a charity event in aid of mental health.
		The artwork created by Bucasia Community Kindergarten students and local artist Shelley Engwirda was featured in the Lagoons Gallery.

Development Services Monthly Review October 2022

Botanic Areas – Activities in Queens Park	*	The Orchid Extravaganza was a huge success with 1300 people visiting the Ken Burgess Orchid House and many more attending the plant market. Several vendors sold out early as there were lots of beautiful orchids available for purchase as well as tassel ferns, begonias and native plants propagated by Native Plants Queensland – Mackay Branch. The date has been set for next year's event which will be even bigger and better. Other events at Queens Park included Fiji Day celebrations, Active Squirtz, Global Grooves and Rainbow Pride Family Fun Day. Staff have been busy preparing the Park for events as well as undertaking regular maintenance work and clean-up activities after storms.
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Requests for Maintenance Work



Customer survey results have not been finalised for this period.

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Development Services Monthly Review October 2022

ECONOMIC DEVELOPMENT & TOURISM

Economic Developme	nt and Tou	rism
Team Priority	Status	Action
Regional Growth - Facilitating sustainable and diversified jobs and investment in the Mackay Region	•	Facilitating Development in the Mackay Region Policy Two new applications were approved during October: • Cape Hillsborough Nature Tourist Park • Genius Childcare Centre Pioneer Valley Mountain Bike Trails The tender for the Pioneer Valley Mountain Bike Trail Destination Marketing Plan and Brand Guide closed on 11 October. Assessment of the tenders will take place during November. Round 2 of the Small Business Mentoring Program has been completed and the final report from mentors, Sparrowly Group, has been received. Eight established businesses and start-ups successfully completed the program. The program aimed to assist participants develop their businesses and take advantage of the economic opportunities arising from the Pioneer Valley Mountain Bike Trails Project. The Graduation and Networking events for Round 1 and 2 mentees was held on 27 October. Small Business Support The Economic Development team participated in the Growing QLD Business Road Show on 19 October, along with representatives from the Procurement team. This event included a presentation from the Minister for Energy, Mick De Brenni and Interim CEO QLD Hydro Chris Evans about the Pioneer Burdekin Pumped Hydro project. A review of small business support programs is cur
Visitor Attraction - Developing the Mackay region as a leading tourism and events destination	*	Program. Invest Mackay Events and Conference Attraction Program Two event sponsorships were approved through the Invest Mackay Events and Conference Attraction Program in October 2022: 1. North QLD Athletics Championships 2. Streetsmarts AFLQ Cup NQ Championships. The following Invest Mackay Events and Conference Attraction Program supported events were held in October 2022: • WBBL 2022-2023 Opening Round 5 x Matches • Mack Pop Con • Souths Surburban Bowls Championships • North QLD Surf Lifesavings Championships • Hydrofoil Championships. Mackay Isaac Tourism has created specialised day tours for recent events and conferences and provided visitor guides and local brochures for visiting attendees. The Senior Economic Development Officer is now scheduling a monthly meeting with taxi operators to discuss upcoming events in the region to assist with transportation options, particularly for events.

🛁 🟴 🔣 Mackay весновых сои	INCIL	Development Services Monthly Review October 2022
		This month was also the first of a regular catch up with the commercial operations team at Virgin Airlines to discuss future events with region and is a great opportunity for both parties to share information regarding activities in region and passenger trends.
		Mackay Region Recreational Vehicle (RV) Strategy Reference material and information has been supplied to Otium Planning Group for the development of the RV Strategy. Otium is currently working on market trends and best practice case studies. Council will be briefed on the project in February and March 2023.
		Mackay Region Recreational Fishing Strategy A recreational fishing ambassador program has been established and will commence on 1 November 2022. Four new ambassadors will film and upload recreational fishing content to be used on the Hooked on Mackay social media channels. This is the second ambassador program to be undertaken and strong engagement is expected.
		Online engagement on the Hooked on Mackay social media platforms continues to remain strong each month due to the program of new and interesting content regularly being uploaded.
		<u>Artist trail</u> Initial meetings have been held with a group of Mackay artists to investigate the opportunity of setting up an artist trail in the Mackay region. A working group has been established to commence the formation of an association, and meetings have taken place with Council's Development Planning & Engineering team regarding development approval requirements that may apply. It is expected that the new artists group will be formally established and ready to commence work on the trail in the new year.
		Building Improvement Rebate Program Eight recipients of the Building Improvement Rebate have finalised their projects, while work continues for three recipients due to contractor shortages and scale of projects. Future rounds of this program for 2022-23 will be reviewed in line with available resources.
Liveability and		Activate My Place Program The Keswick Island Art Trail project is now finalised and the applicant has been contacted for the outcome report. Proponents of the Maltese Corner Project plan to commence their project in January 2023 as they are still sourcing additional funding.
Innovation - Creating a vibrant region that is a great place to live and do business	•	Skills Attraction and Retention A working group tasked with investigating the need for a Dedicated Area Migration Agreement (DAMA) has met and developed a survey for prospective employers to identify their interest in using the DAMA process. Once the results of the survey are received, the working group will assess the options to progress the project in response to the challenge of attracting skilled workers to the region.
		National Economic Development Conference 2022 Three officers from the Economic Development & Tourism Program attended the National Economic Development Conference (NEDC) in Sydney on 12-14 October. The theme for the conference this year was "Navigate, Energise, Develop, Collaborate". NEDC is a valuable professional development opportunity for our officers to learn best practice and hear about economic development initiatives from other regions.

Mackay REGIONAL COUNCIL	Development Services Monthly Review October 202
Partnerships and Connections - Working collaboratively with our partners to generate economic outcomes for our community	Development Services Monthly Review October 20: Queensland Cricket It was a successful opening to the WBBL 2022-2023 season in Mackay with 5 matches held over 5 days and some WBBL broadcast records were broken. The season opener on Thursday, 13 October featuring Brisbane Heat and Sydney Sixers was viewed by a national audience of 283,358, making it the second highest viewed season opener in WBBL history. In total five games were broadcast nationally across Seven and Fox Cricket, plus on radio through the ABC TV with the below viewers per game: • Thursday, 13 October – Heat v Sixers: 203,848 • Saturday, 15 October – Renegades v Strikers: 69,201 • Sunday, 16 October – Renegades v Strikers: 69,201 • Sunday, 16 October – Heat v Sixers: 1,307 • Saturday, 15 October – Heat v Sixers: 1,307 • Saturday, 15 October - Heat v Sixers: 1,307 • Saturday, 15 October - Heat v Renegades: 487 In relation to community engagement as part of the WBBL games, the players attended a Heat Girls League and Master Blaster clinic while they were in Mackay. In addition, Heat coaches participated in a forum with Mackay coaches and players focusing on coaching and player development. Resources Industry Network (RIN) The Economic Development team is supporting the delivery of the Company Directors Course, coordinated by RIN. The course is presented by the Australian Institute of Company Directors (AICD) and will be run one day a week over a five-week period from 8 November. Resources Centre

Development Services Monthly Review October 2022

Sarina Sugar Shed			
Strategy / Project	Status	Description / Update of Project	
Operational Performance - Operate a successful tourism facility which meets its performance targets		October is traditionally a quieter month, however, there was a 43% increase in visitation compared to October 2021. This translated to \$93,380 in total revenue, an increase of 31% on last October including revenue from the Good Wine and Food Show of \$11,524.	
			Online retail sales were stronger this month, up 20% on last month, with a free shipping campaign successful in generating additional revenue. The online store has now been in operation for 11 months and has generated \$55,157 in additional revenue over this period. Alcohol sales made up 32% of all retail revenue with the café also preforming well, with an increase of 44% on sales in October 2021.
		In terms of bookings, the relatively new Rum Distillery tour continues to attract additional revenue with 102 tickets sold in October and 62 of those tickets were combined as a value-add to a Sugar Shed tour. Additional tours and events including the Halloween Party, Cocktail Masterclass and Kids Tours also contributed to the positive results for tour ticketing sales.	
			<u>Media</u> Sarina Sugar Shed was featured on Channel 7's Weekender program on 16 October which was repeated a couple of times during the week as a filler program.
		Events and Functions Sarina Sugar Shed held its second annual Halloween event on 28 October with many free and bookable activities including Paint'n'Popcorn sessions with Bottletops & Brushes and a cocktail masterclass for adults. This was a successful event designed to provide a safe and engaging environment for local children wanting to experience Halloween and attract residents to the facility.	
		Sarina Sugar Shed also returned to the Good Food and Wine Show in Brisbane during October, offering tastings and bottles for sale. Almost 20,000 attended the event over 3 days, despite the inclement weather, and there was significant interest in the Sugar Shed stand with very good brand recognition from people who had visited on their travels or who had seen the recent Weekender segment. Sales were excellent, with our stocks of the Chocolate Turkish Delight liqueur and the Lime NOI selling out.	
		Industry Engagement The Sugar Shed Coordinator was invited to attend the 'Conversations with Industry' session conducted in Mackay by Tourism & Events Queensland.	
		The Coordinator attended the 2022 Australian Regional Tourism Convention in Ballarat, with two days of presentations and workshops relating to regional tourism, plus a familiarisation trip to various local food-related businesses. Some of the hot topics included visitor expectations, providing transformational experiences, and the role of local government in regional tourism.	
		<u>Mackay Isaac Tourism Awards</u> Sarina Sugar Shed won two Gold awards at the 2022 Mackay Isaac Tourism Awards for Excellence in Food Tourism and Most Outstanding Contribution by a Volunteer Group. Congratulations and thanks goes out to the Sugar Shed staff and volunteers for their ongoing dedication to providing visitor excellence every day.	

Development Services Monthly Review October 2022

				1	
		Item	August	YTD	Annual Target
	٠	Tour Visitation (Paid)	1,536	3,418	22,000
	٠	Visitation (Total)	4,490	9,314	30,000
Business	٠	Volunteer Hours	212	414	n/a
Operations		Item	August	YTD	Annual Budget
(excluding accruals)	٠	Ticket Sales	33,857	68,645	220,000
acciuais)	٠	Retail Sales	48,409	106,256	555,000
	*	Total Income (incl. Ticket income)	82,266	174,901	775,000
	٠	Total Expenses	125,659	208,012	1,136,935

Economic Indicators (Quarterly)

Indicator	Jun 21	Sep 21	Dec 21	Mar 22	Jun 22	Sept 22
Employment						
Unemployment rate	4.4%	3.5%	2.6%	2.5%	2.7%	NA
Employed persons	66,884	65,844	65,416	65,696	64,142	NA
Real Estate						
Median house sale	\$400,000	\$400,000	\$410,000	\$415,000	\$425,000	NA
Median rent 3 bed house (12 month ending)	\$390	\$400	\$400	\$420	\$425	\$450
Median rent 2 bed unit (12 month ending)	\$300	\$300	\$320	\$320	\$325	\$340
Res vacancy rate	0.8%	0.7%	0.7%	0.6%	0.5%	0.6%
Residential Lot Supply		•	•			
Lots Approved [^]	11	84	116	110	10	NA
Lots Registered	100	55	78	99	44	56

Data relates to the Mackay Local Government Area and is updated on a quarterly basis as it is received by Council.

There is often a 3-6 month lag from the receipt of data for a previous quarter. The 'employed persons' data does get adjusted retrospectively by the source. This may see quarterly figures change but A valuable indicator for recognising trends.
 ^ Queensland Government data (QLD Treasury).
 NA = data not yet released

Development Services Monthly Review October 2022

e-Statistics

	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22
	245	170	238	211	159	176
Mackay	active users					
Region	323	227	267	302	195	198
Joblink	sessions	sessions	sessions	sessions	sessions	sessions
Analytic	1m 29	1m 35	1m 24	2m 51	1m 59	2m 10
Report	average	average	average	average	average	average
	duration	duration	duration	duration	duration	duration
Internet Vacancy Index (Central Qld) Advertised Jobs*	4,000	3,908	4,119	4,360	4,456	N/A
SEEK Advertised Jobs**	1,651	1,669	1,661	1,796	1,657	1,799
Sarina Field of	61	62	41	55	72	56
Dreams	users	users	users	users	users	users
Usage	1,077	1,324	532	498	732	998
Wi-Fi ***	sessions	sessions	sessions	sessions	sessions	sessions
Sarina Field of	314	366	982	366	358	320
Dreams	active users					
Website	421	491	1,286	414	400	364
Visitation	sessions	sessions	sessions	sessions	sessions	sessions
Hooked on Mackay Facebook	4,907	4,946	5,004	5,104	5,591	5,631
Hooked on Mackay Instagram	796	802	805	814	838	853
Hooked on Mackay Youtube Subscribers	236	240	253	254	263	270
Net Free Zone Voluntary Code Sign- ups	694	695	703	716	716	716
Mackay Region Event Organisers Connect Facebook Group Members	115	115	116	118	119	121
Invested in Mackay Subscribers	585	586	589	585	585	587

*This table will now include Federal Government data which reports on the Internet Vacancy Index (IVI). The IVI is the only publicly available source of detailed data on online vacancies, including for around 350 occupations (at all skill levels), as well as for all states/territories and 37 regions. The IVI is based on a count of online job advertisements newly lodged on SEEK, CareerOne and Australian JobSearch during the month. As such, the IVI does not reflect the total number of job advertisements in the labour market as it does not include jobs advertised through other online job boards, employer websites, word of mouth, in newspapers, and advertisements in shop windows. The IVI also does not take account of multiple positions being advertised in a single job advertisement. The data available is broken down as far as Central QLD which includes 9 local Government areas and is calculated on a 3-month moving average.

*** During the month of September and October Red Fox Internet confirmed there were technical issues with the WIFI network which has impacted the calculation of statistics for the usage Sarina Field of Dreams.



Development Services Monthly Review October 2022

UPCOMING EVENTS

Date	Event	Location
2 December 2022	Artspace Mackay – Asia Pacific Contemporary Three Decades of APT (QAGOMA) touring exhibition and Niloufar Lovegrove: Too little Too Much exhibition openings	Artspace
2 December 2022	City Heart Fridays – Christmas Edition	City Heart incl. locations along Wood, Victoria and Macalister Streets.
3 December 2022	Star 101.9's Carols in the Gardens with thanks to Glencore and Mackay Regional Botanic Gardens	Mackay Regional Botanic Gardens Amphitheatre
17 December 2022	Riverfest	Bluewater Quay
31 December 2022	New Year's Eve	твс
25 January 2023	Australia Day Gala Awards	MECC
25 February 2023	Helloworld Travel Expo	MECC
3 March 2023	Mackay Airport Twilight Run	Bluewater Quay
6 March 2023	Zonta International Womens Day Lunch	MECC
8 March 2023	RIN International Womens Day Lunch	MECC
30 March 2023	Masters Swimming QLD State Championships*	ARC & Pioneer River

*Invest Mackay Events and Conference Attraction Program

11.3.2. VEGETATION VANDALISM - EXTREMELY SIGNIFICANT CASE - BUORO STREET, BALL BAY

Author	Jennifer Bailey (Environmental Ranger)
Responsible Officer	Director Development Services (Aletta Nugent)
File Number	013 - Tree and/or Vegetation Vandalism Policy
Attachments	1. Vegetation Vandalism - Buoro Street, Ball Bay [11.3.2.1 - 9 pages]

Purpose

To inform Council of a recent vegetation vandalism incident at Ball Bay that is in the 'Extremely Significant' category, and the actions taken or proposed in line with the Tree and/or Vegetation Vandalism Policy.

Related Parties

Nil.

Corporate Plan Linkage

Community and Environment

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

Background/Discussion

Council adopted the Tree and/or Vegetation Vandalism Policy in August 2017 and made minor amendments in October 2019. The Policy outlines a transparent investigation and decision-making framework when responding to tree and vegetation vandalism events. The Policy provides a consistent approach to deterring and responding to the loss of trees or vegetation arising from deliberate vandalism on Council-managed land.

This report has been prepared in response to an incident of vegetation vandalism which was reported to Council on 12 October 2022 which scored Extremely Significant on the assessment scale. The incident was investigated by Council's Environmental Ranger and an Investigation Report was completed.

The matter is summarised in the table below, and a location map and photographs are provided in Attachment 1.

Date first reported	Location	Details of vandalism	Details of investigation	Action to be taken in line with the Policy
12 October 2022	Foreshore vegetation area in front of 23 Buoro Street, Ball Bay	At least 25 trees which includes the complete removal of some and the extensive trimming of others	Site inspection carried out on 20 October and photographic evidence taken. Phone calls made to nearby property owners. No evidence obtained.	 Replanting at a density of three for one (up to 75 plants) Install one new billboard sign Media release to community Continue to monitor the site

This case of vegetation vandalism is classified as Extremely Significant in accordance with the Policy, and therefore the following actions have been undertaken or are proposed:

- Site assessment, information gathering, and door knocking (contacting) local residents (completed)
- Undertake media about the vandalism (proposed)
- Leave vegetation in place (completed)
- Installation of a 1800 x 3600mm billboard sign (proposed)
- Replanting at the rate of 3:1 (up to 75 plants) (proposed)
- Monitoring of site with regular site inspections (ongoing).

It has not been possible to gather evidence proving the identity of the person responsible for the vandalism. Therefore, enforcement/court action is not recommended in this case, however this will be reassessed should further evidence be obtained.

Consultation and Communication

Consultation has been undertaken with Parks and Environment Program staff and contractors about this incident, and discussions have been held with members of the public as part of the investigation.

Resource Implications

Funds are available for restoration works and signage installation within Council's Parks and Environment Program operational budget. Billboard installation cost only (Council has a stock of billboards) is approximately \$2,284 and the costs of the replanting including 6 months maintenance is \$4,181.83.

Risk Management Implications

The Tree and/or Vegetation Vandalism Policy provides a framework for assessing the significance of damage to trees or vegetation and specifies the action to be taken. Implementation of this Policy demonstrates sound risk management in that it ensures Council has a consistent and transparent approach to responding to vegetation vandalism across the region.

Conclusion

This report provides details of the Extremely Significant tree and vegetation vandalism incident at Ball Bay that was reported on Wednesday, 12 October 2022. It provides information on the action taken or proposed in line with the Tree and/or Vegetation Vandalism Policy adopted by Council in October 2019.

Officer's Recommendation

THAT Council notes the extremely significant tree and vegetation vandalism that has occurred recently at Ball Bay and the following actions proposed to be taken in line with Tree and/or Vegetation Vandalism Policy:

- Undertake media about the vandalism;
- Leave the damaged vegetation in place;
- Install a large (billboard) sized sign (1800 x 3600mm);
- Replant at the rate of 3:1 (up to 75 plants); and
- Monitor the site with regular site inspections.

The Director noted that this was a comprehensive report.

Council Resolution ORD-2022-343

THAT Council notes the extremely significant tree and vegetation vandalism that has occurred recently at Ball Bay and the following actions proposed to be taken in line with Tree and/or Vegetation Vandalism Policy:

Undertake media about the vandalism;

- Leave the damaged vegetation in place;
- Install a large (billboard) sized sign (1800 x 3600mm);
- Replant at the rate of 3:1 (up to 75 plants); and
- Monitor the site with regular site inspections.

Moved Cr Townsend

Seconded Cr Englert

Cr Townsend encouraged members of the community to report any acts of vandalism they observed, noting that the cost to Council of this vandalism will be about \$6,000 with 3 trees to be planted for every 1 vandalised, a bill board erected and letter drop to the community.

Cr May noted that there had been a number of vandalism incidents this year which was very disappointing. Cr May encouraged people to report to Council any incidents of vandalism.

Cr Englert noted that it appeared that it would have take a couple of hours to cut down the trees and urged people to report vandalism to Council. Cr Englert observed that it was likely that the same people who had cut down the trees would be coming to Council to replace the dunal system if there was significant erosion at the same site.

Mayor Williamson noted that people probably forget that Council has spent over \$3M of ratepayers money reestablishing dunal systems.

CARRIED

Vegetation vandalism adjacent to 23 Buoro Street, Ball Bay – October 2022

Locality map of area adjacent to 23 Buoro Street, Ball Bay



Map of area of vegetation adjacent to 23 Buoro Street, Ball Bay on Council Esplanade/Foreshore





Photos of damage













Proposed placement of billboard



11.4. ENGINEERING AND COMMERCIAL INFRASTRUCTURE <u>11.4.1. ENGINEERING & COMMERCIAL INFRASTRUCTURE - TRANSPORT & DRAINAGE MONTHLY</u> REVIEW - OCTOBER 2022

Author Responsible Officer

File Reference

Attachments

- Executive Assistant (Robyn Smith) Director Engineering & Commercial Infrastructure (Jason Devitt) MONTHLY REVIEW
- 1. ECI Transport Drainage Monthly Review -October 2022 [**11.4.1.1** - 18 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review for October 2022.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review for October 2022 be received.

The Director for Engineering and Commercial Infrastructure Jason Devitt, provided an overview and highlights of the Transport and Drainage Monthly Review Report for October 2022.

Cr Mann queried if the results of the employee engagement survey showed a common theme and if so, what action would be taken to address those matters.

The Director advised that there was some leadership focus at ELT level which would flow to Director and program areas, particularly in relation to getting senior leaders out to meet with and listen to staff and implementing various things that they said they would.

Cr Mann noted that there were 7 safety interactions but given the number of incidents, queried if there should be more.

The Director advised that additional safety interactions are not necessarily required, with other ways of promoting safety being to get out and about and talk to staff and also to have safety advisors out talking to staff, in order to refocus staff about safety.

Cr Jones referred to the work undertaken in the Cod Hole area and noted that there were residents in the area who would be pleased to see this work. Cr Jones sought clarification on the asset management laboratory rollout which is now on hold.

The Director advised that with Council's current vacancy level, there was a need to hold over certain projects.

Cr Bella referred to incidents of digging up Telstra cables and queried if Telstra take any responsibility if Council hits a cable which has not been located correctly.

The Director advised that this is an ongoing issue and if cable is buried Telstra will generally seek cost repairs, whereas if the cable is on the surface, they don't seek compensation.

Cr Bella queried if there should be a standard that Telstra perform to.

The Director advised that ideally that would be the case, but Council also has infrastructure that does not meet Council standards.

Council Resolution ORD-2022-344

THAT the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review for October 2022 be received.

Moved Cr Townsend

Seconded Cr Hassan

Cr Townsend highlighted several items from the report including safety, the patching crack map, the cleaning of Mackay's signs and the work done by the drainage maintenance teams.

CARRIED



Engineering and Commercial Infrastructure -Transport & Drainage Monthly Review

October 2022

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

OVER	VIEW	
SAFE	ТҮ4	
1.1. 1.2.	Incidents and Injuries	
FINA	NCE	
2.1.	Operational Financial Report – October 2022	
MAIN	TENANCE ACTIVITIES	
3.1. 3.3. 4.1.	Road and Drainage Maintenance Activities 8 Open Drainage Maintenance 10 Requests for Maintenance Work 11	
ASSE	T MANAGEMENT 11	
5.1. 5.2. 5.3. 5.4. 5.4.2	Asset Management Program – Strategic Goals11Asset Management Projects Update13Asset Maturity Targets16Work in Progress (WIP)16Work in Progress (WIP) – Priority 116	16
5.4.3	Work in Progress (WIP) – Priority 2	16
5.5. 5.6 5.7	Donated Assets 16 Work Requests / Work Orders 17 Asset Data Capture System 18	

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Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

OVERVIEW

This report is for Transport and Drainage activities during the month of October 2022. Significant items in this period include:

- Sixteen safety incidents were reported during October 2022. These included nine incidents causing asset damage involving Council assets, one insect bite/sting, two muscular stress incidents, one incident where a moving object hit part of the body (face) and two near misses.
- Civil Operations has held Team Meetings across all areas to deliver and discuss Employee Engagement Survey Results. Common themes have transpired across Teams that will enable us to critique action planning and follow up. Teams showed appreciation for the \$500 one-off proposed payment in recognition of the increasing cost of living.
- Preliminary discussions and planning have been progressed in preparation for the upcoming emergency season encompassing Emergency Management Response, Flood Levee Management and QRA Process. Additional workshopping and updating of the Preparedness Manuals are in progress aligning with other affected and supporting business units.

Director Engineering & Commercial Infrastructure



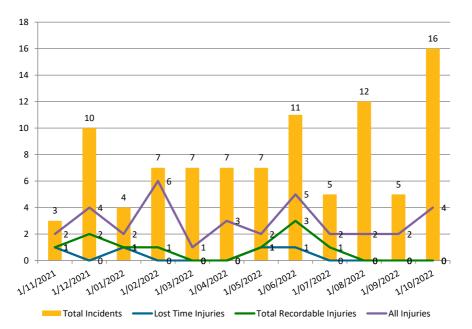
Engineering & Commercial Infrastructure

Transport & Drainage Monthly Review > October 2022



1.1. Incidents and Injuries

The incident statistic details a summary of the Transport and Drainage safety incident performance. Transport and Drainage aspires to achieve zero harm with a stretch target of zero injuries.



October 2022 Summary:

- Seven safety interactions undertaken.
- Five site safety inspections were completed.
- 92% of monthly action plans activities were carried out.

Sixteen incidents were reported during October.

The following injuries to MRC employees were reported during October:

- FAI While loading illegal dumping, grazed arm against tailgate.
- NTI While lifting quarter full wheelbarrow into truck, felt pain in shoulder.
- NTI Whilst conducting footpath maintenance worker was lifting pieces of concrete into a truck and felt pain in his lower back.
- NTI Bitten by unknown insect, resulting in sharp pain for 15 minutes.

The following asset damage incidents involving MRC employees were reported during October:

- While flail mowing, misjudged distance and collided with head wall, causing damage to mower.
- Found small bend in front spray bracket, unsure how it occurred.
- While reversing, mud flap caught under tyre and was damaged guard.
- While performing drainage works, dug up shallow buried Telstra cable.

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Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

- NSM vehicle sped through worksite, side swiping MRC vehicle.
- While excavating, backhoe was removing concrete which struck and damaged water main.
- While moving truck forward, tail gate latch struck open door on truck in the next bay.
- While operating sweeping truck, reversed into parked car.

The following near miss incidents involving MRC employees were reported during October:

- While towing, clip that secures ramp in place has come loose, causing ramp to fall down.
- NSM truck swerved off road to avoid vehicles stopped by traffic control at worksite.

The following incidents involving a contractor were reported during October:

- While reversing flocon, hit pile of millings, damaging pan.
- While putting cargo net over back of Ute, pulled hook down to secure net in place. Hook slipped and hit above left eye.

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

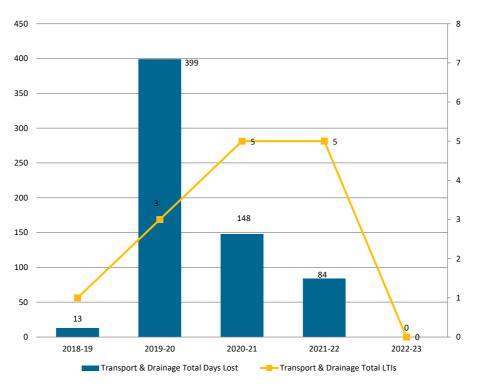
Glossary

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

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

1.2. Lost Time Injuries & Days Lost

Transport and Drainage aspires to achieve zero Lost Time Injuries by improving safety performance by developing a proactive safety culture and implementing best practice safety management across all business areas.



	20	18-19	20	19-20	2020-	21	2021	-22	2022	2-23
Department	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Civil Operations	1	13	3	399	5	148	5	84	0	0
Transport & Infrastructure Projects (field services/CP)	0	0	0	0	0	0	0	0	0	0
Transport & Drainage Infrastructure Planning	0	0	0	0	0	0	0	0	0	0
Assets	0	0	0	0	0	0	0	0	0	0
Transport & Drainage	1	13	3	399	5	148	5	84	0	0

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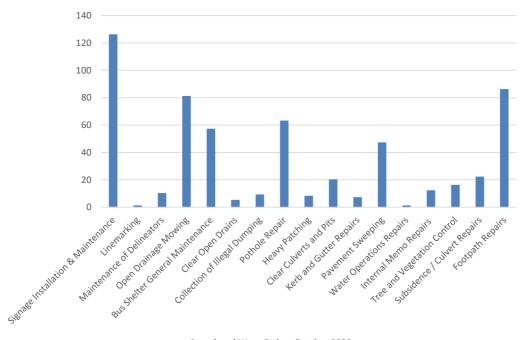
Financial data for the month is being presented in the Strategic Financial Report.

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

MAINTENANCE ACTIVITIES

3.1. Road and Drainage Maintenance Activities

The following chart details maintenance activities completed during the period as recorded in our Assetic Maintenance Management System (MMS), together with the monthly average.



Completed Works Orders October 2022

Completed Wors Orders October 2022

The 2022 Program of Heavy Patching is progressing as planned and is on target to be completed early in November 2022. The time frame for these works is unchanged from the previous reporting period. Some wet weather has seen an increase in Customer Requests for pothole repairs, however, this is considerably less than in previous years as a result of heavy patching being completed in known break out areas.

We will be embarking on trialling a new product in different locations specifically for pavement failures. The AJT Crack Mat is designed to be installed over early signs of asphalt fatigue or over pothole repairs to prevent them from blowing out again after rain event. This product is very similar to a bitumen seal so will, therefore, have an expected life of approximately 5 - 7years. It is anticipated that the shelf life will reduce maintenance activities. Furthermore, this product may provide advantages when applied to crack defects in the footpath network allowing for an expediated remediation.

Cleaning of MACKAY signs is in the planning stage with works anticipated to be completed by the end of the month weather permitting.



Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

Unfortunately, since the last monthly review, two street sweeper operators have resigned to take up other opportunities which has resulted in the need to hire an external sweeper to supplement operations. This sweeper will be delivering sweeping in North Mackay and then moving on to Mt. Pleasant and then Glenella. The current short-term strategy is to backfill the northern side sweeper program works. These works are being delivered by contractors and it is expected that we will retain these services through November 2022 and into December 2022 depending on workload, and uptake of recruitment campaigns and associated training.

The purge of the data pickup for footpaths and kerb and channel has been completed with spatial data yet to be recognised. In recognition of significant scope increase with identified defects at intervention level for footpath assets, the business is assessing associated risk impacts and proposed mitigation strategies which will be presented to the Executive Leadership Team for endorsement this month.

Both Dalrymple Road and Mackay Harbour line marking have now been completed. Our Team is presently at Slade Point with a forward plan to then move to Andergrove and Beaconsfield. Weather permitting, these works will continue through until the Christmas Shutdown. Line marking of the roundabout at Broadsound Road, Ooralea has been completed post heavy patching works in the area. Intersection line marking at Chelona School, resulting from an internal traffic investigation, has also been completed.

3.2. Unsealed Road Maintenance Activities



The Capital Works at Treveys Road, Mt Ossa have been completed. Works For Queensland (W4Q) programmed grading has been impacted by ongoing reduced resources and the availability of skilled grader operators. Approximately 70% of the W4Q Program has been completed to date and we are still anticipating completion of the Program by the end of January 2023. Some additional contract resources have been engaged to supplement our existing Grading Teams to maintain production.

Road Asset Condition Assessment System (RACAS) road inspections are in progress with the Calen and Central area roads completed. The newly installed RACAS units are delivering improved productivity, better graphics and data capture. This information will be used as pre-event road condition assessments and to manage our Grading and Gravelling Program of Works moving forward.

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

3.3. Open Drainage Maintenance

The Special Drainage Maintenance as planned for Wilson Drain on Miran Khan Drive, Armstrong Beach has now been completed. Special Drainage Maintenance at Lockerbie Street Drain in Beaconsfield has been mostly completed with the exception of tidal flaps on five outlets which are planned to be installed in the next week following procurement delivery.

Continuation of open drainage maintenance remains a high priority in preparation for the upcoming wet season. The Drainage Maintenance Teams are currently working in Paget and Bucasia areas. To bolster labour outputs, we have engaged two temporary labour hire resources to assist with the delivery of groundwork. These resources will be retained through until the New Year to mitigate current vacancies.

The removal of tidal sand and silt build up at the Cod Hole Beach Outlet is in progress. These works are being delivered by contract resources and it is anticipated that these works will be completed this week.

3.4. Bridge Maintenance

Scoping associated with contractor Bridge Maintenance is in progress to deliver the works associated with Level 2 Inspections undertaken in 2021. These works are being managed through Capital Works.

Clearing of bridge accesses for Level 2 Inspections is now complete. The Level 2 Bridge Inspections are due to commence with this inspection data being managed by Transport & Drainage Infrastructure Planning. It is anticipated that this will produce a significant workload associated with identified defects.



Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

4.1. Requests for Maintenance Work

Customer survey results have not been finalised for this period.

ASSET MANAGEMENT

5.1. Asset Management Program – Strategic Goals

The Asset Management Program had two (2) new starters commence in October 2022 in Asset Project Officer roles. There was also approval for a minor structure change that will result in the removal of one (1) coordinator position, creation of two new officer level roles and conversion of existing vacant role. These new positions will be advertised in the coming weeks. The intent of this change is to clarify reporting structures within the Team and increase resourcing to complete asset information management related activities.

The Asset Management Program is continuing to deliver project work and drive down the outstanding Work in Progress (WIP), Donated Assets and Work Order backlogs, however, ongoing vacancies cause progress to be slow. Asset Management is continuing to work with the Development Services and Capital Departments to improve the process for As-Constructed information capture and transfer to reduce the risk of asset information not being captured in a timely manner. It is considered that this risk will be reduced in the coming months as the new starters build capability in capture and recognition of assets.

The Asset Management Program Operating Model Review Project was presented to the Executive Leadership Team (ELT) in October 2022 and ELT supported the development of a Business Case to justify implementation of a Target Operating Model (TOM) that will be focused on consolidating the function of the Asset Management Program in relation to asset information and asset health and performance. The Business Case will be developed over the coming months and will involve engagement with impacted internal parties. Making a change to a more centralised approach to delivery of asset management functions will align with changes made by neighbouring Local Government Areas (LGAs).

Recruitment

Position Number	Position Title	Туре	Recruitment Status
AM0001	Manager – Asset Management	Contract	Recruitment unsuccessful. Position description for role to be reviewed based on outcomes of Asset Management Program Operating Model Review Project. Role expected to be advertised in the coming weeks.
AM0016	Asset Management Specialist	Permanent	Recruitment process was unsuccessful and the Acting Manager is working with other LGAs to understand how they are resourcing this function and if there are any lessons/approaches that can be applied for MRC.

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

AT2307	Asset Information	Traineeship	New Trainee role recruitment to be
	Trainee		completed in the coming months.
AM0019	Asset Technical	Permanent	New role to be recruited in the coming
	Officer		months.
AM0020	Senior Asset	Permanent	New role to be recruited in the coming
	Officer		months.
AM0021	Senior Asset	Permanent	New role to be recruited in the coming
	Officer		months.

Performance and Governance

In line with the Internal Audit recommendations, the Asset Management Program will review all Terms of Reference of the Governance Groups that have been created ensuring that they are functioning effectively and are reporting to their higher Groups.

Meeting Held	Attendance 2022				Actions	
Meeting Held	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	New	Outstanding
AVRG Roads	68%				1	4
AVRG Water, Sewer, and Waste	80%				0	5
AVRG Parks and Environment	73%				0	2

Qtr. 2 AVRG Meetings will be held in November 2022

Asset Valuations

Asset Valuations are completed by Asset Class on a rolling three-year basis. Asset Valuations are delivered between Financial Services and Asset Management with ownership of the Corporate Risks around Asset Valuations residing between the Manager Financial Services and Manager Asset Management.

MRC is planning to complete comprehensive Revaluations for Site Improvements, Buildings and Land Financial Asset Classes in the 2022/2023 financial year. The Asset Management Program is working closely with the impacted asset owners and Financial Services in completing project planning and preliminary activities to support the completion of the Asset Valuation. The Valuer will be appointed in November 2022 and Asset Management will continue working with Financial Services and the Asset Owners to provide support.

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

5.2. Asset Management Projects Update

No projects were finalised during October 2022.

The current Asset Management Projects have progressed as per the below table.

Property Services - Predictor Pilot

Project Status							
Overall Status	On Track	Schedule	At Risk				
Project Update		Risks					
presented to ELT	 Predictor Tool and condition data to be presented to ELT. A date to confirmed for end of November. 		Data Not Meeting the has been collected is too ncially manageable. Predictor is more maintenance and not ay affect the ongoing use				

Laboratory Maintenance Rollout

Project Status					
Overall Status	On Hold	Schedule	On Hold		
Project Update		Risks			
the data cleanse of the Laboratory • The Project Plan • Large Ins contracts • Parts – B • Parts – A Thermon • General S Fences, e • A phase consists	has outlined 4 phases: struments (service) alance, Auto Pipette, etc utoclaves, neters, Incubators Site Assets – Buildings,		ect is dependent on t Management and the orkloads and staff ID, etc) may impact		



Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

It was agreed between Asset Management and
Water Treatment that engagement would begin
again in January 2023.

Transport & Drainage - Shepherd Engagement and Data Structure

Project	Project Status						
Overall	Status	At Risk	Schedule Risk				
Projec	t Update		Risks				
 Data Structure sign-off documents received from Asset Owner. A final review of documents to be undertaken by Asset Management to complete requirements. 		Loss Data During Purge Potential loss of Carpark and Kerb and Channel data during Assetic purge. Preventative measures are being implemented.					
•	• Data Review has been completed for Pathway assets as there is no comparative data for Kerb and Channel assets. Still finalising some outstanding matters with the contactor.		0,				
•	This Project is to continue in parallel wit Maintenance Review of Civil Operations						

Assetic - Maintenance Module Review

Project Status							
Overall Status On Track		Schedule	On Track				
Project Update		Risks					
 has identified enh Assetic and will b a package. The enhancement 	users of Assetic who	priority for Assetic or wi Update:	ents will be reviewed in package to be sent to				



Parks and Environment – Data Structure Creation

Project Status							
Overall Status	On Track	Schedule	On Track				
Project Update		Risks					
and Environment	was held with the Parks team to discuss the d Environment are very ward.	Key staff members will approximately two mon Update: Prioritisation Workshop November 2022.	ths during the project				

Sport, Recreation and Event Facilities Audit Project

Project Status			
Overall Status	rall Status On Track		On Track
Project Update		Risks	
Community and L	was held with the ifestyle to discuss tion regarding Sports, vent facilities	due to a lack of clarity a function/activity. This n of truth" information cha Update: Meetings to be held in I	ths during the project o capturing and elating to these asset as effectively as it could around responsibility for nakes obtaining "source

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

5.3. Asset Maturity Targets

There has been no significant change to the Asset Maturity state for October 2022.

5.4. Work in Progress (WIP)

During October 2022, Asset Management completed the asset capture of **11** WIP projects from Priority 1 and 2. These **11** projects represent a total capital value of **\$1.6M**.

A review of the WIP Tracker identified 15 projects that were completed by Asset Management in the 2021/2022 financial year, however, completed dates were empty. This information has been repopulated for **15** projects with a total of **\$5.8M**

5.4.2 Work in Progress (WIP) – Priority 1

Priority 1 (>365 days old)	Gateway Status				
Total Priority 1 Backlog	Total Number	Asset Technical	Number		
\$6.9M	28	\$1.17M	3		

5.4.3 Work in Progress (WIP) – Priority 2

Priority 2 (>90 days old)	Gateway Status				
Total Priority 2 Backlog	Total Number	Asset Technical	Number		
\$25M	102	\$5M	13		

The total value of Capital Projects to be capitalised is \$53 million with the number of projects being 190.

5.5. Donated Assets

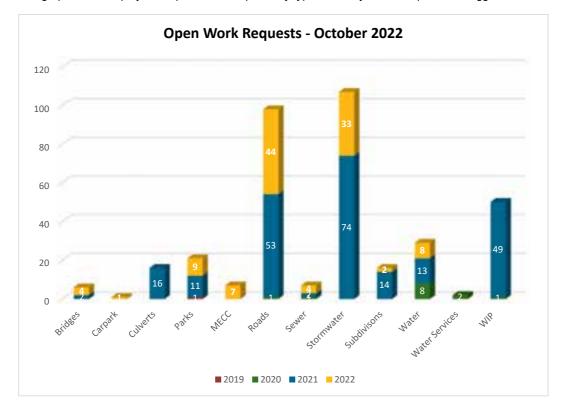
The following table outlines the applications received and completed for Donated Assets.

Donated Assets	Number Completed October 2022	Number Outstanding
Subdivisions	3	1
Other Donated	1	2
Non-Developer Donated	0	0

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022

5.6 Work Requests / Work Orders

The total of outstanding Work Requests for October 2022 is **360**. A total of **21** new Work Requests were lodged.



The graph below displays the open Work Requests by type and the year the request was logged.

The total of outstanding Work Orders for October 2022 is 1,047. This includes:

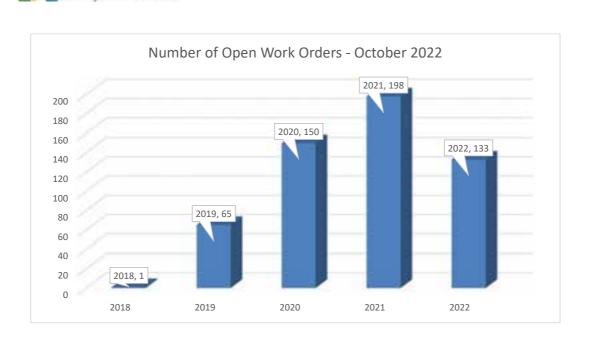
- 547 open Work Orders that were created from a Work Request.
- **500** open Work Orders that have been created for internal Asset Management, Financial Services or GIS work processes. Five (**5**) Work Orders have been finalised in October 2022.

Work Orders remain open until all assigned Tasks are completed. This includes Tasks that are assigned to the other corporate asset stakeholders e.g., GIS, Financial Services, asset owners/maintainers.

Asset Management has completed 25 Tasks across various Work Orders.

The graph below displays the total number of Work Orders that are outstanding and the year the Work Order was logged. Please note, this only includes Work Orders that were created from a Work Request.

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > October 2022



5.7 Asset Data Capture System

• ESRI / Assetic Integration

A Test of the stormwater drains with the integration has been tested for asset attributes, functional locations and asset associations. Further testing is required on the development of components. Members of the Asset Management Program will be visiting Redland City Council in November 2022 to discuss the implementation of this solution including knowledge sharing on integration scripts.

• Templates (Database)

No further progress on templates.

• ADAC

Awaiting the purchase of the ADACX Software to convert drawing files to ADAC files.

11.4.2. ENGINEERING & COMMERCIAL INFRASTRUCTURE - WASTE SERVICES MONTHLY REVIEW -OCTOBER 2022

Author Responsible Officer

File Reference

Attachments

Executive Assistant (Robyn Smith) Director Engineering & Commercial Infrastructure (Jason Devitt) MONTHLY REVIEW

1. ECI - Waste Services Monthly Review October 2022 [**11.4.2.1** - 16 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Waste Services Monthly Review for October 2022.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure – Waste Services Monthly Review for October 2022 be received.

The Director for Engineering and Commercial Infrastructure Jason Devitt, provided an overview and highlights of the Waste Services Monthly Review Report for October 2022.

Cr Mann noted that the summary of the report stated that there were 2 safety incidents but further down in the report it says 1, and queried which was accurate.

The Director advised that he would check but assumed that the correct number would be displayed in the summary.

Council Resolution ORD-2022-345

THAT the Engineering & Commercial Infrastructure – Waste Services Monthly Review for October 2022 be received.

Moved Cr Hassan

Seconded Cr Jones

Cr Hassan noted that waste was a large and important part of Council and it was pleasing to see so few safety incidents. Cr Hassan highlighted several items from the report including bin lifts, the community education activities and the recently held meeting of LAWMAC in Mission Beach.

Cr Bonaventura noted the number of new bin services and advised that a resident had complimented him on the bin replacement system, noting that it worked very efficiently. Cr Bonaventura asked the Director to pass on Council's thanks to the contractors.

Cr Jones noted the great job the staff are doing on the War on Waste Program, advising that it is great for adults to listen to the lessons their children can teach.

Cr Townsend noted that contaminated items were finding their way into recycle bins and urged residents to think before putting items into their bins.

CARRIED





Engineering and Commercial Infrastructure -Waste Services

Monthly Review October 2022

Engineering &	Commercial	Infrastru	cture
Mor	nthly Review >	· October	2022

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OVERVIEW

This report is for Waste Services activities for the October 2022 period.

Significant items in this period include:

- There were two safety incidents recorded during the period with both being contractor related.
- "War on Waste" style Bin Audits conducted in October 2022 at Eton State School.
- Tonnages received at Hogan's Pocket Landfill for October 2022 (7,149 tonnes) were lower than those received in September 2022 (7,716 tonnes).
- 853 tonnes of green waste were received which is an increase over the previous month.
- 197.96 tonnes of material were sold at the Incredable Tip Shop during this period.
- The Dump Voucher Redemption Rate for Season 22B was 7.3% for the rating period with 11,099 vouchers redeemed out of 151,743 (available vouchers) as at the end of October 2022.

Director Engineering & Commercial Infrastructure

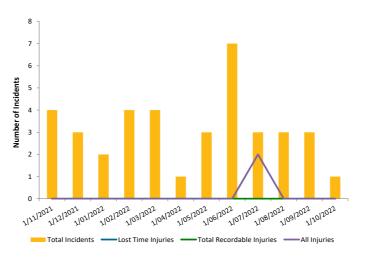


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Engineering & Commercial Infrastructure
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SAFETY

1.1 Safety Incidents and Lost Time Injuries

Waste Services aspires to achieve zero harm with a stretch target of zero injuries. The following incident graph details a summary of the Waste Services safety incident performance.



October 2022 Summary:

• 75% of monthly action plan activities were completed

(Please Note – 100% of monthly action plan activities were completed but the date the Toolbox Talk was completed was inadvertently not recorded in the applicable spreadsheet so this was not captured in the statistics.)

There was one incident reported during October.

The following incident involving a contractor was reported during October:

• Material smouldering at input area, material extinguished

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

 Glossary
 Any unplanned event resulting in or having a potential for injury or ill health.

 Lost Time Injury (LTI)
 Incidents that resuited 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 resuit in a Lost Time Injury (LTI), Suitable Duties Injury (SDI) and Medical Treatment Injury

 NTI
 Non-Treatment Injury

 FAI
 Kedical Treatment Injury

 MTI
 Medical Treatment Injury

 SDI
 Suitable Duties Injury

 LTI
 Lost Time Injury

1.2 Lost Time Injuries

Waste Services aspires to achieve zero Lost Time Injuries by improving safety performance and developing a proactive safety culture while implementing the best practice of safety management across the whole of Waste Services.

	2	017-18	2018-19		2019-20		2020-21		2021-22	
Department	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Waste Services	0	0	0	0	0	0	0	0	0	0

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Engineering & Commercial Infrastructure
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FINANCE

2.1 Community Service Obligations – Fee Waivers

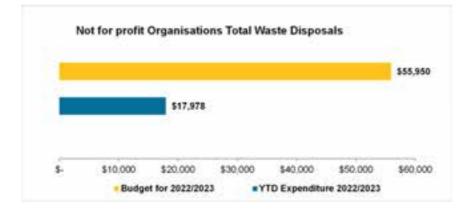
The graph and the table below show the Charities' and Organisations' expenditure to 31 October 2022. Tonnage rates apply however minimum gate charges will override when applicable.

Expenditure for the Period:

Charity/Organisation	Oct-22		YTD Expenditure 2022/2023		Budget for 2022/2023
	Tonnage	\$ (excl gst)	Tonnage	\$ (excl gst)	\$ (excl gst)
Adopt-a-Spot			0.00	\$0.00	\$80.00
Bolzys Go4 Services	0.06	\$14.27	0.16	\$57.08	\$900.00
Community Accommodation & Support			0.00	\$0.00	\$80.00
Iona West Mens Shed			0.00	\$0.00	\$80.00
Kidney Support Network Inc	0.14	\$20.49	0.40	\$58.55	\$800.00
Lifeline Mackay	20.06	\$2,936.06	74.40	\$10,889.46	\$28,000.00
Mackay Coloured Co-op.	0.66	\$157.14	1.14	\$280.93	\$1,400.00
Mackay & District Spinal Injuries Assoc Inc			0.00	\$0.00	\$80.00
Mackay Regional Housing Company			0.00	\$0.00	\$700.00
New Life Christian Church	0.48	\$114.28	1.08	\$209.44	\$700.00
RSL Pioneer - Fitzroy District			0.08	\$19.05	\$550.00
Sarina Landcare Catchment Support			0.00	\$0.00	\$110.00
Society of St Vincent De Paul	6.34	\$927.94	31.56	\$4,619.25	\$11,500.00
St Vincent De Paul Society - Sarina			0.00	\$0.00	\$860.00
The Salvation Army	3.44	\$503.50	12.09	\$1,781.98	\$10,000.00
The Samaritan House	0.06	\$14.27	0.26	\$61.86	\$110.00
TOTAL	31.24	4,687.95	121.17	\$17,977.60	\$55,950.00

October 2022 Summary:

Year to date expenditure for Not-for-Profit Organisations is reported on a calendar month basis.







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Engineering & Commercial Infrastructure
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2.2 Waste Financial Report

Financial data for the month is being presented in the Strategic Financial Report.

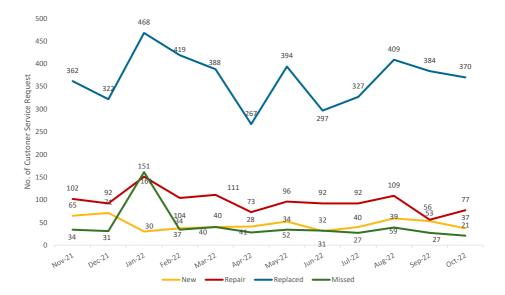
2.3 Operating Result for Waste Fund

Financial Data for the month is being presented in the Strategic Financial Report.

CLIENT SERVICE

3.1 Number of Bin Requests Actioned by Bin Contractors

The following graph shows the number of bin requests actioned by Bin Contractors for October 2022.



October 2022 Summary:

The statistics for October 2022 are as follows:

- 37 New Bin Services annual median of 46
- 77 Repaired Bins annual median of 96
- 370 Replaced Bins annual median of 367
- 21 Missed Bins annual median of 42

Approximately 265,068 bin lifts were performed during the month of October 2022 of which 37 were New Bin Services.

A total of 468 Bin Maintenance Requests were received of which 21 were Missed Bins, 77 were Bin Repairs and 370 were Bin Replacements.

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Requests for New Bin Services were sixteen less than for the previous month. The number of Missed Bins where lower and Bin Repairs were higher than for September 2022 and Bin Replacements were slightly lower this month by 14.

There were 21 Missed Bins by the Contractor which represents 0.00792% of the total number of bins collected: 20 general waste bins and one recycling bin were missed.

For clarity, Waste Services reporting on New Bin Request numbers is for New Bin Services. A standard New Bin Service includes one general waste wheelie bin and one recycling wheelie bin.

3.2 Dump Vouchers

Vouchers are valid for the relevant 6-month rating period (A= April – September and B= October – March)

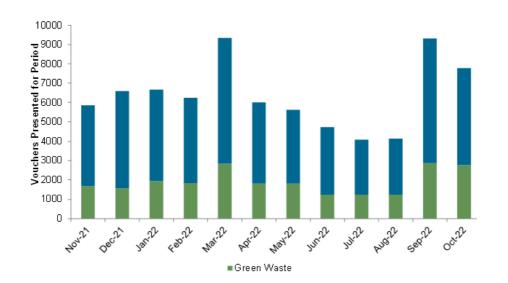
	No Vouchers issued	No Vouchers use	%
15' (valid to 31 March 2015)	145,344	34,494	23.7%
15A (valid to 30 September 2015)	146,313	32,414	22.2%
15B (valid to 31 March 2016)	146,790	38,080	25.9%
16A (valid to 30 September 2016)	147,456	36,739	24.9%
16B (valid to 31 March 2017)	147,411	41,977	28.5%
17A (valid to 30 September 2017)	147,411	35,564	24.1%
17B (valid to 31 March 2018)	147,555	40,119	27.2%
18A (valid to 30 September 2018)	147,693	35,546	24.1%
18B (valid to 31 March 2019)	147,984	41,772	28.2%
19A (valid to 30 September 2019)	148,416	38,731	26.1%
19B (valid to 31 March 2020)	148,647	44,898	30.2%
20A (valid to 30 September 2020)	148,905	41,573	27.9%
20B (valid to 31 March 2021)	149,175	38,997	26.1%
21A (valid to 30 September 2021)	150,000	36,585	24.4%
21B (valid to 31 March 2022)	150,657	38,819	25.8%
22A (valid to 30 September 2022)	151,428	38,306	25.3%
22B (valid to 31 March 2023)	151,743	11,099	7.3%

Total number and \$ value of vouchers presented	to date:	
2014/2015 Financial Year (to 30.06.2015)	58,276	\$419,227
2015/2016 Financial Year (to 30.06.2016)	75,459	\$553,204
2016/2017 Financial Year (to 30.06.2017)	76,790	\$542,853
2017/2018 Financial Year (to 30.06.2018)	72,685	\$558,552
2018/2019 Financial Year (to 30.06.2019)	77,218	\$639,860
2019/2020 Financial Year (to 30.06.2020)	85,258	\$643,421
2020/2021 Financial Year (to 30.06.2021)	83,013	\$618,756
2021/2022 Financial Year (to 30.06.2022)	84,527	\$579,211
2022/2023 Financial Year (to 30.06.2023)	25,327	\$225,613

October 2022 Summary:

During July 2022 and August 2022 there was an issue with the Mandalay reporting resulting from an upgrade. The figures have now been updated. The redemption rate for period 22B was 7.3%. The voucher usage for the month of October 2022 was slightly higher than the reported usage for the same period last year, however, is within the expected range of +/- 2%.

Engineering & Commercial Infrastructure Monthly Review > October 2022



3.3 Community Engagement – Education

"War on Waste" style Bin Audits conducted in October 2022 at Eton State School.

Talks to kindergarten students occurred as follows:

- Bucasia Kindergarten 44 students
- C & K Kindergarten Walkerston 50 students
- Goodstart Eimeo 25 students

A composting talk was delivered to 70 students at Saint Francis Xavier Catholic Primary School.

3.4 Material Recovery Facility (MRF)

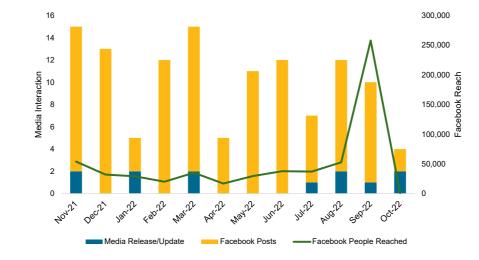
Tours were conducted in October 2022 for the following schools:

- Dundula State School 26 students
- Northview State School 56 students
- Saint Mary's Catholic Primary School 80 students
- Seaforth State School 28 students

3.5 Education Programs in the Community

- A recycling talk was presented to 30 residents of Eaglemount Retirement Resort in October 2022
- Waste Services attended Seniors Week with approximately 180 engagements with the general public

Engineering & Commercial Infrastructure Monthly Review > October 2022



3.6 Community Engagement – Social Media

October 2022 Summary:

There were 2 Media Release/Updates and 2 Facebook Posts for the October 2022 period:

- 33 likes for "Disposable nappies do not belong in your recycling bin"
- 2 likes for "Smouldering at MRF caused by a laptop battery in kerbside recycling bin causes another near-miss"

ASSET MANAGEMENT

4.1 Hogan's Pocket Landfill Waste Disposal Tonnages

The chart shows the continued variability in waste disposal tonnages for the region.



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October 2022 Summary:

The total waste received at Hogan's Pocket Landfill for October 2022 was 7,149 tonnes which is a decrease of 567 compared to the previous month. There were decreases of 154 tonnes in Commercial and Industrial, 137 tonnes in Limited Regulated Waste, and 278 tonnes in Municipal Solid Waste and an increase of 4 tonnes in Construction and Demolition when compared to the previous month.

Currently there is a general trend of decreasing tonnes of waste going to landfill for disposal. This will be monitored to understand if this has become an entrenched change.

4.2 Green Waste Management

1600 1400 1200 1000 Tonnes 800 600 400 200 0 Janil 480-22 Marill POLIS Mayili JUNIZZ JULL AUGIL Decili Serie OCEL 404.2 Month Greenwaste Received Greenwaste Processed

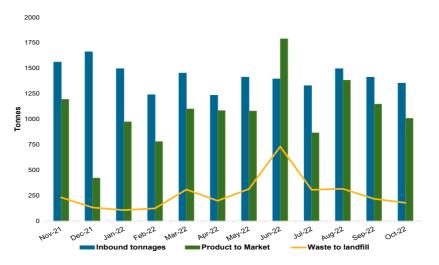
The following graph illustrates the tonnage for green waste received and processed for past 12 months.

October 2022 Summary:

853 tonnes of green waste were received for the reporting period which is an increase of 146 tonnes over the previous month. Tonnages received are slightly lower than for the same reporting period last year. The amount of material processed for the month was 1,406 tonnes which is an increase of 1,189 tonnes over the previous month.

4.3 Material Recovery Facility Operations

The following graph shows tonnages of materials received and processed at the Materials Recovery Facility (MRF) for the past 12 months.



October 2022 Summary:

Inbound and Product to Market tonnages decreased slightly during the month.

Transport News

Transport costs are continuing to be impacted by high fuel prices.

Market News

The recycling market prices continued to soften this month. The cost for the transport of paper eliminates the profit margin. Cardboard and HDPE prices remain down primarily due to oversupply of product. Demand for aluminium is also down this month.

Plant News

The MRF paper bailer had electrical issues during the month. The plant was shut down for a couple of days while the electrical issue was resolved.

Civil Operations crews completed pavement patching work on the hard stand at the back of the MRF.

Contamination News

Re-Group has provided additional resources to reduce waste material contamination in the final bales produced for the markets. Additional sorters are making improvements to the plant.

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4.4 **Resource Recovery Facility – Tonnages**

waste sent to landfill over the 12-month period.

October 2022 Summary:

There was a slight decrease in tonnage sales and tonnes of material transported to landfill during October 2022 when compared to September 2022. This is reflecting the decrease in overall tonnes being received by Council for processing.

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REGULATORY COMPLIANCE

5.1 Surface Water Discharge Management

There were no stormwater releases during October 2022.

5.2 Waste Facility Audits

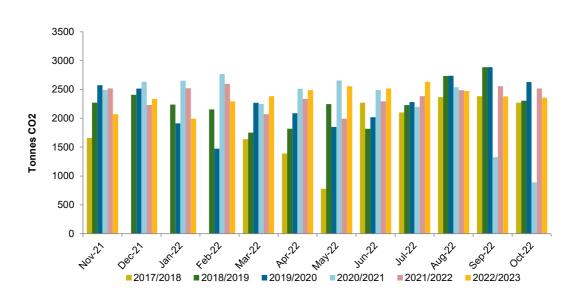
Inspection Frequency	Number required	% Complete	Completed/ Carryover	Comments
Bi-Monthly	17	88%	15/17	Hogan's Pocket Audits will be completed during November 2022.

October 2022 Summary:

A total of 15 Waste Facility Audits were completed during this period with an additional two being carried over to November 2022.

5.3 Landfill Biogas Safety

The graph below displays five years of monthly gas destruction in real time.



October 2022 Summary:

The bio-gas flare operated with 2,355.00 tonnes of CO_2 -e (280,400 LFG volume Nm3) being flared for the period which is within the expected range.

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MANAGEMENT INITIATIVES

6.1 COVID-19 – Waste Services Status

Waste Services continues to implement relevant parts of its Business Continuity Plan and has continued to apply all Council, State and Australian Government directives where necessary.

In terms of operations:

- The Waste Services Team has seen some impacts due to COVID19, however, core operations have continued to be delivered
- All sites and services are open as per normal operations
- Collection Services currently operate as per normal operations; and
- Some Consultancies have been impacted and have implemented working from home protocols

As the current situation evolves, Waste Services will continuously monitor any impacts and, with approval, modify and respond in accordance with the local circumstances.

6.2 Current Waste Services Management Improvements

Waste Services has been working on several initiatives this month to improve our business. Some of the business improvements currently in progress include:

Bi-Annual Recycling Bin Survey

The Bi-Annual Recycling Bin Report was finalised this month. The survey was conducted in July and August 2022.

Key findings were:

- 29% of households presented recycling bins with Level 1,2 or 3 contamination (498 out of 1,701 households had contamination), with 70% of households presenting bins with no contaminates visible.
- o 31% of households showed no improvement and continued to contaminate their recycling bin.
- 45% of households improved their recycling practice as a result of this survey intervention.
- 32% of households did not present their recycling bin on the next collection day/s after recording bin contamination.
- o 18% of all general waste bins inspected contained recyclables.

The percentage for the top ten recycling contaminants as listed below:

- o 19% Plastic bags
- 19% Other: products such as used tissues, wipes and paper towels, bubble wrap, appliances, cigarette butts and toys.
- o 14% Soft Plastic.
- o 12% Recycling in Bags.
- o 8% Textiles and clothing.
- o 7% Polystyrene.
- o **7% Food**.
- o 5% Green waste.
- o 3% Steel, pots, and pans.
- o 3% Building Material.

The report has key recommendations and will be distributed to Councillors in November 2022.

Capital Project - Stormwater Network Improvements Project at Hogan's Pocket

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Project is scheduled for construction in 2023/2024 financial year.

• Operational Project - Asset Management Project

The project is in the Asset Maintenance Phase. Progress this month includes:

 This project had a pause for a couple of weeks while absences within the Team were filled with internal resources. Work is continuing on developing Asset Inspection Templates for various Transfer Station sites.

Operational Project - Closed Landfill Review

Project Background

The "Closed Landfill Project" is a review of Council's closed landfills to determine the extent of work and or monitoring that Council is required to undertake to minimise impacts to the environment because of legacy landfills.

To date the Project has completed the following:

- o "Initial Closed Landfill Site Review".
- Council's Consultants, Golders, has completed 15 detailed Site Summary Reports for review and sign off.
- A qualified Contaminated Land Auditor has also been engaged by Council to review the Site Summary Reports and has provided advice to Council on a pathway forward which considers the regulatory differences in managing sites on an Environmental Authority as opposed to a site that closed before the Environmental Licencing System came into force.
- o A Gap Analysis Roadmap was developed to determine the expected deliverables in 2022.

Project Update:

The Lead Consultants are reviewing the data obtained during last month's field investigation works. It is anticipated that a Draft Report of the findings will be completed in December 2022.

Operational Project - Hogan's Pocket Gas Flare - Preparation of Emissions Reduction Fund Offsets Report

Project Background

NDEVR Environmental has been appointed to undertake an analysis of the abatement potential for the Hogans Pocket Gas Plant and to apply to register the gas project under the Emissions Reduction Fund. This will enable the establishment of a baseline for abatement potential to develop and submit future Offset Reports.

This Project has the potential to create revenue for Council by on-selling carbon credits or the retention of credits to offset Council's Corporate Carbon Emissions.

Project Update

The Application to register MRC with the Clean Energy Regulator (CER) has been submitted. Waste Services is currently waiting for a response from the Clean Energy Regulator for project approval.

• Operational Project - Hogan's Pocket Ground Water Monitoring Assessment

The consultant is still preparing the Draft Investigation Report. A request for additional site information was received which will better inform the Consultant of the site-specific infrastructure. It is anticipated that the Draft Report will be submitted during November 2022.

Operational Project - Waste Management and Resource Recovery Strategy Review

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Project Background

The Waste Management and Resource Recovery Strategy is currently being developed by Waste Services. This Strategy will demonstrate key focus areas for waste management within the Mackay Region.

Project Update

Work continues on the Waste Education Strategy. Workshops were conducted with Councillors and officers in early October 2022. Inputs from the Workshops will be incorporated as part of the Draft Strategy.

• Operational Project – Regional Waste Management Plan

Project Background

The Queensland Government has requested that Waste Management Plans be developed for all Regions by December 2022. These Plans will be used to model future investment needs for region, in relation to waste management, resource recovery and waste diversion requirements. The Regional Plans will be a vehicle to help articulate priorities for each Region to the Government.

Project Update

The Consultants are working through the data and plan to meet with Regional Councils in October, November and December 2022 to workshop the initial draft documents. A Council presentation will be scheduled in December 2022.

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11.4.3. ENGINEERING & COMMERCIAL INFRASTRUCTURE - WATER SERVICES MONTHLY REVIEW -OCTOBER 2022

Author Responsible Officer

File Reference

Attachments

Executive Assistant (Robyn Smith) Director Engineering & Commercial Infrastructure (Jason Devitt) MONTHLY REVIEW

1. ECI - Water Services Monthly Review -October 2022 [**11.4.3.1** - 20 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Water Services Monthly Review for October 2022.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure – Water Services Monthly Review for October 2022 be received.

The Director for Engineering and Commercial Infrastructure Jason Devitt, provided an overview and highlights of the Water Services Monthly Review Report for October 2022.

Cr Bella noted that a battery had exploded in a pump shed, and queried if the Director had any idea of the cause.

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

Council Resolution ORD-2022-346

THAT the Engineering & Commercial Infrastructure – Water Services Monthly Review for October 2022 be received.

Moved Cr Seymour

Seconded Cr Hassan

Cr Seymour noted that over 4,000 water meters had been replaced in the Mackay area and encouraged people to take the opportunity to join up to Myh2o.

CARRIED



Engineering and Commercial Infrastructure -Water Services

Monthly Review October 2022

Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

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Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

OVERVIEW

This report is for Water Services activities for the October 2022 period.

Significant items in this period include:

- There were no Lost Time Injuries recorded and one incident occurred within the reporting period.
- Water consumption decreased slightly across all communities from September 2022 to October 2022. The Mackay and Sarina communities remain under the Daily Residential Water Consumption Target of 200 l/p/d with Marian/Mirani communities exceeding the target.
- A total of 351 Work Requests were received to 31 October 2022 resulting in 249 Work Orders relating to Water and 33 Work Orders relating to Sewer.
- Most 'Liked' Facebook Post (815) was for: Urgent update for Mirani disruption due to technical difficulties
- Six representatives attended the Australian Water Association Queensland Conference hosted by Cairns City Council from 20 - 21 October 2022. Of the representatives attending, five delivered presentations at the combined conference event of two regular Queensland Conferences (NQ Conference and QWater).

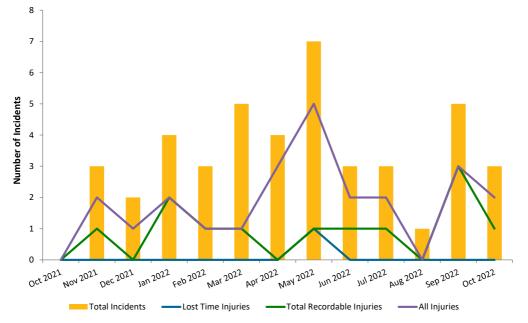
Director Engineering & Commercial Infrastructure

Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

SAFETY

1.1. Incident Statistics

The incident statistic details a summary of the Water Services safety incident performance. Water Services aspires to achieve zero harm with a stretch target of zero injuries.



October 2022 Summary:

- Four safety interactions were undertaken.
- One safety inspection was undertaken.
- 100% of monthly action plans activities were carried out.

There were three incidents reported during October. The following injuries to MRC employees were reported:

- SDI Attempting to free sewer cleaning hose, felt pain in back.
- NTI While returning hot flamer to tub, it fell over and made contact with hand.

The following near miss incident involving an MRC employee was reported during October:

• Maintenance check discovered battery had exploded in pump shed.

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

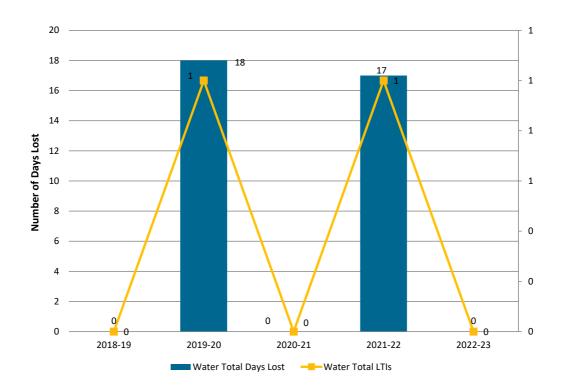
Glossary Incident Lost Time Injury (LTI)	Any unplanned event resulting in or having a potential for injury or ill health. Incidents that resulted in a fatality, permanent disability or time lost from work of one day / part of a day or more
Total Recordable Injuries (TRI)	Incidents that result in a Lost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

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Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

1.2. Lost Time Injuries

Water Services aspires to achieve zero Lost Time Injuries (LTI) by improving safety performance through developing a proactive safety culture and implementing best practice safety management across all business areas.



	201	8-19	201	9-20	2020-21 202		021-22 20)22-23	
Department	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
ECI Management	0	0	0	0	0	0	0	0	0	0
Water & Sewerage Infrastructure Planning	0	0	0	0	0	0	0	0	0	0
Water Network	0	0	1	18	0	0	1	17	0	0
Water Treatment	0	0	0	0	0	0	0	0	0	0
Infrastructure Delivery	0	0	0	0	0	0	0	0	0	0
Water Services	0	0	1	18	0	0	1	17	0	0

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Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

FINANCE

2.1. Water and Wastewater Financial Report

Financial data for the month is being presented in the Strategic Financial Report.

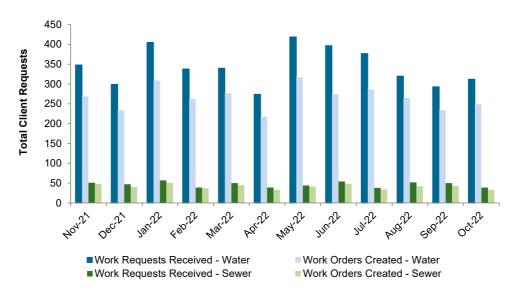
2.2. Operating Result for Water and Sewerage Fund

Financial data for the month is being presented in the Strategic Financial Report.

CUSTOMER SERVICES

3.1. Work Requests Received

The following Chart details the number of Customer Requests received during the reporting period that relate to both Water and Sewer requests. The associated Work Orders created from the Work Requests are also displayed.



October 2022 Summary:

A total of 351 Work Requests were received to 31 October 2022; i.e., 312 Work Requests relating to Water and 39 Work Requests relating to Sewer. From these Work Requests, 249 Work Orders were generated for Water and 33 Work Orders were generated for Sewer.

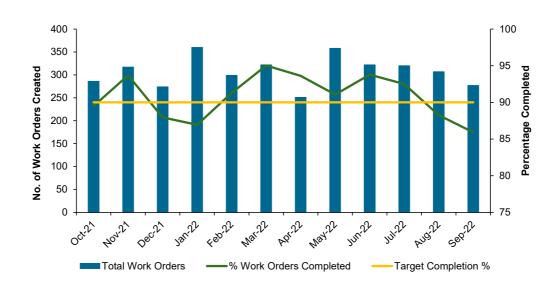
3.2. Work Orders Completed

The following Chart displays the number of Work Orders created during the previous reporting period. The target is to have 90% of all customer requests closed. A summary of the performance and percentage of Work Orders completed within that month is detailed below.

Please note, results are one month in arrears to allow for accurate reporting due the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).



Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022



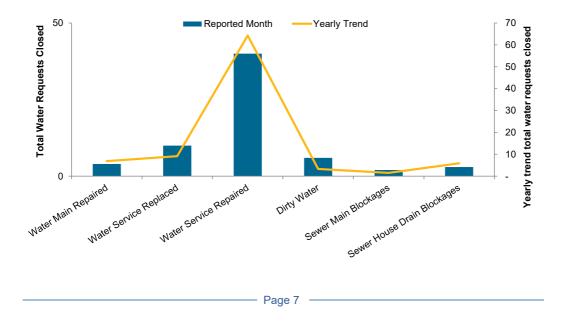
September 2022 Summary:

The number of Work Orders generated from Pathway Requests to 30 September 2022 was 238. 86% of these Work Orders were completed within the specified time which is just below the 90% target. The numbers of Customer Requests will not always match the number of actions undertaken mostly due to multiple customers reporting the one issue and the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).

3.3. Water Requests Closed

When a customer lodges a request via the Call Centre, it is sometimes not reflective of the actual problem. Therefore, the following graph shows the actual work undertaken and completed. The numbers of Customer Requests will not always match the number of actions undertaken mainly due to multiple customers reporting the one issue.

Please note, results are one month in arrears to allow for accurate reporting due the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).



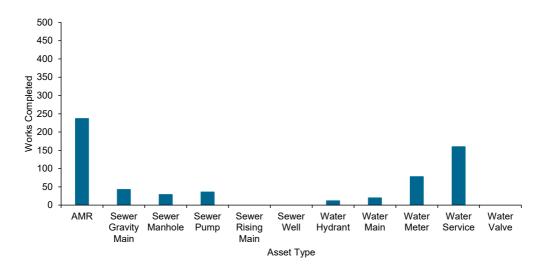
Engineering & Commercial Infrastructure -

Mackay REGIONAL COUNCIL

Water Services Monthly Review > October 2022

34 Works Completed by Asset Type

The following Chart displays the work that was completed for each asset type during the reporting period. The work that was completed includes Corrective Maintenance (reactive) works, along with Preventative Maintenance Works.



October 2022 Summary:

The number of Work Orders completed for the reporting period was 615. This includes 237 Water Meter replacements or new installations.

3.5. **Estimated Works**

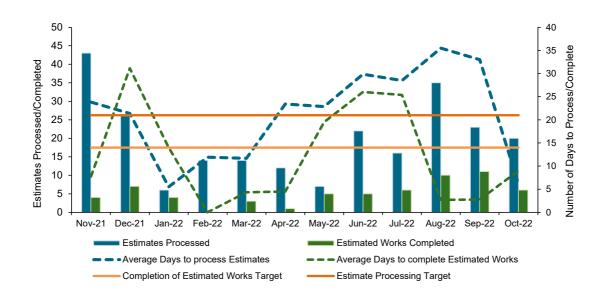
Water Services receives requests from customers for quotations to connect to Council's infrastructure (Estimates). It is important to note that many Estimates are requested by Developers as part of preplanning for future development stages. As a result, many of the Estimates completed do not result in requests for immediate work to be undertaken. Also, of note is the fact that often requests are received for two block subdivisions where clients seek to understand the total costs involved with subdivision before determining their final course of action.

In the instance where a client does not accept our initial estimate provided, they can request a further breakdown of the fees and charges involved. On some occasions, clients may be able to undertake certain aspects of the work themselves, however, Council always stipulates that any live works undertaken on Council's water or sewerage infrastructure is undertaken by Council. These requests range from large subdivision development connections to a single service connection for a property.

The following Chart displays the number of Estimates processed for customers for the reporting period and the average time taken to complete. The Chart also shows the number of Estimated Works completed and the average time taken for Water Services to complete the Estimated Works.



Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022



October 2022 Summary:

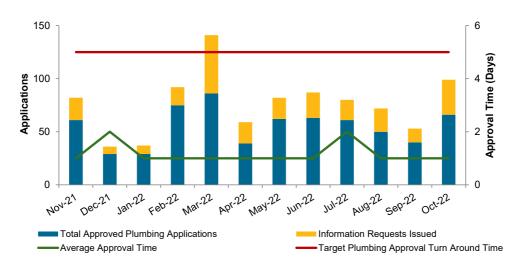
The number of Estimates processed for customers during the reporting period was 20 with the average time taken to process requests being 26 days which is outside the target of 21 working days. The number of Estimated Works Completed during the reporting period was six with an average time taken to complete works in the field of nine days which is within the 14-working day target. Wet weather and lack of valuable information from customers contributed to the extended number of days taken in processing quotes for customers. Affected jobs included:

- 1. The raising of four sewer manholes that required Contractor Site Meetings to determine the finished service level as per Customer Request.
- 2. Installation of a Metcheck and water meter for a new build that did not have the appropriate approvals for construction.

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3.6. Plumbing Applications:

In accordance with the Plumbing and Drainage Act, a plumbing application is required for all new or modifications to plumbing installations. A plumbing application must be lodged to Local Government. Water Services have a regulatory time frame of 20 business days to assess a plumbing application. An internal target of five business days has been set for all residential plumbing applications.



October 2022 Summary:

The number of Plumbing Applications approved for the period was 66 which is an increase of 65% over the previous month. The Approval Turnaround Time was one day which remains well within the five-day target.

3.7. Trade Waste Approvals

There is an ongoing program for undertaking trade waste assessment and licensing applicable businesses that discharge trade waste. As part of the trade waste assessment process a temporary Trade Waste Approval is established while the formal approval process is undertaken. The table below summarises the number of Trade Waste Approvals for the Mackay region.

	Total Approved Businesses	Temporary Approvals in Place	New Approved Businesses for the Month
Mackay South	831	39	8
Mackay North	93	1	1
Sarina	56	1	1
Mirani/Marian	36	1	0
Total	1,016	42	10

October 2022 Summary:

Ten new Trade Waste Approvals were provided to new businesses after completion of their Trade Waste requirements: seven for new businesses and three for change of ownership.

Engineering & Commercial Infrastructure -

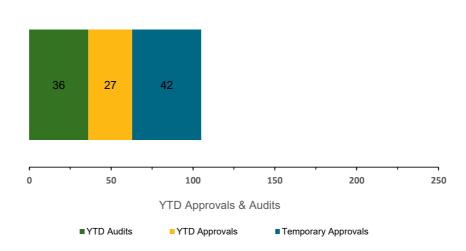
Mackay REGIONAL COUNCIL

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3.8. **Annual Trade Waste Activity**

Annual targets are set for the Trade Waste Team with respect to licensing trade waste businesses. A combined target of 250 has been set for both new licensed businesses and audits to be completed by July 2022. The following Chart shows the actual approvals, temporary approvals and audits achieved for the year to date.

Target Interactions = 250



October 2022 Summary:

Ten approvals were issued, and 14 Audits were conducted. The combined annual target for Audits and Approvals is 250 for the 2022/2023 financial year.

3.9. Scientific and Analytical Services

Scientific and Analytical Services (MRC Laboratory) is National Association of Testing Authorities (NATA) accredited (ISO 17025) to provide sampling and laboratory analysis to both Mackay Regional Council and external customers. A summary of the laboratory activities is detailed below.



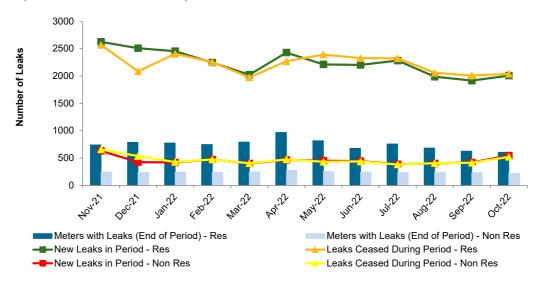
Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

October 2022 Summary:

The number of sample batches registered during this period was 463 with 1,049 samples analysed. The total number of tests performed for the month was 23,161.

3.10. Leak Detection Notifications

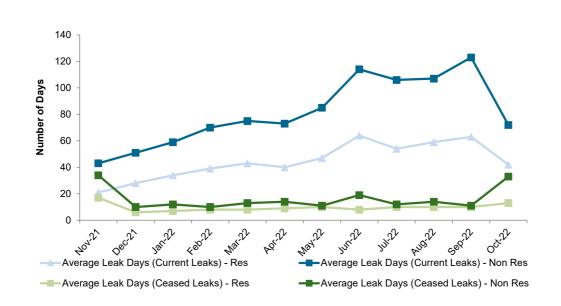
Potential leak notifications are sent to customers when the leak is identified as greater than 10 litres per hour (L/h). Notifications are sent by email, SMS and by post to those owners who have not signed up to the myh2o portal and cease after three consecutive months of notification. Property owners signed up to myh2o also receive notifications by email and/or SMS.



Potential Leak Notifications Sent					
Via Aqualus Via myh2o Via myh2o					
Email	SMS	Letters	Email & SMS		
509	89	613	5,305		



Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022



October 2022 Summary (25 September 2022 - 25 October 2022):

2,038 leaks ceased for residential properties during the reporting period with an average of 13 days for the leak to cease (i.e., for the leak to be addressed by the property owner). However, there have been leaks that commenced prior to 25 September 2022 that are still ongoing with an average of 42 leak days.

2,006 residential property leaks commenced during the period.

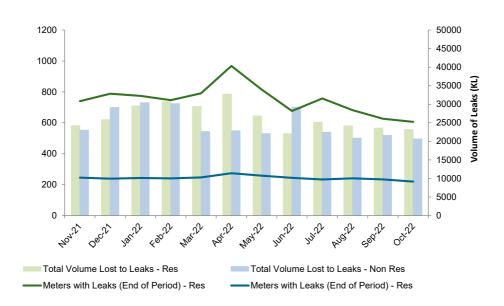
The number of average leak days for residential properties decreased to 43 in October 2022. The number of Automated Meter Readers (AMRs) replaced during the month was 237. This will continue to impact reported leaks as data is now being received for these replaced meters whereas data was not being received previously and leaks were not being identified/reported.

544 leaks ceased for non-residential properties during the reporting period with an average of 33 days for the leak to cease (i.e., for the leak to be repaired by the property owner). However, there have been leaks that commenced prior to 25 September 2022 that are still ongoing with an average of 72 leak days.

522 non-residential property leaks commenced during the period.

Considerable effort is devoted towards encouraging non-residential customers to fix the identified leaks, however, some of these leaks are difficult to track down due to the size and complexity of the property.

Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022



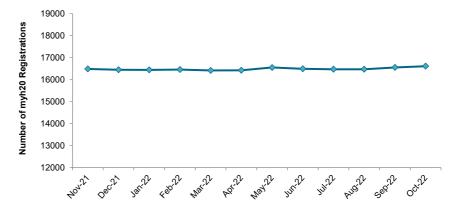
October 2022 Summary (25 September 2022 - 25 October 2022):

This graph highlights the actual total volume of water lost due to leaks for residential and non-residential property owners. For residential, a total of 23,197kL of water was lost due to leaks and for non-residential the total lost was 20,672kL.

3.11. Myh2o Registrations

The following chart shows the cumulative number of myh2o registrations for the reporting period. If a property changes ownership, this property will automatically be removed from the previous owner profile within the myh2o portal.

Please note: MiWater relaunched as Aqualus in May 2020, with a new user interface – there has been no change to the public portal name 'myh2o'.

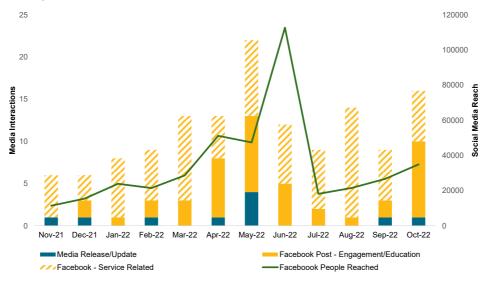


October 2022 Summary:

There were 70 new registrations for the reporting period, and 13 de-registrations bringing the total number of myh2o registrations to 16,604 including property owners, tenants, and real-estate agents.

3.12. Community Engagement – Social Media

Water Services engagement with the community is monitored; the following chart shows the number of Media Releases/Updates, informative Facebook posts, and the number of people reached through this social media platform.



October 2022 Summary:

There was one Media Release and no Media Updates for the period and a total of 15 Facebook Posts. Six Posts were service related, i.e., either notices of water supply interruptions or service-related water advice, and nine were engagement posts. 34,953 Facebook post impressions were recorded.

- 815 likes were received for: Urgent update for Mirani disruption due to technical difficulties
- 622 likes were received for: National Water Week Have you noticed a new look to your water meter?
- 459 likes were received for: National Water Week runs from Oct 17 to 23 theme What's your water story?
- 428 likes were received for: Due to change of season and water temp in river, some residents may notice an earthy taste or smell to water

3.13. Community Engagement – Education and Information

Water Education Sessions generally cover "Water Wise" content together with other topical issues such as the 3 Ps' message: what can and cannot be flushed down the toilet.

The Mackay Regional Council website also continues to provide a vast array of Water information to residents covering 22 important topics with the information updated as and when required. A sample of the topics covered are listed below:

- "Choose Tap"
- "Portable and Permanent Water Refill Stations"
- "Backflow Prevention"
- "Building Over Sewers"

Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

The following Water Education Sessions were delivered to 40 students at the following schools during September 2022:

- St Mary's Catholic School Year 4 60 students
- Northview State School Year 4 56 students
- Eimeo Road State School Year 2 100 students
- Seaforth State School Year 3/4 19 students

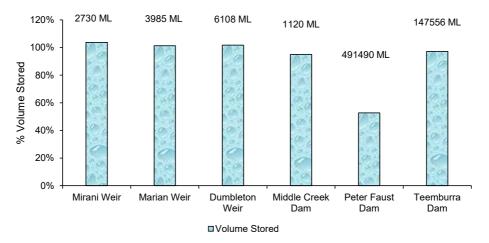
3.14. Customer Survey Results

The September/October 2022 Customer Survey Results will be finalised for the November 2022 Monthly Review.

ASSET MANAGEMENT

4.1. Surface Water Raw Water Storage Capacities

Water is sourced from a combination of surface and groundwater sources. With the exception of Middle Creek Dam, the storage facilities are owned and operated by SunWater. Middle Creek Dam is under Council's control. The water stored in each of the storages is detailed below.



October 2022 Summary:

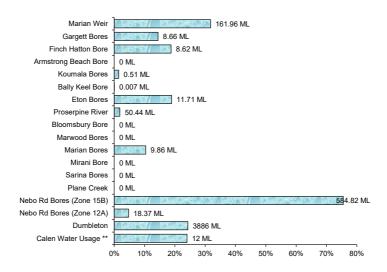
Dumbleton, Marian, and Mirani Weirs are all at or above 100% of capacity. Teemburra Dam is at 97% and Middle Creek Dam is at 95% capacity. Peter Faust Dam recorded the lowest level of all the storages and is currently sitting at 53% of capacity.

Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

Mackay REGIONAL COUNCIL

4.2. Annual Water Consumption vs Allocation by Source

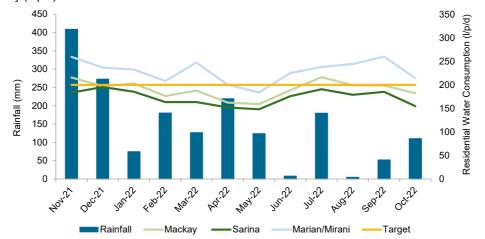
Water Services has an annual water allocation or water license for each water source. The water allocation and year to date water consumption for each of the water source is detailed below.



*Calen Water Usage figures are not based on Water Allocation but show the amount of water usage for the area to date. ** Please note no current flowmeter reading is available for Koumala. Estimated values are represented above.

4.3. Water Consumption by Locality – Residential Customers Only

Water Services supplies potable water to both residential and non-residential customers throughout the Mackay region. The average water consumption in each of the three major community centres is detailed below for residential customers only. The water consumption is presented as litres per equivalent person per day (L/p/d).



October 2022 Summary:

Water consumption has decreased slightly for the Mackay, Sarina and Marian/Mirani communities from September 2022 to October 2022. The Mackay and Sarina communities remain under the Daily Residential Water Consumption Target of 200 l/p/d, however, the Marian/Mirani communities have exceeded the daily water consumption target recording an average of 214 l/p/d. Rainfall increased in October 2022 (110.4mm) compared to September 2022 (52.4mm).

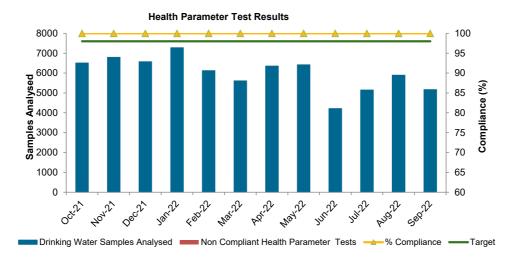


Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

REGULATORY COMPLIANCE

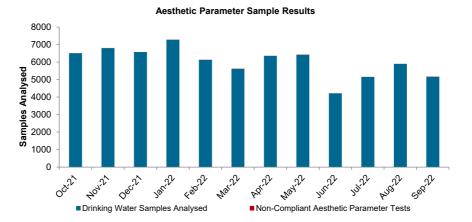
5.1. Drinking Water Compliance

Potable water is provided in accordance with the requirements of the *Water Supply Safety and Reliability Act,* measured against the *Australian Drinking Water Quality Guidelines.* Drinking Water samples are taken at the outlet of Water Treatment Plants and at various locations within the reticulation network. *Please note, results are one month in arrears to allow for accurate reporting.*



September 2022 Summary:

There was one Drinking Water Verification Monitoring result from sampling undertaken in September 2022 which did not comply with ADWG Health Guideline Values. The exceedance relates to Manganese recorded in a sample from the Midge Point Water Supply Scheme. The result of 722 ug/L, exceeding the ADWG Guideline Limit of 500 ug/L, is attributed to the impacts on the Water Supply Scheme from changes in raw water quality. The treatment plant upgrade at Kelsey Creek will address the manganese exceedance.



September 2022 Summary:

There were eight Drinking Water Verification Monitoring sample results which breached the corresponding ADWG Aesthetic Guideline Value in September 2022.

Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

There were two Drinking Water Verification Monitoring sample results which exceeded the ADWG Hardness Aesthetic Guideline Value of 200 mg/L. Both exceedances (reported as 370 mg/L and 375 mg/L) were recorded for the Koumala WSS. Hardness in the Koumala WSS will be addressed by the upcoming softener installation.

The Midge Point WSS recorded multiple results which exceeded the ADWG Aesthetic Guideline Value for:

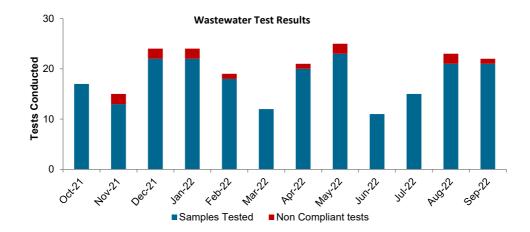
- Turbidity (x 1 sample at 6.84 NTU, > 5 NTU)
- Iron (x 1 sample at 0.47 mg/L > 0.3 mg/L)
- Manganese (x 3 samples at 182, 393 & 427 ug/L > 100 ug/L).

The treatment plant upgrade at Kelsey Creek will help to address the turbidity, iron, and manganese exceedances.

There was one Drinking Water Verification Monitoring sample result which exceeded the ADWG Sodium Aesthetic Guideline Value of 180 mg/L. The result of 215mg/L was recorded in the Eton WSS. As seen in previous months, this result is only marginally above the Aesthetic Guideline Value and is related to the plant's softening process. No follow up or action is deemed warranted at this stage as the results are within the operating range of the Water Softening Plant.

5.2. Wastewater Compliance

The discharges from wastewater treatment facilities are regulated by Development Approvals issued by the Department of Environment and Science (DES). The licence requirements differ based on the year the Development Approval was issued and the receiving environment associated with discharges. *Please note results are one month in arrears to allow for accurate reporting.*



September 2022 Summary:

In September 2022 there was one non-compliant wastewater test result.

There are ongoing exceedances of the Total Chlorine levels in the effluent produced at the Mirani Water Recycling Facility (MWRF) which is still under the control of the Construction Contractor. This is considered a minor water quality breach as all effluent is currently being transferred to storage for re-use on farms and is not being discharged directly to the waterway.

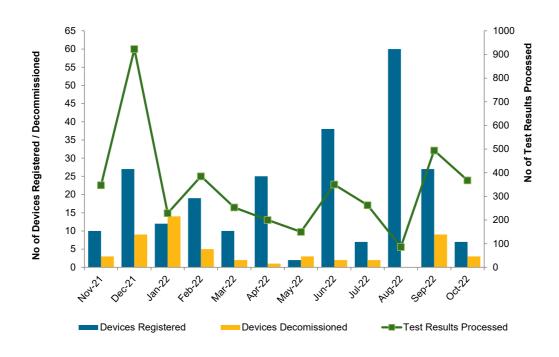
Engineering & Commercial Infrastructure -Water Services Monthly Review > October 2022

5.3. Regulator Reporting

There were no incidents that required reporting to the Department of Environment and Science (DES), the Environmental Regulator, during October 2022.

5.4. Backflow Prevention Device Register

Backflow prevention devices are designed to protect the town's drinking water supply from contamination by acting as a barrier, keeping contaminated water separate from the drinking water supply. Local Governments have a legislative requirement in accordance with the *Plumbing and Drainage Regulation 2019* to implement and maintain a register of all devices in the municipality.



October 2022 Summary:

Seven new devices were registered, three devices were decommissioned, and 368 tests were processed on backflow devices for October 2022.

11.5. ORGANISATIONAL SERVICES 11.5.1. ORGANISATIONAL SERVICES MONTHLY REVIEW REPORT - OCTOBER 2022

Author	Director Organisational Services (Kylie Lamb)
Responsible Officer	Director Organisational Services (Kylie Lamb)
File Reference	Departmental Monthly Review Reports
Attachments	 Organisational Services - Monthly Review Report October 2022 [11.5.1.1 - 26 pages]

Purpose

To provide Council with the Organisational Services Monthly Review Report for the month of October 2022.

Related Parties

Nil

Corporate Plan Linkage

Operational Excellence

Process and Systems - We develop and continually improve and innovate to create efficient processes that deliver value for our community. Council will endeavour to make service levels more transparent and harness opportunities for existing and emerging technologies to aid this delivery.

Officer's Recommendation

THAT the Organisational Services Monthly Review Report for the month of October 2022 be received.

The Director for Organisational Services Kylie Lamb, provided an overview and highlights of the Organisational Services Monthly Review Report for October 2022.

Cr Mann referred to the abandoned call rate and noted the average time taken to answer a call seems to be increasing, and queried if Council was adequately resourcing this area.

The Director advised that there were some issues which took some call centre staff offline, however if was hoped that this area would soon be back on track.

Cr Bella referred to the computer hacking of large organisations which had been occurring recently, and queried if Council officers had discussed this possibility and spoken about a possible response.

The Director advised that this topic had not been discussed by the Executive Leadership Team but cyber security remains a high risk and Council does the best it can to protect against any eventuality, and has a business continuity plan in place to address any issues if Council's systems were to be effected.

Cr Bella queried if Council had been in contact with the Australian Federal Police (AFP) to obtain their advice.

The Director advised that her team speaks to cyber security experts all the time but does not necessarily contact the AFP.

Cr Townsend noted the visitors to the Mirani Pool were 4,888 in October 2021 and 591 in October 2022 and queried if this was correct and if so, if there was a reason for the sharp decline.

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

Cr Jones queried if it would be possible for the risk register to be forwarded to Councillors.

Mayor Williamson noted that Council has an Audit and Risk Advisory Committee, which Cr Bella also sits on.

The Executive Officer David McKendry, advised that the risk register could be distributed to Councillors.

Cr Seymour noted that a potential exposure to herbicide, spraying chemicals was listed under Incidents and Injuries, and queried if there had been exposure or if it was a risk of exposure.

The Director advised that she believed it was an incident at the Blue Water Lagoon where spraying had been undertaken while the facility was open to the public. The Director advised that this procedure has been changed so that this does not occur again.

Cr May referred to the Monthly Recruitment Activity graph and noted that in October Council had 189 total vacant positions with 36 positions advertised, and queried if there comes a point where the vacant positions are analysed to determine if they are still necessary.

The Director advised that this has been done quite recently, with all Directors being asked to review their vacancies and provide information on whether those positions are required.

Cr Englert queried why Council does not advertise all the vacant positions.

The Director advised that some of the vacancies are at different stages of the recruitment process but are still showing as a vacancy, even though they may be moving through the recruitment process.

Cr Englert advised that he would like to understand the current timeframe to employ someone at Council.

The Director advised that Council hopes to have the process completed within 12 weeks, however sometimes this is quicker and sometimes longer depending on how long a position is advertised for, reference checks and the length of time that people may need to give their current employer. The Director noted that the department is starting to track this and should be in a position to report on it in the near future.

Mayor Williamson noted that the question is around the notification of a job vacancy and filling it and looks forward to the information being reported on.

Council Resolution ORD-2022-347

THAT the Organisational Services Monthly Review Report for the month of October 2022 be received.

Moved Cr Townsend

Seconded Cr Hassan

Cr Townsend highlighted several items from the report including the the Customer Services team had responded to 7,317 enquiries and achieved great customer service satisfaction results, the great use of Council's aquatic facilities and the continued growth in housing development in the Region.

CARRIED



Organisational Services

Monthly Review

> October 2022

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1. EXECUTIVE SUMMARY

This report is for the Organisational Services Department for the month of October 2022:

- Safety continues to be a focus of the department with no LTI's recorded for 2022/23.
- The Billing Services team have been collaborating with other teams within Council to build a campaign for electronic delivery of notices with the commencement date to align with the issue of notices in February 2023.
- Cyber Security continues to be a strong focus with training and bulletin being distributed to educate staff and protect the organisation.
- The Information Services team continue to ensure application availability above the KPI target even during an unplanned incident in the server room during October. Accessibility to core applications impacted was returned within a matter of hours meaning a high KPI result of 99.99% for Tier 1 Systems was still achieved for the month of October.
- Procurement Services reported an increase in local spend with a percentage of 83% for the month of October.

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Kylie Lamb Director Organisational Services

Organisational Services

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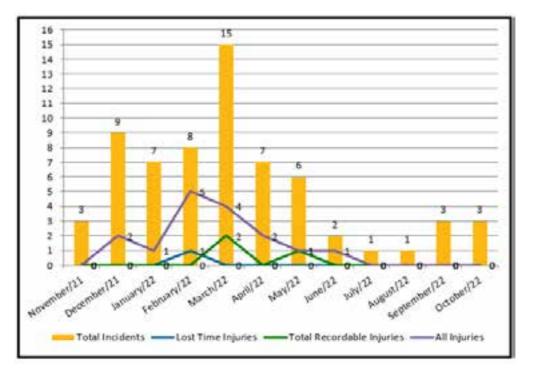
2.1 Incidents and Injuries

Summary

In October 2022:

- Forty-three safety interactions were completed.
- Six site safety inspection was completed.
- 97% of monthly action plans activities were carried out.

Three incidents were reported in October, involving MRC employees, members of the public or contractors.



The following incidents involving a contractor or member of the public were reported in October:

- Emergency services called for patron at facility.
- Patron hit head on hose hook, while bending to pick up handbag.
- Potential exposure to herbicide, spraying chemicals.

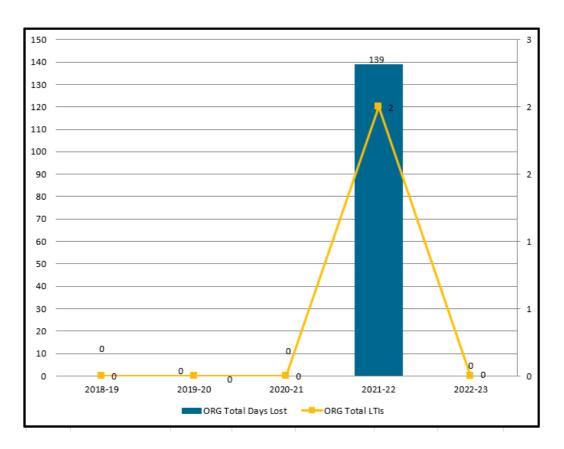
Each incident is investigated, and appropriate corrective measures implemented to reduce future risks.

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2.2 Lost Time Injuries & Days Lost

For the 2022-23 year, there has been no lost time injuries recorded.



	20	18-19	20	19-20	20	20-21	20	21-22	20	22-23
Department	LTI	Days Lost								
Finance										
Information Services										
Shared Services							1	3		
People & Culture										
Procurement & Plant							1	136		
Property Services										
Executive Office										
Office of the Mayor & CEO										
Organisational Services Total	0	0	0	0	0	0	2	139	0	0

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3. BUSINESS IMPROVEMENTS

3.1 Organisational Services Business Improvement Projects / Initiatives

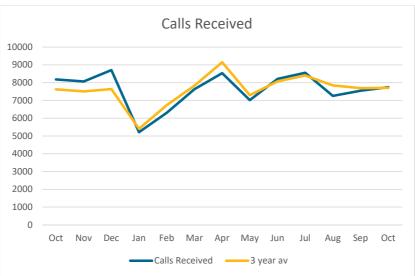
Description	Program	Comments
Long Term Financial Forecast (LTFF) Program Development Project	Director Organisational Services	• Dedicated resources have been assigned to specifically updating the format (structure and content) of the LTFF. This work is focused on developing a robust 3-year capital works program for consideration by Council in the new year. Whilst this is underway, the broader aspects of the LTFF Program Development Project are on hold.
Business Process Management (BPM)	Shared Services	• 72 processes have been submitted for archival. These processes have not been reviewed since 30 June 2020. Process owners and experts will receive notification through Promapp communication.
iChris Intelligent Workflow	Shared Services	• HRIS Administrator and BPI Officer have identified opportunities for automation within existing HR applications (Manual Forms vs Smart Forms). HRSE feedback required to progress with this initiative.
Online Services	Shared Services	• Working in collaboration with Information Services and Corporate Communications teams to improve display and functionality of MRC's Customer portal.
Electronic Delivery of Notices	Shared Services	• The Billing Services team have been collaborating with Corporate Communications, Finance and Customer Service to build a campaign for electronic delivery of notices. The campaign will commence with the next issue of Rate Notices in February 2023.

4. SHARED SERVICES

4.1 Overview of External Customer Services

KPI	KPI Description	Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	Result
First Contact Resolution (FCR)	The percentage of external customer enquiries that are resolved at the first point of contact.	< 50%	50-60%	> 60%	52%
Abandoned Calls	The percentage of customers that abandon their call before being served.	> 6%	4.5-6%	< 4.5%	9%
Customer Satisfaction	A measure of customer satisfaction as reported by the end of call survey	< 80%	80-85%	> 85%	96%
Customer Request Completion*	Service requests resolved within corporate standard timeframes	< 80%	80-85%	> 85%	84%

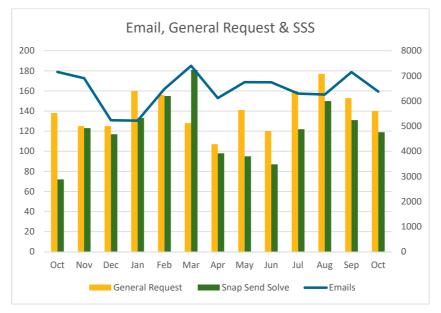
Abandoned Calls: Investigating with third party on the criteria used to calculate the abandoned call rate. The percentage of abandoned calls has also been impacted by call centre resource availability due to several unplanned events occurring during the month.



KPI Graphs and Commentary

Calls Received: A total of 7,317 calls were received in the October reporting period, averaging 366 calls per day. Total calls received are slightly above the 3-year average for the reporting period. Calls received for the same period in 2021 were 8,063.

Emails and Online Services:



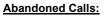
Emails and Online Services: A total of 6,375 emails were received in October, showing a decrease of 780 from the same period last year. General Requests have increased over the reporting period, and Snap, Send, Solve submissions showing an increase, receiving 140 and 119 respectively.

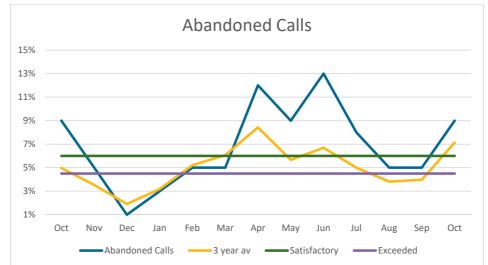


First Contact Resolution (FCR):

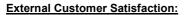
First Contact Resolution (FCR): In October, FCR showed that 52% of customer queries were resolved at first contact. This month's FCR was affected by the reduced availability of staff during the evacuation of the call centre, loss of communications to Sarina office, issue of Rate Reminder SMS and commitments to Pathway UX and Employee Engagement update sessions.







Abandoned Calls: Abandoned Calls were 9% for October (534 calls), whilst 7% (439 calls) took up the call back option. The average time to answer a call was 3 minutes and 21 seconds. The reporting on call backs is being investigated to confirm if these are being recorded as part of the abandoned call rate.





External Customer Satisfaction: The Customer Service Team achieved excellent customer satisfaction results this month, with 96% of completed surveys indicating that our external customers were satisfied with the service provided.

Organisational Services

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Customer Satisfaction Survey: Of the 3,388 eligible calls 2,583 (76%) of calls were offered surveys. This resulted in 1,841 (71) surveys being completed.

Customer Request Completion:

	Lodged	Resolved within SLA
MRC Total	3320	74%
SSC	633	84%

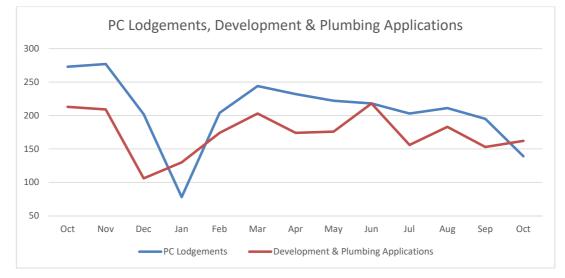
MRC Top 5 Pathway requests Lodged in October 2022	Volume	% of total requests
Replace wheelie bin	400	12%
Phone message	348	10.5%
Planning Advice Enquiries	142	4.3%
Change of mailing address	117	3.5%
Water - Leak (Public Area)	115	3.5%

Organisational Services Monthly Review > October 2022

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4.2 Development Services Business Support

PC Lodgments and Development/Plumbing Applications:



PC Lodgments and Development/Plumbing Applications: 139 building approvals were lodged by private certifiers (PC) in October, together with 162 development/plumbing applications.

Employee Services 4.3

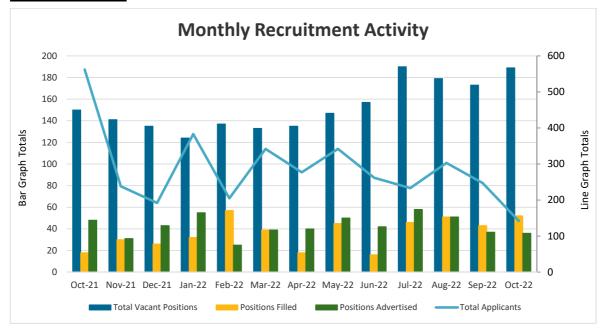
Staff Contingent:

	cw	CCS	DS	ECI	OM & CEO	OS	TOTAL	Prev. Month
Casual	2	80	8	1	1	2	94	96
Contract	4	3	4	8	3	7	29	29
Job Share	0	6	0	1	0	4	11	12
Permanent Full Time	81	112	174	288	25	164	844	832
Permanent Part Time	3	30	7	6	1	35	82	84
Temporary Full Time	6	14	17	10	0	21	68	64
Temporary Part Time	0	5	1	1	0	10	17	17
TOTAL EMPLOYEES *	96	250	211	315	30	243	1145	1134
TOTAL ACTIVE VACANCIES **	14	15	15	23	1	14	82	99

* Total employees excludes Councillors, Mayor & Deputy Mayor ** Total active vacancies are defined as vacant positions which have been approved for and are undergoing recruitment



Monthly Recruitment:



Monthly Recruitment: For the month of October there were 189 total vacant positions, 36 positions were advertised resulting in 142 applicants and 52 positions filled.



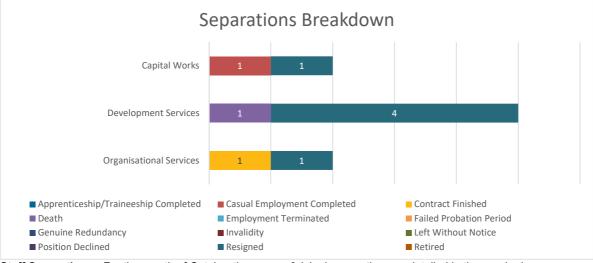
Staff Turnover:

Staff Turnover: 12 month rolling average turnover was 19.28%. The monthly turnover for October was 0.79% showing a decrease from the 1.76% turnover in September

<u>The HR Industry Benchmark Survey</u> conducted by the Australian Human Resource Institute (AHRI) in 2021 found the overall average employee turnover rate in Australia, across all sectors, is 17%. This is in line with findings for 2019 (also 17%) and up from 15% in 2020.

Organisational Services Monthly Review > October 2022

Staff Separations:



Staff Separations: For the month of October there were 9 (nine) separations as detailed in the graph above.

5. INFORMATION SERVICES

5.1 IT Support

Internal Service Metrics:

		Target			
KPI	KPI Description	Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	Result
Incident Resolution	Percentage of incidents resolved within corporate standard timeframes	<80%	80-85%	>85%	83%
Service Request Resolution	Percentage of service requests resolved within corporate standard timeframes	<80%	80-85%	>85%	84%
Internal Customer Satisfaction Survey	IT email survey - % of customers whose experience met or exceeded expectations	<75%	75-85%	>85%	99%

Notes:

These are encouraging results for Information Services, noting the change from September in actioning of Incidents with handling of "at rest" status classifications. Further comments as follows:

 Information Services has recovered well to the changed way in which "at rest" status reporting contributes to the full incident lifecycle timeframes. This reporting adjustment was made to provide the opportunity for a more customer response-based approach to managing resolution timeframes. This improvement is seen despite the reduced resource pool within the specific incident resolution team (Service Desk) during October. This will be monitored closely over the next few months to inform potential changes for improvements as part of ongoing continuous improvement initiatives.

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- The survey request resolution and internal customer satisfaction survey results for October 2022 are again very satisfying especially with challenging resourcing period.
- Obtaining and retaining skilled resources within the Mackay region is a continuing challenge and one that we continue to explore further on techniques to attract and retain skilled people.
- Strategies are continuing to be explored to work in partnership with educational facilities and other key organisations recruiting IT skill sets in the region to build and foster an extended local resource pool. Information Services are actively participating in work experience appointments and assisting local educational facilities with training expertise. This is all to support the practice of ICT and Council in being a key employer for those emerging future colleagues.
- Information Services have been successful in the appointment of a Cert IV, Microsoft Cloud Certification traineeship as part of the extended appointment within Council. This is another great addition and avenue for ICT in the region and in particular Council bringing advancement in skill sets under great demand.
- Succession planning and career path progression is of particular focus for our existing employees to ensure that we have retainment of staff where possible.

Information Services Satisfaction Survey – October 2022

	October 2022 Survey	Rating %
1	How would you rate the level of customer service received? (Timely updates, follow through, helpfulness, communication skills)	88%
2	Was your request completed within a reasonable timeframe? (If not please state expectation in comments section please.)	88%
3	Was your support request completed to your satisfaction?	87%

October 2022 Survey Results	Below Expectations	Met Expectations	Exceeding Expectations	Not Assigned	Totals	
# of Responses	8	259	504	0	771	* Not assigned excluded
Overall Rating	1%	34%	65%	N/A	99%	

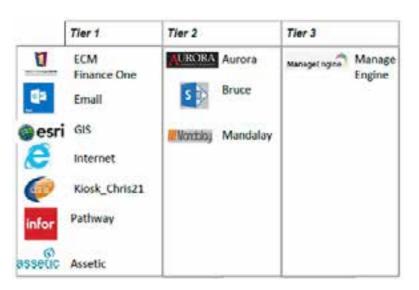
Applications Availability:

		Target			
KPI	KPI Description	Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	Result
Tier 1 Systems	Refer to the table under 'KPI Commentary'	< 98%	98-99%	> 99%	99.998%
Tier 2 Systems	section below for detail	< 98%	98-99%	> 99%	100%
Tier 3 Systems	on which systems are included in each tier.	< 98%	98-99%	> 99%	100%

Applications Availability: The below table shows which corporate applications are considered tier 1 and 2. All other systems not specifically noted are considered tier 3. Please note the result of 99.998% above to Tier 1 Systems in October 2022. This was specifically related to the unplanned incident in the Admin Building Server Room. Despite the incident, accessibility to core applications impacted was returned within a matter of hours, only impacting those applications in transition to full "as a service" cloud environments.

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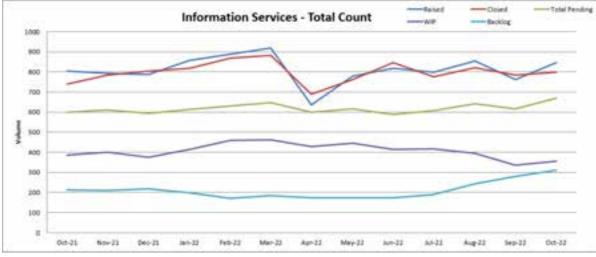
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KPI Commentary:

Incident and Service Request Metrics:

Incident and Service Request Metrics: The volume of incident and service requests has increased from 762 in September to 846 in October. Information Services continues to deliver significant infrastructure and application improvements (both functional and technical including security) whilst maintaining quality. The below graph identifies the Raised Vs Closed and Pending requests, along with WIP and backlog.



Definitions:

WIP – complex support requests that are within service level agreements and simple support requests open on day of raising.

Backlog – complex support requests that have exceeded service level agreements and simple support requests remaining unresolved after day of raising.

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5.2 Cyber Security

The update below is aligned to work streams conducted under the Cyber Security @ Council (CS@C) Governance and Controls plan.

Sustainable cultural and behavioural change

- o October 2022 as follows (inclusive employee and contractor):-
 - 19 new enrolments notified to conduct training.
 - 24 enrolments successfully completed training.
 - 21 enrolments awaiting completion of training.
- o Distribution of Cyber Security Bulletin October 2022.

• Advancing Cyber Security – Industry Alignment

- o Continuation of plan as follows:-
 - Blocking of legacy authentication protocols.
 - Incorporation of additional corporate access and applications currently non-federated to federated.
 - Multi Factor Authentication implementation rollout throughout the organisation.
 - Implementation and operationalisation of Security Information and Event Management (SIEM) system.
 - Implementation and operationalisation of Vulnerability Assessment System (VAS).

6. PROCUREMENT & PLANT

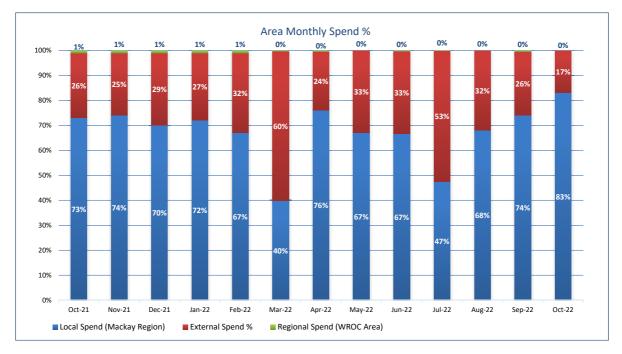
6.1 **Procurement Services**

Activity	October 2021	October 2022
Purchase Orders (PO) Raised	1,362	1,393
Line Items in POs	3,713	3,302
POs Received	1,717	1,682
Line Items in POs Received	6,314	4,851
Invoices Processed	3,213	1,838
Request for Quotes Issued	1	1
Request for Tenders Issued	8	3
Tenders Awarded	0	3
Quotes Awarded	4	4

Area	Monthly Amount October 2022	Monthly % October 2022	FYTD Amount	FYTD %
Local Spend (Mackay region)	\$18,884,210	83	\$43,312,814	73
Regional Spend (WROC area)	\$42,547	0	\$201,538	1
External Spend	\$3,856,350	17	\$15,760,44	26

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6.2 Fleet

In October, the Fleet team took delivery of a number of items including a heavy truck and trailer, utilities together with a number of small plant items



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7. PROPERTY SERVICES

7.1 Overview of Property Services

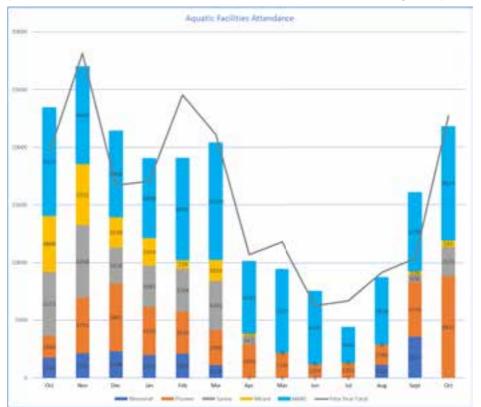
The Property services team have had a challenging month which unfortunately involved the passing away of a member of the public from a medical episode at the MARC. Together with Belgravia staff Property Services staff were able to assist both Belgravia Staff and MRC staff in working through this tragic situation both during the event and as part of debriefing of the incident. The Property Services team displayed a high level of professionalism and portrayed the MRC values at a high level, during a difficult time for all.

7.2 Aquatic Facilities

Aquatic Facility Attendance Figures

Facility	October 2021	October 2022
Memorial Pool	1,021	3,554
Pioneer Pool	1,844	8,827
Mirani Pool	4,888	591
Sarina Pool	5,573	2,531
Mackay Athletic and Recreation Complex (MARC)	9,379	9,824

Aquatic Facilities Attendance October 2021 to October 2022 - Monthly Comparison



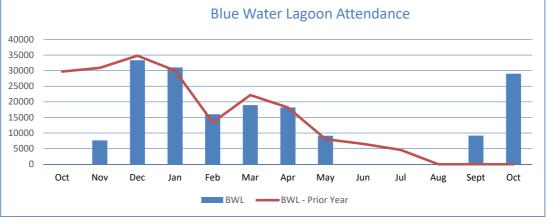
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Bluewater Lagoon Attendance Figures

Facility	October 2021	October 2022
Bluewater Lagoon	0	28,994

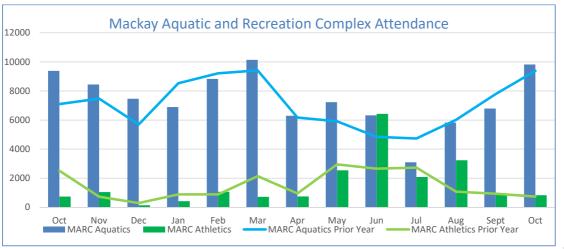
Bluewater Lagoon Attendance – October 2021 to October 2022 – Monthly Comparison



Note: 2021 data: Closed on 11 July 2021 & re-opened on 20 November 2021 2022 data: Closed on 1 June 2022 & re-opened on 22 September 2022

MARC Attendance Figures

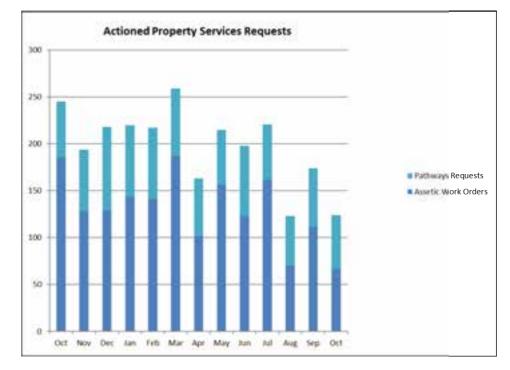
	October 2021	October 2022
MARC Aquatic Attendances	9,379	9,824
MARC Athletic Attendances	738	836
MARC Total Attendances (Aquatics and Athletics)	10,117	10,660



MARC Attendance - October 2021 to October 2022 Monthly Comparison

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7.3 Building Maintenance

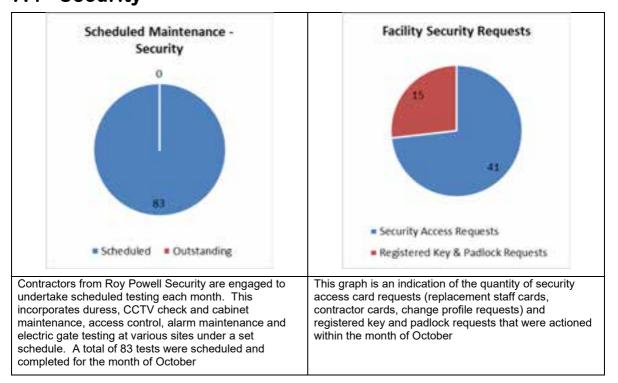
A total of 67 work orders were closed out within the Assetic portal during the month of October, of these, 67 were reactive building maintenance requests and were categorised into the Failure Cause Codes as detailed in the table below.

Assetic Actioned Building Maintenance Work Orders (October 2022)	Volume
Structure, Internal	2
Structure, External	3
Fitout & Fittings, Internal	19
Fitout & Fittings, External	8
Services & Equipment, Plumbing	4
Services and Equipment, Electrical	2
Services & Equipment, Air Conditioning	10
Services & Equipment, Cleaning	4
Services & Equipment, Security	10
Services and Equipment, Kitchen and Catering	1
Services & Equipment, Fire system	4

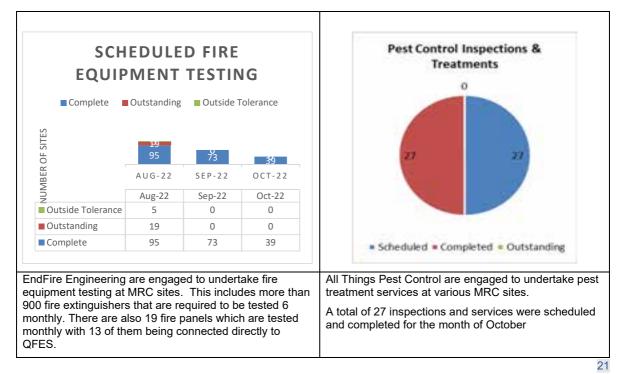
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7.4 Security



7.5 Scheduled Maintenance



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7.6 Land & Tenure

Description:	
Leases	
Lease Renewals	11
New Leases	3
Lease Surrenders	1
Lease matters still being negotiated	2
New Lease Enquiries	3
Lease Inspections	3
General Lease Matters	12
Lease Compliance	15 x insurance 3 x general
The Dome	4
Land Matters	
Fencing	4
Current negotiations for sale of freehold land	4
Enquiries to purchase freehold land	3
Encroachments	2
Land Maintenance	2
Land & Road Use Committee	6 x land matters 0 x road matters
Miscellaneous	13

8. PEOPLE AND CULTURE

8.1 Key Projects and Initiatives

Description	Comments
Workforce Capability	 The Workforce Planning process has commenced in preparation for Corporate Performance Planning and Budget Planning for 2023-24 Financial year. The Workforce Planning process is vital as it ensures Mackay Regional Council can achieve its strategic and operational objectives by forecasting and planning the workforce needs to meet future work commitments and demands - having the right people with the right skills and capabilities in the right places and the right times for the right cost. Workforce Planning data and worksheets have been released to Program leaders to complete their planning and develop their Program Workforce Plan. The 2023-24 process sees the introduction of process enhancements that includes: Organisational level reports (annual and quarterly); Quarterly reviews (aligned to Corporate Performance Planning and Budget reviews); More detailed capability level forecasting; Improved Critical Positions identification process; Development of one workbook containing end-to-end workforce planning information; Establishment of a dedicated Workforce Planning MS Team to support more effective collaboration and communication.
Volunteers	 Spot audit of current Mackay Regional Council volunteer numbers conducted to provide up-to- date information to the incoming CEO.
2020 Determination	 The training commitments for the implementation of the Mackay Regional Council Determination 2022 have been finalised. There are commitments made within the Determination to review matters over the life of the Determination. This work will occur prior to the commencement of the next round of bargaining in January 2024.
Water Industry Worker (WIW) Pilot Program	 Water Industry Worker Update The Whitsunday Isaac Mackay (WIM) Alliance was successful in their Bid Pool Application to secure funding from Queensland Water Regional Alliance Program (QWRAP), for a Learning and Development Project Coordinator (LDPC) for a further three-years to facilitate the strategic vision of the WIW framework, assessing deliverable outcomes for cross-functional processes for council stakeholders. On granting the funding for a continued LDPC, the Partnership Steering Committee (PSC) mentioned the role is essential for success of the program. With the funding support Mackay Regional Council has secured the services of a LDPC for the term of the grant. The LDPC participated in a project meeting with the PSC who approved the funding application. This meeting outlined the challenges regional councils are facing in securing funding for training and the quantity of registered training organisations to deliver the training for the water sector.
Organisational Development	 Culture Action Planning has begun driven by the 2022 Engagement Survey Results. Leaders will share this with employees in November. Annual Staff Awards will be opening in November to recognise those employees who are walking the talk and displaying the MRC values and behaviours.

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Description	Comments
	 Diversity, Inclusion and Belonging Toastmasters Club has welcomed 6 new members to replace departing original cohort. Induction and welcome for new members were completed as well as the introduction of an orientation session to introduce new members to their mentors.
	 Health & Wellbeing October was mental health awareness month, staff participated in Mental Health Bingo which involved uploading tips and photos to improve mental wellbeing. Over 500 staff have joined our health and wellbeing platform Zest4life.
	 Leadership, Coaching and Mentoring RIN / MRC Mentoring Partnership Close out Event with our Mentors & Mentees was held at the Resource Centre of Excellence, where participants were able to network with other industry professionals and learn about how to close out mentoring partnerships and share lessons learnt along the way. Our LGMA Leadership Development programs will be ending shortly for 2022, we have several employees who were recognised as emerging leaders within the business attending workshops and challenges in alignment to real life local government scenarios. The Manager P&C presented at the RIN Professional Development conference on the benefits and opportunities of coaching and mentoring in the workplace. The presentation included a live Q&A with the following MRC employees: Andrew Bobeldyk [mentor], Kylie Rogers [mentor/mentee], and Kerrin Crowe [mentee].

💥 Below Target

Complete

8.2 Organisational Development Metrics

🖋 On Target

EMPLOYEE RECOGNITION

Employee recognition allows employees to recognise each other on the basis of living core values through daily behaviour and examples of positive performance.

The MRC values are the guiding principles that provide our organisation with purpose and direction. They support us in our decision making and how we conduct our work.

MRC takes the time to celebrate employees through a monthly employee recognition award program, whereby we take the time to celebrate employees who exemplify our values.

Winner/s are selected by peer employees who make up the Culture Connectors Reference Group.

The below table details nominations per month for employee recognition.



Month	Number of Nominations	Programs Nominated	
September	12	Water Treatment, Waste Services, Procurement & Plant, Shared Services, Property Services, Civil Operations	

Organisational Services

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LEARNING & DEVELOPMENT

Mackay REGIONAL COUNCIL

The following table summarises key learning and development data achieved across the organisation for the month.

Learning and Development Activities for October	Total Number
Inductees The number of employees inducted in the month.	24
Trainees The number of trainees currently progressing through their traineeship.	10
Apprentices The number of apprentices currently progressing through their apprenticeship.	10
Active Accredited Training Contracts (existing Workers) The number of employees actively undertaking AQTF accredited professional development.	23
Active Education Assistance Employee Development and Further Study The number of current Education Assistance recipients	38
Active Leadership Development The number of employees currently progressing through leadership training via the Elev <u>8</u> Leadership Series	131
eLearning: MRC Compliance Modules Completed Number of compliance-based MRC eLearning modules completed in the month.	1404
eLearning: Professional Development Completed Number of self-paced professional development eLearning courses completed in the month.	152

9. FINANCIAL SERVICES

9.1 Financial Compliance

Description	Timeframe
Manage capital and operational budgets to achieve the benchmark Local Government financial sustainability ratios, including the operating surplus, net financial liabilities, and asset sustainability ratios.	~
Measure: Completion of Long-Term Financial Forecast including applicable ratios	
Provide relevant and useful information to Council, stakeholders and clients. Measure: Production of monthly strategic financial reports	~
Provide relevant and useful information to Council, stakeholders and clients. Measure: Number of high-risk audit issues	~

Organisational Services Monthly Review > October 2022

9.2 Key Activities

Activity	Comments	Timeframe
External Audit	• Final Management Report for MRC for the 21/22 Financial year has been received and scheduled for presentation to Council on 9 th November, 2022.	~
September Budget Review	 Delay in adoption caused by evacuation during Council meeting. To be adopted 2nd week November, 2022. 	~
Statutory Reporting	 Audited Financial Statements included in the Annual Report due to be adopted on 9th November, 2022. LTFF has been updated with the End of Year 21/22 result and is scheduled to be adopted by Council on the 9th November, 2022. 	~
Comprehensive Revaluation –Land, Buildings & Site Improvements	 MRC has engaged an external valuer to undertake the work. The project delivery will be in accordance with internal milestones and stakeholder involvement 	×

12. RECEIPT OF PETITIONS 12.1. PETITION - PROVISION OF A BUS SHELTER IN PRIMAVERA BOULEVARD

Author Responsible Officer File Number	Acti	ng Chief Executive Officer (Angela Hays) ng Chief Executive Officer (Angela Hays) Shelters, Primavera Boulevard
Attachments	1.	Petition - Provision of Bus Shelter on Primavera Boulevard [12.1.1 - 5 pages]

Purpose

A petition was received by Council on the 19 October 2022 and relates to a request for provision of a bus shelter on Primavera Boulevard, Beaconsfield to service the needs of both the residents of Eaglemount Retirement Resort and surrounding suburb..

Related Parties

Listed petitioners per the attached petition.

Corporate Plan Linkage

N/A

Background/Discussion

In terms of Council's Standing Orders, where a petition is put to a meeting no debate is undertaken on the petition itself, with the only motion which may be moved being:

- (a) the petition be received, and consideration stand as an order of the day for:
 - (i) the meeting; or
 - (ii) a future meeting; or
- (b) the petition be received and referred to the Chief Executive Officer for consideration and a report to the local government; or
- (c) the petition not be received.

The petition meets the requirements as per the Standing Orders, in that it is legible and has more than 25 signatures.

Consultation and Communication

That the petitioners, through their lead petitioner, be informed that Council acknowledges receipt of the Petition and that it has been accepted as a formal submission. The issues raised will be addressed in the report to be tabled before Council in the future.

Resource Implications

NIL at this stage as the recommendation relates only to the preparation of a report on the matter.

Risk Management Implications

NIL.

Conclusion

It is proposed that as the petition meets the necessary requirement for consideration by Council, that the petition be referred to the Chief Executive Officer for a report to be prepared for further consideration by Council.

Officer's Recommendation

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

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

Council Resolution ORD-2022-348

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

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

Moved Cr Jones

Seconded Cr Green

Cr Jones noted that this has been an issue for many years with residents speaking to her about it, and looks forward to this coming back to Council.

Cr Bella commented on the quality of the petition, advising that he much preferred a paper petition than an online petition that anyone could sign. Cr Bella noted that the signatories to this petition lived almost exclusively in the area impacted by this matter.

CARRIED

ORDINARY MEETING - 23 NOVEMBER 2022



Residents Committee of Eaglemount Retirement Resort 98/12 Harveys Road, Beaconsfield, Queensland 4740

Councillor Alison Jones Mackay City Council,

Hello Alison,

Further to our recent correspondence and conversation, please find attached a petition signed by our Village residents and other residents of the meanby Minaflores Estate, relating to our application to Mackay City Council for the provision of a Bus shelter in Primavera Blvd opposite the entry to Eaglemount Retinement Willage.

Thank you for your assistance with regard to this matter.

an Ded

Margot Old President Residents Committee...

Petition to Mackay Regional Council

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Address: _U	nit 98 / 12 Harv	veys Road	
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Best daytime	phone contact: 0458	441 245 Email: j.m.old@bigpond.com	
Signature	m. De	d	
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Signature of Petitioners

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MACKAY REGIONAL COUNCIL



Petition to Mackay Regional Council

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Postcode: 4740

Petition Reg	uest	ł
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We the undersigned request that Council give consideration to:

The provision of a bus shelter on Primavera Bvd, Beaconsfield to service the needs of both the Residents of Eaglemount Retirement Resort and

surrounding suburb, as promised as far back as 2004.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: M. Old (President) Eaglemount Retirement Resort

Address: Unit 98 / 12 Harveys Road

Beaconsfield QLD

Best daytime phone contact: 0458 441 245 Email: j.m.old@bigpond.com

Signature

Date	of Petitioners: Print Name	Print Addronn	Signature
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13. TENDERS 13.1. QUOTE 2023-010 74042 SPS TELEMETRY UPGRADES FY22/23

Author	Manager Contract Services (John Cumming)
Responsible Officer	Director Capital Works (Jim Carless)
File Number	Quote 2023-010

Attachments	Nil
-------------	-----

Purpose

To present to Council for approval Quote 2023-010 74042 SPS Telemetry Upgrades FY22/23.

Related Parties

The parties relating to this report are as follows:

- Alliance Automation Pty Ltd
- Comlek Group Pty Ltd

Corporate Plan Linkage

Financial Strength:

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

Planned Capital and Forecasting - Our planned capital and operational projects are delivered with agility in the line with our business needs.

Background/Discussion

Mackay Regional Council (Council) owns approximately 200 sewage pump stations (SPS) across the Mackay Regional Council Local Government Area. These pump stations vary in capacity, age and design. Most are wet well pump stations with submersible pumps. Some of the SPS have been in service since 1961, some 54 years.

Sewage pump stations are critical components of Council's sewer network, are actively operated critical assets to develop community public health outcomes and represent a major capital asset base. Council's Water & Waste Services are committed to ensuring that Council's water and wastewater infrastructure is resilient and can continue to operate in extreme weather events.

This project will deliver telemetry and Supervisory Control and Data Acquisition (SCADA) control system software upgrades to SPS sites across the Mackay Region in order to meet legislative compliance requirements, address reliability requirements and operational safety.

Council issued quotation documents for all the operations required to supply, install and commission for telemetry and control system upgrades at eighteen (18) SPS sites within the Council area.

Quotes were issued to the following companies under contract MRC 2020-036 WIM Alliance – SCADA Control Systems Support Service Panel on 23 September 2022, via the Queensland Government's Procurement Transformation QTenders website:

- 360 Engineering Pty Ltd
- Alliance Automation Pty Ltd

- Comlek Group Pty Ltd
- Hunter H2O Holdings Pty Limited

The following submissions were received by the closing time of 10:00 am, Tuesday, 25 October 2022:

Respondent	Location
Alliance Automation Pty Ltd	Mackay, Qld
Comlek Group Pty Ltd	Mackay, Qld

An initial compliance check was conducted on 25 October 2022 to identify submissions that were nonconforming with the requirements of the Request for Quotation (RFQ). This included compliance with contractual requirements and provision of requested information.

All submissions were progressed through to the qualitative criteria assessment on the basis that all terms, conditions and mandatory requirements of the RFQ had been met.

During the evaluation, submissions were assessed against the nominated qualitative criteria. Specific criteria were weighted according to their importance as perceived and agreed by the evaluation panel. Relative weightings were published within the RFQ.

The weighting attributed to each qualitative criteria was:

Criterion	Weighting %
Value for Money / Price	40%
Key Personnel Skills and Experience	15%
Relevant Experience and Demonstrated	15%
Understanding	
Respondent's Resources and Availability	30%

Prices received, excluding GST:

Respondent	Price (Ex GST)
Comlek Group Pty Ltd	\$378,999.00
Alliance Automation Pty Ltd	\$528,450.00

The qualitative criteria assessment was carried out by the evaluation panel on 10 November 2022 with the evaluation panel scoring the respondents according to the evaluation matrix.

The following Quotation Information Requests (QIR) were issued as follows:

Comlek Group Pty Ltd

- Confirming inclusions of submitted pricing;
- Advising amendment to Delivery, Installation and Commissioning dates;
- Confirming requirements of Principal Contractor;
- Advising requirements for revised Construction program;
- Confirming requirements of 'Supply and Install' as stated in the Pricing Schedule;
- Confirming requirement of additional Witness Point;
- Confirming requirement of final drawings format;
- Requesting a detailed project commitment schedule;
- Confirming requirement in meeting deadlines for Delivery, Installation and Commissioning dates.

The responses were received within the requested timeframe, with the responses being reviewed by the evaluation panel.

As a result of the QIR responses, the final submitted prices (excluding GST) were as follows:

Respondent	Price (Ex GST)
Comlek Group Pty Ltd	\$379,886.00
Alliance Automation Pty Ltd	\$528,450.00

Comlek Group Pty Ltd have demonstrated their experience, capacity and resources to be able to complete the works to the quality as specified in the RFQ document. Their project methodology and construction program submitted demonstrate their understanding and ability to complete the works within the required timeframe to the required standard.

The evaluation of the quotation was conducted by:

Position	Department
Project Manager	Contract Services
Consultant Project Manager	Contract Services
Contracts Officer	Procurement & Plant
SCADA Engineer	Water Network
Senior SCADA Engineer	Water Network

Consultation and Communication

Consultation was conducted between Procurement & Plant, Contract Services, Design Services and Water Networks, prior to the RFQ being released.

Resource Implications

The funding for these works is in the Capital Budget as follows:

Job No. 74042 – Sewage Pump Station Regional Telemetry upgrades - Capital Budget of \$300,000.00.

Description	Amount	Notes
Quote 2023-010 74042 SPS Telemetry Upgrades FY22/23		
Expenditure to Date	\$14,461.60	Actuals (Fin1 @ 16.11.22)
Contract Price	\$379,886.00	Comlek Group Pty Ltd
Project risks	\$37,988.60	Contingency allowed (10%)
Council's costs	\$44,854.66	Overheads, project management and supervision
Estimated Cost of Project	\$477,190.86	
BUDGET		
Budget for 2022/2023	\$300,000.00	
BALANCE	-\$177,190.86	Estimated budget shortfall

The estimated budget shortfall of \$177,190.86 will be adjusted as part of the next quarterly budget review undertaken in the current financial year of 2022/23.

Risk Management Implications

Council have a number of Sewage Pump Stations that require telemetry and control system upgrades to meet legislative compliance requirements and address potential impacts of poor response time and control with more accurate and reliable telemetry and SCADA with high levels of connectivity between control hubs allowing operators improved efficiency in monitoring, operating and controlling sewerage pump station assets. Failure to implement these upgrades increases the risk of system overflows, operational failures and safety incidents.

Risks to Council associated with this contract include, but are not limited to, working adjacent to existing pump station assets and services, environmental and safety risks. The mitigation will be carried out by:

- Operational Tenderers have been made aware of the existing services and constraints to allow their costing and methodology to comply with risk control activities associated with the works. Throughout delivery, the operations risks will be mitigated through notification to Mackay Water Networks when work is being conducted.
- Environmental the successful Contractor must develop and implement environmental and safety procedures. This will be monitored and managed by the project manager and compliance inspector.
- Measures taken to minimise safety risks are utilising experienced contractors for the works and compliance with Work Health and Safety Legislation. The delivery methodology (Safe Work Method Statement) from the successful Contractor must address any high-risk work activity and Council to review and monitor.

Conclusion

That awarding the contract to Comlek Group Pty Ltd represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council, based on their previous experience, demonstrated understanding and capacity to complete the works to the quality as specified in the RFQ.

Officer's Recommendation

THAT Council award contract Quote 2023-010 74042 SPS Telemetry Upgrades FY22/23 to Comlek Group Pty Ltd for the lump sum quotation price of \$ \$379,886.00 (excl GST).

Council Resolution ORD-2022-349

THAT Council award contract Quote 2023-010 74042 SPS Telemetry Upgrades FY22/23 to Comlek Group Pty Ltd for the lump sum quotation price of \$ \$379,886.00 (excl GST).

Moved Cr Englert

Seconded Cr May

Cr Englert noted that Council has control of around 200 sewerage pump stations across the Region and this tender relates to a software upgrade not only to increase reliability and operational safety, but to meet new Legislative requirements.

CARRIED

13.2. MRC 2023-016 MACKAY CBD AND CENTRAL FOOTPATH CONSTRUCTION

Author	Manager Major Projects (Michael Zimmerle)
Responsible Officer File Number	Director Capital Works (Jim Carless) MRC 2023-016

Attachments Nil

Purpose

To present to Council for approval MRC 2023-016 Mackay CBD and Central Footpath Construction.

Related Parties

The parties relating to this report are as follows:

- Pentacon Pty Ltd;
- QCCS Pty Ltd;
- Seaforth Civil Pty Ltd; and
- Vassallo Constructions Pty Ltd.

Corporate Plan Linkage

Live and Visit

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

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

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

Background/Discussion

Mackay Regional Council (Council) is continuing to review and report on the current condition of the footpath assets within the region. Through this continued review process, it has been identified that sections of the footpath assets are showing significant deterioration causing safety and reputational concerns.

Council's review of the six (6) locations that form the Scope of Works released with this RFT has identified trip hazards caused by uneven levels, cracking, and deterioration throughout the pavements. These hazards pose major safety issues and significantly reduce the level of service to the community, left unaddressed will have a negative impact on Council's reputation. The six locations are as follows:

- 1. Victoria Street Milton St to Peel St South Side
- 2. Victoria Street Peel St to Wellington St South Side
- 3. Victoria Street Macalister to Gregory St North Side
- 4. Gordon Street Gregory St to Wood St North Side
- 5. Milton Street 102 Milton Street (Cluster Housing)
- 6. James Street 12 James Street (Cluster Housing)

Council issued tender documents seeking suitably qualified and experienced Contractors for the re-construction of footpaths within the Central Business District (CBD) of Mackay and Central Mackay.

Tenders were invited on 16 September 2022, via Council's website, and on the Queensland Government's Procurement Transformation QTenders website.

The following submissions were received by the closing time of 10:00 am, 18 October 2022:

Tenderer	Location
Pentacon Pty Ltd	MACKAY QLD 4740
QCCS Pty Ltd	MACKAY QLD 4740
Seaforth Civil Pty Ltd	MACKAY QLD 4740
Vassallo Constructions Pty Ltd	MACKAY QLD 4740

An initial compliance check was conducted on the 11 October 2022 to identify submissions that were nonconforming with the requirements of the Request for Tender (RFT). This included compliance with contractual requirements and provision of requested information.

Whilst the tenderers did not provide copies of all information requested to comply with the contractual requirements and provisions of requested information. The evaluation panel decided that all submissions were to progress through to the qualitative criteria assessment, on the basis, that if a tenderer was the preferred tenderer following the evaluation of the qualitative criteria that such outstanding information would be requested via Tender Information Requests from the relevant tenderer.

During the evaluation, submissions were assessed against the nominated qualitative criteria. Specific criteria were weighted according to their importance as perceived and agreed by the evaluation panel. Relative weightings were published within the RFT.

The weighting attributed to each qualitative criteria was:

Criterion	Weighting %
Value for Money / Price	40%
Tenderer's Resources and Key Personnel	20%
Relevant Experience	15%
Demonstrated Understanding and Availability	25%

Tendered prices received, excluding GST:

Tenderer	Price (Ex GST)
Vassallo Constructions Pty Ltd	\$1,127,378.04
QCCS Pty Ltd	\$1,284,343.59
Pentacon Pty Ltd	\$1,999,432.24
Seaforth Civil Pty Ltd	\$2,066,462.53

The qualitative criteria assessment was carried out by the evaluation panel on 24th October 2022 with the evaluation panel scoring the tenders according to the evaluation matrix.

Tender Information Requests (TIR) were issued to Vassallo Constructions Pty Ltd, including but not limited to:

- negotiate and finalise statement of departures;
- confirm pricing.
- obtain further information / clarifications in relation to submitted qualitative criteria;
- confirming other information as required for the works;

The responses were received within the requested timeframe, with the responses being reviewed by the evaluation panel. Responses to TIRs did not result in a change in tendered price for Vassallo Constructions Pty Ltd. The final evaluation was completed 17th November 2022 whereby, the evaluation panel concluded that

Vassallo Constructions Pty Ltd have the experience, capacity and resources to complete the works to the quantity and quality as specified in the RFT.

The evaluation of the tender was conducted by:

Position	Department
Contractor / Project Manager	Capital Works
Roads & Pavements Assets Engineer	Transport & Drainage Infrastructure Planning
Project Support Officer	Major Projects
Contracts Officer	Procurement & Plant

Consultation and Communication

Consultation was conducted between Design Services, Transport Drainage and Infrastructure Planning, Procurement and Plant and Major Projects prior to the Request for Tender being released.

Resource Implications

The current funding allocation within the Capital Works budget is **\$1,059,723.00** for these project works. Within this budget, \$66,000.00 is funded through the Local Roads and Community Infrastructure Phase 3 program which is managed through the Department of Infrastructure, Transport, Regional Development, Communications and the Arts.

With the tendered prices and other costs associated with the delivery of this project a shortfall of **\$391,751.75** has been identified

Description	Amount	Notes
MRC 2023-016 Mackay CBD a	nd Central Footpath Con	struction
Expenditure to Date	\$41,955.00	(includes staff wages, design fees, project management and site investigations)
Contract Price	\$1,127,378.04	Vassallo Constructions Pty Ltd
Project risks	\$169,106.71	15% Contingency
Council's costs	\$113,035.00	Below the line costs for council
Estimated Cost of Project	\$1,451,474.75	
BUDGET		
Budget for 2022/2023	\$1,059,723.00	\$66,000 funded through Local Roads and Community Infrastructure Phase 3 Program and \$993,723.00 from MRC
BALANCE	-\$391,751.75	budget over expenditure

Additional funding is to be incorporated in the December budget review to capture the shortfall of the budget.

Risk Management Implications

Risks to Council, for this project, include reputation / community expectation, funding, working around traffic, working near overhead and underground electrical services, community liaison, existing services, environmental and safety risks. The mitigation will be carried out by:

- Council has had significant community engagement and released specific details regarding the delivery of the footpath upgrade works, failure to deliver will result in underperformance and public backlash.
- Throughout the delivery, the traffic risks, including pedestrian traffic, will be mitigated through the implementation and monitoring of the Traffic Management Plan, including signage as per MUTCD requirements, submitted by the Contractor and accepted by Council.
- Environmental damage (noise, temperature, dust, debris etc) In accordance with General Conditions of Contract, the successful Contractor must develop and implement safety procedures. This will be monitored and managed by the Superintendent and Superintendent's Representative.
- The successful Contractor will liaise with utility providers to locate and identify all services and utilities that may be impacted and provide controls to mitigate the safety risk and damage potential
- Measures taken to minimise safety risks are utilising experienced contractors for the works and compliance with Work Health & Safety Legislation, including the placing of appropriate signage in and around the worksite. The delivery methodology (Safe Work Method Statement) from the successful Contractor must address any high-risk activity and Council to review and monitor

Council will be carrying out appropriate communications with all stakeholders regarding notification of dates and times relating with the overall project, with the Contractor liaising with business owners and residents, in the vicinity throughout the construction phase.

Conclusion

That awarding the contract to Vassallo Constructions Pty Ltd represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council as Vassallo Constructions Pty Ltd have the experience, capacity and resources to complete the works to the quantity and quality as specified in the RFT.

Officer's Recommendation

THAT Council award contract MRC 2023-016 Mackay CBD and Central Footpath Construction to Vassallo Constructions Pty Ltd for the Schedule of Rates or Priced Bill of Quantities which in either case is subject to Remeasurement tender price of \$1,127,378.04 (excl GST).

Council Resolution ORD-2022-350

THAT Council award contract MRC 2023-016 Mackay CBD and Central Footpath Construction to Vassallo Constructions Pty Ltd for the Schedule of Rates or Priced Bill of Quantities which in either case is subject to Remeasurement tender price of \$1,127,378.04 (excl GST).

Moved Cr Jones

Seconded Cr Mann

Cr Jones noted that the awarded tenderer is very well known, and the opportunity to upgrade footpaths is a positive one.

Cr May noted that this tender was over the budgeted amount and highlighted the need to monitor what is going on in this space, including the cost of materials and delivery of services.

CARRIED

14. CONSIDERATION OF NOTIFIED MOTIONS

Nil

15. PUBLIC PARTICIPATION

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

Christine Keys addressed Councillors in relation to the Smart City Agenda and noted that she was part of the Worldwide Rally for Freedom.

16. LATE BUSINESS

Cr Mann noted that she has been asked to officiate at an event held at Eungella on the weekend which is being hosted by the Eungella Community Development Association to celebrate her Majesty the Queens' Platinum Jubilee, at which time 70 trees would be planted to highlight Her Majesty's service.

Cr Hassan advised that November 25 is the beginning of 16 Days of Activism against gender-based violence which is an annual international campaign for the elimination of violence against women, which runs for 16 days until December 10, which is Human Rights Day. Cr Hassan advised that Zonta Mackay, of which she and Cr Mann are current members, continues to participate in this and she and a couple of other Councillors have chosen to wear orange today. Cr Hassan advised that several timber orange women would be located around town in various locations in an effort to draw people's attention to the 16 Days of Activism.

Cr Bonaventura noted that Senior School students have just completed their schooling which marks a milestone in their lives, with many waiting on their ATAR results and many joining the workforce. Cr Bonaventura advised that his nephew Indiana, who hails from Brisbane, is in the public gallery in Chambers today and has just finished his schooling. Cr Bonaventura congratuled all Senior School students on their efforts to date and wished them well in achieving their goals.

Mayor Williamson advised that he had been to 4 Speech Nights so far and it's a great cohort that are graduating this year with some fantastic results.

Cr May advised that she wished to acknowledge Council's Acting Chief Executive Officer Angela Hays, who has been in the role for a number of months and who has done a fantastic job. Cr May advised that she knows it is not an easy job and there have been some very testing times recently, and wanted to publicly acknowledge and thank the ACEO for her efforts. Cr May welcomed the new CEO who commences with Council on Monday.

Mayor Williamson noted that Cr May's sentiments were echoed by all Councillors.

Cr Green noted that she, with a number of other Councillors, had recently visited St Francis Xavier Catholic Primary School, along with very special guest Jonathon Thurston, who was in attendance on behalf of Get Ready Queensland to award the 4 Grade 6 winners of the Get Ready Queensland competition. Cr Green noted that Carla Duck from Council also participated in the presentation and had the children very engaged in learning about being emergency prepared and looking out for their neighbours. Cr Green offered her congratulation to St Francis Xavier Catholic Primary School.

Cr Bella advised that he had recently attended the presentation night for Sarina High and was heartened to see a couple of the young people from the All Abilities team receiving awards, which shows that they are very capable of achieving and believes it is a matter of changing the way we provide for them to achieve. Cr Bella gave a huge shout out to the Queensland Rugby League staff in Mackay and Mackay Cutters for their assistance with the All Abilities team.

Mayor Williamson advised that a lovely morning tea had been held this morning to celebrate the athletes who recently attended the Special Olympics in Launceston, and also to celebrate Kimberley Doyle, who does an enormous amount of work with the Special Olympians.

17. CONFIDENTIAL REPORTS

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

Confidential Item	Reason for Meeting Closure
Item 17.1 - Approved Concessions Under Facilitating Development in the Mackay Region Policy - October 2022	(c) the Council's budget
Item 17.2 - Approved Sponsorship Under the Invest Mackay Events and Conference Attraction Program - October 2022	(c) the Council's budget
Item 17.3 - Draft Minutes - Invest Mackay Events and Conference Attraction Program Advisory Committee Meeting - 14 November 2022	(c) the Council's budget
Item 17.4 - Rating Concession Request - Lot 37 & 38, Dolphin Heads	(d) rating concessions
Item 17.5 Rating Concession Request - Lots 6,7,8,12,13,14,26,81 and 86, Dolphin Heads	(d) rating concessions

Moved Cr Jones

Seconded Cr Mann

CARRIED

11:36 am - The meeting closed to the public.

THAT the meeting be reopened to the public.

Moved Cr Green

Seconded Cr Englert

CARRIED

12:17 pm - The meeting reopened to the public.

17.1. APPROVED CONCESSIONS UNDER FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - OCTOBER 2022

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget.**

Council Resolution ORD-2022-351

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

Moved Cr Mann

Seconded Cr Hassan

CARRIED

17.2. APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM - OCTOBER 2022

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget.**

Council Resolution ORD-2022-352

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

Moved Cr Green

Seconded Cr May

CARRIED

17.3. DRAFT MINUTES - INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM ADVISORY COMMITTEE MEETING - 14 NOVEMBER 2022

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget.**

Council Resolution ORD-2022-353

THAT the draft minutes of the Invest Mackay Events and Conference Attraction Program Advisory Committee meeting dated 14 November 2022 be received.

Moved Cr May

Cr Jones recorded her vote against the Motion.

Cr Bonaventura moved a further motion.

THAT Council would like further information on Item 8.3 at a Council briefing session before the funding decision is finalised.

Moved Cr Bonaventura

Seconded Cr Bella

Seconded Cr Mann

CARRIED

CARRIED

17.4. RATING CONCESSION REQUEST - LOT 37 & 38, DOLPHIN HEADS

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (d) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating **to rating concessions**.

Council Resolution ORD-2022-354

THAT in relation to Lots 37 and 38, 6 Beach Road, Dolphin Heads, Council rejects the proposal to write off 50% of property-related debt.

Moved Cr Mann

Seconded Cr Hassan

CARRIED

17.5. RATING CONCESSION REQUEST - LOTS 6,7,8,12,13,14,26,81 AND 86, DOLPHIN HEADS

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (d) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating **to rating concessions**.

Council Resolution ORD-2022-355

THAT in relation to Lots 6,7,8,12,13,14,26, 81 and 86 on BUP 106981, Council :

1. rejects the proposal to write off 100% of property-related debt; and

2. delegates to the CEO the power to negotiate with the relevant Body Corporate to discount property-related debt to facilitate the sale of the properties.

Moved Cr Mann

Seconded Cr Townsend

CARRIED

Mayor Williamson noted that as this is Angela's last meeting as ACEO, he would like to add his thanks to her for acting in the role since February, and advised that it has been an absolute pleasure working with her.

18. MEETING CLOSURE

Meeting closed at 12:19 pm.

19. FOR INFORMATION ONLY

19.1. BUILDING WORKS STATISTICS - OCTOBER 2022

Class	Description	Total October 2022	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total October 2021	YTD
Class 1A	A single dwelling being a detached house, or one of a group of two or more attached dwellings, each being a building, separated by a fire-resisting wall, including a row house, terrace house, town house or villa unit	40	\$9,536,055	261	80	516
Class 1B	A boarding house, guest house, hostel or the like with a total area of all floors not exceeding 300m2, and where not more than 12 people reside, and is not located above or below another dwelling or another Class of building other than a private garage	2	\$1,184,600	250	0	7
Class 2	A building containing 2 or more sole- occupancy units each being a separate dwelling	0			0	2
Class 3	A residential building, other than a Class 1 or 2 building, which is a common place of long term or transient living for a number of unrelated persons. Example: boarding-house, hostel, backpackers accommodation or residential part of a hotel, motel, school or detention centre	1	\$520,000	257	0	6
Class 4	A dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building	0			0	0
Class 5	An office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9	2	\$1,639,182	726	4	16
Class 6	A shop or other building for the sale of goods by retail or the supply of services direct to the public.Example: café, restaurant, kiosk, hairdressers, showroom or service station	3	\$628,081	76	3	46
Class 7A	A building which is a car park	0			0	0
Class 7B	A building which is for storage or display of goods or produce for sale by wholesale	2	\$150	300	2	15
Class 8	A laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale or gain	0			3	14
Class 9A	A health care building, including those parts of the building set aside as a laboratory	0			0	1
Class 9B	An assembly building, including a trade workshop, laboratory or the like, in a primary or secondary school, but excluding any other parts of the building that are of another class	0			2	11
Class 9C	An aged care building	0			0	1

	Totals	160	\$20,163,635	1,962	253	1,849
Sundry Demolition residential/commercial/industrial, class n/a, class s/s		1	\$26,400	N/A	1	16
Class 10C	A private bushfire shelter	0			5	0
Class 10B	A structure being a fence, mast, antenna, retaining or free standing wall, swimming pool or the like	23	\$2,975,593	12	49	234
Class A private garage, carport, shed or the like 10A		86	\$3,653,574	82	104	964

Description	Total October 2022	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total October 2021	YTD
New building or structure	120	\$16,232,062	113	172	1,272
Change of building classification	0			0	8
Demolition	5	\$1,596,537	N/A	8	67
Repairs, alterations, additions	22	\$3,449,896	331	27	269
Swimming pool and/or pool fence	18	\$1,119,307	N/A	40	209
Relocation or removal	1	\$30,000	140	1	5
Totals	166	\$22,427,802	582	248	1,830



19.2. DEVELOPMENT APPLICATIONS - OCTOBER 2022

Development Applications Received

S53/E Incl/MOND Company Py Ltd Conditions? 9. 8.10Homemakery Centrel S53/F Cod LG4 AdkAckay-Bucasia Road Home Cursoft/Um Property Py Ltd Generally in Accordance - Homemakery Daniel Wals S53/F Code 428 Millen Street PAGET Con 6 Pty Ltd and Oro 7 Pty Cursoft/Um Property Company Py Ltd Conditions 1, 2, 9, 10, 11, 16, 17, 28, 26 e. Conditions 1, 2, 9, 10, 11, 16, 17, 28, 26 e. Conditions 1, 2, 9, 10, 11, 16, 17, 28, 26 e. Conditions 1, 2, 9, 10, 11, 16, 17, 28, 26 e. Conditions 1, 2, 9, 10, 11, 16, 17, 28, 26 e. Conditions 2, 29, 10, 11, 16, 17, 28, 26 e. Conditions 2, 29, 10, 11, 16, 17, 28, 26 e. Conditions 2, 29, 10, 11, 16, 17, 28, 26 e. Conditions 2, 29, 10, 11, 16, 17, 28, 26 e. Conditions 2, 29, 10, 11, 16, 17, 28, 26 e. Conditions 2, 9, 10, 11, 16, 17, 28, 26 e. Conditions 2, 9, 10, 11, 16, 17, 28, 26 e. Conditions 2, 9, 10, 11, 16, 17, 12, 28, 26 e. Conditions 2, 9, 10, 11, 16, 17, 12, 12, 12, 12, 12, 12, 12, 12, 12, 12	App No.	Code / Impact	Address	Applicant	Description	Officer
S53F IO RICHMOND ^O Py Ltd Centre Centre 253F Code 428 Millen Street PAGET Or 6 Pty Ltd and Oro 7 Pty Ltd Conditions 1, 2, 9, 10, 11, 16, 17, 28, 28, 26, 26, 26, 26, 26, 26, 26, 26, 26, 26		Code				Daniel Walsh
122/A PAGET Ltd Conditions is 2, 9, 10, 11, 16, 17, 28, 28, 28, - General Industry (Sarpeel Industry Industy Industry Industry Industry Industy Industry Industry Industy In		Code				Daniel Walsh
138/C MOUNT PLEASANT Shopping Centre Matrix 106/B Impact 239.254 Nebo Road The Roman Catholic Trust Change Application (Minor). Amended Plans - Educational Establishment Darryl Blay, Darryl Blay, Comportation DA-2019. Code 55-59 Michelmore Street Clifford Group Pty Ltd Change Application (Minor). Amended PAGET Lachange of Mathematic Componence Mathematic Componence Lachange of Mathematic Componence Lachange of Mathematic Change of Use - Varenhouse, Low Mathematic Change of Use - Varenhouse, Low Mathematic Change of Use - Varenhouse, Low Mathematic Change of Use - Varenhouse Lachange of Mathematic Change of Use - Varenhouse Daryl Blay and Anterial Change of Use - Varen		Code			Conditions 1, 2, 9, 10, 11, 16, 17, 25 & 26 - General Industry (Storage of Various	Lachlan Deon
106/B V WEST MACKAY Corporation Plans ² Education at Establishment DA-2019- Code 55-59 Michelmore Street Clifford Group Ply Lld Change Application (Mnor) - Caring to Change of Dise - High pract industry and Change Application of a Lot - 4 Rural Residential Lots Brogen Jon DA-2021- Code Lot 42 Bruce Highway BLOOMSBURY Mt Tyson Holdings Ply Ltd Change Application (Other) - Addition of Apricultural Supplies Store - Food A Drink Outed and Health Care Services Lachlan Der Agrica Papilication - Record Ply Ltd Record Ply Ltd <td></td> <td>Code</td> <td></td> <td>Cotherstone Pty Ltd</td> <td></td> <td>Rachel O'Brien</td>		Code		Cotherstone Pty Ltd		Rachel O'Brien
135/B PAGET Conditions 28, 24, 83 - Material Change of Use - High Impact Industry and Reconfiguration of a Lot - 2 High Impact Industry Lots Into 3 Lots Brogan Jon Reconfiguration of a Lot - 2 High Impact Industry Lots Into 3 Lots DA-2022-1 Impact Lot 49 Sugarshed Road ERAKALA Sugar Shed Road Ply Ltd Resonfiguration of a Lot - 2 High Impact Industry Lots Into 3 Lots Brogan Jon Reconfiguration of a Lot - 4 High Reconfiguration of a Lot - 4 Burual Residential Lots into 231 Park Residential Lots Brogan Jon Reconfiguration of a Lot - 4 Burual Residential Lots into 231 Park Residential Lots Brogan Jon Reconfiguration of a Lot - 4 Case Aurual State S		Impact				Darryl Bibay
132/A ERAKALĂ D Reconfiguration of a Lot -4 Fural Residential Lots into 231 Park Residential Lots Lot DA-2021- 105/A Impact ELOOMSBURY Mt Tyson Holdings Pt Ltd BLOOMSBURY Change Application (Other) - Addition of Agricultural Supplies Store - Food & D'Inhi Outlet and Health Care Services Rachel O'Br Adjricultural Supplies Store - Food & D'Inhi Outlet and Health Care Services Rachel O'Br Adjricultural Supplies Store - Food & D'Inhi Outlet and Health Care Services Rachel O'Br Adjricultural Supplies Store - Food & D'Inhi Outlet and Health Care Services Rachel O'Br Adjricultural Supplies Store - Food & D'Inhi Outlet and Health Care Services Rachel O'Br Adjricultural Supplies Store - Food & D'Inhi Outlet and Health Care Services Rachel O'Br Adjricultural Supplies Store - Food & D'Inhi Outlet and Health Care Services Rachel O'Br Adjricultural Supplies Store - Food & D'Inhi Care Store - Food & D'Inhi Adjricultural Supplies Rachel O'Br Adjricultural Supplies DA-2022-184 Code B-10 Silverton Court PAGET Andrew Deguara (Holdings) PAGET Reconfiguration of a Lot - Access Easement PAGET Rachel O'Br Adjricultural Supplies DA-2022-185 Code B-10 Silverton Court PAGET WH F Group Pty Ltd Material Change of Use - Varehouse, Low PAGET Daryl Bibay and Ancillary Warehouse Daryl Bibay and Ancillary Warehouse Sacha P Colos PaGET Rachel O'Br Adjricultural Supplies Store - Food & D'Anhi Material Change of Use - School Expansion MOUNT PLEASANT PA& And Roman Cat		Code		Clifford Group Pty Ltd	Conditions 28, 34 & 35 - Material Change of Use - High Impact Industry and Reconfiguration of a Lot - 2 High Impact	Lachlan Deon
105/A BLOOMSBURY Agricultural supplies Store - Food & Drink Outlet and Health Care Services DA-2021- 187/A Code 9 Sugarland Court ALLIGATOR CREEK Rapid Building Approvals ALLIGATOR CREEK Change Application - Removing Condition 10 - Dwelling House (Domestic Outbuilding) - Extractive Resources & High Inpact Activities Overlay and Side Boundary Releavation Rachel O'Bri Activities Overlay and Side Boundary Releavation DA-2022-183 Code 142 Surprise Creek Road MOUNT OSSA Andrew Deguara (Holdings) Pty Ltd Reconfiguration of a Lot - Access Easement Activities Overlay and Side Boundary Releavation Rachel O'Bri MOUNT OSSA DA-2022-184 Impact 40-42 Caterpillar Drive PAGET Hastings Deering (Australia) Ltd Material Change of Use - Varehouse, Low Impact Industry and Outdoor Sales Darryl Biba and Ancillary Warehouse DA-2022-185 Code 20 David Muir Street SLADE POINT RZJ Pty Ltd Material Change of Use - Transport Depot and Ancillary Warehouse Darryl Biba and Ancillary Warehouse Rachel O'Bri Storage Facily DA-2022-186 Code 35-49 Baxter Drive MACKAY JA & JB Boyle Pty Ltd Material Change of Use - Crematorium (The Lachlan Der Boccese Lachlan Der Gentie Way) DA-2022-188 Code 35-49 Baxter Drive MOUNT MARTIN DP&A and Roman Catholic Tu Corporation For The Diocese Material Change of Use - School Expansion - Holy Spirit College		Code		Sugar Shed Road Pty Ltd	Reconfiguration of a Lot - 4 Rural Residential Lots into 231 Park Residential	Brogan Jones
187/A ALLIĞATOR CREEK 10 - Divetting House (Domestic Outbuilding) - Extractive Resources & High Impact Activities Overlay and Side Boundary Relaxation DA-2022-183 Code 142 Surprise Creek Road MOUNT OSSA Andrew Deguara (Holdings) Pty Ltd Reconfiguration of a Lot - Access Easement Impact Industry and Outdoor Sales Rachel O'Br Relaxation DA-2022-184 Impact A0-42 Caterpilar Drive PAGET Hastings Deering (Australia) Impact Industry and Outdoor Sales Lachlan Deer Impact Industry and Outdoor Sales Darryl Bibay DA-2022-185 Code 6-10 Silverton Court PAGET WHF Group Pty Ltd Material Change of Use - Varenbouse (Self- Rachel O'Br Storage Facility) Rachel O'Br Storage Facility) Rachel O'Br Storage Facility) DA-2022-186 Code 35.49 Baxter Drive MACKAY JA & JB Boyle Pty Ltd Material Change of Use - Varenbouse (Self- Rachel O'Br Storage Facility) Rachel O'Br Storage Facility) DA-2022-188 Code 35.49 Baxter Drive MOUNT PLEASANT DP&A and Roman Catholic Trust Corporation For The Diocese Material Change of Use - School Expansion -Holy Spirit College Kate Large DA-2022-189 Code 41 Wentzels Road BALBERRA Rapid Building Approvals Material Change of Use - Front Boundary Setback- Proposed Shed Kate Large DA-2022-193 Code Lot 502 Peak Downs Highway WALKERSTON J		Impact		Mt Tyson Holdings Pty Ltd	Agricultural Supplies Store - Food & Drink	Lachlan Deon
MOUNT OSSAPty LtdOrOrDA-2022-184Impact40-42 Caterpillar Drive PAGETHastings Deering (Australia) LtdMaterial Change of Use - Warehouse, Low Impact Industry and Outdoor SalesLachlan Der Impact Industry and Outdoor SalesDA-2022-185Code6-10 Silverton Court PAGETWHF Group Pty LtdMaterial Change of Use - Transport Depot and Ancillary WarehouseDarryl Bibay and Ancillary WarehouseDarryl Bibay and Ancillary WarehouseRachel O'Br Storage Facility)DA-2022-186Code20 David Muir Street MACKAYJA & JB Boyle Pty LtdMaterial Change of Use - Crematorium (The Lachlan Der Gente Way)Lachlan Der Material Change of Use - School Expansion - Holy Spirit CollegeKate LargeDA-2022-187Code35-49 Baxter Drive MOUNT PLEASANTDP&A and Roman Catholic Trust Corporation For The DioceseMaterial Change of Use - School Expansion - Holy Spirit CollegeKate LargeDA-2022-191Code41 Wentzels Road BALBERRARapid Building Approvals Christine A MuscatMaterial Change of Use - Front Boundary Setback - Proposed ShedKate LargeDA-2022-192CodeLot 2 Glendaragh Road GLENELLALc Quarry Materials Pty LtdMaterial Change of Use - Extractive Material Change of Use - Extractive IndustryDarryl BibayDA-2022-195CodeLot 3 Wirami-Eton Road MLA MIAArthur C GrechReconfiguration of a Lot - 1 Lot into 2 LotsKate Large Pacity IndustryDA-2022-195CodeLot 8 Mirami-Eton Road MLA MIAArthur C GrechReconfiguration of a Lot - 1 Lot in		Code		Rapid Building Approvals	10 - Dwelling House (Domestic Outbuilding) - Extractive Resources & High Impact Activities Overlay and Side Boundary	Rachel O'Brien
PAGETLtdImpact Industry and Outdoor SalesDA-2022-185Code6-10 Silverton CourtWHF Group Pty LtdMaterial Change of Use - Transport Depot and Ancillary WarehouseDarryl Bibay and Ancillary WarehouseDA-2022-186Code20 David Muir Street SLADE POINTRZJ Pty LtdMaterial Change of Use - Warehouse (Self- Storage Facility)Rachel O'Br Storage Facility)DA-2022-187Impact217 Shakespeare Street MACKAYJA & JB Boyle Pty LtdMaterial Change of Use - Crematorium (The Gentle Way)Lachlan Der Gentle Way)DA-2022-188Code35-49 Baxter Drive MOUNT PLEASANTDP&A and Roman Catholic Trust Corporation For The DioceseMaterial Change of Use - School Expansion - Holy Spirit CollegeKate LargeDA-2022-191Code41 Wentzels Road BALBERRARapid Building Approvals Outburt MARTINMaterial Change of Use - Front Boundary Setback - Proposed ShedKate Large (Secondary Dwelling)DA-2022-192CodeLot 502 Peak Downs Highway VALKERSTONJoseph J Muscat and Christine A MuscatReconfiguration of a Lot - 1 Lot into 2 Lots IndustryKate Large (Secondary Dwelling)DA-2022-193CodeLot 2 Glendaragh Road MIA MIALc Quarry Materials Pty LtdMaterial Change of Use - Extractive IndustryDarryl Bibay IndustryDA-2022-195CodeLot 8 Mirani-Eton Road MIA MIAArthur C GrechReconfiguration of Lot - 1 Lot into 2 Lots IndustryKate Large IndustryDA-2022-196CodeLot 914 Jennifer Court BUCASIASeaview Place Pty LtdReconfig	DA-2022-183	Code			Reconfiguration of a Lot - Access Easement	Rachel O'Brien
PAGETand Ancillary WarehouseADA-2022-186Code20 David Muir Street SLADE POINTRZJ Pty LtdMaterial Change of Use - Warehouse (Self- Storage Facility)Rachel O'BiDA-2022-187Impact217 Shakespeare Street MACKAYJA & JB Boyle Pty LtdMaterial Change of Use - Crematorium (The Gentle Way)Lachlan DerDA-2022-188Code35-49 Baxter Drive MCUNT PLEASANTDP&A and Roman Catholic Trust Corporation For The DioceseMaterial Change of Use - School Expansion - Holy Spirit CollegeKate LargeDA-2022-189Code41 Wentzels Road BALBERRARapid Building ApprovalsMaterial Change of Use - Front Boundary Setback - Proposed ShedKate LargeDA-2022-191Code236 Mount Martin Loop Road MOUNT MARTINAlan O SiddleMaterial Change of Use - Dwelling House (Secondary Dwelling)Kate LargeDA-2022-192CodeLot 502 Peak Downs Highway WALKERSTONJoseph J Muscat and Christine A MuscatReconfiguration of a Lot - 1 Lot into 2 LotsKate LargeDA-2022-193CodeLot 2 Giendaragh Road GLENELLALc Quarry Materials Pty LtdMaterial Change of Use - Extractive IndustryDarryl BibayDA-2022-195Code15-17 Production Drive PAGETProchain Pty LtdMaterial Change of Use - Medium Impact IndustryKate LargeDA-2022-196Code36 Langdon-Lumbura Road GARGETTPeter J Renton and Andrea RentonMaterial Change of Use - Medium Impact IndustryKate LargeDA-2022-198Code385 Langdon-Lumbura Road GARGETTPe	DA-2022-184	Impact				Lachlan Deon
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GARGETT Renton Outbuildings x2 (Bushfire Hazard Overlay) DA-2022-199 Code 33 Brisbane Street Chad's Dream Pty Ltd Material Change of Use - Health Care Lachlan Dealth	DA-2022-197	Code		Seaview Place Pty Ltd	Reconfiguration of a Lot - 1 Lot into 4 Lots	Lachlan Deon
	DA-2022-198	Code		1		Kate Large
Units x2	DA-2022-199	Code	33 Brisbane Street MACKAY	Chad's Dream Pty Ltd	Services & Short-Term Accommodation	Lachlan Deon
DA-2022-200 Impact 49-51 Central Park Drive NJB Holding Co Pty Ltd Material Change of Use – Medium Impact Kate Large Industry	DA-2022-200	Impact		NJB Holding Co Pty Ltd		Kate Large
DA-2022-201 Code Lot 601 Diesel Drive PAGET Hastings Deering (Australia) Limited Material Change of Use - Warehouse Lachlan Deering (Australia)	DA-2022-201	Code				Lachlan Deon

DA-2022-202	Code	23 Flaherty Street ETON	Eton Irrigation Cooperative Ltd	Reconfiguring a Lot - 1 Lot into 2 Lots	Rachel O'Brien
DA-2022-203	Code	Lot 2 Kuttabul Mount Jukes Road KUTTABUL	Titan Homes Queensland Pty Ltd	Material Change of Use - Dwelling House	Lachlan Deon
DA-2022-204	Code	1 Goldston Street NORTH MACKAY	Ashok Kumar	Reconfiguring a Lot - 1 Residential Lot into 2 Lots	Lachlan Deon
DA-2022-205	Code	157 Courtney Gap Road SARINA	AAA Building Consultants	Material Change of Use - Proposed Dwelling within Key Resource Area	Lachlan Deon
DA-2022-206	Code	249 Slade Point Road SLADE POINT	Beau A Hargrave	Reconfiguration of Lot - Boundary Realignment – 2 Residential/ Open Space Lots into 2 Lots	Rachel O'Brien
DA-2022-208	Code	Lot 7 Southgate Drive PAGET	Caesar C Van Lint and Petrus C Van Lint and Steven R Battaia	Material Change of Use - Medium Impact Industry	Kate Large
DA-2022-209	Code	175 Stony Creek Road ETON	Bradley J Cameron	Reconfiguration of Lot - Boundary Alignment - 3 Rural Lots into 3 Lots and Access Easement	Lachlan Deon
DA-2022-211	Code	13 Transport Avenue PAGET	Better Built Sheds Mackay Pty Ltd	Material Change of Use - Low Impact Industry & Hardware and Trade Supplies	Kate Large
DA-2022-212	Code	31 Mick Ready Road GRASSTREE BEACH	Mitchell R Polson and Melissa A Jacobs	Reconfiguration of Lot - Boundary Realignment - 2 Rural Lots into 2 Lots	Lachlan Deon
DA-2022-6/A	Code	428 Milton Street PAGET	Oro 6 Pty Ltd	Change Application - (Minor) Reconfiguring a Lot - 1 High Impact Industry Lot into 3 Lots and Access Easements & Material Change of Use - Medium Impact Industry	Lachlan Deon

Development Applications Entering Decision Making Period

Арр No.	Code / Impact	Address	Applicant	Description	Officer
DA-2021- 229	Impact	Lot 51 Bruce Highway SARINA	Yukon Projects Pty Ltd	Service Station and Reconfiguration of a Lot - Boundary Realignment 2 Lots into 2 Lots	Daniel Walsh
DA-2022- 100	Code	Lot 241 Slater Avenue BLACKS BEACH	Corella Property Investment Trust No2	Material Change of Use - Childcare Centre & Reconfiguration of Lot - 1 Lot into 3 Lots and Access Easement	Brogan Jones
DA-2022- 160	Code	Lot 1 Bruce Highway BAKERS CREEK	Southlink Industrial Pty Ltd	Material Change of Use - Service Station	Lachlan Deon
DA-2022- 161	Code	18 Byron Street MACKAY	Kangmin Lu	Material Change of Use - Multiple Dwellings (3 Units)	Kate Large
DA-2022- 172	Code	133 Garrett Road SARINA	Wayne Thomson	Material Change of use - Dwelling House	Kate Large
DA-2022- 189	Code	41 Wentzels Road BALBERRA	Rapid Building Approvals	Material Change of Use - Front Boundary Setback - Proposed Shed	Kate Large
DA-2022- 191	Code	236 Mount Martin Loop Road MOUNT MARTIN	Alan O Siddle	Material Change of Use - Dwelling House (Secondary Dwelling)	Kate Large
DA-2022- 196	Code	15-17 Production Drive PAGET	Prochain Pty Ltd	Material Change of Use – Medium Impact Industry	Kate Large
DA-2022- 196	Code	15-17 Production Drive PAGET	Prochain Pty Ltd	Material Change of Use – Medium Impact Industry	Kate Large

Development Applications Finalised

App No.	Code / Impact	Address	Applicant	Description	Officer			
Application	Application Withdrawn							
DA-2001- 73/A	Code	129 Broadsound Road PAGET	Milne Bros	Change Application (Minor) - Remove Conditions 2, 4 & 4Material Change of Use - Code Assessment - To change scale & intensity of Existing Outdoor Sales Premises and Car Repair Workshop Framework CD01- 73	Brogan Jones			
DA-2020- 190/A	Impact	129 Broadsound Road PAGET	Milne Bros	Change Application (Minor) - Change to Condition 13Outdoor Sales (Temporary/ Interim Hardstand Area under Lease Arrangement)	Brogan Jones			
DA-2021- 105/A	Impact	Lot 42 Bruce Highway BLOOMSBURY	Mt Tyson Holdings Pty Ltd	Change Application (Other) - Addition of Agricultural Supplies Store - Food & Drink Outlet and Health Care Services	Lachlan Deon			

DA-2022- 179	Code	10 Shepherd Road EIMEO	Maurice A Ahchay and Valma G Ahchay	Reconfiguration of a Lot - Boundary Realignment - 2 Urban Lots into 2 Lots	Darryl Bibay
Application	Not Requ	<u>uired</u>			
DA-2006- 145/A	Code	181 Kellys Road GREENMOUNT	Mark L Atherton and Barbara T Atherton	Extension of Relevant Period (4 Years) Reconfiguration of 1 lot to create 19 Urban Residential Lots in 2 stages, being Stage 1 of 1 Lot plus balance Lot and Stage 2 over the balance Lot being originally 19 Urban Residential Lots plus Parkland but Stage 2 now changed to 13 Lots.	Ricardo Bijos
DA-2009- 472/C	Code	Lot 300 Anzac Avenue MARIAN	Marian Property Corporation Pty Ltd	Extension of Relevant Period - Combined Application for a Reconfiguration of 4 Lots into 35 Residential Lots and 5 Balance Lots and Material Change of Use for Dwelling Houses on Lots Less than 700m2	Matthew Kelly
Approved \$	Subject to	Conditions			
DA-2010- 341/C	Code	14/146 Shoal Point Road SHOAL POINT	Acquilla Investments Pty Ltd	Generally in Accordance - Combined Application - Material Change of Use - Dwelling House (Lot 14)	Rachel O'Brien
DA-2011- 323/C	Code	Lot 912 Aviland Drive SEAFORTH	Betaboard Australia Pty Ltd	Change Application (Minor) - Amendment of Plans and Change to Condition 141 Split Zone Lot in to 23 Village Lots & 1 Balance Rural Residential Lot	Darryl Bibay
DA-2014- 252	Code	263-287 Connors Road PAGET	Charles Camilleri	General Industry, Transport Depot and Warehouse	Darryl Bibay
DA-2015- 150/B	Code	48-52 Carlyle Street MACKAY	David S Anthony and Mason Kidman	Change Application (Minor) - Childcare Centre - Change to Condition 21, 22, 26 and Removal of Assessment Managers Advice 11	Daniel Walsh
DA-2020- 132/A	Code	Lot 49 Sugarshed Road ERAKALA	Sugar Shed Road Pty Ltd	Response as Affected Entity - Reconfiguration of a Lot - 4 Rural Residential Lots into 231 Park Residential Lots	Brogan Jones
DA-2021- 101/A	Code	Lot 988 Eimeo Road RURAL VIEW	Solana Mackay Pty Ltd	Change Application (Minor) - Change to Conditions 1, 2, 10, 15, 16, 20, 22, 2 &, 34Retirement Facility (Manufactured Home Estate)	Lachlan Deon
DA-2021- 145	Impact	36 East Gordon Street MACKAY	Table Three Pty Ltd	Material Change of Use - Office and Warehouse	Cherise Ayling
DA-2021- 187/A	Code	9 Sugarland Court ALLIGATOR CREEK	Rapid Building Approvals	Change Application - Removing Condition 10 - Dwelling House (Domestic Outbuilding) - Extractive Resources & High Impact Activities Overlay and Side Boundary Relaxation	Rachel O'Brien
DA-2022- 121	Code	53A Wellington Street MACKAY	St Vincent De Paul Society Queensland	Material Change of Use – Residential Care Facility	Daniel Walsh
DA-2022- 137	Code	16B Ian Wood Drive DOLPHIN HEADS	AAA Planning & Consultancy	Material Change of Use - Dwelling House - Domestic Outbuilding (Exceed Site Coverage and Overheight)	Darryl Bibay
DA-2022- 141	Code	10 Balnagowan Mandarana Road THE LEAP	Geoffrey I Reddacliff	Material Change of Use - Dwelling House (Secondary Dwelling)	Ricardo Bijos
DA-2022- 142	Code	2 Webster Road SARINA	AAA Planning & Consultancy	Material Change of Use - Outbuilding (Exceed Site Coverage)	Darryl Bibay
DA-2022- 143	Code	Lot 17 Westlake Drive THE LEAP	David S Westlake and Beryl P Westlake and Sean E Westlake and others	Boundary Realignment - 2 Rural Lots into 2 Lots	Lachlan Deon
DA-2022- 144	Code	263 Sugarshed Road ERAKALA	Brendan A Vassallo	Boundary Realignment - 3 Rural Lots into 3 Lots (Tradeable Development Rights Policy)	Lachlan Deon
DA-2022- 147	Code	619 Devereux Creek Road DEVEREUX CREEK	AAA Planning & Consultancy	Material Change of Use - Shed (Exceed Site Coverage and Overheight)	Darryl Bibay
DA-2022- 148	Code	245 Wainai Road FARLEIGH	Peter W Short and Jewell Planning Consultants	Reconfiguration of Lot - 1 Rural Residential Lot into 2 Lots	Lachlan Deon
DA-2022- 151	Code	105 Coleshill Drive ALLIGATOR CREEK	Jared L Barrow and Tiffany A Barrow	Material Change of Use - Dwelling House (Bushfire Overlay)	Ricardo Bijos
DA-2022- 159	Code	1000 Kuttabul Mount Jukes Road MOUNT JUKES	Sabrina Rampi	Material Change of Use - Tourist Attraction (Farm Based Tourism)	Brogan Jones
DA-2022- 164	Code	13 Jardine Drive ERAKALA	AAA Planning & Consultancy	Material Change of Use - Exceed Height and Boundary Setback and for Shed	Darryl Bibay
DA-2022- 174	Code	2 Elle Court ARMSTRONG BEACH	Shelley A Smith	Material Change of Use - Dwelling & Domestic Outbuilding (Flooding and Coastal Hazards Overlay and Setback)	Rachel O'Brien

DA-2022- 183	Code	142 Surprise Creek Road MOUNT OSSA	Andrew Deguara (Holdings) Pty Ltd	Reconfiguration of a Lot - Access Easement	Rachel O'Brien
DA-2022-54	Impact	17 Margaret Street MACKAY	Lambo Projects Pty Ltd	Material Change of Use - Short Term Accommodation	Daniel Walsh
Application	<u>Refused</u>				
DA-2013- 139/B	Code	8-14 Centurion Drive PAGET	Mackay Property Investments Pty Ltd	Change Application - Request for Pre- Response Health Care Centre, Commercial Premises & Undefined Use (Gym)	Darryl Bibay
Application	Lapsed				
DA-2013- 305/A	Code	59 Talty Road FOULDEN	A & S Kippen Pty Ltd	Change Application (Minor) - Material Change of Use - Undefined Land Use: Bulk Waste Recycling and Supply Facility (including ancillary offices and maintenance buildings); and ERA 33 Crushing, Milling, Grinding or Screening >5,000tpa	Brogan Jones

Confirmed on Wednesday 7 December 2022.

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MAYOR