FINAL MINUTES

28 September 2016

Table of Contents

Folio	Date	Particulars
39670	28.09.2016	Ordinary Meeting Minutes
39712	14.09.2016	Draft Minutes - Infrastructure and Services Standing Committee Meeting
39731	14.09.2016	Draft Minutes - Economic Development and Planning Standing Committee Meeting
39782	21.09.2016	Draft Minutes - Community Engagement Standing Committee Meeting
39799	21.09.2016	Draft Minutes - Corporate Services Standing Committee Meeting
39823	28.09.2016	Office of the Mayor & CEO Monthly Review - September 2016
39853	28.09.2016	Policies - Adoption of Council Policies
39906	28.09.2016	Petition - Submission for Recreational Dive Wreck through Queensland Government
39919	28.09.2016	Petition - Playground for Kuttabul
39932	28.09.2016	Petition - Skate Park in Blacks Beach

Declaration of Potential Conflict of Interest

Nil.

ORDINARY MEETING
MINUTES

1. ATTENDANCE:

His Worship the Mayor, Cr G R Williamson (Chairperson), Crs A J Camm, K J Casey, M J Bella, L G Bonaventura, J F Englert, R C Gee, F A Mann, K L May, A R Paton and R D Walker were in attendance at the commencement of the meeting. Also present was Mr C Doyle (Chief Executive Officer) and Mrs M Iliffe (Minute Secretary).

Cr Williamson acknowledged the Yuwibara people, the traditional owners of the land on which we meet and paid his respects to their Elders past and present.

The meeting commenced at 10.01 am.

2. OPENING PRAYER:

Rev Myles Waldron led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS:

Nil

4. APOLOGIES:

Nil

5. CONDOLENCES:

Nil

6. CONFLICT OF INTEREST:

Nil

7. ORDER OF BUSINESS:

7.1 ALTERATION OF STANDING ORDERS FOR MEETING

Author Chief Executive Officer

Purpose

To recommend an amendment of Council's Standing Orders (Meetings) 2016 for meetings for the order of business for the meeting of 28 September 2016.

Conclusion

It is considered that the major item regarding Water Fluoridation of Mackay's Major Water Supply Schemes would be better placed within the order of business following receipt of Petitions.

Officer's Recommendation

THAT Council resolve to amend the order of business within its Standing Orders (Meetings) 2016 for the meeting of 28 September 2016 to allow the item of Water Fluoridation of Mackay's Major Water Supply Schemes to be considered following consideration of Petitions.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm **Seconded Cr Casey**

CARRIED

8. CONFIRMATION OF MINUTES:

8.1 ORDINARY MEETING MINUTES - 24 AUGUST 2016

THAT the Ordinary Meeting Minutes held on 24 August 2016 be adopted.

Moved Cr Bonaventura **Seconded Cr May**

CARRIED

9. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

10. MAYORAL MINUTES:

Nil

11. RECEIPT OF STANDING COMMITTEE MINUTES:

11.1 DRAFT MINUTES - INFRASTRUCTURE AND SERVICES STANDING COMMITTEE MEETING HELD ON 14 SEPTEMBER 2016

Author Director Engineering and Commercial Infrastructure

Purpose

To receive the Draft Infrastructure and Services Standing Committee Minutes of the meeting held on 14 September 2016 and consideration of any recommendations.

Officer's Recommendation

THAT the Draft Infrastructure and Services Standing Committee Minutes dated 14 September 2016 be received.

Cr Casey spoke to the report and provided an overview and highlights of the Infrastructure and Services Standing Committee Minutes.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey **Seconded Cr Mann (nee Fordham)**

CARRIED

11.2 DRAFT MINUTES - ECONOMIC DEVELOPMENT AND PLANNING STANDING COMMITTEE MEETING HELD ON 14 SEPTEMBER 2016

Author Director Development Services

Purpose

To receive the Draft Economic Development and Planning Standing Committee Minutes of the meeting held on 14 September 2016 and consideration of any recommendations.

Officer's Recommendation

THAT the Draft Economic Development and Planning Standing Committee Minutes dated 14 September 2016 be received.

Cr Camm spoke to the report and provided an overview and highlights of the Economic Development and Planning Standing Committee Minutes.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm **Seconded Cr Mann (nee Fordham)**

CARRIED

11.3 DRAFT MINUTES - COMMUNITY ENGAGEMENT STANDING COMMITTEE MEETING HELD ON 21 SEPTEMBER 2016

Author Director Community and Client Services

Purpose

To receive the Draft Community Engagement Standing Committee Minutes of meeting held on 21 September 2016 and consideration of any recommendations.

Officer's Recommendation

THAT the Draft Community Engagement Standing Committee Minutes dated 21 September 2016 be received.

Cr Casey spoke to the report and provided an overview and highlights of the Community Engagement Standing Committee Minutes.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey **Seconded Cr Englert**

CARRIED

11.4 DRAFT MINUTES - CORPORATE SERVICES STANDING COMMITTEE MEETING HELD ON 21 SEPTEMBER 2016

Author Director Organisational Services

Purpose

To receive the Draft Corporate Services Standing Committee Minutes of the meeting held on 21 September 2016 and consideration of any recommendations.

Officer's Recommendation

THAT the Draft Corporate Services Standing Committee Meeting dated 21 September 2016 be received.

Cr Walker spoke to the report and provided an overview and highlights of the Corporate Services Standing Committee Minutes.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Walker **Seconded Cr Paton**

CARRIED

12. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS:

Nil

13. CORRESPONDENCE AND OFFICERS' REPORTS:

13.1 OFFICE OF THE MAYOR AND CEO MONTHLY REPORT - SEPTEMBER 2016

Author Chief Executive Officer

Purpose

To provide Council with the Office of the Mayor and Chief Executive Officer's Monthly Report for month of September 2016.

Background/Discussion

All departments within MRC prepare a Monthly Review which identifies activities undertaken and progress made during the specific month.

Consultation and Communication

The report contains input from relevant Programs across Council.

Resource Implications

As required to compile report, which is a routine task for multiple employees.

Risk Management Implications

Nil

Conclusion

Council is kept informed of activities within the Office of the Mayor and Chief Executive Officer and of major initiatives and projects across Council.

Officer's Recommendation

> THAT the Office of the Mayor and Chief Executive Officers Monthly Report for September 2016 be received

Cr Mann (nee Fordham) queried if the mental health week initiatives Council have developed could be published in-house as well as a region.

The Mayor confirmed this can occur.

Cr Mann (nee Fordham) queried if the outstanding hazard inspections for the SES facilities could be undertaken by another officer given the new SES Area Controller may not have time to undertake these for a couple of months.

The CEO advised the new SES Area Controller commenced on Monday however will take this on board and if necessary will have these inspections undertaken by another officer.

Cr Mann (nee Fordham) queried with the construction occurring it appears the Dome arcade is not open for business and wondering what advertising is being undertaken to convey they are open for business.

The Mayor advised there have been several ads on radio and he has spoken with the affected business owners and they are quite happy with the advertisement occurring.

Cr Mann (nee Fordham) queried what the advised two (2) areas of delay the contractors have in relation to the Dudley Denny City Library.

The CEO advised they delays are more about an accumulation of potential delays rather than two specific delays but the project remains on track for a late November 2016 opening.

Cr Bonaventura advised the wheel stop tripping incident at the Paget transfer station highlights the risk in the city centre where there are many similar wheel stops and if these stops could be investigated.

The Mayor advised these wheel stops in the city centre are all marked now with yellow iridescent marking.

The CEO confirmed that some of the high risk city centre wheel stops have had reflective markings added to them and the wheel stops at the Paget transfer station already have reflective markings on them.

Cr Bonaventura was seeking confirmation of Council's Advocacy for the Mackay to Bowen Basin Service Link is for along the Stockroute Road alignment.

The Mayor advised the Advocacy is we need a Walkerston Bypass and the Department of Transport and Main Roads (DTMR) have advised the advocacy is unfunded and the Rosella Homebush Road as an alternative but it appears to be as expensive. So the Advocacy is for whatever funding can be achieved for a Walkerston Bypass and DTMR suggested Council continue with the Advocacy of the Stockroute Road.

Cr Bonaventura queried if the proposed synthetic surface running track and field event facilities at the Mackay Regional Sports Precinct estimated price is based on a new or second hand track.

The Mayor advised Council has made an application to be considered should the Commonwealth Games track be offered for sale.

The CEO advised the estimated price is based on a new track and if Council does obtain the Commonwealth Games track it would be an estimated $300,000 to $350,000 saving.

Cr Bonaventura queried if the contingencies amount in the draft budget for the Mackay Regional Sports Precinct was sufficient and what is included in the contingencies for Stage 1A and 1B.

The CEO advised the $4.2M includes general contingency, contingency on some line items, all management and design costs. Management costs include Council's internal management team not the cost of the contractors.

Cr Bonaventura queried the 8.5% contingency rate for this project when there is no detailed design completed.

The CEO advised he is comfortable with the levels of contingencies at this time.

Cr Paton queried in relation to the CQ Uni Masterplan if in Stage 1 grandstand seating and both track and field seating were included.

The CEO advised the main athletics track will have a clubhouse and seating will be available inside and there some inclusions around the ends of the fields some basic grandstands but that is not included at the higher level. Around the swimming area there is nothing substantial but there is basic seating.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm **Seconded Cr Mann (nee Fordham)**

CARRIED

The Mayor advised Council has asked the CEO to add to his list of initiatives in this reporting process an investigation into the price of fuel at bowsers in Mackay to see what Council as civic leaders can do to represent this area in the price of fuel at the bowsers in Mackay.

13.2 ADOPTION OF COUNCIL POLICIES

File No **Council Policies**
Author **Manager Governance & Safety**

Purpose

To present the following Council Policies to Council for consideration and adoption:

- Advertising Spending Policy
- Cemeteries Policy
- Competitive Neutrality Complaints Policy
- Confidentiality Policy
- Councillor Contact with a Lobbyist, Developer and Submitter Policy
- Delegations Policy
- Entertainment and Hospitality Policy
- Gifts and Benefits Council Policy

- Memorial, Monuments and Plaques Council Policy
- Public Interest Disclosure Policy

Background/Discussion

Council Policies are required to be formally adopted by Council. They provide direction to achieve a strategic objective based on legislative requirements or service provision. Policies are to be reviewed whenever required or after two years.

Mackay Regional Council (MRC) is undertaking a review of all Council Policies for which the two-year review period has been reached, or is close to being reached, to ensure that they are still relevant and up to date. The process involves a review by the relevant program manager, circulation to the Management Team for consultation and subsequent submission to the Strategy, Leadership & Performance Team (SLPT) for endorsement, prior to presentation to Council for adoption. Policies which have an implication on employee benefits and entitlements are also pre-circulated to the Joint Consultative Committee which includes Union representatives for their feedback.

As well as Council Policies, MRC also has a range of Administrative Policies and Internal Operating Guidelines which have an operational focus and do not need to be approved by Council; these are approved by the Chief Executive Officer.

The policies listed above are existing policies that have been reviewed with the exception of the Delegations Policy and the Competitive Neutrality Complaints Policy which are new policies.

The Delegations Policy was developed following a recommendation from a recent internal audit on Delegations to ensure that legislative requirements are met when delegating powers.

The Competitive Neutrality Complaints Policy is statutory requirement under s48 of the *Local Government Act 2009,* the need for which was also uncovered by a recent internal audit on legislative compliance. The policy outlines the process for resolving competitive neutrality complaints received from private sector businesses that are adversely affected by a business activity being undertaken by Council.

Consultation and Communication

As part of the review process consultation has been undertaken with relevant stakeholders including the relevant program manager, other members of the management team and SLPT.

Resource Implications

The implementation of these Policies will not require any additional resources beyond those currently budgeted for.

Risk Management Implications

There were no risk management implications identified in regards to the proposed policies.

Conclusion

It is recommended that Council adopt the above listed policies.

Officer's Recommendation

THAT the following revised Council Policies be adopted:

- Advertising Spending Policy
- Cemeteries Policy
- Confidentiality Policy
- Councillor Contact with a Lobbyist, Developer and Submitter Policy
- Entertainment and Hospitality Policy
- Gifts and Benefits Council Policy
- Memorial, Monuments and Plaques Council Policy
- Public Interest Disclosure Policy

FURTHER THAT the following new Council Policies be adopted:

- Competitive Neutrality Complaints Policy
- Delegations Policy

Cr Walker advised he had reviewed the changes from the old policies to the new policies and they are very minor and has no issues with the two new polices.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey **Seconded Cr Bella**

CARRIED

13.3 120TH LGAQ ANNUAL CONFERENCE

Author Chief Executive Officer

Purpose

This report is to request that the Council nominate its Delegates and Observers to attend the 120th Local Government Association of Queensland (LGAQ) Annual Conference to be held on the Gold Coast between 18 and 20 October 2016.

Background/Discussion

In accordance with the rules of the Association Mackay Regional Council (Council) is entitled to be represented by two (2) official delegates at the LGAQ Annual Conference. Other attendees are able to attend also, however would be considered observers for the formal parts of the conference that include voting on a range of motions as submitted by Councils for prioritised action by the LGAQ (including liaison with other levels of government).

The LGAQ conference is attended by the majority of Councils across Queensland and is also an opportunity to be informed on the latest activities in local government in Queensland.

Interest in attending the conference has been shown by Mayor Cr Greg Williamson, Deputy Mayor Amanda Camm, Cr Kevin Casey, Cr Ross Walker and Cr Justin Englert.

Consultation and Communication

This matter has been discussed by Councillors in identifying attendees.

Resource Implications

Conference registration costs for two (2) delegates from Council are included in the annual LGAQ membership subscription. Other registration costs and cost of attendance are estimated to total $6,500 and have been catered for in the current budget.

Risk Management Implications

Nil

Conclusion

Given the nominated attendees, and the ability for Council to appoint two (2) official delegates, it is suggested that the delegates should be the Mayor and Deputy Mayor, with other attendees attending as observers to the official parts.

Officer's Recommendation

THAT Council approve Mayor Cr Greg Williamson and Deputy Mayor Cr Amanda Camm as Council's official delegates at the LGAQ 120th Annual Conference on the Gold Coast with votes to be distributed equally between the two delegates.

FURTHER THAT Crs Kevin Casey, Ross Walker and Justin Englert also be endorsed to attend the 120th Annual Conference on the Gold Coast.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May **Seconded Cr Mann (nee Fordham)**

CARRIED

13.4 ATTENDANCE OF COUNCILLORS AT ECONOMIC DEVELOPMENT CONFERENCES

Author Director Development Services

Purpose

To seek approval for the following Councillors to attend the upcoming Economic Development Conferences which Council is bidding to host in future years through our Invest Mackay Events and conference attraction program.

Deputy Mayor Cr Amanda Camm – Segra 26/10/2016 to 28/10/2016
Cr Fran Mann – National Economic Development Australia Conference 04/10/2016 to 07/10/2016
Cr Justin Englert – International Cities and Towns Conference 09/11/2016 to 11/11/2016

Background/Discussion

In its 2015/16 budget the Mackay Regional Council launched an ambitious Invest Mackay Events and Conference Attraction program designed to bring a range of marquee events and conferences to the region which would stimulate the local economy.

The program has been extremely successful in bringing new events and conferences to Mackay which is resulting in significant injections of funds into local hotels, restaurants and other businesses.

Council currently has bids in for 3 major economic development conferences and it is important that Council sends a representative to those conferences to ensure that Council engages with the organisers and demonstrates a strong commitment to bringing those events to Mackay either next year or in following years.

If successful it is customary that a local organising committee would be tasked with helping to facilitate these conferences and it is important that we meet with conference organisers to show them what Mackay has to offer and could deliver if they held their conferences in our region.

The Invest Mackay Events and Conference Attraction Program is focussed on events that deliver the following 4 outcomes:

1: Raising awareness of the Mackay Region, contributing to the destination image,
2: Attracting overnight visitation from outside the region and increasing length of stay,
3: Contributing to the regional economy by generating new investment and developing business, and
4: Fostering community pride.

In its first year the program, through events and conferences which were brought to Mackay, resulted in excess of 13,000 additional visitor nights of accommodation. Those visitors then spend in our restaurants as well as visiting other attractions across our region which generates significant economic impact.

The three economic development conferences covered in this report are all large conferences which generate 100's of registrations each year and attracting one or more of those conferences would result in an influx of economic development professionals from all across Australia to Mackay. In addition to the direct economic impact that would create it also gives the region the opportunity to showcase itself to professionals from across the nation as well as to a large number of international delegates who attend these conferences.

Consultation and Communication

Discussions have been held between the Director Development Services, the Chief Executive Officer as well as with the relevant Councillors.

Resource Implications

The total cost will be in the vicinity of $3000 per conference including conference registration, travel and accommodation costs. This will be borne by the Councillor budget within the Office of the Mayor and CEO.

Risk Management Implications

Failure to have appropriate high level representation at these conferences could jeopardise the Mackay Region's chances of success in attracting these conferences to our region.

Conclusion

Given Mackay Regional Council's current strong focus on economic development, combined with the large scale of these conferences and their potential to inject millions of dollars into the Mackay economy, attendance at the events will help ensure that Mackay's bids have the greatest possible chance of success.

Officer's Recommendation

THAT the Council endorse the attendance of the below listed Councillors at the following conferences in October and November 2016:

- Deputy Mayor Cr Amanda Camm - Segra in Albany, Western Australia from 26/10/2016 to 28/10/2016;
- Cr Frann Mann - National Economic Development Australia Conference in Swan Lake, Western Australia from 04/10/2016 to 07/10/2016; and
- Cr Justin Englert - International Cities and Towns Conference in Launceston, Tasmania from 09/11/2016 to 11/11/2016

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May **Seconded Cr Casey**

Cr May advised the three (3) conferences are very important and strategic as part of Council's ongoing commitment to improving the economic circumstances in Mackay that by having these delegates attend and bring back information to Council and also Mackay has been planning bids for similar conferences and some of these conferences to be brought to Mackay. This is a fact finding mission as well as learning mission and hopefully there will be an economic return to the Mackay region.

CARRIED

13.5 MEETING ARRANGEMENTS

Author Executive Officer

Purpose

To reschedule the Community Engagement and Corporate Services October 2016 Standing Committee Meetings.

Background/Discussion

Council at its Post-Election meeting of 6 April 2016 approved the establishment of a number of Standing Committees as per *Section 264 of the Local Government Regulation 2012 (*the Regulation), being -

- Mackay Regional Council Infrastructure and Services Committee
- Mackay Regional Council Economic Development & Planning Committee
- Mackay Regional Council Community Engagement Committee
- Mackay Regional Council Corporate Services Committee

As well as the establishment of the Standing Committees, the Chairs, members of the committees, and the meeting days and times were established.

Given a number of Councillors will be attending the 120th LGAQ Conference on the Gold Coast on Wednesday 19th October 2016 it is suggested that the Community Engagement and Corporate Services Standing Committee Meetings be rescheduled to be held on Wednesday 12th October 2016 as follows:

- Community Engagement Standing Committee - commencing at 10.30 am; and
- Corporate Engagement Standing Committee - commencing at 3.00 pm.

Consultation and Communication

Mayor and Councillors

As per the provisions of the *Local Government Regulation 2012 and Local Government Act 2009.*

Resource Implications

The Budget provides for sufficient funds to resource each Council Meeting. Relevant senior Council staff will be made available to support this process.

Risk Management Implications

Nil

Conclusion

Council has previously established the Standing Committees, including membership and delegated authority. This report is only the rescheduling of the October 2016 Community Engagement and Corporate Services Standing Committee Meetings.

Officer's Recommendation

THAT that the Community Engagement and Corporate Services Standing Committee Meetings scheduled for 19th October 2016 will be held on Wednesday 12th October 2016 as follows:

- Community Engagement Standing Committee - commencing at 10.30 am in the Council Chambers; and
- Corporate Engagement Standing Committee - commencing at 3.00 pm in the Council Chambers.

FURTHER THAT the necessary public advertisements occurs accordingly.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey **Seconded Cr Camm**

CARRIED

13.6 CHRISTMAS CLOSURE AND SCHEDULE OF COUNCIL MEETINGS

Author Executive Officer

Purpose

To finalise the dates for the last Council and Standing Committee Meetings for 2016, and the first Council and Standing Committee Meetings for 2017.

Also to confirm Council offices operating dates over the Christmas and New Year period.

Background/Discussion

With the pending Christmas and New Year 2016-2017 period consideration needs to be given to operations of Council and the associated Council meeting dates.

Formalisation is also required for the first Council and Standing Committee Meetings for 2017.

The Christmas and New Year holiday period for 2016-2017 is as follows –

- Monday 26 December – Boxing Day public holiday
- Tuesday 27 December - Christmas Day public holiday
- Monday 2 January – New Year's Day public holiday

Therefore this leaves three (3) days between Christmas and New Year as non-public holidays (Wednesday 28 to Friday 30 December 2016).

The period between Christmas and New Year is historically a time when most businesses other than retail in Mackay are closed. It is proposed to generally close Mackay Regional Council offices for the three (3) days from 28 to 30 December 2016. This would include the Administration Buildings (Mackay, Mirani and Sarina) and associated customer service (front counter and call centre) functions. Calls to Council would be serviced via afterhours call processes. Required rostered minimum staffed crews, and on-call staff, would be available for any associated tasks. Essential function areas such as water treatment plants would be fully staffed as per usual during this period.

Whilst all public contact facilities and offices are recommended to close from 28 to 30 December 2016, it is proposed for a Library service to be provided during this time, nominated as the new Dudley Denny City Library in the Mackay City Centre. The Bluewater Lagoon will be open and available during this time with the exception of Christmas Day. The various Pools will be operating on standard hours, with the exception of Christmas Day, Boxing Day, and New Year's Day.

The Changes then would be:

- Last Infrastructure and Services Standing Committee Meeting 2016 - Wednesday 7 December 2016 commencing at 8.30 am (rescheduled from Wednesday 14 December 2016).

- Last Economic Development and Planning Standing Committee Meeting 2016 - Wednesday 7 December 2016 commencing at 10.30 am (rescheduled from Wednesday 14 December 2016).

- Last Community Engagement Standing Committee Meeting 2016 - Wednesday 7 December 2016 commencing at 1.00 pm (rescheduled from Wednesday 21 December 2016).

- Last Corporate Services Standing Committee Meeting 2016 - Wednesday 7 December 2016 commencing at 3.00 pm (rescheduled from Wednesday 21 December 2016).

- Last Ordinary Meeting 2016 - Wednesday 14 December 2016 commencing at 10 am (rescheduled from Wednesday 28 December).

- First Ordinary Meeting 2017 - Wednesday 25 January 2017.

- No Standing Committee Meetings held in January 2017.

- Post the 25 January 2017 Ordinary Meeting, meetings would return to the normal schedule.

Consultation and Communication

Mayor, CEO and Directors

Resource Implications

Nil

Risk Management Implications

Whilst offices may be closed, associated key areas are proposed to be staffed with minimal but appropriately sized crews. Most Council areas will also be serviced by on-call staff or similar if required, especially for emergency events.

Conclusion

It is recommended to generally close the Mackay Regional Council offices at 3pm on Friday 23 December 2016, and also to close on the days Wednesday 28 to Friday 30 December 2016, therefore with public holidays meaning offices would reopen on Tuesday 3 January 2017. Identified facilities such as the Bluewater Lagoon, and the Dudley Denny City Library would continue to operate generally during this period subject to public holidays.

Regarding Council meeting schedule, it is recommended that the December meetings be rescheduled and 25 January be set as the first meeting for 2017.

Officer's Recommendation

THAT:

1. The Mackay Regional Council offices close at 3pm on Friday 23 December 2016 and reopen on Tuesday 3 January 2017.

2. Council's scheduled Infrastructure and Services Standing Committee Meeting for Wednesday 14 December 2016 be rescheduled to commence at 8.30 am on Wednesday 7 December, and be the last meeting for 2016.

3. Council's scheduled Economic Development and Planning Standing Committee Meeting for Wednesday 14 December 2016 be rescheduled to commence at 10.30 am on Wednesday 7 December, and be the last meeting for 2016.

4. Council's scheduled Community Engagement Standing Committee Meeting for Wednesday 21 December 2016 be rescheduled to commence at 1.00 pm on Wednesday 7 December, and be the last meeting for 2016.

5. Council's scheduled Corporate Services Standing Committee Meeting for Wednesday 21 December 2016 be rescheduled to commence at 3.00 pm on Wednesday 7 December, and be the last meeting for 2016.

6. Council's scheduled Ordinary Meeting for Wednesday 28 December 2016 be rescheduled to Wednesday 14 December 2016, and be the last meeting for 2016.

7. Council's first Ordinary Meeting for 2016 be held on Wednesday 25 January 2017.

8. There will be no Standing Committee meetings held in January 2017.

9. Council's Meeting cycle for 2017 will be as follows:

    - Infrastructure and Services Standing Committee at 9 am on the second Wednesday of the month;
    - Economic Development and Planning Standing Committee at 1 pm on the second Wednesday of the month;
    - Community Engagement Standing Committee at 9 am on the third Wednesday of the month;
    - Corporate Services Standing Committee at 1 pm on the third Wednesday of the month; and
    - Council Ordinary Meeting at 10 am on the fourth Wednesday of the month.

10. The necessary public advertisements occur accordingly.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bonaventura **Seconded Cr Englert**

Cr Bonaventura thanked the Council Officers for recommending the dates and supports the position suggested.

CARRIED

14. RECEIPT OF PETITIONS:

14.1 PETITION FOR SUBMISSION FOR RECREATIONAL DIVE WRECK THROUGH QUEENSLAND GOVERNMENT

Author Chief Executive Officer

Purpose

A petition was received by Council on the 25 July 2016 and relates to a request to submit a tender to the Queensland Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef, should the Queensland Government acquire one of these ships from the Australian Defence Force.

Background/Discussion

In terms of Council's Standing Orders Council has three options with regard to Petitions that are tabled and these are;

- the petition be received and consideration stand as an order of the day for the meeting; or for a future meeting; or
- the petition be received and referred to a committee or officer for consideration and a report to the local government; or
- the petition not be received.

Under the Terms of Reference for Council's Standing Committees, petitions may be referred to the Committee from the Ordinary meeting of Council for investigation or action, with the Ordinary meeting rather than individual Committee meetings being the appropriate forum for initial tabling of any petition.

The petitioners are requesting that Council submit a tender to the Queensland Government to acquire from the Australian Defence Force, either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef.

The petition meets the requirements as per the Standing Orders, in that it is legible and has more than 25 signatures.

In regard to this matter an invitation to submit an EOI regarding interest in the ex-HMAS Tobruk was issued by the Queensland government to all coastal Councils including Mackay. The issue date of 28 August 2016 being after the petition was received. A submission has been lodged under the EOI showing interest in the project, noting that there would be significant work required should Council be successful regarding the logistical aspects and assessment of locations etc.

Consultation and Communication

That the petitioners, through the lead petitioner, be informed that Council acknowledges receipt of the Petition and that it has been accepted as a formal petition. Also, in this case advice can be given that an EOI submission of interest in the project of the ex-HMAS Tobruk has been lodged.

Mackay Tourism is aware of Council's EOI submission of interest.

Resource Implications

Nil at this stage as the petition relates only to the preparation of an EOI submission. Success in the initial EOI phase would require further work including confirmation of costings for the project before Council would be able to move forward. Any such consideration would be dependent on business case assessment and budget allocation.

Risk Management Implications

NIL

Conclusion

It is proposed that as the petition meets the necessary requirement for consideration by Council, that the petition matter be accepted. Further that in this case it is noted that an EOI submission has been made showing interest in the ex-HMAS Tobruk as a dive wreck facility.

Officer's Recommendation

THAT the petition be received.

FURTHER THAT the principal petitioner be advised of Council's action in submitting an EOI regarding the ex-HMAS Tobruk as a potential dive wreck facility.

The Mayor invited the registered member of the public gallery to stand and address the Council in relation to Agenda Item 14.1.

Ms Lesley Keegan of Elizabeth Street, North Mackay, who is the principal petitioner, advised she feels by having the ex-HMAS Tobruk available as a dive wreck in the Mackay region would be good for locals and tourism.

The CEO advised the State Government had released an EOI submission on 28 August 2016 and Council has submitted an EOI on 16 September 2016.

The Mayor thanked Ms Keegan for her attendance.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm **Seconded Cr Paton**

CARRIED

14.2 PETITION - A PLAYGROUND FOR KUTTABUL

Author Chief Executive Officer

Purpose

A petition was received by Council on the 26 August 2016 and relates to a request to consider approving the development of a playground at "Palm Tree Creek Rest Stop".

Background/Discussion

In terms of Council's Standing Orders Council has three options with regard to Petitions that are tabled and these are;

- the petition be received and consideration stand as an order of the day for the meeting; or for a future meeting; or
- the petition be received and referred to a committee or officer for consideration and a report to the local government; or
- the petition not be received.

Under the Terms of Reference for Council's Standing Committees, petitions may be referred to the Committee from the Ordinary meeting of Council for investigation or action, with the Ordinary meeting rather than individual Committee meetings being the appropriate forum for initial tabling of any petition.

The petitioners wish to bring to Council's attention that Kuttabul does not have a Playground for the children. They are asking Council's approval for the development of a playground at "Palm Creek Rest Stop" as there is already plenty of grassed area, toilet and seating facilities.

They believe the playground can be utilised by the children attending the local Hampden State School and families travelling on the adjoining highway.

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 the 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 a 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 matter be investigated and referred to the Economic Development and Planning Committee for further consideration.

Officer's Recommendation

THAT the petition be received and referred to the Director Development Services to investigate and report back to the Economic Development and Planning Committee.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Mann (nee Fordham) **Seconded Cr Walker**

CARRIED

14.3 PETITION - SKATE PARK IN BLACKS BEACH

Author Chief Executive Officer

Purpose

A petition was received by Council on the 20 September 2016 and relates to a request to consider approving the development of a skate park in Blacks Beach.

Background/Discussion

In terms of Council's Standing Orders Council has three options with regard to Petitions that are tabled and these are;

- the petition be received and consideration stand as an order of the day for the meeting; or for a future meeting; or
- the petition be received and referred to a committee or officer for consideration and a report to the local government; or
- the petition not be received.

Under the Terms of Reference for Council's Standing Committees, petitions may be referred to the Committee from the Ordinary meeting of Council for investigation or action, with the Ordinary meeting rather than individual Committee meetings being the appropriate forum for initial tabling of any petition.

The petitioners wish to bring to Council's attention the 31 reasons why a skate park is needed to be built in Blacks Beach and they are listed at the end of the attached petition.

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 the 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 a 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 matter be investigated and referred to the Economic Development and Planning Committee for further consideration.

Officer's Recommendation

THAT the petition be received and referred to the Director Development Services to investigate and report back to the Economic Development and Planning Committee.

FURTHER THAT the principal petitioner be advised of Council's determination.

The Mayor invited the registered members of the public gallery to stand and address the Council in relation to Agenda Item 14.3.

Flynn Bushell and Ethan Laval of Blacks Beach spoke to the petition as principal petitioners and explained why they feel it is important for the youth of Mackay to have a multi-purpose skate facility available in the Northern Beaches area.

The Mayor thanked for them for their attendance.

Robin Buchanan of Dawson Boulevard, Rural View thanked Flynn and Ethan for submitting the petition to Council and advised he fully supports the multi-purpose skate facility in the Northern Beaches for the youth to exercise and connect with others at no expense to them.

The Mayor thanked Mr Buchanan for his attendance.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Mann (nee Fordham) **Seconded Cr Gee**

CARRIED

15. CORRESPONDENCE AND OFFICERS' REPORTS (Continued):

15.1 WATER FLUORIDATION OF MACKAYS MAJOR WATER SUPPLY SCHEMES

Author Director Engineering & Commercial Infrastructure

Purpose

This report provides an overview of the relevant issues relating to the current practice of fluoridation of water supplies in the Mackay Region in order for Council to make an informed decision on whether to retain this practice.

Council has held a number of recent information gathering initiatives on this issue as well as receiving many submissions and information directly to the Chief Executive Officer and Councillors. This report does not attempt to summarise that information however offer high level additional information for Councillors.

Background/Discussion

Water Fluoridation Legislation

In March 2008, the Queensland Government passed the Water Fluoridation Act 2008. The Queensland Water Fluoridation Act 2008 requires that:

> "A public potable water supplier for a relevant public potable water supply must add fluoride to the water supply within the period prescribed under the regulation".

As provided under the 2008 Legislation, the State Government will pay for the capital costs of fluoride dosing facilities. Local Government is responsible for the ongoing operational and maintenance costs of the facility, including chemicals, power, operator wages, laboratory compliance and reporting.

Under the Act, Mackay Regional Council was required to fluoridate the following Water Supply Schemes:

- Mackay Urban Water Supply Area via the Nebo Road Water Treatment Plant (WTP) by
- 31 December 2009;
- Sarina Water Supply via the Marwood Bores and Mt Blarney Water Treatment Plant by
- 31 December 2010;
- Mirani and Marian Water Supplies via Mirani and Marian bores by 31 December 2010; and
- Midge Point Water Supply via the Kelsey Creek Pump Station by 31 December 2011.

At the time, Council requested changes to the above Legislative requirements based on the following:

1. That the requirement for the Midge Point Water Supply Scheme to be fluoridated be removed as it did not meet the Act's criteria of servicing over 1,000 equivalent persons.

2. That the provision of fluoride for the Marian and Mirani Schemes be deferred by a further 24 months to December 2012 to allow works to coincide with the new Marian Water Treatment Plant (WTP).

These changes were agreed to by the State Government.

Council met the requirements of the Water Fluoridation Act and commenced fluoride dosing at the Nebo Road WTP before 31 December 2009 and the Sarina sites before 31 December 2010.

On 28 November 2012, the State Government amended the Water Fluoridation Act with the primary alteration being the removal of the mandatory requirement to fluoridate all relevant public potable water supplies. The change in the legislation at that time included requirements around the decision. Section 7 of the Water Fluoridation Act states;

"(1) A local government may decide that fluoride be added to the water supply that supplies potable water to the community in its local government area if it is satisfied the decision is in the best interests of the community.

(2) If a local government makes a decision under subsection (1) - ……

(3) A local government may decide that fluoride not be added to the water supply that supplies potable water to the community in its local government area if it is satisfied the decision is in the best interests of the community.

(4) if a local government makes a decision under subsection (3) - ……."

Mackay Regional Council voted on 1 May 2013 to continue fluoridation based on being the policy position of the State Government.

Status of Mackay Regional Council Facilities

A water supplier adding fluoride to a public water supply must comply with the requirements of the *Water Fluoridation Act 2008, Water Fluoridation Regulation 2008* and Queensland Water Fluoridation Code of Practice.

Mackay Regional Council operates and maintains four fluoride dosing facilities in accordance with the relevant legislation and generally achieves the prescribed fluoride concentration target in the water supply (0.7 mg/L).

There are four fluoride dosing facilities at Mackay Regional Council (MRC) at the Nebo Road Water Treatment Plant (WTP), Sarina WTP, Marwood Bores and Marian WTP. Table 1 provides information regarding the sites, chemicals and system.

Table 1: Fluoride Dosing Facilities Across MRC

Location	Chemical	System	Average ML/day Plant Output
Nebo Road WTP	Sodium fluorosilicate $Na^2[SiF_6]$	Flexicon bulk bag loader & ProMinent fluoride system with peristaltic pumps	33.60[1]
Sarina WTP	Sodium fluoride (NaF)	Saturator – ProMinent dulcometer system	3.51[2]
Marwood Bores	Sodium fluoride (NaF)	Saturator – ProMinent dulcometer system	1.01[3]
Marian WTP	Sodium fluoride (NaF)	Saturator – ProMinent dulcometer system	1.36[4]

1 Date range: 2008-2016, source: daily consumption logs.
2 Date range: 2012-2016, source: MPWeb, location: Sarina (Mt Blarney) WTP, sample point: Sarina Water Supply Scheme Totals.
3 Date range: 2009-2016, source: MPWeb, location: Marwood Bore Field, sample point: Marwood Bores Monthly.
4 Date range: 2015-2016, source: MPWeb, location: Marian WTP, sample point: 05-Raw Water Flow FIT1.

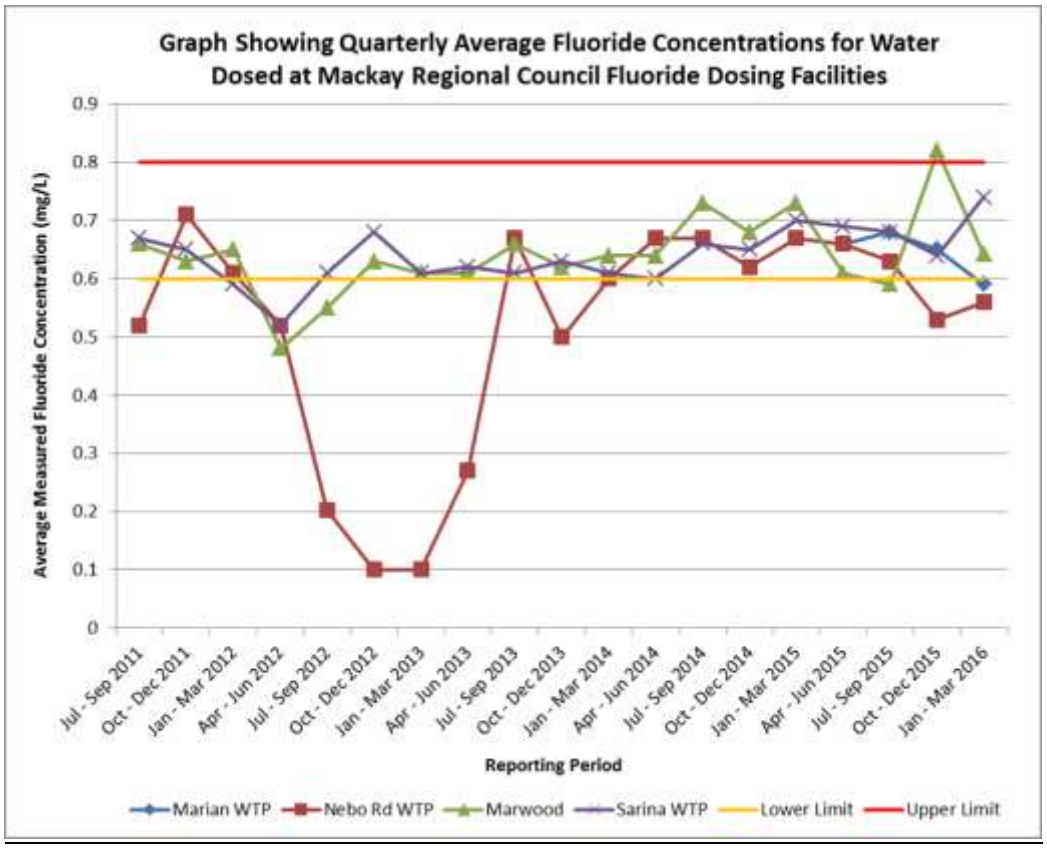
These facilities are designed, operated and maintained in accordance with the Water Fluoridation Code of Practice (the Code) under the Water Fluoridation Act 2008, the Water Fluoridation Regulation 2008 and the Work Health and Safety Act 2011.

The water supply schemes of Eton, Calen, Midge Point, Gargett, Finch Hatton, Koumala and Bloomsbury are under the population threshold hence there is no dosing of fluoride. With the majority of population served from the Nebo Rd WTP, Marian WTP and Sarina WTP.

As per the Water Fluoridation Regulation 2008, MRC must target a prescribed fluoride concentration for the water supply of 0.7 mg/L. Specifically, the measured fluoride concentration for the water supply each day averaged over a quarter must be within 0.1 mg/L of the 0.7 mg/L prescribed fluoride concentration. Background levels of fluoride in raw water in Mackay is generally 0.1 mg/L. This is taken into account as per the regulations when dosing fluoride.

Drinking water service suppliers are required to provide quarterly fluoridated water reports to the Queensland Department of Health. As part of this reporting, the quarterly average fluoride concentration must be provided, which are generally within the 0.7 mg/L +/- 0.1 mg/L range. Figure 1 identifies the average parameters.

Figure 1: Quarterly Average Fluoride Concentrations (2011-Mar 2016)



Operations of Fluoride Facilities

The cost of operating the fluoride facilities is an average Operational & Maintenance (O&M) cost of $60,000 per year including all sites. This number includes chemical cost, labour, maintenance, statutory compliance testing and waste disposal. Ongoing operational and maintenance cost will continue to increase as the life of the assets age. Chemical costs and fluoride waste collection make up approximately $20,000 of the annual O&M cost of $60,000. It is also expected that typical capital costs for replacement of assets will start to commence over the next 3 year period.

Consultation and Communication

On 24th August 2016, Council endorsed to undertake a community engagement program regarding fluoridation of potable water supply which included;

1. A public meeting;
2. Phone survey of residents (`1,100 residents) by an independent company ReachTEL; and
3. Use of council's Connecting Mackay website.

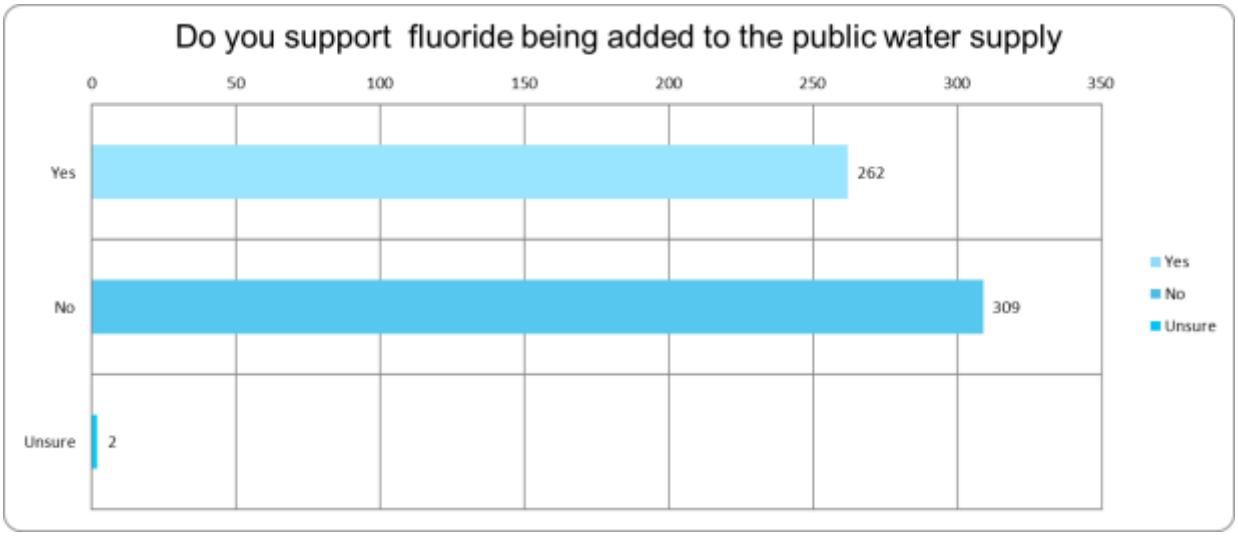
A town hall style meeting occurred on Wednesday 14th September where 2 presenters gave 15 min presentations and questions were opened to the floor afterwards;

- Dr Michael Foley from Queensland Health

- Merilyn Haines from Queenslanders for Safe, Water, Air and Food Inc.

The town hall meeting which was attended by approximately 170 people was also live streamed at the time and the videoed event has also been made available via Council web site.

The outcomes of actions 2 and 3 above are detailed below;

Action 2. Phone survey of 1,100 residents
<u>Outcomes of phone survey;</u> Q1. Is your residence connected to the public water supply? Yes – 84% No – 13.3% Unsure – 1.9% Q2. Do you support or oppose the addition of fluoride in the water supply? Support – 39.1% Oppose – 46.7% Undecided – 14.2% Q3. How concerned are you about the health impacts of adding fluoride into the public water supply? Very concerned 35.6% Somewhat concerned 21.7% Somewhat unconcerned 20.7% Not at all concerned 22.1% A copy of the full survey results is attached for reference. (Attachment A)
Action 3
Outcomes of the Connecting Mackay Website There were 1,319 visitors to the site with 573 being registered contributors to the below data.   

To provide context with the above outcomes, Attachment B contains Population Statistics for Mackay Region.

Queensland Health's policy position is in favour of the fluoridation of drinking water, even with the removal of the mandatory requirement in legislation. The following key points are identified in support;

- Water fluoridation is an effective, efficient, socially equitable and safe population health measure for the prevention of tooth decay in Australia; (National Health and Medical Research Council. The Efficacy and Safety of Fluoridation 2007). The NHMRC currently has a draft Information paper open for public consultation. This document has reviewed and updated the NHMRC position on fluoridation, which continues to be supported.
- The consumption of fluoridated water should be promoted to all Queenslanders and supported by all levels of government;
- More than 150 major health organizations including World Health Organization, the Australian Medical Association (AMA) and the Australian Dental Association (ADA) support water fluoridation.

There are a range of people and bodies against the introduction of fluoride to the water supply. These positions are summarised by the Queenslanders for Safe Water, Air and Food Inc. The Fluoride Action Network's website identifies the position against fluoridation with the key reasons being identified as:

- Outdated Form of Mass medication;
- Fluoridation is Unnecessary and ineffective; and
- Fluoridation is Not a Safe Practise.

A number of regional councils have elected to cease dosing fluoride, though the major urban centres in SEQ continue to fluoridate (refer Attachment C – listing of water schemes with status of fluoridation).

Resource Implications

There is an ongoing cost to the Mackay community to operate and maintain the fluoride systems.
If it was decided to cease the dosing of fluoride, then consideration would need to be given to how the assets would be disposed of/ mothballed.

Risk Management Implications

Operational Fluoride dosing risk management issues can be categorised into two (2) key areas:-

1. Managing Dosing Concentration Risks
2. Managing Fluoride Handling Workplace Health and Safety Risks

1 - Managing dosing concentration risks

A number of measures are put in place in fluoride dosing facilities to mitigate the risk of overdosing fluoride. These include:

- Fluoride facilities are designed and operated in accordance with the Fluoride Code of Practice; All key components of the fluoride dosing system must be interlocked to ensure system shutdown on the failure of any equipment.
- All key components of the fluoride dosing system are alarmed to alert operators of a failure even if the plant is unattended.
- The fluoride dosing facility is designed to allow immediate measure of the fluoride dose rate, water flow and chemical usage.
- Fluoride dosing facilities are operated by trained operators in accordance with site specific procedures.

Council has not recorded any incidents of overdosing against the ADWG limits of 1.5mg/l since the commissioning of its facilities in 2010.

2 - Managing Workplace Health and Safety Risks for Workers at the Treatment Plants

Fluoride, like other water treatment chemicals requires strict control and risk management for its handling. Risk Assessments are site-specific and encompass the design of the entire plant including facilities, hardware, systems, equipment, products, tooling, materials, energy controls, layout and configuration.

Implications of Decision

The Fluoride Act/regulation specifies a number of criteria that are to be met prior to ceasing fluoridation of a water supply that is currently fluoridated, the Local Government must have made a determination that ceasing fluoridation is in the best interests of the community.

Once a decision has been made, the Local Government must notify Queensland Health and publish a notice detailing the nature of the decision at least once in a newspaper circulating to the area serviced by the water supply to which the decision relates.

At least 30 days prior to actually ceasing fluoridation, the water supplier must notify Queensland Health and again publish a notice at least once in a newspaper circulating in the area serviced by the water supply indicating the date it intends to cease fluoridation.

Where a decision to cease fluoridation is made under the Act, the water supplier should ensure that the fluoride dosing facility is fully decommissioned and any remaining fluoride chemicals are disposed of, or removed from site, in compliance with the legislative requirements pertaining to that particular chemical (e.g. sodium fluorosilicate and sodium fluoride).

Decommissioning of the plant should include physical removal of the fluoride injection point, not just turning off the valve. Utilising the remaining stores of chemical compared to disposal costs has significant cost savings. All areas will need to be professionally cleaned by suitably qualified personnel. All process documentation will be updated to reflect this decommissioning along with modifications to the SCADA system.

Costs associated with fully decommissioning the four fluoride dosing facilities are estimated to be between $30,000 and $50,000 per facility depending on size. There is a correlation between the cost of decommissioning (removal of fluoride from the water supply) and the time required to achieve this. The lowest cost option for removal of fluoride from the water supply would be achieved in a 2-3 month timeframe. In the event that a decision is made by the Local Government in future to reinstate fluoride dosing, the plant could be recommissioned pending assessment of condition and functionality.

Conclusion

A community engagement process has been completed to assist council gauge the community's position and make an informed decision. The Council decision of 1 May 2013 to maintain fluoridation was based on the policy position of the Queensland Government at the time and there has been no change to that position. When making the decision whether to fluoridate the water the Council must be satisfied that the decision they make is in the best interests of the community, as per s.7 of the Water Fluoridation Act 2008. Both sides of the fluoridation debate have had an opportunity to highlight and put the relevant cases forward. This report provides operational information regarding the fluoridation of water to help inform.

Officer's Recommendation

THAT the information contained in this report is considered when making the decision whether to continue fluoridation within the Mackay Regional Council area.

Council Resolution

THAT the report be received.

Moved Cr Casey **Seconded Cr Camm**

CARRIED

The Mayor invited the registered member of the public gallery to stand and address the Council in relation to Agenda Item 15.1.

Mr Greg Fisher of Milton Street, Mackay advised his request to stop fluoridisation of Mackay's water, he had purchased a filter to remove the fluoride from his water and has since been advised this filter will not remove the fluoride. The only choice he feels available to him now is to install a rainwater tank and requested if water fluoridation continues the fee associated with the installation of a rainwater tank be waived by Council.

The Mayor thanked Mr Fisher for his attendance.

Council Resolution

THAT Council does not continue with the fluoridation of the water supply and that Council take the necessary action to cease this practice as soon as practicable.

Moved Cr May **Seconded Cr Englert**

Cr May advised she would reserve her right of reply.

Cr Bella spoke against the Motion as he believes water fluoridation assists the increase of general health of the Mackay community and has assessed both sides of the debate and used of all of his contacts and their contacts in the established medical community in making his decision. He has taken note of many correspondences including one from all the paediatricians in the Mackay area commending the use of fluoride. He advised he will take the advice of current creditable research and every respected medical, dental and health body in Australia and beyond and vote for the retention of fluoride in Mackay's water as the most effective economic way of giving the Mackay community as a whole the best chance in life.

Cr Paton spoke for the Motion as he believes as an elected member representing the Mackay community. He advised he has taken into account the facts and statistics that every Councillor has received leading up to this decision, the public forum, phone survey and the on-line survey and does believe fluoride is beneficial to oral health given at the right dosage. However he believes that dosing of fluoride into Mackay's water system does not allow an accurate dosage per person as individuals consume different levels of water. He advised a major influence on his decision was community opinion and based on the majority of the community surveyed wants fluoride removed from Mackay's water this is why he is voting for the removal of fluoride.

Cr Casey spoke against the Motion, he thanked everyone for and against fluoridation who had sent emails and spoke directly to him about the fluoridation debate. He advised most leading health bodies in the world support fluoridation in the water supply. He advised as an elected member it is his requirement to gather information on the subject and make an informed decision for the best interest of the community. He advised he has read the emails, attended the public forum, spoken to community members, done his own research and taken his responsibility as a Councillor with regard to the best interest of the community of Mackay and supports the retention of fluoridation in the Mackay water supply.

Cr Englert spoke for the Motion and advised his election promise was to lobby giving the vote back to the community on such issues as fluoride and divisions. The results from the various surveys show the majority of the Mackay community want fluoride removed from the water supply and his vote will be based on those results.

Cr Walker spoke against the Motion and supports the continuation of the fluoridation of Mackay's water supply. As part of the previous Council there was an enormous amount of information provided as has been provided this time and he advised he has seen nothing to change his opinion and the medical evidence is that fluoride does work and is positive for our community. He advised the during the community engagement process undertaken by Council to survey the population of Mackay 2% of the population actually participated and the results need to be looked at in that light. He believes it is up to the elected members to add to the

greater community good and provide a strong and effective leadership and vote to retain fluoride in the Mackay water supply.

Cr Mann (nee Fordham) spoke for the Motion and advised she has not seen or heard anything during the debate that influence her decision or thinking. In her view she has grown up drinking tank or bore water and had very minimal dental issues or dental health problems and she chooses to drink bottled water. She advised she had made a commitment to listen to the community when elected and in this case the majority of the community do not fluoridation to continue and supports the motion not continue the fluoridation of Mackay's drinking water.

Cr Bonaventura spoke against the Motion and listed both the positives and negatives outlined in the report and advised he was elected as a Councillor to make best decisions in the best interest of the community. In making his decision to retain fluoride in Mackay's water supply Cr Bonaventura advised Qld Health, 150 major health organisations, Australian Medial Association and the Australian Dental Association all back fluoride in water. He has listened to all the rationale, gathered information from those educated in this specific field and related this to the decision he has made and supports the continuation of fluoridation in Mackay's water as it is in the best interest of the Mackay community. Cr Bonaventura advised Townsville have had fluoride in the water for many decades and there climate is similar to Mackay and the drinking water consumption per person would also be similar to Mackay and they are not seeing major side effects and he feels this is the best guide to saying it is safe and effective.

Cr May exercised her right of reply and thanked the community for engaging in the fluoridation debate and believes this gave the community the opportunity to have a say in this debate and it is something they did not get in 2008. Cr May advised she feels it is an issue of morality and whether as a Local Government or whether State Government should impose upon Local Government whether we should impose it on the community or not. Cr May advised she believes the community should be given a choice as to whether they want fluoride in their water or they don't. Cr May advised she moved the Motion and her stance is that is an issue of morality and no form of Government should be imposing this on the local community.

CARRIED

Crs Bella, Bonaventura, Casey, Gee and Walker voted against the Motion

16. TENDERS:

16.1 MRC 2017-026 EOI - RENEWABLE ENERGY OPTIONS

File No **MRC 2017-026 EOI - Renewable Energy Options**
Author **Executive Officer**

Purpose

To present to Council a report demonstrating the benefit of calling Expressions of Interest for renewable energy options for Council in addressing electricity consumption, as per section 228 (3) of the *Local Government Regulation 2012*.

Background/Discussion

Mackay Regional Council (Council), like most other major local governments, through the provision of services has a significant cost associated with electricity. Annual costs are approximately $6M, with the highest user areas being Water and Sewerage functions, and Buildings.

Council has received a number of informal approaches from various companies with a range of suggested and proposed renewable energy technologies. To meet procurement conditions, there is a requirement to follow a public process in any ultimate procurement or arrangement.

The renewable energy options available to Council are many and varied, as are the associated operating models. For example, solar technology is currently a common renewable energy option utilised by households, with a growing number of larger facilities also being proposed. There are also waste to energy type technologies, as well as biofuels, wind etc. Regarding operating models, these could include a simple purchase of energy produced by a proponent, a joint venture arrangement with some buy-in for the actual capital component of the project, or Council deciding to outright purchase technology to construct and operate itself.

With such varied options available, and having received a number of approaches, it is considered prudent to commence with an Expression of Interest (EOI) process.

The EOI process, as prescribed under the *Local Government Regulation 2012(Regulation)*, provides Council with the opportunity call an EOI and then to invite tenders to be submitted from the shortlisted EOI respondents. In so doing this enables a very high level and broad consideration to be given to all options, which would then be narrowed following a review of EOI submissions based upon items such as demonstrated understanding, experience, and technical and financial capacity. There is no requirement or commitment for Council to continue to the tender phase, with the EOI level consideration also being a good way to identifying potential models of interest without proponents being required to prepare detailed tender submissions.

The *Regulation* also requires Council to decide by resolution that it is in the public interest to invite EOI's before subsequently inviting written tenders, and also to record the reasons why the EOI process has been endorsed.

Contact has been made with the Queensland Treasury Corporation (QTC). They are branching into the renewal energy area given the growing interest of Council's and the possible requirement for funding, and have offered assistance in development of EOI documentation.

Initial meetings are planned with QTC during late September, and allowing for documentation preparation there is an expectation that the EOI would be called by mid November 2016 and possibly allowing for responses to be submitted prior to Christmas 2016. It is expected that there will be a large interest in the EOI, and with possible varied technologies assessment of submissions could take a couple of months. As such it is expected that a report on the EOI submissions, and possible future tenders or other steps, would occur by March 2017.

Consultation and Communication

Led by the Chief Executive Officer, a small internal working team has been established to consider options around the renewable energy area. As required extra people would be utilised situation by situation.

Queensland Treasury Corporation (QTC).

Resource Implications

Calling of the EOI itself, and assessment of submissions, will mostly be an in-house time related cost. Should Council decide, following assessment of EOI submissions, to progress to tender stage, there may be a requirement to allow for costs within the 2017/2018 Budget for expert assistance, however there are minimal resource implications for the EOI phase.

Risk Management Implications

The issuing of the Expression of Interest will assist Council in ensuring only those contractors who have the experience and capacity to perform the works will be shortlisted. The EOI documentation will be developed in conjunction with the QTC, and co-ordinated by Council's procurement and Plant program under strict processes.

Conclusion

The calling of Expressions of Interest would be in the public interest given the opportunity for all interested parties to provide a fairly high level submission registering interest. As well, it is considered the best alternative to identify the most suitable possible proposal, which given potential ongoing cost savings would be in Council and the publics best interests.

Officer's Recommendation

THAT Expressions of Interest are called for EOI – Renewable Energy Options, as per section 228 (3) of the *Local Government Regulation 2012*, noting that doing so is considered to be in the public interest.

The Mayor advised that he and the CEO had inspected a solar power farm on the Sunshine Coast and this reduced the cost of electricity for the Sunshine Coast Council ratepayers and since then Council has been keen to see something of that nature in our district.

The CEO advised Council is very excited to move towards this type of energy source if it benefits our ratepayers and the first process is this EOI.

Cr Englert queried where the EOI would be advertised.

The Mayor confirmed the EOI would be advertised local, state and national.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton **Seconded Cr Gee**

Cr Paton advised the renewable energy initiatives being sought to offset some of Council's electricity expense will hopefully benefit ratepayers in the future.

CARRIED

17. CONSIDERATION OF NOTIFIED MOTIONS:

Nil

18. PUBLIC PARTICIPATION:

Ms Jeanette Campbell of Cumberland Avenue, Lamberts Beach requested Council to review the number of accesses to Lamberts Beach given they is only one access currently at the northern end and a rail to the water in the main patrolled area of the beach which is very awkward to use due to its shape.

The Mayor advised this matter would be referred to the Director of Economic Development and Planning for a report back to Council and correspondence with Ms Campbell.

Ms Maureen Wiseman of Sandpiper Court, Slade Point near McCreadys Creek and advised for the past three (3) years she has been unable to access the beach as there is no access.

The Mayor advised this matter would be referred to the Director of Economic Development and Planning for a report back to Council and correspondence with Ms Wiseman.

Ms Dorothy Wooldridge of Irving Street, Mackay advised she was attending the meeting today to receive the answers to her letter addressed to the CEO dated 15 September 2016 in relation to funding for Shellgrit Creek upgrades and has Council applied for the Community Resilience Fund which is closing today. Ms Wooldridge requested an understanding of where the levy monies are allocated to.

The Mayor advised the CEO has written to Ms Wooldridge in June 2016 addressing her concerns and invited the CEO to respond.

The CEO advised Council had corresponded to Ms Wooldridge on 20 June 2016 in relation to the Shellgrit Creek and Cod Hole issues and provided an update and timelines on these.

Ms Wooldridge advised she had not received Council's correspondence and the CEO handed a copy of Council's letter to her.

The CEO advised Council has no influence on the State on how the levies collected are used for, Council's Natural Disaster Levy raised approximately $600,000 each year and these funds are used for education and different environmental factors not for the work in question. Council has spoken with the State in relation to the $50M Community Resilience Funding and the size of the two projects are too large for that funding as it is $50M across the whole of Queensland and they will not consider any project of that size.

The Mayor advised Council is doing everything they can to deliver an outcome for Shellgrit Creek and will continue to work to get the issues at Shellgrit Creek resolved and the CEO will write to Ms Wooldridge by the end of this week on the current status of these issues.

Ms Diane Vella of Atkinson Street, Mackay advised she is concerned with tidal surge around the Binnington Esplanade and the development occurring there. If this development does not continue will Council install a tidal surge barrier?

The Mayor advised Council will take this on notice and asked the Director of Engineering and Commercial Infrastructure (DECI) for his comment.

DECI advised when the developer develops the land there will be a requirement to build it up and part of that will then provide an additional flood surge protection when this occurs. As indicated to Ms Vella previously this will occur when the developer develops the land.

The Mayor advised Council is in the process of reviewing the entire Planning Scheme and all of the beach front area will be the subject of a Priority Development Scheme and that will be discussed before Council Christmas closure at length.

Mr Murray Smith of Jansen Street, Slade Point advised he would like Council to review the parking occurring in River Street as he is unable to access a vacant block on River Street for mowing due to cars parking there all day.

The Mayor advised the CEO will investigate this issue.

The Mayor thank the members of the Public Gallery that participated in the Public Participate item on today's agenda and advised Council will take on notice all of the issues raised.

19. LATE BUSINESS:

Nil

ADJOURNMENT

THAT as a procedural motion under Council's Standing Orders the meeting stands adjourned until 12.15 pm to enable media responsibilities be undertaken.

Moved Cr Camm

CARRIED

11.46 am - Meeting adjourned at this time.

12.15 pm - Meeting resumed at this time.

20. CONFIDENTIAL REPORTS:

THAT the meeting be closed to the public in accordance with the *Local Government Act 2009 (Section 275 (1) of the Local Government Regulation 2012)* to discuss matters relating to:-

Confidential Item	Reason for Meeting Closure
• Mackay District Rugby Union	(d) rating concessions

Moved Cr Englert **Seconded Cr Camm**

CARRIED

12.16 pm - The meeting be closed to the public.

THAT the meeting be reopened to the public.

Moved Cr May **Seconded Cr Mann (nee Fordham)**

CARRIED

12.25 pm - The meeting was reopened to the public.

20.1 MACKAY DISTRICT RUGBY UNION

Confidential

Council Resolution

THAT Council agrees under the provisions of sections 120 and 122 of the *Local Government Regulation 2012* to recover all outstanding charges to 30 September 2016 for the Mackay District Rugby Union Inc for the property at 28 Quarry Street North Mackay.

Moved Cr Bella **Seconded Cr Walker**

CARRIED

21. MEETING CLOSURE:

The meeting closed at 12.26 pm.

22. FOR INFORMATION ONLY:

Nil

Confirmed on Wednesday 26 October 2016

……

MAYOR

APPENDIX / ATTACHMENTS

INFRASTRUCTURE AND SERVICES STANDING COMMITTEE MEETING

MINUTES

1. COMMITTEE ATTENDANCE:

Cr K J Casey (Acting Chairperson), Crs M J Bella, L G Bonaventura, A R Paton, R D Walker and Mayor G R Williamson were in attendance at the commencement of the meeting.

2. NON-COMMITTEE ATTENDANCE:

Also present were Cr J F Englert, Cr R C Gee, Cr F A Mann (nee Fordham), Mr C Doyle (Chief Executive Officer), Mr J Devitt (Director Engineering and Commercial Infrastructure) and Mrs M Iliffe (Minute Secretary).

The meeting commenced at 9.00 am

3. ABSENT ON COUNCIL BUSINESS:

Nil

4. APOLOGIES:

Cr K L May (Chairperson)

5. CONFLICT OF INTEREST:

Nil

DRAFT

6. CONFIRMATION OF MINUTES:

6.1 INFRASTRUCTURE AND SERVICES STANDING COMMITTEE MINUTES - 10 AUGUST 2016

THAT the Infrastructure and Services Standing Committee Meeting Minutes held on 10 August 2016 be adopted.

Moved Cr Walker **Seconded Cr Paton**

CARRIED

7. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

8. CORRESPONDENCE AND OFFICERS' REPORTS:

8.1 ECI - WATER SERVICES MONTHLY REVIEW - 1 AUGUST 2016 TO 31 AUGUST 2016

Author **Director Engineering & Commercial Infrastructure**

Purpose

To provide the Committee with the Engineering & Commercial Infrastructure - Water Services Monthly Review for the period 1 August 2016 to 31 August 2016.

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure - Water Services Monthly Review for the period 1 August 2016 to 31 August 2016 be received.

Cr Paton queried if a water education program should be provided to the residents of Mirani given the water consumption used by that locality.

The Director of Engineering and Commercial Infrastructure (DECI) advised the water consumption was being monitored and reviewed. He also mentioned that the lot sizes in the location were typically larger and the trend for large lots was higher water consumption. Following the review a water education program will be considered if the results indicate it is needed.

Cr Paton queried why the Mt Oscar budget would need to be increased so early into this project.

DRAFT

DECI advised that when the budget was set it was early and with additional information and risks assessed it was necessary to review the budget to take these into account. However, a review is being undertaken and looking at efficiency and he is confident the project will come in on budget.

Cr Paton queried if this was the same for the Shakespeare Street Sewer Realignment project.

DECI advised the early cycle of the budget being set was based on concept design only and when the detail design process is finalised, more information as well as the risks are known which is why the budget has been revised.

Cr Bonaventura advised August 2016 was missing from the Incident Statistics Graph - Item 1.1

DECI advised the August 2016 should be included in this graph and he will take this on notice.

Cr Bonaventura advised he found the Community Engagement Graph - Item 38 difficult to understand.

DECI advised a revised graph had been provided separately to councillors with the correct data.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton **Seconded Cr Bella**

CARRIED

8.2 ECI - WASTE SERVICES MONTHLY REVIEW - 1 AUGUST 2016 TO 31 AUGUST 2016

Author **Director Engineering & Commercial Infrastructure**

Purpose

To provide the Committee with the Engineering & Commercial Infrastructure - Waste Services Monthly Review for the period 1 August 2016 to 31 August 2016.

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure - Waste Services Monthly Review for the period 1 August 2016 to 31 August 2016 be received.

DRAFT

Cr Casey advised given the reduction in the tonnages being disposed at Hogan's Pocket Landfill the life expectancy of this asset will be extended.

Cr Bella queried how the landfill gas CO2-e was destroyed.

The Director of Engineering and Commercial Infrastructure (DECI) advised the gas was captured and burned off during the flaring.

Cr Bonaventura congratulated the staff on the result of no lost time injury for a number of years and queried if contractor safety incidents and lost time injuries were captured.

DECI advised contractor safety incidents and lost time injuries were captured but not reported in the monthly reports.

CEO advised the Strategy Leadership and Performance Team (SLPT) receive contractor incidents and lost time injuries as well as members of the public but they are not reported against Mackay Regional Council staff results. All contractor and members of the public incidents are captured and risk reviews undertaken for better outcomes for Council.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bella **Seconded Cr Bonaventura**

CARRIED

8.3 ECI - TRANSPORT & DRAINAGE MONTHLY REVIEW - 1 AUGUST 2016 TO 31 AUGUST 2016

Author Director Engineering & Commercial Infrastructure

Purpose

To provide the Committee with Engineering & Commercial Infrastructure - Transport & Drainage Monthly Review for the period 1 August 2016 to 31 August 2016.

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure - Transport & Drainage Monthly Review for the period of 1 August 2016 to 31 August 2016 be received.

Cr Bella raised his concerns with the state of the unsealed roads given the amount of rain and coming into the wet season.

DRAFT

The Mayor, Cr Williamson congratulated the program on their nil lost time injuries and days lost result for the months of July and August 2016.

Cr Casey agreed that it was very pleasing to see the no lost time injuries.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton **Seconded Cr Walker**

CARRIED

8.4 CALEN WATER SUPPLY

Author **Director Engineering & Commercial Infrastructure**

Purpose

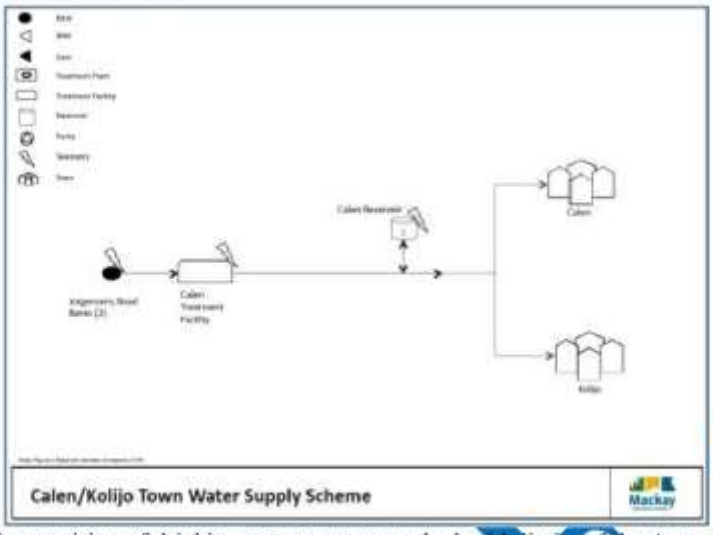
The purpose of this report is to provide a summary of the water supply and treatment capacities of Calen.

Background/Discussion

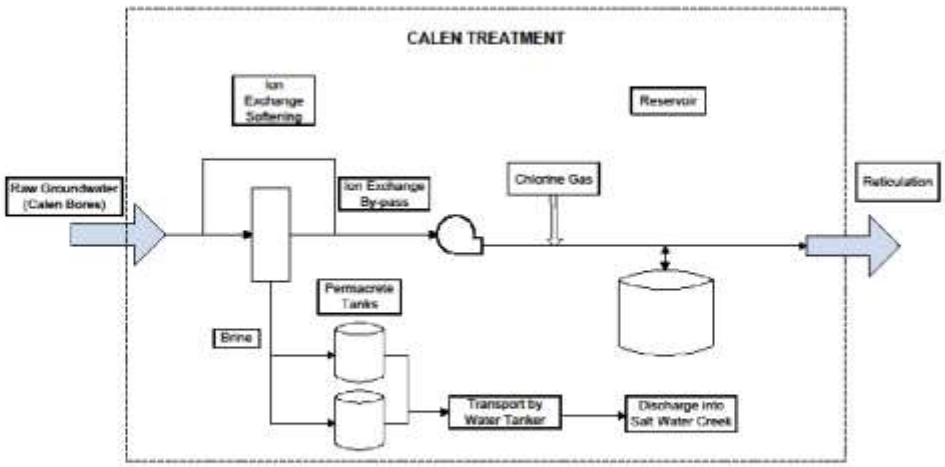
The Calen Water Treatment Plant (WTP) provides potable water to the townships of Calen and Kolijo. There are 174 water connections with 142 being residential and 32 servicing non-residential. Estimated population at this time is 356 people.

The schematic below is for the Calen Water Scheme.

DRAFT



The provision of drinking water must meet the health limits of the Australian Drinking Water Guidelines (ADWG). The other area which is identified in the ADWG is aesthetic limits which do not make the water undrinkable, however, if complied with makes it more aesthetically pleasing. The Calen Raw Water Supply fully complies with the health limits of ADWG, however, does experience aesthetics issues with hardness. Hardness in the raw water can be described as the reduced ability to get a lather using soap and is made up of calcium and magnesium salts. To reduce hardness, calcium and magnesium are ionically exchanged with sodium and this is referred to as water softening. Softening very hard waters can also lead to high concentrations of sodium in the water. While this may possibly give the water a salty taste; it is unlikely to present a health concern. Brine from the softening process is stored in 2 permacrete tanks which are then pumped out and transported by water tankers for discharge into Murray Creek.

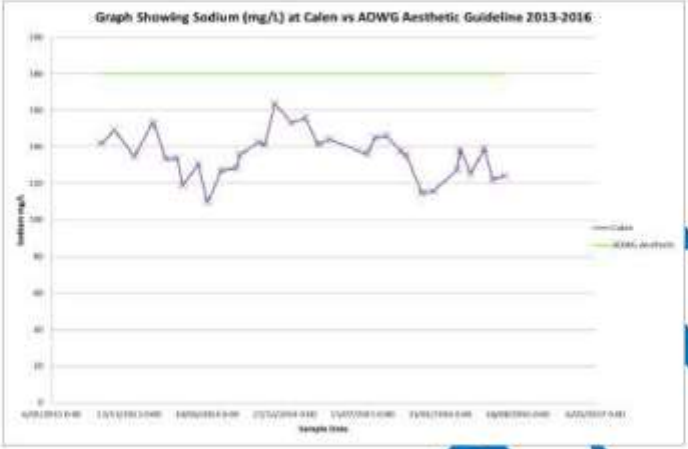


M

Due to the raw water having high levels of sodium already, it is only possible to treat about 50% of the raw water so that the sodium guideline is not breached. Thus, once the softening occurs (approximately 50%) it is then blended with the non-softened water. There have been no formal complaints regarding water quality during the last financial year.

DRAFT

Graph 1 – Sodium (mg/L) at Calen



The ADWG contains the following description of hardness:

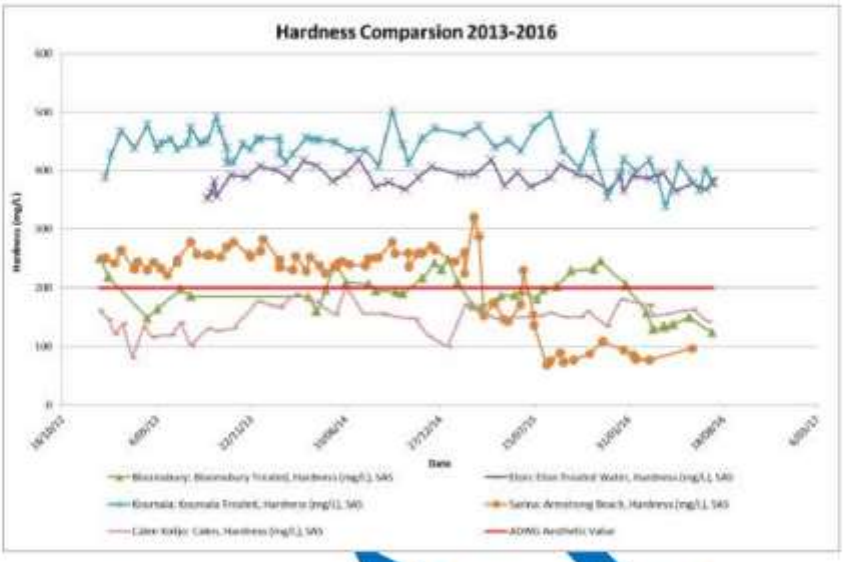
Table 1 Hardness Category ADWG

Hardness	Description
< 60 mg/L	Soft but possibly corrosive
60-200 mg/L	Good quality
200-500 mg/L	Increasing scaling problems
>500 mg/L	Severe Scaling

The graph below demonstrates where the Calen Water Supply Scheme sits in comparison to other similar sized Water Supply Schemes; with regard to hardness. It is evident that Koumala and Eton Water Schemes are at the higher end and are within the "Increasing Scaling Problems" categorisation, however, it must be reiterated that there are no health based implications. Calen Water Scheme (pink line) routinely sits below the 200 mg/L (red line on graph).

DRAFT

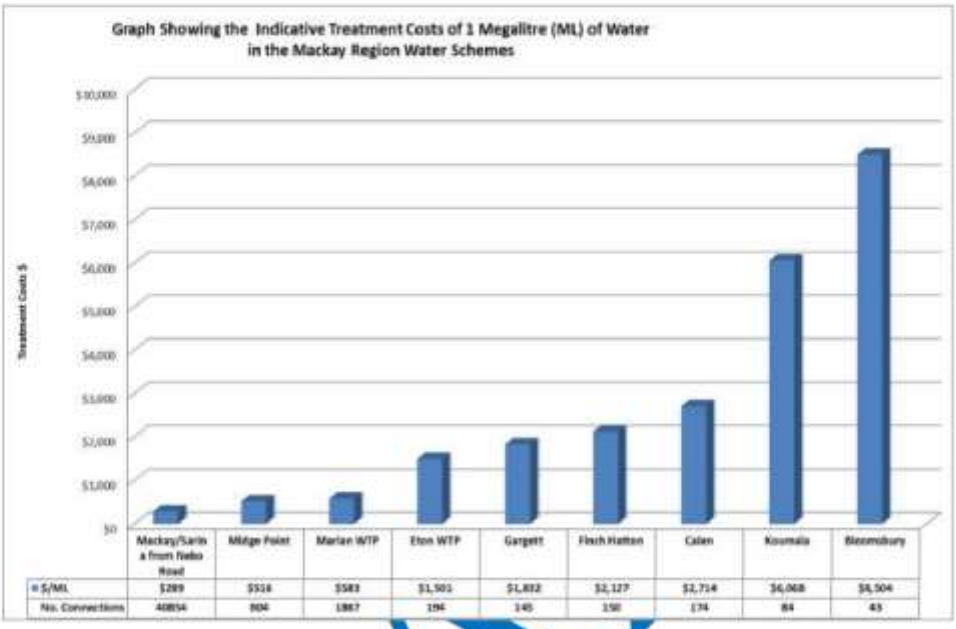
Graph 2 – Hardness Comparison (mg/L)



Compared to the average indicative treatments costs for the Nebo Road WTP Scheme, of $289 per mega litre, Calen is the third highest cost to serve scheme in the Region at $2,714 per mega litre. This is primarily due to economies of scale and the remoteness of Calen but also due to the current treatment for the hardness of the raw water at Calen.

DRAFT

Table 2 - Treatment Cost per Scheme



Options available to improve the aesthetic quality (hardness) of the Calen Water Supply would be:

- Increasing treatment capacity to a Reverse Osmosis (RO) Plant at a cost of $1.5 - $2 M Capex with significant increases in Opex; or
- Identify alternative raw water supply.

The closest other raw water supply is St Helens Creek which is not included in a Resource Operating Plan (ROP) and therefore there is no water allocation (surface or ground) available to purchase.

Consultation and Communication

There has been no formal consultation as part of preparing this report.

Resource Implications

Water Services does not have any projects planned in the long-term financial forecast for investigating/resolving issues of hardness in the Calen Scheme.

Risk Management Implications

Managing the treatment of raw water at Calen does include different risks, some are inherent to any drinking water scheme; however, at Calen the treatment of the hardness with sodium does add an additional treatment system risk.

Conclusion

That the treatment capacity of the Calen WTP meets the requirements of the health targets of the ADWG and generally has acceptable levels of hardness.

Officer's Recommendation

THAT this report be received for information.

Cr Bella thanked the Director of Engineering & Commercial Infrastructure (DECI) for preparing the report as quested by Cr Bonaventura and himself and now feels confident when responding to residents queries in relation to this matter.

Cr Bonaventura queried if the Koumala and Eton had water softening provided.

DECI advised the only rural water supply scheme with softening provided was at Calen.

Cr Bonaventura queried if Council was looking at providing softening to Koumala and Eton in the future.

DECI advised Council was focusing on the health based risks around the drinking water guidelines as their priority and not the aesthetic parameters.

Cr Bonaventura queried if Council would investigate the costs associated with providing softened water in the other rural water areas.

DECI confirmed that there was no current intent in assessing additional water softening requirements for other rural water supply schemes.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bella **Seconded Cr Bonaventura**

CARRIED

DRAFT

8.5 CHANGES TO BIN COLLECTION DAY OF SERVICE

File No **MRC 2014-066 Waste and Recyclables Collection Services**
Author **Director Engineering & Commercial Infrastructure**

Purpose

To inform Council on further waste and recycling bin collection run changes planned for the region and to provide Councillors with information with respect to planning and community engagement for the implementation of this proposed change.

Background/Discussion

Council's Contract MRC 2014-066, Waste and Recyclables Collection Services commenced on 1 March 2015.

It was previously identified during the tender process that the alteration of current collection day schedules was likely. This is to gain efficiencies in provision of collection services now that these services are consolidated into a single regional contract; these services were designed from the former four contracted services that were provided for the former three pre-amalgamated Councils.

Efficiencies identified by the contractor resulted in a lower service cost in the tendered contract. It was envisaged that the implementation of altered collection runs would occur at the commencement of the contract, however, through the contractor's experience they advised that it was best to implement any service route changes after operating the service contract for 12 months. At the time of awarding of the contract, it was agreed to enable the contractor to review the collection days and make a submission to alter the collection days in accordance with the contract agreement. Not accepting this proposal, would have resulted in higher collection costs.

As agreed, following the commencement of the contract, the contractor has conducted a comprehensive review of run routes to identify the most efficient and practical service routines.

In the interim there was a small change to service runs in September 2015 in the Pioneer Valley; mainly around the Finch Hatton and Gargett areas. This was implemented as there was confusion with the service days at these localities. This resulted in alterations to collection days for some 1,119 properties. For this alteration there were only seven (7) missed services (representing only 0.63% of services) occurring due to this change and five (5) enquiries. Issues occurred when residents did not present their bins that were planned to be stickered, along with the absence of a place to attach the letter. The project review close out, identified the need to implement an additional step in communication which is to issue a letter to the residents prior to the stickering of the bins, as part of any Engagement Plan.

Benefits of the previous project to change service days were:

- It eliminated confusion in the Finch Hatton and Gargett areas by reducing the two service days into a single day

DRAFT

- It eliminated historical arrangements with residents (Drivers made run alterations without Council's or the contractor's knowledge)

- It improved the use of recycle bins by highlighting misuse of bins during the audit when planning for this change. The pre-change audit identified that some residents had altered the colour of the recycling bin lids to permit an additional waste collection service without paying for it.

- It provided a benefit for the contractor, by elimination of 'dead running' between areas and therefore a reduction in fuel consumption and carbon emissions

The proposed changes will be implemented in three phases. Implementation will be conducted in accordance with the Community Engagement Plan.

Phase One – Letter drop to residents to identify the changes at least two weeks prior to change

Phase Two – Sticker applied to bins to identify the changes, one week prior to change being effected

Phase Three – Effect changes to collection routines without adverse impact to resident within one service week. The week of changes will be **24 to 28 October 2016**.

For 4,278 services, there will only be a change of recycling week, however, they will remain on the same day of the week. For 10,831 properties, there will be a change of service day. The total number of properties that will have some form of change will be 15,109 out of the 50,093 properties serviced by Council every week. This will be implemented across 21 suburbs or 25 run areas.

The following lists the localities that will alter the recycle week only for the 4,278 properties planned:

Day	Area	Number of Bins Affected	Week
Monday	Marian/Pleystowe	1,114 bins	Week 1 Area to Week 2
Tuesday	Hay Point	576 bins	Week 2 Area to Week 1
Tuesday	Mirani/Marian	1,007 bins	Week 1 Area to Week 2
Wednesday	North Mackay (1)	100 bins	Week 2 Area to Week 1
Wednesday	Koumala/Sarina (SE)	240 bins	Week 1 Area to Week 2
Thursday	Andergrove/Beaconsfield	1,300 bins	Week 2 Area to Week 1

DRAFT

The following lists the localities that will alter the waste and recycling bin collection days for the 10,831 properties planned:

Day	Area	Number of Bins Affected
Monday to Wednesday	Armstrong Beach/Freshwater Point/South East Sarina	1,000 bins
Monday to Wednesday	Cremorne/North Mackay (2)	645 bins
Monday to Thursday	West Mackay (1)	560 bins
Tuesday to Thursday	Racecourse/Te Kowai/Alexandra	156 bins
Wednesday to Monday	Farleigh/Balnagowan/Hampden/Kuttabul	574 bins
Wednesday to Monday	Seaforth/Mt Jukes/Belmunda Cape Hillsborough/Ball Bay Halliday Bay	927 bins
Wednesday to Tuesday	South Mackay	1,000 bins
Wednesday to Friday	Habana/Nindaroo/Richmond	668 bins
Wednesday to Friday	Mount Pleasant	670 bins
Thursday to Wednesday	Sarina Range/Rural Sarina/Homebush Munbilla	680 bins
Thursday to Friday	Ooralea	1,250 bins
Friday to Wednesday	North Mackay (3)	150 bins
Friday to Wednesday	Sarina (township)	940 bins
Friday to Thursday	West Mackay (2)	1,726 bins
Friday to Thursday	Paget	30 bins
Friday to Thursday	South Mackay	300 bins

The overall benefits of conducting these changes are:

- Decreased resident confusion with clearer collection zonings
- The provision of a longer term servicing plan with ability to influence future collection contracts. The altered collection days will reduce the number of collections on peaks days and increase the number of collections on slower days.
- Emissions and environmental impact reduction will occur by reducing 'dead running' between collection zones and reduced traffic
- The enabling of further future collection run efficiencies to be realised in the region when this contract is replaced at expiry

Consultation and Communication

The evaluation of proposed changes has been conducted in consultation with the following participants:

- Acting Chief Operating Officer Water & Waste Services
- Manager Waste Services
- Waste Services Coordinator
- Community Engagement Officers
- Client Services
- Branch Manager – J.J.Richards & Sons Pty Ltd
- Contract Manager – J.J.Richards & Sons Pty Ltd

DRAFT

Community Engagement
The contractor has provided a report identifying all properties subject to change. Residents will receive direct advice of those changes from the contractor, in addition to Council's Media Releases, social messaging and radio advertising. The direct advice has been developed by Council's Community Engagement Officers and will be produced and distributed by the contractor at their expense.

In summary, the community messaging will be provided by the following means:

- Letter sent to property at least two weeks in advance
- Message within clear parcel slip stickered onto the bin
- Social Messaging
- Media Release and
- Radio Advertising

Council's maps will be altered to reflect the changes with interim information being made available on the Council Website.

Internally, Council's Client Services has been advised of the intended changes and have been consulted with regard to already established processes for missed services to be implemented if required.

Resource Implications

The contractor will be responsible for the distribution of the initial advisory letter to all affected properties. The contractor is providing resources for dissemination of flyers and the application of the stickers to bins.

The contractor is providing additional collection vehicles and staff at their expense as a contingency.

Waste Services staff will be on standby to address any reported matters.

Client Services will have access to maps to provide response to enquiries and will utilise the established request system for servicing issues.

Risk Management Implications

The contractor is responsible for providing service delivery during the changes. Risk of missed services is being reduced by the contractor delivering two notices to each property; the first as a letter and the second as a stickered notice. Contingency is provided in extra resources by the contractor to ensure that services are not impacted by missed services.

Waste Services is providing further mitigation of risk in missed services by implementing radio advertisements and Media Releases.

DRAFT

Conclusion

The operational changes to collection days across the region will fulfil the agreement with the contractor and lead to achieving the regional efficiencies that have been designed for this contract. This has already translated to the lower contract rates.

It was previously identified during tender process that alteration of current collection day schedules was likely. This is to gain efficiencies in provision of services now that the collection services are consolidated into a single regional contract.

Efficiencies identified by the contractor resulted in a lower service cost in the tendered contract. Agreement is accepted from their tender submission that changes will be implemented after operating for 12 months. Not accepting would have resulted in higher collection costs.

The timing of these changes is most suitable as it is outside of a holiday period and as such is designed to occur with the maximum possible number of residents being at home at the time of the change.

Officer's Recommendation

THAT Council endorse the associated planning and Community Engagement for the planned change of waste and recycling bin collection days with the preferred timing of changes being October 2016.

Cr Bonaventura advised he receives numerous requests from residents in relation to the stickers on their recycling bins being faded and queried if this was an opportune time when stickering the bins to provide a new recycle sticker at the same time.

The Director of Engineering and Commercial Infrastructure (DECI) will review this, take the necessary action and report back to the committee.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bonaventura **Seconded Cr Bella**

CARRIED

9. TENDERS:

Nil

DRAFT

10. CONSIDERATION OF NOTIFIED MOTIONS:

Nil

11. PUBLIC PARTICIPATION:

Nil

12. LATE BUSINESS:

Cr Bonaventura advised the recent Great Northern Clean Up resulted in 3.5 tonnes of rubbish and a lot of green waste being collected from various sites around the region. He commented that the areas cleaned in previous years appeared to be not as bad this year and this may have attributed to the reduction in tonnage collected.

13. CONFIDENTIAL REPORTS:

13.1 ENGINEERING & COMMERCIAL INFRASTRUCTURE BI-MONTHLY LEGAL REPORT- AUGUST 2016

Confidential Legal Report - Subject to Legal Professional Privilege

Committee Resolution

THAT the Report be received.

Moved Cr Paton **Seconded Cr Bella**

CARRIED

14. MEETING CLOSURE:

The meeting closed at 9.36 am.

15. FOR INFORMATION ONLY:

Nil

DRAFT

Confirmed on Wednesday 12 October 2016

.....

Acting Chairperson - Cr K J Casey

DRAFT

APPENDIX / ATTACHMENTS

DRAFT

ECONOMIC DEVELOPMENT AND PLANNING STANDING COMMITTEE MEETING

MINUTES

1. COMMITTEE ATTENDANCE:

Crs A J Camm (Chairperson), J F Englert, R C Gee, F A Mann (nee Fordham) and Mayor G R Williamson were in attendance at the commencement of the meeting.

2. NON-COMMITTEE ATTENDANCE:

Also present were Cr K J Casey, Cr M J Bella, Cr R D Walker, Cr A C Paton, Mr C Doyle (Chief Executive Officer), Mr G Carlyon (Director Development Services) and Mrs M Iliffe (Minute Secretary).

The meeting commenced at 1.00 pm.

3. ABSENT ON COUNCIL BUSINESS:

Nil

4. APOLOGIES:

Cr K L May

5. CONFLICT OF INTEREST:

Nil

DRAFT

6. CONFIRMATION OF MINUTES:

6.1 ECONOMIC DEVELOPMENT AND PLANNING STANDING COMMITTEE MINUTES - 10 AUGUST 2016

THAT the Economic Development and Planning Standing Committee Meeting Minutes held on 10 August 2016 be adopted.

Moved Cr Gee **Seconded Cr Englert**

CARRIED

7. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

8. CORRESPONDENCE AND OFFICERS' REPORTS:

8.1 DEVELOPMENT SERVICES - MONTHLY REVIEW REPORT FOR AUGUST 2016

Author **Director Development Services**

Purpose

To review the attached Development Services Monthly Review Report for the month of August 2016.

Officer's Recommendation

THAT the attached report be received.

Cr Camm commented that it was good to see the Development Services performance against legislative timeframes good to see this is on track, does Council measure the opportunity in Council's fast track approval process.

The Director of Development Services (DDS) advised Council is measuring this and does have legislative requirements that the State Government set that Council has to meet and it is good that Council is meeting all of those and Council is actually exceeding them in most areas. There are a range of Council's own timeframes in place for fast track approvals where there are standard application kits available on Council's website where developers can receive a turnaround in ten (10) days' time. Very focused on this and would like to work with the development industry over the next 12 months to encourage them to avail themselves to this process.

DRAFT

The Mayor mentioned there were a near record number of burials for the month of August.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Mann (nee Fordham) **Seconded Cr Gee**

Cr Mann (nee Fordham) mentioned in relation to the operational works lodgement for Magpies carpark there has been a lot of work done in negotiation with the close residents and satisfying their concerns and commends the Director for this work.

Cr Mann (nee Fordham) also noted there for no lost time injuries recorded for the month.

Cr Mann (nee Fordham) advised she participated in National Tree Planting Day and was encouraging to see the number of residents who assisted in the plating of the trees in the Lagoons area.

CARRIED

8.2 MACKAY REGION FLOOD AND STORMWATER MANAGEMENT STRATEGY – DRAFT RELEASE

File No 56024
Author Principal Engineer (Waterways), Strategic Planning

Purpose

To obtain endorsement of the draft Mackay Region Flood and Stormwater Management Strategy to enable the strategy to be released for targeted consultation.

Background/Discussion

The Mackay region has typically developed on coastal flood plains and large areas of the community are exposed to flooding from riverine and creek flooding, urban stormwater flooding and storm tides. Effective management of our flood and stormwater risks requires identification and prioritising of areas most at risk, exploring community expectations, development of cost-effective solutions and balancing growth planning with responsible asset management.

Furthermore, the Productivity Commission's natural disaster management report recommends shifting the focus of funding towards mitigation, instead of post-disaster/recovery. This suggests that funds through programs such as the Natural Disaster Relief and Recovery Arrangements (NDRRA) will be even more limited in the future and highlights the need for

DRAFT

Council to ensure that flood management and stormwater infrastructure spending achieves the greatest value in line with short and long term risk minimisation and that this spending is supported by planning decisions that reduce the need for expenditure in the long term.

The vision for the Mackay Region Flood and Stormwater Management Strategy (the Strategy), is that "Flood and stormwater risks are actively managed to minimise the consequences to life, assets, community wellbeing, the environment and the economy. The Strategy was prepared for Council by engineering consultants AECOM, and is a high level document which provides the framework, direction and decision making considerations for achieving council's overarching vision to 'boast an active and healthy community that is resilient', and 'to manage and deliver infrastructure that enhances the region'. The Strategy achieves this by:

- identifying existing and potential future flood and stormwater risks and current knowledge gaps for the accurate definition of these risks;
- setting strategic outcomes and defining objectives to improve the regions flood resilience;
- detailing a prioritisation framework for implementing actions towards achieving these objectives; and
- providing measures for tracking our progress.

Actions required to deliver on the vision, objectives and strategic outcomes are detailed in five sub-strategies across the following key themes

- governance
- asset management
- data management
- emergency management; and
- community engagement.

A detailed Multi Criteria Assessment (MCA) process was developed as part of the strategy in consultation with a number of council programmes which provides a robust ranking and prioritisation method for analysing any potential projects arising from the sub-strategies.

Any projects identified from these sub-strategies will be subject to further business case development and budgetary approval processes.

Consultation and Communication

The project was identified in the Corporate Plan 2015-2020 and was initiated under the 2015-2016 operational Plan, with finalisation of the strategy identified in the 2016-2017 operational plan. Extensive communication between various Council programmes, including Strategic Planning, Technical Services, Emergency Management, Asset Management, Community Engagement and Civil Operations has been undertaken throughout the preparation of the draft Strategy. Furthermore, a Strategy Development Workshop was held with representatives from key stakeholders from a range of organisations that are active in the community and are considered to represent the sectors of the economy, society/social, environment and infrastructure. External stakeholders included;

- Urban Development Institute of Australia (Mackay);
- Department of Infrastructure, Local Government and Planning;
- Reef Catchments;

DRAFT

- Department of Communities;
- Ergon;
- Department of Transport and Main Roads;
- Mackay Canegrowers;
- Mackay Airport Pty Ltd;
- Engineers Australia; and
- Master Builders.

Targeted consultation of the draft Strategy will be undertaken with key stakeholders. This will commence with an information session for key stakeholders and individually meeting separate interest groups where requested.

In addition, a community consultation is planned through the following mechanisms;

- Information on the 'Connecting Mackay' website, which will include a link to the strategy and a two page 'snapshot' document;
- Facebook post; and
- Media release.

Separate consultation on each of the various projects undertaken following on from the Stormwater Strategy, will be considered as required by the individual project requirements. This will be supported by the community engagement sub-strategy proposed as part of the Stormwater Strategy, which aims at facilitating improved community awareness to enable the community to better respond to flooding and enhance resilience.

Resource Implications

The Strategy sets an overarching vision for the long term management of flood and stormwater drainage infrastructure. It identifies actions required to deliver the vision of the strategy via the following sub-strategies: governance, asset management, data management, emergency management and community engagement.

The actions are purposely broad and as it is envisaged that the implementation plan will be dynamic responding to the various project drivers at the time.

Risk Management Implications

The Strategy does not identify specific projects but provides a framework to guide Council's long term management and prioritisation of its projects, which will in turn assist in minimising consequences to life, property, community well-being, the environment and the economy.

The Strategy refers to identification of 158 individual projects and initiatives that have been put forward for consideration which may raise questions as to the progress of these projects. Several of these high priority projects have been initiated, or external funding applications have been submitted. A Project Control Group has been established to ensure prioritisation and implementation of projects.

The 'high level' nature of the document may raise concerns that through the strategy Council are not committing to any specific action. This will be managed through the community consultation for the strategy release which will define the purpose of the document.

DRAFT

Conclusion

The Mackay Region Flood and Stormwater Management Strategy document is a key component in achieving Council's 2015-2020 Corporate Plan and 2016-2017 Operational Plan. The strategy was developed with significant contribution from a number of council programmes and key community stakeholders.

The Strategy will assist with asset management activities in flood affected areas and supports Council's flood emergency efforts by creating and maintaining appropriate flood emergency decision support tools. It will set the framework, direction and decision making considerations for identifying and prioritising flood and stormwater management funding for the next 10 years.

Officer's Recommendation

THAT the draft Mackay Region Flood and Stormwater Management Strategy be endorsed for release for targeted consultation.

Cr Camm commented to the Director this was a really critical piece of work that has been delivered and is looking forward to the consultation with the community.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Mann (nee Fordham) **Seconded Cr Gee**

CARRIED

DRAFT

8.3 NORTH QUEENSLAND CAPITALS ALLIANCE

Author **Acting Manager Economic Development**

Purpose

To provide an update to the Economic Development and Planning Standing Committee on the Northern Queensland Capitals Alliance Program.

Background/Discussion

The Northern Queensland Capitals Alliance (NQCA) is a proposed collective agreement between the Cairns, Mackay, Rockhampton Regional Councils and Townsville City Council to achieve a range of economic development outcomes.

The proposed Alliance was developed from the lack of a coordinated structure or organisation for regional development activity in northern Queensland that is supported by the Queensland Government. This provided a void for a structure such as the NQCA to fill and coordinate regional development activity in key centres of northern Queensland.

Outside of Regional Development Australia (RDA), an Australian Government led initiative; Queensland has no formal regional development structure or organisation in place for coordinated regional development activity throughout northern Queensland. This is counter to the formal structures in place in most other Australian states, where the state (and local) governments are involved in and support RDA committees to ensure a coordinated approach to whole of state regional planning across different levels of government.

It was envisaged that the Alliance members would work towards meeting the following objectives:

- Pursue whole-of-government policy solutions that incentivise people to live, work, learn and invest in northern Queensland capital cities that in turn promotes economic development in regional and rural communities throughout the northern parts of the state.
- Develop a collaborative framework to engage and partner with the Queensland and Australian Governments on issues that impact northern Queensland.
- Ensure northern Queensland capital cities have appropriate economic and social infrastructure, through adequate funding levels and delivery mechanisms, to sustainably support existing communities and attract substantial new economic and population growth.
- Position northern Queensland capital cities as destinations of choice, which offer competitive employment, educational and investment opportunities with considerable lifestyle benefits.

The Northern Queensland Capitals Alliance Program Full Report and Summary Report were produced by AEC Group in January 2016.

The report aimed to fulfil the following:

- Demonstrate that Queensland's northern capital cities are attractive and functional places for individuals and households to live and work, offering significant lifestyle advantages and job opportunities.
- Demonstrate to the Queensland and Australian Governments how supporting and investing in Queensland's northern capital cities can ensure the State and Australian Government achieves socio-economic development goals while building a strong and diverse Queensland.
- Identify whether existing Alliance members are good fits for inclusion in the Alliance, and whether other northern regional Council's should be considered for inclusion within the Alliance.
- Outline the advantages and disadvantages of potential governance structures for the Alliance moving forward and key actions to be implemented.

The focus of the report is on how the Alliance can assist in meeting and accomplishing economic development goals of Alliance member Councils.

DRAFT

Consultation and Communication

The NQCA Full Report and Summary Report were prepared by AEC Group in consultation with the Mayors prior to the 2016 Local Government Elections and Economic Development Managers from Cairns, Mackay, Rockhampton Regional Councils and Townsville City Council.

Resource Implications

The preparation of the NQCA Full Report and Summary Report was jointly funded by Cairns, Mackay, Rockhampton Regional Councils and Townsville City Council.

The report recommended that an internal MOU and Advisory Committee be established to govern the Alliance. Resources to undertake and implement the work programs would be sourced from the Council staff and resources of the four Alliance member Councils.

It is proposed that each year the Advisory Committee would identify (in accordance with their individual Council budgets), set out and agree upon the most appropriate Council staff and resources to be engaged and likely required commitments. The success of the Alliance requires time, commitment and dedicated activities funding.

Risk Management Implications

There is a risk that the NQCA may identify deliverables that introduce costs to Council outside of the forecasted budget. This risk would need to be considered and managed appropriately if Council sought to progress with the initiative.

Conclusion

Should the Alliance progress, four key phases of action are recommended for the successful establishment and ongoing operation of the Alliance:

- Phase 1: Establishment. Set up the Alliance structure, charter, objectives and reporting framework, and finalise the MOU.
- Phase 2: Goal Setting and Prioritisation. Set the long term policy objectives of the Alliance and the short to medium term goals and priorities to deliver on long term objectives. Develop a work program to action the short to medium term priorities.
- Phase 3: Action. Confirm roles, responsibilities and budgets to undertake work programs and activities.
- Phase 4: Reporting and Review. Undertake quarterly and annual review of progress against objectives and update objectives and work programs as necessary. Provide annual reports to the four Alliance member Councils regarding progress and activities.

Recent feedback received from Economic Development Managers within member Councils indicates that there is still some support amongst Councils elected in 2016 for the establishment of the NQCA but the implementation has been placed on hold in the short term.

DRAFT

Officer's Recommendation

THAT the Economic Development Planning Standing Committee consider Mackay Regional Council's support for the establishment of the Northern Queensland Capitals Alliance.

FURTHER THAT the Economic Development and Planning Standing Committee contact Cairns and Rockhampton Regional Councils and Townsville City Council to establish the level of support for the establishment of the Northern Queensland Capitals Alliance.

Procedural Motion

THAT the Report lay on the table until further notice.

Moved Cr Williamson

CARRIED

8.4 MACKAY REGIONAL RECREATIONAL FISHING STRATEGY

Author **Principal Economic Development Officer**

Purpose

To present to the Economic Development and Planning Standing Committee an overview of:

- Proposed purpose, methodology and expected outcomes of the Mackay Region Recreational Fishing Strategy; and
- Receive support to commence the preparation of the Mackay Region Recreational Fishing Strategy.

Background/Discussion

The Queensland State Government introduced net-free fishing zones in Mackay, Cairns and Rockhampton on November 1, 2015. The use of nets by licensed commercial fishing boats is prohibited within these designated zones; however recreational fishing activities are permitted. The net-free zones were introduced to increase recreational fishing opportunities and to support tourism and economic growth.

The declaration of the Mackay net free zone extending from Cape Hillsborough to St Helens Beach provides a unique economic development opportunity for the Mackay Region. At the July Economic Development and Planning Standing Committee it was requested that further investigations be undertaken into the development of a Recreational Fishing Strategy for the Mackay Local Government Area (LGA).

The preparation of a Mackay Region Recreational Fishing Strategy (the Strategy) would be the first of its kind for the Mackay Region and would allow Council to fully recognise the

DRAFT

opportunities presented by the designated net-free zone and the region's other fishing destinations including beaches, dams, estuaries and reef.

It is proposed that the Strategy would have four main focus areas:

- Marketing and promotion
- Infrastructure
- Ecology and fisheries management
- Business development and support

The desired outcome of the proposed Fishing Strategy would be to identify and prioritise key projects and stakeholders, to enhance, promote and manage the region's recreational fishing industry and habitats.

Business and Regional Benefits

The Strategy will allow Council and key stakeholders to identify and plan for short and long-term projects, identify new tourism products and enable the Mackay region to harness the economic benefits from the recreational fishing industry. The Strategy will assist with delivering both increased tourism opportunities to attract visitation to our region and improvements to community assets that contribute to the liveability of the Mackay region.

Consultation and Communication

A Project Management Plan (PMP) will be prepared to assist with the delivery of the Fishing Strategy. The PMP will identify internal and external stakeholders and engagement methods.

It is proposed that a project technical working group consisting of internal stakeholders and Mackay Tourism will be formed. This working group will be responsible for providing project input and will meet at project inception and key milestones.

Targeted external stakeholders will be engaged at key stages throughout the project and will play an important role in the drafting of the strategy. Examples of these external stakeholders may include, but not be limited to, Mackay Recreational Fishing Alliance, Sunwater and the Department of Transport and Main Roads.

A draft version of the Strategy will be released for public consultation and key stakeholder groups will be targeted in order to obtain maximum stakeholder input.

The Planning and Economic Development Standing Committee will be briefed at key project milestones and at other times as requested.

Resource Implications

The Director of Development Services will be the Project Sponsor in collaboration with Mackay Tourism. Mackay Tourism has committed to provide a financial contribution of $5,000 to the development of the Strategy, however, the Director Development Services has suggested to Mackay Tourism that their funding may be best allocated to supporting marketing activities once the strategy is formulated.

DRAFT

The Economic Development Program will be the Project Manager and will engage the services of a suitably qualified and experienced consultant to develop the strategy. The development of the Mackay Region Recreational Fishing Strategy may be able to be achieved within the approved 2016/17 operational budget. If the Committee endorses the concept of preparing a fishing strategy quotes will be sought and at that stage a determination will be made as to if the project can be accommodated within the current year budget or instead becomes a 2017/18 budget bid.

Future projects identified in the Mackay Region Recreational Fishing Strategy to be delivered over the life of the Strategy will be subject to future funding submissions and ongoing assessment of the economic environment.

Risk Management Implications

There is a risk that if a Strategy is not developed an opportunity to promote and enhance the regions recreational fishing industry will not be realised. This may result in less tourist visitation and reduced business activity and success.

There is a risk that the preparation of a Strategy may create unrealistic community expectation. This risk will need to be managed through the delivery of public consultation in which the aim of the Strategy will need to be efficiently communicated.

While the outcomes of the Strategy cannot be foreseen, there is a risk that the Strategy may identify deliverables that introduce costs to Council outside of the forecasted budget. This risk will need to be considered and managed appropriately during the drafting of the Strategy. Stakeholder input will assist with appropriately managing this risk.

Conclusion

The declaration of the Mackay net free zone provides a unique economic development opportunity for the Mackay Region.

The delivery of the Mackay Regional Recreational Fishing Strategy will allow Council to capitalise on these opportunities and to also take a holistic approach to enhancing the region's fisheries and promoting our reputation as a world-class fishing destination.

The Strategy has potential to generate significant regional economic benefits through increased tourism and business development opportunities.

Officer's Recommendation

THAT the Economic Development and Planning Standing Committee support the preparation of Mackay Region Recreational Fishing Strategy subject to available funding being allocated from the 2016-17 or 2017-18 annual budgets.

DRAFT

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Englert **Seconded Cr Gee**

CARRIED

8.5 PETITION TO BUILD A PUBLIC SKATE PARK AT SEAFORTH

Author **Operational Forward Parks Planner**

Purpose

To inform Council of the issues associated with developing a public skate park in Seaforth.

Background/Discussion

Council accepted a petition on the 25th May 2016 asking for support to build a public skate park in Seaforth. Residents requested that Council provide access to land suitable for a skate park to be built and to agree to maintain the facility once constructed. The community also asked that Council consider funding the project.

The matter was referred to the Chief Executive Officer for investigation. Parks, Environment and Sustainability (PE&S) was subsequently requested to prepare a report outlining the appropriateness and implications for Council of the request.

In preparing this report, reference has been made to the following current policies and strategies:

- Planning Scheme Policy No. 12 - Open Space (2006);
- MRC Open Space, Sport and Recreation Strategy 2010-2016; and
- Community Facilities Strategy and Implementation Plan.

Demand for Youth-Centric Sports and Recreational Opportunities

The Open Space, Sports and Recreation Strategy 2010-2016 (S&R Strategy) identified a serious deficiency in the provision of sports and recreation facilities in several locations across the Mackay Region but in particular in the region's urban growth centres. Due to a combination of factors, including the fact that Mackay has a large youth population and limited public transport, it also highlighted that younger people were the most disadvantaged in terms of being able to access sports and recreational opportunities in the region. This resulted in the adoption by Council of the strategy's recommendations aimed specifically at improving recreational opportunities for youth.

Skate parks were identified as an important type of recreational infrastructure that Council should provide to address the current need for youth-centric opportunities in the region, but

DRAFT

also that the concept of a skate park should be widened to embrace the idea of developing dedicated 'youth hubs' to meet the social as well as the physical needs of younger people. In accordance with the recommendations made in the S&R Strategy, additional skate park facilities have been developed in recent years in Sarina and Walkerston. This brings the total number of local skate parks or skate bowls currently in the region to seven (Refer Attachment 1).

At present there is considerable disparity in the quality of the existing skate parks maintained by Council. The older facilities, and most notably the skate bowls in Bucasia and in John Breen Park in North Mackay, are very small, antiquated in their design and in comparison to the newer facilities, in poor physical condition. Council is now coming under increasing pressure from local community stakeholders to upgrade these older assets.

A recent audit of community facilities undertaken by Strategic Planning as part of the review of the current S&R Strategy, and which also provided input into the new Draft Community Facilities Strategy and associated Implementation Plan, validated the need for a continued focus on developing sports and recreational opportunities for the region's youth. It also identified two critical needs for additional skate park infrastructure. Both have been set as the highest priority for Council to fund and implement.

The first is for a district-level skate park to support local competitions and to cater to the needs of more advanced riders. Council officers are currently in discussions with the Police Citizens Youth Club (PCYC) about the opportunity to partner with them to develop this standard of facility as part of this organisation's existing recreational complex within the Andergrove Sports Precinct. The Andergrove /Beaconsfield area was also identified as an area with a very high youth population, both in terms of residing in the area but also visiting to attend one of several high schools within this location. No local skate parks or skate bowls exist within this location. The closest available facilities are located in either North Mackay or Slade Point.

The second project aims to address a serious deficiency in terms of local sports and recreational opportunities catering to youth at Bucasia in the Northern Beaches area and a separate report will shortly be presented to Council on that project. This project would also compliment other projects planned by PE&S aimed at enhancing the quality of existing playground facilities in this locality. This includes the current park enhancement project which will see a new half basketball court installed in Royal Sands Park within the Royal Sands Estate.

Current demand for youth-centric facilities in Seaforth

Skate parks are used predominately by younger persons aged between 5 and 19 years although contemporary facilities are increasingly attracting multi-generational users. In 2011 there were 58 young people within this age range residing in the coastal township of Seaforth, with an additional 61 distributed across the adjacent hinterland (67.0 km^2 area)[1]. Based on a total population count of 788, this cohort of 119 younger persons represented 15 % of the local Seaforth community. In 2016 the size of this cohort (5-19 years) as a percentage of the resident population is anticipated to have increased slightly given the proportionally larger number of 0-4year olds entering the cohort as compared to the older teens who will be exiting.

Compared to the Mackay region as a whole, the percentage of younger persons residing in the Seaforth area is much lower than in other localities, and in particular the region's growth centres. During the same census period, persons aged between 5-19 years made up 20.9% of the region's population[2] as compared to 15% in the Seaforth area. In the township of Seaforth

DRAFT

itself, the percent of younger persons is slightly lower at 11.5% of the town's resident population.

Cohort Age (2011)	Number
0 – 4 years	45
5 – 9 years	38
10 – 14 years	42
15 – 19 Years	39
Total	119

Source: Quick Stat. for Seaforth (QLD): SSC31462 released 28/03/2013.

Seaforth is however a family-orientated tourist destination which is growing in popularity and particularly during school holiday periods, the numbers of children and younger teens substantially increases within the township. A facility like a skate park would cater to visitors, and provide an added attraction for local holiday makers.

1. Australian Bureau of Statistics 2011 Census. Statistical area of Seaforth Urban Centre (Qld), Code Reference: UCL321098 and Seaforth (Qld), Code Reference: SSC31462. Quick Stats.
2. Australian Bureau of Statistics 2011 Census. Mackay Local Government Area; Code Reference LGA34270. Quick Stats.

Existing Sports and Recreation Provision in Seaforth

In addition to the Seaforth Community Hall and mobile library service, Council currently provides access to a range of public (free) sports and recreational facilities in Seaforth including:

- Seaforth Sports Grounds (leased to the Seaforth Sports and Progress Association);
  - *Multi-purpose Courts – tennis, basketball and netball*
  - *BMX Track*
  - *Cricket Pitch / Oval*
  - *Undercover Recreation Area offering Free BBQ facilities, Table Tennis, Games Room for Youth and Canteen facilities*
- Seaforth Swimming Enclosure;
- Children's Wading Pool;
- 5 x Children's Playgrounds[1]; and
- Seaforth Boat Ramp and Pontoon at Victor Creek

These facilities are complemented by commercially operated facilities and clubs which include:

- Seaforth Bowls Club;
- Seaforth Boating Club; and
- Seaforth Pines Recreation Centre (Indoor Gymnasium).

Given the size of the resident population in the township (508 persons) and surrounding hinterland (280 persons), the community is well catered for in terms of access to sports and recreational opportunities. In general the quality of the facilities and in particular those provided at the Seaforth Sports Grounds, are also of a good standard.

Focusing specifically on facilities targeting younger persons, currently the Seaforth Sports Grounds functions as a 'youth hub'. If a skate bowl or park was to be developed in the local area, then co-locating or adding this type of facility into the mix of facilities already provided

DRAFT

within this reserve (i.e. BMX track, Games Room, Multi-purpose courts and Cricket Oval) would make sense. In principle Council would have no objection to this occurring. Part of the 3.37Ha site could be identified and developed for this purpose. A logical location might be to position such a facility close to and/or integrate it with the existing BMX track.

3. Locations including Acadia Avenue Park, Frangipani Park, Jim Adams Memorial Park, Seaforth Camping Reserve and the Seaforth Esplanade Reserve.

Request for Funding

The community has requested that Council fund the design and construction of the skate park at Seaforth. Based on recent projects, it is assumed that in the order of $300K would be required to provide a contemporary local skate park. This assumes that the new facility would be best integrated into Seaforth Sports Grounds. This would expand the compliment of youth-centric and existing sporting facilities already available within this reserve.

Unfortunately given a large demand across the region for new facilities not all requests for funding can be supported by Council. Council has the difficult task of having to prioritise the various requests, including several specifically for skate park facilities. In terms of the return on investment, funding the development of a new district level facility in the Andergrove / Beaconsfield area or upgrading the existing facilities in Bucasia must be considered a much higher priority compared to developing a new skate park in Seaforth.

In terms of the numbers of younger persons likely to benefit from these two projects; in 2011 there was over 1,400 younger persons aged between 5 and 19 years (23.3% of the resident population) living in suburbs of Andergrove and Beaconsfield. In the Bucasia / Shoal Point area there was almost a 1,000 younger persons of this same age range (23.3% of the resident population)[4]. If compared to the relative small number of younger persons who would benefit in Seaforth (around 119), it is difficult for Council to justify re-directing funding away from these higher priority projects to the Seaforth community, and particularly given that the area is already well serviced in terms of existing sporting and recreational facilities, including some catering specifically to younger persons.

The Seaforth community has been successful in the past in fundraising for public sporting and recreational infrastructure. Should sufficient funds be again raised by Seaforth Sports and Progress Association to co-sponsor the project, Council could look favourably upon the proposal and offer limited financial support.

4. Based on 2011 Census Data recorded for younger persons aged 5 to 19 years for both the Andergrove and Beaconsfield suburban area and the Bucasia / Shoal Point area.

Consultation and Communication

Discussions have been held with Property Services regarding the potential development of a skate park in the Seaforth Sports Grounds currently leased to the Seaforth Sports and Progress Association, as well as with the Parks Building Services Coordinator and Coordinator Parks Maintenance who manage Council's skatepark facilities.

DRAFT

Resource Implications

Apart from the upfront capital investment required to design and construct the skate park facility, if constructed, Council is expected to assume the responsibility and cost for the infrastructure's ongoing maintenance and repair. From an operational perspective, developing any future skate park as part of the Seaforth Sports Grounds is preferred. This would minimise the number of sites needed to be visited in the Seaforth area for regular routine inspections. Given also this reserve attracts high use and is under the supervision of the Seaforth Sports and Progress Association, the location from Council's perspective reduces the risk of vandalism and/or inappropriate use leading to damage of the asset given the level of casual surveillance afforded to the asset.

Risk Management Implications

Should Council wish to proceed, capital funding would need to be diverted from other park or playground projects scheduled in the capital program or additional funding allocated. This would risk disadvantaging residents in other locations currently scheduled to have their facilities upgraded in the near future or delay the implementation of higher priority projects aimed at developing youth-centric infrastructure across the region. If the provision of sporting and recreational opportunities by population was compared, residents living in the Seaforth Area would currently rank favourably. Diverting funding to accelerate this project particularly ahead of proposals targeting other locations which are underserviced, for example in the Northern Beaches area, would be difficult to justify.

Conclusion

In principle Council would not object to the development of a skate park as part of the compliment of sporting and recreational facilities within the Seaforth Sports Grounds and would give its approval to this proposal. Should such a facility be developed in the future, Council could agree to maintain the facility once constructed. However at this time funding the development of a skate park at Seaforth is not a high priority. Council would however consider reprioritising this project should the community through fundraising efforts raise 50% of the capital cost to design and fund the project (estimated at $150K).

Officer's Recommendation

THAT the Committee agree in principal to the concept of a skate park in Seaforth and support it being located within the Seaforth Sports Grounds;

FURTHER THAT the Committee not support the community's request to fund the project at this time due to other competing priorities;

AND THAT the principal petition and all signatories to the petition be advised of the Committee's decision.

DRAFT

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Gee **Seconded Cr Mann (nee Fordham)**

Cr Gee advised the Seaforth Progress Association have advised they will take this project up in Seaforth and they are grateful in relation of the location and they are a very proactive progress association and he is sure they will progress this project and understand the need for skate parks throughout the region.

CARRIED

8.6 MATERIAL CHANGE OF USE - EXTENSION TO MACHINERY AND VEHICLE SALES, OUTDOOR SALES PREMISES AND ANCILLARY CAR REPAIR WORKSHOP - 361 AND 363-369 SHAKESPEARE STREET, 3 HYNE STREET - LOT 2 ON SP259130, LOT 3 ON SP117929, AND LOT 6 ON RP707066 (DA-2016-20)

DRAFT

Application Number:	DA-2016-20
Date Received:	11 March 2016
Action Officer:	Brogan Jones
Applicant's Details:	Tsunami Corporation Pty Ltd c/- Town Planning Alliance PO Box 5329 WEST END QLD 4101
Proposal:	Material Change of use - Extension to Machinery and Vehicle Sales, outdoor Sales Premises and Ancillary Car Repair Workshop
Site Address:	361, 363-369 Shakespeare Street and 3 Hyne Street, MACKAY QLD 4740
Property Description:	Lot 2 on Spe259130, Lot 3 on SP117929 and Lot 6 on RP707066
Owner's Details:	Tsunami Corporation Pty Ltd
Area:	23,961m^2
Planning Scheme:	Mackay City Planning Scheme 24 February 2014
Planning Scheme Designations: Locality:	Mackay Frame

Precinct:	Pioneer river (Urban)
Zone:	Commercial and Higher Density Residential
Assessment Level:	Impact
Submissions:	Two (2)
Referral Agencies:	Department of Infrastructure ,Local Government and Planning (DILGP)
Attachments:	Attachment A: Locality Plan Attachment B: Plan of Development Attachment C: Referral Agency Response
Recommendation:	Approved Subject to Conditions

DRAFT

ASSESSMENT OF APPLICATION

Purpose

The Material Change of Use application is for an Extension to Machinery and Vehicle Sales, Outdoor Sales Premises, and Ancillary Car Repair Workshop at 361, 363-369 Shakespeare Street and 3 Hyne Street, Mackay (refer *Attachment A – Locality Plan)*. The subject site is zoned both Commercial and Higher Density Residential. An expansion of the Machinery and Vehicle Sales and Outdoor Sales Premises in the Higher Density Residential Zone triggers an impact assessable application requiring public notification. Two (2) properly made submissions were received objecting to the proposal.

The submitters have raised concerns regarding stormwater ponding on adjoining properties, the planning scheme use definitions, the applicant's non-assessment of particular codes, the use of residential zoned land for commercial development, and the amenity of adjoining residences. In considering whether to recommend an application for approval or refusal officers can only consider valid planning grounds in their assessment. Whilst noting the submitters' concerns, the submissions have not raised any planning grounds that cannot be appropriately justified or conditioned.

The application is recommended for approval.

Background

The larger site (Lot 2) has been used by Mackay Toyota or previous incarnations for many years as an outdoor sales showroom and ancillary vehicle repair workshop. Major extensions took place in 1998 along with changes to the lot configurations over the site.

Subject Site and Surrounds

The subject site is located in the Mackay urban area and is made up of three separate lots detailed above. The site is zoned both commercial and higher density residential under the Mackay City Planning Scheme, is irregular in shape, and has a total area of 23,961m^2.

The site is bordered to the east and south by residential uses, to the west by Hyne Street and Nebo Road, and to the north by Shakespeare Street. Access to the site is obtained from the Hyne Street cul-de-sac and from the west-bound lanes of Shakespeare Street.

Currently existing onsite on the larger site is the AutoCorner commercial operation consisting of showrooms for new and used vehicles, repair workshops, and car parking & vehicle storage. The smaller lot fronting Shakespeare Street was the previous location of 'Kucom Theatre'. The third lot with access from Hyne Street is currently vacant, and has previously had the benefit of a development approval for Multiple Dwelling Units.

Proposal

The applicant proposes an expansion of the existing operation and the existing uses in accordance with *Attachment B – Plans of Development*. The proposed development involves additional GFA for machinery and vehicle sales and outdoor sales premises uses. Specifically, the expansion will include:

- a new car park within the southern portion of the site (over Lot 3 on SP117929) for the storage of vehicles;
- an extension to existing workshop 1 for the purpose of detailing ($71m^2$) and extension to existing showroom 1 of $240m^2$;
- an extension to existing showroom 3 of $212m^2$; and
- a new showroom and workshop (showroom 4) of $1,490m^2$ with associated outdoor sales area fronting Shakespeare Street.

The proposal plans show 'Proposed Future Showroom 5' adjacent to the corner of Nebo Road and Hyne Street; however this building does not form part of this current application.

Car parking onsite will increase from 231 spaces to 263 spaces.

MACKAY ISAAC WHITSUNDAY REGIONAL PLAN

It is noted that the Mackay Isaac Whitsunday Regional Plan (MIWRP) is no longer a statutory document.

The subject site is located within the Urban Footprint and is generally consistent with the intent and outcomes of the MIWRP.

PLANNING SCHEME ASSESSMENT

Desired Environmental Outcomes

The proposed development has been assessed against Council's Mackay City Planning Scheme and Policies and is generally consistent with the intent of the Scheme.

The subject site is zoned Commercial and Higher Density Residential and the proposal has been assessed against the desired environmental outcomes (DEOs), applicable overlays, and the relevant development codes as follows.

DRAFT

Desired Environmental Outcomes

The proposal is generally consistent with the Desired Environmental Outcomes (DEOs). Any discrepancies or further justifications are provided below.

3(c)(iv) A network of centres is established an maintained according to a hierarchical arrangement of roles and functions to meet the needs of the population, and includes the following elements, as shown on the Information Map – Network of Centres.

The proposed expansion does not adversely affect Mackay's current network of centres as shown in the planning scheme's information map referenced above. The commercial service provided onsite is not the typical retail operation, shopping centre, or anchor tenant type arrangement that the network of centres intends to safeguard. The use of a car yard and associated repair workshop is not considered to be a commercial use in competition with the retail on offer in the centres (i.e. Caneland Central, CBD, Mount Pleasant etc.). The proposed uses, unlike retail, do not detract from or jeopardise the growth of the retail centres as per the network. Furthermore, the service proposed is an expansion of an existing service that has been onsite for many years. No new uses are proposed. On this basis the Network of Centres is not considered to be an appropriate assessment matter.

3(c)(vi) Retail and commercial activities outside a centre identified within the network of centres are limited to premises with a size and function consistent with the provision of local facilities.

The proposed commercial operation is located on a site that is outside the network of centres however it is considered of an appropriate size to accommodate the operation proposed. The site is on the corner to two arterial roads and has access arrangements and area onsite to cater for the expected traffic generation. The proposal is considered consistent with this provision.

3(c)(viii) Centres, villages, and other commercial areas are attractive, provide a safe environment and are able to be economically and efficiently supported by infrastructure.

The subject site is considered a commercial area outside a centre, and the existing and proposed operation provides an attractive and safe built environment. The site is also already connected to all necessary urban infrastructure. As such, the proposal is consistent with this provision.

Mackay Frame Locality Code

The proposal is generally consistent with the overall outcomes and specific outcomes of the locality code. Any discrepancies or further justifications are discussed below.

Overall Outcome (2)(h)
New commercial uses are located in the Commercial zone or the Village zone in accordance with the overall outcomes of those zones and the network of centres referred to in the DEOs and illustrated, for information, on the Information Map – Network of Centres.

The proposal does not include any new uses being proposed onsite. The majority of the site is zoned commercial and the proposal is generally consistent with the intent of the commercial

DRAFT

zone (discussed below). The matter of the Network of Centres is addressed above. As such, the proposal is considered consistent with this provision.

Overall Outcome (3)(c)
Commercial activity occurs within the boundaries of the commercial zone and accords with the network of centres described in the DEOs and as shown on the Information Map – Network of Centres, and includes

i. *convenience services which meet the needs of existing nearby residential and visitor accommodation areas; and*
ii. *specialised activities servicing the needs of highway traffic and short-stay visitor accommodation only where the traffic capacity and amenity of adjoining properties is maintained.*

The proposed commercial activity will occur largely within the confines of commercially zoned land. A small portion of the expansion of the existing uses will be on land that is zoned for residential uses. It is considered that the expansion into the residential zone is considered acceptable considering the draft planning scheme caters for a significant amount of medium density zoning in the immediate locality. This is expected to more than cater for the use of the two residential lots that are part of this proposal.

Specific Outcome P1
Commercial development is located in the commercial zone and does not detract from the network of centres referred to in the Desired Environmental Outcomes.

As discussed above, the proposal does not detract from the Network of Centres, nor does it demonstrate non-compliance with the DEOs.

Commercial Zone

The proposal is generally consistent with the overall outcomes and specific outcomes of the zone. Any discrepancies or further justifications are provided below.

Overall Outcome (2a)
Commercial facilities and services are small scale and located in an existing centre which:

i. *has a floor area significantly less than 2,500m^2;*
ii. *does not provide the complete range of functions anticipated for a local centre as established in the network of centres referred to in the DEOs; and*
iii. *consists of a re-development of or addition to an existing premises but does not change the role and function of the existing centre.*

As discussed above, the network of centres is not considered an appropriate assessment tool in this instance considering the use is for a car yard and not retail. A similar justification can be used here; the maximum GFA provision of 2,500m^2 is more applicable to commercial space operating as retail space rather than a commercial space operating as a car yard and workshop. The proposed uses, unlike retail, do not detract from or jeopardise the growth of the retail centres as per the network.

Specific Outcome P1
Commercial development maintains the amenity of adjoining land uses by providing:

i. *landscape buffers;*
ii. *screen fencing along common boundaries;*

DRAFT

iii. placement of vehicle entrances and exits to avoid headlight glare; and
iv. sensitive placement of signs and advertising devices.

It is considered landscape buffering and screening is needed for the eastern interface between the proposed workshop, the existing residential uses along Grant Street, and to the residences to the south. This will be conditioned to occur prior to the expanded use commencing onsite. The new and existing car parking areas are located to the south of the site, adjacent existing residential uses along Griffin and Amarti Streets. This car park will not be a public car park and will be used to store and shuffle cars being sold and/or repaired onsite. Landscaping and an acoustic fence will be required along this southern and western boundary. However, the plans of development detail the provision of space between the parking areas and boundaries that can be fenced and landscaped to reduce any impacts on the adjoining residential uses. On this basis, the proposal has been conditioned to comply with this provision.

Specific Outcome P2
Commercial development incorporates design and siting and onsite environmental management measures to minimise:
i. after-hours noise, odours, intrusive night lighting and headlight glare;
ii. uncontrolled drainage;
iii. unsympathetic built form, scale and intensity; and
iv. the movement of people and vehicular traffic through and from the site.

The applicant proposes workshops to be operational until midnight. This is generally acceptable for the existing workshop as it is largely enclosed and located within the centre of the site, away from the boundaries with residential properties. However, the new workshop is proposed adjacent the eastern boundary with residences. To ameliorate the noise concerns to the residences along this boundary landscaping will be established in as a buffer (as above), an acoustic fence will be constructed along the eastern boundary, and all building openings to the eastern boundary have been removed from the approved plans (exempt from this will be the windows at the Shakespeare Street end of the building corresponding with sales offices and showroom floor, and an emergency exit halfway along the building). On this basis, the proposal has been amended to comply with this provision.

Higher Density Residential Zone

The proposal is generally inconsistent with the overall outcomes and specific outcomes of the zone. The proposal represents a commercial development in the residential zone however the extension of the existing use onsite is considered to be natural extension on the land available on this corner commercial precinct. The residential zoned land to be used as commercial will be lost to future residential development; however the draft planning scheme has zoned a significant amount of higher density land in the immediate vicinity therefore the loss of residential land by this development will not adversely affect wider supply of higher density residential. As such, it is considered that the proposed natural expansion of an already existing commercial use on a section of residential land is appropriate.

Landscape Character Overlay Code

The overlay is triggered for assessment given the site is adjacent two roads considered image corridors as per the overlay. The proposal is generally consistent with the overall outcomes and specific outcomes of the code as all of the new building proposed in the application comply with the setbacks required by the Overlay Code.

DRAFT

Existing quality landscaping is established along both the Nebo Rd and Shakespeare St, which will be enhanced by additional landscaping throughout the site.

Flood and Inundation Overlay Code

The proposal is generally consistent with the overall outcomes and specific outcomes of the overlay code. The extensions will not increase the hazard or risk posed to people and property by flood and inundation, and corridors for the conveyance of floodwaters will not be blocked or altered. Specific conditions regarding the finished floor levels will be included to ensure the new buildings will have a floor level above the nominated flood level for the site.

Development within the Vicinity of Mackay Airport Overlay Code

It was noted as part of a submission that the applicant did not assess the proposal against this overlay code. As per Table 8-7, which detail the relevant assessment categories for the code, the proposal and subject site does not meet any of the criteria listed, meaning the proposal is exempt from development against the code. Despite this, the proposal remains wholly consistent with the overall outcomes of the code.

Environment and Infrastructure Code

The proposal is generally consistent with the overall outcomes and specific outcomes of the code. The only matter of note is car parking. Currently the site has 231 car parking spaces for the purposes of customers and car storage. Proposed showroom 4 and associated workshop will be constructed over an existing car parking area, however a new car parking area of 84 spaces is to be constructed alongside an existing car park near the southern boundary. Overall, the site will see an increase in car parking onsite from the existing 231 to 263, an increase of 32.

The 263 car parking spaces provided are in layout that is considered to cater for expected customers and onsite vehicle storage whilst allowing for functional vehicle flows and manoeuvring onsite.

Industrial Code

The proposal is generally consistent with the overall outcomes and specific outcomes of the code. Any discrepancies or further justifications are provided below.

Specific Outcome P1
Landscaping and building treatments:
i. enhance the character of the street;
ii. enable the development to blend with the surrounding locality;
iii. encourage favourable micro-climate conditions;
iv. are safe and attractive for workers.

The site has existing established landscaping along both frontages which contribute towards attractive streetscapes. New landscaping is proposed to be in keeping with the standard of the existing landscaping. A landscaping plan for the new landscaping has been requested for approval as part of a standard condition of approval.

DRAFT

Retail and Commercial Code

Assessment matters relating to the Network of Centres have been addressed above and will not be replicated in this section.

The proposal is generally consistent with the overall outcomes and specific outcomes of the code. Awnings are not proposed as per Specific Outcome P4 as no buildings are proposed with a zero frontage setback.

DRAFT MACKAY REGION PLANNING SCHEME

Under the draft Mackay Region Planning Scheme (MRPS) that was advertised in 2013 and 2014, the subject site was included in the Medium Density Residential zone (Precincts 20 & 21). Under the proposed zoning, an expansion to the existing outdoor sales use would be code assessable in Precinct 21; however this did not cover the entire landholding.

During the consultation period, a submission was received from the landowner, objecting to the proposed zoning of the site, as the proposed zone did not adequately reflect the existing use of the site and approvals over the site as it existed at the time. The submission requested that either the zone be amended to a zone of commercial nature, or the draft Scheme Codes be amended to reflect the existing use, existing approvals and provide an ability for expansion onto the entire landholding.

As part of the consideration of the submissions received during both consultation periods; it was recommended to Council that the subject site be included in the Mixed Use zone, with a specific precinct that recognised the existing and approved uses and made expansion of the existing use permissible, subject to a code assessable application.

The officer recommendation was accepted by the Council and as part of the draft MRPS that was 'approved' by Council resolution to be sent to the State for approval in December 2014, the subject site was included in the Mixed Use zone (Fringe Commercial Precinct MX2).

In the version of the MRPS that was sent to the State for signoff, the subject site is wholly zoned as Mixed Use and the uses proposed would be defined as 'Outdoor Sales' and 'Showroom'. It is noted the Outdoor Sales definition includes the provision for an ancillary repair workshop. In the Mixed Use zone the proposal triggers code assessment as it is located within the Fringe Commercial Precinct (MX2) and doesn't involve a shopping centre. Assessment against the following codes would be required:

- Mixed use zone code
- Acid sulfate soils overlay code
- Flood and coastal hazards overlay code
- Heritage and neighbourhood character overlay code
- Landscape character and image corridors overlay
- Regional infrastructure overlay code
- General development requirements code
- Outdoor business activities code
- Centre activities code

Assessment against the MRPS would utilise the same justifications as discussed in length above. It is noted that uses within the Mixed Use Zone, specifically the Fringe Commercial Precinct (MX2) are assessed generally in isolation from the centre hierarchy (i.e. principal centre, major centre, district centre etc.). On this basis and given that the proposal is generally consistent with the relevant provisions of the codes above it is considered the proposal would be recommended for approval under the MRPS.

INFRASTRUCTURE CHARGES

Under Council's current Infrastructure Charges Resolution the proposal attracts an infrastructure charge in line with the *Commercial (Bulk Goods)* charge category. An Infrastructure Charges Notice will be issued in accordance with this resolution.

INFRASTRUCTURE CONSIDERATIONS

Water & Sewer

The subject site is connected to existing reticulated water and sewer services. The proposed expansion will connect to these same services.

Proposed Showroom 4 is located over an existing sewer main; however the applicant has demonstrated that they will re-route the sewer to avoid the new building location.

Stormwater

A site-based stormwater management plan (SBSMP) has been prepared by the applicant and assessed by Council's development engineers. The SBSMP ensures stormwater from the site will be collected within the property and discharged via an underground system to Council's stormwater network. The applicant must construct this internal system in accordance with the SBSMP to ensure there is no storage or ponding of stormwater on adjacent lots.

Roadworks

Internal

The internal roadways and vehicle movement areas will remain largely unaffected by the proposed development.

External

Both access points, Hyne Street and Shakespeare Street, will remain as existing.

REFERRAL AGENCIES

As per the *Sustainable Planning Regulation 2009* the proposal was referred to the State government Department of Infrastructure, Local Government and Planning for matters relating to the adjacent State-controlled road. The department provided their Concurrence Agency Response, approving the development subject to conditions as per *Attachment C – Referral Agency Response*.

DRAFT

SUBMISSIONS *(Impact applications only)*

The application was publicly notified in accordance with the requirements of the *Sustainable Planning Act 2009*, and as a result of this process two (2) properly made submissions were received. It is noted that one of the submissions was in objection to the proposal, and the other did not object in principle, but expressed concern over stormwater and car parking.

The submissions received, expressed opposition to the proposal. The principle concerns raised from the submissions are summarised and discussed below.

1. Carpark location

Submitters' concerns

'...concerns with regard to the location of the car park close to the common boundary [southern boundary of the subject site]'

'...requests that conditions be placed on the development application which require an acoustic fence to be erected between the car park and the ... property; and that the car park be secured after hours to prevent antisocial behaviour'

Applicant's comment

'The development can provide for an acoustic fence along the boundary of the proposed new car park (i.e. 3 Hyne Street). Any requirements can be conditioned by Council.'

Officer's comment

The car park proposed in the southern portion of the site, adjacent to the existing car park of similar layout and dimensions is not proposed to be a public car park; it will be used to store vehicles onsite for future sale or repair work. Given the use is not public and that customers will be onsite no later than 5.30pm (as clarified by the applicant below) the car park is not expected to become subject to loitering and antisocial behaviour as suggested by the submitter. This car park is not expected to adversely impact on the amenity or privacy of adjoining residences given landscaping and an acoustic fence will be conditioned for this boundary.

It is noted that landscaping, in keeping with the existing landscaping around the existing car park, will be established along the boundary.

2. Proposed use definitions

Submitters' concerns

'The applicant has identified that the proposed uses are machinery and Vehicle Sales and Outdoor Sales Premises. The definition of these uses are included below:

> *Machinery and Vehicle Sales Showroom means any premises used for the display and sale of agricultural implements or machinery, motor vehicles, caravans or boats and their accessories within a building and ancillary outdoor area limited to 25m^2. The term includes, when carried out in conjunction with such display or sale, the servicing of items sold from the premises.*

DRAFT

Outdoor Sales Premises means any premises used for the display and sale of goods such as agricultural equipment, boats, caravans, large machinery, motor vehicles, modular swimming pools, trucks and trailers, which:

i. is constructed in an outdoor setting; and
ii. includes an ancillary office limited to 25m^2.

'It is not considered that the new car repair workshop could be considered ancillary to the use of the site for an Outdoor Sales Premises or Machinery and Vehicle Sales Showroom, given that these definitions only allow for the servicing of vehicles which have been sold from the premises.'

'Council would be required to condition that only vehicles sold from the premises could be serviced on the premises by the new workshop and any vehicles which are serviced and not sold from the premises be prohibited.'

'The applicant will be required to seek an additional assessable application for a Car Repair Workshop as defined by the planning scheme to allow for servicing of vehicles within the new workshop which are not sold from the premises.'

Applicant's comment

'The site is currently used for outdoor sales and machinery and vehicle sales showroom with ancillary car repair workshop. The proposed development involves additional machinery and vehicle sales and outdoor sales premises with ancillary car repair workshop.'

'The Mackay City Planning Scheme (Part 12 – Schedules) defines car repair workshop as:

Any premises used for servicing, repairing or maintaining motor vehicles or motor vehicle equipment, including engine tuning, engine reconditioning, radiator repairs, panel beating, and tyre fitting.

It is further reiterated that the uses over the site have been previously discussed with Mackay Regional Council during the pre-lodgement meeting held on 30 January 2015.'

Officer's comment

It is considered that the Machinery and Vehicle Sales, and Outdoor Sales Premises uses dominate the site. More GFA is dedicated to these uses than to the existing and proposed workshops. As such, the proposed uses are considered acceptable and appropriate for the proposed extension to the existing operation.

3. Stormwater management

Submitters' concerns

'request that appropriate measures are taken for stormwater management on the site to ensure potential impacts on the... property from stormwater runoff as a result of the development are mitigated.'

'Stormwater drainage is to be designed to ensure a non-worsening to adjoining properties'

Applicant's comment

DRAFT

'Stormwater runoff will be managed in accordance with the planning scheme. Specifically, the existing points of discharge on Shakespeare Street, Armati Street, and Hyne Street will remain lawful points of discharge for stormwater. Refer to attached report prepared by Empire Engineering for further details.'

Officer's comment

The applicant's stormwater proposal and engineering report has been fully assessed by Council's Development Engineering officers and any approval will be subject to conditions that include specific stormwater standards and requirements.

4. IDAS forms

Submitters' concerns

'...an error appears to have been made with IDAS Form 1. The following errors have been identified:

- *Item 6, Table H – this table has been incorrectly completed, given one of the subject lots is owned by Tsunami Corporation Ltd as Trustee under Instrument.*
- *Item 8 – the site is burdened by existing easements and the item has been completed as identifying no easements on the premises.'*

Applicant's comment

'The application is properly made and has appropriately addressed IDAS Form 1. Specifically, Item 6, Table H of the IDAS Form 1 includes a declaration that the owner has given written consent for the application. This is fully compliant with s260(e)(ii) of the Sustainable Planning Act 2009. In view of the above, a declaration was provided in IDAS Form 1'

'Whilst easements are identified over the site, the proposal plans clearly outline the location, type, and dimension of the easements, as per the requirements of the IDAS Forms (item 8). Thus, the application included all the mandatory supporting information. Furthermore, the application should continue as per the current IDAS timeframes (i.e. decision making period).'

Officer's comment

Council, as assessment manager, reviewed the IDAS forms at the time the application was lodged and considered them to contribute towards a properly made application. Council's records state that all three lots are owned by 'Tsunami Corporation Pty Ltd'. As per Item 6 of IDAS Form 1, the applicant has correctly chosen one of the options for providing landowner's consent.

With regards to Item 8 of IDAS Form 1, the applicant identified no easements. However, on the plans of development all easements were identified correctly. This error was not considered sufficient to warrant the application being declared 'not properly made'.

5. Overlay assessment matters

Submitters' concerns

DRAFT

'The applicant has not assessed or identified reasoning for not assessing the following applicable Overlay Codes:

- *Landscape Character Overlay Code*
- *Development in the Vicinity of Mackay Airport Overlay Code*
- *Flood & Inundation Management Overlay Code'*

'The proposed use on the site where within the Higher Density Residential zoned areas does not comply with the intent for the site as per the planning scheme.'

Applicant's comment

'As outlined in the planning scheme reports, the sites are located within the Landscape Character Overlay. The development complies with the overlay code as the development includes for appropriate landscaping across all frontages and side boundaries of the site. The landscape outcome is consistent with the locality and provides for an appropriate balance between hardstand areas and landscaping. Furthermore, the development is an appropriate building height (i.e. <8.5m) and will not impact on the image corridor. As such, the Landscape Character Areas and Image Corridors Overlay Codes can be achieved.'

'Furthermore, the sites are located within the Flood and Inundation Overlay and the Development in the Vicinity of the Mackay Airport. Notwithstanding, the site is not required to address the Overlay Codes as the development reflects commercial and will not be subject to flooding. Furthermore, the development is limited to 8.5m in height and will not project into the OLS and will not result in light interfering with the air navigation. As such, the overlays are not applicable to the proposed extensions.'

'It is noted that the overlays have been discussed with the Assessment Manager at Mackay Regional Council and it has been agreed that they are not applicable.'

Officer's comment

The subject site is identified as being within the Landscape Character Overlay, the Development within the Vicinity of the Mackay Airport Overlay, and the Flood & Inundation Management Overlay. With regards to the Landscape Character Overlay Code the proposal is non-compliant with one provision, which is the required 10m setback from Nebo Rd. An assessment of this setback is provided against the code above and is deemed acceptable. As discussed above, the proposal is not required to be assessed against the Development within the Vicinity of Mackay Airport Overlay Code; however despite this the proposal is consistent with the provisions of the code. In terms of the Flood & Inundation Overlay Code, the provisions largely relate to residential development to ensure the safety of people living in these areas. Given the proposal is commercial (further, an extension of an existing use) it is considered that this overlay is largely not applicable, however, a floor level greater than the defined flood event will be conditioned for new buildings.

Notwithstanding, the assessment manager has assessed the proposal against these overlays, among others, above and has deemed the proposal as consistent with the overall intent of each.

6. Conflict with Commercial Code and Centres Heirachy

Submitters' concerns

DRAFT

'The proposed use is of a bulk and scale which is not envisages within the Commercial Zone within the Pioneer River (Urban) precinct and exceeds 2,500m^2'

'The proposed development conflicts with Council's Centres 'Hierarchy'

Applicant's comment

'The development is not required to address the overall outcome 2(h) of the Mackay Frame Locality as the development does not involve a new commercial use (i.e. the proposed use reflects an extension to the existing, long established use over the site for machinery and vehicle sales, outdoor sales premises and ancillary repair workshop.'

'Furthermore, the development is considered to fully comply with the overall outcomes sought for the Pioneer River (urban) Precinct. Specifically, the proposed extensions to the existing outdoor sales, machinery and vehicle sales and car repair workshop will add to the range of services available within the precinct and will directly service the needs of the employment catchment.'

'The development does not conflict or impact on the role and hierarchy of centres within the city. The use over the site has been operating for numerous years and the application is limited to the extension of the existing uses.'

'... the development will be of appropriate height and bulk consistent with the streetscape and surrounding development. Specifically, the site cover will reflect 25% of the site area and will not have a gross floor area exceeding the site area.

Officer's comment

A full and detailed assessment has been provided against the Commercial Code, including the Centres Hierarchy, above. The proposal is considered generally consistent with the code, and the Centres Hierarchy has been deemed not appropriate as an assessment tool in this instance given the hierarchy's intent is to protect centres from retail being developed outside of these centres. The proposal is not for retail. Further, it is an existing use.

7. Zoning conflicts

Submitters' concerns

'The proposal removes suitable serviced land from able to be developed for Higher Density Residential use'

Applicant's comment

'The application does not involve a Multiple Dwelling Use. As such, the reference to the dwelling density is not applicable to the development.

Officer's comment

The proposal represents a commercial development in the residential zone however the extension of the existing use onsite is considered to be natural extension on the land available on this corner commercial precinct. The residential zoned land to be used as commercial will

DRAFT

be lost to future residential development, however the draft planning scheme has zoned a significant amount of higher density land in the immediate vicinity therefore the loss of residential land by this development will not adversely affect wider supply of higher density residential. As such, it is considered that the proposed natural expansion of an already existing commercial use on a section of residential land is appropriate.

8. Amenity impacts

Submitters' concerns

'The proposed use will create significant amenity impacts to adjoining residential areas'

'The development application does not identified operating hour within IDAS Form 5 item 1 deliberately not completed. The website for the existing business operating from the site identifies that the service department is, and proposed to allow for 24 hour operations. It is considered that the application must be assessed as if it were to operate 24 hours per day. The maintenance areas and associated vehicular movement areas including vehicle parking for serviced vehicles is located directly adjoining land with existing residential premises and area able to be re-developed for higher density residential uses envisaged by the planning scheme. The proposal would allow for 24hour vehicle movements, workshop noise, and customers attending the site.'

Applicant's comment

'The extensions to the existing vehicle sales and car workshop will incorporate design and siting measures to minimise impacts including after hours noise, odours, light, damage and people/vehicle movement. Council can condition any requirements relating to lighting and acoustic fencing required for the adjoining residential uses.'

'As outlined on the website for the site, the opening hours for customers are limited to 7am-5.30pm Monday-Friday and 7.30am-12.30pm Saturday. It is noted that the workshop is open until midnight, however will not impact on adjoining residential uses and is located an appropriate distance from adjoining residential uses. No reference has been made to 24 hours operation.'

Officer's comment

It is noted that the existing workshop onsite operates until midnight. As such, it is expected that the workshop proposed against the eastern boundary of the site (adjoining residential uses fronting Grant Street) will operate until midnight also. The building setback proposed along this eastern boundary is 3.0m, which is not considered an acceptable outcome given the proximity of adjoining sensitive residential uses. All door openings of this eastern building that face to the east are to be removed from the approved plans in order to ameliorate the noise impacts from this workshop.

Further, the applicant will be required to restrict the hours of operation of this eastern workshop until 6.00pm daily (to coincide with customer hours). The existing workshop's hours of operation can continue until approximately midnight as is the existing arrangement. This closing time is deemed acceptable given the applicant has agreed to close the openings of the eastern face of the workshop, and has agreed to landscape and erect an acoustic fence to reduce the impacts on the neighbours to the east).

DRAFT

9. Site access and car parking

Submitters' concerns

'Site access and onsite car parking associated with the use has not been identified clearly to be developed.'

'Table B.1 of the Hierarchy Tables, which form part of the Road Hierarchy Final Report which was prepared for Council by Eppell Olsen and Partners identifies that a Local Street (access Street) has a traffic carrying function of 750 vehicles per day. A traffic report should be provided to demonstrate that no more than 750 vehicles per day are proposed to access the site from Hyne Street.'

Applicant's comment

'Access to the site is granted via Hyne Street and Shakespeare Street, reflecting an established road and the current arrangements over the site. No new roads or access points are proposed from the existing use.'

'As outlined on drawing #0528-SD102, customer car parking is shown on the plans and exceeds the requirements. Appropriate signage throughout the site will be included and Council may condition any requirements relating to signage for parking spaces.'

Officer's comment

Access arrangements to and from the site are not changing from what is existing. Further, the internal vehicle movement areas will remain largely consistent with the existing situation. A vehicle is able to enter via Hyne Street and exit through to Shakespeare Street if needed and vice versa. The layout is considered to contribute positively towards vehicle flow and car parking is appropriately located off these main movement areas.

In terms of vehicle generation it is not considered that one extra workshop (likely to be the bigger generator of trips to the site) would result in the traffic capacity of Hyne and Shakespeare Streets being exceeded. On this basis the proposed access points and streets are considered able to cater for the trips generated by the site in its entirety.

RESOURCES IMPLICATIONS

Nil.

RISK MANAGEMENT IMPLICATIONS

Nil, other than if an appeal is lodged by the applicant or submitters to the application.

CONSULTATION

External

The application was publicly notified in accordance with the *Sustainable Planning Act 2009*. A notice was placed in the Daily Mercury on 1 June 2016, adjoining landowners were informed of the proposal, and a sign was placed on the land from 1 June 2016 to 25 June 2016.

DRAFT

Internal

The application has been discussed specifically with Mackay Water and Waste, as well as tabled at Council's internal development review meetings where the proposal was considered to be appropriate development in the location.

CONCLUSION

The proposed expansion of the existing Machinery and Vehicle Sales, Outdoor Sales Premises, and Ancillary Car Repair Workshop complies with the intent of the Mackay City Planning Scheme and the draft MRPS. The proposed development is recommended for approval subject to the following conditions.

Officer's Recommendation

A. THAT Council approve the application for a *Material Change of Use for an Extension to Machinery and Vehicle Sales, Outdoor Sales Premises, and Ancillary Car Repair Workshop* located at 361, 363-369 Shakespeare Street and 3 Flyne Street, Mackay, described as Lot 2 on Sp259130, Lot 3 on SP117929 and Lot 6 on RP707066, by Tsunami Corporation Pty Ltd, subject to the conditions outlined below:

1. Plan of Development

The approved *Material Change of Use – Extension to Machinery and Vehicle Sales, Outdoor Sales Premises, and Ancillary Car Repair Workshop* must be completed and maintained generally in accordance with the Plan of Development (identified in the Table below) and supporting documentation which forms part of this application, except as otherwise specified by any condition of this approval.

Dwg #	Title	Rev	Prepared by	Date
0528-SD001	Cover Page and Locality Plan	D	BRD Group	Dec 2015
0528-SD101	Existing Conditions Plan	C	BRD Group	Dec 2015
0528-SD102	Proposed Site Master Plan	E	BRD Group	Dec 2015
0528-SD103	Floor Plan Showroom 1, 2 and 5	D	BRD Group	Dec 2015
0528-SD104	Floor Plan Showroom 3	D	BRD Group	Dec 2015
0528-SD105	Roof Plan Showroom 3	C	BRD Group	Dec 2015
0528-SD106	Floor and Roof Plans Showroom 4	E	BRD Group	Dec 2015
0528-SD107	Vehicle Turning Paths 1 and 2	A	BRD Group	Dec 2015
0528-SD201	Elevations Showroom 1	C	BRD Group	Dec 2015
0528-SD202	Perspectives Showroom 1	C	BRD Group	Dec 2015

DRAFT

Dwg #	Title	Rev	Prepared by	Date
0528-SD203	Elevations and Section Showroom 3	C	BRD Group	Dec 2015
0528-SD204	Perspectives Showroom 3	C	BRD Group	Dec 2015
0528-SD205	Elevations and Section Showroom 4	E	BRD Group	Dec 2015
0528-SD206	Perspectives Showroom 4	D	BRD Group	Dec 2015
0528-SD207	Overall Street Elevations	D	BRD Group	Dec 2015

2. Compliance with Conditions

All conditions must be complied with prior to the occupancy of the building for the approved use, unless specified in an individual condition.

3. Maintenance of Development

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

4. Conflict between plans and written conditions

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

5. Compliance with Council Standards

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

6. Damage

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

7. Minimum Car Parking Spaces

The new car parking areas must be constructed, sealed, line marked and drained for a minimum of thirty-two (32) additional car parking spaces including at least one (1) car parking space for people with disabilities.

DRAFT

The car parking must be designed in accordance with *AS/NZS2890.1:2004 Parking facilities Part 1: Off-street car parking and AS/NZS2890.6:2009 Parking facilities Part 6: Off-street parking for people with disabilities.*

Any car park lighting and other outdoor lighting, must comply with *AS 4282-1997 Control of the obtrusive effects of outdoor lighting.* In particular, lighting adjacent to any existing residential premises must be design and installed to ensure that no increased light spillage occurs on these residential properties. This may require the use of baffles and other measures to prevent light spillage.

8. Car Park Kerbing

a) A 125mm high vertical concrete kerb must be provided adjacent to the car parking areas.
b) Car parking bays abutting (walls, footpaths and landscaping) must be provided with wheel stops.

9. Speed Control in Car Parking Area

The driveway serving the car parking area located within the site, must feature a physical means of speed control at the exit point near the front alignment.

10. Vehicle Manoeuvring

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

11. Parking Signs and Pavement Markings

Signs and pavement markings must be provided directing drivers to the customer car parking areas.

12. Loading/Unloading

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

13. Use of Car Parking areas

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

14. Invert Crossing

The existing invert crossing for 361 Shakespeare Street must be removed and barrier kerb and channel constructed across the frontage to match smoothly with the existing kerb and channel.

DRAFT

15. Landscape Plan Required

A detailed site and footpath landscaping plan must be prepared by a qualified Landscape Designer and must be submitted with the Operational Works application. The plan must show for all areas identified on the approved plan of development the following:

a) landscaping of a sufficient bulk and scale to provide an effective visual buffer between the site and the eastern interface with the residences along Grant Street;
b) landscape of a sufficient bulk and scale to provide an effective visual buffer between the new car park and adjoining residences to the south and west;
c) landscape specification of sufficient detail so that landscape works are to be carried out;
d) plant schedule detailing number of plants, species, pot size and height at planting;
e) details of soil and mulch types, including depths, areas of turf, garden edges and paving finishes;
f) details of the irrigation system and backflow prevention device.

Any proposed landscaped works within Council's Road Reserve must comply with Planning Scheme Policy No.11 – Landscaping.

16. Completion of Landscaping

All of the landscaping works shown on the approved plan must be completed before the new development is occupied.

17. Stormwater Drainage

Stormwater from the site (including roofwater) shall be collected within the property boundaries and discharged via an underground system to Council's stormwater system.

The stormwater drainage shall be designed and constructed generally in accordance with the Site Based Stormwater Management Plan of May 2016 and engineering drawings prepared by Empire Engineering.

The hydraulic calculations must demonstrate that the Q100 flow path from the new carpark is contained within the site and Amarti Street road reserve with no encroachment into the adjacent residential properties.

The engineering drawings and calculations submitted with the application for operational works must be signed by a Registered Professional Engineer Queensland (RPEQ).

DRAFT

18. Ponding and Diversion of Stormwater

Ponding of stormwater resulting from the development must not occur on adjacent sites and stormwater formerly flowing onto the site must not be diverted onto other sites. The site shall be graded so that it is free draining.

19. Onsite Detention

The on-site detention system must be designed to comply with the Site Based Stormwater Management Plan of May 2016 including engineering drawings prepared by Empire Engineering.

20. Site-based Stormwater Management Plan – High Risk

The proposed development triggers assessment under the State Planning Policy 4/10 Healthy Waters.

The Site Based Stormwater Management Plan of May 2016 prepared by Empire Engineering is approved subject to design and construction drawings of the Stormwater Quality Improvement Devices and an electronic copy of the MUSIC model being included with the application for operational works for assessment and acceptance by Council. Council's Engineering Design Guidelines and MUSIC Guidelines must also be used in preparation of the documentation for water quality.

21. Kerb and Channeling and Underground Drainage

Kerb and channeling and underground drainage must be provided in accordance with plans approved by Council. The system is to be designed in accordance with Council's Engineering Design Guidelines.

22. Water Services

The developer must provide an RPEQ certified hydraulic design, drawings and details with the application for operational works that includes an assessment of the adequacy of existing water supply to the site for potable and firefighting demand to service the existing development and proposed extension. Should the existing service be inadequate, details of new services and infrastructure to meet the demand for the existing and proposed development must be provided.

23. Direct Pumping from Reticulation System (Break Tanks)

Pumping direct from Council water mains for potable or firefighting supply is not permitted and, if required break tanks must be installed in accordance with Council's Water and Waste Services Department and Fire Authority requirements.

24. Relocation of Existing Sewer Main

The existing sewer main must be re-aligned generally as shown on Empire

DRAFT

Engineering drawing SKC20. Engineering drawings and details for the new sewer main and house connection branches must be provided in the application for operational works.

25. Sewers Policy

All building work is to comply with Council's Policy MW02 – "Building Over and Adjacent to Sewers".

26. Sewer Easement

Sewer easements must be provided in accordance with Council's Engineering Design Guideline – Planning Scheme Policy No. 15.14 "Sewerage System Design".

27. Live Connections

Council's Water and Waste Services Department is to carry out all water connection and live sewer work at the developer's expense.

28. Acoustic Fencing

The new workshop is located along the eastern boundary directly adjacent to residential uses and the new car park also borders residential uses to the south and west. As part of the Operational Works approval, a noise impact report is to be prepared and submitted to Council. The report is to assess the expected noise impacts the workshop will have on adjoining residents and is to be certified by an RPEQ and is to include recommendations of the type, height, and location of an acoustic fence along the eastern boundary, and the southern and western boundaries for the extent of the new car park.

A gap of 200mm at the bottom of the fence must be provided to allow for surface flows and construction of the fence must be done in consultation with adjoining property owners.

An acoustic fence is to be constructed in line with the above recommendations.

29. Waste Storage Area

The location and design of the waste storage area must be located so as not to cause a nuisance to neighbouring properties in accordance with the relevant provisions of the Environmental Protection Act and Regulations.

30. Refuse Storage Area

All refuse storage areas on the site must be screened so as not to be visible from Hyne Street, Nebo Road, and Shakespeare Street.

DRAFT

31. Hours of Operation for New Workshop

Given the proximity to the adjoining residences on Grant Street, the hours of operation for the new eastern workshop are to be restricted to between 7.00am and 6.00pm.

32. Site Filling

Filling on site must be restricted to the building footprint to achieve the minimum finished floor levels and the minimum amount necessary in car park and driveway areas for drainage purposes to ensure the site drains freely to the nominated discharge points.

33. Minimum Building Floor Level

a) The minimum habitable floor level for the new Showroom 4 and workshop must be the higher of:
   i. 300mm above the Q100 flood level (Q100 flood level = RL 7.67 m AHD)
   ii. 300mm above the top of kerb
   iii. 300mm above the crown of the road
   iv. 225mm above ground level
   v. a level which allows the connection of all sanitary fixtures to the designated sewer connection point by means of sanitary drainage which complies with AS3500

The floor level for the extensions to existing built form (new detail bays, extensions to showroom 3, and extensions to showroom 1) can remain as per the existing floor levels of the existing buildings.

B. AND THAT the applicant be provided with the following Assessment Manager Advice:

1. Infrastructure Charges Notice

Pursuant to the *Sustainable Planning Act 2009* and the State Planning Regulatory Provision (adopted charges) an Infrastructure Charges Notice relates to this Development Permit, and accompanies this notice.

2. Local Laws

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

3. Hours of Work

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

DRAFT

Public Holidays.

4. Dust Control

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

5. Sedimentation Control

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

6. Noise During Construction and Noise in General

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

7. General Safety of Public During Construction

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

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

8. Contaminated Land

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

DRAFT

The Chair invited the registered members of the public to stand and address the committee in relation to Agenda Item 8.6.

Mr David Griffith of Hyne Street, Mackay advised his concerns listed below, which he had provided via email to the Committee Members on Tuesday 13 September 2016:

- Deliveries to the site currently use Hyne Street to unload;
- Hyne Street have historically had issues with car parking during peak hours in the morning and afternoon causing traffic congestion;
- Line marking or barriers to assist with unregulated parking to assist with traffic flow would be appreciated;
- Vehicles parked close to the eastern boundary will be the ones that are just parked their and not involved with the servicing workshop;
- The developer has not provided an acoustic report on account of the noise from their site;
- The developer has not provided a lighting report, currently still having issues with lighting from the last development where blackout curtains are required to stop the light encroaching into the dwellings rooms.

Mr Griffith advised he has lived in his home for the past 33 years and would like someone to protect his rights.

The Chair thanked Mr Griffith for his attendance.

Ms Bridgette Ramsamy, Mr Griffith's daughter, of Graffunder Street, South Mackay, advised she is addressing the committee as a concerned citizen. She stated there is a real human side to all of this that needs to be addressed when living next door to a corporate giant. Ms Ramsamy advised the family wants to be heard and measures put in place to address the noise pollution, rubbish, industrial lighting, traffic; the day to day traffic; all day and all night as previous complaints have not been addressed, who will be accountable and how will this be managed going forward.

The Chair thanked Ms Ramsamy for her attendance.

The Chair called for any questions from the Councillors to be referred the Director of Development Services (DDS) in relation to the report and in response to the public participation.

The Mayor requested the DDS in terms of the report to provide a response to the public participation.

DDS advised his staff, assessing officer, manager and himself feel for the public when they submit against development applications particularly when it directly impacts on them. However, when the application is assessed it can only be assessed against the rules.

DDS advised this application has 33 conditions against it and it is conditioned very strongly to achieve a balance between a long established business which has been operating on the site for a long period to grow and prosper but conscious of the adverse impacts on the neighbours. He confirmed the acoustic report is conditioned and will be provided as part of the operational works stage of the project, also there are conditions around the new workshop only be allowed to operate until 6 pm.

DDS advised all that can be taken into consideration are the impacts of the expansion of the use whereas a lot of the concerns come from the existing use of the site. The lights have been conditioned that no spill from the site is allowable; there are conditions around the wall fronting this and delivery vehicles are to enter all the way into the site and deliver on site.

DRAFT

Cr Englert queried in relation to the light spillage how this would be assessed to what is occurring now.

DDS advised a lighting report will be submitted during the operational works stage of the project to certify there will be no spillage from the site as conditioned.

Cr Englert queried if there was existing measurements or take pre-measurements in relation to the lighting.

DDS advised there were no existing measurement and Council relies on the professional certification provided.

The Mayor asked the Chair to request through the appropriate directors department to look at line marking in Hyne Street as it does not fall under this committee it may assist with the traffic control in Hyne Street.

The Chair advised she will take this matter up with the appropriate director.

The Mayor requested additional information from DDS in relation to the car park and the provision of the acoustic fence and the amenity of the area.

DDS advised the car park will be landscaped and there will be an acoustic fence constructed along the boundary. Also the car park is not a public car park and outside of business hours vehicle movements would be low and only internal to the site.

Cr Englert queried if the use of the car park was known beside the possible storage of cars for sale, will it be used as a general car park.

DDS advised the car park is not a public car park, vehicles will be moved through the site they may be pre-sale, they may be the vehicles in the workshop awaiting collection but it is not a general public car park.

Cr Englert queried if there was an ongoing issue could Council appeal to their good corporate citizenship in the future.

Cr Camm advised she would have asked the question of the DDS and add on from a compliance perspective does Council have the ability then to engage from a compliance angle and help foster a more workable relationship from a corporate social responsibility with this applicant.
DDS confirmed from previous interactions with the applicant they are willing to accept the conditions and understand the concerns Council is trying to overcome. If the conditions are not complied with then Council is able to take compliance action but this is always the last resort.

Cr Camm advised she noted the number of conditions and complexity of the neighbouring property and also zoning there and understands the concerns raised during the public participation and also the mitigation strategies that have been recommended through the conditioning in the report.

DRAFT

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Mann (nee Fordham) **Seconded Cr Gee**

CARRIED

8.7 DRAFT MINUTES CHARACTER AND HERITAGE ADVISORY COMMITTEE - 12 AUGUST 2016

Author **Manager Strategic Planning**

Purpose

To receive the Draft minutes of the Character and Heritage Advisory Committee of the meeting held on 12 August 2016, for information purposes and consideration of any recommendations.

Officer's Recommendation

THAT the Draft Character and Heritage Advisory Committee Minutes dated 12 August 2016 be received.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Mann (nee Fordham) **Seconded Cr Englert**

Cr Mann spoke to the report and provided a highlight from the committee meeting and congratulated the Committee for their input and the valuable work they are doing.

CARRIED

DRAFT

9. TENDERS:

Nil

10. CONSIDERATION OF NOTIFIED MOTIONS:

Nil

11. PUBLIC PARTICIPATION:

Nil

12. LATE BUSINESS:

Nil

ADJOURNMENT

THAT as a procedural motion under Council's Standing Orders the meeting stands adjourned until 1.55 pm to enable media responsibilities be undertaken.

Moved Cr Williamson

CARRIED

1.38 pm - Meeting adjourned at this time.

1.44 pm - Mr C Doyle (Chief Executive Officer) left the meeting chambers at this time.

1.55 pm - Meeting resumed at this time.

13. CONFIDENTIAL REPORTS:

THAT the meeting be closed to the public in accordance with the *Local Government Act 2009 (Section 275 (1) of the Local Government Regulation 2012)* to discuss matters relating to:-

Confidential Item	Reason for Meeting Closure
• Development Services Monthly Legal Report - August 2016	(f) starting or defending legal proceedings involving Council (g) action to be taken under the Sustainable Planning Act 2009 (Qld) (h) for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage
• Draft Local Costal Plans for Blacks Beach, Bucasia, Midge Point and Grasstree Beach	(h) for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to

DRAFT

Confidential Item	Reason for Meeting Closure
	gain a financial advantage
• Housing Affordability Fund - Finalisation of Agreement	(c) the Council's budget (h) for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage

Moved Cr Gee **Seconded Cr Englert**

CARRIED

1.55 pm - The meeting be closed to the public.

THAT the meeting be reopened to the public.

Moved Cr Englert **Seconded Cr Mann (nee Fordham)**

CARRIED

2.26 pm - The meeting was reopened to the public.

13.1 DEVELOPMENT SERVICES MONTHLY LEGAL REPORT - AUGUST 2016

Confidential Legal Report - Subject to Legal Professional Privilege

Committee Resolution

THAT the report be received.

Moved Cr Englert **Seconded Cr Mann (nee Fordham)**

CARRIED

DRAFT

13.2 DRAFT LOCAL COASTAL PLANS FOR BLACKS BEACH, BUCASIA, MIDGE POINT AND GRASSTREE BEACH

Confidential

Council Resolution

THAT the Economic Development and Planning Standing Committee release the Draft Local Coastal Plans for Blacks Beach, Bucasia, Midge Point and Grasstree Beach for community consultation in line with the Community Engagement Plan.

FURTHER THAT following the consultation period a report be presented to the Economic Development and Planning Standing Committee summarising the comments received, and any recommended changes to the plans prior to their endorsement by the Committee.

Moved Cr Mann (nee Fordham) **Seconded Cr Gee**

CARRIED

13.3 HOUSING AFFORDABILITY FUND - FINALISATION OF AGREEMENT

Confidential

Council Resolution

THAT His worship Mayor Gregory Williamson, write to the Federal Member for Dawson Hon. George Christensen, Minister for Social Services, Hon. Christian Porter MP and Prime Minister Malcolm Turnbull regarding the extension and finalisation of the Housing Affordability Fund Agreement made in July 2010, given the changed circumstances regarding housing affordability in the Mackay Region requesting that Council be released from its obligations under the expired agreement given Council has complied with all aspects of the agreement in its control.

Moved Cr Gee **Seconded Cr Mann (nee Fordham)**

CARRIED

14. MEETING CLOSURE:

The meeting closed at 2.28 pm.

DRAFT

15. FOR INFORMATION ONLY:

15.1 DEVELOPMENT APPLICATION INFORMATION - 01.08.16 TO 31.08.16

For Committee Information Only - No Decision Required.

Development Applications Received

App No.	Code / Impact	Address	Applicant	Description	Officer
DA-2001-55/A	Code	72 Pacific Esplanade, SLADE POINT	Whitsunday Surveys	Change to Development Approval - Change of Conditions - Material Change of use for a shade structure over existing outdoor dining area. Framework CD01-55	Brogan Jones
DA-2008-229/D	Code	35 Leichhardt Road, MIRANI	Pioneer Lakes Pty Ltd	Request to Extend Relevant Period - Material Change of Use - 173 Multiple Dwelling Units and Associated Community Facilities	Kathryn Goodman
DA-2010-93/F	Code	4 Willoughby Crescent, EAST MACKAY	Vasco Projects Pty Ltd	Change to Development Permit - Change of Conditions - Material Change of Use for Motel (57 units and Caretakers Residence), Multiple Dwelling Units (maximum of 150 units), Dwelling Houses (14 dwellings) and Catering Shop/s and Reconfiguration of a Lot (1 into 35 Lots) - Amendment to design criteria for Multiple Dwelling Units on Lots 26 and 27	Shane Neve
DA-2011-12/B	Code	53-59 Diesel Drive, PAGET	Custom Fluidpower Pty Ltd	Change to Development Approval - Change of Conditions and Plan of Development - General Industry and ERA 18(a) Boilermaking or Engineering and ERA 38(2)(a) Surface Coating	Kathryn Goodman
DA-2011-152/A	Code	301 Wallwork Road, RURAL VIEW	Denar Pty Ltd	Request for Pre-Request Response (s368)- Change to Development Approval - Change of Plan Development -3 Urban Residential Lots into 72 Lots and 2 Balance Lots and Extension of Relevant Period (4 years)	Kathryn Goodman
DA-2011-159/B	Code	6 Jewell Street, MACKAY	Strauss Property Developments	Extension of Relevant Period (4 Years) - 55 Multiple Dwelling Units (comprising dual key units and/or single key units, up to a maximum of 107 tenancy units) plus Caretakers Residence and Ancillary Facilities	Brogan Jones
DA-2011-243/A	Code	10 Deborah Court, ANDERGROVE	Andev Holdings Pty Ltd	Extension of Relevant Period- 2 Urban Residential Lots into 37 Dwelling House lots and 5 Duplex Lots.	Darryl Bibay
DA-2014-112/B	Code	31 Gordon Street, MACKAY	Charter Hall Retail Reit	Change to Development Approval - Plan of Development - Extension to Existing Shopping Centre (Including Mezzanine Level). (Sydney Street Markets Expansion)	Josephine McCann
DA-2016-66	Code	15-21 Turbo Drive, PAGET	Conveyor and General Engineering Pty Ltd	Warehouse (Storage, Office and Unmanned Private Service Station)	Kathryn Goodman
DA-2016-73	Code	6452 Mackay-Eungella Road, NETHERDALE	Carribean Senepols	Rural Industry (Meat Packaging)	Brogan Jones
DA-2016-74	Code	67 Ian Reddacliff Drive, THE LEAP	James G Mogford	Residential Storage Shed (Steep Land Overlay) and total of all sheds >85m2	Helle Jorgensen Smith
DA-2016-75	Code	115 Apsley Way, ANDERGROVE	Bradley T Maley and Kerry A Maley	Residential Storage Shed >85m2 , front boundary setback & steep land overlay	Darryl Bibay

DRAFT

App No.	Code / Impact	Address	Applicant	Description	Officer
DA-2016-76	Code	L 1 Yakapari-Habana Road, HABANA	David Zammit	Boundary Realignment 2 Rural Lots into 2 Lots	Helle Jorgensen Smith
DA-2016-77	Code	L 900 Mackay-Bucasia Road, BUCASIA	Palagold Pty Ltd and McBay Investments Pty Ltd	Child Care Centre	Kathryn Goodman
DA-2016-78	Code	18 Pirie Street, SOUTH MACKAY	Tony Turnbull	Dwelling House (Flood and Inundation Overlay)	Darryl Bibay
DA-2016-79	Code	14 Discovery Lane, MOUNT PLEASANT	Barry N Goodwin	Shop	Brogan Jones
DA-2016-80	Code	1 Creek Street, NORTH MACKAY	Elsie Mulherin	Combined Application Reconfiguration of a Lot - (1 Urban Residential Lot into 2 Lots) & Material Change of Use (Dwelling House - Flood and Inundation Overlay)	Josephine McCann

Development Applications Entering Decision Making Period

App No.	Code / Impact	Address	Applicant	Description	Officer
HIMIRD-2007-237C	Code	15 Maud Street MIRANI	Pioneer Developments Pty Ltd	Request to Extend Relevant Period - Material Change of Use (Educational Establishment - Child Care Centre)	Kathryn Goodman
MCUC-2011-12B	Code	53 Diesel Drive PAGET	Custom Fluidpower Pty Ltd	Change to Development Approval - Change of Conditions and Plan of Development - General Industry and ERA 18(a) Boilermaking or Engineering and ERA 38(2)(a) Surface Coating	Kathryn Goodman
MCUC-2015-158	Code	106 Nebo Road WEST MACKAY	Canegrowers Holdings Pty	Motel (89 Rooms), Catering Shop and Shop (Liquor Barn)	Brogan Jones
MCUC-2016-78	Code	18 Pirie Street SOUTH MACKAY	Tony Turnbull	Dwelling House (Flood and Inundation Overlay)	Darryl Bibay
MCUCD-2001-55A	Code	72 Pacific Esplanade SLADE POINT	Whitsunday Surveys	Change to Development Approval - Change of Conditions - Material Change of use for a shade structure over existing outdoor dining area. Framework CD01-55	Brogan Jones
MCUCD-2008-229D	Code	35 Leichhardt Road MIRANI	Pioneer Lakes Pty Ltd	Request to Extend Relevant Period - Material Change of Use - 173 Multiple Dwelling Units and Associated Community Facilities	Kathryn Goodman
ROLC-2011-152A	Code	0 Wallmans Road RURAL VIEW	Denar Pty Ltd	Request for Pre-Request Response (s368)- Change to Development Approval - Change of Plan Development -3 Urban Residential Lots into 72 Lots and 2 Balance Lots and Extension of Relevant Period (4 years)	Kathryn Goodman
ROLC-2016-52	Code	167 Mackay-Habana Road RICHMOND	David J Borg	Boundary Realignment - 2 Rural Lots into 2 Lots	Darryl Bibay
ROLC-2016-76	Code	0 Yakaperi-Habana Road HABANA	David Zammit	Boundary Realignment 2 Rural Lots into 2 Lots	Helle Jorgensen Smith

DRAFT

Development Applications Finalised

App No.	Code / Impact	Address	Applicant	Description	Officer
Approved Subject to Conditions					
CAC-ASPA-2016/68	Code	15 Sunset Drive ERAKALA QLD 4740	George R Nikolsky and Robyn M Nikolsky	Combined Application - Boundary Realignment - 2 Rural Lots into 2 Lots and Material Change of Use - Dwelling House (Steep Land Overlay)	Josephine McCann
MCUC-ASPA-2010/179A	Code	40 Maggiolo Drive PAGET QLD 4740	Southern Steel Properties Pty Ltd	Request to Consider Plans 'Generally in Accordance' - General Industry - Warehouse	Darryl Bibay
MCUC-ASPA-2011/159B	Code	6 Jewell Street MACKAY QLD 4740	Strauss Property Developments	Extension of Relevant Period (4 Years) - 55 Multiple Dwelling Units (comprising dual key units and/or single key units, up to a maximum of 307 tenancy units) plus Caretakers Residence and Ancillary Facilities	Brogan Jones
MCUC-ASPA-2015/159	Code	39 Paradise Street SOUTH MACKAY QLD 4740	Titan Investments (Aust) Pty Ltd	Multiple Dwelling Units (5)	Kathryn Goodman
MCUC-ASPA-2016/38	Code	L 3 Bruce Highway MOUNT PLEASANT QLD 4740	Leffler Simes Pty Ltd Architects	Retail Showroom (Expansion of Existing Showroom)	Darryl Bibay
MCUC-ASPA-2016/55	Code	2 Rosewood Drive RURAL VIEW QLD 4740	Optus Mobile Pty Ltd	Telecommunications Facility	Brogan Jones
MCUC-ASPA-2016/67	Code	1 Coakley Court ERAKALA QLD 4740	Bradley J Strohfeldt	Residential Storage Shed (Steep Land Overlay)	Helle Jorgensen Smith
MCUC-ASPA-2016/70	Code	3 Range Road SARINA QLD 4737	The Roman Catholic Trust Corporation	Community Facilities (Addition of Two Further Classrooms to Existing School)	Josephine McCann
MCUC-ASPA-2016/74	Code	67 Ian Reddacliff Drive THE LEAP QLD 4740	James G Mogford	Residential Storage Shed (Steep Land Overlay) and total of all sheds >85m2	Helle Jorgensen Smith
MCUI-ASPA-2016/14	Impact	171 Tedfords Road MARIAN QLD 4753	Nicholas C Brennan	Undefined Use - Private Airstrip	Brogan Jones
MCUI-ASPA-2016/34	Impact	2 Carl Murray Street BEACONSFIELD QLD 4740	Carlisle Adventist Christian College	Conversion from Dwelling House to Educational Establishment (Early Learning Facility)	Brogan Jones
PTW-ASPA-2016/2	Code	73 Illawong Drive PAGET QLD 4740	Illawong Beach Resort CTS 22485	Illawong Beach Resort - Beach Nourishment	Colin Kelleher
ROLC-ASPA-2011/218A	Code	L 12 Rosewood Drive RURAL VIEW QLD 4740	Plantation Palms Properties Pty Ltd	Request for Pre-Request Response (s368)- Change to Development Approval - Change of Plan Development - 1 Urban Residential Lot into 371 Residential Lots and 1 Parkland Lot - Stage 4 of Plantation Palms Estate over 7 Stages.	Shane Kleve
ROLC-ASPA-2013/342	Code	317 Beaconsfield Road BEACONSFIELD QLD 4740	The Trustee For The Frace Development Unit Trust	2 x Urban Residential Lot, 1 x Urban Expansion Lot, 2 x Split Zone Lots and 1 x Rural Lots into 228 Residential Lots & 1 Balance Lot (Balance Stages 3-7 "Beaconsfield Heights")	Shane Kleve
ROLC-ASPA-2015/134A	Code	34 Hamilton Street NORTH MACKAY QLD 4740	Kylie M Smith	Change to Development Permit - Change of Condition - 1 Urban Expansion/Open Space Lot into 5 lots, 1 drainage lot and 1 balance lot	Josephine McCann
ROLC-ASPA-2016/47	Code	2-6 Finch Street SLADE POINT QLD 4740	Sean Hatchett and Mary L Curran	Reconfiguration of a Lot - 1 Public Purpose Lot into 2 Lots	Brogan Jones
ROLC-ASPA-2016/50	Code	24770 Peak Downs Highway VICTORIA PLAINS QLD 4751	Astute Financial Strategies Pty Ltd	Reconfiguration of a Lot - Boundary Realignment 1 Special Activities (Tourism) Zone and 1 Rural Zone into 1	Darryl Bibay

DRAFT

App No.	Code / Impact	Address	Applicant	Description	Officer
Approved Subject to Conditions					
				Special Activities (Tourism) Zone and 1 Rural Zone	
ROLC-ASPA-2016/53	Code	21 Hacketts Road MUNBURA QLD 4740	Malcolm H Allan	Boundary Realignment - 2 Rural Lots into 2 Lots	Helle Jorgensen Smith
ROLC-ASPA-2016/61	Code	51 Edmonds Road HAMPDEN QLD 4741	Wayne M Sommerfeld	Boundary Realignment 3 Rural Lots into 2 Rural Lots	Helle Jorgensen Smith
ROLC-ASPA-2016/62	Code	481 Mirani-Eton Road MIRANI QLD 4754	Ronald G Pullen	Boundary Realignment - 2 Lots into 2 Lots	Helle Jorgensen Smith
ROLC-ASPA-2016/63	Code	L 1 Walkerston-Homebush Road PALMYRA QLD 4751	Peter A Petersen and Gary W Petersen	Boundary Realignment - 7 Rural Lots into 5 Lots	Kathryn Goodman
Application Withdrawn					
MCUC-ASPA-2016/69	Code	8 Grendon Street NORTH MACKAY QLD 4740	R & K May Super Pty Ltd	Warehouse	Josephine McCann
Relevant Period Extended					
MCUC-ASPA-2011/171A	Code	8 Highway Plaza MOUNT PLEASANT QLD 4740	Neil J Fitzgerald	Extension of Relevant Period (4 Years) - Multiple Dwelling Units (35) and Caretaker's Residence	Kathryn Goodman

DRAFT

Confirmed on Wednesday 12 October 2016

.....

CHAIRPERSON

APPENDIX / ATTACHMENTS

DRAFT

COMMUNITY ENGAGEMENT STANDING COMMITTEE MEETING

MINUTES

DRAFT

1. COMMITTEE ATTENDANCE:

Cr K J Casey (Chairperson), Cr A J Camm, Cr J F Englert, Cr R C Gee, Cr F A Mann (nee Fordham), and Mayor G R Williamson were in attendance at the commencement of the meeting.

2. NON-COMMITTEE ATTENDANCE:

Also present were Cr M J Bella, Cr K L May, Cr A R Paton, Cr R D Walker, Mr C Doyle (Chief Executive Officer), Ms B Mather (Director Community and Client Services) and Mrs M Iliffe (Minute Secretary).

The meeting commenced at 9.00 am.

3. ABSENT ON COUNCIL BUSINESS:

Nil

4. APOLOGIES:

Cr L G Bonaventura

5. CONFLICT OF INTEREST:

Nil

6. CONFIRMATION OF MINUTES:

6.1 COMMUNITY ENGAGEMENT STANDING COMMITTEE MINUTES - 17 AUGUST 2016

THAT the Community Engagement Standing Committee Minutes held on 17 August 2016 be adopted.

Moved Cr Mann (nee Fordham) **Seconded Cr Gee**

CARRIED

7. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

8. CORRESPONDENCE AND OFFICERS' REPORTS:

8.1 COMMUNITY AND CLIENT SERVICES MONTHLY REVIEW 1 TO 31 AUGUST 2016

Author **Director Community and Client Services**

Purpose

Attached is a copy of the Community and Client Services Monthly Review for the month of August 2016.

Officer's Recommendation

THAT the Community and Client Services Monthly Review covering the period 1 to 31 August 2016 be received.

Cr Camm queried if Locality Councillors can be provided with information and copies of correspondence for any community engagement occurring in their locality.

The Director of Community and Client Services (DCCS) advised this will occur in the future.

Cr Englert queried the mechanisms of colouring of the Civic Precinct Fountain.

DCCS advised there was a cost involved in colouring the Civic Precinct Fountain and the system is cleaned and flushed at the end of the colouring period.

Cr Englert queried if the customer hire satisfaction KPI needs to be reviewed.

DRAFT

DCCS advised the Mackay Entertainment and Convention Centre customer satisfaction will be tracked and reviewed.

Cr Englert if data on the Mackay City Centre website results could be included in future reports.

DCCS advised this data can be collected and will be included in future reports.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Cr Gee advised he wished to thank the Vector Control Team who have inspected over 178 sites and treated 88 sites (747 hectares).

Cr Gee also thanked the Health and Regulatory Services for the proactive patrols being undertaken at the Gooseponds and West Mackay monitoring dogs on leads.

Moved Cr Camm **Seconded Cr Mann (nee Fordham)**

CARRIED

8.2 MACKAY LOCAL DISASTER MANAGEMENT PLAN

File No **LDMG**
Author **Local Disaster Coordinator**

Purpose

To present to the Community Engagement Committee the revised Local Disaster Management Plan (LDMP) that was endorsed by the Local Disaster Management Group on 29 August 2016, for information purposes.

Officer's Recommendation

THAT the revised Local Disaster Management Plan be received and made available to the Mackay community via the Council's website and in hard copy at the Mackay, Mirani and Sarina Customer Service Centres and Libraries.

The Mayor congratulated the Director and her staff on the preparation of a very good Mackay Local Disaster Management Plan which has been endorsed by the LDMG.

DRAFT

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Englert **Seconded Cr Gee**

CARRIED

8.3 COMMUNITY GRANT APPLICATIONS AUGUST 2016

Author **Manager Community Lifestyle**

Purpose

The Community Grants Committee assessed applications on 15 August 2016 for the first round of grants in the 2016/17 financial year. This report contains details of applications received and the Committee's recommendations for funding.

Background/Discussion

Forty five (45) applications were received by 5 August, the closing date for this round of the grants program.

The 2016/17 community grants assessment committee comprises Councillors Mann, Gee and Bonaventura along with Director Community and Client Services and Manager Finance. Cr Bonaventura was unable to assess applications in this round due to family leave. The remaining members of the grants committee individually assessed the forty five (45) applications prior to the meeting. Assessment panel members declared the following conflicts of interest:

Manager Finance: Northern Suburbs (Mackay) Rugby League Football Club
Eimeo Surf Lifesaving Club

Director Community and Client Services: Mackay Basketball

At the assessment meeting, members reviewed applications and funding levels were determined. (Please see attachment for details of applications.)

Research was undertaken by the Community Programs team to ensure that applicants were not requesting funding for a service/project/event which was already available to the community as a whole. Further research into specific groups, content of applications and acquittals of previous grants was undertaken to provide additional information requested by members of the Grants Committee.

Consultation and Communication

This round has seen the introduction of Smarty Grants, an online grants management program. Smarty grants allows applicants and assessment committee members to access the system from

DRAFT

any device that has access to the internet, making the grant program easily accessible to the community.

Team members from Community Programs have undertaken group and individual training sessions in order to assist members of the community with the transition to the online platform. The number of applications received is evidence that organisations have embraced Smarty Grants. Feedback from first time users of the system indicates that the system is user friendly and easy to navigate.

Resource Implications

The budget available for the 2016/17 grants program is $150,000.00 excluding GST.

	Committed funds ex GST	Balance available
Total Community Grants and Sponsorship budget 200116/17		**$150,000.00**
Committee Recommendations from round 1	$75,962.60	
Committee Recommendations from round 2		
Balance remaining for round 2		$74,037.40

Risk Management Implications

There are no risks for Council in the allocation of funds from the Community Grants budget to the approved community organisations. Should any of the successful applicant organisations fail to appropriately acquit the approved funds they will be ineligible to receive future funding.

Conclusion

The request for financial assistance from not for profit community organisations continues to exceed the funds available through Council's Community Grants program reflecting the challenging economic environment for the Mackay community. As a result this round, like many others, continues to be competitive and challenging for the grants assessment committee.

Officer's Recommendation

THAT funding be approved through the Grants program for the following groups for the stated amounts:

App ID	Applicant	Decision	Total Approved Ex GST
CG00002	Rotary Club of Mackay North Inc	Approved	$5,000.00
CG00003	Gargett Branch QCWA	Approved	$1,641.00
CG00007	Sarina Surf Life Saving Club	Declined	$0.00

DRAFT

App ID	Applicant	Decision	Total Approved Ex GST
CG00010	Valley Spinners & Crafts Group Inc	Approved	$543.00
CG00012	Multiple Sclerosis Society of Queensland	Declined	$0.00
CG00013	Leukaemia Foundation	Approved	$1,000.00
CG00014	RSPCA Qld	Declined	$0.00
CG00016	Mackay Kindergarten & Preschool	Declined	$0.00
CG00017	Nanyima Aged Care Inc	Approved	$1,500.00
CG00018	George Street Neighbourhood Centre Association Inc.	Approved	$919.60
CG00019	Pioneer Valley Machinery Preservationists Society Inc	Declined	$0.00
CG00020	Cancer Patients Foundation	Approved	$1,000.00
CG00021	Eungella Community Development Association	Approved	$1,800.00
CG00022	Mackay and District Kart Club Inc	Approved	$2,500.00
CG00024	Sarina & District BMX Club Incorporated	Approved	$2,500.00
CG00025	Mudassia and District Australian South Sea Islander Association Inc	Approved	$5,000.00
CG00026	Mackay Swimming Academy Inc.	Approved	$5,000.00
CG00029	Mackay & District Senior Citizens' Association Inc	Approved	$3,290.00
CG00030	Pioneer Valley Tourism and Development Assoc Inc.	Approved	$229.00
CG00032	North Mackay Little Athletics Centre Incorporated	Approved	$2,500.00
CG00038	Northern Australia Primary Health Limited	Approved	$5,000.00
CG00039	Sarina Demons Junior AFL Incorporated	Approved	$805.00
CG00040	C&K Marian Community Kindergarten (Branch Service)	Approved	$445.00
CG00041	Run for MI Life	Approved	$2,250.00
CG00042	Incredable Ltd	Approved	$3,000.00

DRAFT

App ID	Applicant	Decision	Total Approved Ex GST
CG00043	Mackay Junior Motocross Club	Approved	$2,000.00
CG00044	The Pyjama Foundation Ltd	Approved	$1,000.00
CG00045	Queensland OZTAG Group Inc/ OZTAG Mackay	Approved	$1,500.00
CG00046	Leap Yakapari District Development Association Incorporated	Approved	$1,500.00
CG00049	The Salvation Army (QLD) Property Trust (trading as Samaritan House)	Approved	$1,600.00
CG00050	Eimeo Surf Life Saving Club Inc	Declined	$0.00
CG00051	Queensland Country Womens Association	Approved	$846.00
CG00057	Queensland Country Womens Association Pioneer Division	Approved	$3,000.00
CG00059	Mackay Advocacy Inc	Approved	$694.00
CG00062	Northern Suburbs (Mackay) Rugby League Football Club Inc	Declined	$0.00
CG00064	Slade Point Rugby Club Inc	Declined	$0.00
CG00066	Mirani Swimming Club	Approved	$1,500.00
CG00068	Pioneer River Valley Hack & Pony Club	Approved	$2,000.00
CG00069	Mackay Pioneer BMX Club Inc	Approved	$1,500.00
CG00073	Mackay & Regional Football Zone	Approved	$2,500.00
CG00075	Mackay Friends of the RSPCA Inc.	Approved	$4,400.00
CG00077	Bucasia Kindergarten Association Incorporated	Approved	$2,500.00
CG00079	ASSI Heritage Organisation Mackay	Approved	$2,500.00
CG00080	Mackay Basketball Inc	Declined	$0.00
Hardcopy	Special Children's Christmas Party	Approved	$1,000.00
			$75,962.60

DRAFT

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Gee **Seconded Cr Gee**

CARRIED

8.4 HEALTH AND WELLBEING IN THE MACKAY REGION

Author **Director Community and Client Services**

Purpose

To provide the Community Engagement Committee with a Health Snapshot of the Mackay Region and an overview of the coordinated efforts being made between all tiers of government to address the health and wellbeing of the Mackay community.

Background/Discussion

The Grattan Institute recently released a report entitled *Perils of Place – Identifying hotspots of health inequality*. The report identifies geographic hotspots of health inequalities around the country and provides recommendations on how to address these inequalities. The report defines health inequalities as unnecessary, avoidable and unfair health differences between identifiable populations. The report recommends that Primary Health Networks (PHNs) have a primary role to play in identifying and addressing health inequalities. The report found that the Mackay Region had persistently high concentrations of potentially preventable hospitalisations (PPH) for a range of different diseases.

The Mackay Region forms part of the Northern Queensland PHN (NQPHN), which takes in 4 Hospital and Health Services (Mackay, Townsville, Cairns and Hinterland and Torres and Cape) and 31 Local Government Areas. The area covered is twice the size of the UK and is home to 730,000 people. The NQPHN completed a Health Needs Assessment in June 2016 and produced a Snapshot report for each of the discrete regions which describes the population demography, lifestyle behaviours, health service use and health service provision across the primary and tertiary health sectors.

The Mackay Region Health Snapshot gives a picture of people's health in Mackay compared to the state of Queensland more generally. It helps to identify community needs and identifies priorities for the improvement of community health and wellbeing.

DRAFT

Key findings from the Health Snapshot[1] are as follows:

Population

Total Population	% Female	% Male
123,383	48.1%	51.9%

Life Expectancy

Females Mackay	Females Queensland	Males Mackay	Males Queensland
83.3 years	84 years	78.3 years	79.1 years

Immunisation Rates

Children who are fully vaccinated by 5 years

Mackay	Queensland
93.2%	92.1%

Daily Smokers

Females Mackay	Females Queensland	Males Mackay	Males Queensland
14.9%	12.1%	18.1%	15.6%

Smoking in Pregnancy

Mackay	Queensland
19%	17%

Diabetes

Mackay	Queensland
5.2%	4.5%

Overweight and Obese

Adults with a BMI ≥ 25

Females Mackay	Females Queensland	Males Mackay	Males Queensland
48.4%	50.9%	75.2%	64.6%

Alcohol Consumption – Lifetime Risky Consumption

Females Mackay	Females Queensland	Males Mackay	Males Queensland
13.8%	9.5%	40.2%	30.3%

[1] Source Primary Health Network Northern Queensland – Health Needs Assessment – June 2016

DRAFT

Healthy Eating

People who eat 2 or more serves of fruit and 5 or more serves of vegetables per day

Fruit Mackay	Fruit Queensland	Vegetables Mackay	Vegetables Queensland
56.1%	58.4%	10.5%	8.8%

Hospitalisation Rates

Per 100,000 People Mackay H&HS 2009/10 – 2011/12

PPH	3,241
PPH Acute	1,628
PPH Chronic	1,538
PPH Vaccine Preventable	83

PPH – Potentially Preventable Hospitalisations (Queensland comparative data not provided in the report)

Specific Conditions

Falls 65+	2,920
Coronary Heart	835
Mental and Behavioural	790
Road Transport Injury	345
Pneumonia and Flu	306
Chronic Obstructive Pulmonary Disease	299
Diabetes	263
Stroke	250

(Queensland comparative data not available)

Addressing Community Health and Wellbeing Priorities

What Needs to Change

Three broad priority areas have been identified for health action in the region:

1. Collaborative health and wellbeing planning - a coordinated and strategic approach to health planning
2. Physical activity, leisure and recreation – provision of facilities and programs to increase participation in sports, leisure and the arts
3. Building healthy and sustainable communities – actively encouraging residents to adopt healthy lifestyles

A key priority for the region is to support preventive health measures, including promoting healthy behaviours. Prevention is often the best cure, and addressing risk factors for diseases will produce better outcomes for individuals and communities.

DRAFT

A key strategy is to encourage people to get mobile – to get up and get active, for example, by starting to walk or cycle. To successfully achieve this outcome requires behavioural change, which necessitates the creation of new norms – in other words, it is normal for people to be seen walking and cycling and not using the car as much. Seeing people walking and cycling ultimately encourages others to do it. It is important to identify role models who are success stories of change and share their stories. Messaging needs to be simple to encourage change and create momentum. The simple message is that people need to start the change process slowly and build momentum – behavioural and health change take time to achieve. The messaging also needs to be consistent and persistent.

Both traditional media and social media have important roles to play in helping to drive behavioural change.

Queensland Sport, Exercise and Recreation Study

There is empirical research to support the above approach. Colmar Brunton undertook a significant piece of research for the Queensland Department of National Parks, Sport & Racing – the Queensland Sport, Exercise and Recreation Survey Adults 2015. The Survey found that the Top 10 most popular physical activities in Queensland are:

1. Any walking activity (63%)
2. Any gym activity (31%)
3. Running/jogging (18%)
4. Swimming (17%)
5. Bushwalking (14%)
6. Yoga/Pilates (10%)
7. Leisure cycling (e.g. hybrid bike on bike paths) (9%)
8. Fitness classes/aerobics/Zumba (8%)
9. Golf (6%)
10. Tennis (6%)

Other key findings from the research that have synergy with local government activity – include:

Location of Physical Activity

Roads, streets or walking paths clearly exceed all other locations in terms of the most common locations for physical activity.

Distance Travelled to Participate

On average, most physical activities require the participant to travel 5km to less than 10km, if not, slightly less (2km to 5km).

Involvement with an Organisation

A large majority participate in at least one activity which has no involvement with a club **(85%).**

DRAFT

Drivers of Participation

The research found that the top drivers of participation were:

1. Personal interest and motivation (41%);
2. Making the time or having more time available (38%)
3. Meeting with friends to socialise or gaining/having an exercise buddy/ies (37%); and
4. Having a car (36%)

Barriers to Participation

The research found that the top barriers to participation were:

1. Lack of time due to other commitments such as work, study and family (39%)
2. Physical activities being too expensive (26%)
3. Ongoing illness or injury (24%)

Key recommendation from the research report

The key message from the report was simple: we need to get Queenslanders **Up, Out and Active.**

A Joint Regional Approach to Addressing Health Priorities in the Mackay Region

In order to address the health priorities in the Mackay Region, council needs to continue to take a leadership role. Recent initiatives include obtaining commitment from all 3 tiers of government in the region to addressing health priorities:

- Linking up with the NQPHN and providing a joint commitment to addressing health priorities
- Linking up with the Mackay Hospital & Health Service (MH&HS) and providing a joint commitment to addressing health priorities
- Being invited to join the MH&HS Consumer Advisory Partners group
- A commitment to holding a joint planning day involving staff from the NQPHN (Federal Government), MH&HS (State Government), and Mackay Regional Council (Local Government) to identify gaps in addressing local health priorities and strategies to address these gaps

Specific Roles and Responsibilities of Mackay Regional Council

Council already plays a significant role in addressing health priorities, including:

- Investing in active transport links such as footpaths, cycle ways, parks, galleries and other community facilities
- Investing in the human resources to develop programs to activate these assets and get people moving, participating and be involved and to promote social inclusion

DRAFT

Other initiatives currently being planned or underway include:

- Reactivating the Staff Health & Wellbeing Committee to progress initiatives to encourage council staff to have a healthy and active lifestyle
- Promotion by the CEO of the Daily Mercury's "Kick the Kilos" health campaign
- Examining the feasibility of making a voluntary health assessment available to staff via an app delivered by a local provider
- Establishment of a new cross-functional Community Health & Wellbeing Working Group to drive initiatives to encourage the community to have a healthy and active lifestyle. It is vital that a whole-of-organisation approach is taken to help to encourage behaviour change.
- Use of community focus groups to obtain community input into how to encourage people to get active

Delivery of the Active Transport Conference in Mackay planned for the 4th Quarter of 2016/17. This conference is to encourage people to get up, out and active and identify ways to overcome the regional barriers to change

Consultation and Communication

There has been consultation with:

- Council staff and management
- Mackay Hospital & Health Service
- Northern Queensland Primary Health Network

Resource Implications

This report has been prepared to create awareness of the health issues facing the Mackay Region and what is being done to address them. Any specific initiative pursued to address these issues will be the subject of a separate and detailed Cost Benefit Analysis and progressed through council's budget processes.

Risk Management Implications

If the health priorities for the region are not addressed, life expectancy will continue to be less than the state average and rates of hospitalisation will continue to be high, placing a growing financial burden on the hospital and health system

Conclusion

Whilst the research findings identify that the Mackay Region is unhealthy and inactive on average, there is a joint commitment from all 3 tiers of government to addressing the health priorities. Council for its part needs to continue to provide leadership on improving community health and wellbeing and to invest in the infrastructure and programs to encourage people to get up, get out and get active.

DRAFT

Officer's Recommendation

THAT the report be received.

The Mayor congratulated the Director and her staff on the presentation of the report and indicated through the Committee Chair he would like to drive some of the leadership suggested in the report for Council to adopt a leadership position on the health and safety of our community.

The Mayor advised pursuant to this Report he had a lengthy meeting with the Health Division of CQ Rescue Helicopters and deferred to the CEO to advise what Council proposes to undertake internally with its staff.

The CEO advised he attended a meeting with CQ Health, the Mayor, Director and a member of staff and CQ Health have a software package that goes through statistical questions with an individual and also a blood test is taken at a cost of $35 per person and a report is provided. The CEO has instructed the Director to further investigate this proposal and all of the proceeds go back to CQ Rescue. This will not be compulsory but for staff members who wish to participate it will provide them with information quickly where or not the individual is in a high risk category.

Cr Camm advised she was unaware the staff Health and Wellbeing Committee was currently inactive and advised she was very supporting of the reactivation of the committee for the workforce given there are 1,000 employees are also members of our community.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Cr Gee advised the results in the report are not very positive it is not that surprising in the current environment however it is very positive that this report has been prepared and now there are targets to work towards and improve upon.

Moved Cr Gee **Seconded Cr Englert**

CARRIED

DRAFT

8.5 LOCAL DISASTER MANAGEMENT GROUP MINUTES - 1 & 29 AUGUST 2016

File No **Local Disaster Management Group**
Author **Local Disaster Coordinator**

Purpose

To present to the Community Engagement Committee the Local Disaster Management Group Meeting Minutes dated 1 August and 29 August 2016 for information purposes.

Officer's Recommendation

THAT the Minutes of the Local Disaster Management Group be received.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Englert **Seconded Cr Mann (nee Fordham)**

CARRIED

9. TENDERS:

Nil

10. CONSIDERATION OF NOTIFIED MOTIONS:

Nil

11. PUBLIC PARTICIPATION:

Nil

12. LATE BUSINESS:

Cr Camm advised the Councillors had discussed the number of wonderful events and community celebrations held across the region and queried if the Director could investigate the creation of a combined community calendar and report back to the Committee. It was agreed a report would be prepared for consideration by the Committee.

DRAFT

13. CONFIDENTIAL REPORTS:

Nil

14. MEETING CLOSURE:

The meeting closed at 9.29 am.

15. FOR INFORMATION ONLY:

Nil

Confirmed on Wednesday 19 October 2016

.....

CHAIRPERSON - Cr Kevin Casey

DRAFT

APPENDIX / ATTACHMENTS

DRAFT

CORPORATE SERVICES STANDING COMMITTEE MINUTES

DRAFT

1. COMMITTEE ATTENDANCE:

Cr R D Walker (Chairperson), Cr M J Bella, Cr K L May, Cr A R Paton and Mayor G R Williamson were in attendance at the commencement of the meeting.

2. NON-COMMITTEE ATTENDANCE:

Also present was Cr A J Camm, Cr K J Casey, Cr J F Englert, Cr F A Mann (nee Fordham), Mr C Doyle (Chief Executive Officer), Mr A Knight (Director Organisational Services) and Mrs M Iliffe (Minute Secretary).

The meeting commenced at 1.00 pm.

3. ABSENT ON COUNCIL BUSINESS:

Nil

4. APOLOGIES:

Nil

5. CONFLICT OF INTEREST:

Nil

6. CONFIRMATION OF MINUTES:

6.1 CORPORATE SERVICES STANDING COMMITTEE MINUTES - 17 AUGUST 2016

THAT the Corporate Services Standing Committee Meeting Minutes held on 17 August 2016 be adopted.

Moved Cr Bella **Seconded Cr Paton**

CARRIED

7. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

8. CORRESPONDENCE AND OFFICERS' REPORTS:

8.1 ORGANISATIONAL SERVICES MONTHLY REVIEW - AUGUST 2016

Author **Director Organisational Services**

Purpose

To keep the Corporate Services Committee updated on Organisational Services activities.

Background/Discussion

All departments within MRC prepare a monthly review which identifies activities undertaken and progress made during the specific month.

Consultation and Communication

The report contains input from each and every Program within Organisational Services.

Resource Implications

As required to compile report which is a routine task for multiple employees.

Risk Management Implications

Nil

Conclusion

The Corporate Services Committee is kept informed of activities within Organisational Services.

Officer's Recommendation

THAT the Corporate Services Standing Committee receives the Organisational Services Monthly Review for August 2016.

Cr May commented that the S4M the Procurement Services have spent locally in the Mackay Region for the month is extremely good to note and asked the Director if the year to date figure for local spend could be included in the report. Along with the increase in Council's apprentice

DRAFT

and traineeship intake the local spend is a very important part of growing of our community and for Council to be able to demonstrate they are doing that is a great thing.

The Director of Organisational Services (DOS) advised the year to date local spend percentage was 75% and in future reports, data will be provided on month and year to date results with trends.

Cr Paton queried with the increase in the number of NAS Information Services requests pending what processes are in place to try and alleviate this.

DOS advised this is a new report this month and analysis of the results is continually being evaluated. At this stage it is felt that staffing levels are adequate but will continue to review this.

Cr Paton queried if from the two (2) Ombudsman's investigations were Council's policies and procedures found to be correct.

DOS advised in both investigations the Ombudsman found there was no further action required from them and Council's policies and procedures were appropriate.

Cr Bella commented that the increase in Council's intake of Apprentices and Trainees for 2017 is close to 9% and in this economic climate Council is leading the way.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton **Seconded Cr May**

CARRIED

8.2 STRATEGIC FINANCIAL REPORT FOR THE MONTH OF AUGUST 2016

Author Director Organisational Services

Purpose

To adopt council's Strategic Financial Report for the month of August 2016.

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.

DRAFT

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

Consultation and Communication

Chief Executive Officer, Directors, Manager Financial Services

Resource Implications

As this is early in the financial year no major variances have been identified.

Risk Management Implications

Nil.

Conclusion

Council is tracking favourably for August, noting this is early in the financial year.

Council is cognisant of the current economic climate and will continue to closely monitor how the various revenue streams are tracking throughout the remainder of the year to forecast. There are no significant variances to report at this time and no reliable indicators of any future potential issues.

Officer's Recommendation

THAT the attached Strategic Financial Report for the month of August 2016 be adopted.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May **Seconded Cr Bella**

CARRIED

DRAFT

8.3 PERMANENT ROAD CLOSURE APPLICATION: FAIRCHILDS AND GIFFORDS ROAD, MOUNT CHARLTON

File No Ci1808/87 & Ci1818/277
Author Manager Property Services

Purpose

To approve the Applicant making a Permanent Road Closure Application to the Department of Natural Resources and Mines ("DNRM") for the following areas of road reserve to consolidate farming uses:-

1. Area A for an approximate area of 34140m^2 to be amalgamated with Lot 277 on Ci818
2. Area B for an approximate area of 96800m^2 to be amalgamated with Lot 87 on Ci1808
3. Area C for an approximate area of 9287m^2 to be amalgamated with Lot 277 on Ci818

Background/Discussion

Mackay Regional Council received a Permanent Road Closure consent request from Brazier Motti for areas A, B and C totalling approximately 140,227m^2 adjoining Fairchilds and Giffords Roads, Mount Ossa as shown on the attached Identification Survey 248123.

Both properties are in a single ownership.

Council previously only receive comments and/or these type of requests from DNRM after lodgement of the application, however due to changes in their processing the applicant is now directed in the first instance by DNRM to the Trustee of the respective road reserve (Mackay Regional Council or Department of Transport and Main Roads, whichever is applicable) to obtain the Trustee consent to the making of the application, therein saving the Applicant the cost of the application should the Trustee object.

The proposed use of the subject areas, if the road closures are approved is to consolidate the closed areas for farming use.

The matter was considered by the Land and Road Use Advisory committee on 14 July 2016 with conditional approval being received by the Committee.

The conditions to be applied to such consent being made are:-

1. Area A for an approximate area of 34,140m^2 and C for an approximate area of 9,287m^2 which services only Lot 277 on Ci818 are to be amalgamated with Lot 277 on Ci818 and have legal access provided both via the intersection of Fairchilds and Giffords Roads and Giffords Road.

2. Area B for an approximate area of 96,800m^2 is to be amalgamated with Lot 87 on Ci1808 and has legal access provided via the intersection of Fairchilds and Giffords Roads.

DRAFT

Consultation and Communication

Consultation with the Land and Road Use Committee occurred on 14 July 2016. The committee consists of Manager Technical Services, Manager Strategic Planning, Planning Officer, Central Area Maintenance Coordinator, Manager Planning and Sustainability, Project Manager Water Infrastructure Delivery, Manager Development Engineering and Manager Parks, Environment & Sustainability.

Consultation also was had with the applicant Brazier Motti.

Resource Implications

Nil. All costs borne by applicant.

Risk Management Implications

Should the area of road not be permanently closed Council may need to maintain the section of unformed and formed road and accept all current and future liability associated with such maintenance. The closure of the formed road will not impact upon adjoining properties as all properties continue to have legal access provided both via the intersection of Fairchilds and Giffords Roads, and Giffords Road Mount Ossa.

Conclusion

The application for proposed permanent road closures adjoining Lot 277 on Ci818 and Lot 87 on Ci1808 have no adverse impact on Council's current or future road reserve requirements.

Officer's Recommendation

THAT the Committee advises the Department of Natural Resources and Mines that it offers no objection to the following Applications:-

1. Area A for an approximate area of 34140m^2 and area C for an approximate area of 9287m2 be amalgamated with Lot 277 on Ci818; and
2. Area B for an approximate area of 96800m^2 to be amalgamated with Lot 87 on Ci1808

adjoining Fairchilds and Giffords Roads Mount Ossa as shown on Identification Survey 248123.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton **Seconded Cr Bella**

CARRIED

DRAFT

8.4 PERMANENT ROAD CLOSURE APPLICATION: JOSEPH COURT, GLENELLA

File No SP257967/647 & SP268135/652
Author Manager Property Services

Purpose

To approve the following Applications lodged with the Department of Natural Resources and Mines ("DNRM") adjoining Joseph Court, Glenella as shown on Drawing No 16/650A/CEN:-

1. Permanent Road Closure of about 150m^2 for amalgamation with Lot 647 on SP257967; and
2. Permanent Road Closure of about 170m^2 for amalgamation with Lot 652 on SP268135; and
3. Permanent Road Closure of about 9m^2 for amalgamation with Lot 653 on SP268135.

Background/Discussion

DNRM received an Application which includes three areas for Permanent Road Closure totalling 329m2 within Joseph Court, Glenella as shown on the attached Drawing 16/650A/CEN and MADI image.

The three (3) associated properties are currently owned separately but are joint parties to this Application and the proposed future Development.

A condition of the making of a Permanent Road Closure application is that the applicant needs to be an adjoining property owner to the proposed road closure area. Therein the Application has been defined into the three (3) separate areas for amalgamation with the three (3) separate parcels of land and their respective owners.

The areas of closure and amalgamation, if approved, are defined on the attached Property Boundary Realignment Drawing (attachment 3).

The application area is a paved road reserve providing legal access to Lot 652 on SP268135 and Lot 647 on SP257967.

Following amalgamation of the area of 170m2 of road reserve with Lot 652 on SP268135:-

1. A Right of Way Easement will be dedicated to provide legal access to Lot 647 on SP257967; and

2. That new parcel of land (Lot 647 on SP257967 including the 170m^2) will acquire the 9m2 of road reserve previously amalgamated with Lot 653 on SP268135 as it is now an adjoining property.

The proposed use of the subject areas, if the road closures are approved is to improve the amenity, security and privacy of the two benefitting lots by improving the useable area of each lot in addition to limiting public access between the two lots.

DRAFT

The matter was considered by the Land and Road Use Advisory Committee on 14 July 2016 with the following initial concerns raised by the Committee to the Application:-

1. Restricting access to the Mackay Regional Council drain to the east; and
2. The existence of water, sewer and stormwater assets within defined areas sought to be closed.

Subsequent internal discussions were had in respect to the concerns raised by the committee with Councils Development Engineering program wherein the following was revealed in respect to the concerns raised:-

Item 1: The drain was accessed from Heaths Road, Glenella. No access to the drain was physically possible from the road reserve in question because of an acoustic fence in this location. Secondary access is available from a nearby reserve.

Item 2: Council services are located within the area of road reserve for closure but these services can be relocated or removed at no detriment to services to any other properties. It would, if removed, reduce the infrastructure responsibility to Council. This will require an Operational Works Permit to ensure the Council services are relocated and/or removed in accordance with Council standards. The need for the road reserve stub was simply for access and services to the lots for amalgamation.

Following these internal discussions the Committee provided its consent to the Application conditional upon an Operational Works approval for the relocation/removal of services being submitted and completed by the Applicant prior to endorsement of the Operational Works.

Council's original opportunity to comment in respect to this application did expire on 18 July 2016 but has been extended through until 21 September 2016 to coincide with the Council meeting process.

Consultation and Communication

Consultation with the Land and Road Use Committee occurred on 14 July 2016. The committee consists of Manager Technical Services, Manager Strategic Planning, Planning Officer, Central Area Maintenance Coordinator, Manager Planning and Sustainability, Project Manager Water Infrastructure Delivery, Manager Development Engineering and Manager Parks, Environment & Sustainability.

Additional internal consultation was had between Council's Senior Development- Engineering Officer, Manager Development Engineering, Principal Planner – Development Assessment and Manager Technical Services.

Resource Implications

Nil. All costs borne by applicant.

Risk Management Implications

The Applicant will be responsible for the relocation/removal of all existing services with the closed areas of road to ensure all services are maintained.

DRAFT

Should the areas of road not be permanently closed and opened Council may need to continue to maintain the section of road reserve and accept all current and future liability associated with such maintenance.

Conclusion

The applications for proposed permanent road closure adjoining Joseph Court, Glenella have no adverse impact on Council's current or future road reserve requirements.

Officer's Recommendation

THAT the Committee advises the Department of Natural Resources and Mines that it offers no objection to the following Applications:-

1. Permanent Road Closure of about 150m^2 for amalgamation with Lot 647 on SP257967; and
2. Permanent Road Closure of about 170m^2 for amalgamation with Lot 652 on SP268135; and
3. Permanent Road Closure of about 9m^2 for amalgamation with Lot 653 on SP268135 then subsequent amalgamation of this same 9m2 about area with that new parcel created by action two above.

adjoining Joseph Court, Glenella as shown on Drawing 16/630A/CEN, with such non-objection conditional upon Operational Works approval for the relocation/removal of services being submitted and completed by the Applicant prior to endorsement of the Operational Works.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May **Seconded Cr Paton**

CARRIED

DRAFT

8.5 PERMANENT ROAD CLOSURE APPLICATION: ADAMS ROAD, PINDI PINDI

File No SP282829/113, C124183/1320 & C124185/1316
Author Manager Property Services

Purpose

To approve the following Applications lodged with the Department of Natural Resources and Mines ("DNRM") intersecting Adams Road, Pindi Pindi:-

1. Permanent Road Closure of area A (Road Licence 5164) of about 18.9 hectares for amalgamation with Lot 1320 on C124183;
2. Permanent Road Closure of area B of about 2.95 hectares for amalgamation with Lot 1316 on C124185;
3. Permanent Road Closure of area C of about 3.2 hectares for amalgamation with Lot 1316 on C124185;
4. Permanent Road Closure of area D of about 1.2 hectares for amalgamation with Lot 113 on Ci4382; and
5. Road Opening of area E of about 0.92 hectares from Lot 1316 on C124185

Background/Discussion

DNRM received a three part combined Application for the permanent road closure of areas A to D totalling 26.25 hectares and a road opening of area E for an about area of 0.92 hectares within Adams Road Pindi Pindi as shown on the attached Drawing 16/017/CEN and 16/018/CEN and MADI image.

The application provides for legal access for:-

1. areas A, B, C and E via Adams and Old Bowen Road.
2. area D once amalgamated with Lot 113 on SP282829 will be re-surveyed/amalgamated with Lot 1316 on C124185 (including area C) therein providing legal access via Adams and Old Bowen Road.

The proposed use of the subject areas, if the road closures are approved is to consolidate the closed areas of road for farming purposes.

The matter was considered by the Land and Road Use Advisory Committee on 14 July 2016 with no objections being received by the Committee.

Council's original opportunity to comment in respect to this application did expire on 5 August 2016 but has been extended through until 21 September 2016 to coincide with the Council meeting process.

DRAFT

Consultation and Communication

Consultation with the Land and Road Use Committee occurred on 14 July 2016. The committee consists of Manager Technical Services, Manager Strategic Planning, Planning Officer, Central Area Maintenance Coordinator, Manager Planning and Sustainability, Project Manager Water Infrastructure Delivery, Manager Development Engineering and Manager Parks, Environment & Sustainability.

Resource Implications

Nil. All costs borne by applicant.

Risk Management Implications

Should the areas of road not be permanently closed and opened Council may need to maintain the section of unformed road and accept all current and future liability associated with such maintenance.

Conclusion

The applications for proposed permanent road closure and road opening within Adams Road, Pindi Pindi have no adverse impact on Council's current or future road reserve requirements.

Officer's Recommendation

THAT the Committee advises the Department of Natural Resources and Mines that it offers no objection to the following Applications:-

1. Permanent Road Closure of area A (Road Licence 5164) of about 18.9 hectares for amalgamation with Lot 1320 on C124183;
2. Permanent Road Closure of area B of about 2.95 hectares for amalgamation with Lot 1316 on C124185;
3. Permanent Road Closure of area C of about 3.2 hectares for amalgamation with Lot 1316 on C124185;
4. Permanent Road Closure of area D of about 1.2 hectares for amalgamation with Lot 113 on Ci4382 subject to the re-survey/amalgamation of Lot 113 on Ci4382 (including area D) with Lot 1316 on C124185 (which now includes area C); and
5. Road Opening of area E of about 0.92 hectares from Lot 1316 on C124185

within Adams and Old Bowen Roads, Pindi Pindi as shown on Drawing 16/017/CEN and 16/018/CEN.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bella **Seconded Cr Paton**

CARRIED

DRAFT

8.6 PERMANENT ROAD CLOSURE APPLICATION: RUNNING CREEK ROAD, SUNNYSIDE

File No RP737114/3
Author Manager Property Services

Purpose

To approve the Applicant making a Permanent Road Closure Application to the Department of Natural Resources and Mines ("DNRM") for the approximate area of 2023m^2 of Running Creek Road Reserve Sunnyside.

Background/Discussion

Mackay Regional Council (Council) received a Permanent Road Closure consent request from RPS Australia (RPS) on behalf of the owner for an approximate area of 2,023m^2 of Running Creek Road Reserve ("the stub") adjoining Lot 3 on RP737114 as identified on the attached plan.

The application is being made concurrently with Development Application Negotiated Decision Notice DA2014-20 which provides for boundary realignment plan SP281914.

The current lots are listed below including how each is currently serviced with access:-

A. Lot 3 on RP737114 – Access from Running Creek Road and road reserve area nominated to be closed;
B. Lot 4 on RP748974 – Access solely from road reserve area nominated to be closed; with
C. Lot 4 on RP704559 – Access via easement A through Lot 3 on RP748974 to Sarina Homebush Road.

Following completion of the development application DA2014-20 and registration of plan SP281914 legal access to properties will be:-

A. Lot 10 on SP281914 (previous Lot 3 on RP737114) - directly off Running Creek Road;
B. Lot 12 on SP281914 (previous Lot 4 on RP748974) - via Easement C through Lot 2 on SP215401 to Sarina Homebush Road; and
C. Lot 11 on SP281914 (previous Lot 4 on RP704559) - via Easement A through Lot 3 on RP748974 to Sarina Homebush Road.

Therefore following application DA2014-20 and registration of SP281914 all properties will be provided with legal access meaning that the area of "stub" road reserve identified will not be required.

Council previously only receive comments and/or these type of requests directly from DNRM after lodgement of the application, however due to changes in their processing the applicant is now directed in the first instance by DNRM to the Trustee of the respective road reserve (Mackay Regional Council or Department of Transport and Main Roads, whichever is applicable) to obtain the Trustee consent to the making of the application, therein saving the applicant the cost of the application should the Trustee object.

DRAFT

The matter was considered by Council's Land and Road Use Advisory Committee on 14 July 2016 with conditional approval being given by the Committee.

The condition to be applied to such consent being the dedication, as part of the Development Application conditions, of the access easement to proposed Lot 12 on SP281914 (previous Lot 4 on RP748974), thereby ensuring that all properties have legal and practical access.

Consultation and Communication

Consultation with the Land and Road Use Committee occurred on 14 July 2016. The committee consists of Manager Technical Services, Manager Strategic Planning, Planning Officer, Central Area Maintenance Coordinator, Manager Planning and Sustainability, Project Manager Water Infrastructure Delivery, Manager Development Engineering and Manager Parks, Environment & Sustainability.

Consultation also was had with the applicant RPS Australia.

Resource Implications

Nil. All costs borne by applicant.

Risk Management Implications

Should the area of road not be permanently closed Council may need to maintain the section of unformed and formed road and accept all current and future liability associated with such maintenance.

Conclusion

The application for proposed permanent road closures adjoining Lot 3 on RP737114 known as 130 Running Creek Road, Sunnyside has no adverse impact on Council's current or future road reserve requirements.

Provision of an access easement benefiting proposed Lot 12 on SP281914 will ensure continued access to this lot, and all properties having legal and practical access.

Officer's Recommendation

THAT the Committee offer no objection to the applicant making application to the Department of Natural Resources and Mines for a permanent road closure of approximately 2,023m^2 of road reserve from Running Creek Road Sunnyside adjoining Lot 3 on RP737114 subject to an access easement being registered benefitting proposed Lot 12 on SP281914 (previous Lot 4 on RP748974).

DRAFT

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May **Seconded Cr Bella**

CARRIED

8.7 LEASE OF LAND - OPTUS MOBILE PTY LTD - CALEN DEPOT

File No **728507-001-RP**
Author **Manager Property Services**

DRAFT

Purpose

To approve a new lease agreement being entered into with Optus Mobile Pty Ltd ("Optus") over an approximate area of 30sqm on Lot 1 on RP728507, known as 17 Pratts Road Calen for the purpose of an equipment shelter.

Background/Discussion

Mackay Regional Council (Council) is the freehold owner of Lot 1 on RP728507 on which the Calen Depot is located incorporating a total area of 10650sqm.

NBN currently have a lease for a telecommunications tower and equipment shelter located at the north western corner of the Depot land for an area of 96sqm which expires on the 17th October 2033.

Council received a request on 15th June 2016 from Optus Pty Ltd representatives Urbis Pty Ltd seeking to:-

1. Enter into negotiations with NBN to sub-lease an area upon their telecommunications tower, subject to Council consent; and

2. Council granting Optus a new lease for an approximate area of 30m2 adjoining the NBN equipment shed for construction of the Optus equipment shed.

Optus have identified the existing NBN monopole located at Calen as a viable candidate for colocation.

Negotiations have been had between Optus and NBN with regard to colocation, with NBN confirming that they are open to processing a colocation application from Optus at this location. The formal approval would be subject to the application meeting NBN standard engineering practices and guidelines. NBN will also be required to obtain Council's consent to the sublease to Optus.

According to Section 236 (c) (vi) of the *Local Government Regulation 2012*, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the disposal is for the purpose of a lease for a telecommunications tower."

Consultation and Communication

Consultation has been undertaken with Senior Property Consultant – Urbis Pty Ltd, Lease Officer – Property Services, Land & Building Officer – Property Services, Depot Operations Officer – Property Services, Manager Property Services, North West Supervisor Calen – Civil Operations, Leading Hand Maintenance Calen – Civil Operations, North West Coordinator – Civil Operations, Maintenance Superintendent – Civil Operations and Manager Civil Operations.

Resource Implications

Rental income will be $5000.00 per annum plus 3% per annum increase for the life of the lease. The term of the lease to be twenty (20) years, being two consecutive lease periods of ten years each.

No allowance has been made for this income within the 2016/17 Budget, income received will have a positive impact.

Council is currently receiving rental income of $10,000.00 for the existing NBN lease.

Risk Management Implications

The area will be fenced and secured. Access to the lease area will be the same as the existing NBN arrangement.

Conclusion

Approval of the creation of a lease to Optus Mobile Pty Ltd will provide an opportunity to enhance mobile telephone coverage in the Calen region. This will also generate another revenue stream for Council with no impact on operations. This represents the most advantageous outcome to Mackay Regional Council and the regional community.

The lease will be signed under delegation once finalised.

DRAFT

Officer's Recommendation

A. THAT the Committee resolves that an exemption applies under Section 236 (c) (vi) of the *Local Government Regulation 2012*, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the disposal is for the purpose of a lease for a telecommunications tower."

B. AND THAT the Committee approve a lease agreement for a period of twenty (20) years (made up of two ten year consecutive leases) to Optus Mobile Pty Ltd for an approximate area of 30sqm of Lot 1 on RP728507, 17 Pratts Road Calen for the purposes of housing an equipment shelter for the rental consideration of $5000.00 per annum plus GST; subject and conditional upon:-

C. NBN approval first having been received and provided to Mackay Regional Council for colocation of the Optus Mobile Pty Ltd telecommunications equipment upon the NBN existing telecommunication tower.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton **Seconded Cr Bella**

CARRIED

8.8 NEW LEASE - PUBLIC SAFETY BUSINESS AGENCY - CALEN DEPOT

File No 728507-001-RP
Author Manager Property Services

Purpose

To approve a new lease agreement being entered into with the State of Queensland represented by Public Safety Business Agency (PSBA) over an approx. area of 437m2 on Lot 1 on RP728507, known as 17 Pratts Road Calen for the purpose of a Rural Fire Service (RFS) compound.

Background/Discussion

Mackay Regional Council is the freehold owner of Lot 1 on RP728507 on which the Calen Depot is located incorporating a total area of 10650sqm.

The PSBA acts on behalf of all emergency services in Queensland, which includes the Queensland Rural Fire Service.

Discussions held between representatives of Emergency Management, Property Services and PSBA in regards to the location of the proposed new shed within the Depot site, have resulted

DRAFT

in the current location (Map attached) being selected as the most operationally sound location for the compound.

According to Section 236 (1) (b) (i) of the *Local Government Regulation 2012*, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the disposal is to a government agency."

Consultation and Communication

Consultation has been undertaken with the Calen community, RFS volunteers, North West Co-ordinator, Property & Leasing Officer – PSBA, Emergency Management Coordinator – Emergency Management, Lease Officer – Property Services, Land & Building Officer – Property Services, Coordinator Property Services and Manager Property Services.

Resource Implications

All costs incurred in respect to the preparation and lodgement of the lease documents to be borne by the Tenant.

The lease will be a standard community type lease inclusive of peppercorn rental of $50.00 plus GST per annum and other like conditions.

Risk Management Implications

The approval of this new lease will allow the Calen RFS to establish a new facility in the region that will provide storage for equipment and a base for event management. If not approved, they will have to obtain land from another source, which will put considerable delays on their timeframes to establish this new facility and leave the community at risk.

Conclusion

The approval of the lease to PSBA represents the most advantageous outcome to Council and the community through delivery of an essential service to the local community of Calen.

The lease will be signed under delegation once finalised.

Officer's Recommendation

A. THAT the Committee resolves that an exemption applies under Section 236 (1) (b) (i) of the *Local Government Regulation 2012*, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the disposal is to a government agency."

B. AND THAT the Committee approve a new lease for the term of ten (10) years to the State of Queensland represented by Public Safety Business Agency (PSBA) for an area of approximately 437m2 located at Lot 1 on RP728507, known as 17 Pratts Road, Calen with such lease to be a standard 'community' type lease inclusive of peppercorn rental of $50.00 plus GST per annum and other like conditions.

DRAFT

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May **Seconded Cr Paton**

CARRIED

8.9 RATES PAYMENT REVIEW TRIBUNAL COMMITTEE REPORT

File No **Rates Payment Review Tribunal Committee Report**
Author **Revenue Coordinator**

DRAFT

Purpose

The Rates Payment Review Tribunal is an independent advisory committee, delegated by Council to review applications for rate relief.

The Tribunal is seeking confirmation of Tribunal members and endorsement of Minutes and associated actions of the meeting held 8 September 2016.

Background/Discussion

The Tribunal met for the third time on 8 September 2016 to consider one application for review.

The Tribunal recommended that an ex-gratia payment of $1,208.70 be made and credited to the rates assessment for use against future rates.

Consultation and Communication

Rate Payment Review Tribunal members

Resource Implications

A budget of $50,000 per annum has been allocated to fund the recommendations of the tribunal.

Risk Management Implications

Nil.

Conclusion

Following the third meeting of the Tribunal, the endorsement of the minutes of the meeting needs to be addressed.

Officer's Recommendation

THAT the Tribunal's recommendation with regards to Applicant 13 be confirmed.

FURTHER THAT the minutes of the Rates Payment Review Tribunal meeting of 8 September 2016 be received.

The Mayor queried if the $50,000 per annum budget allocation for the operation of the Tribunal was the expense for the three (3) external members.

The CEO confirmed the $50,000 per annum budget allocation was for the funding of any recommendations from the Tribunal and not an expense for the three (3) external members.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bella **Seconded Cr Paton**

CARRIED

9. TENDERS:

9.1 MRC 2017-002 LEASE OPPORTUNITIES - THREE (3) PARCELS OF LAND

File No **MRC 2017-002**
Author **Manager Property Services**

Purpose

To present to Council for approval, tenders submitted for MRC 2017-002 Lease Opportunities – Three (3) Parcels Of Land.

Background/Discussion

Mackay Regional Council (Council) issued tender documents seeking submissions for the following leases:

a) Lot 153 on CI3575, known as L153 Brodies Road, Mount Charlton;
b) Lot 211 on SP100853, known as L211 Greenknoll Road, Pleystowe and
c) Lot 114 on CI3499, known as L114 Marian-Hampden Road Hampden.

The successful tenderer/s shall be required to enter into a formal registered lease for a period of five years.

DRAFT

Tenders were invited on 25th June 2016, via Queensland Government Qtender website and advertised locally in the Daily Mercury.

The following submission was received by the closing time of 10.00am Thursday 21st July 2016.

Tenderer	Location
DC & TL Muscat	51 Greenknoll Rd, Pleystowe

The submission provided was for **one (1)** of the advertised leases only - Lot 211 on SP100853, known as L211 Greenknoll Road, Pleystowe.

Submissions were **not** received for the remaining two (2) advertised leases –

a) Lot 153 on CI3575, known as L153 Brodies Road, Mount Charlton; and
b) Lot 114 on CI3499, known as L114 Marian-Hampden Road, Hampden.

No further evaluation was required for the two (2) leases not tendered on.

RE: Lot 211 on SP100853, known as L211 Greenknoll Road, Pleystowe.

A meeting was held on 27 July 2016 to identify if the submission was non-conforming with the requirements of the Request for Tender (RFT). This included compliance with contractual requirements and provision of requested information.

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

The applicant was assessed against the qualitative selection criteria. Specific criteria were weighted according to their importance as perceived and agreed by the evaluation panel. The weighting attributed to each qualitative criteria was:

a) Proposed use of land	35%
b) Tenderer's resources (incl. financial capacity)	25%
c) Key Personnel	20%
d) Individual/Community Benefit	20%

The tendered price offered, per annum, is listed below, excluding GST:

DC & TL Muscat - $800 per annum

The qualitative criteria assessment was carried out individually by the evaluation panel scoring the tenders according to the evaluation matrix.

Following the evaluation, the evaluation panel recommends awarding the contract to DC & TL Muscat as per their submission. DC & TL Muscat have leased the tendered property for a period of ten (10) years to date and the land is used for grazing purposes only.

DRAFT

Note: The property has been out for tender previously and awarded to another party for non-grazing purposes. This was rejected by DNR when presented as the land has been designated for grazing purpose only.

The evaluation of the tender was conducted by:

Lease Officer	Property Services
Land & Building Officer	Property Services
Contracts Officer	Procurement and Plant

Consultation and Communication

Consultation was conducted between Director Organisational Services, representatives from Property Services and Procurement & Plant programs prior to the RFT being released.

Resource Implications

Rental income received would be $800.00 per annum exclusive of GST within a standard grazing lease agreement.

All associated charges pertaining to the preparation of the lease and survey plan, if required, will be borne by the Lessee.

Risk Management Implications

This property is currently without formal tenure, and whilst sorting out the issues with the previous tender, DC & TL Muscat were willing to assist Council in the maintenance of the site. The responsibility for maintaining the land and associated costs will revert back to Council if a lease is not established.

Conclusion

That awarding the lease to DC & TL Muscat represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council based on their local resources and demonstrated understanding of Council's requirements.

The lease will be signed under delegation once finalised.

DRAFT

Officer's Recommendation

THAT Council award lease MRC 2017-002 Lease Opportunities – Three (3) Parcels of Land, for a period of five years for the annual price of $800.00 (excluding GST) to DC & TL Muscat for the parcel of land located at Lot 211 on SP100853, known as L211 Greenknoll Road, Pleystowe.

Committee Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton **Seconded Cr May**

CARRIED

DRAFT

10. CONSIDERATION OF NOTIFIED MOTIONS:

Nil

11. PUBLIC PARTICIPATION:

Nil

12. LATE BUSINESS:

Nil

13. CONFIDENTIAL REPORTS:

THAT the meeting be closed to the public in accordance with the *Local Government Act 2009 (Section 275 (1) of the Local Government Regulation 2012)* to discuss matters relating to:-

Confidential Item	Reason for Meeting Closure
• Confidential Reserve and Road Closure Application	(e) contracts proposed to be made by Council

Moved Cr May **Seconded Cr Bella**

CARRIED

1.20 pm - The meeting be closed to the public.

THAT the meeting be reopened to the public.

Moved Cr May **Seconded Cr Bella**

CARRIED

1.31 pm - The meeting was reopened to the public.

13.1 CONFIDENTIAL RESERVE AND ROAD CLOSURE APPLICATION

Confidential

THAT Council resolve that the Officer's recommendation be accepted.

Moved Cr May **Seconded Cr Bella**

CARRIED

14. MEETING CLOSURE:

The meeting closed at 1.32 pm.

15. FOR INFORMATION ONLY:

Nil

Confirmed on Wednesday 21 September 2016

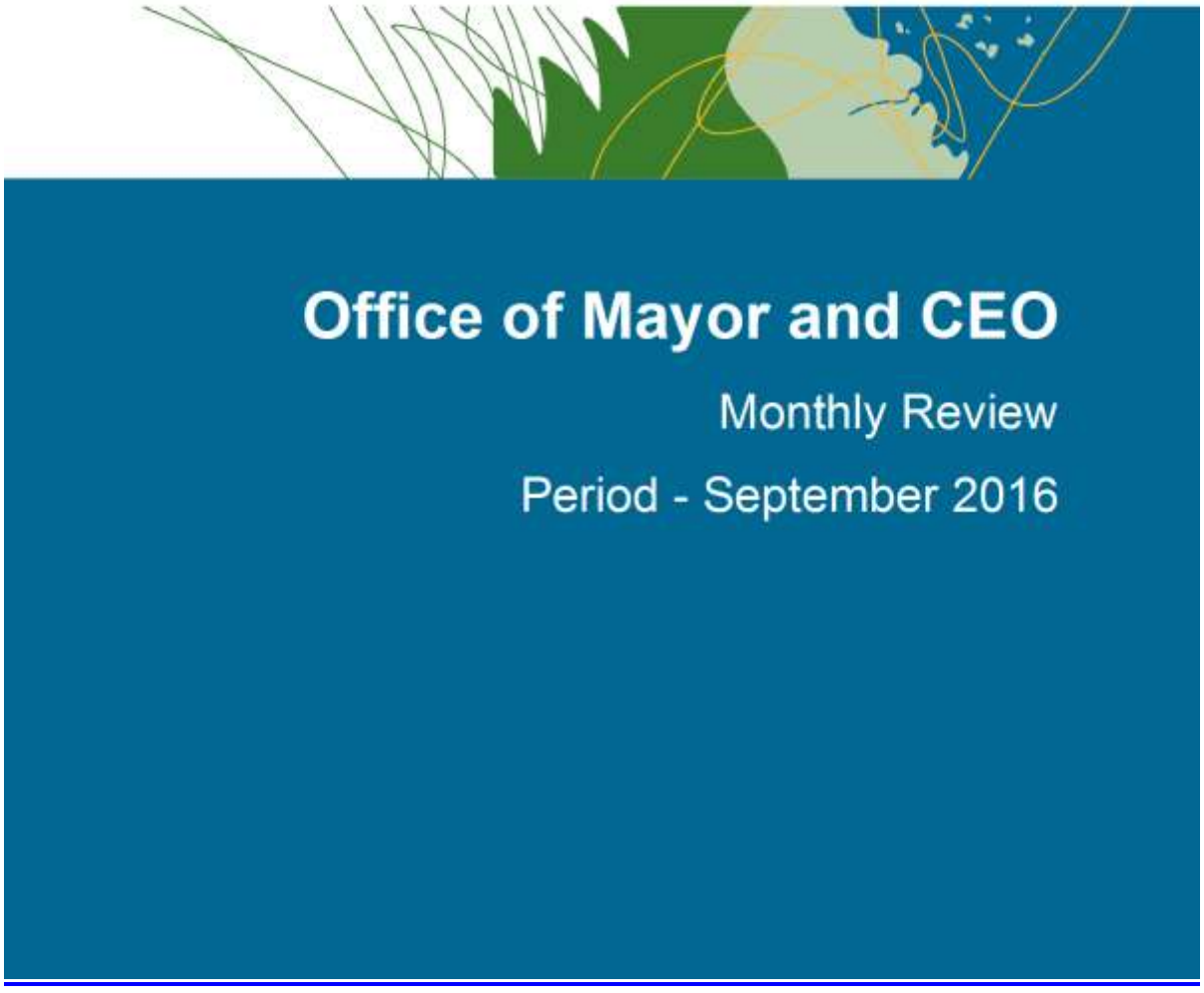
.....

CHAIRPERSON - Cr Ross Walker

DRAFT

APPENDIX / ATTACHMENTS

DRAFT


Mackay REGIONAL COUNCIL
Office of Mayor and CEO
Monthly Review
Period - September 2016

OVERVIEW **3**

SAFETY **4**

1.1. Summary 4

1.2. Incidents and Injuries 4

KEY INITIATIVES **11**

2.1. Summary of key projects and initiatives 11

Major Project Updates **15**

3.1. Dudley Denny City Library Report 15

3.2. Staff Accommodation Project 23

3.3. Mackay Regional Sports Precinct Project 24

3.4. First Principles Review Summary Report 30

OVERVIEW

This report is for the Office of the Mayor and CEO for September 2016.

Significant items in this period include:

- There remains a continued focus on safety improvement in the business with increased safety interactions, increasing reporting of lag and lead indicators and focus on risk and hazards.

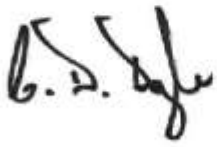
- The Dudley Denny City Library continues to remain on track for a late November opening. The project remains near budget (expecxted to be within 2% of budget) with the internal and external play areas now incorporated into the final project plans and timeline.

- The Mackay Regional Sports Precinct master plan and costings have now been revised and reviewed. The scope of works for the precinct that was initially approved by Council for the funding application can be achieved for $20M. There remains some scope around sewerage and power that needs to be finalised. The Federal Government advised in early September their intention to fund $10M for this project under a funding agreement, with the balance of $10M funded by Mackay Regional Council.

- A meeting was held with Adani in early September to explain and showcase the Mackay Regions offerings for a potential Adani Regional Head Office and/or FIFO Hub. Our pitch was supporetd by the Isaac and Whitsunday Councils, Mackay Airport, North Queensland Bulk Ports, State Government Elected Members and some members of the Indian Community.

- A two day organised visit to Mackay by seven key journalists took place on 21st and 22nd September. The trip was organised to showcase Mackay and region's offerings to southern semi retired/retired audience. The visit included visiting key attractions and meeting key regional identities. The actual publications and stories of the visit are expected to be distributed in October 2016. The visit was very well received and we expect very positive media outcomes.

- The Whitsunday ROC and REDC Board have now agreed on the final constitutiona and Funding Agreement for the establishment of the Greater Whitsunday Alliance (GW3). Members of REDC have 21 days to consider the recommended constitution before a vote is taken (expected around 10th October). Recruitment of the Chairperson and Interim CEO for GW3 have commenced.



Chief Executive Officer

SAFETY

1.1. Summary

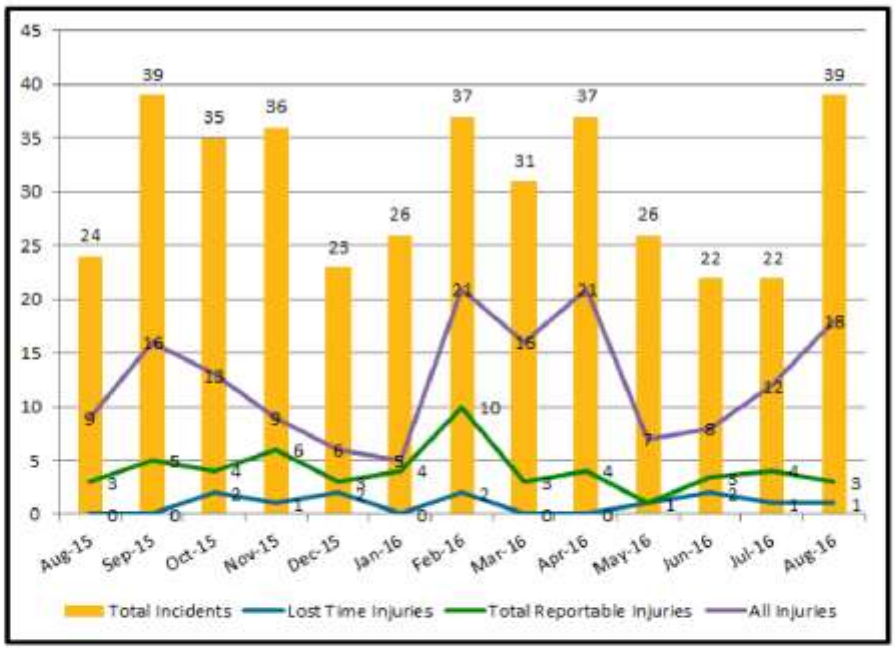
Thirty-nine incidents were reported during August, eighteen of which were an injury.

One of these injuries resulted in three days lost time: a worker suffered an arm injury while positioning an AV projector screen.

So far this year there have been two lost time injuries (LTIs), resulting in a total of five days lost time.

A range of initiatives were developed to raise awareness of mental health during Mental Health Week, which runs from 9 to 15 October. Activities will include a series of information sessions with breakfast/lunch, a fund-raising 'odd socks day' on 7 October, and a photo competition on the theme 'what makes you happy'.

1.2. Incidents and Injuries



This graph shows the total number of safety-related incidents and injuries recorded across all of council.

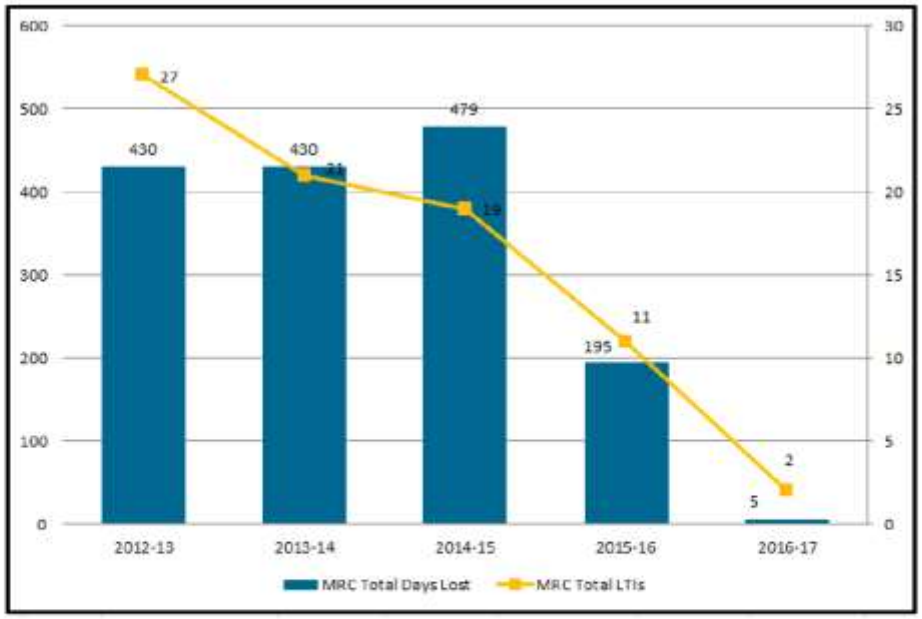
Of the 39 incidents reported, 18 involving an injury, including:

- A lost time injury after a worker injured their arm whilst positioning an AV projector screen.
- A member of the public fell from their bicycle whilst riding through a MRC worksite.
- A worker reported ongoing pain in their wrist. No single incident.
- A labour hire worker required medical treatment after they reported ongoing knee pain over a week. No single incident.
- At the Botanic Gardens, a member of the public tripped and fell on the pathway, resulting in a graze.
- A worker experienced lower back pain after whipper snipping.
- A MRC officer suffered a minor dog bite.
- At the Paget Waste Management Facility a non-staff member was unloading their vehicle and tripped over wheel stop, falling & dislocating their knee. First aid was given and an ambulance called.
- A minor cut to a finger.
- A combination of both emulsion and hand cleaner washed into a worker's eye.
- A non-work related medical condition.

Near misses included vehicle incidents and minor property damage, and reflect a positive reporting culture.

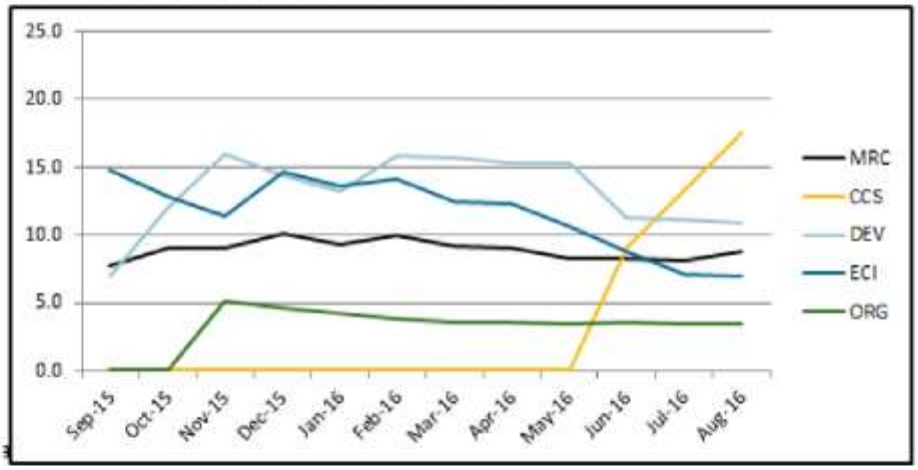
Each of these was investigated and appropriate corrective measures implemented to reduce future risks.

Lost Time Injuries and Days Lost



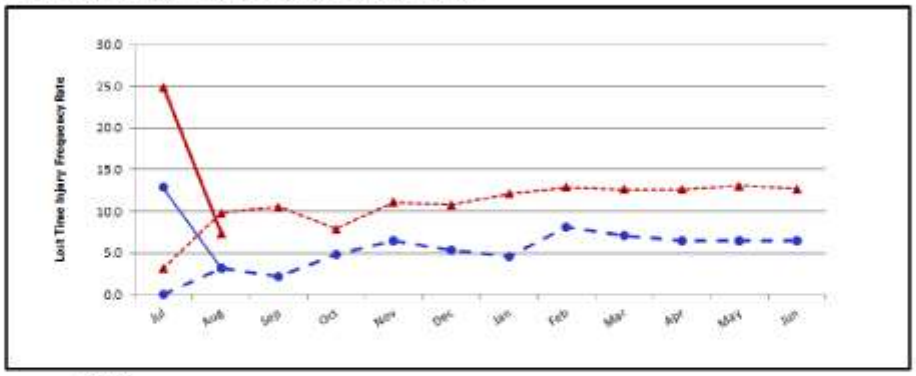
Department	2012-13		2013-14		2014-15		2015-16		2016-17	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Community & Client Services	3	15	5	155	1	11	2	4	2	5
Organisational Services	3	24	1	4			1	4		
Development Services	9	130	7	201	4	164	3	29		
Engineering & Commercial Infrastructure	12	261	8	70	14	304	5	158		
Mackay Regional Council	**27**	**430**	**21**	**430**	**19**	**479**	**11**	**195**	**2**	**5**

Injury Frequency Rates 12 month rolling average



The rise in the Community & Client Services average frequency rate reflects the four LTIs recorded in June, July & August.

Lost Time Injury Frequency Rate Comparison



Legend

MRC	This year	
	Last year	

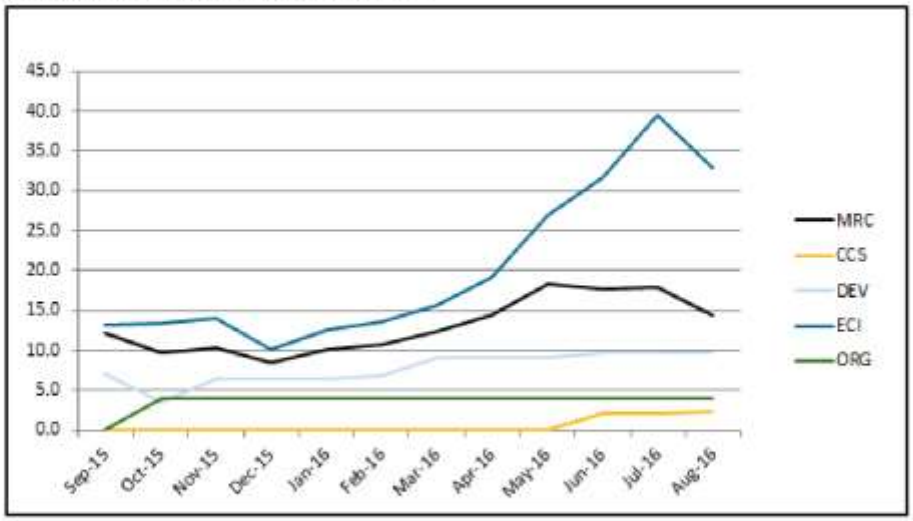
All Group E Councils	This year	
	Last year	

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

As at 31 August, MRC had recorded two LTIs. This has resulted in a LTI frequency rate lower than the *All Group E Councils* rate and identical to the recorded performance for the same timeframe last year.

Where applicable, this data includes 'journey claims' ie injuries sustained while travelling to and from work, as these are included in the *All Group E Councils* data.

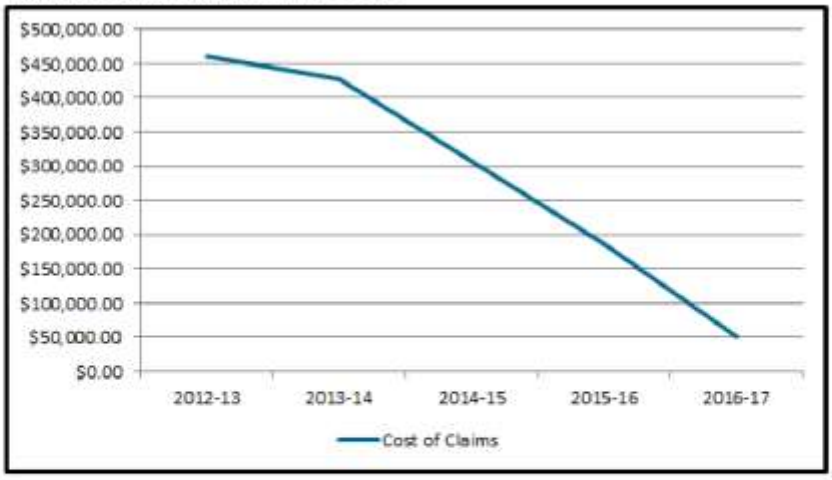
Duration Rates 12 month rolling average



This graph shows the average severity of injuries calculated on 12-month rolling average.

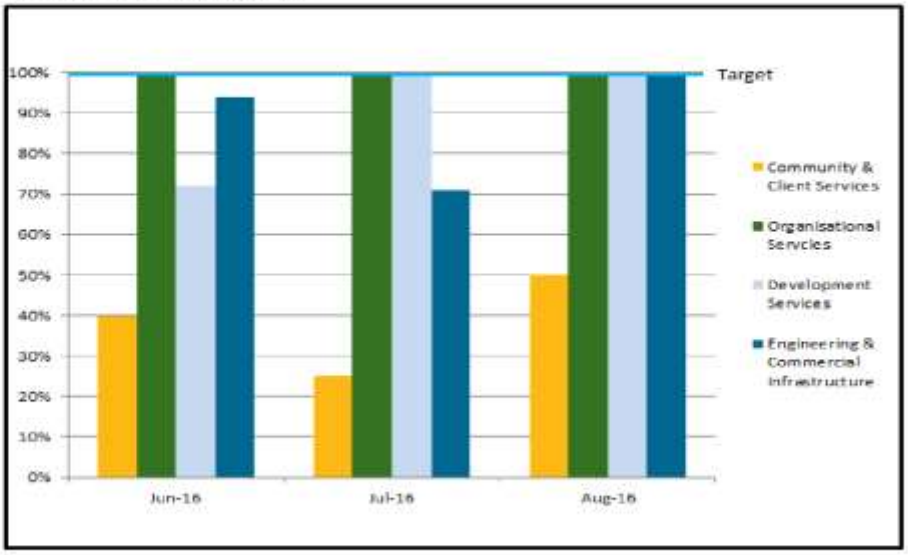
The recent increase in the duration rate for Engineering and Commercial Infrastructure was attributable to a reduction in the number of LTIs, but an increase in the severity of those injuries. For example, a single injury last year associated with a fracture, accounted for 80 days lost work.

Workers Compensation Claims Costs



Reduced workers compensations costs are an indicator of improved safety outcomes and will result in lower insurance premiums over time.

Hazard Inspection Checklists

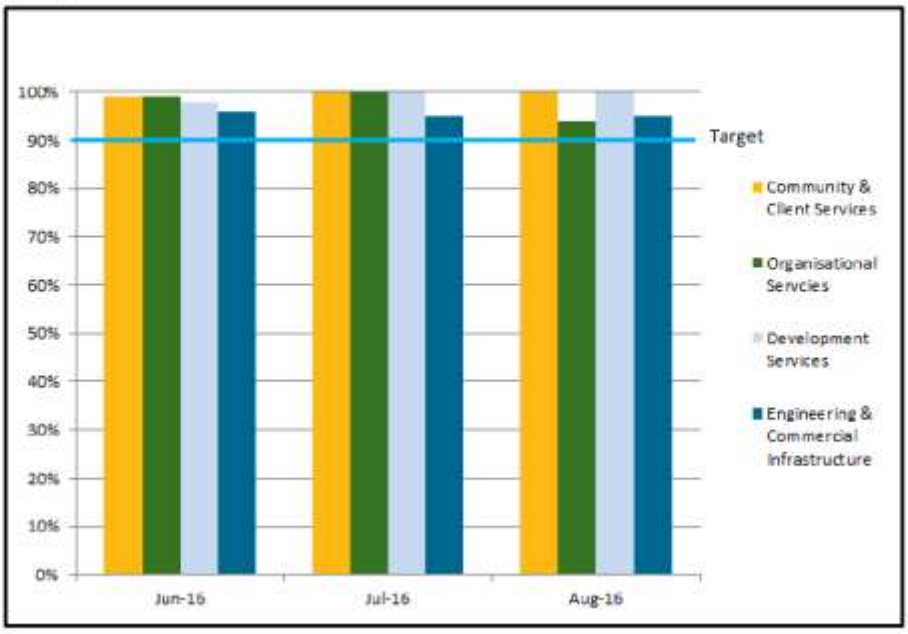


A hazard inspection is a planned activity in which the workplace is inspected, following a checklist, to identify and report potential hazards to be eliminated or controlled. Hazard inspections are an important element of MRCs safety system and help to prevent work-related injury and illnesses.

A target of 100% has been set for the completion of scheduled hazard inspections. Data is shown as recorded at the end of the month. Further inspections have been completed in subsequent months.

Four outstanding inspections in the Community and Client Services Department relate to SES facilities, which have been deferred until the vacant SES Area Controller position is filled.

Monthly Action Plans



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

A target of 90% has been set for the completion of MAP items. Data is shown as recorded at the end of the month. Further actions have been completed in subsequent months.

Glossary

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

KEY INITIATIVES

This section provides a summary of key initiatives linked directly to the Office of the Mayor and CEO. Many of these initiatives utilise staff and resources from key areas of the business however are not necessarily reported through Standing Committee reports.

2.1. Summary of key projects and initiatives

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
Diversify Mackay's Economy	Facilitate the creation of an economic development body for the region, which reflects Council's role in regional economic development (NCP)	Economic development body formed	May -16	Sep-16	●	The New Constitution and Funding Agreement documentation has now been approved by Whitsunday ROC and REDC Boards. Members of REDC will now vote on the constitution and formation of GW3 around 10 October. Recruitment processes for the Chairperson and interim CEO have commenced.
Co-investment for development	Identify opportunities to attract co-investment in regional priorities and strategies from State and Federal Governments and the private sector through strategic partnerships	Identify shovel ready projects and initiatives and develop business cases for these.	June 16	Ongoing	●	The new economic body formation (GW3 as explained above) will allow a unified regional focus with key funding applications and canvassing support from the State and Federal government. The formation of GW3 will also realise a seat on the Northern Australia Alliance initiative effective from October 2016. Other Mackay specific projects will be progressed through MRC staff. A priority list of shovel ready projects has now been developed with business cases to be initiated within the next 6 months on the key projects identified by Councillors.
Residential showcase developments	Assist Economic Development Queensland (EDQ) to undertake Woodlands residential 'showcase' developments	Completion of Stages 7 & 8 infrastructure civil works	June 16	Feb 17	●	Contract for civil works for these stages have been now issued to Vassallo Constructions by EDQ. Progress is to plan.
Promotion of local suppliers and local stimulus	Undertake standard review of the Procurement/Local Buy policy	Complete Review with endorsement by Council	July 16	Dec 16	●	Initial review commenced (progress is slow due to other priorities) with information from other Councils being collated for review and with particular emphasis on what the definition of "local' is?
Corporate Strategy Alignment	Review of Councils 2015-2020 Corporate Plan	Plan reviewed and updated for 2016 – 2021 and endorsed by Council	June 16	Sept 16	●	A strategy day to discuss plan with Councillors has been set for November.

Mackay REGIONAL COUNCIL

Office of the Mayor and CEO
Monthly Review > September 2016

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
Advocacy for the Mackay Ring Road	Support the State Government progress Stage 1 of the Mackay Ring Road	Ring Road Stage 1 is progressed	2015	2018	●	Stage 1 of the Ring Road is now fully funded and due for commencement of works in 2017.
	Advocate for State and Federal Government support for Stage 2	Number of advocacy activities undertaken	Jul 16	June 17	●	Limited advocacy and work undertaken on Stage 2 in this period.
Advocacy for Mackay to Bowen Basin Service Link	Seek funding for the construction of the Mackay to Bowen Basin Service Link Number of advocacy activities undertaken	Funding commitment	July 16	Ongoing	●	Minimal progress on this initiative in September. Briefing provided by TMR to Council in mid- September on different options and previous work undertaken on this initiative. Engagement with State/Federal stakeholders to occur in future.
Mackay Regional Sports Precinct	Advocate for, and help facilitate the construction of the CQ University Mackay Campus Sports Precinct master plan	Construction activities commenced, subject to funding approval	July 16	Jun 17	●	Project costs for Stage 1 of $20M. Confirmation received from Federal Government in September on intention to provide $10M funding for this project. Remaining $10M funding will be from MRC. Project Group formed in June 2016 including MRC and CQU. Meeting monthly and more frequently in September to assess costings of revised masterplan. Continue to work on Masterplan and review of costs. See more detailed report on this project below.
Northern Australia Services	Undertake a review of the Northern Australia Services Transition and Transformation process on completion of 1 year [NCP]	Review completed and recommendations implemented.	June 16	Sep 16	●	Review complete and discussions held with Propel CEO in this period. Employees will be notified by letter from CEO of the review outcomes and way forward by 1 October 2016.
People and Culture	Review and revise the performance planning and review process for managers and directors [NCP]	New process implemented	July 16	Dec 17	●	Limited work undertaken in the period on this initiative. A strategy session with the full Management Team has been set down for 10th /11th November.
Governance and Performance	Create cost savings and efficiencies through the delivery of in-house legal services	Increased percentage of legal services provided in-house. Savings in overall legal costs compared to 2015/16	July 16	Jun 17	●	Active legal cases are reducing as we clear up some legacy issues. New internal Legal advisor commenced in late August. On track to reduce legal costs from 2015/16.

Mackay REGIONAL COUNCIL

Office of the Mayor and CEO
Monthly Review > September 2016

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
Best value service	Undertake a 'first principles' review of Council's activities and services [NCP]	Review completed and recommendations presented to Council	July 16	Apr 17		Significant amount of work undertaken in August/September with focus on data collection costing methodology. A small internal team has been set up on this initiative. Please see separate report on the review principles and aims.
Industrial Relations	To commence negotiations for 2016 EA with workforce.	Complete new EA	July 16	Feb 17		The legal process has now been finalised between the State, Unions and LGAQ. Negotiations on a new EA are expected to commence in early/mid- October. An internal strategy discussion on desired EA outcomes was held on 20 September with a second planned for early October.
Stimulate Local Economy	Identify opportunities to attract people to Mackay to live and visit	Finalise and implement initiatives that result in increased population growth	July 16	June 17		An initiative to attract permanent migration from Southern States (in particular Sydney/Melbourne) to move to Mackay and live. A visit of seven journalists form key publications focused on semi-retired/retired audience occurred on 21st /22nd September and included; The Senior Newspaper Australian over 50's Guide Aust Caravan & RV Magazine Probus South Pacific RACQ Road Ahead Magazine Daily Mercury Cruising Helmsman The visit was very well received and we expect very positive outcomes in each publication in coming months. Tracking of results from visit will be summarised and presented to council.
Improved Efficiency	Identify initiatives to improve cost management and improve ratepayer service delivery.	Achieve 2016/17 budget and aim for reduction in deficit for 2016/17 by > $2m	July 16	June 17		A review of the management of cash reserves and borrowings took place with QTC in August. Opportunities to reduce borrowings by paying out loans are limited due to market movements against original loan terms. A report will be prepared for Council on this review. Opportunity to utilise cash reserves more efficiently is being investigated with QTC. A number of initiatives are being investigated into reducing

Mackay REGIONAL COUNCIL

Office of the Mayor and CEO
Monthly Review > September 2016

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
						councils $5.9M annual electricity costs. An Expression of Interest (EOI) process will be run (separate resolution to September full Council meeting) will commence this process. Work has commenced on a rating/criteria based system for key infrastructure such as footpaths, bikeways, roads, boat ramps etc. The aim is to in future use an enhanced criteria base system for allocation of funds where sensible and subject to Council approval.

● On Track ● Potential Issues ● Definite Issue

Major Project Updates

3.1. Dudley Denny City Library Report

Project details

Client Department	Community & Client Services
Delivery Department	Engineering & Commercial Infrastructure
Project Name:	Dudley Denny City Library, 134 Victoria Street, The Dome
Project description:	Construction of a new city library in the Mackay City Centre, in an existing two storey building gifted to Council by David Denny
Project Manager:	Project Manager – City Centre Projects, Jim Carless
Project Budget	$ 8,248,741

The Project Control Group (PCG) for this project meets monthly and more frequently as required. The project group consists of:

- Jim Carless - Project Manager
- Craig Doyle - Chief Executive Officer
- Jason Devitt - Director Engineering & Infrastructure
- Bridget Mather - Director Community & Client Services
- David McKendry - Executive Officer

Project status summary

3.1.1. Activities for period

Major project activities

Outline of recent and planned activities on site;	
Recent activities (past month)	• Glazing frames installed • Continue high level façade and frontage works • Complete install roofing to new roof section (north) • Continue install of internal wall framing • Continue electrical install • Continue Mechanical systems install • Continue fit out of ceiling and bulkhead installations internally • Demolition of remainder of front entry and façade • Commence glazing install • Complete plant room construction for both east and west plant rooms

Outline of recent and planned activities on site;	
	• Continue plumbing rough in • Complete storm water works • Complete air handling unit installs • Install external wall cladding
Scheduled activities (next month)	• Install new floor decks at south façade • Install new awning frames • Install fly roof structure • Continue glazing install • Wet area floor bedding • Install hob interface between internal and external floors • Commence tiling • Continue internal plasterboard sheeting • Finish and flash northern roof penetrations • Install lift and escalator by end September • Construct new concrete entry/exit stairs

3.1.2. Budget & Scope

See below summary of financials.

Financial summary (as at 19 September 2016)

Description	Actuals & commitments	Budget	Remaining Expenditure
Design & Planning	$742,112.95	$744,589.00	$2,476.05
Project Management	$226,689.48	$296,461.00	$69,771.52
Demolition	$179,906.01	$180,000.00	$93.99
Main Construction Activities	$5,660,120.00	$5,660,120.00	$0.00
Other Construction Activities	$624,519.39	$1,173,470.00	$548,950.61
Project Contingency	$196,081.58	$194,101.00	-$1,980.58
	$7,629,429.41	$8,248,741.00	$619,311.59

* The children's internal feature and additional external playground and landscape areas were late scope additions to the project and as such, it is anticipated the associated costs of these items will increase costs by ~$220,000.00 by the end of the project.

3.1.3. Schedule

The project remains on track for a late November finish. However recent advice from the contractor is suggesting they have two work areas of delay which may affect the final completion date. The Council team is working through these claims with the contractor's team.

Progress photos

Victoria Street façade steelwork for upper awning roof

Victoria Street façade steelwork for suspended floor

Quiet rooms and Heritage Collections

First floor entry area

Entry foyer works

Public toilet facilities

Rear of building and landscaped terrace

3.2. Staff Accommodation Project

3.2.1. Introduction

The approval of layout plans for renovation work to the ground and first floor of the Sir Albert Abbott Administration Building (SAAAB), rear section of the 42 Wellington Street Building and City Library Building (CLB) has allowed work to continue in regards to project brief refinement and appointment of contractors.

Work associated with the CLB with the exception of minor cabling work cannot commence until the Dudley Denny City Library project is completed.

3.2.2. Project Delivery

The first component of the project work will commence on the 26th September 2016 in the rear section of the 42 Wellington Street Building.

Site meetings have been held with construction, electrical, furniture removalists and carpet contractors and associated orders issued. Meetings have also been held with all programs that will be affected by such works.

On completion of this work the next stage will be the refurbishment of areas at the SAAAB.

The majority of works will be undertaken during regular business hours, but with the most disruptive works to be carried out after hours and during weekends to reduce staff, management and Council disruption.

3.2.3. Project Cost

Scope of work and associated floor plans detailing agreed changes to the City Library Building (Community, co-share and administrative spaces) have been provided to two preferred suppliers in line with procurement guidelines to provided quotations on defined works. Such quotations are to be provided in early October 2016.

The estimated project cost for the first stage of the project being the refit of defined areas in the SAAAB and the 42 Wellington Street Building remains at $211,685.00.

Arrangements for the transferring funding from the $250,000.00 allocated to project 10010 – Retravision Building Refurbishment in the Property Services 2016/17 Capital Budget will not be undertaken until full project costs are ascertained and the need defined.

3.2.4. Summary

Works will commence in the rear section of 42 Wellington Street on the 26th September 2016, on completion of such work the Health & Regulatory Program will be relocated form the Daily Mercury Building (DMB) to the completed area. On completion of the mentioned relocation sections of the Community & Client Services Department will be moved from the SAAB to the DMB allowing work to commence in the SAAAB.

Costing for the City Library Community Meeting rooms area of the project is ongoing and expected to have a final cost and design (based on discussions at full Council meeting in August 2016) by early October. Funding for these works was not budgeted in 2016/17 however as part of the first quarter budget review a recommendation will be forthcoming to council on how these works can be funded.

3.3. Mackay Regional Sports Precinct Project

Project Status Report as at 20 August 2016

Project details

The Mackay Regional Sports Precinct is a partnership proposal between Mackay Regional Council, Central Queensland University and sporting associations in Mackay. The overall vision is to jointly develop a multi-facility Precinct which caters for the future growth of Mackay and meets the clearly identified future planning needs for sport and recreation in the region.

Project outcomes for Stage 1

The outputs of Stage 1 (1a and 1b) of the Precinct will include the following deliverables:

Stage 1a - Athletics Facility including synthetic surface running track, and field event facilities. The associated clubhouse building will include spectator stands, general lighting (excluding field lighting), roads/drop-off areas, path links within site and landscaped surrounds.

Stage 1b – Aquatic Centre includes a 50 metre outdoor pool, heated pool and program pool, as well as reception and amenities buildings.

Car parking facilities, security lighting/CCTV cameras and site infrastructure will also be delivered which comprises the services required to the overall site. These include sewerage, water supply, electricity, communications services and minor stormwater.

Items including athletics equipment, and clubhouse/kitchen 'loose' items such as furniture and equipment are not part of the project as they are not eligible for funding under this application. Work will be undertaken with the ultimate facilities users over equipment including existing items held as well as other potential funding opportunities for these items in next 6-9 months.

Project budgets

Total stage 1 budget	$19,996,196
NSRF funding requested	$9,996,196

During August/September 2016 the master plan was revised and a revised costing of the scope of works received from the external consultant. The revised cost plan is given in the table below;

Mackay Regional Sports Precinct – Cost Plan (as at September 19, 2016)		
Description	**Sub Total**	**Total**
STAGE 1A		
TOTAL Entry Road and Drop-off	795,365	
TOTAL Athletics Field	1,865,630	
TOTAL Athletics Building	700,000	
TOTAL Path Link to TAFE	89,390	
TOTAL Field Events Facilities	25,000	
TOTAL Athletics Parking	202,317	
TOTAL Site Works	1,080,980	
Contingencies, design and management costs	1,652,318	
TOTAL Stage 1A		**6,411,000**

Mackay Regional Sports Precinct – Cost Plan (as at September 19, 2016)		
Description	**Sub Total**	**Total**
STAGE 1B		
TOTAL Aquatic Centre	9,746,150	
TOTAL Aquatic Centre Car parking	697,024	
TOTAL Site Works	511,586	
TOTAL ESD Initiatives Applicable to Stage 1b	25,000	
Contingencies, design and management costs 1b	2,556,240	
TOTAL Stage 1B	**13,536,000**	**13,536,000**
TOTAL Stage 1		**19,947,000**

Project risks (Stage 1)

The cost plan summary outlined above has been prepared by quantity surveyors at AECOM and based on the revised Masterplan layout. Significant work has been undertaken over the past month to interrogate the project and what allowances have been made in the cost plan. There is a level of comfort that the cost plan is an accurate and fair representation of the identified project. It is important to note that within the overall total of just under $20M is included separate project management costs as well as 8.5% construction contingency. Such construction contingency in particular is seen as appropriate for a project of this size and to the level of design to this point.

Key identified risks at this point include –

- External services capacity – whilst connection costs have been allowed within the cost estimate, final confirmation is yet to be received that the 'downstream' external service capacity of electricity and sewerage networks are sufficient to cater for needs. In the event that these networks are not sufficient there is the potential for extra costs not allowed within the cost plan. However, initial verbal advices (received on 22 September 2016) indicate that there is capacity for each, but final and formal confirmation is yet to be received. Execution of funding agreements will be conditional upon confirming these items.
- Tender pricing – whilst every effort has been made to make the cost estimate as robust as possible, there is always an overarching risk that the ultimate tender price is the real test of the value of the project. However again this risk has been mitigated by robust assessment of the cost plan.

Key project dates (Stage 1)

Project commencement is directly linked to federal funding NSRF application. Letter received from Hon Senator Fiona Nash on the 30th August 2016 confirming the Coalition Government's commitment to the project, however the funding agreement has not yet been received.

The funding application showed a start date for construction activities of 24th Jan 2017 and an estimated completion date for construction of 16th July 2018 however due to the delays in finalising funding approval and the Federal Government election, a more realistic project timeline has been developed as below;

Revised key dates estimated below based on funding agreement being signed in October 2016;

Signed funding agreement (estimated)	Oct 2016
Commence preliminary design stage (3 months)	Nov 2016
Commence tender design stage (3 months)	Feb 2017
Tender Period (2 months)	May 2017
Award contract	Jun/Jul 2017
Commence site works (15 months construction)	Aug 2017
Practical Completion	Nov 2018
Handover	Dec 2018

Project status summary

Work is continuing on pre planning and scoping on the basis of executing a funding agreement during October 2016. The project is in the latter stages of the 'Project Development Phase' in terms of Council's Enterprise Project Management Framework.

The revision and finalisation of the Masterplan, and the associated cost plans, along with the execution of the signed funding agreement will mean the project is effectively ready to hand over to the 'Delivery Stage'.

Project Governance

The project is currently guided by a Project Control Group chaired by the Chief Executive Officer, Craig Doyle.

Project Control Group

The Project Control Group currently consists of the following membership;

- MRC Chief Executive Officer, Craig Doyle (Chair)
- MRC ECI Director, Jason Devitt
- MRC Director Community & Client Services, Bridget Mather
- MRC Executive Officer, David McKendry
- MRC Project Manager, Jim Carless
- CQU, Pierre Viljoen
- CQU Facilities Project Manager, Wayne Milsom
- CQU Campus Coordinator, Leanne Williams

The Project Control Group meets monthly.

A separate internal MRC sub-group of the above Project Control Group members meets monthly.

Financial summary

Total spend to date on design and investigations for Masterplan revision is $46,327.86. This spend is necessary to ensure scope and costs are aligned with project objectives, however is not recoverable under the funding agreement.

Major Recent Project Activities

- Continuing internal stakeholder liaison around facilities requirements and management.
- Finalise further changes to Masterplan, including co-ordination and cost plan.
- Provide accurate cost estimates to Masterplanning team as required to complete the Masterplan document.
- Develop and research specific technical requirements for athletics and aquatics to feed into master planning exercise.
- Continued discussions with Queensland Athletics and associated relevant bodies regarding possible acquisition and relocation of Commonwealth Games synthetic track from Gold Coast post 2018 Games.
- CEO received 30th August 2016, letter from Hon Senator Fiona Nash confirming coalition government's commitment to funding for Stage 1 of the Mackay Regional Sports Precinct.

Planned project activities

- Receive funding agreement and review prior to signing.
- Review Masterplan and cost plan before funding agreement is signed.
- Prepare internal project team for project initiation including increasing the dedicated resources to project. A Project Engineer (internal transfer) will be assigned to this project from 1 October to assist the Project Manager. A full project team structure and execution plan will be developed over next 2 months once funding agreement is reviewed and executed.
- Conduct risk workshop and risk assessment including risk management plan.
- Execution of NSRF funding agreement by end of October (depends on Government).
- Commence preliminary design process for Stage 1.

Related projects

Baker's One Drainage Catchment Project

The Baker's One Drainage Catchment Project is in concept design stage only and about to head into detailed design stage. These works have a strong influence over the achievable outcomes of the MRSP masterplan.

- The MRSP team are working closely with relevant parties to ensure successful co-ordination of physical site constraints, technical compliance and program.

CQU Masterplan Implementation

The original MRSP Masterplan was based on site constraints to the east driven by the proposed development of the CQU Mackay campus.

The MRSP team are working closely with relevant CQU partners to ensure successful co-ordination of physical site constraints, while developing the final Masterplan in the best interest of both projects.

Relevant documents

Example of the Mondo Track – similar to that which will be used at GC2018 Commonwealth Games

MRSP Masterplan - Proposed Masterplan (Draft for Review and Comment)

3.4. First Principles Review Summary Report

3.4.1. Background

A key initiative in the 2016/17 financial year is a First Principles Review of Mackay Regional Councils activities, service delivery, charges and policies. The review is being led by the Chief Executive Officer.

The initial project team includes members of the finance team, Executive Officer and CEO. This will expand to others within Council as we move through the process.

The key review areas will be completed by April 2017 so that any findings, opportunities and/or changes can be discussed as part of the 2017/18 budget.

3.4.2. Project Deliverables

The key deliverables of the First Principles Review are:

Initial Phase – July 2016 to November 2016

- Develop a key costing summary with consistent application of assumptions for all Council services and activities. Summary of costs to be broken down to per ratepayer, per resident and per user.
- Review all council fees and charges costing methodology and basis for charging.
- Identify key category spend profiles.
- Review key service user numbers to establish accuracy.
- Identify material fee, charges and costs comparisons with other councils to establish relativity using LGAQ data.
- Present to Council (workshop) data analysis and identification of key focus areas.

Intermediate Phase – November 2016 to February 2017

- From data analysis identify key focus areas.
- Set up key focus groups for key areas including employees to identify opportunities.
- Summarise key areas of focus for 2017/18 budget and commence suggested options and sensitivity analysis for review as part of budget deliberations.

Final Phase – March 2017 to June 2017

- Finalise reports on key areas options and recommendations.
- Include in 2017/18 Budget.

The work and data analysis and collection for this review will be setup so that it can be used as a management tool to assess costs, options and analysis for improved future decision making.

3.4.3. Current Project Status

Works completed to-date (until mid-September 2016) are;

- Summary of key services and costs/revenue commenced with 80% complete. Draft example of this will be provided to councillors at the meeting.
- Commencement of fees/charges costing methodology commenced. ~20% complete.
- Collation of comparison data form LGAQ and other councils started.

Mackay REGIONAL COUNCIL	**COUNCIL POLICY**
	Advertising Spending
	POLICY NO 020
	DEPARTMENT Community & Client Services
	PROGRAM Corporate Communications & Marketing
	ENDORSEDBY COUNCIL [date & minute number]

1.0 Scope

This policy applies to all staff of Mackay Regional Council (Council), including the Chief Executive Officer and sets out the requirements for the placement of paid advertisements in various media to promote, inform and educate the public about its services, facilities, activities and programs.

2.0 Purpose

The purpose of this policy is to comply with requirements of S142 of *Local Government Regulation 2012* and determine the types of advertising that council considers appropriate to provide information or education to the community.

3.0 Reference

- Local Government Act 2009
- Local Government Regulation 2012

4.0 Definitions

The Local Government Regulation 2012 – S197 (3) defines advertising as *"promoting an idea, goods or services to the public for which a fee is paid".*

5.0 Background

Section 197 of the Local Government Regulation 2012 requires councils to prepare and adopt a policy about its spending on advertising.

Section 197 states

(1) The local government may spend money on advertising only—
(a) if—
(i) the advertising is to provide information or education to the public; and
(ii) the information or education is provided in the public interest; and
(b) in a way that is consistent with council's Advertising Spending Policy.

6.0 Policy Statement

Council may incur expenditure for advertising only if the advertising is for providing information or education to the public and the information or education is provided in the public interest.

Council also has the primary objective to promote the region and can incur expenditure for advertising or promotion to enhance community pride,

6.1 The types of advertising council considers appropriate include:

- To advise the public about new or existing services, programs, facilities, or activities;
- To advise the public about changes to existing services, programs, facilities or activities;
- To increase the use of a service, program or facility;
- To promote a council-sponsored or organised event;
- To achieve council's plans, goals and objectives;
- To advise the public of council meetings, outcomes, legislation and proposed policies;
- To seek public feedback or comment on council's business;
- To recruit staff, acquire or dispose of property, plant, equipment, to promote tenders and seek expressions of interest;
- To promote economic development and environmental sustainability of the region, including the promotion of the city centre from the City Centre Levy.

6.2 Council will not, in a three month period prior to a quadrennial local government election, other than a by-election:

- Place advertisements relating to future plans unless those plans have been formally adopted by council, or unless advertisements relate to consultation approved for plans, yet to be formally adopted or being finalised;
- Advertise the activities of council other than in the manner and form it is customary for council to advertise its activities;
- Place advertisements which seek to influence support for particular candidates or groups;
- Feature one or more councillors or contain quotations attributed to individual councillors in any paid council advertisements.

Note: This does not preclude councillors appearing in unpaid publicity or other publicity where the cost is not borne by council

6.3 Subject to the exclusion below, all advertising must be authorised and approved by the relevant Program Manager and be directed towards Corporate Communications & Marketing program for processing and placement.

Advertising for positions vacant, are to be directed to the recruitment function for processing and placement.

The Corporate Communications & Marketing Manager will monitor the appropriateness and cost effectiveness of advertising undertaken and report to the Chief Executive Officer when concerns arise.

The approving officer must ensure that:

- The expenditure is in accordance with this policy; and
- The cost of the advertisement is appropriate for the number of people it is intended to inform and provides a benefit to council and the public; and
- The cost is available in the relevant budget; and
- Requests for advertising meet required media deadlines; and
- A purchase order is raised prior to confirmed bookings.

7.0 Review of Policy

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date	DWS
2	2 year review of Policy	Amendments made to content	Council		

Mackay REGIONAL COUNCIL

COUNCIL POLICY

Cemeteries

POLICY NO	067
DEPARTMENT	Development Services
PROGRAM	Parks, Environment and Sustainability
ENDORSED BY COUNCIL	

1.0 Scope

This policy applies to all cemeteries administered, operated and maintained by Mackay Regional Council (MRC).

2.0 Purpose

The purpose of this policy is to provide guidelines for MRC staff and users of MRC Cemeteries.

3.0 Reference

- *Local Government Act 2009*
- *Local Government (Cemetery) Regulations 2010*
- Local Law and Subordinate Local Law 4 - (Local Government Controlled Areas, Facilities and Roads) 2011
- Subordinate Local Law No 1.9 (Operation of Cemeteries)
- Subordinate Local Law No 1.13 (Undertaking Regulated Activities Regarding Human Remains) 2011
- *Public Health Act 2005*
- *Public Health Regulation 2005*
- *Workplace Health and Safety Act 2011*
- *Workplace Health and Safety Regulations 2011*
- *Coroners Act 2003*
- *(Not relevant)*
- *Births, Deaths and Marriages Registration Act 2003*
- *Births, Deaths and Marriages Registration Regulation 2003*
- *Heritage Act 1992*
- *Qld Heritage Act 1992*
- *Qld Heritage Regulation 2003*
- *Public Records Act 2002*
- *Information Privacy Act 2009*
- *Burials Assistance Act 1965 (Reprinted 2012)*
- *Land Act 2009 – Cemeteries Exhumation Policy PUX/901/227*

Related Documents

- Internal Operating Guideline for Cemeteries Administration
- MRC Cemeteries Monument Handbook
- MRC Information Privacy Policy
- MRC Right to Information Policy
- MRC Records Management Policy

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Authorised Person means person with the delegated authority within Council

Appropriate Fee means a fee according to Council's Schedule of Fees and Charges

Approved form means all forms which is required to undertake a service within Council Controlled Cemeteries.

Burial mean the act of burying the remains of a deceased person

Burial Site/Plot shall mean a grave site, vault site, memorial site or other place for the disposition or commemoration of the remains of the deceased, whether cremated or not.

Burial Rights means exclusive rights to a burial site granted by Council to a person (there is no entitlement to any "real estate" or property as such)

Burial Right Holder means the person who has been issued with the burial rights, whose name and details appear upon the approved form at the time of application from the Funeral Director to conduct a service.

Cemetery or cemeteries means an area containing one or more burial places and that is administered or controlled by MRC.

Council or ***MRC*** means Mackay Regional Council

Exceptional Circumstances shall mean – death is imminent

Funeral Director means an individual, or business carrying out a funeral service

Grave means a burial place of a deceased person remains

Memorial Garden means a place to remember a deceased person and where ashes may or may not be interred.

Monument means any structure, plaque, headstone, masonry, metal work, casting or item placed over, in or around a burial plot/site/niche

Monument mason means a qualified tradesman mason or person possessing the skills to carry out monument masonry work

Niche/s refers to the hollow space in a Columbarium Wall to place cremated remains.

Person means who has been issued the burial rights to a plot/niche/site.

Owner means person who the burial rights has been issued to.

Operating Entities' means former Councils prior to amalgamation of MRC

Reservation means to pre-purchase a burial right for a burial site/plot/niche

Register means Council's formal repository of data containing all the required details of a deceased person

Scattering refers to respectfully dispersing the cremated remains of a deceased person

Site means a site at the Council's Garden of Memories

5.0 Background

The purpose of this policy to ensure that all cemeteries within the Mackay Regional Council area operate consistently within the same framework and according to the same regulations, and offer fair and equitable services.

6.0 Management of Cemeteries

6.1 Operations within Council Cemeteries

6.1.1 Days and Hours of Operations

Council operates cemetery services during the hours of 7.30am to 4.00pm on all normal work days only.

No Burials shall be allowed to take place at any other time unless in cases of great urgency (such as those involving a health risk, an extraordinarily long weekend or circumstances surrounding the death that have a local, state or national significance).

Such a request is to be submitted on the approved form and will be reviewed and considered for approval by the authorised person. Council's fees and charges will also apply in such instances.

6.1.2 Work Undertaken within Council Cemeteries

Council does not permit any person to undertake any activity within a Council controlled cemetery unless the activity has been approved by Council

6.1.3 Preparation of Graves

Council cemetery staff only shall be allowed to prepare graves in any Council controlled cemetery.

6.2 Register of Burial Places

6.2.1 A register of burial, ashes placement or scattering of ashes will be kept in respect of all burial places.

6.2.2 A register of reservation plots/sites/niches which will include the number of the plot, name and address of the deed holder must be kept in respect of each reservation.

6.2.3 Each register, which may be in written, printed or electronic form, must include the name of deceased, date of death, date of interment, age, name of Rights of Burial holder, name of Funeral Director and location of interment site of every person whose remains are interred in the cemetery.

6.2.4 The register may not include interments in historical and monumental cemeteries due to loss of records from previous operating entities.

6.2.5 Each register entry must contain the name and address of the owner of the burial right with the exception of the historical records where this information may not have been obtained or kept by previous operating entities.

6.2.6 Any burials undertaken in Council Controlled Cemeteries shall be registered by Council with Department of Justice, Births, Deaths and Marriages Section through their approved software system.

6.3 Burials not within a Local Government Cemetery

6.3.1 Council shall consider an interment of a deceased person on private property. Application must be made on the approved form and will only be approved by the authorised officer within Council.

6.3.2 The interment cannot take place until such approval is granted.

6.4 Burial Rights

6.4.1 Burial Rights may not be sold.

6.4.2 A burial right on a vacant or reserved plot/s or vacant or reserved niche/s, may be surrendered or sold back to Council.

The ability to transfer Burial Rights may only be applied to vacant reserve plots or niches.

For those purchased more than 10 years ago – 70% of the original purchase price will be refunded.

For those purchased less than 10 years ago – 80% of the original purchase price will be refunded.

6.5 Burial Right Holder

6.5.1 A 'Burial Rights Holder' is the person who has been issued with the burial rights, whose name and details appear upon the approved form at the time of application from the Funeral Director to conduct a service or at the time of application for pre-purchase of a plot, niche or site.

6.5.2 There can be up to two Burial Rights Holder per plot/niche/site

6.5.3 The purchaser of the plot/niche/site is the person who signs the initial approved form.

6.5.4 The Burial Rights Holder has the right to be buried in that grave and the right to authorise the burial of others in that grave (up to the permitted number as determined by Council).

6.5.5 All interments and modifications where the next of kin is not the Burial Rights Holder of the plot/niche/site, permission must be obtained in writing (by way of approved form) from the Burial Rights Holder.

6.5.6 On the death of the Burial Rights Holder, the Burial Rights follows the lines of succession of the holder. However where such rights may be questioned by families, Council at its' absolute discretion, will abide by the *Australian Federal Court Case 'Smith vs Tamworth City Council 1997'*.

6.5.7 The Burial Rights Holder must comply with all rules and regulations which apply to the operation of Council's cemeteries.

Note: Council acts in good faith when it relies on the advice provided by the Burial Rights Holder, and does not accept any responsibility for allowing a service that might be subject of a later dispute between family members.

6.6 Reservation of Plot, Niche or Site

6.6.1 Reservations of vacant plots will not be considered at any Council cemeteries, in most instances.

6.6.2 In the case of exceptional circumstances, Council will consider an application from either the Funeral Director or a family member (usually next of kin) on the approved form.

If approval is granted in such instance, payment of the plot is required immediately.

6.6.3 Reservation of vacant niche or site will be considered at any Council cemeteries on receipt of the approved form and payment of such as per Council's fees and charges.

6.6.4 Where reservation of a vacant plot/s is for the sole purpose of constructing a vault or mausoleums, Council requires construction to be completed within two months from the date of issue of the Rights of Burial.

6.6.5 All burial plot/niche/site are allocated by Council cemetery staff.

6.6.6 Reservation of a plot will also be considered at the time of a burial of deceased person, where the relatives of the deceased are provided the opportunity to 'reserve' an adjoining grave, however is limited to one (1) double plot.

6.7 Interments – Burial and Ashes

6.7.1 No burial or ashes, under any circumstances, shall be permitted in a Council-controlled cemetery until an application on the approved form has been received and approved by Council either in writing or verbally.

6.7.2 Funeral Directors and/or the applicant are to ensure that permission to inter a deceased person or their ashes in an existing plot; niche or site is the Burial Rights Holder or has obtained written permission from the Burial Rights Holder. The Funeral Director, not the applicant, will be invoiced for the entire cost of full body interments.

6.7.3 All burial plot/niche/site are allocated by Council cemetery staff.

6.7.4 Specific cultural/religious requirements are to be advised at the time of application on the approved form. Council will endeavour to grant the requirement of each request based on certain criteria; however the final decision shall be made by the authorised person. Muslim cultural burials may only be conducted at the Sarina cemetery in the area designated for this purpose.as this site due to its location best meets the needs of our Muslim community.

6.7.5 Animal burials are prohibited in all Council cemeteries.

6.7.6 Coffin and Ashes Burial

No more than two (2) coffin interments shall be buried in the same singular burial plot. No more than eight (8) ashes burials shall be buried in the same burial plot.

No coffin shall be buried so that the lid is less than 900 millimetres below the surface.

6.7.7 Grave Sizes

Grave sizes shall be as follows, in line with *Local Government (Cemetery) Regulations 2010*:

- Single burial plot 2.4m x 1.2m (2 interments only)
- Double burial plot 2.4m x 2.4m (4 interments only)
- Triple burial plot 2.4m x 3.6m (6 interment only)

6.7.8 Depth of Grave

All graves within a cemetery for persons eight (8) years of age and upwards shall be sunk at least two (2) metres and children under eight (8) years not less than 1.4 metres.

6.7.9 Scattering of ashes are permitted in all Council cemeteries at no charge. If a person wishes this to be recorded in Council Cemetery Record, the appropriate approved form is required and appropriate fee will apply.

6.7.10 Burial within Vaults and Mausoleums

Any burials within a vault or mausoleums, the funeral service must be held in the morning. All family and mourners are required to depart from the cemetery by 1.00 p.m. This allows adequate time for the proper sealing of the vault or mausoleum.

6.7.11 Number of Burials within Vaults and Mausoleums

The number of burials permitted within a vault or mausoleum shall be:-

(a) Single (2.4m x 1.2m) Vault:- Three (3) persons.

(b) Double (2.4m x 2.4m) Vault:- Six (6) persons.

6.7.12 Removal of existing ashes within any niche or site at Council cemeteries, notification is required.

6.8 Headstones, Monuments, Plaques, Vaults and Mausoleums at Cemeteries

6.8.1 A person shall not, in any Council-controlled cemetery construct or install any monument, memorial, foundation, vault, table, headstone, gravestone, kerbing, railing or other structure, and/or make any inscription or carry out any adornment unless;

1. Application has been made on the approved form along with payment of appropriate fee prior to any construction or installation of such;
2. Written approval is obtained by the Burial Rights Holder;
3. It is in accordance with the standards required within that cemetery and;
4. Approval has been given in writing by Council's cemetery staff.

6.8.2 Headstones, monuments, plaques, vaults and mausoleums are the responsibility of the burial rights holder.

6.8.3 Council will not be liable for the repair, maintenance, upkeep or preservation of any plaque or item placed on the grave, site or niche. The responsibility for the costs of repairs and maintenance to plaques, monumental and historical graves, site or niche and headstones, lies with the Burial Rights Holder.

6.8.4 Qualified Stone-masons and/or qualified tradespersons are to ensure the person making application to install any headstone; monument, plaque; vault or mausoleum is either the Burial Rights Holder or has obtained written permission from the Burial Rights Holder.

6.8.5 Monuments, gravestones, kerbing, railing and other structures are not permitted within lawn sections of Council controlled cemeteries.

6.8.6 No 'homemade' vaults or mausoleums will be permitted.

6.8.7 Council shall allow vaults or mausoleums to be constructed from waterproof materials only by approved qualified persons i.e. stonemasons.

6.8.8 Vaults and mausoleums are permitted only at Mackay City, Walkerston, Sarina, Marian and Mirani Cemeteries.

6.8.9 Council cemetery staff may, without notice, remove and dispose of any headstone/monument etc that does not comply with Council's requirements.

6.8.10 Council shall not be liable nor recompense anyone for damage to headstone/monuments etc.

6.9 Vases, Flowers, Memorabilia and Ornaments on Graves

6.9.1 Vases, flowers, memorabilia and ornaments on burial plot/niche/site must comply with Council requirements as determined by Council's Cemetery Supervisor for each Council-controlled cemetery.

6.9.2 Council cemetery staff may, without notice, remove and dispose of any object that does not comply with Council's requirements.

6.9.3 Council shall not be liable nor recompense anyone for damage to vases, flowers, memorabilia or ornaments on a grave, site or niche.

6.9.4 The installation of porcelain photos, ceramic tiles, raised attachmentsto plaques and any other item apart from a plaque of bronze,granite or other approved material is not permitted in the Lawn cemetery. People that install these items do so entirely at their own risk and cost.

6.10 Planting of Trees and Shrubs

6.10.1 A person shall not, plant any tree, plant, shrub or material in any Council controlled cemetery without the permission of Council cemetery staff.

6.11 Exhumation

6.11.1 Council will not allow exhumation of human remains that have been interred for a period of greater than six (6) days and less than six (6) months, unless extenuating circumstances exist to the satisfaction of the authorised person.

6.11.2 All arrangements for exhumation are to be made with a Funeral Director.

6.11.3 Permission for exhumation can only be granted to the next of kin of the deceased person and must be made by way of a written application by a Funeral Director to Council.

6.11.4 All requirements of the Council must be met prior to the exhumation being approved by the authorised person.

6.11.5 In the case where a notice has been served on Council by the State Coroner for an exhumation, all arrangements are undertaken by that Department.

6.11.6 Council will not compensate or reimburse the Burial Right Holder for such plot, nor will Council find a replacement plot.

6.11.7 The Burial Right Holder will be responsible for the removal of any headstone, plaque or memorials of plot, once the exhumation has been completed.

6.12 Ex and Current Returned Service Personnel of the Australian Defence Forces within Council Controlled Cemeteries.

6.12.1 The Australian War Graves Commission and the Department of Veteran Affairs (Federal Government) are responsible for all enquiries relating to reimbursement of funeral costs etc, erecting of an approved war grave monument and any other matters pertaining to Ex and Current Returned Service Personnel of the Australian Defence Forces.

6.12.2 Council is only responsible to record the death with the Department of Justice, Births Deaths and Marriages, once application on the approved form has been received by the Funeral Director.

6.12.3 If there are any further interments in a recognised Australian War Grave, Council is to notify that Department of the details. No approval is required.

6.12.4 The Australian War Graves Commission is responsible for the maintenance and up-keep of any headstones/monuments on recognised graves.

6.12.5 Any work to be done on a recognised war grave must have the approval of the Australia War Grave Commission.

6.13 Maintenance of Monuments – monuments on unpurchased graves

6.13.1 Pre 1994

Any person that has been maintaining a monument that was erected on an unpurchased gravesite prior to 1994, shall be allowed to carry out repairs or upgrading without the need to purchase the grave site.

6.13.2 Post 1994

Where a vacant/reserve plot is determined not to be purchased by a family and no deed has been issued, a land purchase fee will be required at the time of a burial in that plot and prior to the construction or maintenance of any monument/headstone on that plot.

7.0 Review of Policy

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

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

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

COUNCIL POLICY	
Confidentiality	
POLICY NO	019
DEPARTMENT	Organisational Services
PROGRAM	Governance and Safety
ENDORSED	BY COUNCIL [date & minute number]

1.0 Scope

This policy applies to all confidential information held by Mackay Regional Council (Council), and applies to all Councillors and Council officers.

2.0 Purpose

This policy aims to assist Councillors and Council officers in determining what is to be considered confidential information and how this information should be managed.

3.0 Reference

- *Local Government Act 2009*
- *Sustainable Planning Act 2009*
- *Right to Information Act 2009*
- *Information Privacy Act 2009*
- *Crime and Misconduct Act 2001*
- Mackay Regional Council Code of Conduct
- Mackay Regional Council's Code of Conduct for Councillors
- Personal Information Privacy Policy
- Right to Information Policy

4.0 Definitions

To assist in interpretation, the following definitions shall apply:

Confidential information shall mean, subject to provisions of governing legislation, information that should not be disclosed, or accessed unnecessarily including:

- Personal information about an individual or information that could identify an individual with whom the Council has dealings without the explicit consent of that individual; or

- Information which carries a risk that – if released or improperly used – would cause harm to the Council, an individual or a business, or give an unfair advantage to someone.

The following classes of information must always be treated as confidential:

a) Legal advice produced or received by Council, including the substance or effect of the legal advice or any conclusions reached in that legal advice, or any reasoning upon which those conclusions were reached, or any course of action recommended in that legal advice;

b) Information provided to Council on the condition that it is kept confidential;

c) Information dealing with the appointment, dismissal, discipline or appraisal of employees;

d) Information dealing with industrial matters affecting employees;

e) Information associated with the budget deliberations;

f) Information dealing with rating concessions for individuals;

g) Information associated with contracts proposed by Council;

h) Information associated with starting or defending legal proceedings;

i) Information dealing with the security of property;

j) Information dealing with trade secrets;

k) Information considered and discussed in meetings closed to the public, pursuant to the *Local Government Act 2009;*

l) Commercial-in-confidence information associated with any person or body;

m) Names and/or address of complainants or witnesses; and

n) Any information designated as confidential by the Chief Executive Officer, until such time as Council has resolved that the Chief Executive Officer's confidentiality designation should be removed.

Council Officer shall mean all employees, contractors, volunteers and all others who perform work on behalf of Council.

Councillor shall mean an elected member on behalf of the Local Government including the Mayor.

Information shall mean any discussions, documents, emails, electronic data, pictures, video or knowledge.

5.0 Background

Council is the custodian of information about a range of matters relating to Council business and personal information about its residents.

To minimize risks to Council and residents, the Council will preserve the confidentiality of Council information to the fullest extent possible.

The improper use or disclosure of this information may affect individuals, organisations or Council and may give an unfair advantage to someone.

There are a number of laws which require Council to make available certain information to the members of the public or government bodies. Council will undertake to comply with its obligations under these laws, whilst preserving the confidentiality of this information to the fullest extent possible.

6.0 Policy Statement

Confidential information is information generally not known by, or available to, the public at large. Generally, information is classified as confidential if its improper use could harm individuals, organisations, Council, or give an unfair advantage to someone.

Council acknowledges that many Council documents (i.e. General correspondence on files) are not available for the immediate access by the public. Council will preserve the confidentiality of confidential information as far as possible under the law.

If a Councillor or Council officer is unsure as to whether a document is considered 'confidential', that Councillor or Council officer must consult with the Chief Executive Officer before taking any action in relation to the documents that may result in them becoming available.

A Councillor or Council officer must not access Council information except to the extent that it is necessary to do so in order to perform their official duties. It is an offence under the *Local Government Act* for past or present Councillors, Council officers and contractors to make improper use of information that they have acquired by virtue of their position with Council.

Council has a process in place to deal with any breach of confidentiality and may be required to refer the matter to the Crime and Corruption Commission.

Complaints

If a member of the public wishes to make a complaint with respect to a statutory breach in relation to the release of confidential information they may lodge a formal complaint under Council's General Complaints Policy, a copy of which can be found on the Council's website.

7.0 Review of Policy

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date	DWS

Mackay REGIONAL COUNCIL	**COUNCIL POLICY**
	Councillor Contact with a Lobbyist, Developer & Submitter
	POLICY NO 054
	DEPARTMENT Organisational Services
	PROGRAM Governance & Safety
	ENDORSED BY COUNCIL [date & minute number]

1.0 Scope

This policy applies to all Mackay Regional Council (Council) business related contact between Councillors, Lobbyists, Developers and Submitters.

This policy does not apply to social interaction between Councillors and other persons simply because those other persons act as Lobbyists or Developers, or Submitters in respect of a current development application. However Councillors are reminded of their obligation to both avoid conflicts of interest and disclose potential conflicts of interest and are required to carefully consider possible implications of social interaction with Lobbyists, Developers or Submitters.

2.0 Purpose

The purpose of this policy is to:

- Maintain free and open access to Councillors and Council itself, which is vital for efficient and effective Local Government.
- To encourage and support high quality projects and facilitation of new investment in the region by way of the Major Projects and Investment Facilitation.
- Provide a policy, as to how Councillors should interact with Lobbyists and the development industry, which will assist in better decision making.
- Provide ethical guidance for Councillors when dealing with Lobbyists, potential Developers or Developers who have made a development application and that the general public has a clear expectation that such contact is carried out ethically and transparently.
- Promote transparency, equity and public accountability, and to assist in better decision making, this policy provides guidance for Councillors when dealing with Lobbyists, potential Developers, Submitters or their representatives or consultants.
- Ensure that all decisions are legal, ethical and impartial. Such principles are reflected in Section 4 of the *Local Government Act 2009* and comply with the responsibilities of Councillors set out in Section 12 of the Act.

- For avoidance of doubt, this policy is in addition to the requirements and processes imposed upon Councillors and Lobbyists by the *Integrity Act 2009* (for example, the requirement for Lobbyists to be registered before undertaking lobbying activities.[1])

3.0 Reference

- *Local Government Act 2009*
- *Integrity Act 2009*
- *Sustainable Planning Act 2009*
- Crime and Corruption Commission

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Contact shall mean contact via telephone, email, written correspondence and face-to-face meetings.

Council shall mean Mackay Regional Council.

Councillor shall mean a Councillor of a Mackay Regional Council within the meaning of the *Local Government Act 2009*, which includes the Mayor.

Developer shall mean an applicant for development approval. If the applicant is a body corporate, the term includes officer holders and employees of the applicant. If the applicant is a partnership, the term includes partners and employees of the applicant.

Development Approval shall mean a development application that has been approved by Council

Lobbyist shall mean an entity that carries out a lobbying activity for a third party client or whose employees or contractors carry out a lobbying activity for a third party (i.e. consultants, legal representatives or private certifiers) as identified in Section 41 of the *Integrity Act 2009*.

Submitter shall mean a person who makes a properly made submission about an application or plan making process. (Schedule 3 Dictionary of the *Sustainable Planning Act 2009)*.

5.0 Background

Council recognises that lobbying is a necessary part of a healthy democracy and every person, organisation and interest group has a right to put a case forward to public officials. There is nothing untoward about seeking the assistance of a third party lobbyist to assist in putting forward the case in the best possible way. Council will always be open for legitimate business with worthwhile propositions, irrespective of involvement of lobbyists.

[1] See Section 71 of the *Integrity Act 2009*

Council is committed to accountability. Councilors and staff are expected to uphold the highest standards of professionalism, integrity and transparency in relation to contact with lobbyists and any conflict of interest or perceived conflict of interest is required to be recorded consistently.

6.0 Policy Statement

6.1 Meeting or exchanging other communication with potential Developers and Lobbyists (where no proposal presently before Council

Lobbyists and Potential Developers

Councillors may encourage responsible and appropriate development in Council's area. Councillors should not feel inhibited, in any communications, with potential Developers and Lobbyists (for a potential development) in promoting the benefits of developing in Council's local government area.

However, in dealings with Lobbyists and potential Developers (for a potential development), Councillors:

- Must make clear to potential Developers and Lobbyists that they can provide general information on the application process but cannot give definitive advice about the development's or Lobbyist's chance of success;
- Should suggest that the Developer or Lobbyist seeks independent professional advice;
- If applicable, must encourage potential development applicants and Lobbyists to seek preliminary advice on their proposal by utilising the established process for pre-lodgement meetings with Council staff;
- Must state that any opinions expressed by the Councillor are personal to the Councillor and do not in any way represent the Council's possible attitude to the potential application. The Councillor must be aware that if they do give a personal opinion on the potential development, this may preclude them from being involved in any decisions on the development in the future

Potential Submitters

In relation to potential Submitters to a development application, Councillors should not feel inhibited about discussing with potential Submitters what is publicly known about a potential development application. Again, Councillors:

- Must make clear to potential Submitters that they can provide general information on the application process but cannot give definitive advice about the Developer's chance of success;
- Should suggest that the Submitter seeks independent professional advice;
- Must state that any opinions expressed by the Councillor are personal to the Councillor and do not in any way represent the Council's possible attitude to the potential application. The Councillor must be aware that if they do give a personal opinion on the potential development, this may preclude them from being involved in any decisions on the development in the future

6.2 Meeting between Councillors with Developers, Lobbyists and Submitters after a Development Application has been lodged with Council.

Meetings

After a development application has been lodged, any request for a meeting between Councillors and Developers, Lobbyists or Submitters should only occur by arrangement through the office of Council's Chief Executive Officer or the Director of Development Services and only in circumstances where a Council Officer (with adequate knowledge of the development application) is also present.

At any meeting with the Lobbyists, Developers or Submitters, Councillors must state:

- That any opinions expressed by the Councillor are personal to the Councillor and do not in any way represent the Council's possible attitude to the development application. The Councillor must be aware that if they do give a personal opinion on the potential development, this may preclude them from being involved in any decisions on the development in the future; and

- In relation to Council's possible decision on the application, that the Councillor's principal obligation is to serve the public interest by ensuring that his/her decision is:

  i. Consistent with the planning legislation, Council's planning scheme and policies; and
  ii. Made after having appropriate regard to any officer's (or Council appointed consultant's) advice; and
  iii. Not influenced by any other irrelevant or inappropriate consideration.

6.3 Meeting between Councillors with Developers, Lobbyists and Submitters if a Development Application is subject to legal proceedings:

In the event that a development application should proceed to any type of court proceeding (i.e. Court of Appeals) no meeting between Councillors and Developers, Lobbyists or Submitters should take place unless approved by the Council's Chief Executive Officer or the Director of Development Services with such meeting being approved on a without prejudiced basis.

6.4 Other Communications

After a development application has been lodged, if a Councillor engages in contact with a Developer, Lobbyist or Submitter (where they are seeking the Councillor's support of opposition (as the case may be) to a development application), any such response for the Councillor must include the following statements;

- That any opinions expressed by the Councillor are personal to the Councillor and do not in any way represent the Council's possible attitude to the development application. The Councillor must be aware that if they

do give a personal opinion on the potential development, this may preclude them from being involved in any decisions on the development in the future; and

- In relation to Council's possible decision on the application, that the Councillor's principal obligation is to serve the public interest by ensuring that his/her decision is:

  i. Consistent with the planning legislation, Council's planning scheme and policies; and
  ii. Made after having appropriate regard to any officer's (or Council appointed consultant's) advice; and
  iii. Not influenced by any other irrelevant or inappropriate consideration.

6.5 Record of Communication

Councillors and employees must keep a written record of the matters discussed at any interaction with a Lobbyist, Developer or Submitter. A *Declaration of contact with a Lobbyist Form* is required to be completed and forwarded to the Chief Executive Officer for inclusion in the *Register of Contact with Lobbyists* within 14 business days of the meeting taking place.

The Chief Executive Officer is responsible for maintaining a record of all contact with registered and unregistered Lobbyists, Developers and Submitters for reporting to the Integrity Commissioner. Council must retain the record of contacts for the period specified with the Queensland State Archives Schedule.

For contact involving registered Lobbyists, Developers and Submitters the details recorded on the *Contact with a Registered Lobbyist Form* will be summarised on the *Register of Contact with Lobbyists*. Council is required to maintain the Register which is to be submitted to the Office of the Integrity Commissioner upon request.

7.0 Review of Policy

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date	DWS

Mackay
REGIONAL COUNCIL

Declaration of Contact with A Lobbyist Form

IMPORTANT NOTES:

1. This form is to be completed by a Councillor or Staff Member who was required to meet with a Lobbyist, Developer or Submitter regarding Council related business.
2. Please **complete** and **sign** this form within **14 business days** of attending this meeting.

[redacted]

Name & Title of Principal Councillor/Employee: _____

Department/Program: _____

Date of Contact: _____

List of Public Officials Present: _____

Name of Registered Lobbyist, Developer or Submitter: _____

Client of Lobbyist, Developer or Submitter: _____

Method of Contact: _____
(i.e. Phone call, email, meeting)

[redacted]

[redacted]

Certification of Recipient of Contact:
I certify that my contact with the Lobbyist, Developer or Submitter was in accordance with Mackay Regional Council's "Councillor Contact with Lobbyist, Developer and Submitters Policy".

☐ I wish to disclose a conflict of interest/perceived conflict of interest.
☐ I wish to disclose a relationship with the Lobbyist, Developer and Submitter and/or former government representative.
☐ I have no relationship with the Lobbyist, Developer and Submitter and/or former government representative.

Date: _____ Employee/Councillor's Name: _____ Employee/Councillor's Signature: _____

Certification by Director or Chief Executive Officer (if form is completed by an employee):
I certify that my/my officer's contact with the Lobbyist, Developer or Submitter was in accordance with Mackay Regional Council's "Councillor Contact with Lobbyist, Developer and Submitters Policy".

☐ I wish to disclose a conflict of interest/perceived conflict of interest.
☐ I wish to disclose a relationship with the Lobbyist, Developer and Submitter and/or former government representative.

Date: _____ CEO/Director's Name _____ CEO/Direcor's Signature: _____

[redacted]

☐ Information has been included on the Register of Contact with Lobbyists ☐ Form registered in ECM

COUNCIL POLICY	
Entertainment and Hospitality	
POLICY NO	018
DEPARTMENT	Organisational Services
PROGRAM	Governance & Safety
ENDORSEDBY COUNCIL [date & minute number]	

1.0 Scope

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

2.0 Purpose

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

3.0 Reference

- *Local Government Regulations 2012*
- *Fringe Benefits Tax Assessment Act 1986*
- *Local Government Act 2009*

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Council shall mean Mackay Regional Council.

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

Councillors shall mean the Mayor and Councillors of Mackay Regional Council and within the meaning of the *Local Government Act 2009*.

Employees shall mean all persons employed by Council on a permanent, temporary or casual basis and includes persons engaged under a contract of service, and volunteers.

Entertainment and Hospitality Expense shall mean the cost to Council of providing an entertainment or hospitality service.

5.0 Background

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

Council 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 hospitality is appropriate, and can result in significant benefits.

6.0 Policy Statement

6.1 General

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

All entertainment and hospitality expenditure must be:

- Reasonable;
- Cost effective;
- Within the relevant budget allocations;
- For official purposes; and
- Able to withstand public scrutiny.

6.1.1 *Principles*

All entertainment and hospitality expenditure must be:

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

6.2 Hospitality provided to Councillors and Employees

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

- If the Councillor or employee is required to attend a committee, working group meeting, conference, seminar and training session where a light meal is provided for which Council meets the costs.
- If the Councillor or employee is 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.

6.3 Training Courses, Conferences and Other Functions

Where a training course, conference or other function is arranged by Council and employees or visitors may be present during the normal meal period, the Council may arrange for 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 Chief Executive Officer has approved it prior to the function. Alcohol will not be provided during meetings or training courses provided by the Council.

If an employee attends a training course, conference or other function not provided by the Council, but at Council's cost, the Council may pay for meals (excluding alcoholic drinks) if they are included in the overall cost of the event, or are provided at meals which are an integral part of the event.

Expenses and reimbursements will be in accordance with Council's Corporate Travel Internal Operating Guideline.

6.4 Reasonable & Appropriate Expenditure

6.4.1 *Civic Receptions*

Civic Receptions and associated expenses must have prior approval from the Mayor or Chief Executive Officer.

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

- Citizenship and Baby Naming Ceremonies;
- A significant benefit to the community and/or Council;
- 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 Council'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.

6.4.2 *Employee Reward and Recognition Presentations*

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

Expenditure in relation to Recognition of Service of employees or Councillors shall be in accordance with either the:

- Recognition of Service Administrative Policy for employees; or
- Recognition of Service of a Councillor Council Policy for Councillors.

6.4.3 *War Service Commemorations*

Council may meet the hospitaility costs and the cost of wreaths to recognise the service of war veterans to the community at various

services throughout the local government area. Ceremonies may include:

- Anzac Day
- Remembrance Day;
- Vietnam Veterans Day;
- Rats of Tobruk.

6.4.4 *Condolence Wreaths or Floral Presentations*

Council may meet the costs for condolence wreaths or floral presentations for a Councillor or employee's death, or serious injury to a Councillor or employee or their immediate family. This is in recognition of serve and a mark of respect to his/her family.

All other floral presentations (i.e. birthdays, maternity announcements and special occasions) must be approved by the Mayor, Chief Executive Officer or respective Director.

6.4.5 *Visits by Overseas Delegates*

These visits occur for cultural or economic development reasons and have the potential to increase investment in the Council area.

6.4.6 *Annual Christmas Celebration*

In order to recognise and appreciate employees for their dedication and commitment to the provision of Council services to the public, a contribution will be provided for the annual Christmas function.

6.4.7 *Meetings within Ordinary Hours*

Entertainment and hospitality for meetings held within ordinary working hours should be kept to a minimum with expenses to occur only if Councillors or employees are required to attend a meeting which is scheduled to go through a normal meal break. Examples include project workshops, Ordinary meetings, Standing Committee meetings, Committee/Advisory Committees and Management Team meetings.

6.4.8 *Other Hospitality Expenses*

Other types of expenditure considered reasonable as official entertainment and hospitality include:

- Provision of tea, coffee, sugar and milk;

6.5 Inappropriate Expenditure

Examples of expenditure that is generally considered not to be reasonable and appropriate and is therefore to be treated as private expenditure:

- Tips or gratuities;
- Dinners/functions at the private residence of a Councillor or employee;
- Alcoholic drinks and mini bar expenses (including alcoholic drinks in conjunction with meals);

- Stocking of bar fridges (except in the instance of the Mayor, Chief Executive Officer for small scale entertainment).

6.6 Fringe Benefits Tax

Instances of entertainment and hospitality undertaken in line with this policy shall be reported to Council's Finance Program by way of declaration for Fringe Benefit Tax purposes. Such reporting shall include, but not limited to, details of the costs incurred, reason for entertainment/hospitality, number of attendees, and whether attendees were Council staff or external persons.

Council must keep sufficient records to enable the correct calculation of its FBT liability. With this objective in mind, either or both of the below FBT forms will be required to be completed:

- FBT Catering and Meals Form
- FBT Gift and Award Form

6.7 Documentation required for Expenditure

All expenditure for entertainment and hospitality must be authorised in accordance with the finance delegations.

A tax invoice must be obtained for all expenditure.

6.8 Controls

With regard to expenditure on entertainment and hospitality:

- A Councillor or an employee may not authorise his or her own expenditure;
- Expenditure by the Mayor must be authorised by the Chief Executive Officer;
- Expenditure by a Councilor must be authorised by either the Mayor or the Chief Executive Officer;
- Expenditure by the Chief Executive Officer must be authorised by the Mayor;
- Expenditure by a Director must be authorised by the Chief Executive Officers;
- Expenditure by Program Managers must be authorised by the relevant Director;
- Expenditure by employees must be authorised by the relevant Program Manager.

7.0 Review of Policy

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date	DWS

Mackay REGIONAL COUNCIL

COUNCIL POLICY

Gifts and Benefits

POLICY NO	041
DEPARTMENT	Organisational Services
PROGRAM	Governance & Safety
ENDORSED BY COUNCIL [Date & minute number]	

1.0 Scope

This policy applies to all Councillors and employees of Mackay Regional Council (Council) when being offered or receiving gifts, rewards and sponsored hospitality benefits in connection with their duties and/or while representing Council.

This policy does not apply to electoral gifts to Councillors as defined in the *Local Government Act 2009*.

2.0 Purpose

The purpose of this policy is:

- to provide Councillors and employees guidance on appropriate responses to offers of gifts, rewards or benefits in connection with their duties while representing Council or otherwise related to their association with the Council.
- to provide Councillors and employees with principles to consider when determining the appropriateness of accepting a gift or benefit.
- to provide Councillors and employees with a process to be followed where a gift, reward or benefit is accepted;
- to support Council's commitment to open and transparent governance; and
- to minimise the risk of Councillors and employees being exposed to an actual or perceived conflict of interest.

3.0 Reference

- *Local Government Act 2009*
- *Local Government Regulations 2012*
- *Public Sector Ethics Act 1994*
- Mackay Regional Council Code of Conduct for Employees Public Service Commission Directive Number 22/09
- Gifts and Benefits Internal Operating Guideline

4.0 Definitions

To assist in interpretation, the following definitions shall apply:

Benefits shall mean intangible items that have no enduring value (eg hospitality and/or entertainment).

CEO shall mean the person appointed to the position of Chief Executive Officer under the *Local government Act 2009* (the Act) and anyone acting in that position.

Council shall mean the Mackay Regional Council.

Councillor shall mean the Mayor and elected Councillors.

Employee shall mean all employees of Council, including volunteers and contractors.

Gifts shall mean a present given voluntarily to show favour toward someone, honour an occasion, or make a gesture of assistance or goodwill, which is offered outside of normal open contractual arrangements. This could include, but is not limited to the following examples.

- Transfer of money;
- Transfer of property of presentational or charitable nature or otherwise;
- The provision or use of property, equipment or services free of charge, at a reduced rate, for a period of time or unspecified period;
- Loans of money, or equipment including provision of overdraft facilities (e.g. credit card) or guarantor for a loan;
- The sale of property with a sale price below proper valuations;
- Hospitality, including meals, entertainment and accommodation;
- Travel (all overseas travel requires disclosure);
- Any bargain deal;
- Artworks;
- Souvenirs.

Internal Operating Guidelines shall mean Gifts and Benefits Internal Operating Guideline.

The Act shall mean the *Local Government Act 2009* (as amended).

5.0 Background

Councillors and employees require the trust of the public to be able to adequately discharge their responsibilities. This means that duties must be carried out impartially and with integrity.

Consequently, it is not appropriate for Councillors or employees to accept gifts and/or benefits that affect, or may be seen to affect the performance of their official duties, or be seen to influence their decision-making.

6.0 Policy Statement

Councillors and employees must be mindful at all times of their obligation to maintain public confidence in the integrity of Council administration and must be aware that acceptance of any gifts or benefits from an external party may, or may be seen to affect the performance of their official duties, or influence, or be seen to influence their decision-making or behaviour.

Councillors and employees must not ask for or encourage the giving of any form or gift or benefit in connection with the performance of their official duties or their association with the Council.

Any gift or benefit accepted, regardless of monetary value, implies, or may imply, a relationship which may interfere with objectivity and independence.

Any offers or gifts or benefits from a supplier or tenderers must be immediately reported to the relevant Director or the Chief Executive Officer.

This policy sets out the principles that apply to the offer and acceptance of gifts and benefits.

6.1 Soliciting Gifts and/or Benefits

Soliciting personal gifts or benefits is strictly prohibited under all circumstances.

If a Councillor or employee becomes aware of a situation of soliciting gifts or benefits, they must report it to the Chief Executive Officer immediately.

The Chief Executive Officer is required to notify the Crime and Corruption Commission of any soliciting of gifts and/or benefits by Councillors or employees.

6.2 Bribery

Acceptance of money or any other gifts perceived as bribery is strictly prohibited in all cases and the offer must be reported immediately to the Chief Executive Officer.

The Chief Executive Officer is required to notify the Crime and Corruption Commission of any offer of money as soon as practicable after the offer has been made.

6.3 Principles for acceptance of gifts/benefits

Each type of gift carries a level of risk that should be considered when deciding whether it should be accepted or declined.

In determining whether acceptance of a gift is appropriate, the two major considerations are:

- the intent in which the gift is given; and
- the public perception of acceptance of the gift.

As gifts and benefits can create obligations and expectations, if it can be considered in any way that the gift is given with the intention of influencing a decision or action of the recipient, it must be declined.

Acceptance of a gift or benefit may be considered only if it complies with the following principles:

- It does not influence, or have the potential or perceived potential to influence, in any way the integrity and impartiality of the recipient;
- It does not, create a conflict of interest, or perception of a conflict of interest;
- It does not affect the performance of the recipient's official duties, or be seen to influence the decision-making or behaviour of the recipient, such as but not limited to: :
  - granting licences;
  - inspecting and regulating businesses;
  - giving approvals; and
  - letting of contracts.
- Council does not incur any costs.
- It must not involve money or anything easily converted to money such as shares.

6.4 Gifts Register

When gifts or benefits are received, it is important that they are dealt with in a consistent and appropriate manner. All Gifts and benefits received in accordance with the Internal Operating Guideline must be recorded in Council's Gifts Register.

Any Councillor or employee who receives a gift or benefit is required to fill out the appropriate form and forward the completed form to the Chief Executive Officer within five (5) business days of receipt of the gift or benefit. Should the Chief Executive Officer accept a gift or benefit he/she is required to submit the form to the Mayor.

The Gifts Register will be maintained by the Office of the Mayor and Chief Executive Officer and will include the following information:

- date of the offer;
- details of the person and/or organisation offering the gift;
- the name of the recipient;
- description of the gift;
- estimated value of the gift;
- decision regarding whether the gift should be retained by the recipient or otherwise;
- name of the person who made the decision.

7.0 Review of Policy

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date	DWS
2	Review of Policy	Amendments to Policy			

Mackay REGIONAL COUNCIL

COUNCIL POLICY

Memorial, Monument and Plaque Requests

POLICY NO	80
DEPARTMENT	Development Services
PROGRAM	Parks, Environment & Sustainability
ENDORSED BY COUNCIL	

1.0 Scope

This policy will allow for the effective management of requests for installation of a plaque, memorial, monument or donated item of park furniture with affixed donor's plate within Council owned or controlled parks and reserves.

2.0 Purpose

The purpose of this policy is to provide clear guidelines for approving requests for the installation of plaques, memorials, monuments or donated items of park furniture with an affixed donor's plate within Council owned or controlled parks and reserves.

3.0 Reference

- *Land Act 1994*
- *Local Government Act 2009*
- Local Law No 4 (Local Government, Controlled Areas, Facilities & Roads)
- Subordinate Local Law No 4 (Local Government Controlled Areas, Facilities and Roads) 2011
- Department of Environment & Resource Management – Operational Policy on Memorials and Plaques;
- *Queensland Heritage Act 1992*
- *Public Records Act 2002*
- *Sustainable Planning Act 2009*
- The Burra Chapter (The Australia ICOMOS Charter for Places of Cultural Significance)

Related Documents

- Mackay Regional Council Receipt of Donation Policy;
- Mackay Regional Council Roadside Memorial Policy;
- Mackay Regional Council Arts and Cultural Development Policy;
- Mackay Regional Botanic Gardens Donations Internal Operating Guideline;
- Council's Landscape Performance, Procedures and Style Manual 2007.

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Authorised Officer shall mean the holder of a position that has the power to approve the installation and removal of memorials, monuments, plagues and park furniture which is limited to Manager Parks, Environment and Sustainability, Director Development Services or the CEO.

Council shall mean Mackay Regional Council.

Donation shall mean a monetary or non-monetary gift or contribution that is voluntarily transferred by a member of the public to Council without compensation or benefit.

Donor's Plate shall mean a 120mm x 70mm bronze plate used to inscribe the name of an individual or organisation and affixed to a donated piece of park furniture.

Heritage shall mean something inherited from the past and valued enough today to leave for future generations.

Memorials and Monuments shall mean objects, sculptures or structures that are explicitly memorial in form and language.

Nationally Recognised Military Campaigns means those military campaigns officially recognised by the Australian Federal Government.

Park means an area primarily for recreational use and managed by Council.

Park Furniture means those approved by the Authorised Officer and compliant with Council's current visual identity standards.

Plaque shall mean flat tile/tablet of bronze which includes text and/or images to commemorate or preserve the memory of a person, place or an event.

Police and Emergency Services personnel shall mean a person who has been formally recognised as having served with the Queensland Police, Fire, Ambulance or State Emergency Services.

Reserve means an area primarily for recreational use and managed by Council on behalf of the State Government.

Service personnel shall mean a person who has been formally recognised as having served in the Australian Defence Forces or Allied Forces.

Significance shall mean the measure of importance or meaning placed on a landscape, site, building, object, installation, person or past event by an individual. Local or regional significance is when the perception of importance or meaning is shared by individuals within a local community or across a specific region which in the context of this policy is the Mackay Regional Council Area.

5.0 Background

Council recognises the importance of memorials, monuments and plaques in celebrating the region's natural and cultural heritage, but make distinction between the function of parks and reserves verses Council-controlled cemeteries in relation to heritage protection and the erection of these types of features.

Cemeteries are viewed by Council as being the appropriate setting for the erection of a memorial or plaque in remembrance of individuals who have died.

Parks and reserves are primarily provided and maintained by Council for recreation or environmental protection and in general, the erection of memorials, monuments or plaques is not encouraged within parks or reserves. Council will consider applications to have a memorial, monument or plaque installed in a park or reserve where the individual, organisation, event or place being celebrated is deemed to be of local or regional significance. This includes Council's commitment to honouring service personnel of the Australian Defence or Allied Forces and their nationally recognised military campaigns; and Police and Emergency Services personnel who have lost their lives in the course of carrying out their duties.

Members of the public can however apply to donate and have a piece of park furniture installed in memory or recognition of an individual or organisation that have made a significant contribution to or an event that has had a lasting impact has on the local community.

6.0 Policy Statement

Management of Requests for Plaques, Memorials or Monuments

6.1 Council will not permit the installation of plaques, memorials or monuments within any of its parks and reserves, other than for the purpose of honouring:

a. Service personnel of the Australian Defence Forces and Allied Forces and their nationally recognised military campaigns; or

b. Police and Emergency Services personnel who have lost their lives in the course of carrying out their duties.

6.2 Plaques, memorials and monuments for the purposes listed in clause 6.1 shall be designed and located such that they enhance the visual amenity of the park and comply with Council's building codes and specifications.

6.3 All applications for installation of plaques, memorials or monuments, or park furniture within Council parks and reserves will require the approval of the authorised officer.

6.4 Existing plaques, memorials and monuments are not considered precedence for Council approval of any future requests.

6.5 Council will not consider the installation of plaques, memorials or monuments for domestic pets in any of its parks and reserves

6.6 Council will permit the donation and subsequent installation of park furniture at cost to the applicant within a park or reserve subject to the approval of the authorised officer. The park furniture is required to be compliant with Council's Landscape Performance, Procedures and Style Manual 2007.

6.7 Council will permit the installation of a donor's plate on a donated item of park furniture which has been installed in a park or reserve, the cost of which is to be borne by the applicant. The plaque is to be ordered by Council and shall consist of bronze material, 120mm x 75mm with the approved notation:

'This (seat, bench, table, setting, shelter etc.) is donated in the memory of (name of person/organisation/event)'

6.8 Council will not consider the installation of a donor's plate in remembrance of a domestic pet in any of its parks or reserves.

6.9 Council will install and maintain all park furniture and plaques donated by the applicant.

6.10 Council shall not be liable nor recompense anyone for damage to plaques, memorials, and monuments or to donated items of park furniture affixed with a donor's plate within its parks and reserves.

6.11 Subject to the approval of the authorised officer, Council may, without notice, remove and dispose of any plaque, memorial, and monument or donated item of park furniture with affixed donor's pla

7.0 Review of Policy

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date	ECM
1.	New Policy		Council	23.04.14	4924638
2	Review of Policy	Amendments made to Policy	Council		

COUNCIL POLICY	
Public Interest Disclosure	
POLICY NO	078
DEPARTMENT	Organisational Services
PROGRAM	Governance & Assets
ENDORSED	By Council -

1.0 Scope

This policy applies to Mackay Regional Council's (Council) Councillors and employees and members of the public.

2.0 Purpose

Council is committed to the promotion of the public interest and encourages and supports Public Interest Disclosures of wrong doing in Council.

The objectives of the Policy are:

- To create a positive reporting environment that encourages the making of Public Interest Disclosures;
- To provide processes that ensure Public Interest Disclosures are dealt with in a thorough and timely manner;
- To provide appropriate support and protection to Council Officers or members of the public to make a Public Interest Disclosure;
- To ensure that Council fulfills its responsibility under the *Public Interest Disclosure Act 2010*. (the act)
- To ensure that the Discloser is kept informed throughout the process.

3.0 Reference

- *Crime and Corruption Act 2001*
- *Information Privacy Act 2009*
- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Public Interest Disclosure Act 2010*
- *Public Interest Disclosure Standard*
- *Public Sector Ethics Act 1994*
- *Work Health & Safety Act 2011*
- *Mackay Regional Council Code of Conduct 2014*
- *Mackay Regional Council Fraud & Corruption Policy*

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Council shall mean Mackay Regional Council.

Council Officers/Employees shall mean all persons employed at Mackay Regional Council on a permanent, temporary, volunteer or casual basis and may include persons engaged under a contract of service.

Councillor shall mean a Councillor of a Mackay Regional Council within the meaning of the *Local Government Act 2009*, includes the Mayor.

Corruption shall mean a dishonest activity in which a Mackay Regional Council employee, Councillor, volunteer, consultant or contractor acts contrary to the interest of Mackay Regional Council and abuses his/her position of trust in order to achieve some personal gain or advantage for him or herself or for another person or organisation.

Discloser shall mean a person who makes a Public Interest Disclosure in accordance with the Act. A Discloser may or may not wish to remain anonymous.

Disclosure shall mean a Public Interest Disclosure.

Maladministration shall mean

a) Was taken contrary to law; or

b) Was unreasonable, unjust, oppressive, or improperly discriminatory; or

c) Was in accordance with a rule of law or a provision of an Act or a practice that is or may be unreasonable, unjust, oppressive, or improperly discriminatory in the particular circumstances; or

d) Was taken:

   i. For an improper purpose; or

   ii. On irrelevant grounds; or

   iii. Having regard to irrelevant considerations; or

e) Was an action or which reasons should have been given, but were not given; or

f) Was based wholly or partly on a mistake of law or fact; or

g) Was wrong.

Official Misconduct shall mean:

a) A criminal offence; or

b) A disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or was the holder of an appointment.

Reportable Conduct shall mean any conduct by a person connected with Council which is:

- Dishonest;
- Fraudulent;
- Corrupt;
- Illegal (including theft, drug sale/use, violence or threatened violence and criminal damage against property;
- A breach of Legislation or Local Laws;
- Unethical (either a breach of Council's Code of Conduct for Employees or generally);
- Serious improper conduct;
- Unsafe work practices;
- Conduct which may cause financial or non-financial loss to the Council or be otherwise detrimental to the Interests of Council;
- Gross Mismanagement;
- Serious or substantial waste; or
- Repeated instance of breach of administrative procedures;
- Environmental dangers.

Reprisal shall mean an occurrence when a person attempts to cause, or causes detriment to anybody because of a belief that a person intends to or has made a Public Interest Disclosure.

PID shall mean Public Interest Disclosure/s.

Public Interest Disclosure/Disclosure (PID) shall mean a disclosure of information to a proper authority in accordance with the Act, and includes all information and help given by the Discloser to the proper authority.

The Act distinguishes between disclosures made by:

- A public officer; and
- Anyone else.

Public Interest Disclosures made by public officers must concern:

(a) The conduct of another person that could, if proved, be -

  (i) Official misconduct; or
  (ii) Maladministration that adversely affects a person's interests in a substantial and specific way; or

(b) A substantial misuse of public resources (other than alleged misuse based on mere disagreements over policy that may properly be adopted about priorities or expenditure).

(c) A substantial and specific danger to public health or safety; or

(d) A substantial and specific danger to the environment.

Public Interest Disclosures made by any other person must concern;

- A substantial and specific danger to the health or safety of a person with a 'disability' as defined in the *Disability Services Act 1992*.
- A substantial and specific danger to the environment.

- A reprisal taken against anybody as a result of a Public Interest Disclosure.

A person has information about the conduct of another person or another matter if either:

- The person honestly believes on reasonable grounds that the information tends to show the conduct or other matter or;
- The information tends to show the conduct or other matters regardless of whether the person honestly believes the information tends to show the conduct or other matter.

The disclosure is still a Public Interest Disclosure and covered by the Act including:

- Disclosures made to the media (exception special circumstances outlined in Part 4, Section 20 of the Act);
- Those made frivolously or vexatious;
- Those which primarily question the relative merits of government or agency policy; and
- Those that are made substantially to avoid disciplinary action.

Disclosures that are willfully false constitute an offence under the Act.

The disclosure cannot be based on a mere disagreement over policy that may properly be adopted about priorities or expenditure.

Public Officer shall mean a Council officer/employee or Councillor.

5.0 Background

Council encourages disclosers of any reportable conduct.

Council will ensure that suitably trained officers will undertake investigations with respect to Public Interest Disclosures. These officers will be delegated by the Chief Executive Officer.

Council recognises that a Discloser has a right of protection under the Act and that the Council may be liable if it does not take action to prevent and deter reprisal.

Council will not tolerate intimidation, harassment or victimisation, assault or any other inappropriate conduct directed towards a person because of a suspicion or belief that the person may or has made a Public Interest Disclosure. Council will deal with any occurrences under appropriate disciplinary and/or harassment procedures in line with the requirements of the Act.

Council is obligated to meet the following principles from the five Local Government principles referred to in the *Local Government Act 2009* and *Local Government Regulation 2012*:

- Good governance of, and by, local government; and
- Ethical and legal behavior of Councillors and Local Government employees.

Councillors and employees are also obligated to comply with the ethics principles set out in the *Public Sector Ethics Act 1994*. The principle that relates to disclosures of interest is labeled "integrity and impartiality". This principle is about public trust and an employee's obligation to maintain and enhance public confidence in the integrity of the Local Government.

Council's Codes of Conduct also sets out the behavioural standards expected of Council employees.

If an employee or Councillor maliciously makes an alleged Public Interest Disclosure which they know to be untrue their actions will be regarded as misconduct and will be dealt with under the appropriate disciplinary procedures.

6.0 Policy Statement

Principles:

- Every Councillor and employee of Council has an ethical responsibility to report suspected misconduct, maladministration, wasting of public funds, substantial and specific danger to public health and safety, the environment or a person with disability, and reprisal action;
- The principle of natural justice (procedural fairness) will apply to all investigations of matters the subject of Public Interest Disclosures;
- The rights of any person who is subject to, or in some way associated with, a Public Interest Disclosure will be safeguarded. Council is committed to affording support and protection from reprisals to any person making a Public Interest Disclosure and appropriately dealing with the employees who take reprisal action;
- Managers and supervisors are to ensure employees are aware of their responsibilities in making a Public Interest Disclosure and are able to advise other persons of the appropriate reporting processes.

6.1 Types of Reportable Conduct

The disclosure of reportable conduct includes:

- Official misconduct;
- Maladministration;
- Negligent or improper management of public funds;
- An act which endangers public health or safety or the environment.

The disclosures may concern the conduct of any Councillor, employee, or anyone contracting to supply goods & services to Council.

6.2 Anonymous Disclosures

Whilst anonymous disclosures can be made, Council prefers that disclosers identify themselves as this enables the best assessment and investigation of the disclosures and ensures appropriate support is provided to the discloser.

If a discloser chooses to remain anonymous they are asked to provide as much information as possible in their disclosure to enable proper assessment and investigation of the public interest disclosure.

Anonymous disclosers will not/cannot be informed of the investigation outcome by reason of their anonymity and as a result some of the protections in the Act may not apply to anonymous disclosers.

6.3 Disclosure Procedures

Council will develop and implement procedures for dealing with the Public Interest Disclosures under the Act. The procedures will include:

- Provide a clear identification of who is covered by the guideline;
- Encourage the reporting of wrong doing;
- Establish a clear reporting system to enable employees to make a Public Interest Disclosure both internally or externally;
- Provide a means for complying with the confidentiality requirements of the Act;
- Provide for the rights of review, both internal and external;
- Provide for the assessment of the risks of reprisal;
- Provide a description of the roles responsibilities of key employees in the management of Public Interest Disclosures and in the support and protection of Disclosers; and
- Provide an outline of the rights of subject officers.

6.4 Investigation Process

To ensure the integrity of the investigation process for Public Interest Disclosures, the Council, will at all times during the investigation of the Public Interest Disclosures commit to:

- Maintain and preserve confidentiality;
- Follow the approved processes in managing Public Interest Disclosures and to protect employees from reprisals;
- Deal decisively with reprisals and possible reprisals;
- Record disclosures;
- Verify disclosures;
- Provide reasonable information to the discloser on the results of the investigation.

All disclosures made under the Act will be investigated by a delegated officer.

65 Action Taken on the Disclosure and the Results

Council is committed to good governance and to ensure Public Interest Disclosure outcomes inform improvements and further, will encourage the practice of corporate compliance and ethical conduct when providing feedback on the outcome of the investigation and action taken to the discloser.

6.6 Protection of the Discloser

Council recognises the sensitivities which can be associated with Public Interest Disclosures and the need to maintain public confidence in its process for managing Public Interest Disclosures.

The rights of any person who is subject to, or in some way associated with a Public Interest Disclosure will be safeguarded. Council is committed to affording support and protection from reprisal to any person making a Public Interest Disclosure and appropriately deal with employees who take reprisal action.

The Chief Executive Officer may intervene directly to protect the discloser and take immediate action to deal with suspected reprisal.

A discloser is not protected under the Act if the disclosure involves any wrong doing on the part of the discloser.

7.0 Review of Policy

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date	DWS
1	New Policy		Adopted by Council	18.06.14	

COUNCIL POLICY	
Competitive Neutrality Complaints	
POLICY NO	#
DEPARTMENT	ORGANISATIONAL SERVICES
PROGRAM	Governance & Safety
ENDORSED	BY COUNCIL [date & minute number]

1.0 Scope

This policy applies to Competitive Neutrality Complaints regarding Business Activities undertaken by Mackay Regional Council (Council) that are in direct competition, or have the potentially to be in competition, with the private sector.

2.0 Purpose

To provide a process for resolving competitive neutrality complaints.

5.0 Background

Under section 48 of the *Local Government Act 2009*, Council is required to adopt a process for resolving Competitive Neutrality Complaints.

Competitive Neutrality Complaints that cannot be resolved after the Internal Review Process (discussed below) can be referred to the Queensland Competition Authority.

3.0 Reference

- *Local Government Act 2009*
- *Local Government Regulation 2012*

4.0 Definitions

"Affected Person" is:

(a) a person who –

(i) competes with the Council in relation to the Business Activity; and

(ii) claims to be adversely affected by a competitive advantage that the person alleges is enjoyed by Council; or

(b) a person who –

(i) wants to compete with Council in relation to the Business Activity; and (ii) claims to be hindered from doing so by a competitive advantage that the person alleges is enjoyed by Council.

"Business Activity" means an activity of Council that involves the supply of goods and/or services to clients on a commercial basis and in direct competition, or potential competition, with the private sector. It could include, for example:

- Water and sewerage services;
- Off-street parking;
- Cultural sporting and recreational facilities.
- Tourism facilities

However, the term does not apply to any operation where the overall expenditure on the business activity for the previous financial year was less than $325,000

The following business activities are also excluded by the Local Government Act

- a building certifying activity;
- a roads activity; or
- activities related to the provision of library services.

"Competitive Neutrality Complaint" is a complaint that:-

(a) relates to the failure of Council to conduct a Business Activity in accordance with the Competitive Neutrality Principle; and

(b) is made by an Affected Person.

"Competitive Neutrality Principle" is the principle that an entity conducting a Business Activity should not enjoy a net competitive advantage over competitors solely because the entity is in the public sector.

"Competitive Advantage" is an advantage that the Council may have over a private sector business providing the same goods or services because of the inherent financial advantages of Local Government.

"Internal Review Officer" is Council's Manager Governance & Safety or any person acting in that position.

6.0 Policy Statement

6.1 Internal Review Process

The Internal Review Process is Council's process for attempting to resolve Competitive Neutrality Complaints prior to the complainant exercising the right to make a formal complaint to the Queensland Competition Authority.

Only people who are adversely affected by the business activity being undertaken by Council are able to lodge a complaint, and it must be on the basis that Council is benefiting from a competitive advantage due to it public sector status . Accordingly the Internal Review Process commences with the submission of a written complaint to the Internal Review Officer specifying:

- How the complainant is an "affected person"; and
- How the complainant believes the competitive neutrality principle has been breached, together with any supporting evidence that the complainant has.

The Internal Review Process follows a number of steps which must be conducted within certain timeframes. The Internal Review Officer must within 10 business days of receiving the written complaint, acknowledge its receipt in writing and request any further information required to properly consider the complainant's concerns. When undertaking the Internal Review Process, the Internal Review Officer must:

- seek to establish the facts relating to the concerns expressed by the complainant. This may involve meeting with the complainant, collecting data, holding further meetings and recommending mediation;
- within 45 days of receiving the complainant's written complaint, develop a draft response to be forwarded to the complainant and requesting his/her views on that draft response, and
- upon receipt of the complainant's views on the draft response, provide a report to Council's Chief Executive Officer and Director responsible for the Program identified in the complaint on the findings of that Officer's initial investigation and the complainant's views on the draft response.
- Within 10 days of receiving the Internal Review Officer's findings and the complainant's views on the draft response, the Chief Executive Officer or nominee must send a response to the complainant.
- That response must include details of how to make a formal complaint to the Queensland Competition Authority should the complainant be dissatisfied with the adopted response.

6.2 Reporting Requirements

The *Local Government Regulation 2012* requires that Council prepare and maintain a record of all Competitive Neutrality Complaints, associated decisions and recommendations.

Council will maintain a register of all Competitive Neutrality Complaints, associated decisions and recommendations and report these in Council's Annual Report...

7.0 Review of Policy

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date	DWS
0.1	Initial Draft		JP	15 May 16	
0.2	Edits following Mgt consultation	Changes to 6.1 to provide context and better explanations.	JP	28 Jun 16	

COUNCIL POLICY	
Delegations	
POLICY NO	093
DEPARTMENT	Organisational Services
PROGRAM	Governance & Safety
ENDORSEDBY COUNCIL [date & minute number]	

1.0 Scope

This policy applies to the Mayor, Councillors, Chief Executive Officer and all Council employees.

2.0 Purpose

The purpose of this policy is to support Mackay Regional Council (Council) meet its legislative requirements relating to powers delegated under the *Local Government Act 2009*.

3.0 Reference

- *Local Government Act 2009*

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Council shall mean Mackay Regional Council.

Delegate shall mean a person who has been assigned to a position which has been assigned powers under various sections of relevant acts to undertake specific duties or functions.

Employees shall mean all persons employed at Mackay Regional Council on a permanent, temporary, volunteer or casual basis and may include persons engaged under a contract of service.

5.0 Background

Under Sections 257-260 of the *Local Government Act 2009 (the Act)*, Council can delegate to the Mayor, Chief Executive Officer, a Standing Committee, a Committee Chair or another Local Government certain powers in order to ensure efficient and effective response to operational and administrative matters. The Chief Executive Officer may delegate some of his/her powers to employees.

The Act also requires that the Chief Executive Officer establishes registers of delegations which must record all delegations approved by the Council. The delegation registers also list all delegations approved by the Chief Executive Officer to employees.

6.0 Policy Statement

6.1 Principles

The following principles apply to delegations made:

- Any delegation does not derogate from the power of the Council or Chief Executive Officer to act in any matter.
- A delegation will refer to a delegate's position, not to the individual in that position.
- In exercising a delegation, delegates should make themselves aware of any specific Council policies, decisions, local laws etc., which may be relevant to the decision.
- Unless otherwise referred to as a special condition, a delegation relates only to authorities or functions within the delegate's area of accountability.
- No delegate is authorised to nominate another officer to perform his or her delegated authority or function.
- As the delegation is issued to a position, the delegation does not cease to have effect merely because the individual in that position moves on. The delegation will pass to the person appointed to that position or any acting in that position from time to time.
- The delegate is not authorised to do anything which is, or is likely to be, a breach of legislation or the code of conduct.
- A delegation cannot be exercised where the delegate holding the delegation would be put in a position of conflict of interest. This includes, in particular, where the delegate would obtain a personal benefit of some material kind. In such circumstances the conflicted delegate must refer the decision to another person with the power to make the decision or to Council.
- All purchasing of goods and services under financial delegation must be in accordance with Council's procurement policy.

6.2 Restrictions

The Mayor may not delegate the following powers:

- A power delegated by Council, if Council has directed the Mayor not to further delegate the power;

- A power to direct the Chief Executive Officer or Senior Executive Employee

The Chief Executive Officer may not delegate the following powers:

- A power delegated by Council, if Council has directed the Chief Executive Officer not for further delegate the power; and
- The power to keep a register of interests.

6.3 Registers

Council keeps the following registers:

- Delegations by Council to the Mayor;
- Delegations by Council to Standing Committees
- Legislative Delegations which includes the delegations from Council to the Chief Executive Officer and from the Chief Executive Officer to employees;
- Administrative Delegations which includes financial delegations.

The Registers include:

- Listing the section or matter in which the right to act or exercise discretion has been so delegated;
- Contains the title of the position to which the powers are delegated;
- Date of delegation being approved.

6.4 Review of Delegations

All the Delegation Registers will be reviewed annually.

7.0 Review of Policy

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

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

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

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date	DWS

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

FILE No
DOC No 16842883
Action

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (If no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature L Keegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
27/06/16	Neville Jenkins	Unit 2 105 Cuan St	[illegible]
27/6/16	James Slade	10 Janz Street Slade Point	[illegible]
27/6/16	Ann Newton	10 Janz Street Slade Point	Ann Newton
28/6/16	DAMIAN SMITH	10 VOLUTE STREET SHOAL POINT	[illegible]
29/6/16	BRAD WHITE	871 GREENHILL RD, ILBILBIE	[illegible]
29/6/16	SEAN HUDSON	4/42 BINNINGTON CSP	[illegible]
29/6/16	Alex Gatley	2 BAYVIEW DR HABANA	[illegible]
29/6/16	Jason Anderson	2 Clements ST STH MACKAY	[illegible]
30/6/16	GALVIN ADAMS	381 SUGAR SHED RD MACKAY	[illegible]
30/6/16	[illegible]	[illegible]	[illegible]
30/6/16	TERRY REED	3 PANORAMA CRT RURAL VIEW	[illegible]
30.6.16	[illegible]	[illegible] ST [illegible]	[illegible]
1-7-16	BEN VOTER	8 Peacock Place Marian.	[illegible]
2-7-16	Aaron Sturdy	863 Barrie Lane Homebush	[illegible]
2/7/16	ROBYN LAW	8 ROLLINSON RD FARLEIGH	[illegible]
2/7/16	Peter Downing	19 NEBO RD MACKAY	[illegible]
2/7/16	Bruno Piutz	3/22A HARNOY ST STH MACKAY	[illegible]
2/7/16	WARREN WILLIAMS	4 [illegible] CRT [illegible]	[illegible]
2/7/16	[illegible]	1/9 [illegible] CRT GRANELLA	[illegible]
3/7/16	Christian Cuvres	77 [illegible] Dr Corvalen	[illegible]
3/7/16	Dale Streeter	124 Emperor drive.	[illegible]
3/7/16	Brett Streeter	6 DEBORCH CT	[illegible]
3/7/16	MATTY STREETER	6 DEBORCH CT	[illegible]
3/7/16	STUART HOLLEDGE	73 SLATER AVE BLACKS BEACH	[illegible]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 1 / 12

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:
Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan
Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740
Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au
Signature LKeegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
18-6-16	LEAH BRADFORD	19 Robin ST Slade Point	
18-6-16	Rex Bradford	19 Robin ST Slade Point	
18.6.16	Trina Bradford	19 Robin St Slade Pt	
18.6.16	Kat Targy	2 mooney crt Glenella	K. Targy
18.6.16	Al Targye	2 mooney crt Glenella	
19.6.16	Steve Gibbs	6 Elva Cr	
19.6.16	Jono Clark.	11 Douglas St. West Mky	
20.6.16	Daniel Frier	8/57 Brisbane st Mackay	
20-6-16	ROD BIRCH	10 FLORENCE ST [illegible]	
20-6-16	FRED. BARTOLO	12 KINNON ST. GLENELLA	
20.6.16	M. CONNOLLY	71 WAVERLEY ST BUCASIA	
20.6.16	L HOOHIN	71 WAVERLEY ST BUCASIA	
20/6/16	DJACKSON	23 NOTI ST MACKAY	
20/6/16	D MORRIS	Mackay	
21/6/16	A BINGHAM	121 Waverley St Bucasia	
22/6/16	M Stevenson	22 Armstrong Beach Rd Armstrong Beach	
22/06/16	R Smith	South Mackay.	
24/6/16	Jake Bates	155 Balberra Road	
24/6/16	Troy Vellacott	89 Poulsen Dr Marian	
26/6/16	JONATHAN DAY	38 WORSTER ST MACKAY	
26-6-16	T. MINSTER	16 DOUGLAS CR	
26.6.16	CALEXANDER	16 Coral Drive Blacks Beach	
26/6/16	[illegible]	14 Palm ct	
26/6/16	Jack Silva	14 Palm court	

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5

PAGES 2 / 12

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (If no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature LKeegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
11-6-16	Levi Alexander	16 coral dr Blacks Beach	[signature]
12-6-16	Kyel Dorries	Unit 31/7 bilgola Place Blacks beach	[signature]
12-6-16	Brook Parish	" "	[signature]
12-6-16	DARBY McLEAN	MORANBAH	[signature]
12-6-16	Ron McLean	Mackay	[signature]
12/6/16	Ben Corby	Mackay	[signature]
12/6/16	Nick Wilhelmi	Mackay	[signature]
12/6/16	[illegible]	MACKAY	[signature]
12/6/16	Alana Jure	MACKAY	[signature]
13/6/16	Damian Sehl	Mackay	[signature]
13/6/16	P. Mau	Mackay	[signature]
13/6/16	Brad Scott	" "	[signature]
13/6/16	Bill Frier	Mackay.	[signature]
10/6/16	Wade McNichol	Paget	[signature]
14/6/16	C Blockley	MACKAY	[signature]
16/6/16	C. Goodell	TRELOAR PLACE MARIAN	[signature]
15/6/16	Bill Kerrey	55 William St	[signature]
15/6/16	Zephyr Routh	1 Abalone Crt	[signature]
15/6/16	Brandon Kearns	72 Evans ave	[signature]
17/06/16	George Tinnan	17 AVALON DRIVE RURAL VIEW 4740	[signature]
17.6.16	Alan McDonald	17 Corella way Blacks Beach	[signature]
17.6.16	David Shields	986 haypoint Road haypoint	[signature]
17-6-16	Peter Breuer	986 haypoint Road	[signature]
17-6-16	Russell Turner	7 Windsor Dr	[signature]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5

PAGES 3 / 12

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature LKeegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
8-6-16	N. SCHIFFERLE	23 Fennie St Mackay	[illegible]
8-6-16	W. HAMILL	21 IRVING ST. MACKAY	[illegible]
8-6-16	G. BURKE	10 ARNEY ST MACKAY	[illegible]
10-6-16	GREG BURMAN	194 SHOAL PT RD MACKAY	[illegible]
10/06/16	R. BRADFORD	2 SAMS RD NTH MACKAY	R.D. [illegible]
10/6/16	D. Embrey	4 Mango ave Eimeo	[illegible]
10/6/16	N HARDING	1 HANSEN CRT MARIAN. Q 4753	[illegible]
10/6/16	J. Brown	2 Brangus crt Kuttabul	[illegible]
10-6-16	S Brown	2 Brangus ct. Kuttabul	[illegible]
10/6/16	R. Davis	27 Bradco Ave OOralea	[illegible]
10/6/16	M. Oxnbridge	3 Franklin Close Marian	[illegible]
10/6/16	R. WICKHAM	6 woodroffe place, Glenella	[illegible]
10/6/16	J. Hewat	1/3 Rolston steet	[illegible]
	J. Jason	23 Bradco Avenue	[illegible]
11/6/16	J. McDermott	12 Aprile crt	[illegible]
11/6/16	B. Dixon	6 RALEIGH ST	[illegible]
11-6-16	T. SWANN	44 GINGHAM ST GLENELLA	[illegible]
11-6-16	T. WILSON	14 MCCARTHY ST HAY POINT	[illegible]
11-6-16	R. Stockden	5 perry RD walkerston	[illegible]
11-6-16	R. McBride	20 Black Street South Mackay	[illegible]
11-6-16	J Bruen	32 Peatey street Andergrove	[illegible]
11-6-16	D. CAMPBELL	347 ALFRED ST MACKAY	[illegible]
11-6-16	Djon Noble	97 Maple Drive Andergrove	[illegible]
11-6-16	BRETT WALDRON	97 MAPLE DRIVE ANDERGROVE	[illegible]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 4 / 12

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature LKeegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
1-7-16	ROGERS NEIL	21 WHITNEY ST MACKAY	[illegible]
1-7-16	PAUL GRAY	15/66 BANKSIA AVE MACKAY	[illegible]
	REG JENSEN	191 ETON 4740	[illegible]
1-6-16	[illegible]	Farrelleys Rd Mackay	[illegible]
1-6-16	COLIN MAYES	96 ANDREW FORDYCE RD SEAFORD	[illegible]
1-6-16	Tanah Mayes	" " "	[illegible]
2-6-16	REUBEN O'TOOLE	87 WESTVILLE DVE, THE LEAP 4740	[illegible]
2-6-16	Terry Duncan	ST Helens Beach	[illegible]
2/6/16	Nick Hopper	63 Scubecough Ct	[illegible]
2.6.16	Shawna Davis	15 Peninsula drive, Haypoint	[illegible]
2-6-16	Adam Maloney	Unit 10/10 beaconsfield rd beaconsfield	[illegible]
2-6-16	Sam Farrugia	5 Morgan Court Rural View	[illegible]
2/6/16	Julian Hewitt	1/3 Rolston street	[illegible]
3/6/16	ANTHONY WARE	1/56 THE ESPLANADE, GRASSTREE BCH	[illegible]
3/6/16	KEITH DAY	HABANA VIA MACKAY	[illegible]
3/6/16	PAT O'DONOHUE	31 BANNISTER ST MACKAY	[illegible]
03/06/16	LEAH O'DONOHUE	31 BANNISTER ST MACKAY	[illegible]
3/6/16	[illegible]	[illegible]	[illegible]
2/6/16	[illegible]	26 Minnaville St Haypoint	[illegible]
3/6/16	RALPH BRODTORD	02 BAMS RD. NTH MKY	RDR
3-6-16	SHANE EULER	32 WATTLE ST ANDERGROVE	[illegible]
4-6-16	METN	26 OLARIA ST GT.	[illegible]
4-6-16	M. Skinner	240 Bruce HWY, Hampden	[illegible]
4-6-16	Ian M Bride	20 Black Street Mackay	[illegible]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5

PAGES 5 / 12

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature LKeegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
18-6-16	Jess Borics	484 ANZAC Ave Marian	[signature]
18-6-16	RAYMOND WAGGE	30 DOLPHIN DR BOCASIA	[signature]
18.6.16	DUNCAN MILLAN	28 LEICHARDT WAY ANDERGROVE	[signature]
18/06/16	BEN HOUSTON	3 EARLS RD, RURAL VIEW	[signature]
18/6/16	ARGAN UREN	8 WAYNE ST WALKERSTON	[signature]
19-06-16	STEVE CHRISTIAN	19 PELICAN ST SLADE POINT	[signature]
19-6-16	Lawrence Camilleri	12 BRUCE Hwy Bakers Cl	[signature]
19.6.16	Harry Kiwat	15 BLACK ST MACKAY	[signature]
20-6-16	Ryan Taylor	8 LEAHY ST	[signature]
20-6	Jocelyn Mackenzie	2 Mackenzie Rd, Calen	[signature]
20-6	TREVOR GRAY	59 BEACONSFIELD RD ANDERGROVE	[signature]
19-6-16	STEVEN VERONESE	24 CENTENNIAL DR Glenella	[signature]
19-6-16	Dustin Boody	77 AM crt Marian QLD 4757	[signature]
19 JUN 16	Simon Shelbright	42 PHILLIP ST MOUNT PLEASANT QLD 4740	[signature]
19.6.16	Amanda Taylor	484 Anzac Ave, Marian QLD 4753	[signature]
19.6.16	MADONNA BATTERSBY	1592 BRUCE H'WAY THE LEAP	[signature]
19-6-16	Roger Death	38 Clements st South Mackay	[signature]
19-6-16	Jack O'Connor	12 Whitehaven Cres - Blacks Beach	[signature]
19-6-16	Isaac Luke	5 Trinity Parade - Mackay	[signature]
19.6.16	George Benson	17 Vortex Ave - Mackay	[signature]
19-06-16	KRISTINA ROBERTS	25 The Crescent North Mackay	Kris Roberts
19-06-16	STEWART McFARLANE	16 BACHELOR COURT MARIAN	[signature]
19.6.16	KARYN O'BRIEN	24 SOUTH PACIFIC AVE SLADE POINT	[signature]
19/6/16	Cameron Reid	22 Shiral Dr Beaco	[signature]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 6 / 12

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature L Keegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
18-6-16	Dan McCusker	3 Richard street Andergrove	[illegible]
18.6.16	Mark Spence	9 Bonsai Crt. Glenella	[illegible]
18-6-16	BRIAN GOODS-ITH	167 BROADSOUND ROAD PAGET	[illegible]
18/6/16	Mick Abbey	36 [illegible] ST WEST MACKAY	[illegible]
18/6	Anthony [illegible]	60 Pacific [illegible]	[illegible]
18/1/16	Adrian Ross	64 Edward St Mackay	[illegible]
18/6/16	PAUL GURRY	75 SLATER AVE BLACKS BEACH	[illegible]
18/6/16	MICK HERBTRIDGE.	2142 SEAFORTH RD SEAFORTH.	[illegible]
18.6.16	WALLY CREIN	24 McKELLAR COURT. MOUNT PLEASANT.	[illegible]
18-6-16	BRENTON MILLER	91 SHACKLETON RD OAKENDEN	[illegible]
18-06-16	Rick Becker	4 Williams ave Bucasia	[illegible]
18.6.16	Paul Spencer	4 Webb Ct Rural View	[illegible]
18.6.16	CHRIS HUGHES	63 CANBERRA STREET MACKAY	[illegible]
18-6-16	TREVOR LYONS	1153 MT MARTIN LOOP RD. MIRAMI	[illegible]
19-6-16	BEVAN BAIRD	19 VILLAGE CCT EIMEO	[illegible]
19/6/16	Lynne Berry	82 Alice Street Mirami	[illegible]
19/6/16	ARNO ARBEITHUBER	3 Pacific Dr Blacks Beach	[illegible]
19/6/16	Nick Lette	13 Lowther St · EIOU	[illegible]
19/6/16	WARREN WINIATA	7 BILGOLA PLACE, BLACKS BEACH	[illegible]
19-6-16	Bruce Pandell	16 Palm Ct, Bucasia	[illegible]
19-6-16	GRAHAM. BOURKE	270 TREVASKIS RD. MACKAY	[illegible]
19-6.16	AL ZIMMERMANN	18 KILGOUR ST. MACKAY	[illegible]
19-6-16	BRIAN SCOTT	8 RIVERLEIGH DR NTH MACKAY	[illegible]
19-6-16	Trevor Mackenzie	2 Mackenzies Road Calen	[illegible]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5

PAGES 7/12

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature L Keegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
4-6-16	Regan McBride	20 Black Street	[signature]
4-6-16	Jayden Saron	23 Bradco Avenue	[signature]
4-6-16	[illegible]	42 Milne Lane MKY	[signature]
4-6-2016	Chris Pennington	Gray Court Beaconsfield	[signature]
4-6-16	Kel Donney	7 Swellfish St Mackay	[signature]
4/6/16	Belinda Donney	Swellfish St MKY	[signature]
4/6/16	Andrew Cour	17 Murray's Rd	[signature]
4/6/16	Dean Moffatt	21 Davey St Glenella	[signature]
4/06/16	Thomas Kyle	3 Macquire st Mount Pleasant	[signature]
4/06/16	Isaac Kumar	9 Queen st North Mackay	[signature]
5-6-16	[illegible] Scott	57 Milton St Mackay	[signature]
5-6-16	Doug Morris	42 Ben Nevis Mackay	[signature]
5/6/16	Siobhan Morris	42 Ben Nevis, Mackay	[signature]
5/6/16	Kean Morris	42 Ben Nevis, Mackay	[signature]
6-6-16	Peter Macqueen	2 Evans Av. Seaforth	[signature]
6-6-16	Ryan Borg	34 Frank Cowley Dr Glenella	[signature]
6-6-16	Monique Burston	60 Wood str, Mky	[signature]
6-6-16	Corey Love	3034 Bruce Hwy	[signature]
6-6-16	Lionel Saron	5 Leister Crt Bucasia	[signature]
6-6-16	Brad Scott	33 Hucker St Mackay	[signature]
6-6-16	M Madam	10 Wallace St Bucasia	[signature]
6/6/16	Matt Sorensen	3/29 Juliet St	[signature]
6/6/16	Aleesha Kelland	3/29 Juliet St	[signature]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 8 / 12

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street

North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature L Keegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
19/6/16	Anthony Dettrich	26 Schaefer St west Mackay	
19/6/16	Joe JARVIS	20 Jackson St West Mackay	
19/6/16	Mick Cook	13 Louth St Eton	
19/06/16	NEVILLE WOLFF	1 COMPASS COURT, SHOAL POINT	
19/06/16	Dave Hollingsworth	9 CROFTON CRT Rural View	
19/6/16	Jeff Wake	71 Nicolai St Marian	
19/06/16	GERARD GALL		
19/6/16	CLINT BEARD		
19/6/16	MICK KLITLEY	1/4 Hyams way Blacks beach	
19-6-16	PETER DOYLE	2 STATTS Rd MARIAN	
19/6/16	TROY LOTT	14 SCHOONER AVE	
22/6/16	Rohan Goldsmith	45 Marlborough st	
22/6/16	Jaymie Shaw	45 Marlborough st	
22/6/16	Kylie Goldsmith	167 Broadsound Road Pyet	

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5

PAGES 9 / 12

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street

North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature L Keegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
18/6/16	Lee Goss	EIMEO	
18/6/16	S ROBERTS	Bakers Creek	
20/6/16	DAVID HILL	NTH MACKAY	
20/6/16	W.J. CORBETT	EIMEO	
22-6-16	T. WHITE	MACKAY CBD	
22-6-16	A. Watson	Investigator St Andergrove Mackay	
22-6	M Hammond	Mackay	
22.6.16	A. CHARCHALIS	RURAL VIEW MACKAY	
27-6-16	T Smithe	Mackay	
27-6-16	Z. SMITH	MARIAN MACKAY QLD	
27/6/16	M Davies	Mackay	
4/7/16	GEORGE KEEGAN	MARIAN HOFFMAN DRIVE	
4/7/16	Tiffany Keegan	Marian, Hoffman Drive	
4/7/16			

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5

PAGES 10 / 12

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature L Keegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
03/7/16	Tim APPLEBY	232 GOLDSMITH ST	
3/7/16	Katrina Appleby	232 Goldsmith St	KA
3/7/16	Mia Appleby	232 Goldsmith st	MA
3/7/16	Liam Appleby	232 Goldsmith st	LA
5-7-16	Cameron Hope	3 Morrison st westmacca	Cam

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5

PAGES 11 / 12

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:

Submit a tender to the Qld Government for either the Ex-HMAS Tobruk or the Ex-HMAS Sydney to be scuttled off Mackay as a recreational dive wreck and artificial reef should the Qld Government acquire one of these ships from the Australian Defence Force.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Lesley Margaret Keegan

Address: 1 Elizabeth Street
North Mackay Qld Postcode: 4740

Best daytime phone contact: 07 49422722 Email: tlkeegan@live.com.au

Signature L Keegan

Signature of Petitioners:

Date	Print Name	Print Address	Signature
19.6.16	Mark Wilschut	57 Gingham Street Glenella QLD 4740	
20.6.16	STEWART GALLETLY	11 HAMLET ST MACKAY	
21.6.16	[illegible]	67 [illegible] Rd Marley	

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5

PAGES 12/12

For the attention of Cr Greg Williamson - Mayor of Mackay Regional Council

The Honorable Cr Mayor Greg Williamson

We wish to bring to your attention that Kuttabul does not have a Play Ground for children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School, Hampden State School, which has over 70 Children attending, plus people traveling on the adjoining highway with Children would greatly appreciate and make good use of the Play Ground.

We have two children under the age of four years and like many parents in the community of Kuttabul, we seek a Safe and Fun environment whereby Children can Play and Explore together.

Therefore, please find enclosed Petition signed by over 100 residents requesting a Play Ground as above mentioned at "Palm Tree Creek Rest Stop", Kuttabul.

We look forward to hearing from you soon. Thank you.

Yours Faithfully,

Mrs Crystal Vercoe, "Home Owner"

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors, 196 sign.

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
Andrea Pona	66 Burtons Access Rd Kuttabul 4741	[signature]
Shanae Kosenko	11 Hangan St Bucasia	[signature]
GAIL UNGERER	473 Marian Hampden Marian	[signature]
JOHN UNGERER	" " " "	[signature]
Colleen Thompson	184 Edmonds Road, Hampden	[signature]
Sarah Esterhuysen	244 Sorensens Rd Kuttabul QLD	[signature]
DEBBIE JOHNSTON	109 ROYSTON PARK DR. KUTTABUL QLD	[signature]
SARAH Rook	9 SCRIHA ST NORTH MACKAY	[signature]
JANNIE HUFF	605 GEEBERGA-BUTHURRA RD	[signature]
Teresa Allen	13 Pernas Road Kuttabul	[signature]
C Deguara	79 Pernas Rd Kuttabul	[signature]
Di Richter	286 Chidgeys Road Kuttabul	[signature]
T. Shovelton	" " " "	[signature]
John Williams	" " " "	[signature]
Cora Shovelton	" " " "	[signature]
JOY WILLIAMS	" " " "	[signature]
Clancy Wilson	" " " "	[signature]

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
Kylie Sharpe	Sheedy Cres Marian	
Katrina Head	23 Rutland Place MARIAN	
Marie Chinn	319 ANZAC AVE MARIAN	
B. Polland	Cracie Cct, Walkerston	
L. McGill	49 Geeberga Buthurra Rd Kuttabul	
J. FRASER	111 Pyms RD, HAMPDEN	
R DITTMAN	48 WILLIAM ST MACKAY	
K. Wright	37 Halls Rd, Pindi Pindi	
S Amaru	15 Helens Ct Hampden	
J Ludwig	1847 GEEBERGA BUTHURRA ROAD KUTTABUL	
O Gordon	31 Oxley Cres	
E. MITCHELL	35 ZUNKELS Rd Hampden	
L Volker	Kuttabul Mt Jukes Rd	
J SUTTON	4 STERAN COURT	
K McLEAN	McLEANS ROAD KUTTABUL	
A McLEAN		
G. VOLKER	3885 BRUCE HWY KUTTABUL	

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
S. Utley	566 OLD BOWEN RD CALEN QLD 4798	[signature]
Hole Yates	42 Smith St Oxley Vic 3678	[signature]
D. MUSCAT	256 PACES RD NARPI, KUTTABUL	[signature]
M. Baretta	3667 Mirani Mt. Ossa Rd, Mt. Ossa	[signature]
P. Baretta	" "	[signature]
M Zarb	Bruce Highway Mt Ossa	[signature]
A.M. Zarb	" "	[signature]
A. ZARB	" "	A.J. ZARB
C. STEPHEN	498 GEEBERGA BUTHURRA ROAD KUTTABUL	[signature]
P. EDGE	12 MT OSSA School Rd MT OSSA.	[signature]
R Marshall	Geebergа buthurra rd	[signature]
B. LEWIS	GEEBERGA BUTHURRA RD	[signature]
ELVO ANDRAD	26 McINTYRE ST CALEN	[signature]
B WATT	PO KUTTABUL VIA MACKAY 4741	[signature]
JOE SCHILLA	MT. OSSA	[signature]
DAN KENNEDY	MIRANI MT OSSA RD.	[signature]
Lionel	Sanford	[signature]

4337.C

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
Leah Barry	54 Sorensens Road.	LBarry.
Richard Barry	" "	RBarry.
Darnelle Linton	99 Sorensens Road	[illegible]
Robert Mary	99 SORENSENS RD KUTTABUL	[illegible]
W. BROWN	156 SORENSENS RD. KUTTABUL	[illegible]
L Mawbey	161 Sorensens Rd Kuttabul	[illegible]
.cn little	1	L.C.Lith
Jhidi Grov	230 Proves Road, Kuttabul	[illegible]
D. MURPHY	C/O Kutty PO	[illegible]
BRIAN MILLS	241 Geeberga Buthurra Rd Kuttabul	BMills.
ROBYN MILLS	241 GEEBERGA BUTHARRA RD, KUTTABUL	RD Mills
K de Silva	MS656 1672 Reliance CK Bruce highway Wilo Mackay	K d S
JOHN McGILL	49 GEEBERGA - BUTHURRA RD KUTTABUL.	[illegible]
Rhoda Wenck	136 Geeberga - Buthurra Kuttabul	MR-Wenck.
BRETT CRUICKSHANKS	39 BRALLAND ROAD KUTTABUL	[illegible]
AMANDA CRUICKSHANKS	" "	[illegible]
OLIVE CABAN	" "	O Caban

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
Mackenzie Burley	19 Brangus ct, Kuttabul	
Maren McGhee	25 brangus Crt Kuttabul.	
	LOT 29 BRANGUS CT.	
STEPHANIE SLEEMAN	37 BRANGUS CRT KUTTABUL	
A. TOLHURST.	31 BRANGUS CRT. KUTTABUL QLD	
P. Jeffray	33 Brangus Court KUTTABUL QLD	
Katrina Munchow	11 Sorensens Road, Kuttabúl	
LEO AS	15 Brangus Ct, Kuttábul	
JUDE GRAY	95 UPPER YARRAMAN RD YARRAMAN	
GLENDA REID	171 McIntyre St, Calen.	
Kayee Horsley	39 Brangus Court, Kuttabul	
Wendy Cassimatis	34 Brangus Ct. Kuttabul	
Arthur Cassimatis	" " " " "	
Melita Cassimatis	" " " "	
SandraleeBrown	2 Brangus Ct, Kuttabul	
John Brown	" " "	
Len Brown	" " "	

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the Play Ground.

Name	Address	Signature
G. LOCKIE	125 Royston Pk Drive	
J GILES	146 Royston Pk Dr	
S. MITTENBURG	146A Royston Pk. Dr	
R FREEMAN	171 Royston Pk Dr	
Natasha Freeman	171 Royston Park Dr	
Lyna Eatough	170 Royston Park Drive	
[illegible]	285 [illegible]	
Donna Miller	91 Volkers Rd Kuttabull	
Michael Miller	91 Volkers Rd Kuttabull	
Yannic Giles	20 Royston Pr Drive	
K. KINGSBURY	28 ROYSTON PARK DRIVE	
T. EVANS	124 Royston Pk Dr. Kuttabul	
G Simpson	133 Royston Pk Dr	
[illegible]	10 BRANGUS CRT.	
G. HALL	17 BRANGUS CRT.	
C. BURLEY	19 BRANGUS CRT	
Jo Burley	19 Brangus Court, Kuttabul	

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
Colin Kable	13 Mt Ossa Rd Mt Ossa	[signature]
[illegible]		
Jaimee-leigh Atkins	31 MT OSSA ROAD MT OSSA	[signature]
John Smyth	31 mount ossa Road Mount ossa	[signature]
Sharon Corry	31 Mt Ossa Rd Mount Ossa	[signature]
Josmine Corry	31 Mt Ossa RD, MOUNT OSSA	[signature]
Kellie McGlaughlin	41 Blackmurst Marian QLD	[signature]
Josh Clark	11 McCall st Marian QLD	[signature]
Peter Mantabelle	106 Ian Reddadiff Dr, The Leap	[signature]
Alice Graham	4 Gunsynd St Ooralea QLD	[signature]
Tracey Thorning	32 Hoffman Dr Marian QLD	[signature]
Tiffany Holt	25 Collett Court Marian QLD	[signature]
Kerri Turner	697 Doyles Rd, Balnagowa 4740	[signature]
Rulie Flinn	46 Zunkers road hampden	[signature]
Samnii Barnett	22 Poulser drive marian	[signature]
Sammy Jo Hansen	50 Alan st Marian	[signature]
Renee Fisher	204 Anzac Av Marian	[signature]

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
Dale Wheeler	36 Brangus crt Kuttabull	
Terri Gibson	1032 Devereux Ck Rd	
Karen Dahms	Rise and Shine Rd Wagoora	
ROB FARRELL	2570 BRUCE HIGHWAY HAMPDEN	
Gavin Mackley	3 Hampden CRT Marian	
Warren Grasses	67 Royston Pk Drive Kuttabul	
Scott Bowman	77 Mount Martin Road Kuttabul	
Jo Pugh	26 McCarthy St Hay Point	
Nat Rosa	4/5 Kate st Mackay	
Chris Carter	32 parker Rd, rannonvale	
	39 Dunvegan Hamilton.	
	Kuttabul	
	KALKERTON.	
Jon Poulsen	Kuttabul	
STEVIE BAGLIETA	WALKERSTON	
MARK MERCIECA	KUTTABUL	
KATE MERCIECA	KUTTABUL	

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
K. BASTION	18 Guimellis Rd.	[signature]
C BASTION	18 Guimellis Rd.	[signature]
G LUKE	4 MT OSSA	[signature]
T. LUDWIG	1847 Geeberga BUTHURRA RD.	[signature]
J BORG	BRANCUS CRT	[signature]
D. NORLAND	32 HUNTER ST W/MACKAY	[signature]
C. WALDON	3 Etwell Court Walkerston	[signature]
C. Waldon	693 mount Martin loop Rd.	[signature]
W. Hill	693 mount Martin loop Rd.	[signature]
N.Martin	4 Austin Dr	[signature]
JOSHUA MARTIN	4 Austin DRIVE ETON	[signature]
Geoff Geary	291 Chidgeys RD.	[signature]
R. PACE	834 KUTTABUL - MT JUKES RD	[signature]
G. MERLAM	c/o PV SEAFORTH	[signature]
IAN DOUGLAS	76 DONAARDS ACCESS RD, KUTTABUL	[signature]
Samantha Jarvis	128 Geeberga Buthurra Rd, Kuttabul	[signature]
Nathan Anderson	1/26 Makybe Diva Dr Oorabea	[signature]

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
Geoff Hoskin	16 Denton St South Mackay	[signature]
Sue Hoskin	16 Denton St South Mackay	M. Hoskin
Terri-lea Hoskin	1/26 makybe diva dr ooralea	[signature]
Emily Bell	16 Denton Street, South Mackay	[signature]
Xavier Bell	16 Denton Street, South Mackay	[signature]
Beth Kable	13 Mount Ossa rd MT Ossa	Bell, Kable
Brijon Thomas	3 Hampden Road	[signature]
Jade Vellin	355 Walkerston-Hombush Road Palmyrm	[signature]
Jamie Lean	71 Walkers Road Racecourse	[signature]
Cheryl Taylor	50 Webster St Mackay	C Taylor
Tee Taylor	50 Webster St Mackay	[signature]
Chloe von Fahland	14 Wallins Road Hampden QLD	[signature]
Latisha Perry	14 Wallins Road Hampden QLD	L perry
Colin Kable	13 MT Ossa Rd MT Ossa	[signature]
M. Brewer	231 Smith-Cross Rd. Deverevy crk	[signature]
L. Swan	12 Coralie crt Mirani	L Swan
F. Petschauer	Kuttabul Hotel	[signature]

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
Telita Gay	51 Nine Mile Creek Road, The Leap	[illegible]
LEXIE Bastraldi	110 Old Hillsborough RD Ball Bay	[illegible]
GERHARD BOAL	BONSONS SCRUBS RD	[illegible]
PETER Wilson	286 Chidgeys Road Kuttabul	[illegible]
Alan Richter	286 Chi " "	[illegible]

Petition for a Playground for Kuttabul

To Cr Mayor Greg Williamson and local councillors,

We the Undersigned wish to bring to your attention that Kuttabul does not have a Play Ground for the children. We would be most grateful if you would consider approving the development of a Play Ground at "Palm Tree Creek Rest Stop" as there is already plenty of Grassed Area, Toilets and Seating. We are sure our Local School (Hampden State School), which has over 70 Children attending, plus Families traveling on the adjoining Highway would greatly appreciate, and make good use of the playground.

Name	Address	Signature
Sarah Spreadborough	35 Kuttabul - Mt Jukes Rd KUTTABUL	[signature]
J. Walker	158 Kippen Drive	[signature]
Samantha Mellross	92 Hopps Sawmill RD	[signature]
Natasha Brown	41 Kuttabul Mt Jukes Rd	[signature]
Beth Kable	13 MT Ossa rd MT Ossa	[signature]
D. Park	3/18 Tay St	[signature]
M. Shanks	218 Geeberga Buthurra Rd Kuttabul	[signature]
K. FAY	3 Pouken Dr Marian	[signature]
V. Potts	591 Geeberga - Bulthurra Rd Kuttabul	[signature]
[illegible]	[illegible]	[signature]

NAME	SIGNATURE
Samantha Mellross 92 Hopfs Sawmill Rd.	[signature]
Natalie Askew 10 ALDIS RD, STHELENS BEACH	[signature]
Natasha Brown 41 Kuttabul Mt Jukes	[signature]
CHRIS JAFFRAY 33 BRANGUS CRT KUTTABUL	[signature]
Darnelle Lemon 99 Sorensens Rd Kuttabul	[signature]
Terri Moloney 3200 Bruce Highway Kuttabul	[signature]
Leah Gosper 60 Volkers Rd. Kuttabul.	[signature]
Sarah Spreadborough 35 Kuttabul - Mt Jukes Rd	[signature]
Bridget Foley 39 Hudsons Rd Kuttabul	[signature]
[illegible] 36 McGILLS RD KUTTABULE	[signature]
CHLOE VON FAHLAND Hampden QLD	[signature]
JAMIE LAKE	[signature]

FLYNN BUSHELL - FATHER LAVAL.

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to: BUILD A SKATE PARK IN BLACKS BEACH.

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: FLYNN BUSHELL

Address: 3 The Top Deck Blacks Beach Mackay QLD 4740

Postcode: 4740

Best daytime phone contact: 49695016 Email: mbbushell@gmail.com

Signature fbushell

Signature of Petitioners:

Date	Print Name	Print Address	Signature
02/9/16	Harry Ward	142 Waverley st	
02/9/2016	Sophia Woodhouse	2-12 Celeber Drive, Vourch Mackay	
02/9/2016	Mia Browning	12 anglers parade, blacks beach	
02/9/2016	Mark Armstrong	670 Marwood road, Balberra	
02/09/2016	Aidyn Fisher	6 COCOS court N Mackay	
02/09/2016	Helen Dargeloh	70 Lynette Drive Nindaroo	
20/08/2016	Etienne Horak	35 Mango ave	
2/9/16	Hayden Taylor	5 Phillip st blacks beach	
2/9/16	Micah Jones	69 Royale Sands Blvd	
2/9/16	Reza Pandey	7 Tribute Court, Glenella	
2.9.16	Jodia Mudge	18 Hivewe Close	
2.9.16	Helayna Saunders	28 Swan street Slade point	
2.9.16	Jess Walters	16 Panorama Court, Rural View	
2.9.16	Georgia Veach	1010 Mackay Eungella RD, Pleystowe	
2.9.16	Brooke Milburn	17-19 Douglas Crescent Rural View	
2.9.16	Molly Stephens	33 riverleigh DR. NRTH MKY	
2.9.16	Dayna Bushell	3 The Top Deck, Blacks Beach	
2.9.16	Daphne Bell	2 Pandanus St Beaconsfield	
2.9.16	Grant Bell	2 Pandanus St Beaconsfield.	
2.9.16	Brooklyn Bushell	3 The Top Deck, Blacks Beach.	
2/9/16	Mark Bushell	3 The Top Deck Blacks Beach	
4/9/16	EUGENIO PALMIERI	59 MILES ROAD, SEAFORTH	
4/9/16	LIBBY MITCHELL	THE VAN RD. SEAFORTH	
4/9/16	MARCEL MORGAN	53 MIENS RD. SEAFORTH	

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5

PAGES 1 / 1

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:
Build a skate park in Blacks Beach

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Flynn Bushell
Address: 3 The Top Deck Blacks Beach Mackay QLD 4740
Postcode: 4740
Best daytime phone contact: 49695010 Email: mbbushell@gmail.com

Signature: fbushell

Signature of Petitioners:

Date	Print Name	Print Address	Signature
4/9/16	Nicholas Mordecutt	37 Sunset Dr Eimeo 4740	N. Mordecutt
4/9/16	Kereama Peters	Lot 14 Normanby Road, 4805	KP
✓	Donna Kellion	6 Seaview St Mackay 4740	[illegible]
✓	Denise Newland	27 Blue Reef BLVD Halliday Bay	DN
4/9/16	Sharon Turvey	62 Smalleys Beach Rd Cape Hillsborough	[illegible]
4/9/16	Mary Partridge	243 Yandina Rd Blind Marooka River	[illegible]
4/9/16	Neta Gosper	PO Box 585 Sarina	N Gosper
4/9/16	Kathy Parrish	50 Crowleys Rd, Racecourse QLD 4740	KP
4/9/16	Kerrie Wood	19 Acacia Ave, Seaforth	KWood
4/9/16	Stephen Bushell	9 Hayman Court Bucasia	[illegible]
4/9/16	Robyn Bushell	9 Hayman Court, Bucasia	R. Bushell
5/9/16	Isaac Mundew	Duell court, Marian	[illegible]
5/9/16	Daffa Anwar	Mccormack Ave, Rural View	[illegible]
5/9/16	Jayden Hansen	61 Ben Nevis Street, Beaconsfield	P.H
5/9/16	Noel Siliran	5 Dolphin Heads, Lewin Woods drive	J.S
6/9/16	Samuel McLaughlin	10 cedar court Eimeo	SamM
6/9/16	Ben Barks	60 Eveleigh Rd Sarina	Ben.B
6/9/16	Ethan laval	25 Amherst St Slade point	Ethan.L
6/9/16	Harrison Fettell	8 Vailala Rise Rural View	HFettell
6/9/16	Wes Stacy Springman	Eimeo 14 yans court	Wesley
08/09/16	Emma Jade Carroll	15 James Croker Dr Mackay	[illegible]
8.9.16	Gelon Welford	17 James croker Dr Mackay	C.W.
8.9.16	Daniel Brinkman	2/58 Ian Wood drive Dolphin Heads	D.B.
8.9.16	yidi WANG	63 Carlyle Street	[illegible]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 21

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:
Build a skate park in Blacks Beach

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Flynn Bushell
Address: 3 The Top Deck Blacks Beach Mackay QLD 4740
Postcode: 4740
Best daytime phone contact: 49695010 Email: mbbushell@gmail.com
Signature fbushell

Signature of Petitioners:

Date	Print Name	Print Address	Signature
6-9-16	MADGE SAUNDERS	41 EDWARD ST, MACKAY	[illegible]
"	STEVE BLADES	3 ECM DRIVE MACKAY	[illegible]
6.9.16	KEN BEST	30 BARNFIELD DR A/GROVE	[illegible]
6-9-16	REG ROSS	6 CHERIBON AVE Mt Pleasant	[illegible]
6-9-16	H. WHITSON	106 SHOAL POINT RD BUCASIA	[illegible]
6-9-16	D. D. RIETZ	36 WILLIAM ST - MACKAY	[illegible]
6.9.16	B. BRADSHAW	5 Hilda Court, Nth Mky.	B. Bradshaw.
6-9-16	I. GRASSO	19 ANGELINA AVE GLENEHA	I. Grasso
6.9.16	BARB BOYCE	42/206 PHILLIP ST MACKAY	B.C. Boyce.
6.9.16	GEOFF BOYCE	42/206 PHILLIP ST MACKAY	G.C. Boyce
6/9/16	Don Bailey	10 DANIEL ST NTH MAKAY	D. Baly
6-9-16	Kim Challender	6 Seacove Ct Eimio.	K Challender
6-9-16	Pam Ross	6 Cheribon Av. Mt. Pleasant	P. Ross
6-9-16	Helen Ware	1 Wally Avenue McEwen's Beach.	[illegible]
6.9.16	FRANK CARUANA	2 WHITTEN CRT MT. PLEASANT	[illegible]
6.9.16	IAN BOOTS	PALMVIEW VILLAGE	[illegible]
6.9.16	SHIRLEY COOKE	14 Macarthur St NKY	S Cooke
6/9/16	CHRIS COLLINS	52 UNGERER ST NTH MKY	C Collins
6-9-16	F. EBERT	9 KINGFISHER ST SLADE PT	F M Ebert
6.9.16	M.L. ROSE	P.O. BOX 137 MACKAY	[illegible]
6.9.16	B. VUCUROVIC	19 A MEERO ST. MACKAY	[illegible]
6.9.16	P. GOODS	32 DOWNIR AV BUCASIA	[illegible]
6.9.16	T. CARUANA	WHITTEN CT. MACKAY	[illegible]
6.9.16	R. MURRAY	5 HAMILTON ST NTH. MACKAY	[illegible]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 3 / __

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:
Build a skate park in Blacks Beach

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Flynn Bushell
Address: 3 The Top Deck Blacks Beach Mackay QLD 4740
Postcode: 4740
Best daytime phone contact: 49695010 Email: mbbushell@gmail.com
Signature fbushell

Signature of Petitioners:

Date	Print Name	Print Address	Signature
6-9-16	B. MARSHALL	488 Marian Hampden Rd Marian	[signature]
6.9.16	D. Knight	29 HUME ST MACKAY	[signature]
7-9-16	A. Dettmann	8 Hayman Court Bucasia Qld	[signature]
7-9-16	R. Dettmann	8 Hayman Court Bucasia Qld	[signature]
8-9-16	Naomi Doyle	21 Lochmaben court Beaconsfield	[signature]
8-9-16	Logan Johnston	24 Tolchers Lane Marian	[signature]
8-9-16	NICOLE THOMPSON	40 HANGAN STREET BUCASIA	[signature]
8-9-16	LAURA CALVERT	14 Galway Court Andergrove.	[signature]
8.9.16	Aidan Bushell	38 Elizabeth St. Mirani	A. Bushell
9.9.16	Yvonne Bushell	38 Elizabeth St Mirani	[signature]
9.9.16	Tom Bushell	38 Elizabeth St Mirani	T. Bushell
9.9.16	Dan Bushell	38 Elizabeth St. Mirani	D. Bushell
9.9.16	Dave Blackmer	11 Hayman Cr. Bucasia	[signature]
9.9.16	Craig Hormann	14 Hayman Cr Bucasia	[signature]
9.9.16	Karen Horman	14 Hayman Cr. Bucasia	[signature]
9.9.16	Adrienne Horman	14 Hayman Cr Bucasia	[signature]
9.9.16	Tobi Horman	14 Hayman Cr. Bucasia	[signature]
9.9.16	Clinton Blackmer	79 Edmonds Av. Bucasia	[signature]
9.9.16	Dean Blackmer	Shepherds Rd Eimeo	DEAN BLACKMER
10/9/16	Craig Bushell	23 Grosskreutz Ave Marian	[signature]
10/9/16	BARBARA BEST	30 BARNFIELD DRIVE ANDERGROVE	[signature]
11.9.16	NONDA PASS	2 Knobel St, North Mackay	[signature]

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 4 / __

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:
Build a skate park in Blacks Beach

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Flynn Bushell
Address: 3 The Top Deck Blacks Beach Mackay QLD 4740
Postcode: 4740
Best daytime phone contact: 49695010 Email: mbbushell@gmail.com
Signature: fbushell

Signature of Petitioners:

Date	Print Name	Print Address	Signature
8-9-16	Jessie Borg	158 Doyls road playstoe	[illegible]
8-9-16	Claire Fettell	8 Vail 919	C.F
8-9-16	Haad Haider	62 wheeler drive	Haad
8-9-16	Lachlan Johnston	7 [illegible]	[illegible]
8-9-16	Connor Muscat	8 Greenmount Rd	[illegible]
8-9-16	Ruby Russell	12 pacific dr, Blacks Beach	[illegible]
8-9-16	Annaka Fredrickson	Whitsunday boarding	[illegible]
8-9-16	Ruby Cheesman	1 Gladston St, Eimeo	R.CL
8-9-16	Charlotte Bailey	18 Isabella Avenue, Glenella	[illegible]
8-9-16	Hugh Arthur	13 Creese St	[illegible]
8-9-16	ROSS Armstrong	670 marwood road [illegible]	[illegible]
8-9-16	Sam Chandler	9 Kowalk at the Leap	[illegible]
8-9-16	Tim Mifsud	CLERMONT	Tim
8-9-16	Glenn Stephens	33 riverleigh Dr. NRTH MKY	[illegible]
8/9/16	mikayla [illegible]	77 camilleri st dolphin heads	[illegible]
8/9/16	Ananya Sinha	17 Mussett Court Glenella	Ananya Sinha
8/9/16	Campbell [illegible]	Bucasia	[illegible]
8/9/16	Kennedy Foley	5 Credlin Court	[illegible]
8/9/16	Megan Foley	9 Caledonian drive	[illegible]
8/9/16	[illegible]	17 [illegible]	[illegible]
8/9/16	Emma Simpson	Sunrise Place	[illegible]
8/9/16	Nicole Dansie	Pondside Pl Shoal Pond	[illegible]
8/9/16	Noah Fan	29 Oasis Drive	NFan

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 5/__

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:
Build a skate park in Blacks Beach

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Flynn Bushell
Address: 3 The Top Deck Blacks Beach Mackay QLD 4740
Postcode: 4740
Best daytime phone contact: 49695010 Email: mbbushell@gmail.com
Signature: fbushell

Signature of Petitioners:

Date	Print Name	Print Address	Signature
6/9/16	Chinny Chan	11 Edinburagh PL Beconsfield	[signature]
6/9/16	Kassidy Chick	35 Pacific Dr Blacks Beach	Chick
6/9/16	Holly Stephenson	"	[signature]
6/9/16	Ally Luhrman	"	[signature]
6/9/16	Sophie Eden	"	Sophie
6/9/16	Jonathon Tait	"	[signature]
6/9/16	Drazic Cotter	"	Cody Ross
6/9/16	Cody Ross	"	Cotter
6/9/16	Blanc vander Boer	40 Fairway Dr Oorala waters	[signature]
6/9/16	Zac Schwarzrock	"	Z.S.
6/9/16	Brydie Milburn	14 Driftwood Court Rural View	[signature]
6/9/16	Kaidyn	"	[signature]
6/9/16	Claire C	"	[signature]
6/9/16	Jai Hattis	"	[signature]
6/9/16	Keely Burgun	"	Burgun
6/9/16	Nakesha Powell	"	N. Powell.
6/9/16	Paige Walker	45 langdon road Sarina	[signature]
6/9/16	Alicia Smith	"	[signature]
6/9/16	Bree Clifford	112 binnington esplanade mackay	[signature]
6/9/16	Thomas Madegart	"	[signature]
6/9/16	Savannah Osborne	~~[illegible]~~ Oorala	[signature]
6/9/16	Patrick Hoare	"	[signature]
6/9/16	Val McKenzie	34 Crispin Dr MT Pleasant	[signature]
6/9/16	Flynn Bushell	3 The Top Deck	fbushell

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 6 / __

Petition to Mackay Regional Council

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Mackay REGIONAL COUNCIL

Petition Request

We the undersigned request that Council give consideration to:
Build a skate park in Blacks Beach

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Flynn Bushell
Address: 3 The Top Deck Blacks Beach Mackay QLD 4740
Postcode: 4740
Best daytime phone contact: 49695010 Email: mbbushell@gmail.com
Signature fbushell

Signature of Petitioners:

Date	Print Name	Print Address	Signature
8-9-16	Fletcher W	39 Summer Hill rise habana	[illegible]
8-9-16	Kyra Cochrane	15 turtle place blacks beach	kcochrane
8-9-16	Mary Smith	Mackay Marina	[illegible]
8-9-16	James Nugent	Slade point	J.N
8-9-16	Julia Monckton	North Mackay	Jmonckton
8-9-16	Paterson M	Rural View	P.M
8-9-16	Lee Olsen	Cutabul	LON
8-9-16	Garth Spooner	3 Blackwood st	[illegible]
8-9-16	Janhavi Sharma	12 tributct Glenella	[illegible]
8-9-16	Jemima Hatherly	13 Illalangi est mt pleasnt	[illegible]
8-9-16	Lindsay Lockwood	79 Airstrip Rd Nebo.	[illegible]
8-9-16	Alisha Sim	North Mackay	[illegible]
8-9-16	Jayatee Banerjee	Bucasia, 4750	[illegible]
8-9-16	Mahya Anwar	Rural, View	M.A

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 7/__

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:
Build a skate park in Blacks Beach

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Flynn Bushell
Address: 3 The Top Deck Blacks Beach Mackay QLD 4740
Postcode: 4740
Best daytime phone contact: 49695010 Email: mbbushell@gmail.com
Signature fbushell

Signature of Petitioners:

Date	Print Name	Print Address	Signature
5/8/16	Angela Degao	20 Carnegie Court Oakenden	A Degao
5/8/16	Shane Weller	5 Iris Cr, Walkerston	[illegible]
5/8/16	ANGELA FUSSELL	14 HAMPDEN COURT, HAMPDEN	[illegible]
5/9/16	Helen Benjamin	19 Geoffrey Thomas Dr Bucasia	H Bell
5/8/16	JESS MEALY	13 McLaughlin Dve, Blacks Beach	[illegible]
5/8/16	Imogen Phillips	4 Ellis Av, Bucasia	[illegible]
6/8/16	Nicole Thompson	48 Eileen St Walkerston	[illegible]
6/8/16	Stacey Quinn	35 Annie Wood Ave, Mt Pleasant	S. Quinn
6/9/16	Elizabeth [illegible]	34 Crispin Dr Mt Pleasant	[illegible]
6/9/16	Kelsey Dunn	5 Bankswood St Beaconsfield	K Dunn
6/9/16	Anne-Marie Galea	74 Boyds Road Mambara	A Galea
6/9/16	Jenny Lin	27A High Street North Mackay	[illegible]
6/9/16	R. J. Price	27A High Street North Mackay	R J Price
6/9/16	Tanya Douglas	15 Perry Road, Walkerston	[illegible]
6.9.16	Glenn Stephens	33 Riverleigh Drive Mackay	[illegible]
8.9.16	Suzanne Grima	39 Botha St Blacks Beach Q 4740	Suzanne Grima
9.9.16	Vicky Corino	66 Coyne Ave Marian	[illegible]
9.9.16	Paul Reaston	25 Cannan St Mackay	P Reaston

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES 8/__

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:
TO Build a skate park at Blacks Beach.

Name and Address of Principal Petitioner (If no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Flynn Bushell.
Address: 3 The Top Deck Blacks Beach Mackay QLD 4740
Postcode: 4740
Best daytime phone contact: 49695010 Email: mbbushell@gmail.com

Signature fbushell

Signature of Petitioners:

Date	Print Name	Print Address	Signature
17-9-16	Jo Williams	7 Cumberland Ave	
18.9.16	Rob Williams	7 CUMBERLAND Ave	
18.9.16	Tori McQuaker	4 Kiber Dr	
18.9.16	LUKE CALLAN	8 EGAN CRT	
18.9.16	Taylor Williams	32 Superior Boulevard	
18.9.16	Jamie Clark	22 Coles Road	
18.9.16	Mitchell Clark	32 superior Blvd	
18.9.16	Colin Clark	22 Coles Rd	
18.9.16	Kate Williams	25 Osprey close	
18.9.16	Trace Beattie	25 osprey close	T.B
18.9.16	KAYLA Beattie	25 Osprey close	K.B
18.9.16	Jordan McKay	5 Reim Street Bridl view	
18.9.16	Todd Williams	7 Cumberland Avenue Slade Point	
18.9.16	Paige Miller	32 superior Boulevard	pmiller
18.9.16	Meg Cogo	5 Clive Court, Beaconsfield	
18/9/16	Jett Carroll	12 Orion Avenue	
18.9.16	Paige Harris	34 Bovey street	
18/9/16	Sam Williams	16 College court north MKY	
18.9.16	Misti Pettitt	16 College court	mistip.
18/9/16	Matt Beattie	7 Hillcrest Road Glenella	
18.9.16	Taylor Jensen	11 Mansfield Drive Beaconsfield	
18.9.16	Brittany Miller	33 Mansfield Drive	
18.9.16	Hayden Matsen	33 Mansfield Drive	

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 8

PAGES 9/4

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to:

BUILD A SKATE PARK IN BLACKS BEACH

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: ETHAN LAVAL

Address: 25 AMHURST ST SLADE POINT Postcode: 4740

Best daytime phone contact: 0415595070 Email: Chris.laval@raywhite.com

Signature Elaval

Signature of Petitioners:

Date	Print Name	Print Address	Signature
8/9/16	Lara Sablin	5/8 Petrie St, east Mackay	
8/9/16	Stephanie Mclaughlin	10 cedar court Eimeo	
8/9/16	Isabeau Wardle	24 Kathleen st Sarina	
8/9/16	Tabby McIntyre	4 Shaw street mackay	
8/9/16	Evie Weight	15 Whinners Court Blacks Beach	
8/9/16	Charlotte Nettley	Evan street south Mackay	
8/9/16	Paige Stolberg	12 Marina Beach Parade Mackay harbour	
8/9/16	Mali Piperidis	49 eaglemount road	
8/9/16	Alliana Parrotte	77 [illegible] st dolphin heads	
8/9/16	William baker	47 barber drive	
8/9/16	Tino Mlambo	Whitsunday Anglican School	
8/9/16	James Bentley	6 Gabriem richmond	
8/9/16	Stevie Keating-Yates	1/31 Milne Lane West Mackay	
8/9/16	Ellie Mcdermott	133 McIntoshs Rd Marian	
8/9/16	Isabelle Meyer	1/a2 grosvenor drive	
8/9/16	Lulu Piperone	9 Waverley St Bucasia	
8/9/16	Tadya Evans	24 Admiral ar Dolphin Heads	
8/9/16	Megan Mathew	6 Victor Avenue Glenella 4740	
8/9/16	Ross Armstrong	670 marlwood road	
8/9/16	Lilly Hall	75 Investegator Street, Andergrove 4740	
8/9/16	Rosie Wild	17 organica court, Andergrove	
[illegible]	[illegible]	[illegible]	
8/9/16	Leah Panday	7 Tribute court, Glenella	
8/9/16	Thomas Stolberg	12 marina beach parade mackay harbour	

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES ___/___

Petition to Mackay Regional Council

Mackay REGIONAL COUNCIL

If any further signatures required, a copy of this page must be used each time. Pages of signatures without the information provided on this form will not be accepted. Photocopies will not be accepted.

Petition Request

We the undersigned request that Council give consideration to: Build a Skatepark in Blacks Beach

Name and Address of Principal Petitioner (if no Principal Petitioner is appointed, the first signatory on the petition will be nominated Principal Petitioner)

Name: Ethan Laurel

Address: 25 Amhurst St Slade point

Postcode: 4740

Best daytime phone contact: 0415595070 Email: Chris.laurel@raywhite.com

Signature Elaurel

Signature of Petitioners:

Date	Print Name	Print Address	Signature
8.09.16	Kaleb De[illegible]	9 Tropical Ave	KD
8.09.16	Kelsey Reed	3 Panorama Crt	Kreed
8.09.16	Ryan Chatteris	36 Pioneer St	R Chatteris
8.9.16	Jay Goumakar	39 Cinnamon Drive	J Goumakar
8.9.16	Isabella McMahon	38 bjelke Circuit rural view	[illegible]
8.9.16	Ava Bailey	Black beach	[illegible]
8.9.16	Jankavi sharma	12 tributct Glenella	[illegible]
8.9.16	Caitlyn Rogers	Blacks beach	
8.9.16	Jemima Hathelly	Mt pleasnt	
8.9.16	Brianna Baker.	47 Barber drive blacks beach	[illegible]
8/9/16	Sajad Haider	62 Wheeler Drive	SH
8/9/16	Fletcher B		

*PLEASE INCLUDE NUMBER OF PAGES EG. Page 1 of 5 PAGES __/__

32 Reasons why, a skatepark is needed to be built in Blacks Beach:

1. The skatepark will provide a safe place to recreate.

A majority of the deadly accidents that happen to people while they're skateboarding involve a motor vehicle. In towns and cities across the nation the most interesting terrain for skateboarding is found in the streets and sidewalks. The skatepark will be the safe place to skate but for it to be effective it must be more interesting than what's out "in the wild."

2. Skateparks, if designed and constructed correctly, are fiscally conservative and require very little maintenance.

When a skatepark is built correctly it will require virtually no structural maintenance for years. The nation's oldest skateparks have been servicing skateboarders for 30 years and most have required little more than cosmetic maintenance. For a skatepark to meet this high expectation it should feature no fixtures; all of the materials used that are intended to be skated on should be fixed into the forms with grout and concrete. (In other words, skateparks that require no maintenance have no kick-plates, screws, bolts, or other components that will loosen through vibration and weather over the years.)

3. Skateboarders are currently under-served in the area.

As a community we understand that we need to support our youth who wish to pursue active, healthy lifestyles. Without community support those groups are required to build their own support systems outside of our community. Do we want to sit by while a significant portion of our youth meet their recreational needs with no support or involvement from our community?

4. Skateboarding has millions of participants nationally and is growing while team sports participation is in decline.

When one considers that skateboarding is the third most popular recreational activity for kids between 6 and 18 years old, it might be assumed there would be skateparks all across our community. We have basketball courts, soccer fields, jogging paths, and plenty of other places for people to be active. Yet we have no skateparks! It's time to address the needs of today's recreational youth.

5. Skateboarding is a 2.5-billion-dollar industry.

For decades skateboarding has been on the leading edge of youth marketing. Today it's serious business with lucrative video games, television shows, and brand names that launch dozens of product lines. With all of this marketing, more kids than ever before are eager to learn to skate. The demand is enormous and skateparks are the place to start.

6. Skateboarders are a vital part of urban communities.

Skateboarding has been a commonplace feature of the urban environment for over 40 years, and a part of American culture since the 1950s. It's so popular with youth that today there is no city on the planet that doesn't have its own skateboarding group of kids. Our local skateboarders are not part of a fringe group of kids who are into something unique and uncommon.

7. A skatepark can attract skateboarding tourists if designed to do so.

Dozens of skateparks in the United States—and abroad—enjoy a reputation for being places that skaters dream of visiting someday. For skaters, places like Burnside, Kettering, Orcas, Louisville, Black Pearl, Lincoln City, and others share an allure that rivals Disneyland.

8. With national health issues looming for today's youth, it's time to offer a greater number of healthy, athletic choices.

You don't often see obese skateboarders. Lots of skateboarder's skate several times a week and often for hours at a time. There is clearly a commitment for these kids to develop their skills, yet they do this without coaches, leagues, and often without even an appropriate place to do it.

9. The low cost to participation makes it accessible to everyone.

Skateboarding is inexpensive and is economically feasible to any family's financial situation. While hand-me-down equipment is commonplace, even a new skateboard can be purchased for around $60 and last for years if taken care of. That's all a person needs. There is no additional equipment, no "green fees," no travel expenses. To get into skateboarding one only needs a skateboard and a place to do it.

10. Thousands of other communities understand the value of skateparks.

If they had the opportunity to do it again, when asked what they might have done differently with their skateparks many Parks directors claim they would have made the skatepark larger. When skateparks are designed to succeed, they succeed wildly. If you contact any Parks Department with a successful skatepark, they will rank it as one of their most popular, well-used facilities. (Seriously, try it!)

11. If a city doesn't have a skatepark, it is a skatepark.

Skateboarding is happening with or without a skatepark. By not supporting our local youth with a skatepark, it doesn't mean they'll quit skating. It just means we are putting them at risk of injury and run-ins with law enforcement.

12. Our community already has hundreds, and maybe thousands of skateboarders.

The skatepark visitors are ready to go. We don't need to wait and hope that patronage emerges over time. They are here now.

13. In the future there are going to be many legitimate places to skate in the city. The time to embark on that positive future is now.

Creating a skatepark in our community is inevitable. It's only a matter of time before everyone comes to understand the opportunity skateparks represent. There is no reason to delay the investigation any longer. The time to start this process is today...right now.

14. A skatepark is a place where skateboarders and other people who might not cross paths in the street can come together.

Skateparks are social spaces that will attract interest from all parts of our community. In cities across the nation the local skatepark is a landmark that everyone is familiar with. Our skatepark will include amenities that visitors can enjoy so that it's understood by everyone—skaters and onlookers—that we appreciate and support what these kids are doing.

15. Skateparks can displace other less desirable activities in an area.

Skaters love skateboarding. That's what they're into. For the dedicated skater, any activity that disrupts their time skateboarding is going to be a problem...and few obstacles will prevent the skater from pursuing it. When skateparks are built in places where there are existing problems—criminal activity, vandalism, and so on—the skaters will serve to displace those people who prefer a remote, secluded environment.

16. The skatepark can be an attraction for family outings.

It is increasingly common to see families skating together. Often, a mother or father that skated in their youth has their interest rekindled when their children get into it. It's a great way for a family to spend time together yet without requiring a lot of planning, expense, or preparation.

17. Skateboarding is cool and the skatepark will enhance the community's reputation.

There's no doubt that skateboarding is often at the centre of whatever happens to be popular among today's youth. For lots of people, spending time at the skatepark will be something cool to do that doesn't cost any money. For our community, having a great skatepark will serve to show the region that we understand how to engage our young adults.

18. Good skateparks have volunteers to help maintain the facility.

The central members of the skatepark committee will become the stewards of that facility. As skateboarders dedicated to the park, we will work with Parks to host lessons, workshops, and other events. We will be at the skatepark regularly and will protect the facility that we've worked so hard for.

19. Skateparks can draw skateboarders away from less appropriate areas.

If we don't have a skatepark, people will continue to skate wherever there is compelling terrain. We should put the skatepark where we want there to be activity and away from those places where we don't.

20. Young and old people enjoy skateparks.

Skating has been a part of our culture for more than 50 years. There are skateboarders well into their 50s who still enjoy pushing around a park. The skatepark is a place where the young and old can recreate together as equals. This is important for adult skateboarders but equally important for the younger set.

21. Skateparks support vibrant, healthy communities, just like many other athletic facilities.

Every good skatepark has a group of regular patrons. These people may not know each other socially outside of skateboarding but at the skatepark they are friends and colleagues. The brotherhood of skateboarders has strong bonds that cross economic, geographic, and even language barriers. Skateparks are a great way of starting that kind of social cohesion right here.

22. Skateboarding is mainstream.

With 13-million participants in the U.S., skateboarding can hardly be characterized as a niche group of special users. In fact, skateboarding is as popular (and often more so) than most "all-American" sports. We see skateboarding in commercials. There are television shows about skateboarding and starring famous skaters.

23. Skateboarding is a popular spectator sport.

There are more than 2-million skateboarding videos on YouTube with many featuring over 5-million views each.

24. Skateparks are flexible in design and can work in many different size plots.

Donald, Oregon features one of the nation's most well-known skateparks. It is 2,500 square feet, cost $35,000 to build, and serves a town population of 750 residents. Yet it attracts celebrity skateboarders and others from across the nation.

25. The skatepark will be a place to go after school.

For skaters, the skatepark provides a third place in their lives. For the most dedicated skaters they will spend most of their free time at the park. The skatepark will have the amenities necessary for providing a comfortable place for its visitors, including secure places to drop a backpack, set a bottle of water, or just sit and relax.

26. Neighbourhood skateparks allow younger skaters to recreate safely close to home.

As a matter of public safety we prefer to have our children recreating close to home or in places that are safe in the public eye. That is why our skateparks should be near where the skaters live.

27. This skatepark effort will turn skaters into community activists.

While some people may consider skateboarders the dregs of society, we will see their passion applied to phases in the process that will rival any other community action group.

28. There are experts who will help our community plan the skatepark.

The people behind the world's most successful skateparks are available to help us plan for our own success, and they're eager to be involved. With so much experience at our disposal we are confident that our new skatepark will be phenomenal.

29. The best time to start the new skatepark is today.

It costs us nothing to begin planning for the new skatepark. However, those plans will become a catalyst for local youth to engage in the civic process. The only thing we need right away is a commitment to mutual collaboration on the new skatepark plans. There is no value in delay.

30. Skating in a park is much safer than skating in the streets.

In 2006, 42 people riding skateboards died. Of those, 40 of them were not in a skatepark and 27 of those involved a motor vehicle. In other words, of these 42 deaths, 40 of them might have been prevented had the person been skating in a skatepark instead of the streets.

31. skating reduces obesity and depression.

Having a skatepark in Blacks beach doesn't just allow the children, teenagers and adults to skate, it also allows them to interact with other people thus reduces the chances of depression. Skating is a very physical action sport and can make children lose weight fast. Scene as Australia is the 3rd most obese country in the world, we need many more facilities like this.