MINUTES

Ordinary Meeting

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

On Wednesday 22 June 2022

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

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

1. ATTENDANCE

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

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

The meeting commenced at 10:00 am.

Mayor Williamson advised that Councillor Englert was joining the meeting online via audio visual link (Teams).

Council Resolution ORD-2022-145

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

Moved: Cr Bonaventura **Seconded: Cr Hassan**

CARRIED

2. OPENING PRAYER

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

3. ABSENT ON COUNCIL BUSINESS

Nil

4. APOLOGIES

Nil

5. CONDOLENCES

Nil

6. CONFLICT OF INTEREST

Nil

7. CONFIRMATION OF MINUTES

7.1. CONFIRMATION OF MINUTES - 8 JUNE 2022

Council Resolution ORD-2022-146

THAT the Ordinary Meeting Minutes dated 8 June 2022 be adopted.

Moved Cr Bonaventura **Seconded Cr Green**

CARRIED

MINUTES

Ordinary Meeting

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

On Wednesday 8 June 2022

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

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

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

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

1. ATTENDANCE

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

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

The meeting commenced at 10:00am.

Mayor Williamson advised that Councillors Englert and Green were joining the meeting online via audio visual link (Teams).

Council Resolution ORD-2022-130

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

Moved: Cr May **Seconded: Cr Jones**

CARRIED

2. OPENING PRAYER

Mayor Williamson led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS

Nil

4. APOLOGIES

Nil

5. CONDOLENCES

Nil

6. CONFLICT OF INTEREST

Cr Jones detailed a matter related to organisations (including the Finch Hatton Progress Association which Cr Jones is President of) that are referred to in the Capital Works Monthly Review Report and the Community and Client Services Monthly Review Report and queried if these would be classed as a conflict of interest.

Mayor Williamson advised that he felt these would not be considered as conflicts and referred to the Executive Officer for clarification.

The Executive Officer David McKendry, advised that he did believe there was any conflict as the reports simply reference the group, not a decision for Council.

7. CONFIRMATION OF MINUTES

7.1. CONFIRMATION OF MINUTES - 25 MAY 2022

Cr Jones noted that the Minutes from the previous meeting were not included in the Agenda and queried if this was an oversight.

Mayor Williamson advised that the Minutes would be added to agendas in future.

Council Resolution ORD-2022-131

THAT the Ordinary Meeting Minutes dated 25 May 2022 be adopted.

Moved Cr Jones **Seconded Cr Hassan**

CARRIED

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

UPDATE ON QUESTIONS ARISING FROM COUNCIL MEETING – 25 MAY 2022

AGENDA ITEM	MATTER	RESPONSE
11.2.1 Development Services - Monthly Review Report – April 2022	**Monthly Action Plans** Cr Mann queried it a table could be included in all monthly reports which shows what monthly action plans have not been carried out.	Workplace Health and Safety investigating.
11.2.1 Development Services - Monthly Review Report – April 2022	**Value of Approved Operational Works** Cr Bonaventura noted there was a large spike in the cumulative value of approved operational works. The Director advised that there had been a correction but would check if this was the current position for the current year.	To be confirmed.
11.2.1 Development Services - Monthly Review Report – April 2022	**Weed Harvester** Crs Seymour, Jones and Bella queried whether Council would revisit the option of purchasing a weed harvester. Mayor Williamson advised that he would be happy to see a briefing on this.	Briefing to be scheduled.
11.3.1 ECI – Water Services Monthly Review – April 2022	**Myh2o** Cr Seymour noted the increase in the residential leaks cease water table from Nov 21 to Jan 22 and queried if there had been a media campaign which coincided with this.	There was an issue with the portal and generating the data for December 2021, hence the dip for that month's data only. In relation to the dip in January 2022 to March 2022, this is the time that Council reads meters for billing purposes and if a significant increase in consumption is noted this is communicated to the property owner accordingly. It is believed that has impacted the total number of leaks ceased during the period and this is a positive outcome.
11.3.2 ECI – Waste Services Monthly Review – April 2022	**Safety Summary** Cr Mann noted the safety summary was missing from the report.	Safety summary to be included in future reports.

11.3.2 ECI – Waste Services Monthly Review – April 2022	**Wheelie Bin Recycling** Cr Bella queried if unrepairable bins are recycled.	All damaged wheelie bins are recycled by Genuine Recycling in Brisbane.
11.3.2 ECI – Waste Services Monthly Review – April 2022	**Recycled Glass in Road Maintenance** Cr Seymour queried how the recycled glass was going in the road maintenance.	A report on the success of using crushed glass in road gravel was completed approximately 2 years ago. The second section of Hogans Pocket Road was completed at the end of last year under a Waste Services Capital Project. Civil Operations has also been using the recycled glass product and will be encouraged to continue to utilise this product in their maintenance operations.
11.3.2 ECI – Waste Services Monthly Review – April 2022	**Report - Wheelie Bin Contamination Rates** Cr Bonaventura queried if the report could be included as part of the Monthly Review Report.	Unfortunately, Bin Audits have been impacted by COVID. A Bin Audit will be undertaken this year between 12 July 2022 and 18 August 2022 to ascertain the current contamination rates. Once the Bin Audit has been undertaken, the finalised report will be included in the Monthly Review and presented to Council.
11.4.1 Organisational Services Monthly Review Report – April 2022	**Works for Queensland Variance** Cr Jones queried how much funding was reallocated and what the impact of this was.	The explanations of the variances for 3.17 and 3.18 were mistakenly switched. The correct response is as follows: 3.17 – Timing variance for outstanding grant proceeds yet to be received. 3.18 – Yearly grant allocation has been fully allocated. Costs to be reallocated to Council unsealed road maintenance program. This means that the $114K overrun in 3.17 will be covered by grant proceeds yet to be received. The $2.7K overrun in 3.18 will be transferred and covered by the unsealed roads maintenance budget in Civil Operations.
11.4.1 Organisational Services Monthly Review Report – April 2022	**Lease Compliance Issues – Land and Tenure** Cr Jones queried the type of compliance issues and are they COVID related.	The compliance matters relate to requests to Lessees to provide Council with copies of their Public Liability Insurance Certificates of Currency to ensure we have copies on file.

9. MAYORAL MINUTES

Nil

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

10.1. AUDIT COMMITTEE - MINUTES OF MEETING 12 MAY 2022

Author	Secretariat (Jeanne Ronald)
Responsible Officer	Executive Officer (David McKendry)
File Reference	Audit Committee
Attachments	1. Minutes [**10.1.1** - 9 pages]

Purpose

To receive the draft final minutes of the Audit Committee (the Committee) meeting held on 12 May 2022.

Related Parties

Nil

Corporate Plan Linkage

Priority: Organisational Performance
Strategy: Governance and performance - Ensure that council complies with all of its statutory obligations, minimises its exposure to litigation, manages its risk, undertakes targeted internal audits, and meets community expectations of transparency and performance reporting.

Background/Discussion

In accordance with Section 211 (1) (c) of the *Local Government Regulation 2012* (the regulation), the Committee must as soon as practicable after a meeting, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.

Furthermore, under Section 211 (4) of the regulation, the Chief Executive Officer must present the report at the next meeting of the local government.

Consultation and Communication

The draft minutes were approved by the Chair of the Committee and circulated to the Committee.

Resource Implications

Nil

Risk Management Implications

Nil

Officer's Recommendation

THAT the minutes of the Committee meeting of 12 May 2022 be received.

Council Resolution ORD-2022-132

THAT the minutes of the Committee meeting of 12 May 2022 be received.

Moved Cr Bella **Seconded Cr Hassan**

CARRIED

11. CORRESPONDENCE AND OFFICER'S REPORTS

11.1. OFFICE OF THE MAYOR AND CEO
11.1.1. THE OFFICE OF THE MAYOR AND CEO MONTHLY REVIEW REPORT - MAY 2022

Author	Acting Chief Executive Officer (Angela Hays)
Responsible Officer	Acting Chief Executive Officer (Angela Hays)
File Reference	DMRR
Attachments	1. Report for Office of Mayor CE Os - Monthly Review - May 2022 [**11.1.1.1** - 20 pages]

Purpose

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

Related Parties

Nil

Officer's Recommendation

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

The Acting Chief Executive Officer (A/CEO) Angela Hays, provided an overview and highlights of the Office of the Mayor and CEO Monthly Review Report for May 2022.

Cr Mann noted that a worker has sustained an injury following a workplace altercation and queried if the worker has recovered and whether the issue has been resolved.

The A/CEO advised that she would take the question on notice.

Cr Mann queried the total number of business improvement staff surveys completed to date.

The A/CEO advised that at the time of the report, there were 300 received but the numbers were increasing daily. The A/CEO advised that she would provide the number to date.

Cr Mann queried if Councillors were able to see the comments from the surveys.

The A/CEO advised that a report on the survey would be provided when collated.

Cr Seymour noted the injury which occurred when an officer spotting a forklift fell over a pallet and queried if the clearing the floor first was part of their training.

The A/CEO confirmed that the floor should have been cleared first, noting that this would have been investigated with corrective actions implemented.

Council Resolution ORD-2022-133

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

ORDINARY MEETING - 08 JUNE 2022

Moved Cr May **Seconded Cr Mann**

Cr May highlighted several items from the report including the CIC day, external grant funding received, the refresh of the Corporate Performance Planning and Reporting Framework, particularly the build of the Operational Plan, change management, emergency management preparedness and training and SES operations with the Mackay SES recently attending a training night at CQ Rescue.

CARRIED

11.1.2. COUNCILLOR REPORT - ATTENDANCE AT ALGWA NATIONAL AND QLD STATE CONFERENCE - 1-3 MARCH 2022

Author	Executive Support Officer (Pam Jaenke)
Responsible Officer	Executive Officer (David McKendry)
File Reference	Councillors General
Attachments	1. Councillor Report - March 22 ALGWA Conference [**11.1.2.1** - 32 pages]

Purpose

To present a report to Council, which includes information and outcomes resulting from attendance at the ALGWA National and Queensland State Conference by Crs May, Townsend, Mann, Green and Hassan.

Background/Discussion

Council at its meeting on 9 February 2022 authorised the attendance of Crs May, Townsend, Mann, Green and Hassan at the ALGWA National and State Conference on 1-3 March 2022.

Attached are the details as presented following attendance at this Conference.

Officer's Recommendation

THAT Council receive the report regarding the ALGWA National and Queensland State Conference.

Cr Bonaventura referred to the average homelessness growth rate and queried the thoughts of the Councillors who had attended the Conference, on where they see Council's responsibility in addressing homelessness.

Cr Mann advised that the presentation by the City of Gold Coast addressed many important topics and provided an overview of their Homelessness Action Plan which lists their goals, priorities and actions. Cr Mann also advised that the City of Gold Coast have Public Liaison Officers on the ground who work closely with other providers to provide assistance to the homeless in their community.

Council Resolution ORD-2022-134

THAT Council receive the report regarding the ALGWA National and Queensland State Conference.

Moved Cr Mann **Seconded Cr Jones**

Cr Mann spoke on behalf of the Councillors who had attended the Conference, noting that all had provided input into the writing of the report. Cr Mann advised that the Conference was very valuable and engaging and highlighted the information provided on cyber security and homelessness, noting that statistics on domestic violence and homelessness were frightening. Cr Mann provided an overview of the actions on homelessness being taking by the City of Gold Coast, which include providing the support services space to operate from, the engagement of public liaison officers who patrol with Local Laws and the provision of cameras, which allow vision of people who may be in difficulties.

Cr Jones advised that she had been fortunate to be able to drop in for several hours on the last day, and expressed appreciation to the Councillors who had put together a very thorough report.

Cr Bonaventura thanked Councillors for the report, noting that it was very detailed and very interesting.

Cr Bella thanked Councillors for the report, noting that it was an outstanding report which provided a great deal of information.

CARRIED

11.1.3. OPERATIONAL PLAN 2022-23

Author	Coordinator Performance and Risk (Sarah Shuttlewood)
Responsible Officer	Executive Officer (David McKendry)
File Reference	Correspondence - Corporate Performance Planning and Reporting
Attachments	Operational Plan 2022-23 1. Operational Plan 22-23 DRAF T 5 [**11.1.3.1** - 20 pages]

Purpose

The purpose of the report is to present to Council for adoption the Operational Plan 2022-23.

Related Parties

N/a

Corporate Plan Linkage

Operational Excellence
Customer/Community Focus - Improving community wellbeing is a primary goal of our services to the Mackay region. This encompasses residents, businesses, visitors and investors. Council believes all members of the community plat a crucial role in supporting the vision and strategic outcomes and we encourage community engagement.
Our People and Culture - We have an engaged workforce who work together to ensure that delivery of strategic outcomes. We support our employees by providing a safe and healthy workplace, where self-improvement and innovation are fostered and rewarded. Council also involves a team of community volunteers to assist with its operation.
Process and Systems - We develop and continually improve and innovate to create efficient processes that deliver value for our community. Council will endeavour to make service levels more transparent and harness opportunities for existing and emerging technologies to aid this delivery.

Background/Discussion

Sections 174 and 175 *Local Government Regulation 2012* mandate that a local government prepare and adopt an operational plan that states how it will implement its 5-year corporate plan during the year. The operational plan must be consistent with the annual budget, set out how operational risk will be managed and include an annual performance plan for each commercial business unit.

The Operational Plan 2022-23 includes actions against Corporate Plan priorities and strategies. Each action includes a responsible program and an evaluation measure to assess performance.

The Operational Plan 2022-23 is informed by goals and key performance indicators identified in each Programs' annual Program Plan. Program Plans are developed to support the implementation of priorities identified in Directorate Plans, cascading from the Organisational Strategy and Corporate Plan.

Consultation and Communication

The Operational Plan 2022-23 was developed through an extensive engagement process with the Acting Chief Executive Officer, Directors and Program Managers.

Once received by the Mayor and Councillors, the plan will be published on the MRC website for access by the community.

Resource Implications

There are no resource implications directly related to preparation of the operational plan.

The Operational Plan 2022-23 has been prepared prior to Council's adoption of the annual budget, however Program Managers have been consulted to confirm that all actions are funded in the proposed 2022-23 budget.

Risk Management Implications

The operational plan minimises risk to Council by ensuring performance is planned, monitored, and managed.

Conclusion

It is recommended that the Operational Plan 2022-23 be adopted as tabled.

Officer's Recommendation

That Council adopts the Operational Plan 2022-23 in accordance with S174 of the *Local Government Regulation 2012.*

THAT insert officer's recommendation here

Mayor Williamson noted that the preparation of the Operational Plan had been a great journey and thanked officers for the incredible amount of work they have done. Mayor Williamson noted that there were typos on pages 86 and 87 which have now been corrected.

The A/CEO noted that each program has held a workshop to determine what they need to do to meet the Operational Plan, the Plan will be updated annual and she looks forward to sharing it with the community and providing regular updates on Council's progress in meeting the Plan.

Cr Bonaventura noted that there was a typo in the report under Corporate Plan Linkage.

Mayor Williamson advised that this error has been corrected.

Council Resolution ORD-2022-135

THAT Council adopts the Operational Plan 2022-23 in accordance with S174 of the *Local Government Regulation 2012.*

Moved Cr May **Seconded Cr Hassan**

Cr May noted that the Operational Plan 2022-23 provides clear goals and KPIs and offered her congratulations to the A/CEO, Directors and all staff involved. Cr May advised that she was looking forward to Council's budget to enable the work to be done.

CARRIED

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

Author	Director Capital Works (Jim Carless)
Responsible Officer	Director Capital Works (Jim Carless)
File Reference	Departmental Monthly Review Reports
Attachments	1. Capital Works Monthly Review Report - May 2022 [**11.2.1.1** - 33 pages]

Purpose

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

Related Parties

Nil.

Officer's Recommendation

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

The Director for Capital Works Jim Carless, provided and overview and highlights of the Capital Works Monthly Review Report for May 2022. The Director referred to the Capital Project Status graph and noted that although the graph indicated a jump in the number of projects, this is not case as some projects have had to be reopened to allow the allocation of backpay following the recent Enterprise Bargaining Agreement.

Cr Bonaventura referred to the Capital Projects Expenditure 2021/2022 table noting the 61.8% spend of approved budget for the Design Program and queried what works this involves, and whether the spend being only 61.8% will have an impact on future work.

The Director advised that he would need to check the work that makes up the 61.8% and circulate this to Councillors but noted that some design and construct projects are included in that percentage so it is a bit of a misrepresentation and also, some designs go across multiple years. The Director noted that while the percentage rate is not where Council would like it to be, there has been a great deal of work done with some $4.6 million spent year to date in design services and it is probable that the percentage is more likely to be between 70% and 80% for the year.

Cr Bonaventura queried if there would be an impact on future projects.

The Director advised that it was possible that some projects would have to be reshuffled.

Cr Seymour noted that Stage 2 of the Creek and Lorne Roads works is nearly complete and queried when Stage 3 will commence, and if it will impact the cane carting.

The Director advised that the plan was to commence Stage 3 as soon as Stage 2 is completed but understands negotiations are underway with Mackay Sugar. The Director will take the question on notice and provide a response.

Council Resolution ORD-2022-136

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

Moved Cr Bella **Seconded Cr Townsend**

Cr Bella noted that the report reflects the problems Council is facing in obtaining raw materials and asked the public to be patient. Cr Bella highlighted several items from the report including the work on water lines, playground equipment and the installation of CCTV and referred to the Overview page of the report, noting that it was a great way for the general public to see what work is being undertaken by Council in this area.

Cr Bonaventura referred to the Richmond Glenella Road roads and advised that he had driven on the completed asphalt section this morning and was very smooth and looked so much better.

Cr Townsend highlighted several items from the report including the Pioneer River North Bank Shared Path, Animal Management Facility, Mirani Community Precinct and Riverside Revitalisation project. Cr Townsend highlighted the work of the Portfolio Management Office who are working with the Australian Institute of Management (AIM) to develop a training plan to provide Certificate IV in Project Management Training to the Capital Works team, and encouraged members of the team to take advantage of this opportunity.

CARRIED

11.3. COMMUNITY AND CLIENT SERVICES
11.3.1. COMMUNITY & CLIENT SERVICES MONTHLY REVIEW MAY 2022

Author	A/Director Community & Client Services (Stephen Bourke)
Responsible Officer	A/Director Community & Client Services (Stephen Bourke)
File Reference	DMRR

Attachments 1. CCS MONTHLY REVIEW MAY 2022 [**11.3.1.1** - 50 pages]

Purpose

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

Related Parties

N/A

Corporate Plan Linkage

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

Officer's Recommendation

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

The Acting Chief Executive Officer Angela Hays, in the absence of the Acting Director of Community and Client Services, presented an overview and highlights of the Community and Client Services Monthly Review Report for May 2022.

Cr Mann queried if conflicts of interest could be included when reporting on the awarding of community grants and RADF funding.

The A/CEO advised that this information could be included.

Cr Mann queried if it was possible to include information in the report about alternative items loaned through the libraries.

The A/CEO advised that she would investigate if this is possible.

Cr Bella referred to the Illegal Dumping and Littering section of the report and in particular the Waste Cleaned By - 2021/22 pie graph, and queried if it was possible to obtain a breakdown on the 10.42% of waste which is listed as not being removed to understand why it is not removed and if it will be removed in the future.

The A/CEO advised that she would take the question on notice.

Cr Bonaventura noted that he believed some of that percentage of material raised by Cr Bella related to material such as tree branches, which break down over time. Cr Bonaventura referred to the Star Rating Summary and queried if the businesses rated as 3 Star encompasses all businesses or just those that are on the program.

The A/CEO advised that all businesses who are registered as food providers are automatically registered to the program although some choose not to display their rating.

Cr Townsend expressed concern that staff in libraries continue to be exposed to incidents which impact on their wellbeing and queried how the staff are now and are there any other measures Council can take to protect their safety.

The A/CEO advised that staff safety in the libraries is an ongoing concern and is monitored closely, noting that there had unfortunately been a couple of incidents in a close period of time which had impacted the same staff member. The A/CEO advised that there are options of offering the staff member the opportunity to work in alternate work places, there is a security guard on site and Council continues to work very closely with the library team.

Cr Bella queried if Council looks at demographics or other issues that trigger this behaviour in these individuals and if so, if these have been found to be pertinent.

The A/CEO advised that there does not seem to be a consistent pattern, with the perpetrators coming from all walks of life, all ages and all ethnicities however, it does appear that some may be effected by substance or mental health problems.

Cr Bella agreed that these were definitely exacerbating factors.

Cr Jones queried if the more serious matters were referred to the Police.

The A/CEO confirmed that they were.

Council Resolution ORD-2022-137

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

Moved Cr Jones **Seconded Cr Mann**

Cr Jones highlighted the many community engagement opportunities which were available to members of the public and encouraged residents to have their say, noting in particular the water mains projects, Riverside Revitalisation Project, Pioneer Valley Mountain bike trails and the activities in Mirani, Woodlands Estate, Andergrove and Seaforth.

Cr Green referred to the recently held 2032 Olympic Planning Summit where sporting club representatives came together to hear guest speakers discuss their roadmaps toward the 2032 Olympics, noting that Mark Stockwell, Brisbane 2032 Olympics Organising Committee Representative, addressed the meeting as did representatives of other organisations, including herself, Cr Hassan and Cr Englert, in relation to current projects and development opportunities.

Cr Mann highlighted several items from the report including the highly successful Mayor's Charity Ball fundraiser, the wide variety of projects supported during the recent assessment of the RADF Round 3 applications which includes a Craft Hands Holiday Workshop by the Valley Spinners and Crafts, and the very busy month at the Mackay Entertainment and Convention Centre, which included a number of conferences and performances such as Shrek, by the Mackay Musical Comedy Players.

Cr Bella referred to pest management, noting that it was great to see continued spraying and surveying of weeds and the baiting programs for wild dogs and feral pigs. Cr Bella noted that feral pigs pose a huge biosecurity risk and do a massive amount of damage to the environment and wild dogs, as well as taking residential pets, cause economic loss to the value of sheep, cattle and goats when they attack them.

Cr Townsend referred to the almost $189,000 approved under round 3 of the Community Grants Program, noting that it was fantastic that Council is able to provide this financial assistance to so many community

groups and advised that the Keep Warm Project, which started with teaching Library members how to knit, has now evolved into a project to assist vulnerable people keep warm by the knitting of beanies, scarves and blanket squares. Cr Townsend congratulated the staff who assisted at the recent Resource Industry Network event at the MECC.

Cr Bonaventura highlighted the very successful Volunteer Expo where genuine interest from the public in volunteering was shown and the community grants provided by Council to Kucom Theatre Inc for the installation of retractable seating and to the Koumala Community Hall Committee Inc for kitchen upgrades, noting that the Region is lucky to have these small groups who provide so much benefit to the community. Cr Bonaventura, as Chair of the North Queensland Sports Foundation, advised that the Foundation was proud to be a part of *Move It* program which delivers subsidised physical activities in rural locations, noting that the results in the Dows Creek, Finch Hatton and Sarina areas were great.

Cr May noted that the month of May was Domestic and Family Violence month and was proud to be a part of a Council which supports this cause. Cr May noted the installation of two new red benches and advised that she had participated in the bystander information morning at Bluewater Quay, the Mayor's Domestic Violence Taskforce, the Family Fun Day at the Showgrounds and the Candle Lighting Ceremony in Sarina. Cr May highlight that Mackay Regional Council was one of the leaders in supporting and raising awareness of domestic and family violence.

CARRIED

11.4. DEVELOPMENT SERVICES
11.4.1. ACTIVATE MY PLACE (AMP!) ROUND 4 - APPLICATION REVIEW AND RECOMMENDATION

Author	Principal Economic Development Officer (Nadine Connolly)
Responsible Officer	Director Development Services (Aletta Nugent)
File Number	Activate My Place - Round 4
Attachments	Nil

Purpose

To ratify the Activate My Place (AMP!) Round 4 recommendations.

Related Parties

Finch Hatton Progress Association
Maltese Corner Fundraising Group Inc – Evelyn Vassallo
Visit Keswick Island – Eva Dawn Browne-Paterson
Soulful Entertainment – Natasha Hardiman
Lalune Croker
Sulthana Health Services Pty Ltd – Dr Syed Basheer Ahmed

Corporate Plan Linkage

Priority: Live and Visit

- *Live, visit and play*: We have a diverse mix of accessible spaces to live, visit and play.
- *Enhance liveability:* We have a range of housing and social infrastructure options that supports a great quality of life and wellbeing in our community.
- *Places and spaces:* We provide well planned and designed places, facilities and infrastructure that meet the needs of our residents and visitors.
- *Community participation and active lifestyles*: Our region is vibrant and culturally rich, home to a wide variety of events, experiences and attractions.

Priority: Community and Environment

- *Safe, healthy and engaged region:* Our region is a safe and resilient community, with services that support high standards of public health, and extends friendship and support to each other through both good and challenging times.
- *Arts, culture and heritage:* We invest in the Mackay region's arts and culture and protect the rich cultural heritage and history of our region in line with council's Arts and Cultural Development Policy.

Background/Discussion

The Activate My Place (AMP!) grant program was established in 2018 and has been delivered in the 2018/19, 2019/20, 2020/21, and 2021/22 financial years. AMP! offers funding to deliver programs, projects and/or events that enhance the amenity, activity and appearance of a place. The intention of the program is to empower communities to create spaces where people feel connected, resulting in more vibrant and engaged communities, thriving local economies, and an enhanced quality of life. The program is available to individuals, businesses and organisations in the Mackay Region who have an appreciation of placemaking, can demonstrate community support, and have the ability to manage the project.

Over the last few years, the AMP! program has supported standout projects such as the Slade Point Water Tower, 5th Lane public art, an indigenous healing garden project at the Mackay Base Hospital, Sarina Beach amenities beautification, 9th Lane mural, and the Marian State School mural.

Round 4 of AMP! was opened for a ten-week period from January 28 until April 8. The Economic Development team actively worked with the Corporate Communications team to promote the program via LinkedIn, social media platforms (Facebook and Instagram), radio, eNewsletters, Council Connect and media releases to ensure there was awareness of the program. Economic Development Officers also reached out to progress associations and partner organisations to promote the program.

A total of seven AMP! applications were received by the close of the round. There was a approved 2021/2022 budget allocation of $30,000, however, grant requests from all the applications submitted totalled $88,072.90.

The applications were assessed by a panel consisting of the Manager Economic Development and Tourism, Director of Artspace, Principal Economic Development Officer and Economic Development Officer. All assessment officers confirmed there was no conflict of interest prior to assessing each funding application.

Applications were assessed on April 21, against the following criteria as detailed in the grant guidelines:

Essential:	1. The project is proposed in a publicly accessible location in the Mackay Local Government Area 2. Ability to obtain all development approvals, permits and licenses (where public art is proposed, the applicant must obtain prior written approval from Council before the installation of any public works). 3. Ability to obtain public liability insurance to a minimum of $20,000,000.
Desirable:	1. The project will create vibrant, innovative, and inclusive places. (30%) 2. The project will encourage people to visit, invest, live, work, play and spend time in a place. (25%) 3. The application shows or creates collaboration between individuals or groups and connects with the broader community. (20%) 4. The application demonstrates the applicant's ability to deliver the project to a high standard within 12 months of date of approval. (15%) 5. The application demonstrates a reasonable financial contribution to the project (in-kind or cash). (10%)

The received applications and assessment panel recommendations are provided below:

Applicant Name:	Finch Hatton Progress Association
Project Name:	Art Trail – 4th Phase – Flood Wall
Total Project Value:	$10,526
Funding Amount Requested:	$5,376
Project Summary:	Funding is being sought for the fourth and final phase of the 'Finch Hatton Art Trail'. The project is supported by the Finch Hatton Progress Association and the wider community. The project will include a series of artworks digitally printed onto ACM hexagons (symbolising the community nature of a bee), which will then be attached to the levy wall at Finch Hatton. The levy wall is a key place of gathering for the Finch Hatton community and tourists – the ideal place to celebrate the identity and uniqueness of the community. The artwork celebrates the history of the area at the same time as building on the identity of Finch Hatton as an arts and culture hub and tourist destination. This project has been developed over many years with locals having input into the project's development.
Assessment Panel Comment:	The panel noted the application was another worthy stage of an existing placemaking project. Local artists would be engaged and input from community was demonstrated. The project has previously received funding from AMP! for earlier stages.
Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding and having received funding in previous years.

Applicant Name:	Maltese Corner Fundraising Group Inc – Evelyn Vassallo
Project Name:	Maltese Corner Monument Project
Total Project Value:	$250,000
Funding Amount Requested:	$15,000
Project Summary:	The Maltese Corner Fundraising Group Inc is seeking a grant to construct three life-sized bronze statues at the "Maltese Corner," corner of Wood and Victoria Streets in Mackay City Centre. The statues will represent the original Maltese migrants who used to meet at the corner to talk and often do business. The proposed artwork will bring to life a 1994 photo of local Maltese men seated on benches at the corner and in deep conversation. Local artist Kay Paton will be engaged to create the artwork. She will use high quality silicon bronze to cast the sculptures.
Assessment Panel Comment:	Applicant has demonstrated the project has significant financial support from the community. Project would engage an experienced, local bronze sculptor and will tell a unique, local, site-specific story of Mackay's heritage. The project would create a sense of place, connect with our community, and enhance the amenity of the City Centre.
Assessment Panel Recommendation:	Recommended for approval.

Applicant Name:	Visit Keswick Island – Eva Dawn Browne-Paterson
Project Name:	Keswick Island Art Trail - Creation, Installation and Launch
Total Project Value:	$38,251.60
Funding Amount Requested:	$13,400.90
Project Summary:	Keswick Island Progress Association (KIPA) members have been collecting rubbish from the beach and reporting it to the Australian Marine Debris Initiative. Instead of disposing of the debris, the association formulated the idea of recycling the rubbish and creating an art trail on Keswick Island that could benefit both the locals and visitors to the island. The proposed activity will involve local artisans who will create nine high-quality artistic pieces and incorporate these into an art trail at key locations on Keswick Island.
Assessment Panel Comment:	The panel agreed that this is a unique placemaking/public art project that could attract visitors to the island. The application showed good detail in planning and the applicant has sought additional sponsorship to deliver the project. The panel recognised how this project will support the Keswick Island community, encourage vibrancy, create sense of place, provide an activity for visitors to the island, and support the recently established boat tours operating to Keswick Island.
Assessment Panel Recommendation:	Recommend for approval.

Applicant Name:	Soulful Entertainment – Natasha Hardiman
Project Name:	Loud Mouth
Total Project Value:	$22,080
Funding Amount Requested:	$10,000
Project Summary:	The intention of Loud Mouth Events is to showcase Mackay's original music bands and singer songwriters for a one day mini festival, combining music and art with wellbeing. The organisers will collaborate with Grapevine, suicide prevention, youth services, and Headspace to provide information of these services to the community. The proposed event will activate the Botanic Gardens amphitheatre and will be a free event.
Assessment Panel Comment:	The panel agreed that this was an innovative placemaking and activation idea. Applicant still needs to find additional funding for the event. Detailed event planning still needs to be completed which may impact current

	budget. The event has been proposed for March 2023, consequently, the applicant could submit a funding request to a future round or other funding source.
Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding and feedback from the panel that further event planning and detailed budget be completed.

Applicant Name:	Lalune Croker
Project Name:	A Sense of Place
Total Project Value:	$16,398
Funding Amount Requested:	$9,498
Project Summary:	This place making project is based in Calen and involves painting a mural on a prominent dilapidated haberdashery building. The artwork will celebrate the history of the building, with the addition of contemporary street art mandala designs wrapping around to the street front. The contemporary design will contribute to a sense of community pride and community connection and increase tourism exposure.
Assessment Panel Comment:	The panel acknowledged that experienced mural artists were identified for the project. VAAC (Visual Arts Advisory Committee) has provided conditional approval based on review of the final mural design. Potentially eligible for a future round or other funding source.
Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding. Recommend applicant reapply for funding once VAAC approval has been finalised.

Applicant Name:	Sulthana Health Services Pty Ltd – Dr Syed Basheer Ahmed
Project Name:	Native Mural – 24 Broad Street, Sarina
Total Project Value:	$12,958
Funding Amount Requested:	$12,958
Project Summary:	The proposed mural represents the landscape of Sarina and surroundings, indicating the wealth of nature and native animals.
Assessment Panel Comment:	The application did not demonstrate community engagement in the development of the project. Financial contribution from other sources was limited. No VAAC approval has been received at this stage. Applicant could consider engaging a local community artist to coordinate the project on their behalf. With demonstrated community support this could be a good project for a future round.
Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding. The application requires further work, particularly around community engagement.

Applicant Name:	Sulthana Health Services Pty Ltd – Dr Syed Basheer Ahmed
Project Name:	Mural NAIDOC Day Indigenous – 24 Broad Street, Sarina
Total Project Value:	$27,300
Funding Amount Requested:	$21,840
Project Summary:	The proposed mural celebrates NAIDOC Day / Indigenous people of the Sarina area and a memorial for ANZAC and returned servicemembers.
Assessment Panel Comment:	The application did not demonstrate community engagement in the development of the project. Financial contribution from other sources was limited. No VAAC approval has been received at this stage. Applicant could consider engaging a local community artist to coordinate the project on their behalf. With demonstrated community support this could be a good project for a future round.

Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding. The application requires further work, particularly around community engagement.

Business and Regional Benefits

The AMP! placemaking program was first introduced in 2018 and has provided over $63,000 in funding to nine regional projects. The projects recommended for approval in Round 4 comply with the grant guidelines and demonstrate the ability to create vibrancy, empower communities, have the potential to enhance quality of life, and improve local economies.

Consultation and Communication

The AMP! program was actively promoted to all eligible applicants across the region including not-for-profit groups, registered businesses, entrepreneurs, sole traders, partnerships, and progress associations.

The Economic Development team worked with Corporate Communications to promote the grant program via media releases, social media platforms, e-newsletters, website, Council Connect, and radio advertisements, to maximise awareness of the program. Information on the funding round was also distributed to regional progress associations.

Resource Implications

Grant requests under Round 4 of the AMP! grant program totalled $$88,072.90, however, the approved operational budget for the program is $30,000. The recommended projects are within the approved operational budget for placemaking initiatives for the 2021/2022 financial year.

Risk Management Implications

The risks associated with facilitating a grants program include the potential for non-completion of works by applicants. This has been mitigated by using a rigorous application, assessment and acquittal process managed by the Economic Development team.

The Economic Development team will regularly liaise with successful grant recipients to offer support and advice to ensure they complete their projects within the agreed timeframes.

Conclusion

The AMP! Grant Program provides funding for placemaking projects that will deliver vibrant, activated spaces in our region. The applications recommended by the Economic Development team support the desired outcomes of the funding program and will deliver community-driven activations.

It is recommended that two applications receive funding approval to a combined total of $28,400.90.

Each of the recommended projects have demonstrated community engagement in the development of their project, financial contribution to the project, and commitment to delivering quality activations.

Officer's Recommendation

THAT funding to the following applicants be endorsed, for the amounts stated in the table below, to a total of $28,400.90.

Applicant	Project	Total Project Budget	Requested Funding	Recommended Funding

Visit Keswick Island – Eva Dawn Browne-Paterson	Keswick Island Art Trail – Creation, Installation and Launch	$38,251.60	$13,400.90	$13,400.90
Maltese Corner Fundraising Group Inc – Evelyn Vassallo	Maltese Corner Monument Project	$250,000	$15,000	$15,000.00
			Total Funding	**$28,400.90**

Mayor Williamson noted that Cr Jones had previously highlighted her involvement in the Finch Hatton Progress Association but noted that the funding decision was made by the Officers with Councillors being asked to ratify that decision.

Council Resolution ORD-2022-138

THAT funding to the following applicants be endorsed, for the amounts stated in the table below, to a total of $28,400.90.

Applicant	Project	Total Project Budget	Requested Funding	Recommended Funding
Visit Keswick Island – Eva Dawn Browne-Paterson	Keswick Island Art Trail – Creation, Installation and Launch	$38,251.60	$13,400.90	$13,400.90
Maltese Corner Fundraising Group Inc – Evelyn Vassallo	Maltese Corner Monument Project	$250,000	$15,000	$15,000.00
			Total Funding	**$28,400.90**

Moved Cr Mann **Seconded Cr Hassan**

Cr Mann noted that looking at the successful projects, the intent of the funding, which is to empower communities to create spaces where people feel connected, has certainly been met.

CARRIED

11.4.2. FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - AUSTRALASIAN CONFERENCE ASSOCIATION LTD - CARLISLE ADVENTIST CHRISTIAN COLLEGE STATES 2 & 3 & 3A - 17 HOLTS ROAD, BEACONSFIELD

Author	Director (Aletta Nugent)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	FDP - Carlisle Adventist Christian College
Attachments	1. Carlisle Adventists Christian College Stages 2,3 (D A-2017-58 B) - Approved Plans [**11.4.2.1** - 3 pages] 2. Carlisle Adventist Christian College Stage 3 A D A-2020-209_-_ Approved Plans Q Tnq 24 Ied 0 G E 70 [**11.4.2.2** - 5 pages]

Purpose

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

Related Parties

Australasian Conference Association Ltd
Carlisle Adventist Christian College
Seventh-day Adventist Church - Northern Australian Conference
RPS Group

Corporate Plan Linkage

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

Background/Discussion

The proposed development by Australasian Conference Association Ltd relates to extensions to Carlisle Adventist Christian College Stages 2, 3 & 3A, located at 17 Holts Road, Beaconsfield (Lot 31 on SP295296).

The approved development is designed to increase the capacity of the School to meet the growing community need. The new hospitality/food technology wing allows the curriculum to be expanded to provide subjects not previously offered at the School. The expansion will enable an additional 125 students to be accommodated, with 3-4 additional full time equivalent staff required to support the growth.

The total investment in the buildings, equipment and facilities is approximately $2.85M. A local building company, Fergus Construction, was awarded the construction contract with works commencing in 2021 and completed in early 2022.

The College is owned by the Australasian Conference Association Ltd, which is a not-for-profit registered charity.

The applicant's development applications for Stage 2 and 3 (DA-2017-58/B) were amended on 24 February 2021, and Stage 3A (DA-2020-209) was approved on 16 March 2021.

Incentive Requests

The applicant submitted an Expression of Interest under the Facilitating Development in the Mackay Region Policy (Policy) on 14 May 2021, and the subsequent Stage 2 Application was received on the same day.

Following the Notified Motion and Council resolution on 26 May 2021 to review the Policy, all applications under the Policy were placed on hold until the review process was complete. The revised Policy was endorsed at the Council meeting on 9 February 2022, and as such, this application is now presented to Council for consideration.

The applicant is seeking concessions under *Schedule 6 Communities Facilitie*s, and their application has been assessed against Version 7 of the Policy, which was in effect at the time of submission.

The following concessions have been requested:

- Schedule 6 Communities Facilities – seeking 100% concession on infrastructure charges:
    - Infrastructure Charges:
        - DA-2017-58/B - $143,559.19
        - DA-2020-209 - $41,867.29

Total = $185,426.48

- Requested concession (100%) = $185,426.48
- Charges payable = $0

In accordance with *Schedule 6 Community Facilities* in Version 7 of the Policy, infrastructure charges may be reduced up to 100% based on the net charge amount identified on the Infrastructure Charges Notice (after the application of any offsets) for not-for-profit groups that are a recognised charity, to a maximum concession value of $1,000,000.

General Eligibility Criteria

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

Based on information provided by the applicant, the proposed development satisfies the requirements under the General Eligibility Criteria in *Schedule 6 Community Facilities*, as follows.

Criteria	**Eligibility**
Timing of development Lots are registered within 2 years.	Commencement of construction – July 2021 Commencement of use – July 2022 The applicant's submission has been on hold during the Policy review period, however, commercial realities have required that the development continue through to construction. The applicant applied under the Policy prior to commencement of construction, and for this reason, the application is considered to be "live" until it can be presented to Council.
Non-Government Development	Yes
Infrastructure capacity	The applicant advised services were already available to the site, and no external or trunk infrastructure upgrades were required to service the development. As per the Infrastructure Charges Notices, no offsets or refunds were applicable to DA-2017-58/B or DA-2020-209.

Specific Eligibility Criteria

Based on information provided by the applicant, the proposal satisfies the requirements under the Eligibility Criteria in *Schedule 6 Community Facilities* of the Policy:

Criteria	Eligibility
Economic Investment The applicant must demonstrate that the minimum capital investment in the development is equal to or greater than $100,000.	• Estimated construction cost of development is $2.85M. • Based on Council's economic modelling, a direct injection of $2.85M (construction costs) will result in combined supply chain and consumption effects of $3.77M, totalling $6.62M economic impact. • The applicant has committed to utilising local contractors and suppliers during construction of the development.
Employment Generation	• The applicant has proposed that the development will generate approximately 25 positions during the construction period. • Based on Council's economic modelling, the project will generate 4 direct and 11 indirect jobs, totalling 15 jobs during construction. • Post construction, the applicant anticipates 3-4 new permanent jobs will be created as a result of the development. • The applicant committed to utilising local contractors and suppliers during construction of the development.
Applicable Area **Appropriately zoned land.**	The development is on appropriately zoned land in the urban area.
Applicable Land Uses **The policy applies to material change of use (MCU) for uses that will provide new or additional facilities that support the community. The uses must be consistent with "applicable land uses" under Schedule 6**	The development application was for a Material Change of Use for an Educational establishment which is identified as an applicable use under Schedule 6.

Business and Regional Benefits

Based on the information provided by the applicant, the development supports increased business activity across the local construction industry and provides additional employment opportunities in the education sector.

The applicant has submitted that the development will deliver immediate benefits to the Mackay region's economy, such as:

- The project demonstrates a direct injection of $2.85 million into the regional economy, resulting in an increase of total output, including all direct, supply-chain and consumption effects, by up to $6.62 million.
- The project will result in increased business activity across a number of industry sectors, benefiting the communities and businesses of Mackay region.
- The expansion will allow the school to meet the growing need within the community.
- The new buildings will increase the capacity of the school – accommodating up to 125 additional students. This will include two new grades (P-12) and some natural growth of the school.
- Post construction, 3-4 additional positions will be established.
- The new hospitality wing allows the school to expand the curriculum and provide subjects not previously offered at the school.
- The new buildings will provide purpose built teaching facilities (e.g. hospitality/food tech classroom) and fewer shared spaces (e.g. classrooms, staffroom, canteen and library).

Consultation and Communication

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

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

Resource Implications

In accordance with the Infrastructure Charges Notice, the development gives rise to total infrastructure charges of $185,426.48 (+ annual adjustments).

Under *Schedule 6 Community Facilities*, infrastructure charges may be reduced up to 100% based on the net charge amount identified on the Infrastructure Charges Notice (and after the application of any offsets and credits) for not-for-profit groups that are a recognised charity, to a maximum concession value of $1,000,000.

It is proposed that infrastructure charge concessions only apply to the net charge amounts calculated following the subtraction of any offsets and credits. The application of this methodology will ensure that the granting of concessions does not introduce any additional infrastructure costs to Council.

	Gross Infrastructure Charge (IC)	Credit / Offsets	Net Infrastructure Charge (IC minus Credit)	Concession (%)	Concession ($)	Charges Payable
DA-2017-58/B	$143,559.19	$0	$143,559.19	100%	$143,559.19	$0
DA-2020-209	$41,867.29	$0	$41,867.29	100%	$41,867.29	$0
TOTAL					$185,426.48	$0

Risk Management Implications

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

- An existing development approval is in place and on-site infrastructure requirements have been reviewed as part of the assessment process;
- A condition has been included as part of the officer's recommendation stating that the approved concessions are dependent on Council not incurring any additional infrastructure costs (including 'bring forward costs') to service the development;
- Strict timeframes are in place for claiming approved concessions. If the use has not commenced within the recommended timeframe, the concessions will no longer be applicable and 100% of the Infrastructure Charges will be payable;
- Council can review the application of the Policy at any time.

Conclusion

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

The proposed application supports the desired outcomes of *Schedule 6 Community Facilities* of the Policy and the increased economic output for the region.

Officer's Recommendation

THAT the following Specific Incentive is approved under the Facilitating Development in the Mackay Region Policy for Australasian Conference Association Ltd for the extensions to Carlisle Adventist Christian College Stages 2, 3 & 3A, located at 17 Holts Road, Beaconsfield (Lot 31 on SP295296):

a. Concession of 100% (estimated at $185,426.48) be applied against the net charge amount, calculated following annual adjustments and subtraction of any offsets and credits, in relation to:
    - Material Change of Use – Educational Establishment – Extensions Stages 2 and 3 (DA-2017-58/B); and
    - Material Change of Use for Educational Establishment – Extensions Stage 3A (DA-2020-209).

AND THAT the approval of concessions is dependent on:

a. The development must be completed and commenced use by 8 June 2024.

b. No additional infrastructure costs incurred by Council (including establishment and bring forward costs).

c. The developer utilising local contractors and suppliers.

The Director for Development Services Aletta Nugent, advised that this application is consistent with the policy and the recommendation is for its approval.

Council Resolution ORD-2022-139

THAT the following Specific Incentive is approved under the Facilitating Development in the Mackay Region Policy for Australasian Conference Association Ltd for the extensions to Carlisle Adventist Christian College Stages 2, 3 & 3A, located at 17 Holts Road, Beaconsfield (Lot 31 on SP295296):

a. Concession of 100% (estimated at $185,426.48) be applied against the net charge amount, calculated following annual adjustments and subtraction of any offsets and credits, in relation to:
    - **Material Change of Use – Educational Establishment – Extensions Stages 2 and 3 (DA-2017-58/B); and**
    - **Material Change of Use for Educational Establishment – Extensions Stage 3A (DA-2020-209).**

AND THAT the approval of concessions is dependent on:

a. The development must be completed and commenced use by 8 June 2024.

b. No additional infrastructure costs incurred by Council (including establishment and bring forward costs).

c. The developer utilising local contractors and suppliers.

Moved Cr May **Seconded Cr Hassan**

Cr May noted that this application had been delayed due to Council's review of the Policy and was pleased that Council is able to assist the school.

CARRIED

11.4.3. REQUEST TO WAIVE HEADWORKS CONTRIBUTIONS FOR DA-2007-233

Author	Manager Development Planning and Engineering (Matthew Kelly)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	DA-2007-223
Attachments	Nil

Purpose

The purpose of this report is to recommend waiving the water supply and sewerage headworks contributions levied as part of development approval DA-2007-223, related to a scale residential development.

Related Parties

Property Owner - Phyllis Walker and Ian J Tulk

Corporate Plan Linkage

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

Background/Discussion

DA-2007-223

On 25 May 2007, a development application for a Material Change of Use for a Dual Occupancy located at 2-4 Coolum Court, Blacks Beach was lodged with Council. Upon assessment against the relevant assessment benchmarks of the Mackay City Planning Scheme, the application was recommended for approval under delegated authority on 16 July 2007.

Upon issue of the Decision Notice on 17 July 2007, Condition 15 required that:

15) The developer shall provide headworks contributions for Water Supply and Sewerage Services in accordance with Council's policy at the time of payment. Headworks are to apply based on 1.0 E.T.'s for both water and sewerage. Payment for such contribution shall be made prior to the issue of the development Permit for building work.

Since approval, the development has been constructed however the water supply and sewerage headworks contributions have not been paid. In accordance with indexation, the outstanding contributions payable are $12,686.

Justification for Waiving of Charges

Whilst undertaking Material Change of Use Compliance Audits, Council officers uncovered some instances where it is believed that the payment of outstanding charges could be considered unreasonable for the following reasons:

1. The use commenced prior to 2012 (more than 10 years have elapsed)
2. There has been a change in ownership since the use commenced
3. The use is either a Dual Occupancy, Secondary Dwelling or Multiple Dwelling, and
4. The charge owed is no more than the maximum capped indexed amount Council could currently levy for an additional dwelling of $30,677.65 in accordance with the *Planning Regulation 2017*.

In the case of the subject development approval DA-2007-223:

1. The use commenced in early 2010 - the Plumbing Final Certificate for PL-2007/799 was issued on 8 March 2010.
2. There has been a change in ownership since the use commenced - at the time of approval, the landowner was Robert Wesseling however it is now Phyllis Walker and Ian J Tulk.
3. The use is a Dual Occupancy.
4. The charge owed is no more than the maximum capped indexed amount Council could currently levy for an additional dwelling of $30,677.65 - the total charge proposed to be waived is $6,343 per unit totalling $12,686.

As a result, it is considered there is sufficient justification to warrant the waiver of the infrastructure charges that are outstanding in relation to DA-2007-223.

Consultation and Communication

Councillors were briefing on this matter on 25 May 2022. The outcome of Council's consideration of this report will be communicated to the landowners.

Resource Implications

Levied charges are issued as a mechanism for Council to plan for and sustainably deliver on the Schedule of Works within the Local Government Infrastructure Plan contained in Part 4 of the Mackay Regional Planning Scheme 2017. Whilst the water supply and sewerage headworks contributions were levied prior to the above planning framework coming into existence, their collection in any instance would continue to contribute to the construction of trunk infrastructure.

Whilst the waiving of such charges is a loss in revenue, the total amount of the charge being $12,686 will not have significant financial implications for Council in delivering trunk infrastructure in accordance with its Local Government Infrastructure Plan.

Conclusion

Consideration has been given to the waiving of the sewerage headworks contributions for DA-2007-223. In this instance and for the reasons outlined above, it is recommended that the total charges of $12,686 be waived.

Officer's Recommendation

THAT Council waive the water supply and sewerage headworks contributions totalling $12,686 associated with development approval DA-2007-223 for a Material Change of Use for a Dual Occupancy located at 2 and 4 Coolum Court, Blacks Beach.

The Director for Development Service Aletta Nugent, noted that a briefing had been held with Councillors on this issue.

Council Resolution ORD-2022-140

THAT Council waive the water supply and sewerage headworks contributions totalling $12,686 associated with development approval DA-2007-223 for a Material Change of Use for a Dual Occupancy located at 2 and 4 Coolum Court, Blacks Beach.

ORDINARY MEETING - 08 JUNE 2022

Moved Cr Mann **Seconded Cr Hassan**

CARRIED

11.4.4. REQUEST FOR WAIVER OF INFRASTRUCTURE CHARGES - DA-2021-46 - SUNNYSIDE RURAL FIRE BRIGADE SHED

Author	Manager Development Planning and Engineering (Matthew Kelly)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	DA-2021-46
Attachments	Nil

Purpose

The purpose of this report is to recommend waiving the Infrastructure Charges levied as part of development approval DA-2021-46, related to the Sunnyside Rural Fire Brigade Shed.

Related Parties

Applicant – Rural Fire Services
Property Owners - Travor A Crilley and Karoline J Crilley
Consulting Planner - RPS Australia Asia Pacific – Mackay Office

Corporate Plan Linkage

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

Background/Discussion

On 8 April 2021, a development application for a Material Change of Use for Emergency Services – Rural Fire Brigade Shed located at 1576 Sarina Homebush Road, Sunnyside was lodged with Council. Upon assessment against the relevant assessment benchmarks of the Mackay Regional Planning Scheme 2017, the application was approved on 27 July 2021.

After the issue of the Decision Notice dated 3 August 2021, an Amended Adopted Infrastructure Charges Notice was issued on 10 August 2021 with total payable levied infrastructure charges of $15,417.64. The charges were calculated against the Mackay Regional Council Adopted Charges Resolution (December 2020) as follows:

Adopted Infrastructure Charge Category	Adopted Infrastructure Charge	Demand Units	No. of Demand Units	Gross Levied Charge Amount
Essential Services	$151.15 *Less 30% for service discount*	M^2 Gross Floor Area (GFA)	136	$14,389.48
	$10.80 *Less 30% for service discount*	Impervious area	136	$1,028.16
		Gross Levied Charge Amount Total		**$15,417.64**

Upon receipt of the Amended Adopted Infrastructure Charges Notice, the Applicant made representations on 23 August 2021 seeking that the charges be waived. The justification to support this request was the lack of impact on Council services arising from the development and the applicant being a volunteer run community group.

This request sits outside the Facilitating Development in the Mackay Region Policy. However, officers consider it to be reasonable to waive the charges as:

1. The impacts on Council services (road only) will be minor compared to other Emergency Services uses located in urban areas such as a local Police, Fire or Ambulance Services.
2. The Applicant is the Rural Fire Services, run by a local volunteer community group providing essential services to the local community.
3. The construction will be funded by rural fire levies and utilising this funding for the payment of infrastructure charges means that it cannot be spent on improved equipment, training, or other needs.

As a result, it is considered there is sufficient justification to warrant the waiver of the infrastructure charges that are outstanding in relation to DA-2021-46.

Consultation and Communication

Councillors were briefing on this matter on 9 February 2022.

Resource Implications

Levied charges are issued as a mechanism for Council to plan for and sustainably deliver on the Schedule of Works within the Local Government Infrastructure Plan contained in Part 4 of the Mackay Regional Planning Scheme 2017. By waiving the levied charges, such revenue is unable to be collected by Council increasing the costs in delivering trunk infrastructure.

Whilst the waiving of such charges is a loss in revenue, the total amount of the charge being $15,417.64 will not have significant financial implications for Council in delivering trunk infrastructure in accordance with its Local Government Infrastructure Plan.

Conclusion

Consideration has been given to the waiving of the infrastructure charges for DA-2021-46. In this instance and for the reasons outlined above, it is recommended that the total charges of $15,417.64 be waived.

Officer's Recommendation

THAT Council waive the infrastructure charges totalling $15,417.64 associated with development approval DA-2021-46 for a Material Change of Use for Emergency Services – Rural Fire Brigade Shed located at 1576 Sarina Homebush Road, Sunnyside.

Council Resolution ORD-2022-141

THAT Council waive the infrastructure charges totalling $15,417.64 associated with development approval DA-2021-46 for a Material Change of Use for Emergency Services – Rural Fire Brigade Shed located at 1576 Sarina Homebush Road, Sunnyside.

Moved Cr Hassan **Seconded Cr Mann**

CARRIED

12. RECEIPT OF PETITIONS

Nil

13. TENDERS

Nil

14. CONSIDERATION OF NOTIFIED MOTIONS
14.1. DECLARATION OF POSITION OF DEPUTY MAYOR VACANT

Author	Executive Officer – David McKendry
Responsible Officer	A/Chief Executive Officer – Angela Hays
File Reference	Councillors General
Attachments	N/a

Purpose

To present for consideration a Notified Motion from Cr Bella related to declaring the role of Deputy Mayor vacant to enable the rotation of the role.

Related Parties

N/a

Corporate Plan Linkage

N/a

Background/Discussion

Under the provisions of clause 6.3 of Council's Standing Orders, any Councillor has the ability to request that a matter be included on a Council meeting agenda.

Cr Bella has requested that a Notified Motion as below be presented to Council –

> ***THAT per section 165(3) of the Local Government Act 2009 Council declares the position of Deputy Mayor vacant.***
>
> ***FURTHER THAT per section 165(5) of the Local Government Act 2009 Council receives nominations and appoints a new Deputy Mayor from nominations received.***

As required by section 175(2) of the Local Government Act 2009 (Act), Council at its Post Election Meeting of 22 April 2020 appointed a Deputy Mayor.

At that time Council had received two(2) nominations for the position, from Cr Bonaventura and Cr May, and ultimately appointed Cr May as Deputy Mayor.

Section 165 of the *Act* states –

> *(3) A local government may, by resolution, declare that the office of deputy mayor is vacant.*

(4) The resolution may be passed only if notice of the resolution has been given to the Councillors at least 14 days before the meeting.

(5) If a local government declares that the office of deputy mayor is vacant, it must immediately appoint another deputy mayor from its councillors.

This Notified Motion was received 23 May 2022 and advice provided to Councillors to meet the 14 days notice period.

Cr Bella in support of his Notified Motion has cited the rotation of the role provides a professional development opportunity for Councillors as well as allowing different Councillors to bring varied experiences to the role. Also, that this being the half way point of the Council term that this is the appropriate time to consider rotation of the role.

Consultation and Communication

- Mayor & Councillors – advice provided 23 May 2022 to meet the legislative 14 day notice period.

Resource Implications

Nil – Budget is allowed for Councillor remuneration in line with the Local Government Remuneration Commission recommendations, and also includes allowances for Mayor & Deputy Mayor.

Risk Management Implications

It is a requirement of the *Act* to appoint a Deputy Mayor at a Councils Post Election meeting, and then to immediately make another appointment should the position become vacant.

Part of the reasoning for the need to maintain the Deputy Mayor position is that per section 165 of the *Act* the Deputy Mayor acts for the Mayor during any absence or temporary incapacity.

Conclusion

Cr Bella is proposing a Notified Motion, the details of which are contained within this report.

If the Notified Motion is supported, it is essentially providing the notice required for the tabling of a resolution for consideration at Council's Ordinary Meeting of 8 June 2022 to declare the position of Deputy Mayor vacant, and fill the vacancy at that time from nominations from Councillors.

Officer's Recommendation

THAT Council considers the Notified Motion by Cr Bella of –

THAT per section 165(3) of the Local Government Act 2009 Council declares the position of Deputy Mayor vacant.

FURTHER THAT per section 165(5) of the Local Government Act 2009 Council receives nominations and appoints a new Deputy Mayor from nominations received.

Council Resolution ORD-2022-145

THAT Council considers the Notified Motion by Cr Bella of –

THAT per section 165(3) of the Local Government Act 2009 Council declares the position of Deputy Mayor vacant.

FURTHER THAT per section 165(5) of the Local Government Act 2009 Council receives nominations and appoints a new Deputy Mayor from nominations received.

Moved Cr Bella **Seconded Cr Jones**

Cr Bella advised that although he had brought this Motion to Council, he will not be nominating for the position should it be declared vacant, but rather had brought it to Council believing it is in the best interest of Council. Cr Bella noted that, using the phrase coined by the Mayor when supplanting two of the four Statutory Committee Chairs last term, allowing another Councillor to take the role of Deputy Mayor would be an opportunity to upskill. Cr Bella noted that there is a vacant desk in the Councillors Office with the current Deputy Mayor requesting her own office however, as reinforced by the training Councillors recently received, the Deputy Mayor has no more authority than any other Councillor except in the absence of the Mayor, so having this separate office away from the other Councillors has done nothing to better the relationship between Councillors. Cr Bella advised that he felt there were other Councillors who would be better able to build bridges between Councillors and the community and represent the values of Council to the business community, wider community and better present the Region to those who visit at public events. Cr Bella expressed the view that the rotation of the position would add value to Council and be successful as it has been at other Councils, with Whitsunday Regional Council being an example.

Cr May spoke against the Motion advising that she takes the role of Deputy Mayor very seriously, has given it her all and has done her best in the role. Cr May advised that she thought that when she was elected to the position of Deputy Mayor it was for the whole four year term of Council and does not consider the position of Deputy Mayor to be a professional development opportunity, as the person in that role needs to be able to undertake the duties of the role immediately.

Cr Jones acknowledged that there was no Policy in relation to the rotation of the position of Deputy Mayor and thanked Cr Bella for bringing forward the Notified Motion to allow this process to happen.

Cr Bonaventura referred to Cr May's comment that she believed that her election as Deputy Mayor was for a four year term, but recalled Cr Englert stating at the time of her election, that as Councillors, we have the right to bring forward a Motion to change the Deputy Mayor at any point. Cr Bonaventura thanked Cr Bella for this Motion and noted that Councillors have many skills but still have no focus points and now have less than two years to achieve a good working relationship with each other. Cr Bonaventura expressed the view that while we can't always be winners, it is important that no-one be left behind without a role or feeling we are not treated as equals. Cr Bonaventura noted that there is a need to share the roles fairly, and urged the Mayor and Councillors to consider these few, but very important points, as there is less than two years to build a culture of working together to achieve accolades for Council and set the standard for the next one.

Cr Green spoke against the Motion noting that on April 27, Councillors had voted unanimously for the continuation of the Northern Beaches Community Hub group, which has been an extremely valuable decision. Cr Green advised that at this time, the whole Council felt it was in the best interest of Council and the community to keep this continuity and now finds it incredulous that Councillors would consider changing the Deputy Mayor.

Cr Bella raised a Point of Order, noting that voting on previous issues and Motions has nothing to do with this Motion.

Mayor Williamson advised that Cr Green is able to make any point without contravening the three points of order.

Cr Green advised that she believed it would not be in the best interests of employees, stakeholders of Mackay Regional Council and the residents of the Mackay Region to rotate the position of Deputy Mayor, noting that Councillors have funds available to them to invest in personal development and suggested any Councillors who are interested in this, explore how they can utilise that funding. Cr Green advised that Cr May was clearly the vote winner in the 2020 election and is the most experienced Councillor on Council and has proven her value within the Chambers and out in the community. Cr Green expressed the view that the position of Deputy Mayor is not a training role nor a step up role.

Cr Bella noted that the idea of the position of Deputy Mayor being for personal development is a very small point that was brought forward and is not by far the most important point of all outlined, as is about the presentation of the Council to the wider community.

LOST

Mayor Williamson, Cr May, Cr Mann, Cr Englert, Cr Townsend, Cr Green, Cr Hassan recorded their vote against the Motion.

15. PUBLIC PARTICIPATION

Nil

16. LATE BUSINESS

Cr Mann advised that the Finch Hatton Show would be held on Sunday with lots of great activities for the family and was well worth supporting. Cr Mann noted that the claim that it is the best one day show in the country is very dear to her heart, having grown up in Finch Hatton.

Cr May advised of two events to be held this weekend, the Beach Horse Races which had been unable to be held for some time and the Bakers Creek Memorial ceremony which recognises the 79th anniversary of the wartime plane crash which occurred in this Region.

Cr Bella advised that the All Abilities football team had travelled to Townsville to compete last weekend and he was particularly pleased with how much the team had improved from the previous year, noting in particular that the Townsville team had someone on the field directing their team while the Mackay team ran out without that and had to organise themselves on the field, work together and assist their team mates. Cr Bella thanked the Queensland Rugby League for their support of this endeavour but highlighted that the main problem is that the season is short due to a lack of volunteers, and encouraged anyone interested in playing or volunteering to come forward. Cr Bella advised there is a possibility of the All Abilities team playing against the Cutters team, which will give the them the opportunity to see how a team operates. Cr Bella thanked Cath Andrews, parents and carers for their ongoing work and support.

Mayor Williamson noted that when seeing the team off, they were certainly very excited to be travelling to Townsville with Cr Bella.

Cr Green advised that in preparation for the 2032 Olympics, the Queensland Academy of Sport are running Australia's largest talent ID program and will be in Mackay from June 14 - 16 and are looking for athletes between the ages of 13 - 23 for the able bodied Olympics and between 13 - 33 for the Para-Olympics.

17. CONFIDENTIAL REPORTS

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

Confidential Item	Reason for Meeting Closure
17.1 Confirmation of Resignation - Chief Executive Officer	(a) the appointment, dismissal or discipline of employees
17.2 Approved Sponsorship Under the Invest Mackay Events and Conference Attraction Program - 30 April 2022	(c) the Council's budget
17.3 Draft Minutes - Invest Mackay Events and Conference Attraction Program Advisory Committee Meeting - 16 May 2022	(c) the Council's budget

Moved Cr Jones **Seconded Cr Mann**

CARRIED

11:18 am - The meeting closed to the public.

THAT the meeting be reopened to the public.

Moved Cr Mann **Seconded Cr Hassan**

CARRIED

11:21 am - The meeting reopened to the public.

17.1. CONFIRMATION OF RESIGNATION - CHIEF EXECUTIVE OFFICER

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (a) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to **the appointment, discipline or dismissal of the chief executive officer.**

Council Resolution ORD-2022-142

THAT Council resolves to formally accept the resignation of Michael Thomson as Chief Executive Officer of Mackay Regional Council, and endorses the actions of the Mayor in accepting this resignation in terms of the Deed of Release formal contractual document.

FURTHER THAT Council confirmed the appointment of Angela Hays as Acting Chief Executive Officer of Mackay Regional Council until the appointment of a permanent Chief Executive Officer following a recruitment process, or until such time as Council otherwise resolves.

Moved Cr May **Seconded Cr Mann**

CARRIED

17.2. APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM - 30 APRIL 2022

Confidential

Confidential Report to be forwarded separately.

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

Council Resolution ORD-2022-143

THAT the sponsorship approved under the Invest Mackay Events and Conference Attractions Program are noted.

Moved Cr Mann **Seconded Cr Hassan**

CARRIED

17.3. DRAFT MINUTES - INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM ADVISORY COMMITTEE MEETING - 16 MAY 2022

Confidential

Confidential Report to be forwarded separately.

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

Council Resolution ORD-2022-144

THAT the draft minutes of the Invest Mackay Events and Conference Attraction Program Advisory Committee meeting dated 16 May 2022 be received.

Moved Cr Townsend **Seconded Cr Jones**

CARRIED

18. MEETING CLOSURE

Meeting closed at 11:22 am.

19. FOR INFORMATION ONLY

Nil

Confirmed on Wednesday 22 June 2022.

.....
MAYOR

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

UPDATE ON QUESTIONS ARISING FROM COUNCIL MEETING – 8 JUNE 2022

AGENDA ITEM	MATTER	RESPONSE
11.2.1 Development Services - Monthly Review Report – April 2022	**Value of Approved Operational Works (Meeting 25 May 2022)** Cr Bonaventura noted there was a large spike in the cumulative value of approved operational works. Director advised that there had been a correction but would check if this was the current position for the current year.	There was an error in data collection which has now been rectified. Please note that figures are always subject to change due to applicant only providing an estimate of cost of works at application lodgement. An updated amount may be provided throughout the assessment of the application or during the construction phase.
11.1.1 Office of the Mayor & CEO – Monthly Review Report – May 2022	**Council Employee Injury Status** Cr Mann queried if worker has recovered from workplace altercation and if the issue has been resolved.	The incident is still under consideration by Local Government Workcare.
11.2.1 Capital Works Monthly Review Report – May 2022	**Works on Creek and Lorne Roads** Cr Seymour queried when Stage 3 works would commence and if this would impact the cane carting.	Stage 3 is expected to commence in late July/early August. We believes we will be able to work with local farmers to minimise disruption.
11.2.1 Capital Works Monthly Review Report – May 2022	**Design Spend – 61.8%** Cr Bonaventura queried what makes up the 61.8% design program spend and if this figure would have an impact on future work.	Information Pending
11.3.1 Community & Client Services Monthly Review Report – May 2022	**Items Loaned from Library** Cr Mann queried if the report could include information about alternative items loaned through the libraries.	Referred to the Acting Manager Community Lifestyle.
11.3.1 Community & Client Services Monthly Review Report – May 2022	**RADF/Community Grants – Reporting of Conflicts of Interest** Cr Mann queried if conflicts of interest could be included in reports on community grants awarded and RADF funding awarded.	This request has been referred to Officers for inclusion in the future reporting.
11.3.1 Community & Client Services Monthly Review Report – May 2022	**Waste Not Removed** Cr Bella queried the make up of the Waste Not Removed section under Illegal Dumping and Littering	Waste Not Removed is a status used in the illegal dumping process where either the offender or Council organised to clean up the dumped waste has not completed it yet. Normally dumped waste is cleaned up reasonably quickly so illegal dumping requests that have this status, don't have it for long.

9. MAYORAL MINUTES

Nil

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

Nil

11. CORRESPONDENCE AND OFFICER'S REPORTS

11.1. OFFICE OF THE MAYOR AND CEO
11.1.1. COUNCILLOR ATTENDANCE - CIVIC LEADERS SUMMIT - 29-30 JUNE 2022

Author	Councillors Support Officer (Pam Jaenke)
Responsible Officer	Executive Officer (David McKendry)
File Reference	Councillors General

Attachments 1. Program - Civic Leaders Summit [**11.1.1.1** - 9 pages]

Purpose

This report is to request Council approval for Cr Karen May and Cr Fran Mann to attend the Local Government Association of Queensland's (LGAQ) Civic Leaders Summit at Twin Waters on 29 – 30 June 2022.

Corporate Plan Linkage

Invest and Work

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

Background/Discussion

The Civic Leaders Summit is being held in Twin Waters on 29 – 30 June 2022. Hosted by the LGAQ, the theme for the 2022 Summit is People – Purpose – Impact, and will focus on how leaders create trust, and use influence through their relationships with others, to achieve a shared purpose.

In addition, the Summit will assess where local government in Queensland stands at the halfway mark of this term – marked by two years of unprecedented challenges – and how the level of government closest to the community has responded.

Consultation and Communication

Mayor and Councillors

As per Council's policy, a report on the Conference will be tabled at a future Council meeting.

Resource Implications

The total cost for attendance at the Conference including registration, accommodation and flights is estimated at $2,500 per attendee.

Conclusion

This Conference provides an excellent opportunity for Councillors to network with their peers, learn from their experiences and reflect on the last two years of this term.

Officer's Recommendation

THAT Council approve Cr Karen May and Cr Fran Mann's attendance at the LGAQ's Civic Leaders Summit

in Twin Waters from 29 – 30 June 2022

Council Resolution ORD-2022-147

THAT Council approve Cr Karen May and Cr Fran Mann's attendance at the LGAQ's Civic Leaders Summit in Twin Waters from 29 – 30 June 2022.

Moved Cr Bonaventura **Seconded Cr Green**

Cr Bonaventura noted that it was important that Council be represented at this Conference and in particular, was interested in the liveability topics and the strategy vs operations topic, and looks forward to Cr Mann and Cr May providing a report to Councillors in due course.

CARRIED

Civic Leaders Summit Program

People | Purpose | Impact

29th - 30th
JUNE 2022

Novotel Sunshine Coast Resort, Twin waters

Proudly supported by

KING & COMPANY SOLICITORS

LGIAsuper

LGAQ

Every Queensland community deserves to be a liveable one

President's invitation

Every two years, the LGAQ holds an event that is unlike any other in Australian local government – the Civic Leaders Summit.

The Summit is renowned as the only forum that brings together councillors, mayors, CEOs and other key stakeholders for a closed event, with Chatham House rules applied, that allows attendees to focus solely on personal development and the business of leadership in a supportive and confidential setting.

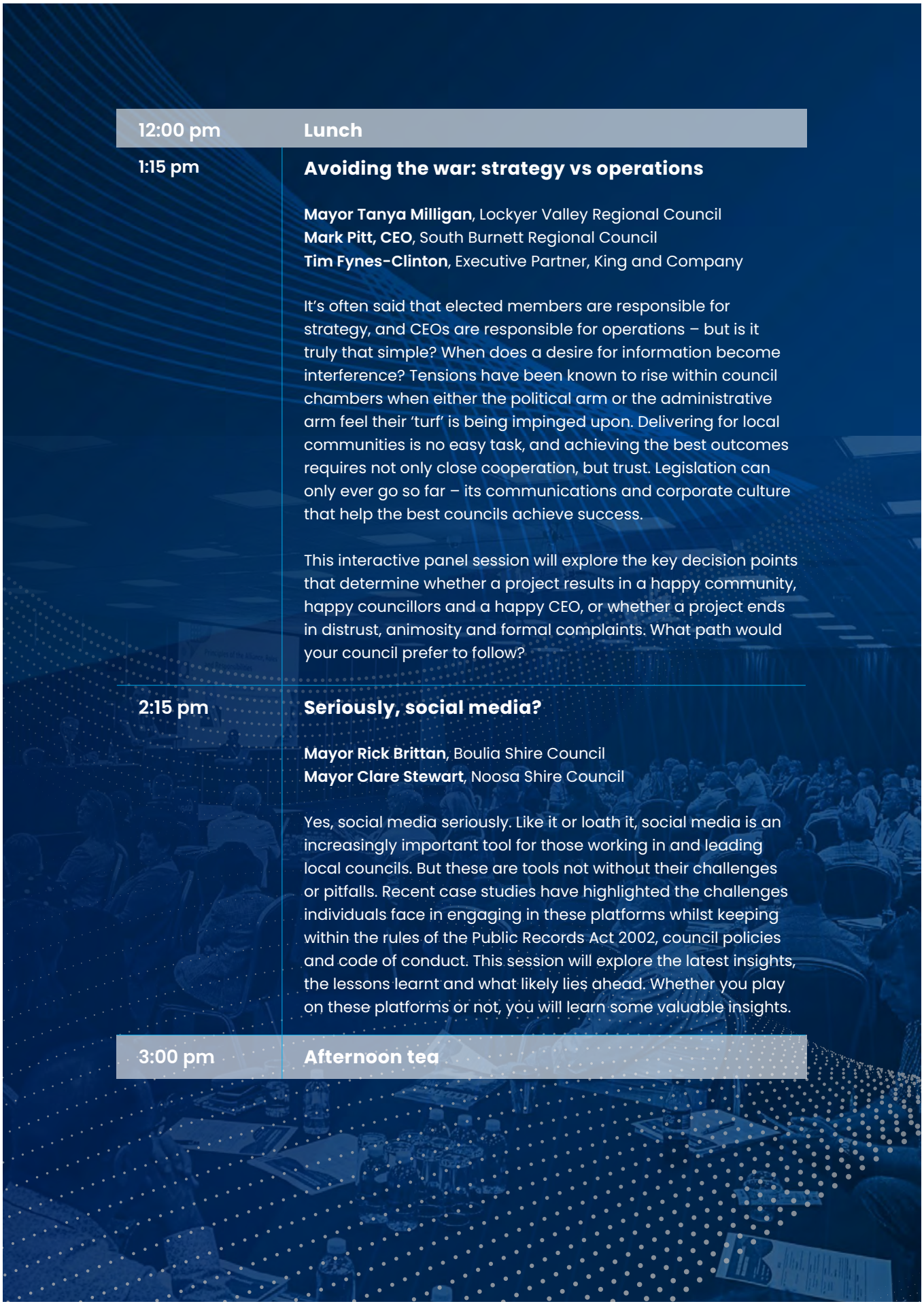
The theme for the 2022 Summit, being held on the Sunshine Coast, is **People - Purpose – Impact,** and we will focus on how leaders create trust, and use influence through their relationships with others, to achieve a shared purpose. We will also assess where local government in Queensland stands at the halfway mark of this term – of course marked by two years of unprecedented challenges – and how the level of government closest to the community has responded.

I hope to see you at the Civic Leaders Summit, our first to be held in person since 2018.

Mayor Mark Jamieson
LGAQ President

Day one Wednesday 29th June

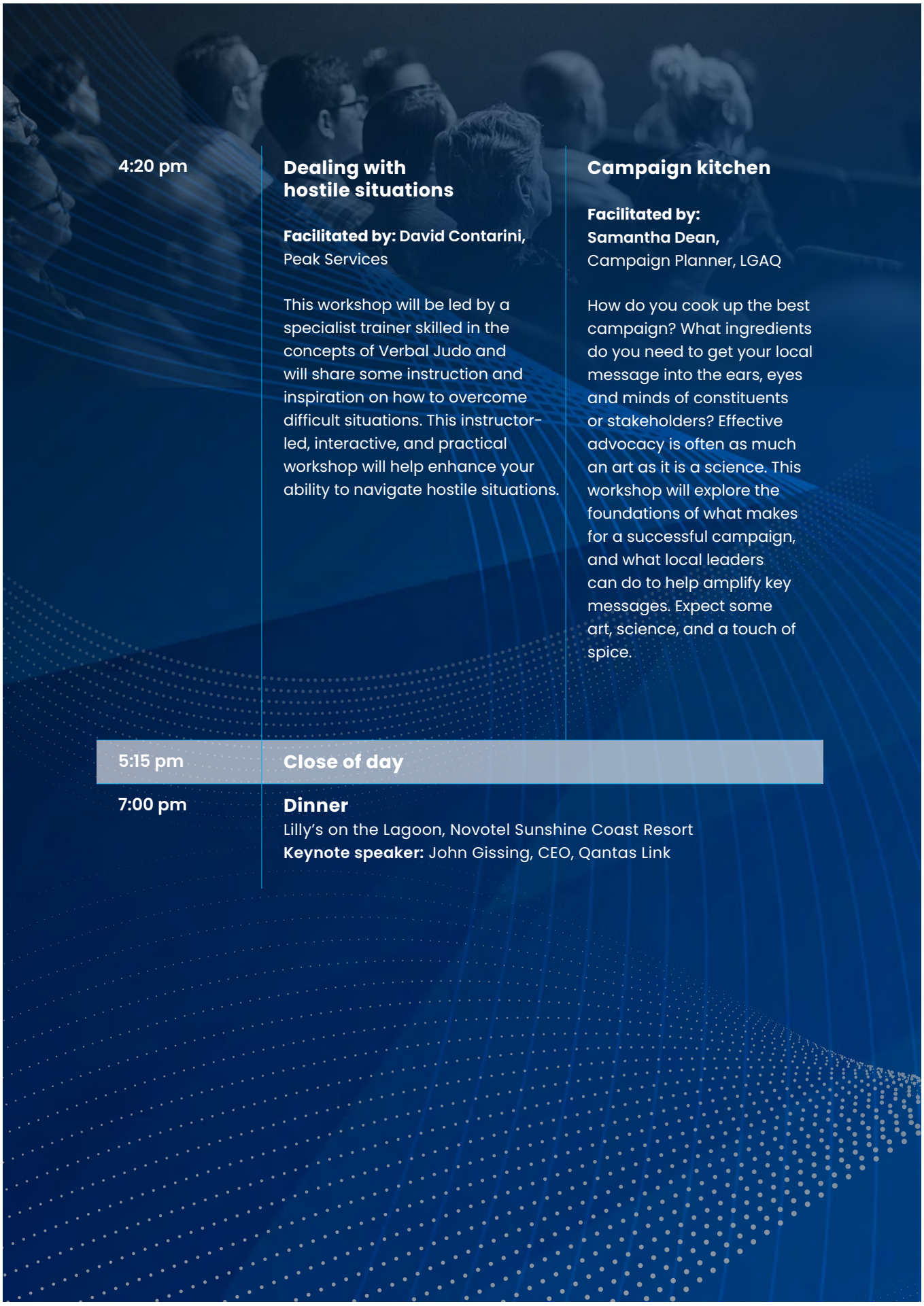
TIME	SESSIONS
9:00 am	**Registration** Arrival tea and coffee
9:30 am	**Welcome** **Mayor Mark Jamieson**, President, LGAQ
9:35 am	**Official opening**
9:45 am	**Advancing our local communities' liveability** **Alison Smith**, CEO, LGAQ
10:00 am	**Building the foundations for liveability** **Elizabeth Rose**, Partner, Climate Change and Sustainability Services Ernst & Young
10:30 am	**Morning tea**
11:00 am	**Build a plan - localising liveability** **Greg Vann**, Director Planning, Ethos Urban From the beach to the bush, liveability will mean different things to different communities. What's important to those seeking a tree change will likely be different to those seeking a sea change. This interactive session will explore the attributes of liveability as it applies to your community – what makes it great, and what opportunities might be open to your council to maximise its appeal to residents and visitors. You'll get insights from your peers and experts and will leave the session with some ideas for future focus.



12:00 pm	**Lunch**
1:15 pm	**Avoiding the war: strategy vs operations** **Mayor Tanya Milligan**, Lockyer Valley Regional Council **Mark Pitt, CEO**, South Burnett Regional Council **Tim Fynes-Clinton**, Executive Partner, King and Company It's often said that elected members are responsible for strategy, and CEOs are responsible for operations – but is it truly that simple? When does a desire for information become interference? Tensions have been known to rise within council chambers when either the political arm or the administrative arm feel their 'turf' is being impinged upon. Delivering for local communities is no easy task, and achieving the best outcomes requires not only close cooperation, but trust. Legislation can only ever go so far – its communications and corporate culture that help the best councils achieve success. This interactive panel session will explore the key decision points that determine whether a project results in a happy community, happy councillors and a happy CEO, or whether a project ends in distrust, animosity and formal complaints. What path would your council prefer to follow?
2:15 pm	**Seriously, social media?** **Mayor Rick Brittan**, Boulia Shire Council **Mayor Clare Stewart**, Noosa Shire Council Yes, social media seriously. Like it or loath it, social media is an increasingly important tool for those working in and leading local councils. But these are tools not without their challenges or pitfalls. Recent case studies have highlighted the challenges individuals face in engaging in these platforms whilst keeping within the rules of the Public Records Act 2002, council policies and code of conduct. This session will explore the latest insights, the lessons learnt and what likely lies ahead. Whether you play on these platforms or not, you will learn some valuable insights.
3:00 pm	**Afternoon tea**

Concurrent workshops. Choose one from each time slot:

3:30 pm	**Building consensus in local decision making** **Facilitated by:** **Mike Lollback,** Manager - Member & Advisory Services, LGAQ and **Brett Johnson,** Manager - Member Support & Engagement, LGAQ Representing constituents is of utmost importance, as is working as a team with your other councillors and executive team. At times, these elements can come into conflict, and managing these situations requires careful consideration. This workshop will examine the often difficult role of achieving consensus in local decision making and working through difficult, and at times unpopular, decisions. It will also look at methods for dealing with an opposing view of council held by your constituents, stakeholder groups and sometimes even your personal beliefs.	**Reputation vs personal brand** **Facilitated by:** **Mary Lockton,** Member Support & Engagement Officer As Socrates said, "the way to gain a good reputation is to endeavour to be what you desire to appear." This interactive session will explore the interconnection between reputation and personal brand, and how to build your brand in the current environment whilst remaining considerate of council policies and code of conduct.
4:15 pm	**Workshop change over**	



4:20 pm

Dealing with hostile situations

Facilitated by: David Contarini, Peak Services

This workshop will be led by a specialist trainer skilled in the concepts of Verbal Judo and will share some instruction and inspiration on how to overcome difficult situations. This instructor-led, interactive, and practical workshop will help enhance your ability to navigate hostile situations.

Campaign kitchen

Facilitated by: Samantha Dean, Campaign Planner, LGAQ

How do you cook up the best campaign? What ingredients do you need to get your local message into the ears, eyes and minds of constituents or stakeholders? Effective advocacy is often as much an art as it is a science. This workshop will explore the foundations of what makes for a successful campaign, and what local leaders can do to help amplify key messages. Expect some art, science, and a touch of spice.

5:15 pm **Close of day**

7:00 pm **Dinner**

Lilly's on the Lagoon, Novotel Sunshine Coast Resort
Keynote speaker: John Gissing, CEO, Qantas Link

Day two Thursday 30th June

TIME	SESSIONS
8:30 am	**Arrival tea and coffee**
9:00 am	**Working collegiately: the importance of effective executive relationships** **Steve Johnston**, CEO, Bundaberg Regional Council **Graham Quirk**, Former Lord Mayor, Brisbane City Council
9:45 am	**Opposition update** **David Crisafulli MP**, Leader of the Opposition, Shadow Minister for Olympics and Paralympics, and Shadow Minister for Tourism
10:00 am	**Infrastructure planning, funding, and charging**
10:45 am	**Morning tea**
11:15 am	**Panel session: engaging our communities' youth** **Cr Ryan Bayldon-Lumsden**, Gold Coast Council **Cr Jacob Heremaia**, Logan City Council **Cr Kirstie Schumacher,** South Burnett Regional Council
11:35 am	**Round table discussion and workshop: how to engage our communities' youth**

12:00 pm	**Council showcase: data is key to regional and economic development** **Heidi Roberts,** Group Executive, Business Performance, Sunshine Coast Council **Dave Burns,** Chief Information Officer, Sunshine Coast Council
12:15 pm	**The low down on local government** **Mayor Ernie Camp,** Burke Shire Council **Mayor Suzette Beresford,** Paroo Shire Council **Mayor Ross Andrews,** Yarrabah Shire Council **Mayor George Seymour,** Fraser Coast Regional Council
1:00 pm	**President's close**
1:05 pm	**Lunch**

Registration (GST Inclusive)

Full registration: $1500 per person

Dinner registration: $150 per person

Please refer to the LGAQ's registration cancellation policies at www.lgaq.asn.au via the Events tab on the home page when making your registration.

Register

Accommodation

Novotel Sunshine Coast Resort

270 Ocean Drive
Twin Waters QLD 4564
Ph: (07) 5448 8000

Booking

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11.1.2. STRATEGIC FINANCIAL REPORT - MAY 2022

Author	Director Organisational Services (Kylie Lamb)
Responsible Officer	Acting Chief Executive Officer (Angela Hays)
File Reference	Strategic Financial Report
Attachments	1. MAY 2022 Strategic Financial Report [**11.1.2.1** - 20 pages]

Purpose

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

Related Parties

Nil.

Corporate Plan Linkage

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

Background/Discussion

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

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

Consultation and Communication

Acting Chief Executive Officer, Directors, Manager Financial Services.

Resource Implications

MRC is forecasting an operating surplus of $3.9M for the 2021/22 financial year. The actual operating result for May 2022 is an unfavourable variance of $0.03M against YTD budget. Following the adoption of the March budget review, estimated actuals and further indicators suggest the actual operating result will be close to ~$1.7M at financial year end.

Risk Management Implications

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

Conclusion

For the period ending May 2022, MRC reported an unfavourable operating variance of $0.03M against YTD budget. All revenue categories are reporting above YTD budget, with interest income and sales contracts, recoverable works as exceptions. Operating expenditure is reporting above YTD budget, particularly in materials and services and depreciation.

To date, $83.9M has been expended in the delivery of Council Projects; $81.8M capital expenditure and $2.1M operational expenditure. Council projects includes accrued expenditure for works in progress and associated operational costs expended in the delivery of these works.

Officer's Recommendation

THAT the attached Strategic Financial Report May 2022 be received.

The Acting Chief Executive Officer (A/CEO) Angela Hays, provided an overview and highlights of the Strategic Financial Report for May 2022.

Cr Bonaventura noted the ongoing risk of Council not achieving project delivery with a current 75% Capital spend of the annual revised budget, and queried the estimated percentage of spend Council will achieve, whether the balance will go into carryover and if the A/CEO believes there may be a better outlook next year.

The A/CEO advised the current forecast Capital spend is expected to be between 81% to 85% of the capital budget this year, with a number of carryovers going to the next year. The A/CEO advised that there will be a review of the capital budget for next year and a review of what may need to be rescheduled in order to meet the carryovers, with no substantial improvement projected for the next year with material and labour shortages still a factor.

Council Resolution ORD-2022-148

THAT the attached Strategic Financial Report May 2022 be received.

Moved Cr May **Seconded Cr Mann**

Cr May highlighted several items from the report including the $.03M unfavourable variance against the YTD Operational Budget, the $83.9M of projects delivered at this point, the ongoing impacts of COVID, staff and material shortages, the continuing work on asset data cleansing, the increased cost of tenders, the $1.6M operating revenue favourable variance and the $1.6M unfavourable variance in operating expenses YTD budget for the month, rates receivables and Council's assets sustainability ratio, noting that Council is on a journey of building and renewing new capital which is impacting this ratio.

Cr Bella advised that he had recently heard comments from the head of the Reserve Bank in relation to inflation, noting the while Council can be optimistic, we need to prepare for difficult times ahead.

CARRIED

Strategic Financial Report

> May 2022

Executive summary

Council is forecasting an operating surplus of $3.9M for the 2021/22 financial year. Following the adoption of the March budget review, current financial indicators and projects suggest the estimated operating result for 30 June will likely be closer to ~$1.7M surplus.

	Annual Original Budget $000	Annual Revised Budget $000	YTD Budget $000	YTD Actual $000	YTD Variance $000	
Total operating revenue	268,648	275,172	270,693	272,269	1,576	
Total operating expenses	267,966	271,231	239,631	241,240	1,609	
Operating surplus / (deficit)	**682**	**3,941**	**31,062**	**31,029**	**(33)**	

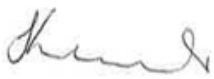
% YTD Variance from YTD Budget	
YTD Variance favourable of budget	
YTD Variance unfavourable, between 0% and 5% of YTD Budget	
YTD Variance unfavourable, more than 5% of YTD Budget	

For the period, MRC's operating result is an unfavourable variance of $0.03M against YTD Budget.

All operating revenue lines are reporting favourably at the reporting date (31 May), with exception of interest income and sales contracts and recoverable works. A considerable budget to actual variance is noted in grants and subsidies, other recurrent income and fees and charges.

Total operating expenses are reporting above YTD budget. Significant variance is recognised in materials and services, being an overspend of expenditure in the month. This is not anticipated to reflect an overspend at 30 June and relates to the timing of the work performed.

To date, $83.9M has been expended on council projects and includes associated operational expenditure in the delivery of these projects, representing 75% of the annual revised budget. Ongoing risk in project delivery is noted from tightened market conditions and resource shortage across building and civil construction firms.



Kylie Lamb
Director Organisational Services

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

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1 Significant risks

Risk	Likelihood	Consequence	Treatment	Financial impact
Nil to report				

2 Areas of concern for noting

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

3 Budget analysis – Consolidated

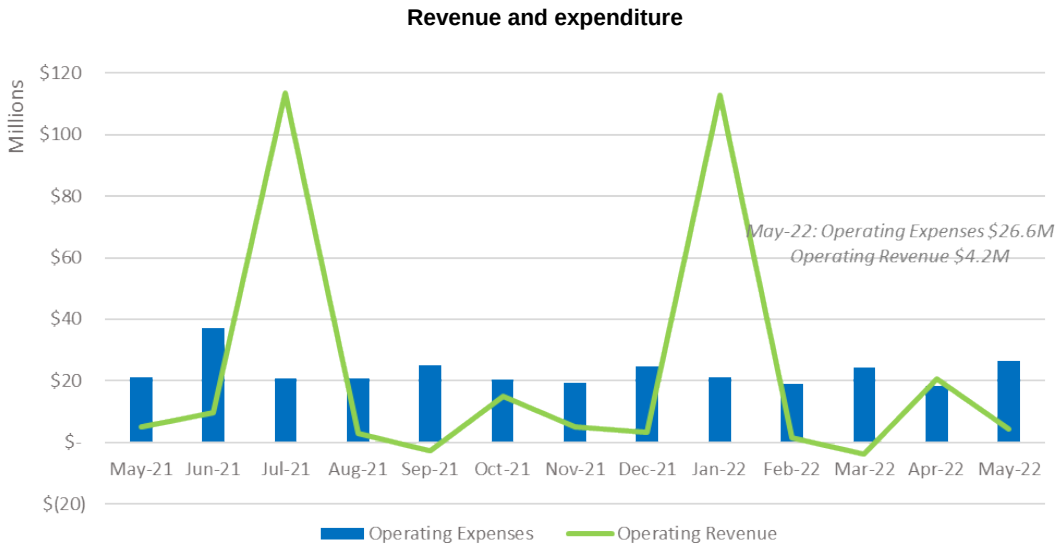
3.1 Income Statement

Income Statement
For the period ending 31 May 2022

	Annual Original Budget $000	Annual Revised Budget $000	YTD Budget $000	YTD Actual $000	YTD Variance $000	
Rates and charges	225,276	225,276	225,638	225,811	173	
Fees and charges	17,925	20,460	19,682	19,916	235	
Rental income	1,449	1,189	1,112	1,132	20	
Interest income	1,442	1,812	1,507	1,472	(35)	
Sales contracts and recoverable works	7,740	8,139	6,367	6,167	(200)	
Other recurrent income	3,754	4,912	4,444	5,007	562	
Grants, subsidies, contributions and donations	11,061	13,384	11,943	12,765	822	
Total operating revenue	**268,648**	**275,172**	**270,693**	**272,269**	**1,576**	
Employee benefits	89,294	89,931	79,076	78,470	(606)	
Materials and services	91,643	97,629	86,681	88,450	1,769	
Finance costs	7,695	7,881	5,816	5,750	(66)	
Depreciation and amortisation	79,334	75,791	68,058	68,570	512	
Total operating expenses	**267,966**	**271,231**	**239,631**	**241,240**	**1,609**	
Operating surplus / (deficit)	**682**	**3,941**	**31,062**	**31,029**	**(33)**	
Grants, subsidies, contributions and donations	19,858	25,861	15,414	12,613	(2,801)	
Other capital revenue	0	43	43	141	98	
Capital expenses	(2,740)	(2,740)	(2,594)	(3,834)	(1,240)	
Total capital revenue and expenses	**17,118**	**23,164**	**12,863**	**8,920**	**(3,944)**	
Net result	**17,801**	**27,104**	**43,925**	**39,949**	**(3,977)**	

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

3.2 Revenue and expenditure



Revenue

Total operating revenue reports a favourable variance of $1.6M against YTD budget for the month.

Favourable budget to actual variances is evidenced in all revenue categories excluding, interest income and sales and recoverable works. Sales contracts and recoverable works ($0.2M) budget to actual variance is primarily attributed to Water Networks and Water Treatment business areas.

The 2022/23 Financial Assistance Grant was received in advance resulting in the favourable variance in grants and subsidies. Other recurrent income is also reporting higher than forecast particularly in MECC and events. Higher than forecast fees and charges revenue mainly from an increase in development application and assessment fees continues to be notable.

Expenses

Total operating expenses reports an unfavourable variance of $1.6M against YTD budget for the month.

Materials and services and depreciation are reporting above YTD budget for the period. Variances are observed across all material and service types, notably in contractors, equipment hire and electricity.

Employee benefits continue to experience some volatility, with an increase in overtime required to ensure service levels are maintained in the delivery of MRC services. This is arising from tightened labour market conditions evidenced by a high vacancy rate, in conjunction with absence of some employees affected by COVID-19. Annual budget estimates include the outcome of the Queensland Industrial Relations Commission decision as part of MRC's enterprise agreement negotiations which was paid during the period.

Capital revenue and expenses

Total capital revenue and expenses is reporting an unfavourable variance of $3.9M against YTD budget. This is mainly the result of a delay in revenue recognition of developer contributions.

3.3 Council projects expenditure

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

	Annual Original Budget $000	Annual Revised Budget $000	YTD Budget $000	YTD Actual $000	YTD Variance $000
Capital expenditure ^	109,537	108,368	83,625	81,822	(1,803)
Operational expenditure	2,441	3,131	2,016	2,100	84
Total council projects expenditure	111,978	111,499	85,641	83,922	(1,719)

^ as depicted in the below graph

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

Council projects expenditure is currently tracking $1.7M behind YTD budget, with $83.9M expended to date in the delivery of these.

The Mackay region continues to be impacted from tightened local market conditions and resource shortage caused by national and international supply chain issues across local building and civil construction firms, along with impacts from wet weather leading to delays of some council projects.

Movement between original budget and annual revised budget:

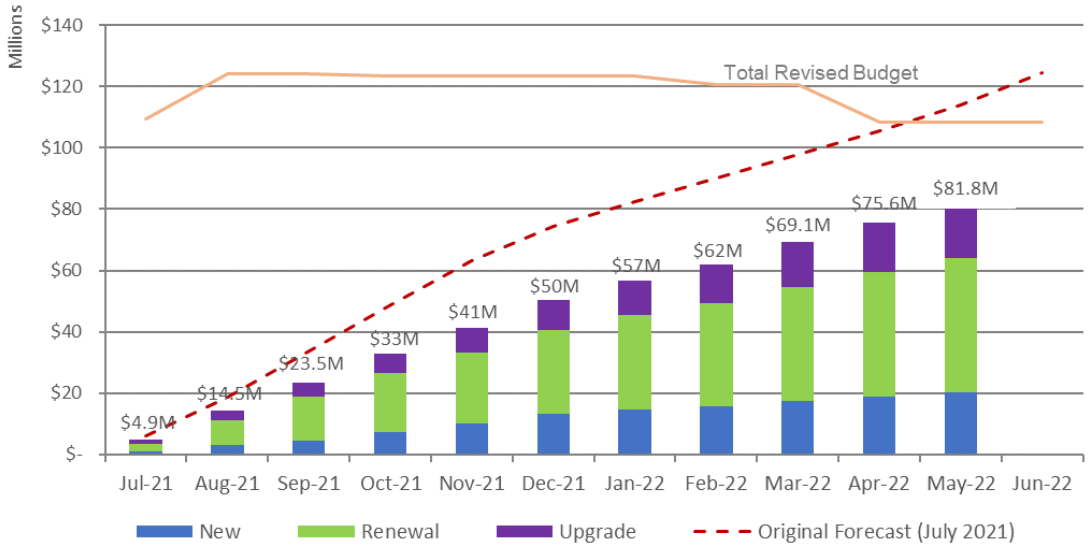
	Carryover	Project Adjustments	New Works	Deferred Works	Total Budget Movement
	$000	$000	$000	$000	$000
Budget adjustments adopted 25th August	15,652	1,390	2,438	(4,398)	15,082
Budget adjustments adopted 27th October	-	2,195	966	(3,535)	(374)
Budget adjustments adopted 9th February	-	2,054	528	(5,438)	(2,856)
Budget adjustments adopted 27th April	-	338	1,627	(14,296)	(12,331)
Total budget adjustments adopted	**15,652**	**5,977**	**5,559**	**(27,667)**	**(479)**

Note: Project adjustments includes savings and cancelled project works.

3.3.1 Capital expenditure

Capital expenditure is currently tracking $1.8M behind YTD budget and includes accrued expenditure for work completed during the month.

Cumulative capital expenditure



4 Balance Sheet

4.1 Statement of financial position

Statement of Financial Position
For the period ending 31 May 2022

	Annual Original Budget $000	Annual Revised Budget $000	Actual $000	
Current assets				
Cash and cash equivalents	122,016	159,079	150,140	
Investments	0	0	65,000	
Trade and other receivables	19,766	20,161	24,800	
Contract Assets	829	3,500	682	
Other assets	3,200	2,710	1,779	
Inventories	3,028	2,745	3,214	
Non-current assets classified as held for sale	79	79	79	
Total current assets	**148,918**	**188,274**	**245,694**	
Non-current assets				
Investments	6,159	5,102	5,308	
Trade and other receivables	0	0	1,975	
Property, plant and equipment	3,327,452	3,444,352	3,423,206	^
Right of use assets	822	782	1,362	
Intangible assets	5,077	5,135	5,294	
Total non-current assets	**3,339,510**	**3,455,371**	**3,437,067**	
Total assets	**3,488,428**	**3,643,645**	**3,682,761**	
Current liabilities				
Trade and other payables	9,310	9,829	23,067	
Borrowings	17,282	16,974	4,350	
Lease liabilities	77	25	10	
Provisions	60,862	63,111	63,111	
Contract Liabilities	4,239	3,500	8,015	
Other liabilities	10,457	12,654	10,942	
Total current liabilities	**102,227**	**106,093**	**109,495**	

Non-current liabilities			
Borrowings	84,708	84,703	101,416
Lease liabilities	833	791	1,364
Provisions	18,928	16,746	16,746
Trade and other payables	882	0	0
Other liabilities	0	1,163	1,163
Total non-current liabilities	**105,351**	**103,403**	**120,689**
Total liabilities	**207,578**	**209,496**	**230,184**
Net community assets	**3,280,850**	**3,434,149**	**3,452,656**
Community equity			
Retained surplus	2,213,498	2,264,962	2,283,468
Asset revaluation surplus	1,067,352	1,169,188	1,169,188
Total community equity	**3,280,850**	**3,434,150**	**3,452,656**

^refer section 4.4 for breakdown

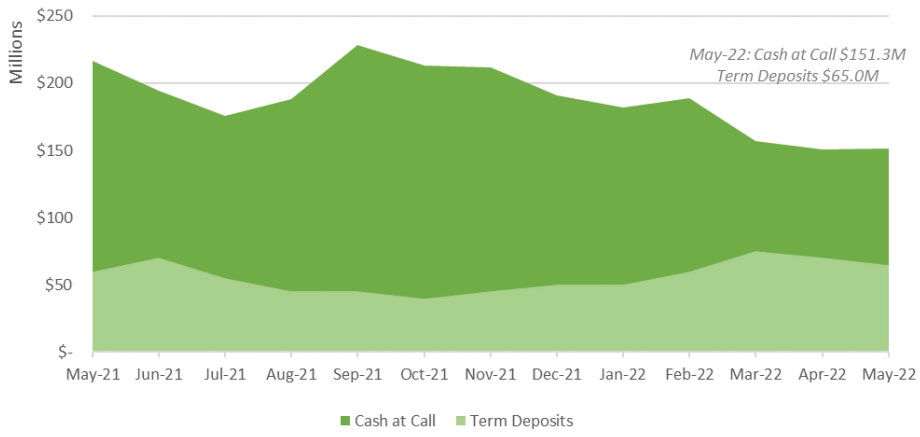
4.2 Cash and Investment Portfolio

4.2.1 Total Cash and Investment Portfolio

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

MRC is currently holding a significant percentage (68%) of the portfolio balance with Queensland Treasury Corporation (QTC) in accordance with Council's Investment Policy. This balance continues to return yields that have been assessed as comparable or better than forecast term deposit returns from other financial institutions.

Closing investment portfolio balance



MRC's portfolio diversification

	Actual $000	Percentage of Portfolio	Weighted Average Rate of Return
A1	20,000	9%	
A2	35,000	16%	
A3	10,000	5%	
Total investments in term deposits	**65,000**	**30%**	**0.74%**
QTC	146,405	68%	
Other financial institution	4,860	2%	
Total cash at call	**151,265**	**70%**	**0.60%**
Total investment portfolio	**216,265**	**100%**	

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

4.2.2 Cash and cash equivalents

MRC's cash and cash equivalents are subject to internal and external restrictions that limit amounts available for discretionary or future use. At the end of the reporting period, approximately $116M was maintained in various reserves and is anticipated to be expended over differing timeframes.

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

4.2.3 Investments

MRC maintains an investment portfolio diversified across various institutions and terms to maturity, which is reviewed regularly to maximise performance and minimise risk. MRC currently has $65M invested with financial institutions other than QTC. Maturity of these investments is scheduled between June 2022 and March 2023.

The MRC portfolio return continues to exceed the benchmark of Ausbond Bank Bill Index at the end of the reporting month. While investments continue to perform well against the current market, there is still some volatility in this area, indicators suggest the interest rate markets have reached the bottom of their cycle which presents an upside in future earnings. The implications from the changing interest rate market on Council's forecasted interest income budget will continue to be monitored.

	May	12 Month Comparative
MRC Portfolio	0.79%	0.68%
AusBond Bank Bill Index	0.02%	0.04%

4.3 Receivables

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

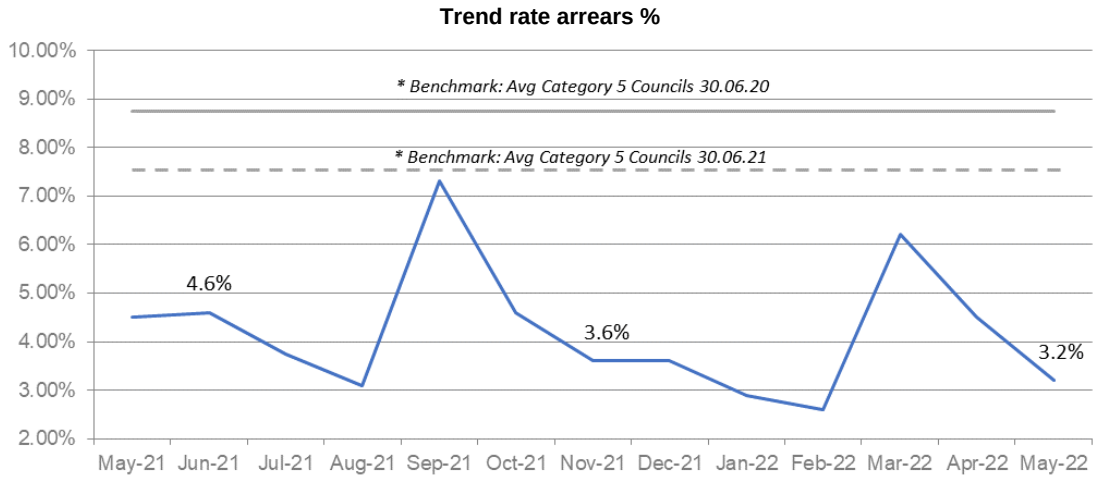
	Actual $000
Trade and other receivables	
Current	
Rates and utility charges	13,403
Interest receivable	806
GST recoverable	1,475
Other debtors	9,520
Less: provision for impairment of debt	(403)
Total current receivables	**24,800**
Non-current	
Other debtors	1,975
Total non-current receivables	**1,975**
Total receivables	**26,775**

4.3.1 Rates Receivables

Rates and charges revenue represent ~82% of MRC's revised operating revenue budget for the financial year. MRC constantly reviews its collection process to ensure rates are collected efficiently and effectively, whilst being cognisant of individual circumstances. Collection action is continuing, both with our external collection agency and monitoring of in-house payment schedules. In-house collection methods include the use of SMS reminders for ratepayers.

	Total Overdue $000	Current year 2021/2022 $000	1 year 2020/2021 $000	2 years 2019/2020 $000	> 3 years $000
Total rate arrears	7,229	4,808	1,201	688	532

	Issue date of notice	Due date for payment
Rates notice	14/02/2022	16/03/2022
Pensioner rates notice	14/02/2022	01/06/2022
Rates reminder notice	04/04/2022	19/04/2022
Water notice	02/05/2022	01/06/2022



* *Each year the Department of State Development, Infrastructure, Local Government and Planning collects information from local governments about the key services they provide and publishes it in the Queensland local government comparative information report. The report includes a suite of efficiency, effectiveness and quality-of-service indicators covering key functional and financial areas of local government, including rates arrears performance indicators. The benchmark reported above represents the average rates arrears of like councils (category 5) for comparative years as at 30 June 2020 – 8.8% and 30 June 2021 – 7.58%.*

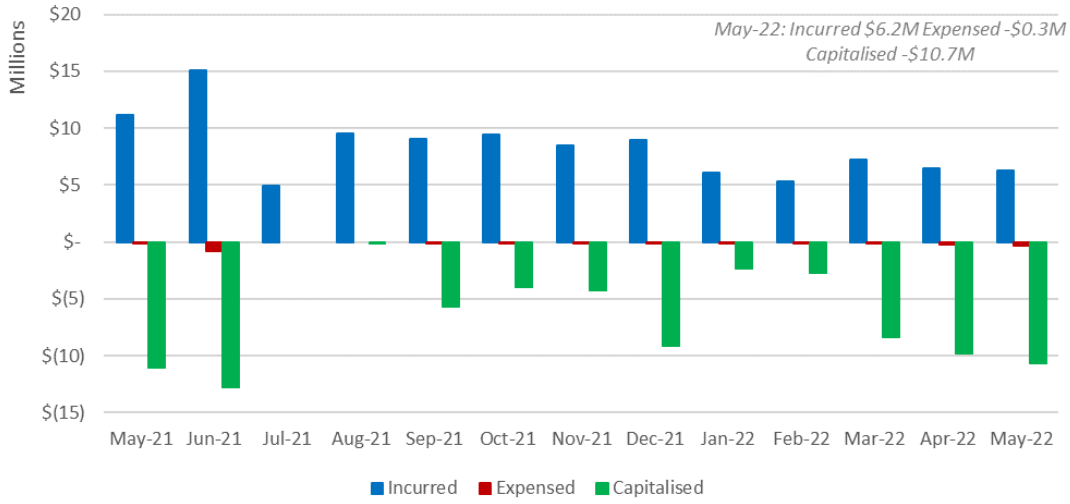
4.4 Property, plant and equipment

	Annual Original Budget $000	Annual Revised Budget $000	Actual $000
Opening balance as at 1 July	3,295,083	3,409,370	3,409,363
Opening balance adjustment	0	0	5,661
Net additions (including WIP) and contributed assets	114,508	112,027	80,585
Depreciation	(79,282)	(74,706)	(67,593)
Write off / disposed	(2,857)	(2,339)	(4,769)
Transfers to other asset classes	0	0	(41)
Property, plant and equipment closing balance	**3,327,452**	**3,444,352**	**3,423,206**

The bulk of MRC's assets are in the form of infrastructure, such as roads, drainage, water and sewerage and waste assets. Significant parts of MRC's long-term financial forecast are focused on the construction, upgrade and renewal of these assets, with the associated capital expenditure recognised as work in progress (WIP) until projects are complete and assets are ready for their intended use.

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

Work in progess movement

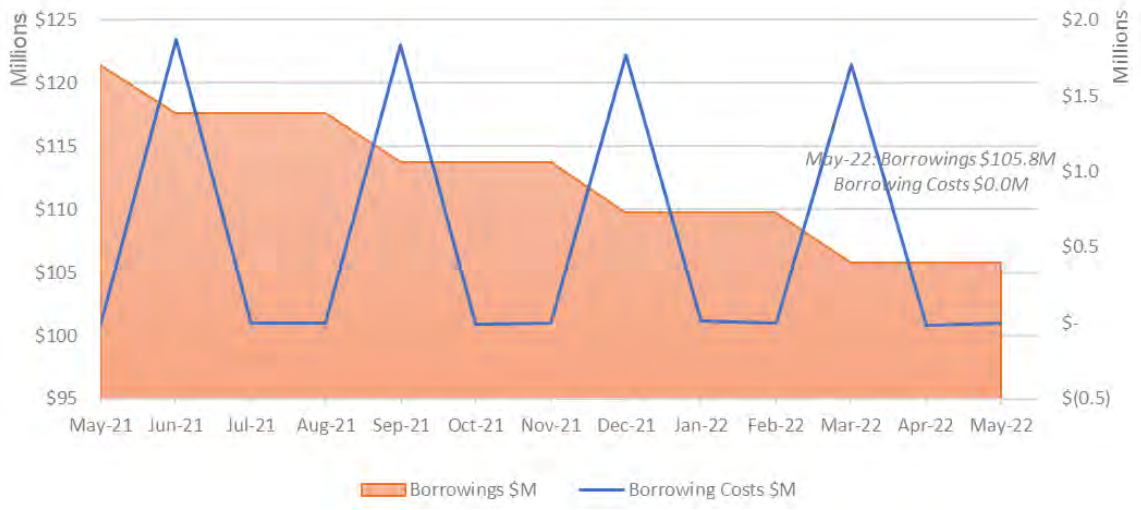


*Note: **Incurred**; represents capital expenditure for the construction or acquisition of assets. These assets are incomplete and are non-depreciating. **Capitalised**; refers to the recognition of property, plant and equipment in MRC's asset register. **Expended;** relates to costs transferred from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

4.5 Borrowings

Loan borrowings are an important funding source for local government. They reflect that the full cost of infrastructure should not be borne entirely by present-day ratepayers, instead future ratepayers who will benefit from the infrastructure should contribute. Borrowing costs associated with the debt balance are recognised when the principal payments are made on a quarterly basis. At the end of May, MRC had $105.8M in total loan borrowings outstanding. In line with the council debt policy, no new borrowings are forecast in the current financial year. MRC is investigating the benefits of a bulk reduction to its loan portfolio in June. Due to changing market conditions an economic benefit may be realised, the outcome of this investigation will be reported in subsequent months reports.

Borrowings movement



5 Cash Flow

5.1 Statement of cash flows

Statement of Cash Flows
For the period ending 31 May 2022

	Annual Original Budget $000	Annual Revised Budget $000	Actual $000
Cash flows from operating activities			
Receipts from customers	255,915	267,273	266,460
Payments to suppliers and employees	(181,988)	(210,198)	(175,318)
Interest income	1,442	1,812	1,472
Non-capital grants, subsidies, contributions and donations	11,063	13,233	12,765
Borrowing costs	(6,922)	(6,922)	(5,303)
Net cash inflow from operating activities	**79,510**	**65,198**	**100,075**
Cash flows from investing activities			
Payments for property, plant and equipment	(109,402)	(108,123)	(80,558)
Payments for intangibles	(136)	(245)	(72)
Payments for investments	0	0	5,000
Other capital income	0	0	141
Other capital expenses	(1,689)	18	(517)
Proceeds from sale of property, plant and equipment	2,117	1,933	1,278
Capital grants, subsidies, contributions and donations	15,858	22,189	12,586
Net cash outflow from investing activities	**(93,252)**	**(84,228)**	**(62,143)**
Cash flows from financing activities			
Repayment of borrowings	(15,905)	(15,906)	(11,817)
Repayments made on leases (principal only)	0	(41)	(32)
New cash outflow form financing activities	**(15,905)**	**(15,947)**	**(11,849)**
Net increase / (decrease) in cash and cash equivalents	**(29,647)**	**(34,977)**	**26,084**
Cash and cash equivalents at beginning of the period	**151,663**	**194,056**	**124,056**
Cash and cash equivalents at end of the period	**122,016**	**159,079**	**150,140**

6 Financial analysis

6.1 Key performance indicators

Ratio	Description	Target	FY2020	FY2021	Revised Budget FY2022	May FY2022
Operating surplus ratio (%)	Extent to which operating revenues covers operating expenses (excludes capital items)	0% - 10%	(0.9%)	2.2%	1.4%	11.4%
Interest coverage ratio (%)	Extent to which operating revenues cover net interest expense	0% - 5%	2.0%	2.4%	2.2%	1.6%
Net financial liabilities ratio (%)	Extent to which net financial liabilities can be serviced by operating revenues	< 60%	17.7%	6.1%	7.7%	(5.7%)
Current ratio	Extent to which current assets cover current liabilities	Between 1 and 4	1.7	1.8	1.8	2.2
Asset sustainability ratio (%)	Extent to which the infrastructure assets are being replaced/renewed	> 90%	58.2%	82.2%	76.9%	63.5%
Capital expenditure ratio (times)	Extent to which capital expenditure exceeds depreciation.	> 1.1 times	1.1	1.2	1.5	1.2

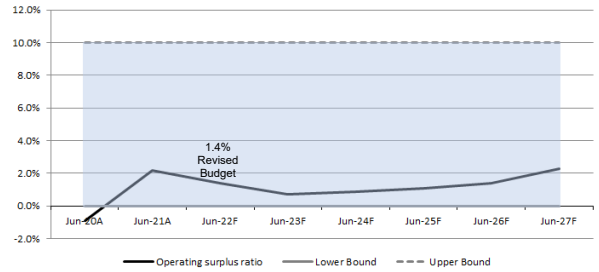
The year to date results are indicative of business timing in the delivery of the annual budget and are anticipated to return to revised budget levels by the end of the financial year following finalisation of year end processes.

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

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

Operating surplus ratio %

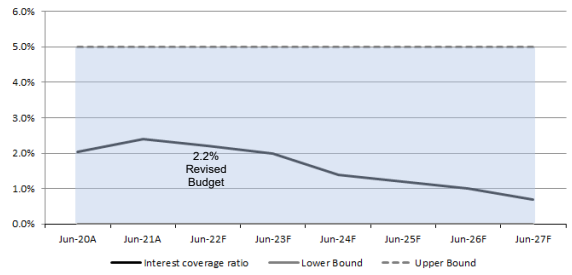
A percentage between 0% and 10% over the long term means Council is expecting to generate healthy levels of revenue with an ability to fund proposed capital expenditure and / or debt repayments.



Interest coverage ratio %

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

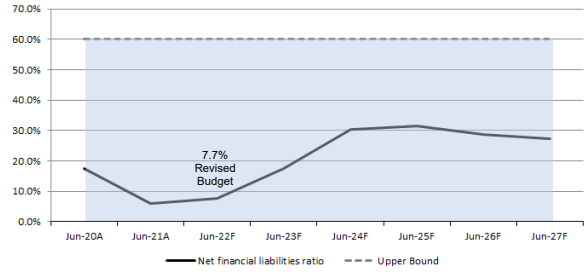
It is noted that MRC is expected to remain within target bounds indicative that the financial risk is being effectively managed.



Net financial liabilities ratio %

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

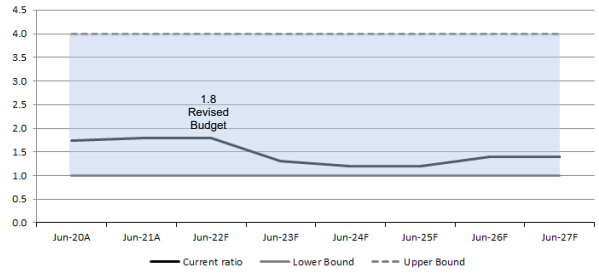
It is noted that MRC is expected to remain within target bounds indicative that the financial risk is being effectively managed.



Current ratio

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

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

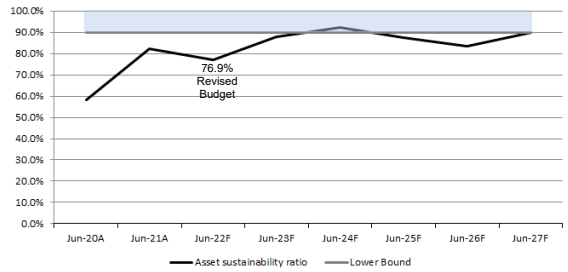


Asset sustainability ratio %

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

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

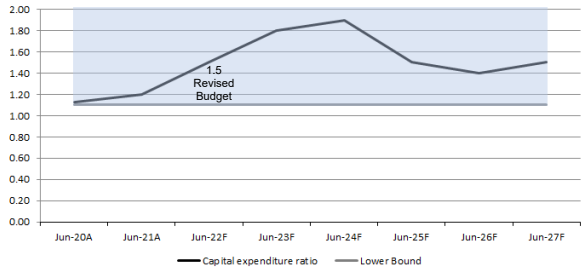
This ratio is also reflective of the relative new age of MRC's asset base following a period of high growth and a sustained period of NDRRA repairs. This means the requirement to spend significant funds on renewals at this stage is relatively low but will be monitored to ensure future spend is sufficient.



Capital expenditure ratio (times)

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

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



7 Budget analysis - Commercial businesses

7.1 Mackay Water Services

Income Statement
For the period ending 31 May 2022

	Annual Original Budget $000	Annual Revised Budget $000	YTD Budget $000	YTD Actual $000	YTD Variance $000
Operating revenue	97,358	97,380	97,107	97,199	92
Operating expenses	38,433	38,792	35,090	35,413	323
Earnings before interest, depreciation, dividend and tax	**58,925**	**58,588**	**62,017**	**61,786**	**(231)**
Finance costs	4,041	4,100	3,162	3,113	(49)
Depreciation	27,625	27,629	24,646	24,870	224
Earnings before dividend and tax	**27,259**	**26,859**	**34,209**	**33,803**	**(406)**
Dividend and tax	24,179	24,178	22,163	22,163	0
Operating surplus / (deficit)	**3,080**	**2,681**	**12,046**	**11,640**	**(406)**
Total capital revenue and expenses	2,150	3,408	3,248	2,152	(1,096)
Net result	**5,230**	**6,089**	**15,294**	**13,792**	**(1,502)**

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

Mackay Water Services is reporting an operating surplus of $11.6M for the month of May, which is a $0.4M unfavourable variance against YTD budget.

Operating revenue is $0.1M above YTD budget at period end. All revenue categories are reporting above YTD budget with the exception of sales contracts and recoverable works.

Total expenses (operating expenses, finance costs and depreciation) are reporting an unfavourable variance of $0.5M against YTD budget at period end. Materials and services ($0.2M) and depreciation ($0.2M) are reporting above YTD budget. Commitments in relation to software licences for the period contribute to the variance in materials and services. All other expense categories are reporting close to YTD budget.

Total capital revenue and expenses is reporting an unfavourable variance of $1.1M against YTD budget at period end. This largely relates to lower than forecast developer contributions during the period.

7.2 Mackay Waste Services

Income Statement
For the period ending 31 May 2022

	Annual Original Budget $000	Annual Revised Budget $000	YTD Budget $000	YTD Actual $000	YTD Variance $000	
Operating revenue	29,855	30,043	29,741	29,168	(573)	
Operating expenses	20,191	20,087	17,894	17,731	(163)	
Earnings before interest, depreciation, dividend and tax	**9,664**	**9,956**	**11,847**	**11,437**	**(410)**	
Finance costs	916	938	588	583	(5)	
Depreciation	2,001	2,001	1,698	1,664	(34)	
Earnings before dividend and tax	**6,747**	**7,017**	**9,561**	**9,190**	**(371)**	
Dividend and tax	4,676	4,676	4,287	4,287	0	
Operating surplus / (deficit)	**2,071**	**2,341**	**5,274**	**4,903**	**(371)**	
Total capital revenue and expenses	(100)	(100)	(50)	0	50	
Net result	**1,971**	**2,241**	**5,224**	**4,903**	**(321)**	

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

Mackay Waste Services is reporting an operating surplus of $4.9M for the month of May, which is a $0.4M unfavourable variance against YTD budget.

Operating revenue is reporting below YTD budget at period end. Fees and charges are reporting a $560K unfavourable variance due to lesser than expected waste disposal fees. All over categories are reporting close to YTD budget.

Total expenses (operating expenses, finance costs and depreciation) are reporting a favourable variance of $0.2M against YTD budget at period end. Lower than forecast Waste collection and contract payments in materials and services accounts for much of this variance. All other expense categories are reporting close to YTD budget.

Total capital revenue and expenses is $0.5M lower than YTD budget. This budget refers to the recognition of non-current asset disposals.

11.1.3. ADOPTION OF COUNCIL POLICIES

Author	Senior Governance Officer (Pam Currell)
Responsible Officer	Executive Officer (David McKendry)
File Number	020-Advertsing Spending Policy / 031-Grants Policy
Attachments	1. 020 Advertising Spending [**11.1.3.1** - 5 pages] 2. 031 Grants [**11.1.3.2** - 26 pages]

Purpose

To present the following Council Policies for consideration and adoption:

1. COU020 – Advertising Spending Policy; and
2. COU031 – Grants Policy

Related Parties

There are no identified related parties.

Corporate Plan Linkage

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

Background/Discussion

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

COU020 – Advertising Spending

This policy is a legislative requirement of s197 of the *Local Government Regulations 2012* and outlines that expenditure for advertising may be incurred if providing information or education to the public, clients and suppliers in the public interest.

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

COU031 - Grants

This policy is a legislative requirement of s195 of the *Local Government Regulations 2012* and provides for the provision of financial assistance to not-for-profit organisations and individuals.

The policy and its associated Corporate Standard have been reviewed as part of the MRC's policy review process.

Consultation and Communication

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

Resource Implications

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

Risk Management Implications

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

Conclusion

IT is recommended that Council adopt the following policies:

1. COU020 – Advertising Spending; and
2. COU031 – Grants and 031.1 Grants Corporate Standard.

Officer's Recommendation

THAT Council adopt the following policies:

1. COU020 – Advertising Spending; and
2. COU031 – Grants and 031.1 Grants Corporate Standard.

Council Resolution ORD-2022-149

THAT Council adopt the following policies:

1. COU020 – Advertising Spending; and
2. COU031 – Grants and 031.1 Grants Corporate Standard.

Moved Cr Bonaventura **Seconded Cr Mann**

Cr Bonaventura noted that the Advertising Spending Policy sets out guidelines for staff and includes details of what can and cannot be done in the three months prior to a Council election and the Grants Policy provides clarification to those applying for grants and to staff, on the correct process to follow.

CARRIED

COUNCIL POLICY

ADVERTISING SPENDING

Program: Community & Client Services
Date of Adoption:
Resolution Number:
Review Date:

Scope

This policy applies to Staff of Mackay Regional Council (MRC) and sets out the requirements for the placement of paid advertisements in various media and on social media platforms to promote, inform and educate the public about its services, facilities, activities and programs.

Objective

To comply with requirements of s197 of *Local Government Regulation 2012* and determine the types of advertising that MRC considers appropriate to provide information or education to the community.

MRC also has the primary objective to promote the region and can incur expenditure for advertising or promotion to enhance community pride.

Policy Statement

MRC may incur expenditure for advertising only if the advertising is for providing information or education to the public, clients and suppliers is provided in the public interest.

****

This process to remain in force until otherwise determined

by Mackay Regional Council

COUNCIL POLICY

ADVERTISING SPENDING

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2.0 Definitions 4
3.0 Review of Policy 5
4.0 Reference 5

COUNCIL POLICY

ADVERTISING SPENDING

1.0 Principles

Section 197 of the *Local Government Regulation 2012* requires MRC 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.

1.1 The types of advertising MRC considers appropriate but not limited to 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 MRC-sponsored or organised event;
- To achieve MRC's corporate 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'
- To seek tenders from contractors or suppliers.

1.2 MRC 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 MRC other than in the manner and form it is customary for MRC 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 MRC advertisements.

Note: This does not preclude Councillors appearing in unpaid publicity or other publicity where the cost is not borne by MRC.

1.3 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 MRC 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.

2.0 Definitions

To assist in interpretation the following definitions shall apply:

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

Councillor shall mean the Mayor or a Councillor of Mackay Regional Council.
MRC shall mean Mackay Regional Council.

COUNCIL POLICY

ADVERTISING SPENDING

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

The *Local Government Regulation 2012 – s197(3)* defines advertising as *"promoting, for the payment of a fee, an idea, goods or services to the public".*

3.0 Review of Policy

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

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

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

4.0 Reference

- *Local Government Act 2009*
- *Local Government Regulation 2012*

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
2	2-year review of Policy	Amendments made to content	Council	28.09.16
3	Review of Policy	Amendments to Policy	Council	14.11.18
4	Review of Policy	Amendments and new template	Council	

COUNCIL POLICY

GRANTS

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

Scope

This policy is designed to meet the statutory requirement and to outline Mackay Regional Council's (MRC) commitment to supporting communities in the region by providing financial and/or in-kind assistance to activities that build community capacity, encourage participation and make a positive and ongoing contribution to the region.

Objective

This policy objective is to support the distribution of funds in an equitable, transparent and sustainable manner.

The Council will provide grants only when the Council is satisfied that:

- The grant is appropriate having regard to other priorities and available resources;
- The receiving community organisation, entity or community members meet the eligibility criteria set out in this policy and in the supporting guidelines for the specific funding program;
- The grant will be used for a purpose that is in the public interest; and
- The grant will meet a community and/or social need in the local community.

Policy Statement

This Policy provides for the provision of financial assistance to not-for-profit organisations and individuals.

****

This process to remain in force until otherwise determined

by Mackay Regional Council

COUNCIL POLICY

GRANTS

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1.0 Principles 3
2.0 Definitions 3
3.0 Review of Policy 3
4.0 Reference 3

COUNCIL POLICY

GRANTS

1.0 Principles

This policy is to guide the administration of Council's grant programs so that grants:

- Assist Council to achieve its strategic goals and identified key initiatives; and
- Align with the intent of the *Local Government Act 2009* and the *Local Government Regulation 2012*, which state that grants will be used for a purpose that is in the public interest.

This Policy is to be read in conjunction with Corporate Standard 031.1 – Grants This Policy does not apply to sponsorship, donations, advertising, naming rights and/or service level agreements.

2.0 Definitions

To assist in interpretation the following definitions shall apply:

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

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

MRC shall mean Mackay Regional Council.

3.0 Review of Policy

Grants Program:

The Council's grants program will be reviewed, at a minimum, annually to include a breakdown across the grant programs of successful applicants and grant amounts provided. This information will be directed to the Director of Community & Client Services in the first instance, and to the Executive Leadership Team at their discretion.

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 annually.

4.0 Reference

- Associations *Incorporation Act 1981* and *Associations Incorporation Regulation 1999*.
- *Local Government Act 2009*
- *Local Government Regulations 2012*

COUNCIL POLICY

GRANTS

- *Public Sector Ethics Act 1994*
- *Crime and Corruption Act 2001*
- *Corporate Standard 031 - Grants*

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	New Policy		Council	12.09.18
2	Review of Policy	Amendments to Policy	Council	13.11.19
3	Review of Policy	Amendments to Policy	Council	24.06.20
4	Review of Policy	Amendments to Policy	Council	10.02.21
5	Corrections		Council	23.06.21
6	Review	Amendments to Policy	Council	

CORPORATE STANDARD

GRANTS

Program	Community Lifestyle
Date of Endorsement	New
Review Date	New

1.0 Scope

This Standard applies to:

- Mackay Regional Council (MRC) Delegated Officers and Council for the approval of Grants; and
  MRC Employees for the administration of the Grant process.

2.0 Objective

The objective of this Standard is to ensure a fair, equitable and transparent framework when requesting, approving or administering grants.

3.0 Reference

- Associations *Incorporation Act 1981* and *Associations Incorporation Regulation 1999*.
- *Local Government Act 2009*
- *Local Government Regulations 2012*
- *Public Sector Ethics Act 1994*
- *Crime and Corruption Act 2001*
- *Council Policy 031 - Grants*

4.0 Definitions

To assist in interpretation the following definitions shall apply:

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

Ad hoc Grant shall mean a one-off type Grant that is generally due to an urgent or unscheduled matter or circumstance that do not involve a planned selection process, nor are they available on an ongoing basis.

Auspicing is an agreement from one organisation to apply for funding on behalf of a second organisation. The Auspicing organisation agrees to act legally and financially on the applicant's behalf.

Community Grants Assessment Committee shall mean a committee comprised of:

- Nominated Councillors

- Director Community and Client Services, or nominated delegate; and
- Manager Financial Services.

Conflict of Interest is a conflict between:

a) an officer's or Councillor's personal interests (including person interests arising from their relationships or club memberships for example); and

(b) the public interest that might lead to a decision that is contrary to the public interest.

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

Employees shall mean all persons directly employed by Mackay Regional Council on a permanent, temporary, or casual basis

Delegated Officer shall mean MRC officers delegated with authority under the instrument of delegation ADEL17, ADEL68 and LGR81 as it applies to Section 194 of the *Local Government Regulation 2012*

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

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

MRC shall mean Mackay Regional Council.

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

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

Regional shall mean an area defined by electoral boundaries of Mackay Regional Council.

5.0 Standard Statement

This standard must be read in conjunction with Council Policy 031 – Grants and fulfill the following objectives:

5.1 Grant Categories

- Small Equipment Grants
- Community Grants
- Regional Arts Development Fund
- Arts and Culture Grants

- Junior Sporting Grants
- Christmas Grants
- Australia Day Grants
- Graffiti Grants
- Building Improvement Rebate
- Activate My Place
- Ad hoc Grant

Attached is a summary of each funding program including purpose, eligibility, selection criteria and accountability requirements. Full grant details are outlined in the separate funding guidelines.

5.2 Ad hoc Grants

5.2.1 *Process*

5.2.1.1 Ad hoc Grants may be offered by MRC to meet a specific need, often due to an urgent matter or other circumstances. These Grants are typically available to a select range of applicants and are not ongoing.

5.2.1.2 MRC may determine, with the approval of the relevant Director to allocate a portion of the total funding available each financial year (along with any unexpended or returned funds) for ad hoc applications outside the competitive round detailed in this corporate standard.

5.2.1.3 Ad hoc Grant opportunities may be:

(a) Open – these Grant opportunities will be published on the MRC website and all eligible applicants will be able to apply.

(b) Closed – applications will be received or requested by invitation only to targeted cohorts.

5.2.2 *Assessment*

5.2.2.1 Applications for Ad hoc Grants will be assessed by the relevant program. Further criteria may be used and, if so, these will be included in guidance material.

5.2.2.2 Applications for Ad hoc Grants will be assessed by either the Delegated Officer or where deemed necessary the Community Grants Assessment Committee.

5.3 Grant program key processes

Each separate Council funding program (as listed in section 5.1) will adhere to the following key processes:

1. Guidelines and criteria;
2. Application form;
3. Assessment process;
4. Accountability requirements.

The minimum requirements for each process are listed below:

1. Guidelines and Criteria

- Descriptions of grant
- Eligibility requirements, including any specific exclusions
- Selection criteria
- Conditions of funding
- Insurance obligations

2. Application form

- Applicant details
- Selection criteria
- Budget breakdown
- Signed verification

3. Assessment process

- Clearly defined assessment process
- Applications assessed against criteria
- Funding recommendations approved by Management and/or Council endorsement as further defined in attachments.

4. Accountability requirements

Applicants successful in receiving a Council grant will be required to:

- Provide a copy of their current Certificate of Currency or that of their auspicing organisation (where grants are provided to an individual);
- Notify in writing changes to agreed project/funding terms;
- Prepare a report on project outcomes and/or provide receipts of grant expenditure (as per the specific grant guidelines);

- Return unexpended funds to Council or obtain approval for variation to agreed funding.

- A copy of the organisations Incorporated Association Certificate;
- Names and contact details of current Executive or Management Committee;
- Copy of a bank account verification for the organisation is required before any payment can be made.

5.4 Conflict of Interest

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

5.5 Grievance process

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

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

5.6 Unacquitted grants

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

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

CORPORATE STANDARD

GRANTS

6.0 Review of Standard

Grants Program:

The Council grants program will be reviewed, at a minimum, annually to include a breakdown across the grant programs of successful applicants and grant amounts provided. This information will be directed to the Director of Community & Client Services in the first instance, and to the Executive Leadership Team at their discretion.

Review of Policy and Corporate Standard:

This Corporate Standard will be reviewed concurrently with Council Policy 031 – Grants of which is 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 annually.

CORPORATE STANDARD

GRANTS

NAME OF GRANT PROGRAM:

SMALL EQUIPMENT GRANT

Purpose:

The small equipment grant program seeks to support the development of not-for-profit organisations and/or its volunteers with the purchase of items under $1,500.00 (i.e., computers, office equipment, kitchen appliances)

Eligibility:

- Located within and servicing the Mackay Regional Council community.
- Be an incorporated association with not-for-profit status or auspiced by an eligible organisation.
- Be free of debt with Mackay Regional Council.
- Have satisfactorily acquitted any previous Mackay Regional Council grant.
- Have a valid public liability certificate.
- Submit a detailed budget as per the budget page of the application.
- Submit the organisations (or sponsoring organisations) most current financial statement or latest treasurer's report.

The following requests will not be considered eligible:

- Ongoing salaries/wages for staff.
- Recurrent costs associated with day-to-day operations of the organisation.
- Retrospective funding.
- Items/programs that are the core business of a Government Department.
- Business/commercial ventures.
- Clubs that have a Gaming Machine License.
- Equipment that does not benefit the Mackay Regional Council community.

Selection Criteria:

Grants will be assessed against the following criteria:

1. The equipment provides a direct or indirect benefit, including social and economic, for residents in the community. (75%)
2. Local businesses or contractors are being used for the purchase. (25%)

Approval:

Small equipment grant applications will be assessed and approved by a Delegated Officer under current level of financial delegation.

A summary of approved grants will be presented to Council as part of the relevant Department's Monthly Report.

Timelines:

A minimum of two rounds will be called each financial year with application closing dates announced following adoption of council's budget. Check Council's website for closing dates.

Accountability:

Successful applicants must provide a financial acquittal of funds including receipts relating to grant expenditure within 4 weeks of the small equipment purchase being made.

CORPORATE STANDARD

GRANTS

NAME OF GRANT PROGRAM:

COMMUNITY GRANT

Purpose:

The community grants program provides assistance to local community groups/organisations who make positive contributions to the quality of life in the local government area.
Applications can be submitted under three categories:

- Community Grant
- Minor Infrastructure
- Minor Assets Grant

Eligibility:

- Located within and servicing the Mackay Regional Council community.
- Be an incorporated association with not-for-profit status or auspiced by an eligible organisation.
- Be free of debt with Mackay Regional Council.
- Have acquitted any previous Mackay Regional Council grant satisfactorily.
- Have a valid public liability certificate.
- Submit a detailed budget as per the budget page of the application.
- Submit the organisations (or sponsoring organisations) most current financial statement or latest treasurer's report.

The following requests will not be considered eligible:

- Ongoing salaries/wages for staff.
- Recurrent costs associated with day-to-day operations of the organisation.
- Retrospective funding.
- Items/programs that are the core business of a Government Department.
- Business/commercial ventures.
- Clubs that have a Gaming Machine License (this restriction does not apply if the application is for a minor asset or minor infrastructure grant).
- Projects that do not benefit the Mackay Regional Council community.

Selection Criteria:

Each application will be assessed against the following criteria:

1. The project provides a direct or indirect benefit, including social and economic, for residents in the community (75%)
2. The application demonstrates that attempts have been made to raise funds from other sources (5%)
3. The applicant organisation is contributing a minimum of 20% of the financial cost (cash or in-kind) of the project/program/event (excluding small equipment grants) (10%)
4. Local business or contractors are being used for the project/program/event. (10%)

Approval:

Community Grants to be decided by way of assessment committee which shall comprise of:

- Nominated Councillors
- Director Community and Client Services,;
- Manager Financial Services

Assessment recommendations will be approved by a Delegated Officer under current level of financial delegation.

A summary of approved grants will be presented to Council as part of the relevant Department's Monthly Report.

CORPORATE STANDARD

GRANTS

Timelines: A minimum of two rounds will be called each financial year with application closing dates announced following adoption of council's budget. Check Council's website for closing dates.
Accountability: Successful applicants must provide a financial acquittal of funds including receipts relating to grant expenditure within 4 weeks of the completion of their event or project.

CORPORATE STANDARD

GRANTS

NAME OF GRANT PROGRAM:

REGIONAL ARTS DEVELOPMENT FUND

Purpose:

A grant delivered in partnership between Queensland Government through Arts Queensland and local government.

Promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF invests in local arts and cultural priorities, as determined by local communities across Queensland.

Eligibility:

- Individual professional artists, emerging professional artists, arts workers, cultural workers or project coordinators who:
  - Are based in the Mackay Regional Council area, or if based outside the Council area are able to demonstrate how the project will directly benefit arts and culture in the Council area;
  - Are permanent residents or Australian citizens;
  - Have an Australian Business Number (ABN) or who will be auspiced by an incorporated organisation or individual with an ABN.
- Incorporated arts and cultural organisations based in the Council area, or those based outside the Council area that are able to demonstrate how the project will directly benefit arts and culture in the Council area.
- Unincorporated organisations, auspiced by an incorporated body, that are based in the Council area, or those based outside the Council area that are able to demonstrate how the project will directly benefit arts and culture in the Council area.
- Have a valid public liability certificate.

Selection Criteria:

- Quality – contributes high quality arts and cultural initiatives for the local community.
- Reach – provides access to and engagement in arts and culture for diverse communities, practitioners, participants and audiences.
- Impact – demonstrates cultural, artistic, social and economic benefit either to the individual or to the broader community.
- Viability – evidence of good planning and partnership capacity.

Timelines:

Three rounds a year offered usually in October, February and May, final dates are approved at the time of confirmation of funding from Arts Queensland.

Approval:

Regional Arts Development grants to be decided by way of assessment committee which shall comprise of:

- Minimum of 2 Councillors
- Up to 10 community representatives

Assessment recommendations will be approved by a Delegated Officer under current level of financial delegation.

A summary of approved grants will be presented to Council as part of the relevant Department's Monthly Report.

Accountability:

CORPORATE STANDARD

GRANTS

Successful applicants must complete a Project Outcome Report within 8 weeks of the completion of their project.

Grants of $10,000 or more must seek feedback either from partners, participants or community.

CORPORATE STANDARD

GRANTS

NAME OF GRANT PROGRAM: ARTS AND CULTURE GRANT
Purpose: Encourages the further development of groups and individuals in their chosen field of arts. This grant provides support for individuals who have been invited to participate in exhibitions/events of a state or national significance.
Eligibility: • Reside within the Mackay Regional Council area. • Have been invited to represent the State or Nation in their chosen art field. • Must provide a CV with their application.
Selection Criteria: If an applicant meets all eligibility requirements, they are deemed a successful applicant.
Timelines: Open all year. Applications must be received at least 1 month prior to event.
Approval: Arts and Culture Grants will be assessed and approved by a Delegated Officer under current level of financial delegation.
Accountability: • Some form of document that evidences participation in the event e.g. Photo, attendance certificate etc. • Receipts of use of grant monies towards event costs. • To be supplied within 4 weeks of the completion of the event.

CORPORATE STANDARD

GRANTS

NAME OF GRANT PROGRAM:

JUNIOR SPORTS GRANT

Purpose:

To provide financial assistance toward the costs of team levies, registration, uniforms, travel and other costs associated with junior sports persons participating in National or International competitions outside the boundaries of Mackay, Whitsunday and Isaac.

Eligibility:

The applicant must have been selected as a:

- Queensland or equivalent representative participating in a national event.
  Or
- Australian representative participating in an international event.
- Be a resident of the Mackay Regional Council area.
- Be an amateur sports person.
- Be no older than 21 years of age at the conclusion of the event.
- The event is recognised as a National or International event by the relevant sporting body.
- Sporting events must be outside of the Local Government boundaries of Mackay, Whitsunday and Isaac.

Selection Criteria:

If an applicant meets all eligibility requirements, they are deemed a successful applicant.

Timeline:

Open all year. Applications must be received at least 30 days prior to the event.

Approval:

Junior Sports Grants will be assessed and approved by a Delegated Officer under current level of financial delegation.

Accountability:

- Some form of document that evidences participation in the event e.g. Photo, attendance certificate etc.
- Receipts of use of grant monies towards event costs.
- To be supplied within 4 weeks of the completion of the event.

CORPORATE STANDARD

GRANTS

NAME OF GRANTS PROGRAM: **GRAFFITI REMOVAL GRANT**
Purpose: Open to businesses/and or organisations as a means of supporting the removal of graffiti from non-Council owned facilities, so as not to create a visual or general impact on the community.
Eligibility: • The graffiti must be deemed by Council to have a community impact. • Quotes to the satisfaction of Council should be obtained for the cost of removal of the applicable graffiti. • Council's commitment to each facility for each graffiti event is to a maximum of $500 (plus GST) and to a maximum of $2000 per financial year for multiple applications.
Selection Criteria: Council reserves the absolute right and discretion whether to grant the applicable funding to a facility and/or graffiti event.
Timeline: Open all year.
Approval: Graffiti Removal Grants will be assessed and approved by a Delegated Officer under current level of financial delegation.
Accountability: • Graffiti must be removed within 14 days of approval of funding (unless a longer period is specifically approved). • Images of removal to be provided within 2 weeks of completion.

CORPORATE STANDARD

GRANTS

NAME OF GRANT PROGRAM:
AUSTRALIA DAY GRANTS
Purpose: To provide non-profit groups and organisations with monetary support to hold community activities/events in celebration of Australia Day.
Eligibility: • Located within and servicing the Mackay Regional Council community. • Be an incorporated association with not-for-profit status or auspiced by an eligible organisation. • Event to take place on Australia Day. • Have sufficient risk control measures in place to provide a safe event. • Be open to all members of the public. • Be free to attend. • Recognise Mackay Regional Council's support for the event on the day and in all promotional material. • Have a valid public liability certificate.
Selection Criteria: • Does the event meet the expected level of community engagement/participation? • Does the event have a 'flavour' of Australia Day? • Does the event have any partners or in-kind support from other organisations? • Will the event provide benefit to the broader community?
Timeline: Opens and closes in November each year.
Approval: Australia Day Grants will be assessed and approved by a Delegated Officer under current level of financial delegation.
Accountability: • Provide complete event details to Council (confirmed times, location, activities etc.) • Complete an Australia Day Grant Outcome Form within 4 weeks of the event completion

CORPORATE STANDARD

GRANTS

NAME OF GRANT PROGRAM: **CHRISTMAS GRANT**
Purpose: To provide non-profit groups and organisations with monetary support to hold community activities/events in celebration of Christmas.
Eligibility: • Located within and servicing the Mackay Regional Council community. • Be an incorporated association with not-for-profit status or auspiced by an eligible organisation. • Have sufficient risk control measures in place to provide a safe event • Be open to all members of the public. • Be free to attend. • Recognise Mackay Regional Council's support for the event on the day and in all promotional material. • Have a valid public liability certificate.
Selection Criteria: • Does the event meet the expected level of community engagement/participation? • Does the event have any partners or in-kind support from other organisations? • Will the event provide benefit to the broader community?
Timeline: Opens and closes in October each year.
Approval: Christmas Grants will be assessed and approved by a Delegated Officer under current level of financial delegation.
Accountability: • Provide complete event details to Council (confirmed times, location, activities etc.) • Complete a Christmas Grant Outcome Form within 4 weeks of the event completion

CORPORATE STANDARD

GRANTS

NAME OF GRANT PROGRAM:

BUILDING IMPROVEMENT REBATE

Purpose:

The Building Improvement Rebate can be provided by Council to work in partnership with property and business owners as well as real estate agents and property managers to facilitate and support the revitalisation of commercial facades.

Terms and Conditions:

- Applications and approval of funds under the rebate, must be made prior to the project commencing
- Council will not grant funds retrospectively to works completed prior to the approval of an application
- Applications will not be accepted for projects that have already received previous Building Improvement Rebate grant funding from Council within a period of two years.
- Applications can be submitted by anyone but must be accompanied by the building owner's consent.
- Council will not provide funds for operational or administrative costs related to the project.
- Grants will not pay for business marketing or promotion.
- Building works that involve a heritage-listed building may require development approval or an exemption certificate. It is recommended that applicants seek advice from Council prior to lodging a rebate application
- All work being carried out must have the required permits and planning approvals.
- Rebate applications may be submitted for improvements that:
    - Buildings provide key active frontages with street-orientated development
    - Where buildings are built up to the front property boundary to form a traditional 'main street' character; or
    - Where building façades are visible from the public realm (e.g. adjacent to a public laneway)
- The applicant must provide their matched contribution in cash and not in-kind
- Applicants must provide documentation and/or plans detailing the proposed improvements
- Applicants must submit high resolution before photos of the proposed building with completed application
- Two written quotes from licensed contractors are to be submitted with the application
- Only one rebate application can be lodged per business/property; however, a number of businesses/ properties may jointly make a combined application.

Selection Criteria:

- Applications will be assessed against the rebate guidelines at Council's absolute discretion and all applications may not be successful
- Council reserves the right to seek further information or clarification of a proposal to facilitate an improved outcome
- Council may only authorise the approval of the grant funds, if the funds are available and within the budget approved by Council
- Rebates are awarded based on merit and not all applications that meet the assessment guidelines will be funded

Timeline:

CORPORATE STANDARD

GRANTS

• Applicants will be notified of the outcome of their application within two weeks of submission. If the application is approved, a letter of acceptance will be sent to successful applicants and must be signed and returned within seven days of the issue date, • Council reserves the right to withdraw the acceptance should the letter not be returned within the required timeframe. • Once approved, applicants will be required to enter into a funding agreement with Council. This agreement will outline the level of funding approved and timeframes for work to be undertaken and completed • The applicant's proposed works are to be carried out as detailed in the approved proposal within three months of signing the letter of agreement
Approval: Building Improvement Rebate grants will be assessed and approved by a Delegated Officer under current level of financial delegation.
Accountability: • An outcome report is required to be submitted by the applicant within two weeks of the project's completion • A document must be submitted from the applicant to Council, demonstrating proof of payment from the applicant to the licensed contractor/s • High resolution images must be submitted (free from obstruction) showcasing the completed works • Council will release grant funding to the successful applicant once the improvement works have been completed • Payment will be processed within 30 days after appropriate documentation has been submitted.

CORPORATE STANDARD

GRANTS

NAME OF GRANT PROGRAM:

ACTIVATE MY PLACE

Purpose:

Activate My Place! (AMP!) is a placemaking grants program that supports communities and businesses across the Mackay region to create and deliver inspiring, inclusive and vibrant projects in public spaces.

Eligibility:

Any person or organisation based in the Mackay region who: has an appreciation of placemaking; can demonstrate community support; and has the ability to manage the project, is eligible to apply to the AMP! grants program. Not-for-profit organisations, registered businesses, individuals, artists, community groups, and service organisations are all encouraged to apply.

If the applicant does not have an ABN, the application must be auspiced by an incorporated organisation or an individual with an ABN (known as the auspice body) who manages the grant on behalf of the applicant. The auspice body is responsible for providing a financial report on completion of the project.

AMP grants will support projects that:

- Create vibrant, innovative, and inclusive places
- Encourage more people to visit, invest, live, work, play
- and spend time in a place, improving the health and wellbeing of the community
- Show or create collaboration between individuals or groups and connect with the broader community
- Have a reasonable financial contribution to the project (in-kind, material or cash)
- Demonstrate the ability to deliver the project to a high standard within 12 months of date of approval
- Occur in the Mackay Local Government area, in publicly accessible spaces (the project may be on private land, with permission from owner)

Selection Criteria:

Essential:

- The project is proposed in a publicly accessible location in the Mackay Local Government Area.
- Ability to obtain all development approvals, permits and licenses. *(Where public art is proposed the applicant must obtain prior written approval from Council before the installation of any public works. For more information and to access the Installation of Art in Public Places application form, visit: https://www.artspacemackay.com.au/learning/collection/public_art).*
- *Ability to obtain public liability to a minimum of $20,000,000.*

Desirable:

- The application demonstrates how the project will create vibrant, innovative, and inclusive places. (30%)
- The application demonstrates how the project will encourage people to visit, invest, live, work, play and spend time in a place, improving the health and well-being of the community. (25%)
- The application shows or creates collaboration between individuals or groups and connects with the broader community. (20%)

CORPORATE STANDARD

GRANTS

• The application demonstrates the applicant's ability to deliver the project to a high standard within 12 months of date of approval. (15%) • The application demonstrates a reasonable financial contribution to the project (in-kind, or cash). (10%)
Timeline: Application opening and closing dates to be determined by Manager Economic Development.
Approval: Activate My Place Grants are to be assessed by Economic Development and Tourism officers in consultation with officers from relevant Council programs. Assessment recommendations will be approved by Council at an Ordinary Meeting.
Accountability: • An outcome report is required to be completed no more than 4 weeks after the conclusion of the project.

CORPORATE STANDARD

GRANTS

NAME OF GRANTS PROGRAM:

AMP MICRO GRANTS

Purpose:
The micro grant program will support projects and activities that connect the local community, and create places people want to go to or be in. The micro grant program will help people become more active and involved in the Mackay City and Waterfront areas.

Aim of AMP Micro Grants

- Connect the local community, residents and/or businesses
- Improve physical or mental wellbeing, or reduce social isolation
- Celebrate, promote or build awareness of the diversity of our environmental, recreational or social opportunities
- Promote art, culture(s), creativity and/or local history
- Activate and encourage people to use public spaces.

Eligibility:
Not-for-profit organisations, registered businesses, individuals, artists, community groups, and service organisations that have the ability to manage their projects and can demonstrate community support are eligible to apply for up to 100 per cent of a project's budget, up to a maximum of $1000

The following requests will not be considered eligible

- Projects or activities that are not open to everyone or at least a broad cross-section of the community
- Political, religious, commercial or personal activities • Confectionery, soft drinks, presents or gifts, alcohol or product launches
- Site hire costs for pre-existing activities/initiatives • Activities or events involving over 200 people
- Travel and private expenses
- Purchases or expenses related to privately owned items
- Purchases of some capital items (e.g. equipment, buildings or vehicles). Capital items will be considered if they are part of a project application, integral to that project, and where the item will remain available for community use
- Projects that may have negative impacts on neighbouring residents or businesses
- Projects that have been funded by another Mackay Regional Council grants stream and/or sponsorship program may not be eligible
- Projects/events not available for public attendance or that restrict public access
- Projects that have commenced prior to council providing funding approval.

Selection Criteria:

- The alignment with at least one of the five aims of the micro grant program (30%)
- Demonstrate how the project provides benefits to the local community and/or enhances publicly accessible spaces within the Mackay City Centre Precinct (20%)
- The application shows or creates collaboration between individuals or groups and connects with the broader community (20%)
- The project can be delivered and completed within three (3) months of receiving funds (15%)
- The project demonstrates that it is well planned, that suitably skilled people are involved, and that the applicant and the project is financially viable (15%)

CORPORATE STANDARD

GRANTS

Timeline: Funding rounds will be opened and promoted following budget confirmation each year.
Approval: • AMP Micro grants will be assessed and approved by a Delegated Officer under current level of financial delegation and agreements created with successful applicants.
Accountability: • An outcome report and acquittal documentation are required at the completion of all projects. • Projects are to be completed within three months of receiving funding support

11.2. DEVELOPMENT SERVICES
11.2.1. DEVELOPMENT SERVICES MONTHLY REVIEW REPORT - MAY 2022

Author	Director Development Services (Aletta Nugent)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	DSMRR - May 2022
Attachments	1. Development Services Monthly Review Report - May 2022 [**11.2.1.1** - 27 pages]

Purpose

To provide Council with the Development Services Monthly Review for the period of 1 May to 31 May 2022.

Related Parties

Nil

Officer's Recommendation

THAT the Development Services Monthly Review Report for the period of 1 May to 31 May be received.

The Director for Development Services Aletta Nugent, provided an overview and highlights of the Development Services Monthly Review Report for May 2022.

Cr Mann referred to the use of the term signage and wayfinding strategy and sought clarification as she did not believe such a strategy had been endorsed by Council.

The Director advised that this was the wrong use of language and would be corrected moving forward.

Cr Mann noted that the visual inspection of play equipment was lower over the last couple of months than previous months and queried the reason for this and sought clarification on the difference between visual and operational inspections.

The Director advised that operational inspections are full inspections by building maintenance staff whereas visual inspections are a visual only look at the equipment. The Director advised that the reason for the lower than normal visual inspections is because there have been a few people lost from that team recently however, numbers are expected to return to normal with recruitment and training underway.

Cr Bella referred to the spraying of weeds in waterways and queried if Council monitors oxygen levels in the water.

The Director advised that the focus on weed control involves the use of the weed harvester and manual spraying on the edges, and Council does not conduct oxygen testing.

Cr Bonaventura referred to the Requests for Maintenance graph noting that the table is only slightly better than last month and queried if the figures are for this month alone or whether they include requests from a certain date.

The Director advised that the table captures everything in the system that has been assigned to Parks.

Cr Bonaventura sought clarification that the 147 total requests aren't all new requests for maintenance.

The Director advised that this figure is the total in the system, including new and carryover requests.

Council Resolution ORD-2022-150

THAT the Development Services Monthly Review Report for the period of 1 May to 31 May be received.

Moved Cr Jones **Seconded Cr Green**

Cr Jones advised that she was pleased to see the finalisation of the scope for the Recreational Vehicle (RV) Strategy for the Mackay region and congratulated the Development Assessment and Development Engineering teams on catching up on outstanding work.

Cr Green referred to the great results of the Development Assessment and Development Engineering teams, noting that they were tracking above pre-COVID levels, and offered her congratulations and thanks to the teams.

Cr Townsend highlighted several items from the report including the pilot program for vacant tenancy window activation, noting that local makers can display products in these windows that can be purchased using a QR code, the six projects awarded grants under the Safe Night Precinct Safety Initiative Grant, the Orchids in Paradise event to be held on 1-3 July and the National Tree Day to be held on 29 and 31 July.

CARRIED

Development Services

Monthly Review Report

May 2022

Executive Summary

DEVELOPMENT SERVICES

This report is for Development Services for May 2022. Some highlights from this period are as follows:

- A pilot program has been developed to activate vacant windows in the city centre, creating opportunity for colourful, shoppable window displays featuring products of local makers and creatives. Four vacant store windows within Wood and Victoria Streets have been chosen for the program.
- Council approved six applications for grants under the AMP! Micro Grant program on 25 May 2022. AMP! Micro is a new grant program, developed to help support increased activation and placemaking in the Mackay City Centre by facilitating grassroots, community-led placemaking.
- May was Botanic Gardens Month and a range of special activities were held in the Gardens to celebrate. Staff and stakeholders shared their favourite plants in the collection on social media, a new self-guided walk and brochure featuring butterflies and larval food plants was launched and Native Plants Queensland is sold many of the featured plants in the Visitor Information Centre.
- The Arboriculture Team have received a new Sonic Tomography machine (tree x-ray). Staff have been trained in its use and the machine was used to confirm the severity of the decay in a large fig at the Botanic Gardens, confirming the need for its removal. This machine will ensure Council has the best tree assessment data to make informed decisions, especially with large trees.
- Council endorsed a tender for an e-scooter hire service in Mackay at its meeting on 11 May. The services will be rolled out for a 12 month trial in June, with 300 e-scooters to be deployed in Mackay.
- A meeting of the Recreational Fishing Strategy Steering Group was held on 12 May. The Steering Group discussed all outstanding actions of the Mackay Region Recreational Fishing Strategy 2017 – 2022. A report will be prepared highlighting the outcomes from the Strategy.
- A new website for the Sarina Sugar Shed went live in May after several months of planning, content development and design. The website was built in-house by the digital team at Council, and, as well as being more content-rich, will allow the facility to make more immediate changes in information.

Aletta Nugent
Director Development Services

Italian Street Party

Development News 05/2022

Updates on Significant Developments Currently Being Assessed by Council

APPLICATION LODGED

DA-2022-83

1-3 Napier Street, South Mackay

Application lodged for a Material Change of Use for a Child Care Centre in South Mackay.

APPLICATION LODGED

OW-2022-36

12-38 Cooks Lane, Bakers Creek

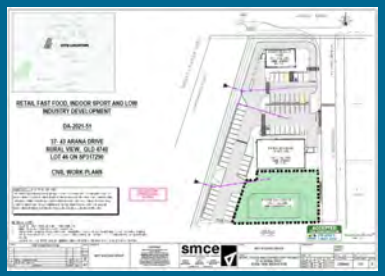
Application lodged for Operational Works approval, namely civil works associated with stage 2 of Southlink Industrial Estate.

APPLICATION APPROVED

DA-2022-3

6463 Mackay-Eungella Road, Netherdale

Development permit issued for a Material Change of Use for Nature Based Tourism at Netherdale.



APPLICATION APPROVED

OW-2022-9

37-43 Arana Drive, Rural View

Development permit issued or Operational Works, namely civil works to support a Fast Food Retail, Indoor Sports Recreation and Low Impact Industry development.

Monthly Safety Review

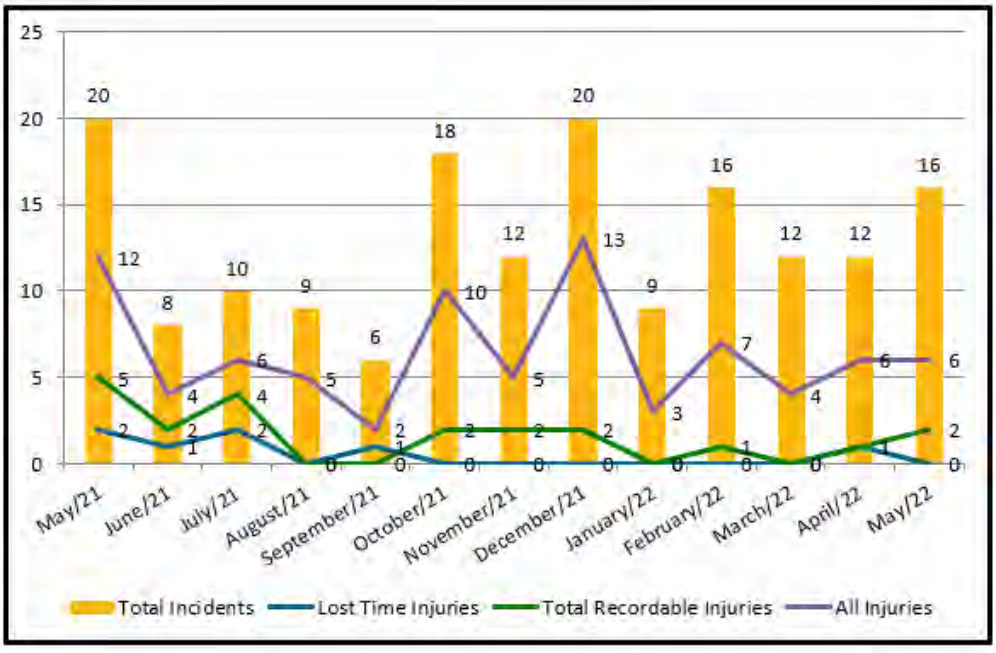
Summary

In May 2022:

- Sixteen safety interactions were undertaken.
- Six Site Safety Inspections were undertaken.
- 100% of monthly action plans activities were carried out.

Sixteen incidents were reported in May, involving MRC employees, members of the public or contractors.

Incidents and Injuries



The following injuries to MRC employees were reported in May:

- While hedging, hedger became caught on branch, resulting in it contacting leg and causing laceration resulting in four sutures.
- Felt muscular type pain in abdomen after big week of spraying, whipper snipping and hedging.
- While picking up domestic duck received small scratch.
- Dropped container of hot soup, resulting in minor burn to finger.
- Suspected spider bite while cleaning amenities.
- Employee squatting down to undo nuts on lower rail of fence when clamp on top rail fell and hit them on the head.

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

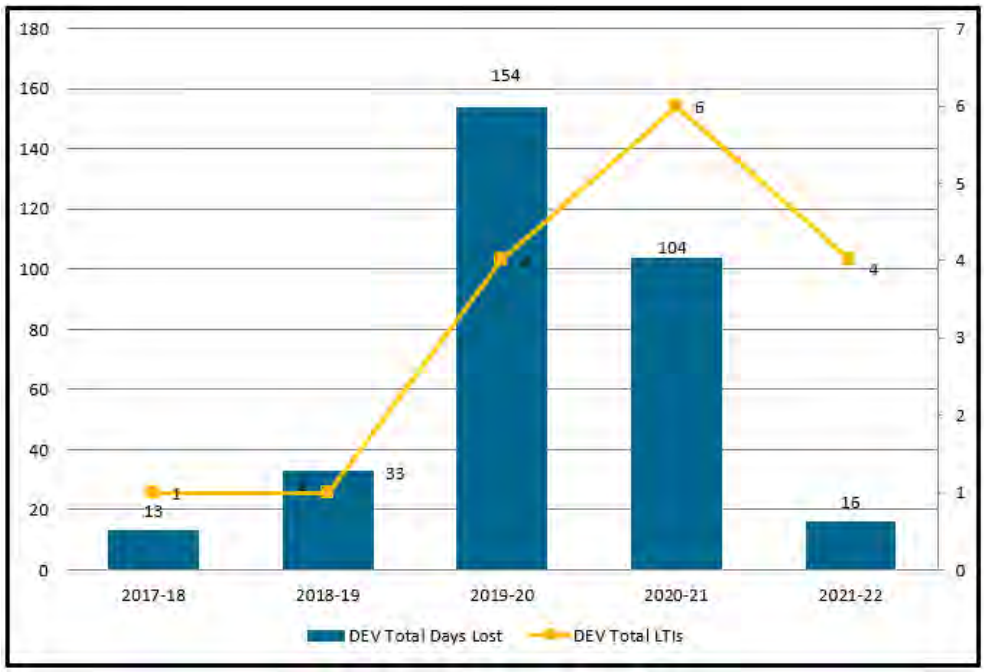
- Pin securing trailer leg slipped out, causing leg to drop while driving, becoming damaged.
- While brush cutting, rock has flicked up and hit windscreen of mower.
- While mowing easement, mower has collided with fence breaking fence panels.
- While mowing long grass, struck and damaged water meter.

- Rock hit NSM car window while brush cutting on the side of road.
- Returning from whipper snipping, noticed work utility window was broken.
- NSM van drove into rear of parked MRC truck. No damage to MRC vehicle.
- Whipper snipping in front of Mirani office, staff member reported chips in their private vehicle windscreen

The following incidents involving contractors or members of the public were reported in May:
- While removing broken whipper snipper motor from harness mildly burnt fingers.
- Customer tripped and fell on uneven lawn at Seaforth Camping ground. Non-treatment injury.

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

Lost Time Injuries & Days Lost



Department	2017-18		2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Development Planning & Engineering										
Parks & Environment	1	13	1	33	1	154	6	104	4	16
Strategic Planning										
Economic Development & Tourism										
Development Services Total	**1**	**13**	**1**	**33**	**1**	**154**	**6**	**104**	**4**	**16**

For the 2021-22-year, three lost time injuries have been recorded:
1. In July 2021, a person had an allergic reaction to a tick bite on the head. One day was lost.
2. In July 2021, a person suffered a knee injury while raking sand in playground, resulting in minor surgery. Eleven days were lost while the person recovered.
3. In September 2021, a person fell while exiting a vehicle, grazing their hands and face. Two days were lost as they recovered.
4. In April 2022, a worker felt pain in their back while servicing a mower, resulting in two days lost as they recovered.

Mackay REGIONAL COUNCIL

Development Services Monthly Review May 2022

Financial Report

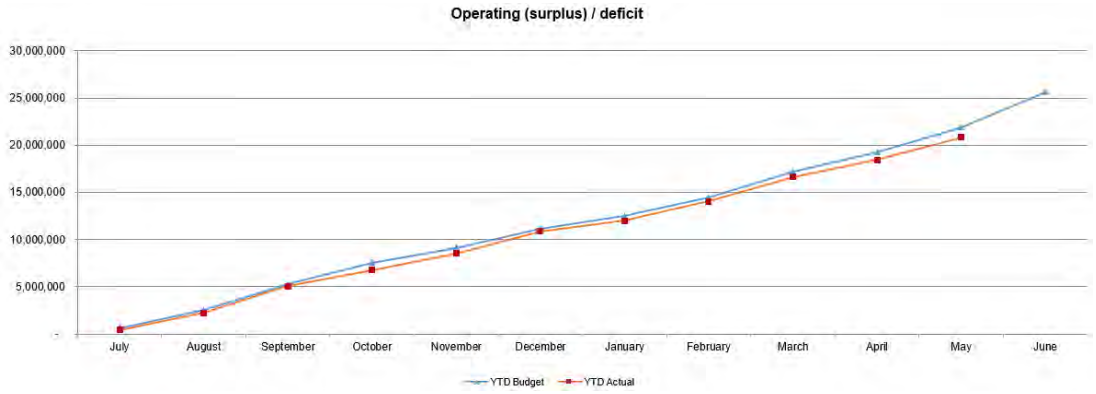
Financial Performance Report
Period Covered: 1 July 2021 to 31 May 2022

Development Services

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

	Revised Budget	YTD Budget	Actual	YTD Variance	Comments
2.01 - Development Services Management	1,060,786	903,203	758,325	(144,878)	Positive variance due to savings in wages and timing of expenditure
2.02 - Strategic Planning	2,341,593	1,990,673	1,733,648	(257,025)	Positive variance due to savings in wages and delays in a number of projects
2.07 - Economic Development & Tourism	4,015,714	3,555,140	3,438,390	(116,751)	Positive variance due to minor underexpenditure in relation to a number of different activities.
2.08 - Parks and Environment	18,360,215	15,947,541	15,762,524	(185,017)	Small positive variance due to vacancies resulting in wages savings and underexpenditure.
2.09 - Development Planning & Engineering	(177,703)	(491,875)	(866,884)	(375,009)	Positive variance due to savings in wages and application fees exceeding budget
Operating (surplus) / deficit	**25,600,605**	**21,904,683**	**20,826,002**	**(1,078,681)**	

Operating Results



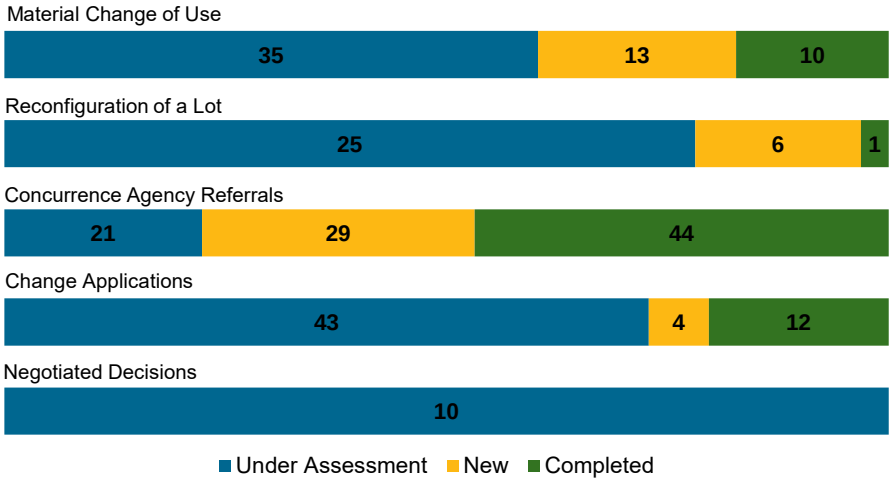
Mackay REGIONAL COUNCIL **Development Services** Monthly Review May 2022

Review of Operations

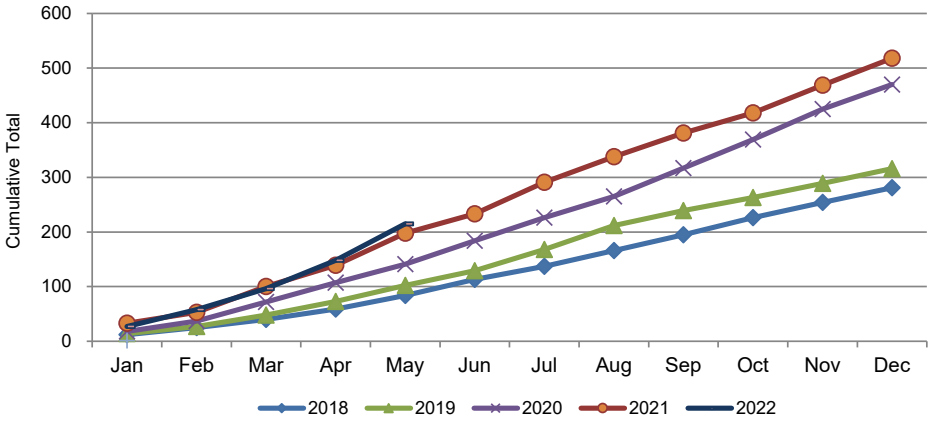
On Track
Potential Issue
Definite Issue

DEVELOPMENT ASSESSMENT

Volume of Operations



Cumulative Number of Approved Development Assessment Applications

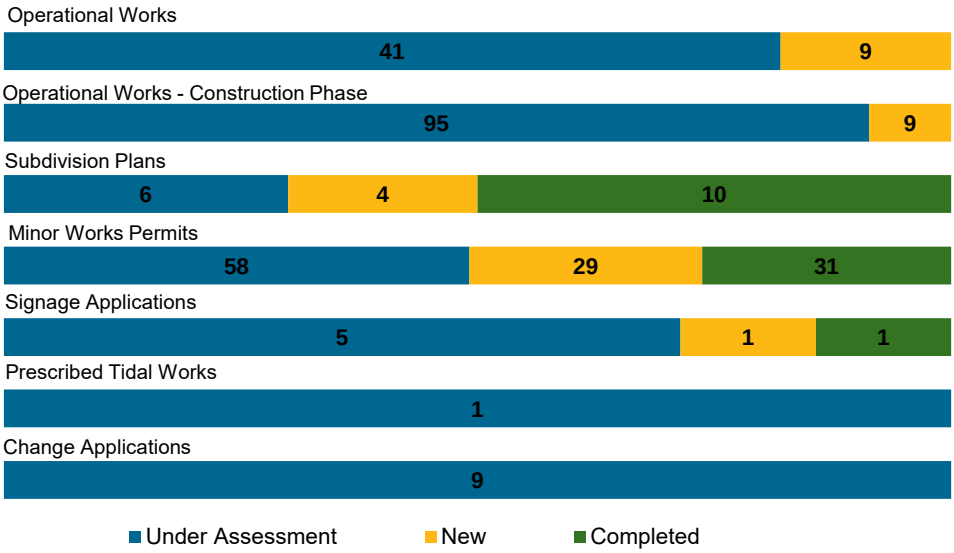


Development Assessment Performance Against Legislative Timeframes

Application	Status	% Decided
MCU Code (85% in 35 Days)		90% decided in 35 days
MCU Impact (50% in 35 Days)		0% decided in 35 days **No applications decided in May*
ROL (85% in 35 Days)		100% decided in 35 days
Concurrence Agency (85% in 10 Days)		91% decided in 10 days

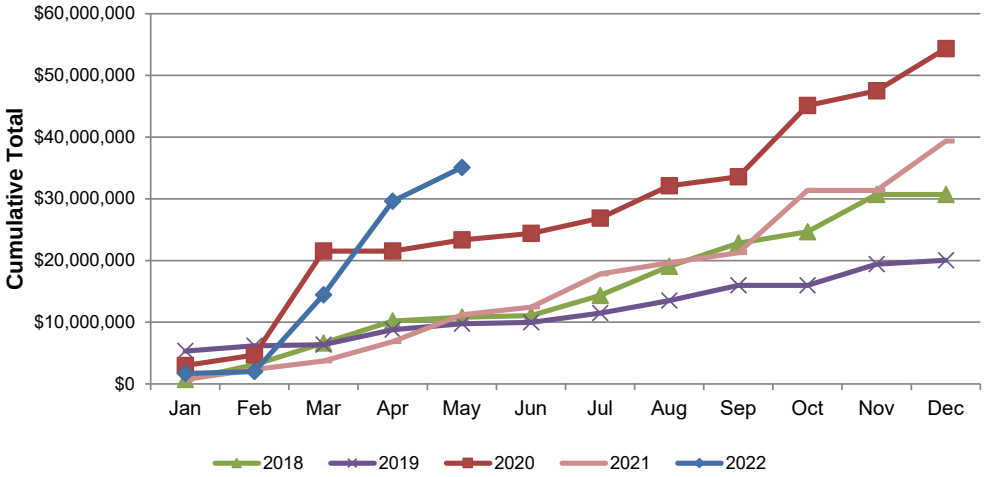
DEVELOPMENT ENGINEERING

Volume of Operations



Cumulative Value of Approved Operational Works

Eight Operational Works applications were approved in May with a total value of works of $5,502,641.



Development Engineering Performance Against Legislative Timeframes

Application	Status	% Decided
Minor Works (85% in <20 Days)	●	91% decided in <20 days
Signage Applications (85% in <20 Days)	●	100% decided in <20 days
Operational Works (85% in 35 Days)	●	100% decided in 35 days
Plan Sealing (85% decided in 20 days without action notice)	●	100% decided in 20 days without an action notice

STRATEGIC PLANNING

Regional and Local Area Planning		
Projects	**Status**	**Description / Update of Project**
Mackay Region Planning Scheme – Planning Scheme Policy (PSP) review		The review of the following Planning Scheme Policies (PSPs) continues to progress through a governance process by relevant internal programs: • Planning scheme policy – geometric road design • Planning scheme policy – operational works application and construction requirements • Planning scheme policy – healthy waters • Planning scheme policy – constructed lakes.
Mackay Region Planning Scheme – Major amendment 3		Council resolved to commence the preparation of Major Amendment 3 to the planning scheme in December 2021. The proposed amendment was presented to Council at its meeting held on 27 April 2022, where Council decided to endorse the proposed major amendment and commence the State interest review. Consultation is planned for later in 2022 after completion of the State interest review. The purpose and general effect of the proposed amendment is to: • Facilitate commercial and other specific non-residential uses within designated precincts and through appropriate provisions under the Township zone in the Finch Hatton and Eungella townships; • Encourage wider range of uses or adaptive re-use by changing the zone of a small number of lots to Township in the Finch Hatton and Eungella townships; and • Reduce the levels of assessment for certain uses to facilitate appropriate development outcomes for the Finch Hatton and Eungella townships in support of the Pioneer Valley mountain bike project.
Finch Hatton and Eungella Township local planning		Local planning frameworks for Finch Hatton and Eungella townships have been prepared to support proposed amendments to the planning scheme and the Pioneer Valley mountain bike trail network. Further project work involving investigations and planning is being considered in relation to potential public realm, placemaking and wayfinding projects for both townships.
Northern Beaches Community Hub		The master plan for the Northern Beaches Community Hub site was endorsed by Council in December 2021. Preparation of the design brief for Stage 1 is underway. Findings from comprehensive stakeholder consultation in 2021 confirmed the direction for the Community Hub as detailed in the master plan and building concepts and now being incorporated into the design brief. Work is progressing on the site infrastructure detailed design including roads, drainage, and other services.
Mackay Urban Greening Project		The project considers how to enhance, protect and sustain the quality and quantity of trees and vegetation in our urban areas. A community survey was completed in 2021. Lidar and aerial imagery have been analysed to provide current canopy cover

		figures as well analyse changes in canopy cover from 2009-2021. Three workshops have been completed with relevant staff. Work is underway on the preparation of the draft Strategy document, which is anticipated to be available for consultation by mid-2022.
Environmental Sustainability Strategy 2017-2022	✹	The Sustainability Executive Group (SEG) oversees implementation of the Environmental Sustainability Strategy. In 2021, the SEG approved the establishment of five working groups to implement the strategy's action plan. Three of the five working groups have been established: • Natural Assets and Biodiversity – established August 2021 • Energy and Carbon Management – established August 2021 • Corporate Waste Management – established March 2022. Two groups are still to be established: • Climate Risk Management • Corporate Strategy.

Transport & Infrastructure Planning		
Projects	**Status**	**Description / Update of Project**
Growth Allocation Model	✹	Lead and lag statistics are continually monitored to measure growth projections against actual economic activity and population movements.
Local Government Infrastructure Plan Review	✹	The process to commence a review of the current Local Government Infrastructure Plan has commenced with internal stakeholders.
Northern Beaches Area Transport Planning	✹	A consultant has been engaged to develop the Northern Beaches Road Traffic Model which will be used for road network scenario testing.

Stormwater		
Projects	**Status**	**Description / Update of Project**
Mackay Coastal Hazard Adaptation Study	✹	Council was successful in its application for funding assistance from the Queensland Government through the Local Government Association of Queensland (LGAQ) QCoast2100 Program to complete a coastal hazard adaptation study. The study will develop a strategic approach to managing coastal hazards in the Mackay Region. A consultant has now been engaged and the project has commenced. Consultation on the initial stages of the project is planned to commence in June 2022.
McCreadys Creek Flood Study	✹	Council has received funding assistance from the Queensland Government through the 2019-2020 Resilience and Risk Reduction Funding to deliver a Flood and Stormwater Study for the McCreadys Creek catchment. The study included an aerial LiDAR survey over the catchment which was completed in 2021 to capture the extensive development that has occurred since the last aerial survey was completed in 2015.

		The study has progressed to the development of a flood model to provide an understanding of flood hazards across the catchment. The model will ultimately be used to inform planning and development over the catchment and assist with the assessment of mitigation options to target any high flood risk locations identified.

MACKAY CITY AND WATERFRONT

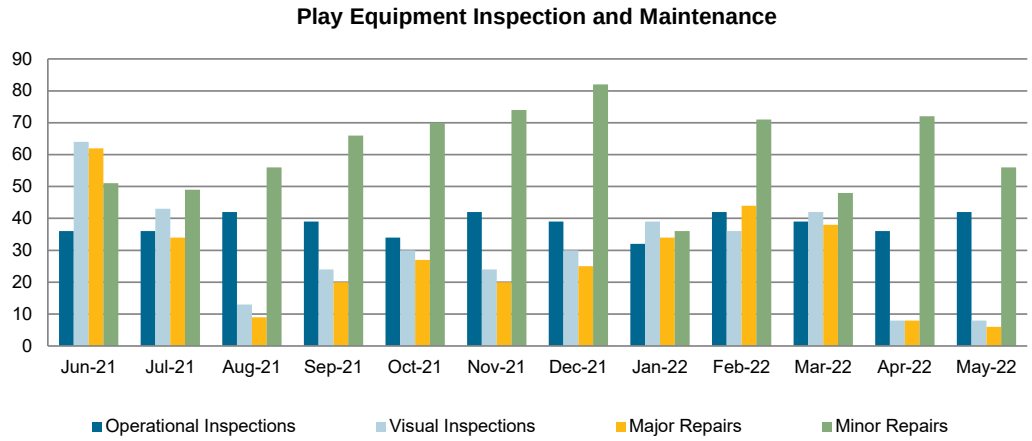
Mackay City and Waterfront		
Projects	**Status**	**Description / Update of Project**
Council Land Tender		Following Council endorsement in December 2021, Council continues to work through the agreement with ReNew Mackay Pty Ltd for the development rights of six Council owned sites. The development agreement will stipulate a process and timeframes for development to occur on each of the sites, which includes a mix of residential, retail, health and hospitality offerings. The proposal by ReNew also includes development on their privately owned sites, in addition and complementary to the six public sites.
Riverside Revitalisation Project		Construction of the first stage (of three) of the Riverside Revitalisation Project is underway following the award of the $5.5M contract to Woollam Constructions early 2022. The design includes a large pavilion, activity shelter, amenities block, picnic areas, a shared path and plenty of seating to take in the views. This is progressing well and installation of buried services and improvements to the river revetment wall are underway. This project was successful in receiving funding under the Federal Government Building Better Regions Fund Round Five. The contribution from the Federal Government will be $4.12M towards a total project cost of $10M. The funded package also includes a river pontoon and upgrades to an existing riverfront building, and design of these works are currently being refined.
River and Sydney Street Intersection upgrade		Council continues to meet monthly with the Department of Transport and Main Roads to progress the design of the intersection upgrade at River Street and Sydney Street to improve pedestrian and cycling safety along the Bluewater Trail. Council awaits advice from TMR on funding of the project, with an outcome expected in the coming months when the Queensland Transport and Roads investment Program (QTRIP) is announced.
Activate Mackay City Centre		<u>Vacant Tenancy Window Activation Program</u> This pilot program has been developed to activate vacant windows in the city centre, while generating an opportunity to create colourful, shoppable window displays featuring products of local makers and creatives that can be purchased by passers-by using interactive QR codes. Four vacant windows within Wood and Victoria Streets have been chosen to activate, with four small businesses to fill the displays. The displays will be installed throughout June. <u>Signage and Wayfinding</u> A signage and wayfinding strategy for the Mackay Waterfront was completed last year and is being used to guide design. The strategy aims to support new and improved signage in the Mackay City Centre and Riverside Area, with a focus on linkages between the two key precincts. This is now in the design phase, with the intent to implement new signage and wayfinding elements in the upcoming public realm packages. Content for the interpretive signage suite is currently being developed and finalised. <u>Placemaking</u> To help support increased activation and placemaking in the Mackay City Centre, the AMP! Micro Grant was released in late March. AMP!

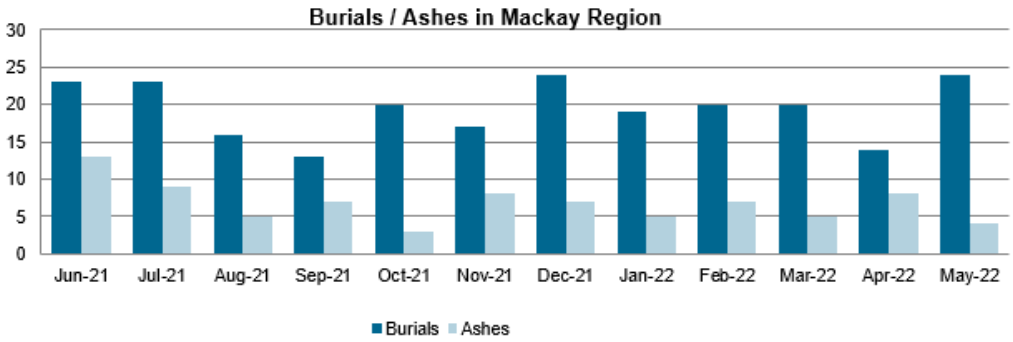
		Micro is complimentary to the existing AMP! Grant and is designed to facilitate grassroots, community-led placemaking program where the community can become their own place makers. Grants are intended to be 100% funded, up to a maximum value of $1,000 per grant. Six applications were received and after assessment all were endorsed by Council on 25 May. All activations will be delivered within three months. Safe Night Precinct Safety Initiative Grant The Safe Night Precinct Safety Initiative Grant provides commercial businesses and incorporated bodies an opportunity to improve the late-night economy, community safety and connectivity around licenced venues and surrounding areas within the Queensland Government designated Safe Night Precinct boundary. Grants were awarded to six projects that include works to upgrade lighting and CCTV of private properties. Just over $15,000 was disseminated across the approved projects.

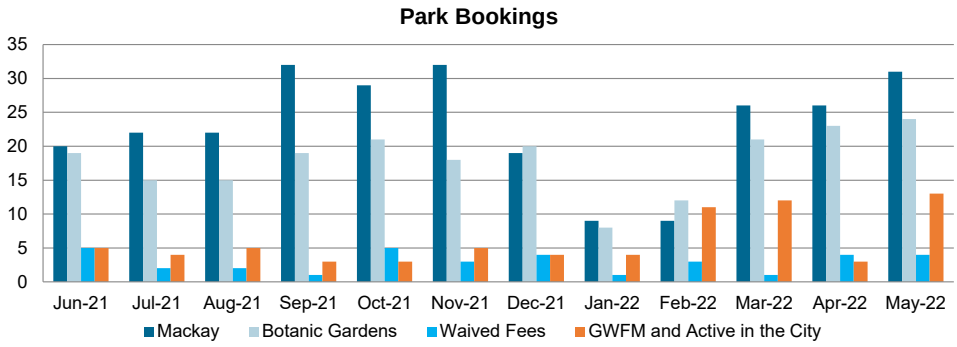
e-Statistics

Subscribers	Dec 21	Jan 22	Feb 22	March 22	April 22	May 22
City Centre Facebook Likes	6,580	6,577	6,569	6,598	6,615	6,607
City Centre Instagram Followers	1,455	1,455	1,456	1,458	1,458	1,459
City Centre Wi-Fi Sessions	570 users	464 users	520 users	483 users	581 users	655 users
	5755 sessions	5798 sessions	7482 sessions	8425 sessions	9529 sessions	9102 sessions

PARKS & ENVIRONMENT







Regional Services Projects & Works		
Project	**Status**	**Description / Update of Project**
Botanic Areas - Desilting trial project		The desilting trial aims to find a solution to create a usable product out of the silt which needs to be removed from the Lagoons at the Botanic Gardens. The final report is yet to be provided by contractor undertaking the trial due to staff resourcing issues.
Botanic Areas - Lagoon Weed Management		The weed harvester returned in April and May to harvest the water weed. The lagoon is looking great, with staff continuing spraying any remaining weed using the Argo.
Botanic Areas - Stakeholder Activities		The Friends of the Gardens have been busy this month with a number of activities including Daisy Day which saw 25 volunteers plant 1230 daisies on the bank of the lagoon, just below the observation deck. These will make a colourful show when they flower. The Friends also presented the Gardens Curator with a $10,000 cheque for the collection management software, IRIS BG. This database will help record all the plants in the living collection and will be able to be shared by the public and other Botanic Gardens around the world. Planning has been underway for the 'Heritage Gardeners' team to start monthly working bees in the heritage garden. Plans are underway to plant a range of flowering plants and vegetables in the kitchen garden area, as well as helping out with pruning and weeding. The Friends have continued their fortnightly sessions in the nursery, initially maintaining the daisies for Daisy Day and also propagating plants for the Heritage Garden. The Shade Garden and Visitor Information Centre continue to be opened by the Friends on Sundays. Visitor Information Centre now stocks artworks by the Botanic Art Interest Group (BAIG). The BAIG opened their exhibition 'Where a plant begins' in the Lagoons Gallery and held a 'meet the artist' session. Native Plants Queensland/Society for Growing Australian Plants Mackay held a very successful native plant sale at the Botanic Gardens Nursery. Regular sessions have also been held at the nursery to grow and manage native plants. The curator presented at the May meeting, giving an update on projects currently underway in the Gardens.
Botanic Areas - Botanic Gardens Month		May was Botanic Gardens Month and a range of special activities were held in the Gardens. Staff and stakeholders shared their favourite plants in the collection on social media. The new self-guided walk and brochure featuring butterflies and larval food plants was launched. Native Plants Queensland is also selling many of the featured plants in the Visitor Information Centre, for anyone keen to attract butterflies to their home garden.
Botanic Areas - Activities in the Gardens		Regular activities in the Gardens have included Friday morning yoga classes, Park Run and Falun Gong classes. There were also

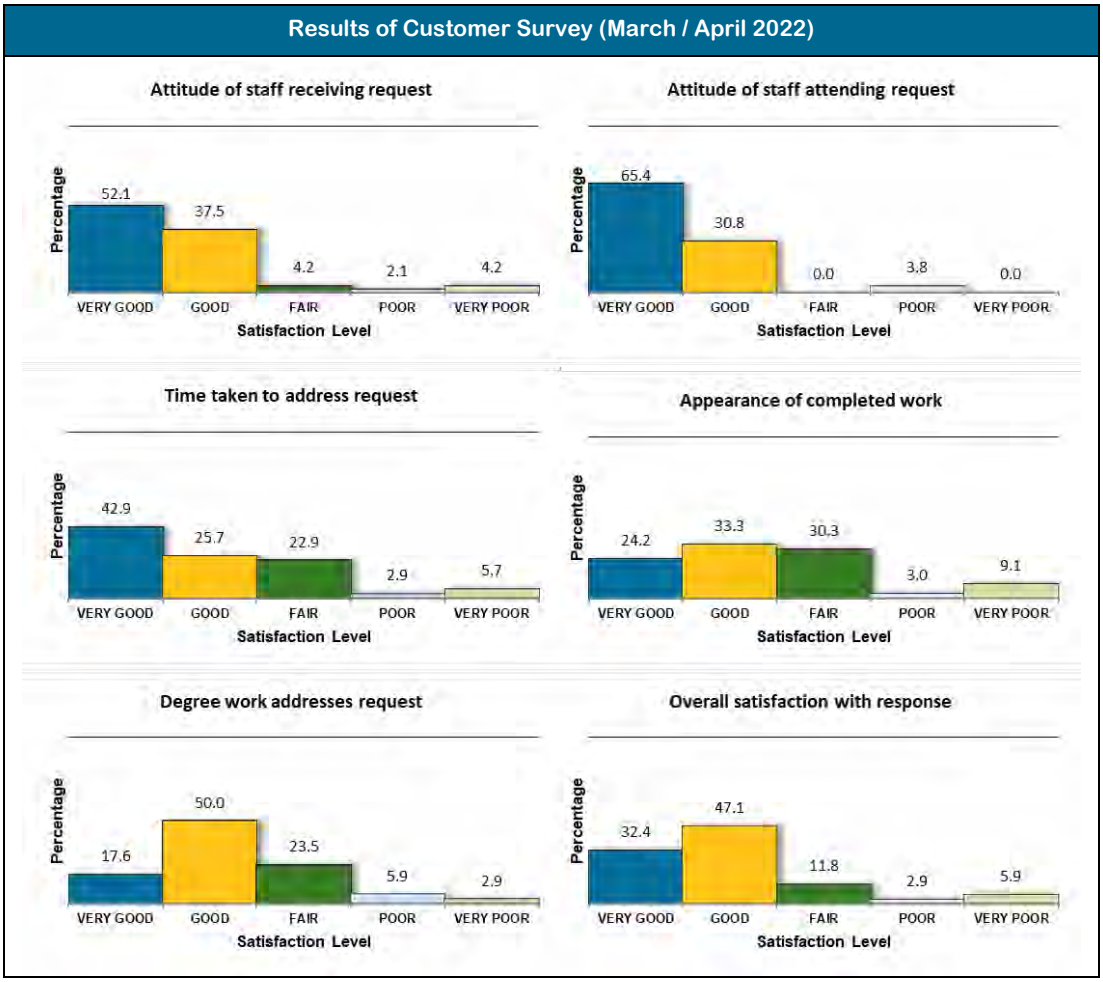
		school activities, a composting workshop and weekly guided walks, including a themed walk for Mother's Day.
Botanic Areas - Queens Park	✹	A range of tropical fruit trees have been purchased and will be added to the collection soon. The Ken Burgess Display House has been popular this month with many visitors dropping by to see the orchids and the beautiful display of foliage plants. Events in Queens Park have included Australia's Biggest Morning Tea, a wedding and a Family Fun Day.
Arboriculture	✹	The Arboriculture Team have received their new Sonic Tomography machine (tree x-ray). Staff have been trained in its use and the machine was used to confirm the severity of the decay in a large fig at the Botanic Gardens before approving the removal. This machine will ensure Council has the best tree assessment data to make informed decisions, especially with large trees.

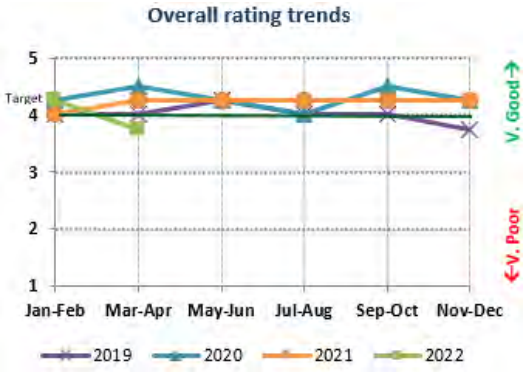
Park Maintenance Projects & Works		
Project	**Status**	**Description / Update of Project**
Natural Areas – World Environment Day Community Tree Planting	✹	Over 120 trees and shrubs were planted by MRC staff and community volunteers at Eulbertie Reserve in Plantation Palms on Sunday, 5 June as part of a Conservation Volunteers Australia World Environment Day event.

Requests for Maintenance Work

REQUEST TYPE CODE	REQUEST TYPE	UNACTIONED	ACTIONED	TOTAL REQUESTS
MOWW	Mowing & Weeds Maintenance	107	40	147
TREE	Tree Maintenance	60	31	91
BEACH	Beach & Foreshore	2	2	4
BLUEWT	Blue Water Trail Maintenance	1	1	2
FCPKS	Footpaths/Cycleways - Parks	6	4	10
FENCE	Fence/Bollard- Maintenance	1	5	6
GARDEN	Garden Bed Maintenance	3		3
GRAFP	Graffiti and Vandalism Reports - PARKS	3	1	4
PKBLDA	Park-Amenity/Building - Maintenance & Repairs	8	5	13
PKBLDF	Park- Park Furniture Maintenance & Repairs	4	2	6
PKCLNA	Parks Cleaning - Amenity & BBQs	1	2	3
PKCLNF	Parks Cleaning - Park Furniture			0
PKMISC	Parks Miscellaneous	10	9	19
PLAY	Playgrounds & Playground Equipment		2	2
PKCAP	Parks Capital Expenditure Requests			0
SS	Shoulder Slashing	2	5	7
TREEEM	Tree - Emergency Tree Maintenance	4	5	9
		212	114	326

Results of Customer Survey (March / April 2022)



Representative Comments	Trends
• Very good • Unfortunately I need to raise another request as the grass is now over grown again • Not great, leaving all the long grass clippings makes our area look messy • Needs to be done on a regular basis not every 2 months and edges of footpaths need urgent trimming. Looks great when its mowed. • The months of grass and weeds were left behind • I have found council staff always happy to assist whenever I ring. Thank you • The staff were very helpful, not only answering my questions, but also offer other advice and suggestions	

ECONOMIC DEVELOPMENT & TOURISM

Events and Tourism To develop the Mackay region as a leading regional tourism and events destination through the implementation of the Mackay Region Event Strategy 2020-2025 and Destination Tourism Plan 2017-2022.		
Business Priority	**Status**	**Action**
Regional Events Strategy Implementation • Refine and develop the structures, framework, and tools within Council to best support and progress new events.		Luminair Consulting has been engaged to complete a structural efficiencies audit which will focus on: • The whole of Council spend on events and staff resourcing given the span of events across the organisation. • Resourcing requirements, including allocation of resources to provide better services to event organisers in relation to permits, health and regulatory requirements, and traffic management plans. • Alternative models and structures for increased efficiencies. The draft report will be presented by Stefanie from Luminar to the Invest Mackay Event and Conference Assessment Committee on 16 June, and the Executive Leadership Team on 17 June.
Regional Events Strategy Implementation • Create the correct environment for event success and sustainability via supporting programs, increased awareness of Mackay as an events destination and increased leverage of event benefits for the region.		<u>Gold Coast Suns AFL Partnership - Activation Round</u> Organising has begun for the Gold Coast Suns 'Mackay Round' activation at Metricon Stadium in early July 2022. The activities will include an update from MRC to GC Suns representatives and corporate partners, a tour of a Kool Beanz Academy childcare centre development and promotional opportunities during the match. <u>IMF RAW</u> Mackay Regional Council hosted Indigenous Marathon Foundation (IMF) organisers and the competitors of the Running and Walking (RAW) Championships event, who competed in the Mackay Marina Run, an Invest Mackay supported event. This is the very first time the IMF RAW Championships have been held in Mackay. The annual IMF RAW Championships event has gained popularity since its inception in 2012. The Championships were previously held in Uluru each year up until 2020 due to COVID restrictions, and 2021 saw the Championships held in Darwin.
Regional Events Strategy Implementation • Develop and acquire strategic events aligned with council's vision to partner on a local, national and state level for increased opportunities.		<u>Invest Mackay Events and Conference Attraction Program</u> One event sponsorship was approved through the Invest Mackay Events and Conference Attraction Program in May. • CQ Regional Finals Showgirls & Rural Ambassador This sponsorship will be presented for endorsement at the Ordinary Council meeting on 8 June. The following Invest Mackay supported events were held in May • Rural Health Summit • IPWEAQ Conference • Mackay Italian Street Party • PGA QLD Mackay Region Pro-am Series <u>Mackay Beach Horse Races</u> The Mackay Beach Horse Races will be held from 10-12 June at Mackay Harbour Beach. Council, Mackay Isaac Tourism and Sound Australia have scheduled monthly stakeholder meetings leading up to the event. The *Mackay Beach Diva* mascot was launched at the Dispensary 28 April. The Economic Development Tourism and Events team have been

		assisting event organisers with finalising all required permits required for the event.
Tourism Industry Development • Foster and encourage new tourism products and experiences and implement a regional approach to destination branding and awareness.		The scope for the Recreational Vehicle (RV) Strategy for the Mackay region was finalised and the Request for Tender was released on QTender and the Council website on 20 May. Closing date for submissions is Tuesday, 14 June 2022.

Economic Development, To encourage sustainable and diversified jobs and investment in the Mackay Region through the implementation of the Mackay Region Economic Development Strategy 2020-2025.		
Business Priority	**Status**	**Action**
Economic Development Strategy Implementation • Advocacy and Leadership through engagement with State and Commonwealth Governments to promote investment into local infrastructure as a catalyst for future economic development.		Economic Development Officers continued to provide representation and input to the Regional Digital Connectivity Forum. Members have developed a digital vision for the Greater Whitsunday region and have appointed KPMG to develop the Greater Whitsunday Regional Digital Roadmap. The Economic Development team assisted QCN Fibre in the development of an application to the Regional Connectivity Program earlier this year. QCN Fibre advised that they were awarded $5.4 million funding under the Program to deliver a fixed wireless solution to businesses and residents in Finch Hatton, Pinnacle, Gargett, Eungella, Marian, and Mirani. QCN Fibre met with the Mayor, CEO and relevant Council staff on 23 May to discuss the project. Officers will provide on-going assistance to the project. Officers are continuing to work with the Resources Centre Of Excellence (RCOE) on future initiatives for the centre. Council is providing sponsorship for the development of promotional material for RCOE Stage 2 Future Industries Delivery Hub and is supporting the development of a business case for construction of the facility.
Economic Development Strategy Implementation • Investment Attraction activities to promote and market investment opportunities.		<u>Facilitating Development Policy</u> Officers are continuing to process the backlog of applications resulting from an extended Policy review period. <u>E-Scooters</u> Economic Development, in collaboration with other Council programs, coordinated the tender for an e-scooter hire service for the Mackay region. The recommendation for a preferred operator for the 12-month trial was presented to council for endorsement at its meeting on 11 May. The planned launch of e-scooters in Mackay is Tuesday, 7 June with a media event at Bluewater Quay. Following this, 300 e-scooters will be deployed in Mackay throughout the day. <u>Regional Investment Prospectus</u> A photoshoot was undertaken during May to provide fresh images for the investment prospectus, as well as other promotional documents and websites. The photoshoot includes small business, retail, professional services, manufacturing, training, Indigenous Business, RCOE, Split Spaces and some lifestyle shots.

Economic Development Strategy Implementation • Industry Development through engagement with local businesses and industry groups, providing support and assistance for growth.	●	Queensland Mining and Engineering Exhibition 2022 The Queensland Mining and Engineering Exhibition (QME) 2022 will be held in Mackay from 19-21 July. The stakeholder working group is coordinating the *Greater Whitsunday METS Innovation Lounge* display. This display will feature Virtual Reality (VR) tours of participating businesses products and services. The stand provides 12 spaces for innovative local businesses to participate. The stand will also feature a lounge where participants can meet with potential clients over coffee. A cocktail function will also be hosted for visitors to QME. A companion program has been developed and will be held at the RCOE in conjunction with QME organisers. Several high-profile speakers and industry identities have been secured for this program. Mackay Isaac Whitsunday Small-Medium Enterprise METS Export Hub The Hub, supported by Economic Development Officers, continues to promote export related workshops, webinars and funding programs: • New Market Program – 23 May • Global Tech Webinar: Unlocking new opportunities in the Singapore market – 10 May • Getting the Documentation Right workshop with Export Council of Australia – 26 May. Pioneer Valley Mountain Bike Park Round 2 of the Small Business Mentoring Program is underway with 10 businesses participating in the program. The program will run until July 2022. The graduation and launch event for Round 1 and 2 of the Small Business Mentoring Program will be held in July/August. The Destination Marketing Plan Project Brief has been created and is being reviewed by internal teams prior to going to market for tender to engage a consultant. Recreational Fishing Strategy The Hooked on Mackay website refresh is currently being finalised. It is anticipated that the refreshed site will go live during June 2022. A meeting of the Recreational Fishing Strategy Steering Group was held on 12 May. The Steering Group discussed all outstanding actions of the Mackay Region Recreational Fishing Strategy 2017 – 2022. A report will be prepared highlighting the outcomes from the Strategy. The next meeting is scheduled for 21 June, where the Steering Group will discuss the next steps for the group. Rockhampton Regional Council, Mackay Regional Council and Isaac Mackay Isaac Tourism, have engaged consultant EarthCheck to deliver a “Barra Highway” Concept Development Plan. A Terms of Reference and budget are now being finalised and work will commence on the project Action Plan in July. The Barra Highway is a marketing initiative designed to highlight the quality fishing opportunities from Rockhampton to Mackay. Work continues on the Mackay Isaac Lucky Catch and Snap competition. The inaugural fishing event will be held during the month of September offering participants the chance to win cash and other prizes. The competition will use innovative technology with the development of an app to automatically record entries into the competition. Mackay Region Camping and Leisure Review An update of content and imagery on Council’s website to better promote council-owned campgrounds is currently underway. The next meeting of the internal Caravan and Camping Management Group meeting is scheduled on 23 June.

		Support local businesses and business associations Economic Development Officers have provided support for local businesses and business associations in May as follows: • Facilitated ten business enquiries. • Attendance at the Rapid Prototyping & Micro Manufacturing Launch event at Split Spaces. • In partnership with Chamber of Commerce, promotion of Small Business Month activities. • Attendance at the Chamber of Commerce B2B coffee catch ups during May. • Attendance at Young Professional events. • Attendance at The Black Coffee event. Building Improvement Rebate The Building Improvement Rebate 2021/22 was launched on 15 September 2021 and closed on 27 April. Thirteen applications have been submitted in the Smarty Grants application platform. Twelve applications have been approved with three of those being completed. Applicants will have until 30 June to finalise their improvement projects. Activate My Place (AMP) Economic Development Officers are finalising details from the previous round of the Activate My Place (AMP!) grant program including the 9th Lane Revitalisation Project. Round 4 of AMP! closed on 8 April , with a total of seven applications received. The assessment panel's recommendations will be presented to council on 8 June.
Economic Development Strategy Implementation • Workforce and Skills Development through partnerships to upskill residents and attract new workers to the region.		Work will commence on a new website promoting the lifestyle and liveability of Mackay in late June / July. The website will include information about current job vacancies, real estate, schools, sporting, recreational and cultural facilities, and industry opportunities, in an easy to access format. This site will be developed and maintained by Council. Economic Development Officers have contacted the Department of Home Affairs requesting a presentation for Mackay businesses on migrant visas. Representatives from the department will be visiting Mackay for QME and the Developing Northern Australia Conference, both in July. A presentation will be arranged to coincide with one of these visits.

Sarina Sugar Shed
To manage and operate a sustainable tourism facility, which provides a range of tourism products and experiences to promote the region's heritage

Strategy / Project	Status	Description / Update of Project
Operate a successful tourism facility which meets its performance targets		May 2022 was a challenging month to understand. Visitation was 12% higher than May 2021, yet tour bookings were 21.7% less. There is an observation that the caravan market was slower in coming through this year – it was quite strong in May 2021, which was earlier than usual, perhaps caused by pent-up demand after the Queensland border closures. Other external economic factors may have also contributed to the operational result this month. Although month-on-month revenue is lower, the Sugar Shed is tracking above YTD 2021 figures in ticket sales (+7%), retail sales (+5.5%) and total revenue (+5.9%).

		The Sugar Shed has exceeded the annual target in ticket revenue by 2%, and, by the end of May, has achieved 97.3% of retail target revenue and 98.4% of total target revenue, so it is well on track to meet all annual revenue targets. Expenditure continues to track above targets as the cost of doing business increases in line with all businesses and households. Freight, produce, raw ingredients and consumables continue to cost more, as well as the need to source alternative suppliers due to produce shortages. In 2022, the Sugar Shed has also purchased equipment that needed replacing, plus invested in new equipment and services that will provide future revenue and branding benefits. <u>Ticket sales revenue</u> Ticket revenue in May 2022 equalled $15,306 which was 21.7% lower than May 2021. However, the rum distillery tour continued to be a good revenue earner in May, with a total of 48 bookings which is a 9% increase over April 2022. The Sugar Shed was closed for one day in May due to forecast wet weather conditions and was impacted by other days of inclement weather. <u>Retail and café sales revenue</u> In line with the drop in ticket sales, retail sales were correspondingly impacted. Retail sales of $34,442 were achieved in May 2022 which was 28.4% less than May 2021. The kitchen and café were closed in the first week of the month as refurbishment work was completed. Online retail sales continue to contribute well to overall retail revenue, and during May, some promotional activities, such as free shipping offers using the database were trialled to test consumer responsiveness. As a result, more of these tactical activities will be initiated to generate additional sales moving forward. <u>Alcohol sales revenue</u> Alcohol sales in May 2022 totalled $18,720, contributing almost 49% of total retail sales. Due to delays in the supply of essence, stocks of the 10th anniversary rum liqueur, the biggest selling retail item, were exhausted for a week during May which impacted sales. <u>Distribution and promotion</u> The Coordinator and Operations Supervisor attended the Australian Tourism Exchange (ATE) in Sydney. This is the largest tourism trade event in Australia which has been running for 42 years. The Sugar Shed was joined by Wildcat Mackay and Mackay Isaac Tourism (MIT). The Sugar Shed had a total of 55 pre-scheduled appointments with key domestic and international wholesalers, travel agents and online travel agents who were interested in finding out more about the Sugar Shed and the Mackay region. As a result, the Sugar Shed will sign-up with several online travel platforms to distribute its product globally. The Sugar Shed, Wildcat and MIT announced a new 3-day, 2-night self-drive package, the Mackay Tropical Escape, which will be officially launched in early June, to showcase how travellers can spend a few nights in the Mackay Isaac region, and this was well-received by the buyers during the appointments. A new website for the Sugar Shed went live in May after several months of planning, content development and design. The website was built in-house by the digital team at Mackay Regional Council, and, as well as being more content-rich, will allow the facility to make more immediate changes in information.

<table>
<tr><td></td><td></td><td>In conjunction with this, the reservations system was changed to a channel manager. This not only streamlines the booking process for consumers, but the backend is more user-friendly for staff. The use of a channel manager, which is a standard now for tourism operators, allows and enables connectivity with global travel distributors, meaning the Sugar Shed is now more visible and bookable for millions of consumers around the world through various platforms.

<u>Industry engagement</u>
The Sarina Sugar Shed attended the Mackay Isaac Tourism Culinary Tourism workshop during May to network with other culinary producers in the Sarina area with a view to establishing a regional food trail in the area.

<u>Events</u>
A cocktail masterclass was held in May and was fully booked with 20 participants. Further dates have been locked in for the rest of the calendar year.</td></tr>
<tr><td rowspan="10">Business Operations (excluding accruals)</td><td></td><td>Item</td><td>May 22</td><td>YTD</td><td>Annual Target</td></tr>
<tr><td>✹</td><td>Tour Visitation (Paid)</td><td>932</td><td>10,830</td><td>18,000</td></tr>
<tr><td>✹</td><td>Visitation (Total)</td><td>2,363</td><td>25,444</td><td>25,000</td></tr>
<tr><td>✹</td><td>Volunteer Hours</td><td>184</td><td>1,986</td><td>-</td></tr>
<tr><td></td><td>Item</td><td>May 22</td><td>YTD</td><td>Annual Budget (Amended)</td></tr>
<tr><td>✹</td><td>Ticket Sales</td><td>$15,306</td><td>$190,875</td><td>$187,015</td></tr>
<tr><td>✹</td><td>Retail Sales</td><td>$34,442</td><td>$599,172</td><td>$615,375</td></tr>
<tr><td>✹</td><td>Total Income (incl. Ticket income)</td><td>$49,748</td><td>$790,046</td><td>$802,389</td></tr>
<tr><td>✹</td><td>Total Expenses</td><td>$109,162</td><td>$1,168,452</td><td>$1,181,569</td></tr>
</table>

Economic Indicators (Quarterly)

Indicator	Jun 20	Sep 20	Dec 20	Mar 21	Jun 21	Sep 21	Dec 21	Mar 22
Employment								
Unemployment rate	5.2%	5.5%	5.7%	5.4%	4.4%	3.5%	2.6%	NA
Employed persons	61,190	62,228	63,137	63,355	63,896	63,527	63,677	NA
Real Estate								
Median house sale	$358,000	$379,000	$385,000	$383,500	$400,000	$400,000	$410,000	NA
Median rent 3 bed house (12 month ending)	$360	$360	$370	$380	$395	$400	$400	$405
Median rent 2 bed unit (12 month ending)	$280	$280	$285	$290	$300	$310	$320	$320
Res vacancy rate	1.3%	0.6%	0.9%	1.0%	0.8%	0.7%	0.7%	0.6%
Residential Lot Supply								
Lots Approved^	118	13	39	5	11	84	NA	NA
Lots Registered	71	129	114	26	100	55	78	99

Data relates to the Mackay Local Government Area and is updated on a quarterly basis as it is received by Council.
There is often a 3-6 month lag from the receipt of data for a previous quarter.
The 'employed persons' data does get adjusted retrospectively by the source. This may see quarterly figures change but is a valuable indicator for recognising trends.
^ Queensland Government data (QLD Treasury).
NA = data not yet released

e-Statistics

	Dec 21	Jan 22	Feb 22	March 22	April 22	May 22
Mackay Region Joblink Analytic Report	159 active users	257 active users	168 active users	301 active users	201 active users	245 active users
	217 sessions	344 sessions	214 sessions	375 sessions	267 sessions	323 sessions
	1m 43s average sessions	1m 35s average sessions	2m 03 average sessions	1m 35 average sessions	2m 23 average sessions	1m 29 average sessions
Internet Vacancy Index (Central Qld) Advertised Jobs*	3,200	3,200	3,400	4,000	4,000	N/A
SEEK Advertised Jobs**	1,350	1,648	1,540	1,663	1,404	1,651
Sarina Field of Dreams Usage Wi-Fi ***	33 users	44 users	37 users	72 users	55 users	61 users
	227 sessions	574 sessions	1,370 sessions	1,484 sessions	1,289 sessions	1077 sessions
Sarina Field of Dreams Website Visitation	283 active users	295 active users	223 active users	266 active users	302 active users	314 active users
	319 sessions	321 sessions	252 sessions	309 sessions	368 sessions	421 sessions
Hooked on Mackay Facebook	4,614	4,729	4,800	4,830	4,855	4,907
Hooked on Mackay Instagram	701	721	764	769	778	796
Hooked on Mackay YouTube Subscribers	76	107	156	187	211	236
Net Free Zone Voluntary Code Sign-ups	682	683	689	690	693	694
Mackay Region Event Organisers Connect Facebook Group Members	94	99	102	104	115	115
Invested in Mackay Subscribers	587	585	582	582	585	616

*Economic Development will now include Federal Government data which reports on the Internet Vacancy Index (IVI). The IVI is the only publicly available source of detailed data on online vacancies, including for around 350 occupations (at all skill levels), as well as for all states/territories and 37 regions. The IVI is based on a count of online job advertisements newly lodged on SEEK, CareerOne and Australian JobSearch during the month. As such, the IVI does not reflect the total number of job advertisements in the labour market as it does not include jobs advertised through other online job boards, employer websites, word of mouth, in newspapers, and advertisements in shop windows. The IVI also does not take account of multiple positions being advertised in a single job advertisement. The data available is broken down as far as Central QLD which includes 9 local Government areas and is calculated on a 3-month moving average.
**SEEK data is captured on the 1st Tuesday of each month.
*** During the month of September and October Red Fox Internet confirmed there were technical issues with the WIFI network which has impacted the calculation of statistics for the usage Sarina Field of Dreams.

UPCOMING EVENTS

Date	Event	Location
26 June – 1 July 2022	Queensland Independent Secondary School Netball and Rugby League Confraternity **- Invest Mackay Events and Conference Attraction Program**	BB Print & Mackay Basketball / Multi-Sports Stadium
1-3 July 2022	2022 Platypus Paddle **- Invest Mackay Events and Conference Attraction Program**	Mackay Harbour
1-3 July 2022	Orchids in Paradise 2022 **- Invest Mackay Events and Conference Attraction Program**	MECC
6-8 July 2022	2022 Developing Northern Australia Conference **- Invest Mackay Events and Conference Attraction Program**	MECC
9 July 2022	The Mackay Scottish Bluewater Fling **- Invest Mackay Events and Conference Attraction Program**	Bluewater Quay
9 July 2022	Zach Mack Adventure Challenge **- Invest Mackay Events and Conference Attraction Program**	Pinnacle Cricket Club
10 July 2022	Motorcycle Beach Races at Grasstree Beach **- Invest Mackay Events and Conference Attraction Program**	Grasstree Beach
19-21 July 2022	Queensland Mining and Engineering Expo (QME)	Mackay Showgrounds
22 July 2022	QRL – Activate QLD - Country Week **- Invest Mackay Events and Conference Attraction Program**	Sarina Rugby League
29 and 31 July	National Tree Day Community Tree Planting	Blue Water Trail and Woodlands

11.2.2. DA-2022-61 RECONFIGURATION OF A LOT - 2 RURAL LOTS INTO 2 LOTS - 6004 & 6062 MACKAY-EUNGELLA ROAD NETHERDALE

DA-2022-61 – RECONFIGURING A LOT - 2 RURAL LOTS INTO 2 LOTS – 6004 AND 6062 MACKAY-EUNGELLA ROAD, NETHERDALE

Author	Brogan Jones – Senior Development Planner
Responsible Officer	Brogan Jones – Senior Development Planner
Application Number	DA-2022-61
Attachments	Attachment A: Locality Plan Attachment B: Proposal Plans Attachment C: Planning Scheme Overlay Maps
Date Received:	22 April 2022
Applicant's Details:	Shane Houston c/- RPS Mackay PO Box 1895 MACKAY QLD 4740
Proposal:	Reconfiguring a Lot – 2 Rural Lots into 2 Lots
Site Address:	6004 and 6062 Mackay-Eungella Road, Netherdale
Property Description:	Lot 2 on SP154750 and Lot 1 on RP729942
Owner's Details:	Qualischefski Super Properties Pty Ltd and Norman G Ladley
Area:	Lot 2 – 59.9 hectares Lot 1 – 23.39 hectares
Planning Scheme:	Mackay Region Planning Scheme v3.1
Planning Scheme Designation:	Rural
Assessment Level:	Code
Submissions:	N/A
Referral Agencies:	N/A
Recommendation:	Refusal

Related Parties

- Applicant - Shane Houston
- Landowner - Norman George Ladley
- Landowner - Qualischefski Super Properties Pty Ltd
- Planning consultant - RPS Mackay

Purpose

The purpose of this report is to detail the assessment of the proposed Reconfiguring a Lot development against the relevant assessment benchmarks and to provide Councillors with a recommendation as to how the application should be decided.

The subject development application is for Reconfiguring a Lot – 2 Rural Lots into 2 Lots, is code assessable and is recommended for refusal.

Background

Subject Site and Surrounds

Lot 2 on SP154750

Lot 2 on SP154750 is zoned Rural, has an area of 59.9 hectares and is currently bisected by Mackay-Eungella Road (see Attachment A: Locality Plan). The northern part of the lot contains a Dwelling House and associated farm sheds while the southern part contains no structures. Both parts of the land have historically been used as a cane farm however the current landowner now operates the northern part for grazing while the southern part remains as a cane farm. A cane rail siding exists in the road between the two parts of the land.

The land has frontage to Mackay-Eungella Road, De Bonis Road and an unnamed gazetted road to the west.

Lot 1 on RP729942

Lot 1 on RP729942 is zoned Rural and has an area of 23.39 hectares (see Attachment A: Locality Plan). It is separated from the northern part of Lot 2 on SP154750 by a gazetted road and 6048 Mackay-Eungella Road, and is separated from the southern part of Lot 2 on SP154750 by 270m along Mackay-Eungella Road. The lot is on the northern side of Mackay-Eungella Road and fronts the road to the south. The property contains a Dwelling House and associated farm sheds. The land is currently used for Cropping (Cane Farm) and has been used historically for this purpose also.

Pre-lodgement Advice

Pre-lodgement advice was provided to the Applicant's planning consultant in May and July 2021. Officers advised that the proposal was not supported.

Proposal

The proposal is for Reconfiguring a Lot – 2 Rural Lots into 2 Lots. Specifically, the Applicant proposes to realign the southern part of Lot 2 on SP154750 to be part of Lot 1 on RP729942 (see Attachment B: Proposal Plans). The proposal results in an arrangement where one lot will be split across and along a State-controlled road by approximately 300m.

Infrastructure considerations

Water and Sewer

Neither lot subject to this application is connected to Council's reticulated water or sewer network.

Stormwater

The rural land drains naturally into a series of small waterways, crosses under Mackay-Eungella Road and eventually ends up in Cattle Creek. The proposed realignment of boundaries will not alter the drainage characteristics of the land.

Roadworks

No roadworks (internal or external to the site) are proposed as part of the application nor are required.

Referral Agencies

Both lots have significant frontage to Mackay-Eungella Road, a State-controlled road. However, the proposal does not meet the specific triggers for referral to the State Assessment Referral Agency (SARA) as per Schedule 10 of the *Planning Regulation 2017*.

On this basis, the application was not referred to the State for assessment.

Mackay Isaac Whitsunday Regional Plan

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

Planning Scheme Assessment

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

Table 5.6.1 of the Planning Scheme specifies that a Reconfiguring a Lot proposal is code assessable. A detailed assessment against the relevant assessment benchmarks is provided below.

s45(3) of the Planning Act 2016 states that: *A code assessment is an assessment that must be carried out only*

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

s60 of the Planning Act 2016 states that: *For code assessment the assessment manager –*

a) *must decide to approve the application to the extent the development complies with all of the assessment benchmarks for the development; and*
b) *may decide to approve the application even if the development does not comply with some of the assessment benchmarks; and*
c) *may impose development conditions on an approval; and*
d) *may, to the extent the development does not comply with some or all of the assessment benchmarks, decide to refuse the application only if compliance cannot be achieved by imposing development conditions.*

Attachment C to this report contains the Planning Scheme overlay mapping that applies to the subject land.

Rural Zone Code

The purpose of the zone code is to *'maintain the capacity of land for rural uses and activities by protecting and managing significant natural resources and processes'*. The proposal results in a single lot used for Cropping (Cane Farm) being split into two parts separated by approximately 300m across and along a State-controlled road. Agricultural land is not considered protected by splitting it into two parcels separated 300m across and along a State-controlled road. The proposal is therefore inconsistent with this Overall Outcome. The proposal is therefore considered to be inconsistent with the purpose of the Rural Zone Code.

Agricultural Land Overlay Code

The purpose of the Agricultural Land Overlay Code is *'to ensure development on or near agricultural land maintains the productive capacity of the land for agricultural purposes.'* The proposal does not maintain the productive capacity of the land for agricultural purposes as it splits the lot used for Cropping (Cane Farm) into two parcels separated by 300m across and along a State-controlled road. Neither does the proposal represent an improvement on the existing arrangement for the same reason.

It is acknowledged the existing lot configuration includes a lot split across a State-controlled road, however the proposal results the lot being split further along that road. For instance, any farming machinery moving between the parts of the lot presently would only have to travel on the road for approximately 70m between access points. In accordance with the proposal, farm machinery would be required to travel 290m along the State-controlled road.

The proposal is therefore not consistent with the purpose of the Agricultural Land Overlay Code as it does not maintain the productive capacity of the land.

Overall Outcome (2a) states *'development that fragments, alienates or diminishes the productive capacity of agricultural land for agricultural purposes is avoided'*. The proposal fragments, alienates and diminishes the productive capacity of the agricultural land. The Cropping (Cane Farm) use will be separated by approximately 300m across and along a State-controlled road which is a worsening of the fragmentation that currently exists. The proposal is therefore inconsistent with this Overall Outcome.

Overall Outcome (2b) states *'agricultural activities on agricultural land is protected and promoted'.* Agricultural land is not considered protected by splitting it into two parcels separated 300m across and along a State-controlled road. The proposal is therefore inconsistent with this Overall Outcome.

Performance Outcome 5 requires *'New lots created through boundary realignment:*

a) maintain or improve the agricultural capacity of agricultural land; and
b) do not fragment, alienate or diminish the productive capacity of agricultural land; and
c) do not increase potential conflict between agricultural and non-agricultural uses.'

The proposal is not considered to maintain or improve the agricultural capacity of agricultural land given the Cropping (Cane Farm) use is proposed to be split further along a State-controlled road. As stated above, the proposal fragments and alienates the productive capacity of the agricultural land. The proposal is therefore inconsistent with this Performance Outcome.

Acceptable Outcome 5 requires *'Boundary re-alignments maintain the productive capacity of agricultural land by:*

a) resulting in a lesser number of lots; or
b) separating:
    i) agriculturally productive and non-agriculturally productive land; or
    ii) different land uses; or
    iii) infrastructure; or
c) resolving an encroachment issue/s.'

The proposal does not meet (a) and (c) above. Regarding (b), the proposal does not separate agriculturally productive land from non-agriculturally productive land, does not separate different uses (the land is used for rural activities and agricultural purposes) and is not separating infrastructure. Consequently, the proposal does not meet the Acceptable Outcome.

Based on the above assessment, the proposal is inconsistent with the purpose, Overall Outcomes and Performance Outcomes of the overlay code.

Biodiversity Overlay Code

Both lots comprising the subject site are impacted by the Biodiversity Overlay. Specifically, both lots are bisected by a mapped waterway and mapped environmentally significant vegetation. The proposed boundary realignment is generally consistent with the purpose, Overall Outcomes and Performance Outcomes of the Overlay Code given there will be no change to existing cadastre boundaries.

Bushfire Hazard Overlay Code

Both lots comprising the subject site are impacted marginally by the Bushfire Hazard Overlay. Specifically, Lot 2 on SP154750 is subject to high and very high bushfire hazard in the north-east corner and Lot 1 on RP729942 is subject to medium bushfire hazard at its centre. The proposed boundary realignment does not propose any new uses or structures and the cadastre will not change. On this basis, the proposal does not increase the existing bushfire hazard onsite and is therefore consistent with the development outcomes sought by the Bushfire Hazard Overlay Code.

Landscape Character and Image Corridor Overlay Code

Both lots comprising the subject site are impacted by the Landscape Character and Image Corridor Overlay. Specifically, both lots are identified as having landscape character and both front an image corridor (Mackay-Eungella Road). The proposed boundary realignment does not include any new buildings and will not adversely impact the existing landscape character of the area. On this basis the proposal meets the development outcomes of the Overlay Code.

General Development Requirements Code

The proposal is generally consistent with the relevant development outcomes sought by the code.

Reconfiguring a Lot Code

The purpose of the Reconfiguring a Lot Code includes ensuring development *'provides lots with high levels of usability and amenity for the intended use'.* As discussed above in relation to the Agricultural Land Overlay Code, it is considered that the usability of the lots for rural activities would suffer as a result of the proposal given the Cropping (Cane Farm) use will be further split across and along a State-controlled road, worsening the useability compared to the current arrangement.

Acceptable Outcome 15.1 requires lots created through the realignment of boundaries to achieve the minimum lot size per table 9.4.3.3.B, which in the Rural Zone is 100 hectares. The proposed lots are 38.42 hectares and 44.9 hecatres and do not meet the minimum lot size. It is acknowledged the existing lots are already significantly below the minimum lot size.

Acceptable Outcome 15.2 requires *'reconfigured lots, where not resulting in an additional number of lots, to achieve one or a combination of the following:*

- *a) the utility and efficiency of the lot/s for the intended use is improved; or*
- *b) the alignment of the reconfigured boundary/ies reflects:*
  - *i. natural features such as watercourses, ridgelines or environmentally significant areas; or*

ii. infrastructure corridors such as roads and electricity transmission lines; or
iii. easements; or
c) different uses or buildings are separated; or
d) boundary encroachment issues, where a house, structure or driveway / access way is built over a boundary line, are resolved'.

The proposal does not improve the utility and efficiency of the lots for the intended use where the intended use is rural activities, the new boundaries do not align with natural features or infrastructure corridors or easements, do not separate different uses (the land is used for rural activities and agricultural purposes) and do not resolve any encroachments. The proposal is therefore inconsistent with the Acceptable Outcome.

Performance Outcome 15 states that *'required lots created through boundary realignment to be:*
a) usable for development and integrate with the character and amenity of the surrounding area; and
b) achieve one or a combination of the following:
i. improved utility of the lot; or
ii. boundary reflects natural features, infrastructure corridors or easements; or
iii. separation of uses or buildings; or
iv. resolution of boundary encroachment issues'.

The proposed lot arrangement does not improve the utility of the lot to be used for rural development, does not align with natural features or infrastructure corridors or easements, does not separate different uses (the land is used for rural activities and agricultural purposes), and does not resolve any encroachments. The proposal is therefore inconsistent with the Performance Outcome.

The proposal is therefore inconsistent with the relevant development outcomes of the code.

Summary

In summary, it is considered that the proposal is inconsistent with key development outcomes sought by the:

1. Rural Zone Code;
2. Agricultural Land Overlay Code; and
3. Reconfiguring a Lot Code.

Infrastructure charges

An Infrastructure Charges Notice would not accompany this application if it were to be approved, as it is a proposal for a boundary realignment and no additional lots are proposed.

Resource Implications

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

Risk Management Implications

There is a risk that an appeal may be lodged by the Applicant should Council resolve as recommended.

Consultation

Pre-lodgement advice was provided to the applicant in May and July 2021.

Advice was sought from Council's surveying team about the proposal. No other internal referrals were relevant to this proposal.

Conclusion

The proposal is inconsistent with key development outcomes of the Mackay Region Planning Scheme v3.1 which seek to protect agricultural land from fragmentation and alienation and to ensure rural lot arrangements improve the usability of lots for rural purposes. Given the inconsistency with the assessment benchmarks, it is recommended that the application be refused.

Officer's Recommendation
THAT Council refuse the application for Reconfiguring a Lot – 2 Rural Lots into 2 Lots at 6004 and 6062 Mackay-Eungella Road, Netherdale, formally described as Lot 2 on SP154750 and Lot 1 on RP729942, subject to the following grounds of refusal:

1. The proposal is inconsistent with the relevant development outcomes of the Rural Zone Code.

2. The proposal is inconsistent with the relevant development outcomes of the Agricultural Land Overlay Code.

3. The proposal is inconsistent with the relevant development outcomes of the Reconfiguring a Lot Code.

4. Compliance with the relevant development outcomes of the above assessment benchmarks cannot be achieved by imposing development conditions.

Mayor Williamson noted the officer's recommendation.

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

Mayor Williamson queried if Councillors wished to support the officer's recommendation.

Councillors did not support the recommendation.

Council Resolution ORD-2022-151

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

1. In accordance with the purpose of the Rural Zone Code, the proposed Reconfiguration of a Lot will maintain the capacity of land for rural use.

2. In accordance with the Agricultural Land Overlay Code, the proposed Reconfiguration of a Lot:
a) will ensure the productive capacity of the land is maintained consistent with the purpose of the code.

b) does not alienate or diminish the productive capacity (in fact it links like with like to maintain productive capacity) consistent with Overall Outcome (2a) of the code.
c) promotes agricultural activities consistent with Overall Outcome (2b) of the code.
d) consistent with Performance Outcome 5:
i) maintains or improves the agricultural capacity of agricultural land;
ii) does not fragment, alienate or diminish the productive capacity of agricultural land; and
iii) does not increase potential conflict between agricultural and non-agricultural uses.

3. In accordance with the Reconfiguring a Lot Code, the proposed Reconfiguration of a Lot provides high levels of usability and achieves the requirements of Performance Outcome 15 of the code by:
a) maintaining sugar cane production on the southern side of Mackay-Eungella Road;
b) offering improved utility of the new lot by increasing its viability as a cane farm; and
c) separation is allowed under the code.

FURTHER THAT Council approves the Development Permit for a Reconfiguring a Lot – 2 Rural Lots into 2 Rural Lots at 6062 and 6004 Mackay-Eungella Road, NETHERDALE QLD 4756, or over lots more formally described as Lot 1 on RP729942 and Lot 2 on SP154750, subject to the following conditions and Assessment Manager's Advice:

1. Plan of Development

The approved Reconfiguring a Lot – 2 Rural Lots into 2 Lots must generally comply with the Plan of Development (identified in the Table below) and supporting documentation which forms part of this application, except as otherwise specified by any condition of this approval.

Dwg #	Title	Rev	Prepared by	Date
149438-1 P01 Sheet 1 of 2	Proposed Plan of Subdivision	A	RPS	6 April 2022
149438-1 P01 Sheet 2 of 2	Proposed Plan of Subdivision	A	RPS	6 April 2022

2. Compliance with Conditions

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

3. Compliance with Council Standards

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

4. Maintenance of Development

Maintain the approved development (including landscaping, car parking, driveways and other external spaces) in accordance with the approved drawings and/or documents, and any relevant Council engineering or other approval required by the conditions.

5. Conflict between plans and written conditions

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

Assessment Manager's Advice

1. 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.

Moved Cr Bonaventura **Seconded Cr Jones**

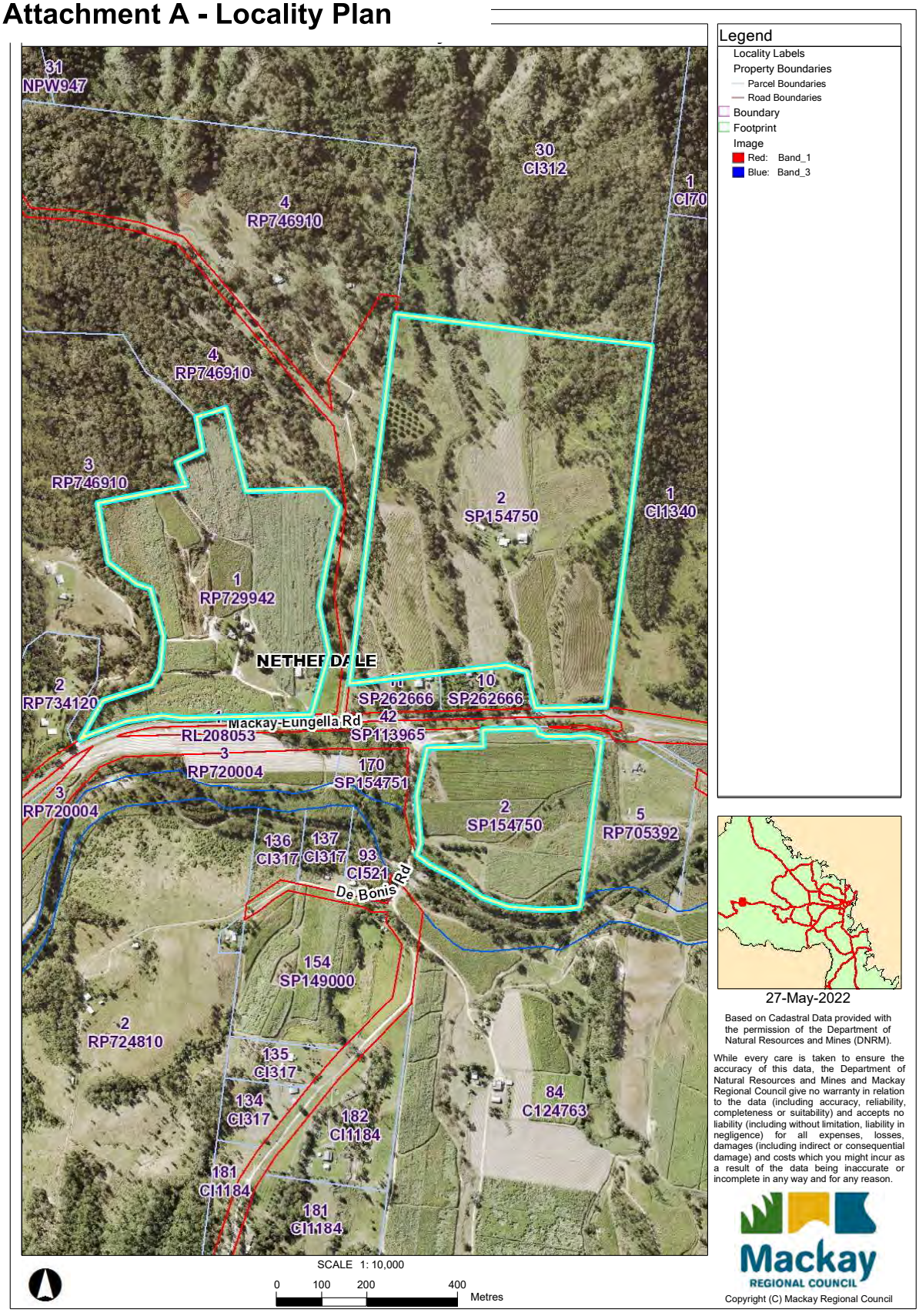
Cr Bonaventura advised that this proposal relates to the reconfiguration of a lot between Finch Hatton and Netherdale, noting that the Finch Hatton area has been growing cane for many years and had its own sugar mill from 1906 to 1990, with the region growing excellent cane. Cr Bonaventura noted that our region relies heaving on the sugar industry and while Council does receive many requests to subdivide cane land, this request is different as it seeks to increase the current farming lot of 15 hectares to improve the economies of scale, while not creating any extra lots. Cr Bonaventura thanked staff for their detailed report and their interpretation of the planning scheme and advised that while he would not go through all the points in the alternative motion, the Rural Zone Code, Agricultural Land Overlay Code and the Reconfiguration of a Lot Code, all read in support of allowing this motion to proceed. Cr Bonaventura advised that there was only one point that defines voting for or against this motion and that is whether we can accept the two lots being tied together in this proposal being app 280m apart, noting that he can accept this as it benefits and maintains approximately an extra 1,000 tonnes of sugar cane production which will benefit the farmer, Mackay Sugar and the region as a whole.

Cr Jones noted that the planning scheme is broad and allows flexibility and while fully understanding the officers refusal of this request, is concerned that if this reconfiguration of a lot does not proceed, good quality agricultural land will be lost. Cr Jones noted that she has always had a strong opinion about the protection of good quality agricultural land and will be voting in support of this motion.

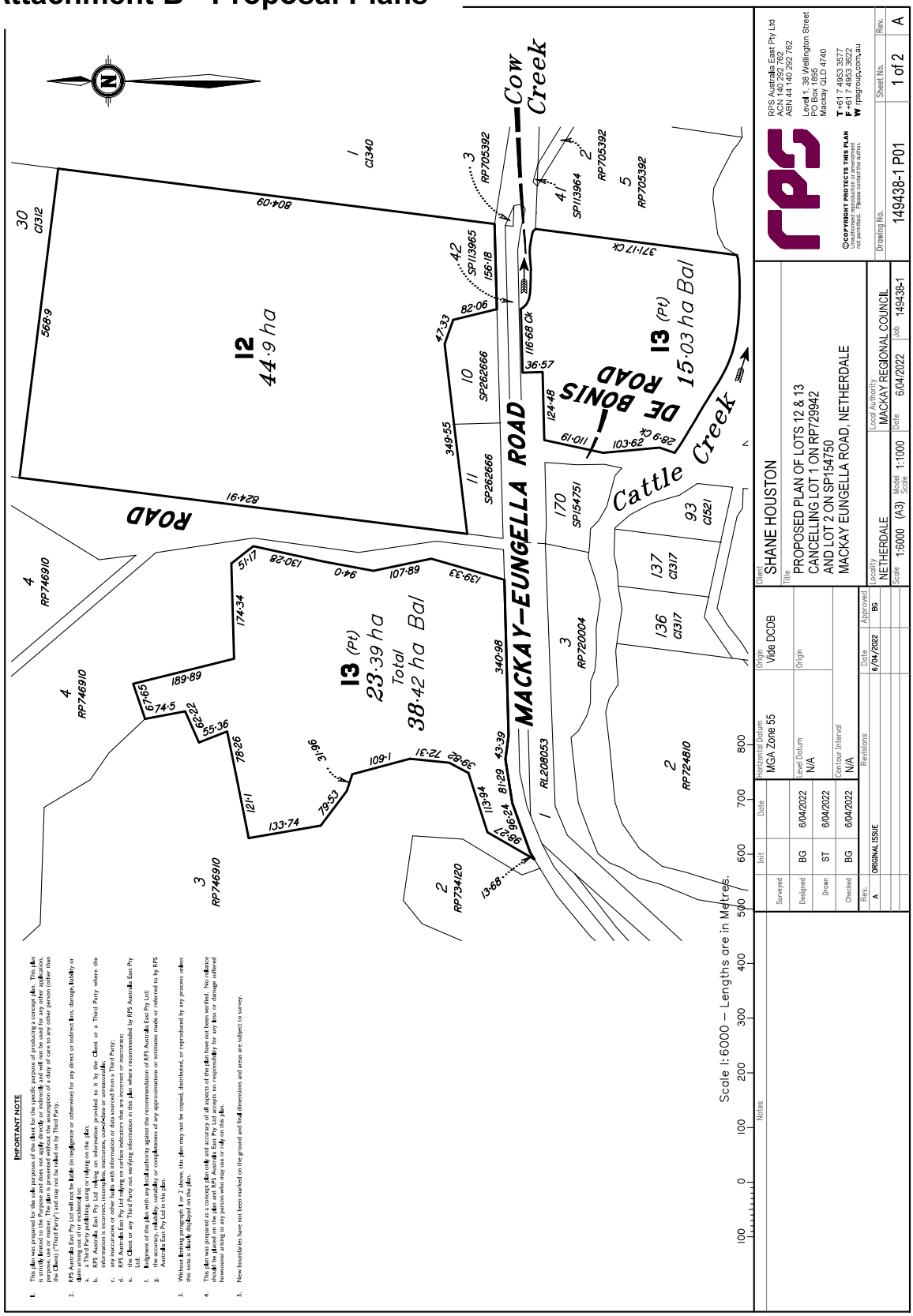
Mayor Williamson noted that Council is required by the Act, if going against the recommendation of officers, to give the decisions and the advice that backs up those decisions, but believes this is a very well prepared alternative motion asking that Council approves the development permit with supporting advice outlined and conditions to be complied with, and believes this is a valid and well supported alternative motion.

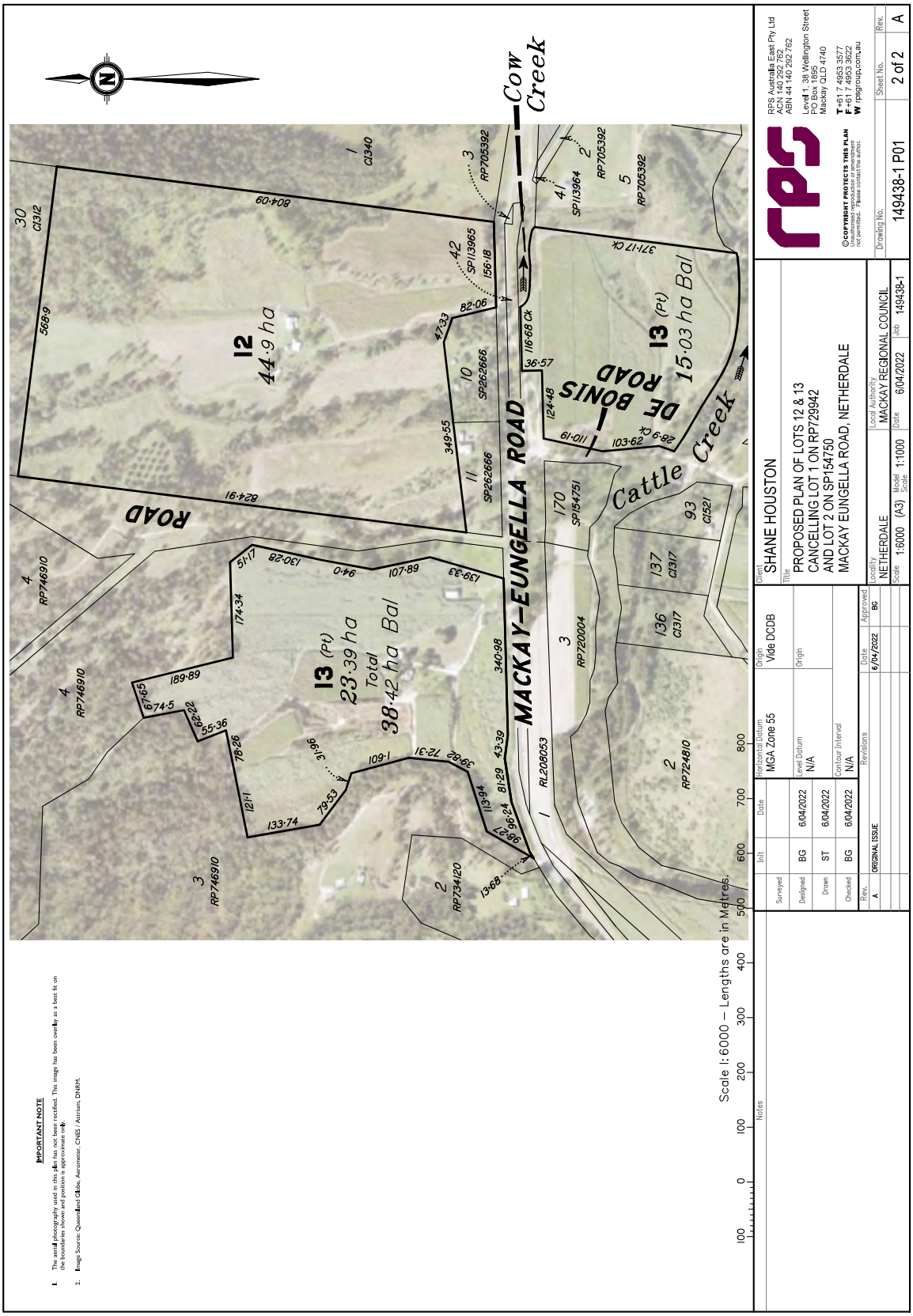
CARRIED

Attachment A - Locality Plan



Attachment B - Proposal Plans




Cow Creek
MACKAY–EUNGELLA ROAD
DE BONIS ROAD
Cattle Creek
ROAD
Lot 12 44·9 ha
Lot 13 (Pt) 23·39 ha Total 38·42 ha Bal
Lot 13 (Pt) 15·03 ha Bal
Scale 1:6000 – Lengths are in Metres.
IMPORTANT NOTE
1. The aerial photography used in this plan has not been rectified. This image has been overlay as a best fit on the boundaries shown and position is approximate only.
2. Image Source: Queensland Globe, Aeromester, CNES / Astrium, DNRM.
Notes
Surveyed
Designed BG 6/04/2022
Drawn ST 6/04/2022
Checked BG 6/04/2022
Rev. A Revisions ORIGINAL ISSUE Init. BG Date 6/04/2022
Horizontal Datum MGA Zone 55
Level Datum N/A
Contour Interval N/A
Origin Vide DCDB
Origin
Approved BG Date
Client SHANE HOUSTON
Title PROPOSED PLAN OF LOTS 12 & 13 CANCELLING LOT 1 ON RP729942 AND LOT 2 ON SP154750 MACKAY EUNGELLA ROAD, NETHERDALE
Locality NETHERDALE
Local Authority MACKAY REGIONAL COUNCIL
Scale 1:6000 (A3) Model Scale 1:1000 Date 6/04/2022 Job 149438-1
RPS Australia East Pty Ltd ACN 140 292 762 ABN 44 140 292 762
Level 1, 38 Wellington Street PO Box 1695 Mackay QLD 4740
T +61 7 4953 3677 F +61 7 4953 3622 W rpsgroup.com.au
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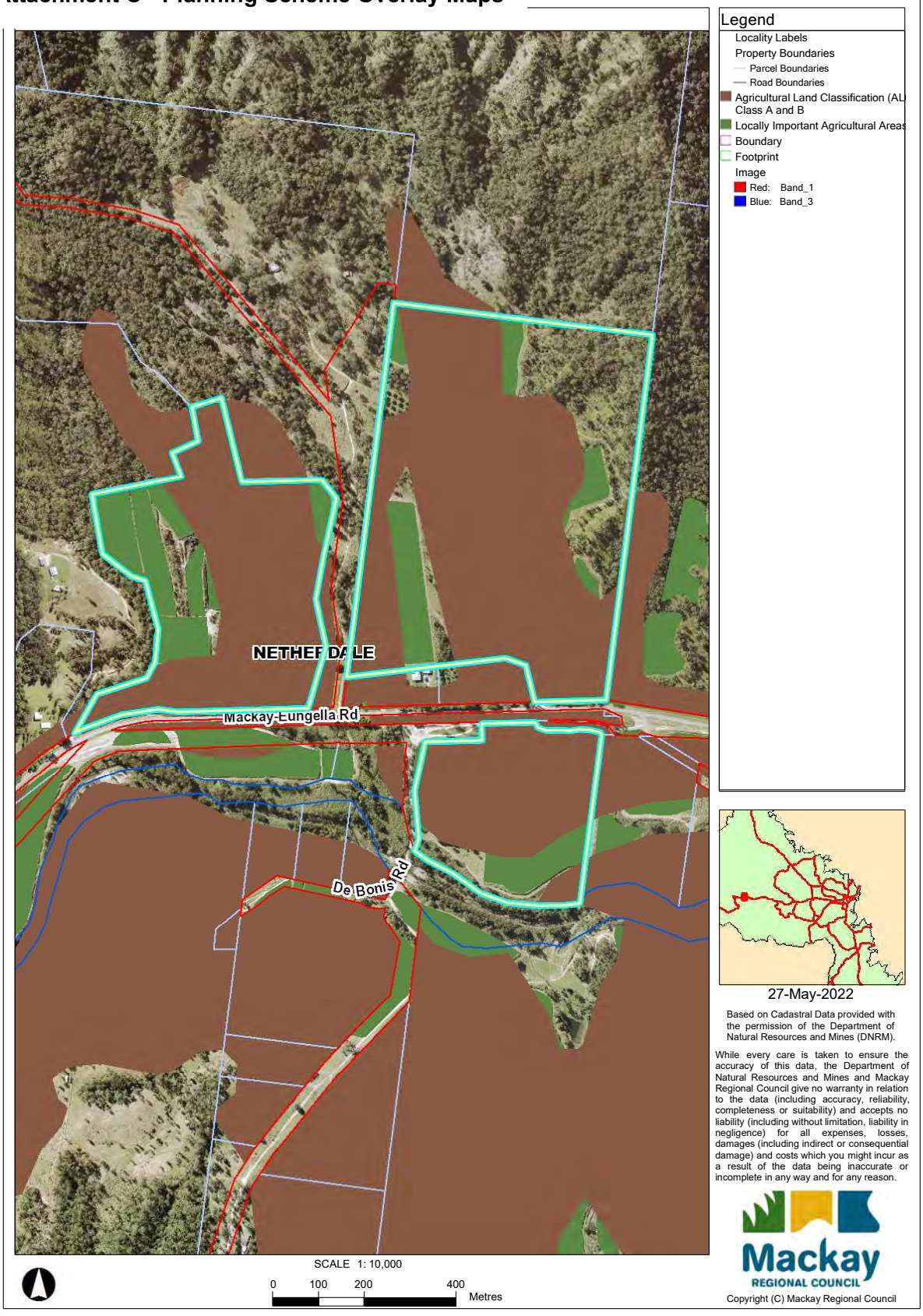
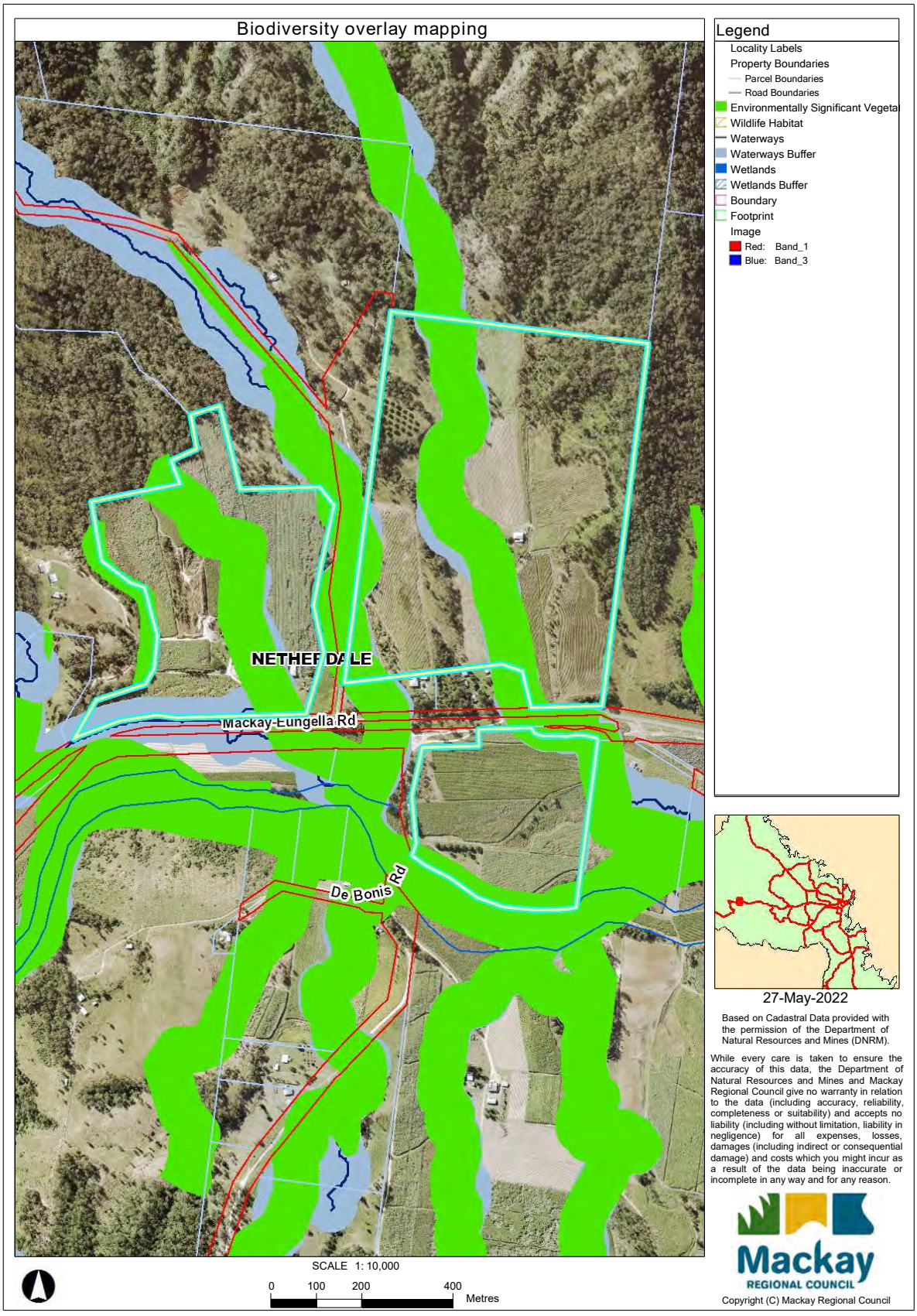
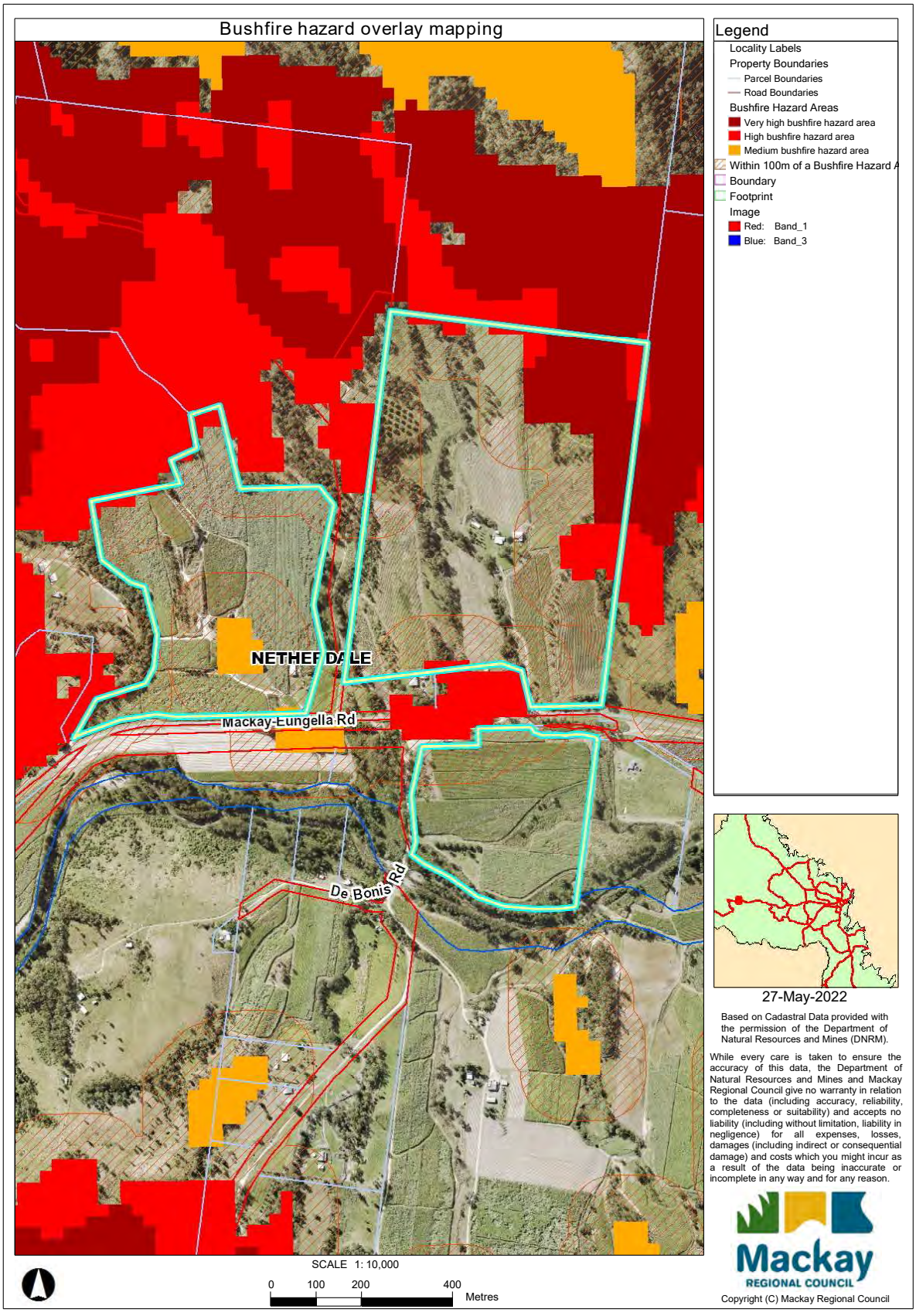
Drawing No. 149438-1 P01
Sheet No. 2 of 2
Rev. A

Attachment C - Planning Scheme Overlay Maps




Biodiversity overlay mapping
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Environmentally Significant Vegeta
Wildlife Habitat
Waterways
Waterways Buffer
Wetlands
Wetlands Buffer
Boundary
Footprint
Image
Red: Band_1
Blue: Band_3
NETHERDALE
Mackay-Eungella Rd
De Bonis Rd
27-May-2022
Based on Cadastral Data provided with the permission of the Department of Natural Resources and Mines (DNRM).
While every care is taken to ensure the accuracy of this data, the Department of Natural Resources and Mines and Mackay Regional Council give no warranty in relation to the data (including accuracy, reliability, completeness or suitability) and accepts no liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
Mackay
REGIONAL COUNCIL
Copyright (C) Mackay Regional Council
SCALE 1: 10,000
0 100 200 400
Metres


Bushfire hazard overlay mapping
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Bushfire Hazard Areas
Very high bushfire hazard area
High bushfire hazard area
Medium bushfire hazard area
Within 100m of a Bushfire Hazard A
Boundary
Footprint
Image
Red: Band_1
Blue: Band_3
NETHERDALE
Mackay-Eungella Rd
De Bonis Rd
SCALE 1: 10,000
0 100 200 400
Metres
27-May-2022
Based on Cadastral Data provided with the permission of the Department of Natural Resources and Mines (DNRM).
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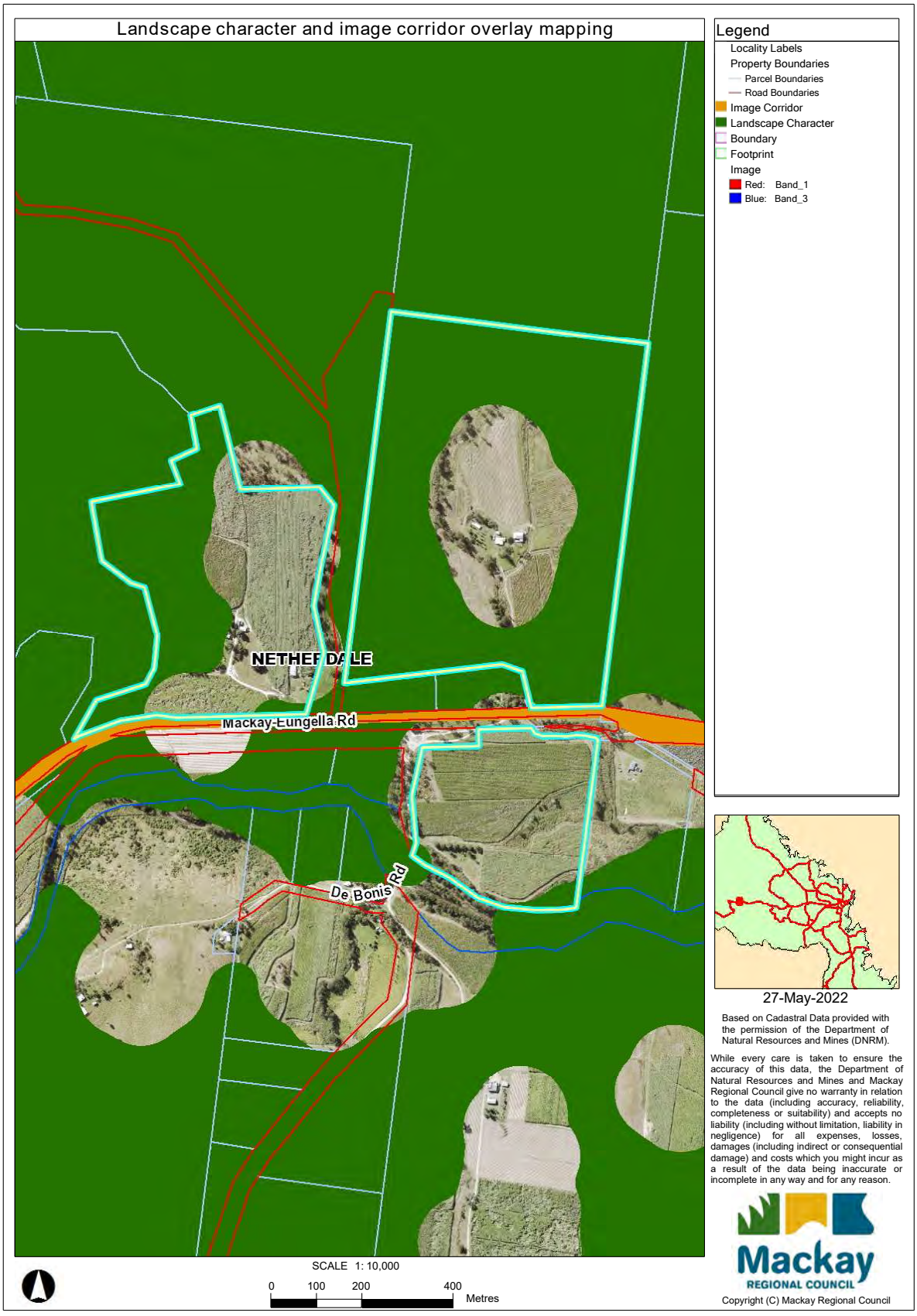
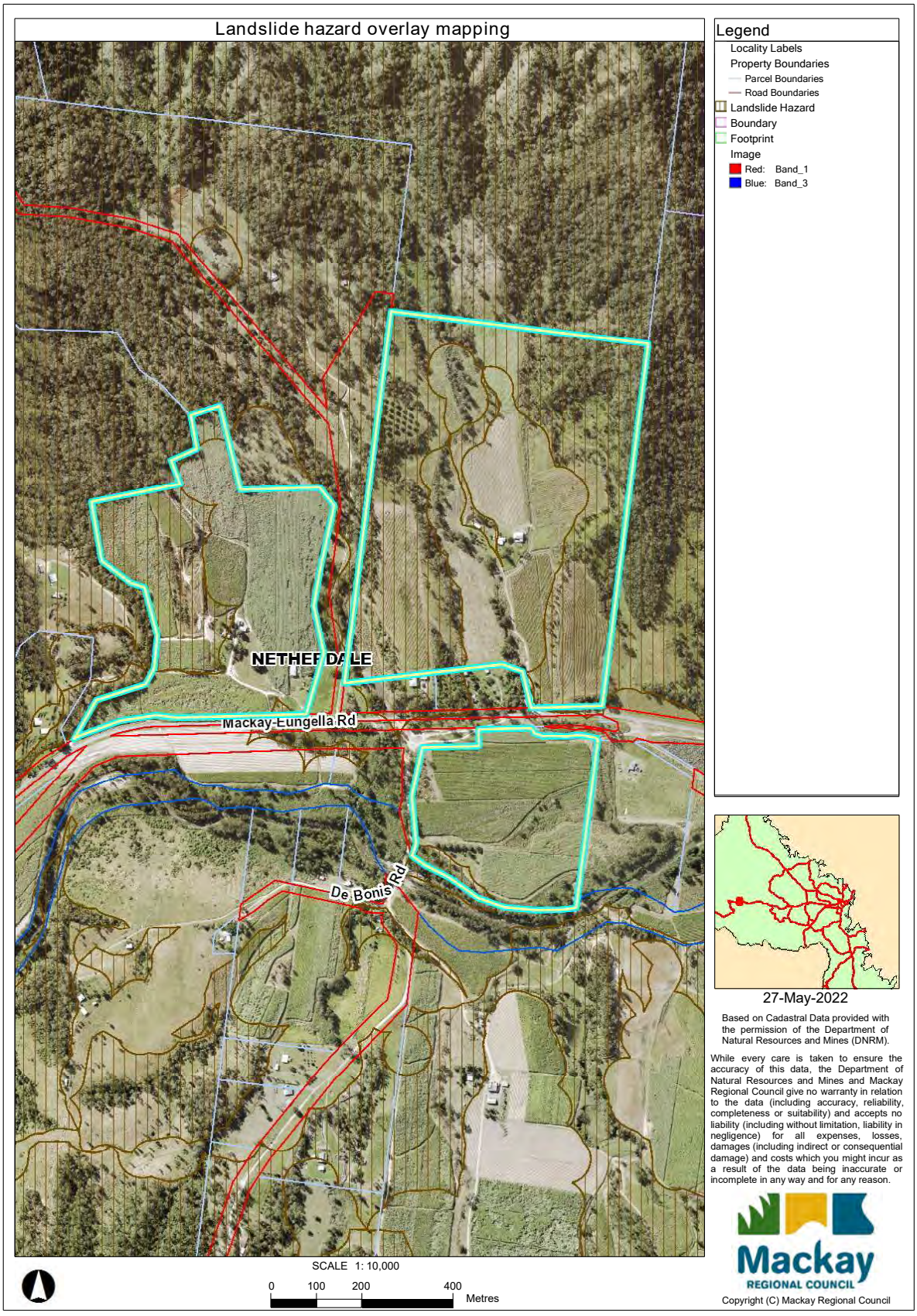
Mackay
REGIONAL COUNCIL
Copyright (C) Mackay Regional Council


Landscape character and image corridor overlay mapping
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Image Corridor
Landscape Character
Boundary
Footprint
Image
Red: Band_1
Blue: Band_3
NETHERDALE
Mackay-Eungella Rd
De Bonis Rd
SCALE 1: 10,000
0 100 200 400
Metres
27-May-2022
Based on Cadastral Data provided with the permission of the Department of Natural Resources and Mines (DNRM).
While every care is taken to ensure the accuracy of this data, the Department of Natural Resources and Mines and Mackay Regional Council give no warranty in relation to the data (including accuracy, reliability, completeness or suitability) and accepts no liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
Mackay
REGIONAL COUNCIL
Copyright (C) Mackay Regional Council


Landslide hazard overlay mapping
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Landslide Hazard
Boundary
Footprint
Image
Red: Band_1
Blue: Band_3
NETHERDALE
Mackay-Eungella Rd
De Bonis Rd
27-May-2022
Based on Cadastral Data provided with the permission of the Department of Natural Resources and Mines (DNRM).
While every care is taken to ensure the accuracy of this data, the Department of Natural Resources and Mines and Mackay Regional Council give no warranty in relation to the data (including accuracy, reliability, completeness or suitability) and accepts no liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
Mackay
REGIONAL COUNCIL
Copyright (C) Mackay Regional Council
SCALE 1: 10,000
0 100 200 400
Metres

11.2.3. DA-2022-62 RECONFIGURATION OF A LOT - 1 RURAL LOT INTO 2 LOTS - 233 HOLTS ROAD, GLENELLA

DA-2022-62 – RECONFIGURING A LOT – 1 RURAL LOT INTO 2 LOTS – 233 HOLTS ROAD, GLENELLA

Author	Darryl Bibay - Development Planner
Responsible Officer	Darryl Bibay - Development Planner
Application Number	DA-2022-62
Attachments	Attachment A: Locality Plan Attachment B: Proposal Plan Attachment C: Planning Scheme Overlay Maps Attachment D: Plan showing existing approved development
Date Received:	28 April 2022
Applicant's Details:	Glenn J Cain C/- Mackay Surveys PO Box 3058 MACKAY QLD 4740
Proposal:	Reconfiguration of a Lot - 1 Rural Lot into 2 Lots
Site Address:	233 Holts Road, Glenella
Property Description:	Lot 10 on SP180189
Owner's Details:	Roslyn M Menegon, Sharon M Cain and Peter G Cain
Area:	17.35 Ha
Planning Scheme:	Mackay Region Planning Scheme v3.1
Planning Scheme Designation:	Rural
Assessment Level:	Code
Submissions:	N/A
Referral Agencies:	N/A
Recommendation:	Refusal

Related Parties

- Applicant – Glenn Cain
- Landowners – Roslyn M Menegon, Sharon M Cain and Peter G Cain
- Planning Consultant – Mackay Surveys

Purpose

The purpose of this report is to detail the assessment of the proposed Reconfiguring a Lot development against the relevant assessment benchmarks and to provide Councillors with a recommendation as to how the application should be decided.

The subject development is for Reconfiguring a Lot – 1 Rural Lot into 2 Lots, is code assessable and is recommended for refusal.

Background

Subject Site and Surrounds

The property is located at 233 Holts Road, Glenella and is described as Lot 10 on SP180189 (see Attachment A: Locality Plan). It is zoned Rural and has an area of 17.35 hectares. The northern part of the lot contains a Dwelling House and associated farm sheds. There are also farm sheds towards the southwest of the property. The land has been used as a cane farm, but cane is currently not grown on the subject property.

The land has frontages to both Holts Road and Glenella-Richmond Road, an arterial road. A cane railway line traverses the property on the eastern side.

There is an existing development approval for the property for an Undefined Use (Temporary Recycling Facility for mobile and static crushing and screening of more than 5,000 tonnes per year of clean earthen material including concrete, bricks and tiles for subsequent sale and reuse) and ERA 33 (Crushing, Milling, Grinding and Screening). The approval is temporary until 10 years from the date of the approval, being 7 January 2026 or when the use becomes constrained by encroaching residential development approaching the 40db(A) noise contour. The approved plan for this development is included in Attachment D.

Pre-lodgement Advice

A duty planner enquiry response was provided on 1 May 2019 as well as phone conversation on 17 June 2019 with the Applicant. Also, an administrative action complaint response was provided dated 8 November 2019 stating that the advice provided by officers was correct in that the proposed subdivision of the land is not consistent with the Planning Scheme as it would result in the creation of a new lot less than 100 hectares in size.

The Applicant received further advice via correspondence and meetings held between the Applicant and Council representatives that reaffirmed the original advice provided.

On 15 July 2019, pre-lodgement advice was provided to Cardo, the Applicant's previous planning consultant, that the proposal was not supported.

Proposal

The proposal is for Reconfiguring a Lot – 1 Rural Lot into 2 Lots. The proposal results in proposed Lot 11 being approximately 6,700m^2 in size and containing the existing Dwelling House and proposed Lot 12 being a balance lot of approximately 16.68 hectares (see Attachment B: Proposal Plans).

The Applicant states that cane is grown on lots in the surrounding area but is currently not grown on the subject property because it is economically unviable.

Infrastructure considerations

Water and Sewer

There are two 25kL water tanks that supply potable water to the existing dwelling and a septic system fully contained within the fenced area.

There is a registered bore which would remain on the larger parcel. No information about the bore has been provided by the applicant to confirm its use.

Electricity and Telecommunication

The existing dwelling is served by an electricity supply and the applicant has indicated there is mobile coverage in the area.

Roadworks

Access to proposed lot 11 is via an existing driveway directly on to Holts Road. An access is located on Glenella Richmond Road for the existing sheds which was formalised as part of the recent Glenella-Richmond Road rehabilitation project.

Referral Agencies

The proposal does not trigger referral to any referral agencies.

Mackay Isaac Whitsunday Regional Plan

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

Legislative Framework

The development application has been assessed in accordance the relevant sections of Chapter 3 of the Planning Act 2016 (as detailed below) for Code Assessment.

s45(3) of the Planning Act 2016 states that: *A code assessment is an assessment that must be carried out only*

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

s60 of the Planning Act 2016 states that: *For code assessment the assessment manager –*

a) *must decide to approve the application to the extent the development complies with all of the assessment benchmarks for the development; and*
b) *may decide to approve the application even if the development does not comply with some of the assessment benchmarks; and*
c) *may impose development conditions on an approval; and*
d) may, to the extent the development does not comply with some or all of the assessment benchmarks, decide to refuse the application only if compliance cannot be achieved by imposing development conditions.

Planning Scheme Assessment

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

Table 5.6.1 of the Planning Scheme specifies that a Reconfiguring a Lot proposal is code assessable. A detailed assessment against the relevant assessment benchmarks is provided below.

Attachment C to this report contains the Planning Scheme overlay mapping that applies to the subject land.

Rural Zone Code

The purpose of the zone code is to *'maintain the capacity of land for rural uses and activities by protecting and managing significant natural resources and processes'*. Furthermore, the purpose of the code is to provide for a range of rural activities and residential uses where only intended to support rural activities and intensive rural activities and other uses that cannot be located in urban areas.

The zone includes the Investigation Area Precinct (Precinct No. RU1). The purpose of the Investigation Area Precinct (Precinct No. RU1) is to discourage development that would compromise potential future development for urban purposes.

Overall Outcome (3) states (a)(*i.) the predominant form of development within the zone is rural activities; and* (*ii) residential uses, such as dwelling house and rural workers accommodation, are limited to those which support the use of land for rural activities.*

Overall Outcome (3) states *(a)(vi) development that would compromise, restrict or detrimentally impact upon potential future development for urban purposes avoids the Investigation area precinct (precinct no. RU1)*

Overall Outcome (3) states *(b) Infrastructure: (i) development is efficiently serviced by economically efficient urban infrastructure networks or appropriate on-site systems relevant to the use;*

Overall Outcome (3) states *(d)*(*i.) development contributes to and respects the amenity and landscape character of the area and minimises adverse impacts on adjoining and nearby uses, particularly residential uses and other sensitive land uses.*

The proposed excision of the existing Dwelling House to create a rural lot less than the minimum lot size intensifies a non-rural activity and does not support rural activities in the locality. Therefore, the proposal is inconsistent with the purpose of the Rural Zone Code.

Development within the Richmond investigation area is not earmarked for development before 2031. Until that time, low-intensity agricultural land uses are envisaged that do not compromise the long term use and the staged development of the area. Interim development of the investigation area should not compromise its potential future development for urban purposes. The creation of a 6,700m^2 lot within the investigation area is considered to be an impediment to future master planning of the area. The reconfiguration of a lot is proposed without consideration of the most efficient future road network, servicing of the land with water, sewer and stormwater as well as future finished site levels. As a result, the proposal is considered to be inconsistent with the purpose of the Rural Zone Code.

Agricultural Land Overlay Code

The purpose of the Agricultural Land Overlay Code is *'to ensure development on or near agricultural land maintains the productive capacity of the land for agricultural purposes'.* The proposal does not maintain the productive capacity of the land for agricultural purposes as it splits the lot into two parcels separating the existing dwelling and associated buildings from the balance of the lot. The proposal does not represent or demonstrate an improvement of the production outcomes of the land. Therefore, it is not consistent with the purpose of the Agricultural Land Overlay Code.

Overall Outcome (2a) states *'development that fragments, alienates or diminishes the productive capacity of agricultural land for agricultural purposes is avoided'*. The proposal fragments, alienates and diminishes the productive capacity of the agricultural land. The proposal is therefore inconsistent with this Overall Outcome.

Overall Outcome (2b) states *'agricultural activities on agricultural land is protected and promoted'.* Agricultural land is not considered protected by splitting it into two parcels excising the dwelling and associated buildings. The proposal is therefore inconsistent with this Overall Outcome.

Performance Outcome 1 requires *"Development utilises or maintains the productive capacity of agricultural land for agricultural purposes, unless:"*

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

The applicant has not demonstrated an overriding need for the proposal. There are alternative sites upon which to establish a residential use.

Performance Outcome 6 requires*: Separation distances for sensitive land uses*

a) *minimises potential land use conflicts; and*
b) *provides a high level of amenity for sensitive land uses.*

The proposed separation distances for sensitive land uses as a result of the proposal is less than 40m. Consequently, the proposal does not meet (a) and (b) above. The existing dwelling and associated buildings are currently ancillary to the agricultural activities. Excising the dwelling onto a separate lot would create a stand-alone non-rural activity and this is inconsistent with the overlay code.

It is acknowledged that the site is not covered in its entirety by the Locally Important Agricultural Area mapping. However, it is important to note that it is the Agricultural Land Classification class A and B soils which require protection for sustainable agriculture under the State Planning Policy (SPP). As per the metadata for the mapping, the land is mapped as Agricultural Land Classification class A and B areas.

Based on the above assessment, the proposal is inconsistent with the purpose, Overall Outcomes and Performance Outcomes of the Overlay Code.

Biodiversity Overlay Code

The subject site is only slightly affected by the overlay mapping. The proposed development is generally consistent with the purpose, Overall Outcomes and Performance Outcomes of the Overlay Code given there will be no change to existing cadastre boundaries within the overlay area which would then allow for exempt vegetation clearing.

Bushfire Hazard Overlay Code

The subject lot is impacted marginally by the Bushfire Hazard Overlay mapping within 100m of a Bushfire Hazard Area, specifically on the western side of the property. The proposal could be conditioned to be consistent with the development outcomes sought by the Overlay Code if a development approval were to be granted.

Extractive Resources and High Impact Activities

The subject lot is identified as located in an Extractive Resources and High Impact Activities Overlay specifically in a Key Resource Area (KRA) for transport and transport route. Sensitive land uses and reconfiguration of a lot that facilitate sensitive land uses are to be located outside KRA processing areas, KRA separation areas and KRA transport routes as identified on the Extractive resources and high impact activities overlay map. The existing dwelling already has access to the KRA transport corridor. A future dwelling could be located on Glenella Richmond Road

with access away from this corridor. The proposal could be conditioned to be consistent with the development outcomes sought by the Overlay Code if a development approval were to be granted.

Flood and Coastal Hazard

A small portion of the property is affected by flood hazard on the north-eastern side. The existing dwelling is well away from this area. The proposal could be conditioned to be consistent with the development outcomes sought by the Overlay Code if a development approval were to be granted.

Landscape Character and Image Corridor Overlay Code

The subject site is impacted by the above overlay mapping. Specifically, the lot is identified as being an image corridor on both frontages, being Holts Road and Glenella-Richmond Road. The purpose of the code requires development adjacent to image corridors to enhance the region's visual amenity by providing high quality built form and landscaping outcomes.

The code requires:

AO5.5 A minimum 5 metre wide landscaping buffer is provided in accordance with the requirements of Planning scheme policy – landscape, including all guidance documents and lists, along the full frontage of the image corridor:

> *(a) landscaped buffers for screening purposes - for sensitive land uses and industrial development (including ROLs that will facilitate future sensitive land uses or industrial development) and other types of development that benefit from or require visual screening; or*

The proposal could be conditioned to comply with the Overlay Code if a development approval were to be granted.

Regional Infrastructure

An existing cane railway is located at the western side of the property. Though it is not proposed any sensitive land uses be located in this area, any future dwelling must be located to avoid land identified as "railway infrastructure" and/or "proximate to railway infrastructure". The proposal could be conditioned to be consistent with the development outcomes sought by the Overlay Code if a development approval were to be granted.

General Development Requirements Code

The proposal is generally consistent with the relevant development outcomes sought by the code except in relation to its likely impact on future efficient servicing of the area.

Reconfiguring a Lot Code

The purpose of the code includes ensuring development *'provides lots with high levels of usability and amenity for the intended use'.* The proposed lot sizes are not of an appropriate size to promote high levels of usability for the intended use of the land. The intended use of the land from a planning perspective should be read in conjunction with the zoning of the land and the Rural Zone Code (see above) clearly articulates the zone is to be utilised for rural activities with limited exceptions. On this basis the proposed subdivision conflicts fundamentally with the purpose of the code.

Performance Outcome 1 requires reconfigured lots to achieve/provide for the outcomes sought by (a) *relevant zone code and* (b) *any relevant local plan.* In this instance, it is identified that the subject property as in Rural zone code and identified as in the Investigation Area Precinct (Precinct No. RU1). The purpose of the zone code is to *'maintain the capacity of land for rural uses and activities by protecting and managing significant natural*

resources and processes'. Thus, the proposed excision of the existing dwelling house to create a rural lot less than the minimum lot size, intensifies non-rural activity and does not support the rural activities in the locality.

Also, as mentioned above, the purpose of the Investigation Area Precinct (Precinct No. RU1) is to discourage development that would compromise potential future development for urban purposes.

Performance Outcome 8 requires that each lot complies with the minimum lot size as per table 9.4.3.3.B, which in the Rural Zone is 100 hectares. The proposed lots are 6,700m^2 and 16.68 hectares and do not meet the minimum lot size. It is acknowledged the existing lots are already significantly below the minimum lot size.

Performance Outcome 12 requires reconfigured lots containing an existing building/s (*b) maintains appropriate setbacks, site cover, and open space.* The proposed buffer of sensitive land uses of 40m is not achieved and complied.

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

The proposal is therefore inconsistent with the relevant development outcomes of the code.

Summary

In summary, it is considered that the proposal is inconsistent with key development outcomes sought by the:

1. Rural Zone Code,
2. Agricultural Land Overlay Code, and
3. Reconfiguring a Lot Code.

Existing Development Approval

The existing development approval is still intended to be operated by the applicant as there is a current advertisement on *realcommercial* to use the facility. The subdivision, which facilitates an additional dwelling house may impact on this existing approval.

It is also unclear whether the plan referenced in the condition above (which was prepared in November 2011) takes into account the expansion to the existing residence on the property or whether it has encroached in the 40-47dB(A) area (the plan showing the acoustic impacts in included in Attachment D). The dwelling appears to have been completed in 2013.

The applicant has not provided any statement regarding consistency with this existing approval.

The potential impact on the approved use, which was properly approved as an interim use until such time as the scheme envisages urban development in the area, is a further ground to not support the proposed subdivision.

Infrastructure Charges

An Infrastructure Charges Notice would accompany this application if it were to be approved.

Resource Implications

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

Risk Management Implications

Nil, with the exception of potential costs involved if an appeal is lodged.

Consultation

There has been ongoing advice and disussions with the Applicant and their consultants prior to and throughout the application process. No internal referrals were relevant to this proposal.

Conclusion

The proposal is inconsistent with key development outcomes of the Planning Scheme. Additional lots in the rural zone which do not comply with the minimum lots size are not supported. This is the principle of consolidating development within the urban footprint where residents have access to services and the provision of services, and infrastructure is efficient and affordable.

The key purpose of the Rural Zone Code RU1 precinct is imbedded in not just the zone code but the highest levels of the Scheme, including the Strategic Intent of the scheme under the heading of Growth Management and Urban consolidation.

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

Officer's Recommendation
THAT Council refuse the application for a Reconfiguring a Lot – 1 Rural Lot into 2 Lots at 233 Holts Road, Glenella, land formally described as Lot 10 on SP180189, subject to the following grounds of refusal:

1. The proposal is inconsistent with the relevant development outcomes of the Rural Zone Code.

2. The proposal is inconsistent with the relevant development outcomes of the Agricultural Land Overlay Code.

3. The proposal is inconsistent with the relevant development outcomes of the Reconfiguring a Lot Code.

4. Compliance with the relevant development outcomes of the above assessment benchmarks cannot be achieved by imposing development conditions.

The Director for Development Services Aletta Nugent, noted that most Councillors are aware of this proposal, having been briefed last week.

Cr Bonaventura noted that the master plan may be 10 or more years away and queried if the future master plan would take the site of the dwelling or a trimmed down version of that into consideration.

The Director advised that it is not possible to say at this stage noting that at that time, it will up to the land owner in terms of what their intention is with that area and if they want to incorporate the existing house as part of that.

Council Resolution ORD-2022-152

THAT Council refuse the application for a Reconfiguring a Lot – 1 Rural Lot into 2 Lots at 233 Holts Road, Glenella, land formally described as Lot 10 on SP180189, subject to the following grounds of refusal:

1. **The proposal is inconsistent with the relevant development outcomes of the Rural Zone Code.**

2. **The proposal is inconsistent with the relevant development outcomes of the Agricultural Land Overlay Code.**

3. **The proposal is inconsistent with the relevant development outcomes of the Reconfiguring a Lot Code.**

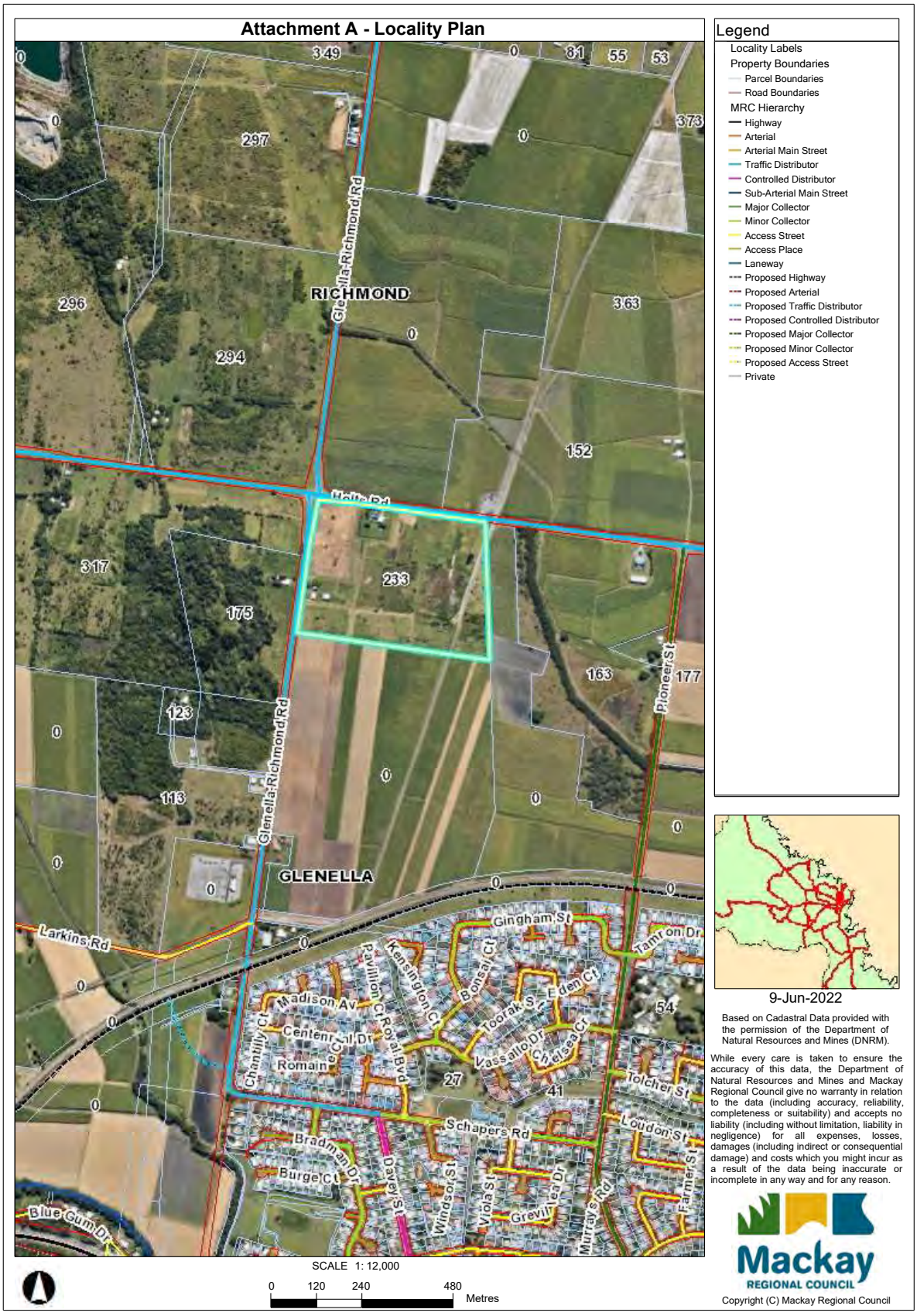
4. **Compliance with the relevant development outcomes of the above assessment benchmarks cannot be achieved by imposing development conditions.**

Moved Cr May **Seconded Cr Jones**

Cr May noted that it is never easy making these decisions but with the information provided in the report, dividing the lot into two would inhibit future development in that area.

Cr Bonaventura advised that he agrees with Cr May, noting that this proposal does not fit the ROL in the rural zone or any of the code guidelines and accepts that the creation of a 6,700 square metre lot could be an impediment to future master planning of the area. Cr Bonaventura advised that while this proposal does not fit the rural code and development of the Richmond investigation area is not expected until at least 2031, this unfortunately does not give the property owners many options at the moment and only leaves the opportunity to possibly look at some low intensity agricultural use.

CARRIED


Attachment A - Locality Plan
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
MRC Hierarchy
Highway
Arterial
Arterial Main Street
Traffic Distributor
Controlled Distributor
Sub-Arterial Main Street
Major Collector
Minor Collector
Access Street
Access Place
Laneway
Proposed Highway
Proposed Arterial
Proposed Traffic Distributor
Proposed Controlled Distributor
Proposed Major Collector
Proposed Minor Collector
Proposed Access Street
Private
RICHMOND
GLENELLA
Glenella-Richmond Rd
Halls Rd
Larkins Rd
Pioneer St
Gingham St
Tamron Dr
Ravillion Ct
Kensington Ct
Bonsai Ct
Eden Ct
Toorak St
Madison Av
Centennial Dr
Royal Blvd
Chantilly Ct
Romaine Ct
Vassallo Dr
Chelsea Ct
Tolcher St
Loudon St
Schapers Rd
Bradman Dr
Burge Ct
Davey St
Windsor St
Viola St
Grevillea Dr
Murrays Rd
Farmer St
Blue Gum Dr
349
297
373
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363
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152
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233
175
163
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123
113
54
27
41
SCALE 1: 12,000
0 120 240 480
Metres
9-Jun-2022
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SCALE 1: 2500 at A3

0m 50m 100m 150m

DIAGRAM

SCALE 1: 1000 at A3

0m 20m 40m 60m

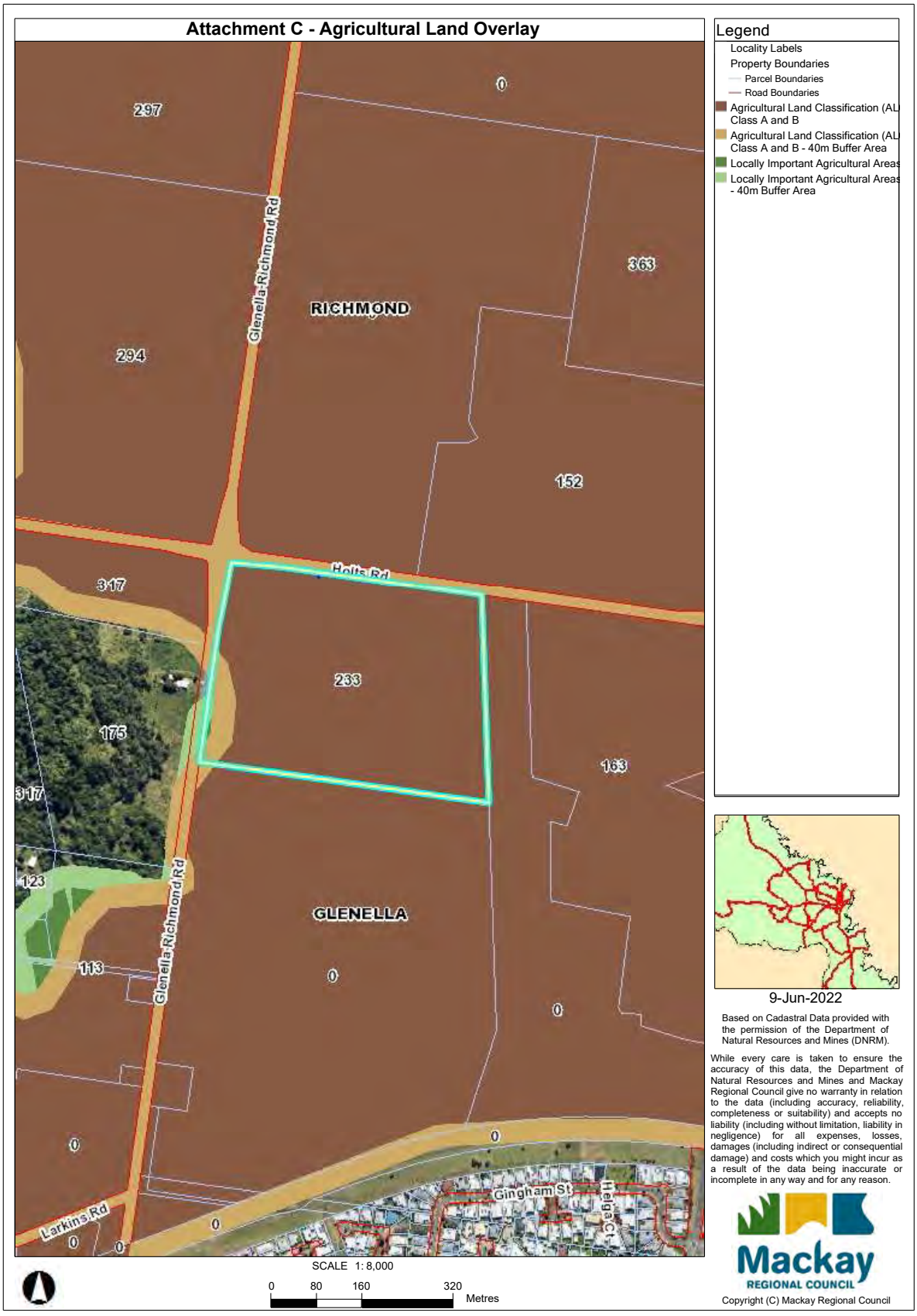
Proposed Reconfiguration of Lot 10 on SP180189
into New Lots 11 and 12
233 Holts Road, Glenella

WE MEASURE UP
MACKAY SURVEYS
11 Keats Street Mackay 4740
Phone 07 49531992 Fax 07 49510686

Job No.21009	Scale 1:2500
Surveyed	Date:
Drawn DW	Date: 02/02/2021
Checked JJ	
Dwg No. 21009-P	

This plan has been prepared to accompany a reconfiguration of a lot application and should not be used for any other purpose. The dimensions areas, and number of lots shown are subject to field survey and any requirements of Council or other Authorities. In particular, no reliance should be placed on the information on this plan for any financial dealing involving the land
This note is an integral part of the plan.

NOTE THAT AREAS ARE APPROXIMATE ONLY AND SUBJECT TO COUNCIL CONDITIONS AND SURVEY


Attachment C - Agricultural Land Overlay
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Agricultural Land Classification (AL Class A and B
Agricultural Land Classification (AL Class A and B - 40m Buffer Area
Locally Important Agricultural Areas
Locally Important Agricultural Areas - 40m Buffer Area
RICHMOND
GLENELLA
Glenella-Richmond Rd
Holts Rd
Gingham St
Helga Ct
Larkins Rd
297
294
363
152
317
233
175
163
123
113
0
SCALE 1: 8,000
0 80 160 320
Metres
9-Jun-2022
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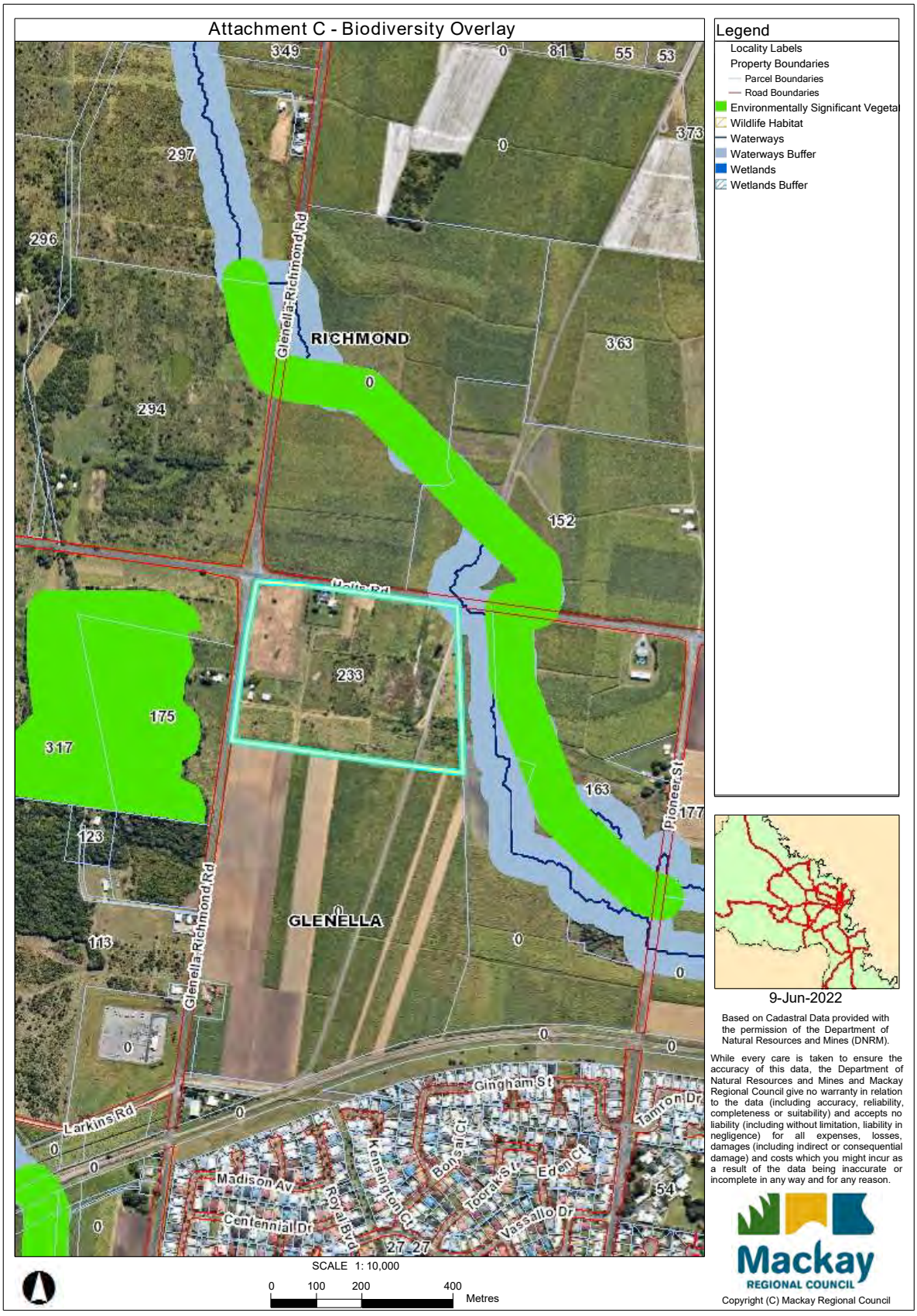
Attachment C - Biodiversity Overlay
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Environmentally Significant Vegeta
Wildlife Habitat
Waterways
Waterways Buffer
Wetlands
Wetlands Buffer
RICHMOND
GLENELLA
Glenella-Richmond Rd
Pioneer St
Gingham St
Tamron Dr
Larkins Rd
Madison Av
Centennial Dr
Royal Blvd
Kensington Ct
Bonsai Ct
Tocra St
Eden Ct
Vassallo Dr
349
297
296
294
373
363
152
233
175
317
163
177
123
113
54
27
9-Jun-2022
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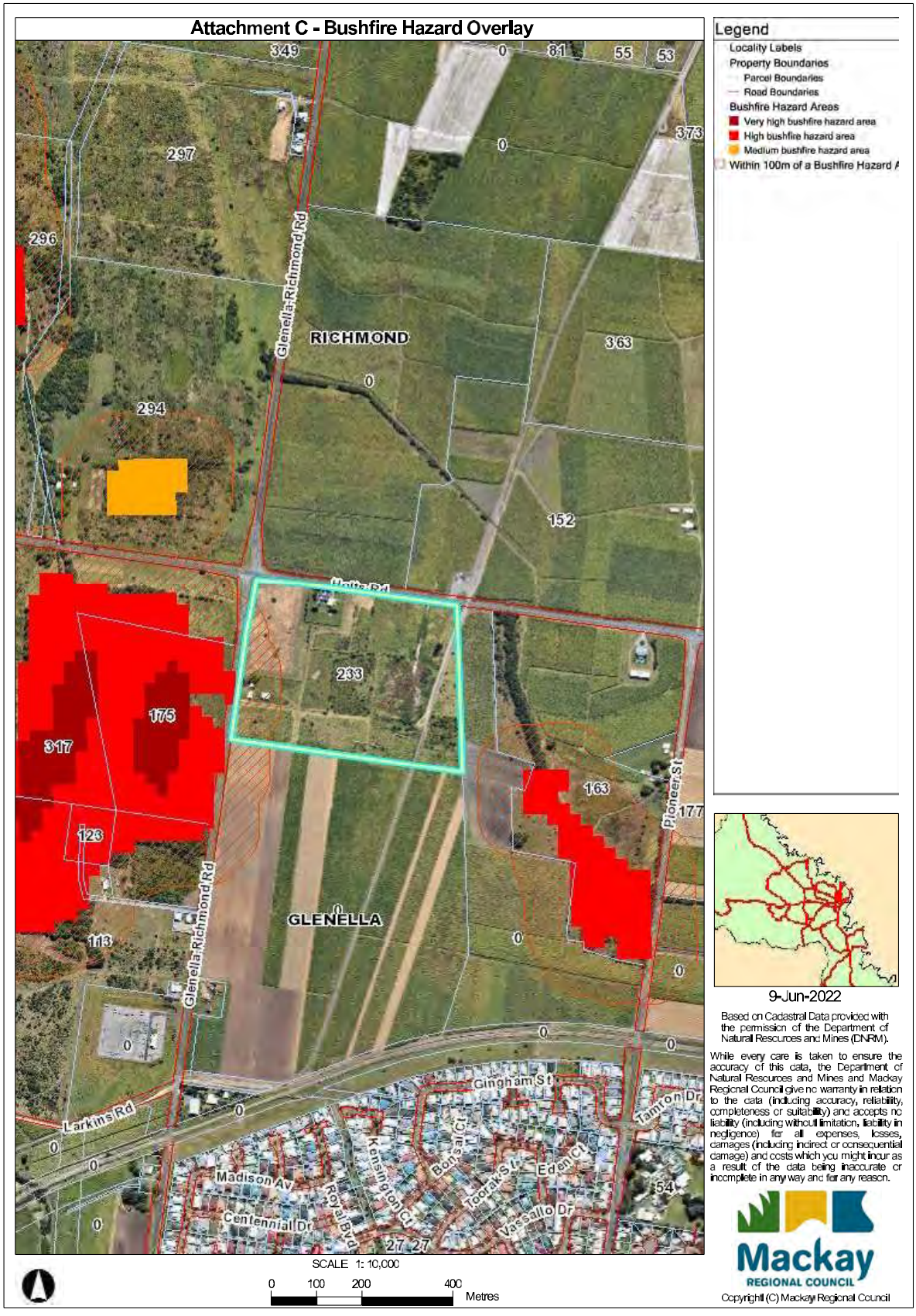
SCALE 1: 10,000
0 100 200 400
Metres


Attachment C - Bushfire Hazard Overlay
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Bushfire Hazard Areas
Very high bushfire hazard area
High bushfire hazard area
Medium bushfire hazard area
Within 100m of a Bushfire Hazard A
RICHMOND
GLENELLA
Glenella-Richmond Rd
Pioneer St
Gingham St
Tamron Dr
Larkins Rd
Madison Av
Centennial Dr
Royal Blvd
Kensington Ct
Bonsai Ct
Toorak St
Eden Ct
Vassallo Dr
349
297
296
294
373
363
152
233
175
317
163
177
123
113
54
27
SCALE 1: 10,000
0 100 200 400
Metres
9-Jun-2022
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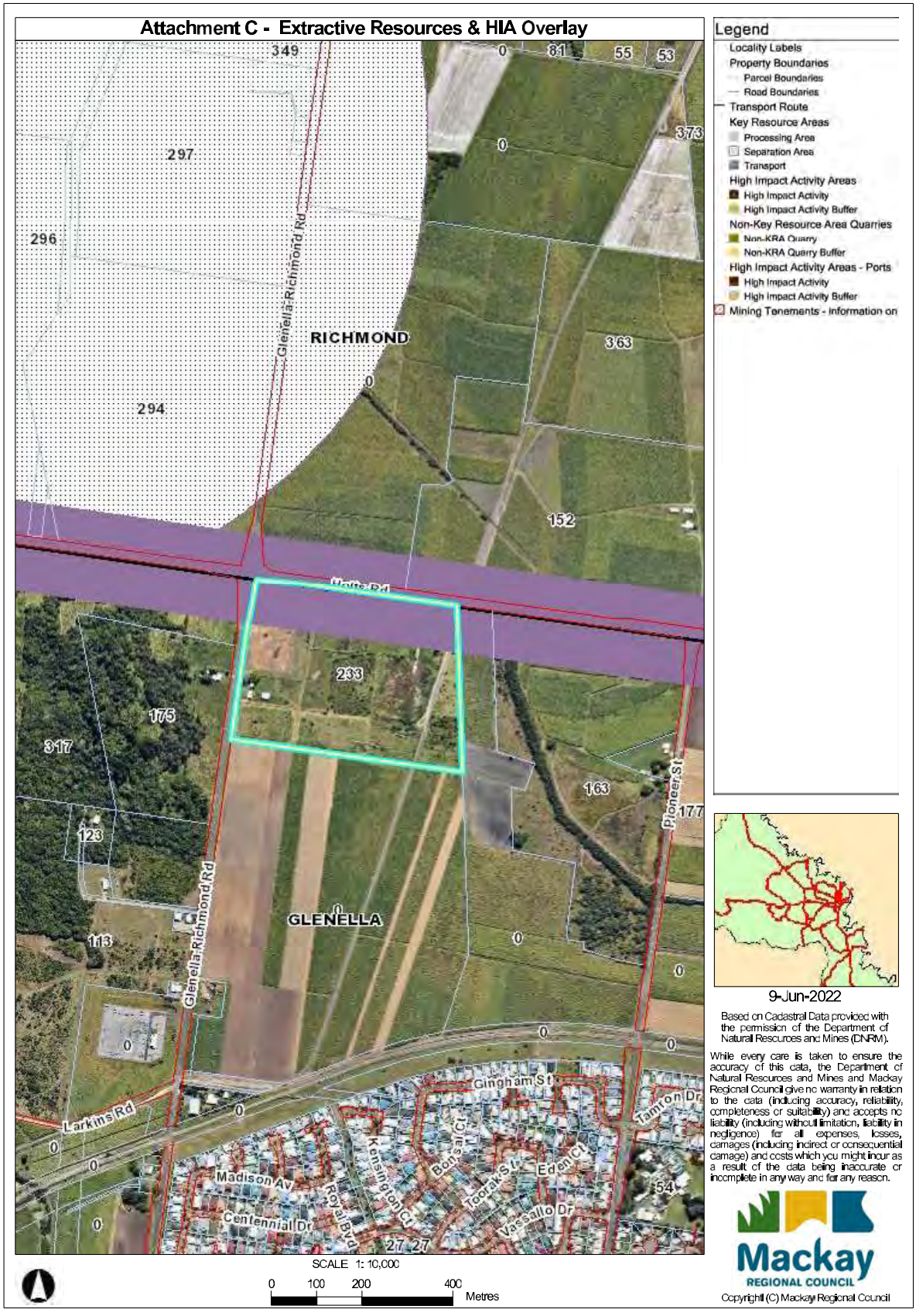
Attachment C - Extractive Resources & HIA Overlay
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Transport Route
Key Resource Areas
Processing Area
Separation Area
Transport
High Impact Activity Areas
High Impact Activity
High Impact Activity Buffer
Non-Key Resource Area Quarries
Non-KRA Quarry
Non-KRA Quarry Buffer
High Impact Activity Areas - Ports
High Impact Activity
High Impact Activity Buffer
Mining Tenements - Information on
RICHMOND
GLENELLA
Glenella Richmond Rd
Pioneer St
Gingham St
Tamron Dr
Larkins Rd
Madison Av
Centennial Dr
Royal Blvd
Kensington Ct
Toorak St
Eden Ct
Vassallo Dr
349
297
296
294
373
363
152
233
175
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27
SCALE 1: 10,000
0 100 200 400
Metres
9-Jun-2022
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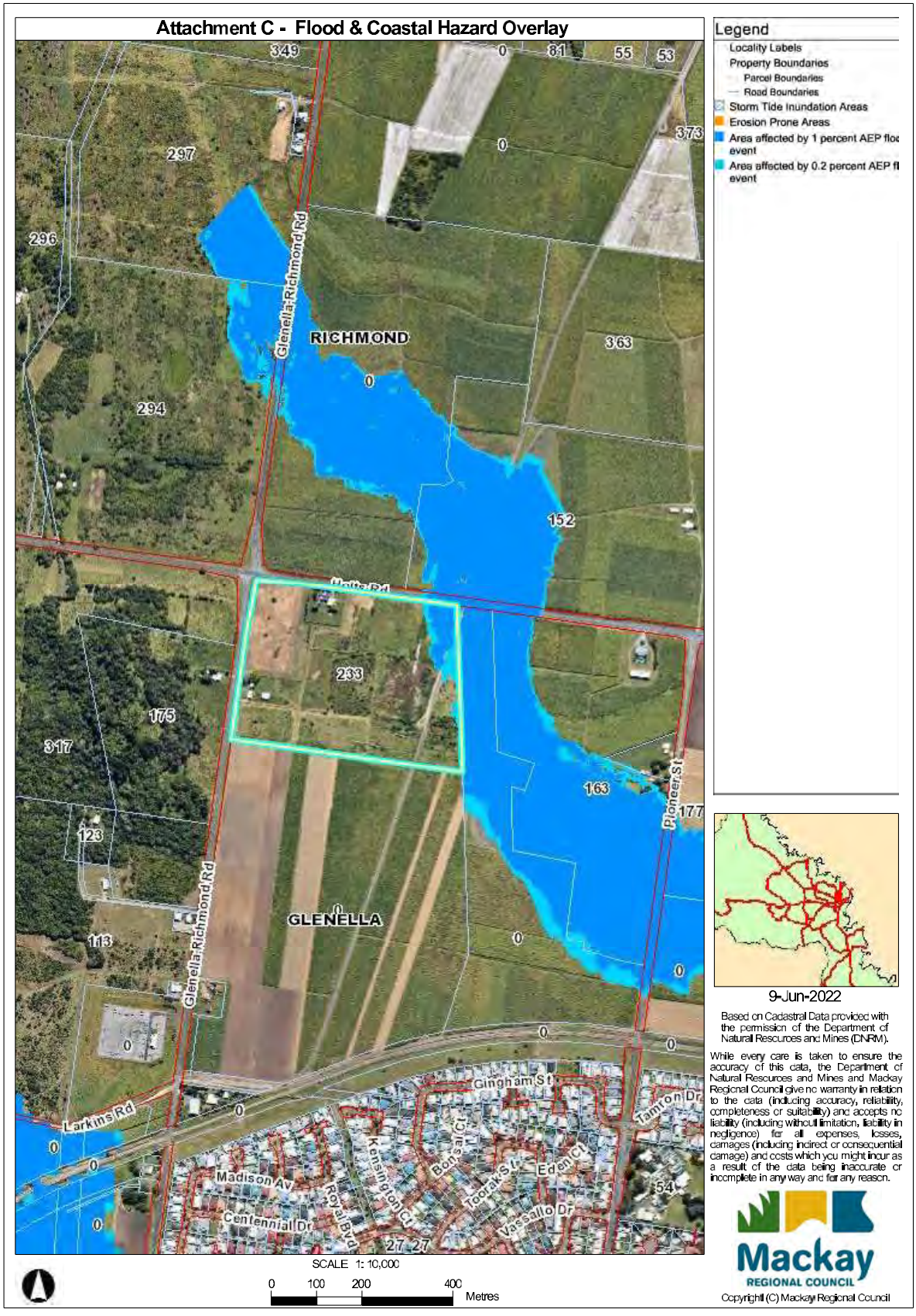
Attachment C - Flood & Coastal Hazard Overlay
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Storm Tide Inundation Areas
Erosion Prone Areas
Area affected by 1 percent AEP flo event
Area affected by 0.2 percent AEP fl event
RICHMOND
GLENELLA
Glenella Richmond Rd
Pioneer St
Gingham St
Tamron Dr
Larkins Rd
Madison Av
Centennial Dr
Royal Blvd
Kensington Ct
Toorak St
Eden Ct
Vassallo Dr
349
297
296
294
317
123
113
373
363
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233
175
163
177
54
27
SCALE 1: 10,000
0 100 200 400
Metres
9-Jun-2022
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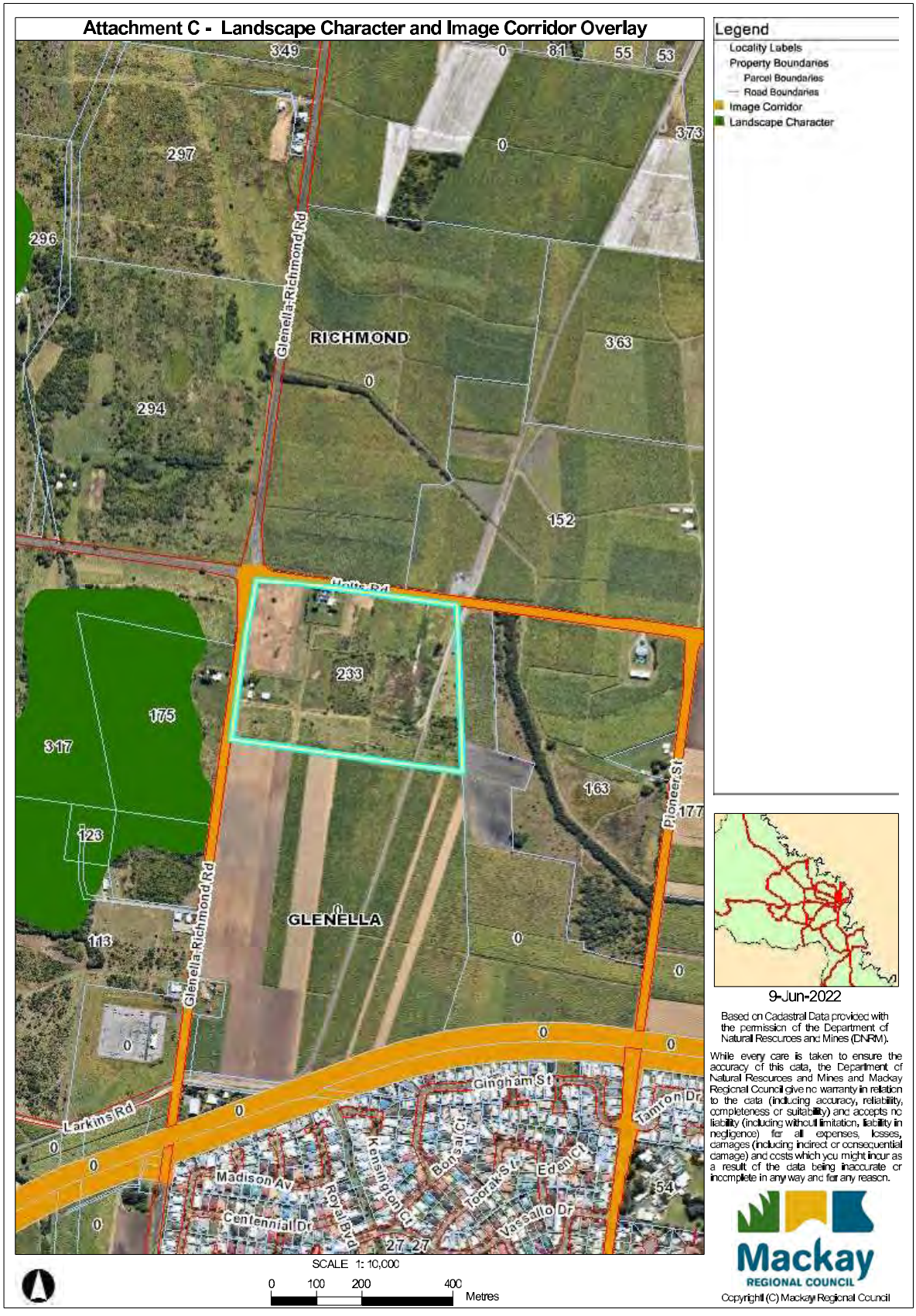
Attachment C - Landscape Character and Image Corridor Overlay
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Image Corridor
Landscape Character
RICHMOND
GLENELLA
Glenella-Richmond Rd
Pioneer St
Larkins Rd
Gingham St
Madison Av
Centennial Dr
Royal Blvd
Kensington Ct
Bonsai Ct
Toorak St
Eden Ct
Vassallo Dr
Tamron Dr
349
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373
363
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SCALE 1: 10,000
0 100 200 400
Metres
9-Jun-2022
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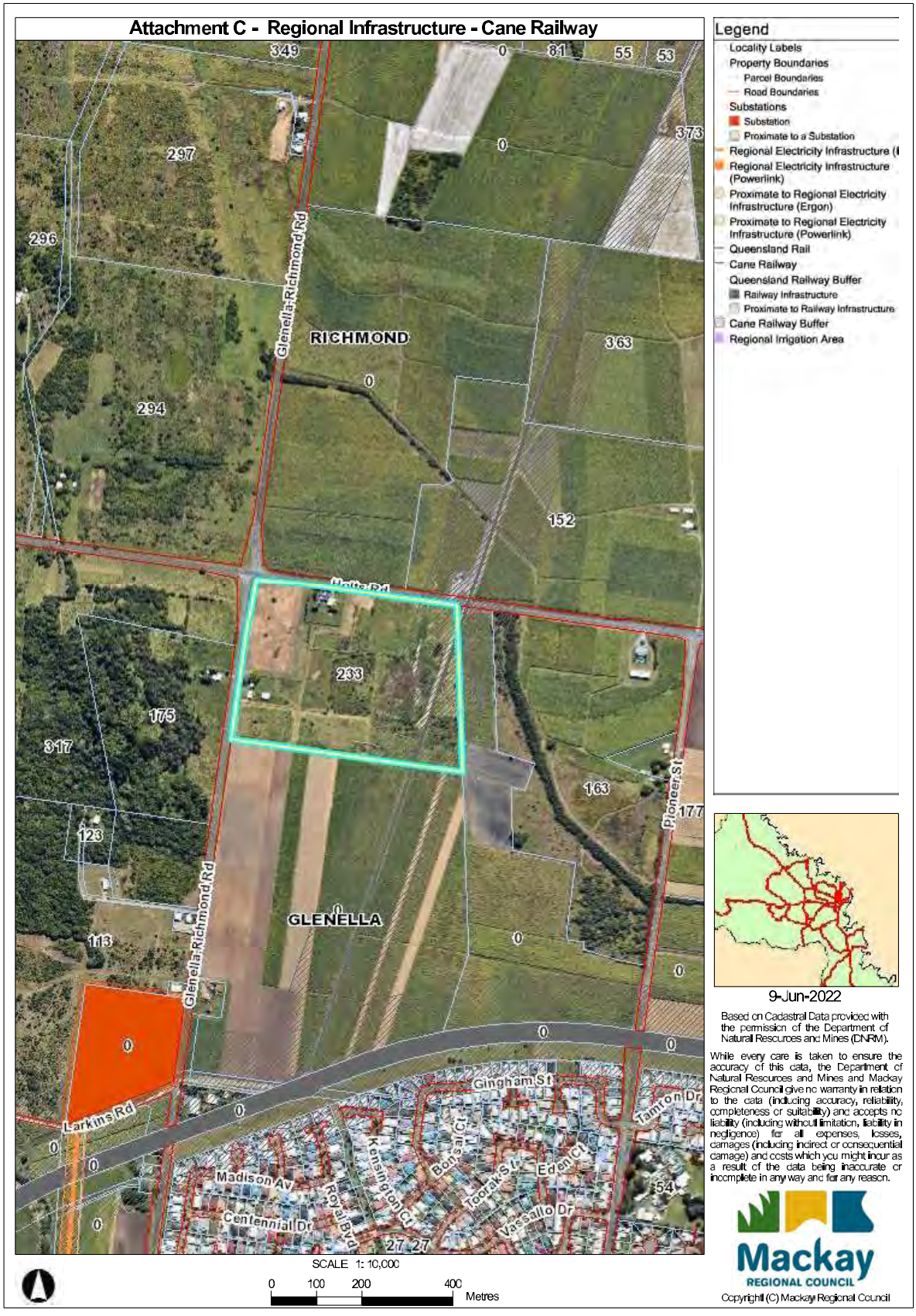
Attachment C - Regional Infrastructure - Cane Railway
Legend
Locality Labels
Property Boundaries
Parcel Boundaries
Road Boundaries
Substations
Substation
Proximate to a Substation
Regional Electricity Infrastructure (
Regional Electricity Infrastructure (Powerlink)
Proximate to Regional Electricity Infrastructure (Ergon)
Proximate to Regional Electricity Infrastructure (Powerlink)
Queensland Rail
Cane Railway
Queensland Railway Buffer
Railway Infrastructure
Proximate to Railway Infrastructure
Cane Railway Buffer
Regional Irrigation Area
RICHMOND
GLENELLA
Glenella-Richmond Rd
Pioneer St
Larkins Rd
Gingham St
Tamron Dr
Madison Av
Centennial Dr
Royal Blvd
Kensington Ct
Bonsai Ct
Toorak St
Eden Ct
Vassallo Dr
349
297
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SCALE 1: 10,000
0 100 200 400
Metres
9-Jun-2022
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DEVELOPMENT SERVICES
RECEIVED: 14 Aug, 2015

Areas
18,272m² Compound
12,52m² Hardstand
GFA
36m² Administration
Equipment
Loader
Excavator
8m³ tip truck
Water truck
Crushing plant
Screening plant

Mackay Regional Council

DECISION NOTICE
DA-2015-123
APPROVED PLAN
7/01/2016

N
50m

Cardno HRP

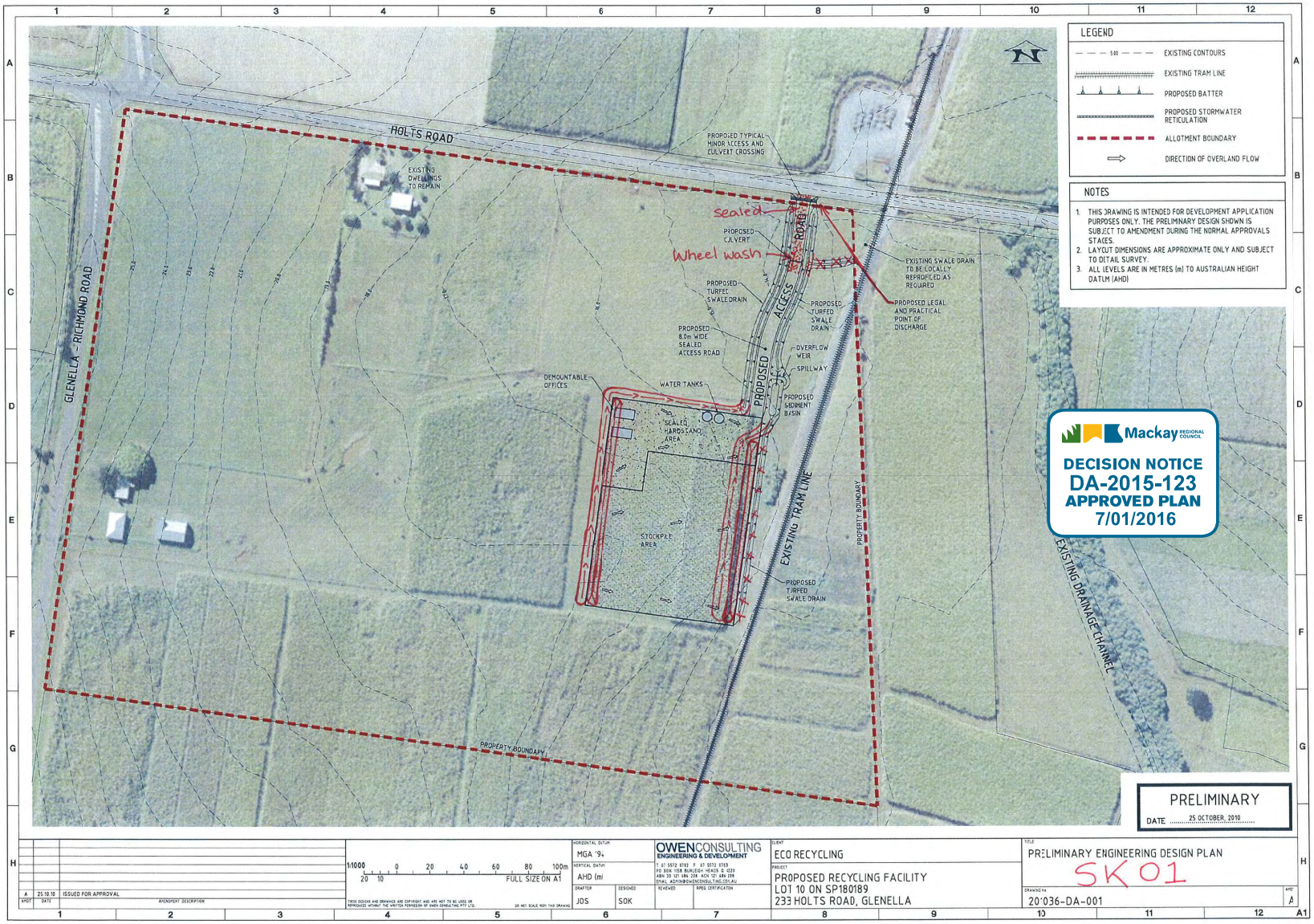
ECO-RECYCLING DEPOT

233 HOLTS ROAD, GLENELLA
Lot 10 SP180189

FILENAME >	App B PoD V1	DATE >	20 July 2015
JOB NO. >	HRP15053	AMENDED >	N/A
SCALE >		VERSION >	V1.0

FIGURE

This is a Mackay Regional Council digitally signed document



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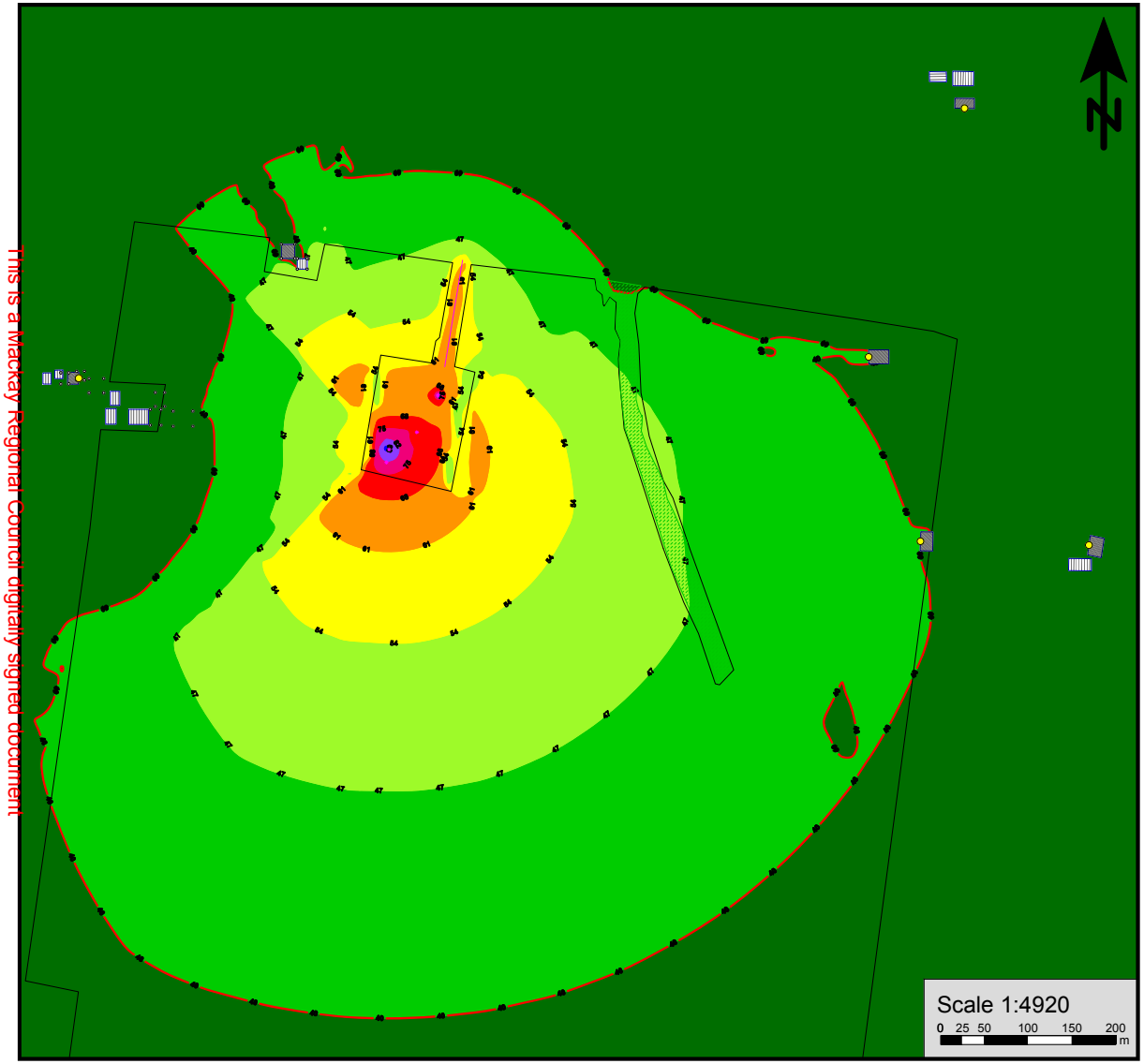

This is a Mackay Regional Council digitally signed document

CLIENT: MR. GLENN CAIN
C/- HUMPHREYS REYNOLDS PERKINS NORTH QLD

PROJECT: NOISE IMPACT ASSESSMENT

AT: 233 HOLTS ROAD, GLENELLA QLD

LOT 10 RP180189

DRAWING No: DE1064/02 - NON MITIGATED

DOCUMENT STATUS
FOR APPROVAL
(NOT FOR CONSTRUCTION)
Survey By:
Datum: A.H.D SIZE: A3

Design: SP

Drawn: SP

Date: 11.11.2011

Checked:PD

Duke Environmental
Environmental Management Consultants

Noise levels day
in dB(A)

< 40
40 - 47
47 - 54
54 - 61
61 - 68
68 - 75
75 - 82
82 - 89
89 - 96
>= 96

Signs and symbols

- Road axis
- Emission line
- Surface
- Main building
- Auxiliary building
- Wall
- Terrain edge
- Point receiver
- Facade point
- Industrial sources po
- Industrial sources lin

19

Noise levels are (A) weighted and are based on $L_{Aeq\ (1\ hour)}$ noise levels

11.2.4. FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - KOOL BEANZ MACKAY HOLDING PTY LTD - CHILD CARE CENTRE AT 86 JULIET STREET, SOUTH MACKAY

FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY – KOOL BEANZ MACKAY HOLDING PTY LTD – CHILD CARE CENTRE AT 86 JULIET STREET, SOUTH MACKAY

Author	Principal Economic Development Officer (Nadine Connolly)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	Facilitating Development in the Mackay Region Policy Applications

Attachments

Purpose

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

Related Parties

Kool Beanz Mackay Holding Pty Ltd
Coulson Operations
Gold Coast Football Club (Gold Coast Suns)
STEA Astute Architecture
STP Consultants
Mackay Surveys Pty Ltd
CPSQS Consulting Pty Ltd, Costplan Group

Corporate Plan Linkage

Priority: Live and Visit
Places and spaces - We provide well planned and designed places, facilities and infrastructure that meet the needs of our residents and visitors.

Background/Discussion

The applicant, Kool Beanz Mackay Holding Pty Ltd, is applying for Policy concessions for a Child Care Centre development at 86 Juliet Street, South Mackay (Lot 1 RP713807).

The development application (DA-2022-40) for the centre was approved by Council on 22 April 2022.

The approved development will result in the construction of a 95 place child care facility, which will cater for children from 6 weeks to 6 years, and include allocated spaces for children with additional needs. The ground level will house a junior kindy classroom (15 spaces), senior kindy classroom (22 spaces), preschool classroom (22 spaces), supportive care room, Zen Garden, STEM room, LEGO room, canteen, amphitheatre, outdoor play space and staff amenities. Level 1 will include a babies classroom (8 spaces), toddlers classroom (16 spaces), supportive care room for children with additional needs, art studio, library and specific outdoor play areas.

The applicant has advised that Autism Queensland has overseen the design of the supportive care classrooms to ensure the environment provides inclusive care for children with additional needs.

The total capital investment in the development is approximately $6.5M, which includes construction ($4.965M), land, fixtures and other resources.

This is the seventh Kool Beanz child care development with all centres located in New South Wales and Queensland. This project will be the first of a potentially four centres planned for Mackay over the next two years, with a second site already secured and progressing through the planning process.

Incentive Requests

The applicant submitted an Expression of Interest under the Facilitating Development in the Mackay Region Policy (Policy) on 20 April 2022, and the subsequent Stage 2 Application was received on the same day.

The applicant is seeking a concession under *Schedule 6 Communities Facilitie*s. The application has been assessed against version 8 of the Policy, which was endorsed on 9 February 2022.

The following concession has been requested:

- Schedule 6 Communities Facilities - 75% concession on infrastructure charges:
  - Net Infrastructure Charges = $179,822.80
  - Requested concession (75%) = $134,867.10
  - Charges payable = $44,955.70

As per *Schedule 6 Community Facilities* in Version 8 of the Policy, applications from not-for-profit groups may receive concessions of up to 75%, and recognised charities may receive concessions of up to 100% – to a maximum concession value of $1,000,000. In any other scenario, concessions of up to 50% (to a maximum concession value of $1,000,000) apply.

As the applicant is not a recognised charity, nor a not for profit enterprise, a reduction in infrastructure charges of up to 50% (based on the net charge amount identified on the Infrastructure Charges Notice after the application of any offsets) is provided for under the current Policy.

General Eligibility Criteria

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

Based on information provided by the applicant, the proposed development satisfies the requirements under the General Eligibility Criteria in *Schedule 6 Community Facilities*, as follows.

Criteria	**Eligibility**
Timing of development Lots are registered within 2 years.	Commencement of construction – July 2022 Commencement of use – Jan 2023 The applicant applied to the Policy prior to commencement of construction.
Non-Government Development	Yes
Infrastructure capacity	The applicant has advised services are already provided to the site and no external or trunk infrastructure upgrades will be required to service the development. As per the Infrastructure Charges Notices, no offsets or refunds are applicable.

Specific Eligibility Criteria

Based on information provided by the applicant, the proposal satisfies the requirements under Eligibility Criteria in *Schedule 6 Community Facilities* of the Policy:

Criteria	Eligibility
Community Impact The project will enhance the lifestyle and liveability of the region and contribute towards community development.	• The demand for childcare in the region is the driving force to provide the community with a highly sought-after service. • The investment sees a high end, highly resourced facility supporting not only the child care needs for the area but also a partnership with Autism Queensland. This partnership allows for fully integrated care to families of children with additional needs within the Mackay community, something that is not currently available at any other child care facility in the area, therefore in high demand. • With a need for staff, local supplies and resources, the predicted revenue injection into the local economy from the facility is estimated at $1.5m per annum. Also, the partnership between Gold Coast Suns and Harrup Park Country Club will secure a community and sporting connection throughout the region. • This business model will be replicated in various sizes with an anticipated total of four developments throughout the region over the next two years. The next development proposed will be a 132 place centre generating up to 50 jobs and the need for local supplies and services.
Economic Investment The applicant must demonstrate that the minimum capital investment in the development is equal to or greater than $100,000.	• Estimated construction cost of development is $4.965M. • Estimated total capital investment of $6.465M. • Based on Council's economic modelling, a direct injection of $4.965M (construction costs), along with a combined supply chain and consumption effect of $6.569M, will result in a total economic impact of $11.533M for the region. • The applicant will utilise local contractors and suppliers, and local construction companies will be invited to tender for construction of the development.
Employment Generation	• The applicant has advised that during construction of the development, approximately 80-120 temporary jobs will be generated. • Based on Council's economic impact modelling, the project will generate seven direct and 18 indirect jobs, totalling 25 FTE jobs during construction. • Post construction, the applicant anticipates 30 new permanent jobs in areas such as child care educators, chef, building and garden maintenance and cleaning services.
Applicable Area The land is appropriately zoned.	The development is on appropriately zoned land in the urban area.
Applicable Land Uses The Policy applies to material change of use (MCU) for uses that are consistent with "applicable land uses" in Schedule 6 Community facilities. (Refer to the table in the Policy).	The development application applies to a Material Change of Use for a Child Care centre which is identified as an applicable use under *Schedule 6 Community Facilities* in the Policy.

Business and Regional Benefits

The applicant has proposed that the development will deliver immediate benefits to the Mackay region's economy, such as:

- The centre will result in 95 child care spaces, including spaces for children with additional needs.
- Approximately 10 places will be allocated to children with additional needs in the Juliet Street facility. Autism Queensland have voiced the demand for inclusive care with 20 child care aged children currently registered with their organisation as seeking this extra support. Other organisations, such as Inclusion Support, may have similar demands.
- The centre will offer care for children aged from 6 weeks to 6 years. The applicant's research and analysis has identified a lack of child care for all age ranges particularly for babies (0-12 months). They state many of the existing centres offer care for a limited age range, some only offering a preschool program.
- Construction costs of $4.965M will result in an increase of total regional output (including direct, supply chain and consumption effects) by up to $11.533M.
- When operational, the centre will generate approximately 30 permanent jobs eg. child care educators, chef, building and garden maintenance and cleaning services.
- The applicant is intending to build a total of four centres (of various sizes) in the Mackay region.
- There is an increasing demand for child care in the Mackay region.
- This development will offer fully integrated care to children with additional needs, something that is not readily available in the area and therefore in high demand.

The Economic Development and Strategic Planning teams conducted desktop research and a direct phone survey of child care centres located in the Mackay local government area. The following key points were identified:

- There are currently 31 child care centres and 20 kindergarten centres in the Mackay region.
- In 2022, total estimated enrolments within child care centres is 2,282 and kindergarten centres is 903.
- The waiting period to access entry into a child care centre ranges from 6 to 18 months. Centres are not able to indicate the expected time for a child to gain enrolment, especially for children under 2 years.
- 15 of 25 centres that responded to our survey reported numbers above 100 on their waiting list. Further, 76% (19 out of 25) of centres that responded to our survey reported numbers of 50+ on their waiting list.
- The number of children on the waiting list fluctuates significantly based on the size of individual centres.
- The vacancies reported by centres represent "daily" availability. The current supply of vacant days at a centre does not satisfy the region's demand for child care.
- Centres advised they are not able to hold the maximum capacity of children due to shortages of skilled staff.
- Centres advised there is a lack of pathways for workers to gain further education, especially for children with higher needs.
- Centres advised a higher volume of children are being identified as "higher needs" which places pressure on staff to meet the children's requirements.
- 88% (22 out of 25) of surveyed centres have children enrolled that have been identified as "higher needs".
- 72% (8 out of 11) of surveyed kindergartens have children enrolled that have been identified as "higher needs".
- In the next 10 years, the 0-4 year old cohort is estimated to increase slightly – 350 in the 5 years between 2020-2026, and 416 between 2026 and 2031. This equates to an annual increase of 70 per year in the 5 years between 2021 and 2026.

The above information, including the combination of current demand for child care places and the projected increase in population, provides reason to believe there is a sustained demand for child care centres within the region.

Consultation and Communication

The applicant has consulted with the Economic Development and Development Planning and Engineering programs throughout the application process for this development.

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

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

Development Services briefed Councillors on the application under the Policy on 25 May 2022.

The Economic Development team has surveyed child care centres across the region seeking information on the number of children within the facility, capacity of centres, vacancies, length of waiting lists, and availability of places for children with special needs.

Resource Implications

In accordance with the Infrastructure Charges Notice, the development gives rise to a total net infrastructure charge of $179,822.80 (+ annual adjustments) after the application of the credit in the amount of $30,226.70.

Gross Infrastructure Charge (IC)	Credit (House)	Charges Payable
$210,049.50	$30,226.70	$179,822.80

Under *Schedule 6 Community Facilities*, infrastructure charges may be reduced by up to 100% (based on the net charge amount identified on the Infrastructure Charges Notice and after the application of any offsets and credits) for not-for-profit groups that are a recognised charity; up to 75% for not for profit groups; and 50% in all other scenarios – up to a maximum concession value of $1,000,000.

For this development, the applicant is eligible to apply for up to 50% concession under the Policy, however, is seeking Council's support to raise the concession from 50% to 75%. The applicant considers this increase in concession reasonable given:

- The applicant is intending to invest in a total of four centres in the region. In addition to the Juliet Street facility, the applicant has recently secured a second site where they will be constructing a child care centre with 132 places.
- The applicant has fast tracked the Juliet Street development and is rapidly progressing the second application for the next development.
- The applicant is investing in areas of significant need for the region.
- The level of committed and potential future investment from this applicant is significant for the region.

Using the different concession rates, the charges payable would be as follows:

Infrastructure Charge	Concession (%)	Concession ($)	Charges Payable
$179,822.80	75%	$134,867.10	$44,955.70
$179,822.80	50%	$89,911.40	$89,911.40

Note that the Policy allows Council to consider reductions in infrastructure charges beyond 75% or 50% for applications that will fast track their development and/or can demonstrate that they will generate significant long-

term economic benefits, job creation, and have transformative outcomes that will diversify the existing economic base of the region.

It is proposed that infrastructure charge concessions only apply to the net charge amounts calculated following the subtraction of any offsets and credits. The application of this methodology will ensure that the granting of concessions does not introduce any additional infrastructure costs to Council.

Risk Management Implications

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

- An existing development approval is in place and on-site infrastructure requirements have been reviewed as part of the assessment process.
- A condition has been included as part of the officer's recommendation stating that the approved concessions are dependent on Council not incurring any additional infrastructure costs (including 'bring forward costs') to service the development.
- Strict timeframes are placed for claiming approved concessions. If the use has not commenced within the recommended timeframe, the concessions will no longer apply and 100% of the applicable Infrastructure Charges will be payable.
- Council can review the application of the Policy at any time.

There is also a risk that increasing the concession to 75% (from 50%), will encourage further applications outside of the Policy.

Conclusion

The proposed development will deliver economic development and growth outcomes in alignment with Council's policy and planning objectives and supports the desired outcomes of *Schedule 6 Community Facilities* of the Policy.

The applicant's request to increase incentives to 75% is within Council's discretion to consider as the Policy allows flexibility for projects that will generate significant long-term economic benefits for the region. Due to the current demand for child care places, the projected increase in 0-4 year old cohort, and the increased need for workforce participation, there is reason to support the applicant's request to raise concession rates to 75% for this development.

There is also reason to consider an amendment to the concessions available under the Policy at the next review to reflect the current and future on-going need for child care in the region.

Officer's Recommendation

THAT the following Specific Incentive is approved under the Facilitating Development in the Mackay Region Policy for Kool Beanz Mackay Holding Pty Ltd, Juliet Street Child Care, located at 86 Juliet Street, South Mackay (Lot 1, RP713807):

a) Concession of 75% (estimated at $134,867.10) be applied against the net charge amount, calculated following annual adjustments and subtraction of any offsets and credits, on the Material Change of Use for Child Care Centre (DA-2022-40).

b) As part of the next annual review of the Facilitating Development in the Mackay Region Policy, consideration is given to amending *Schedule 6: Community Facilities* to reflect the current and on-going need for child care in the region.

AND THAT the approval of concession is dependent on:

a) The development must be completed and commenced use by 22 June 2024.

b) No additional infrastructure costs incurred by Council (including establishment and bring forward costs).

c) The developer utilising local contractors and suppliers.

The Director for Development Services Aletta Nugent, advised that under the Facilitating Development Policy the concession offered would normally be 50% but the applicant is requesting 75%. The Director noted that the Policy does give flexibility to Council and officers believe the application will benefit the community with there being a genuine need for child care, and with this applicant providing a different type of child care with the inclusion of care for children with special needs.

Cr Bonaventura queried how many other child care facilities are within a 5km radius.

The Director advised that there are 16 with an additional 4 including this one, approved but not constructed.

Cr Bonaventura queried if any of the others had applied under the Policy.

The Director advised that she would take the question on notice in relation to the 4 approved but was not sure if the Facilitating Development Policy was in existence when the others were constructed.

Council Resolution ORD-2022-153

THAT the following Specific Incentive is approved under the Facilitating Development in the Mackay Region Policy for Kool Beanz Mackay Holding Pty Ltd, Juliet Street Child Care, located at 86 Juliet Street, South Mackay (Lot 1, RP713807):

a) Concession of 75% (estimated at $134,867.10) be applied against the net charge amount, calculated following annual adjustments and subtraction of any offsets and credits, on the Material Change of Use for Child Care Centre (DA-2022-40).

b) As part of the next annual review of the Facilitating Development in the Mackay Region Policy, consideration is given to amending *Schedule 6: Community Facilities* to reflect the current and on-going need for child care in the region.

AND THAT the approval of concession is dependent on:

a) The development must be completed and commenced use by 22 June 2024.

b) No additional infrastructure costs incurred by Council (including establishment and bring forward costs).

c) The developer utilising local contractors and suppliers.

Moved Cr May **Seconded Cr Hassan**

Cr May advised that she was happy to support the officers recommendation in this case as there is a need for child care facilities. Cr May noted that the total capital investment for the project is approximately $6.5M, local suppliers, contractors and staff will be engaged, with the project predicted to have a total economic impact of $11.533M and post construction, it is anticipated that 30 new jobs will be created. Cr May noted that this facility will be one of the few that cater for children with special needs.

Cr Bella spoke against the motion noting that while he is in favour of the development, he is not in favour of the increased concession. Cr Bella noted that every point made by Cr May was correct but this child care centre was coming and the objective of the Facilizing Development Policy is to get developments to the region whereas this one is already here. Cr Bella noted that they were already receiving a concession but the cost of the increased concession is only .07% of their entire spend but for Council, it represents the rates of between 15 to 20 ratepayers. Cr Bella noted that if this request was to get a business to the region, he would consider the request but they are already here.

Cr Jones advised that she takes on board the points made by Cr Bella but is very aware of the need for child care for children with special needs and wants to ensure that this need is met.

Cr May exercised her right of reply noting that the infrastructure is already there with no additional cost to Council using the Facilitating Development concession to enable the child care centre to establish itself in our region and noted that the concessions under the Policy are probably one of reasons why the developers are coming here.

CARRIED

Cr Bella and Cr Seymour recorded their vote against the motion.

11.3. ENGINEERING AND COMMERCIAL INFRASTRUCTURE

11.3.1. ENGINEERING & COMMERCIAL INFRASTRUCTURE - TRANSPORT & DRAINAGE MONTHLY REVIEW - MAY 2022

Author	Executive Assistant (Robyn Smith)
Responsible Officer	Director Engineering & Commercial Infrastructure (Jason Devitt)
File Reference	MONTHLY REVIEW
Attachments	1. Transport & Drainage Monthly Review - May 2022 [**11.3.1.1** - 18 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Transport & Drainage Monthly for May 2022.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review for May 2022 be received.

The Director for Engineering and Commercial Infrastructure Jason Devitt, provided an overview and highlights of the Transport and Drainage Monthly Review Report for May 2022.

Cr Bonaventura referred to the Operational Financial Report and noted that street lighting expenditure of $410,000 seems a bit excessive and requested further information.

The Director advised that this is an accrual amount shown about 1 month ahead and anticipates that it will be closer to budget at the end of the financial year.

Cr Seymour queried when lighting was replaced, if it was replaced with LED.

The Director advised that LED lighting is not used at this stage, but the department is looking at a business case and working with the State Government.

Cr Bonaventura queried the condition of the rural roads given the late wet and the start of the crushing.

The Director advised that the last RACAS inspections were done independently rather than by Council and the feedback was that the rural roads are up there with those in the best condition in Queensland and northern New South Wales.

Council Resolution ORD-2022-154

THAT the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review for May 2022 be received.

Moved Cr Mann **Seconded Cr Hassan**

Cr Mann highlighted several items from the report including safety, signage installation, open drain maintenance, footpath repairs, the repairs required on the unsealed road network due to heavy rain and the very good customer survey results received.

Cr Bella offered his congratulations to the infrastructure team for their work on the gravel roads but noted that he had some concerns with the RACAS score being subjective and he felt there was a need to have some form of subjectivity with our rural road network. Cr Bella noted that one particular road had not met the level for intervention however, there were areas on the road where the damage caused vehicles to move toward the centre of the road and as this is a school bus route, can be quite dangerous during the crushing in particular. Cr Bella expressed the opinion that the RACAS system needs to be examined with an overlay of, for example, school bus routes.

CARRIED

Mackay REGIONAL COUNCIL

Engineering and Commercial Infrastructure - Transport & Drainage

Monthly Review

May 2022

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OVERVIEW

This report is for Transport and Drainage activities during the month of May 2022. Significant items in this period include:

- Seven safety incidents were reported during May 2022. These included five incidents causing asset damage involving Council assets, one muscular stress injury and one laceration injury.

- Mowing Teams have been working overtime to catch up on programmed Open Drainage Maintenance which has been interrupted by wet weather. Some drains have remained wet during the schedule, however, all options to mow are being investigated and utilised where able.

- As of 1 June 2022, the total value of Capital Projects that need to be cleared has decreased to **$31 million** with the number of projects increasing to **113 (increase by 2)**. The total number of projects includes Priority 1, Priority 2 and other projects. Asset capitalisation for May 2022 totals **$8.5 million** and this represents **27%** of the total value of WIP in May 2022. The total number of projects capitalised for the month is **17** which is **15%** of the total number.

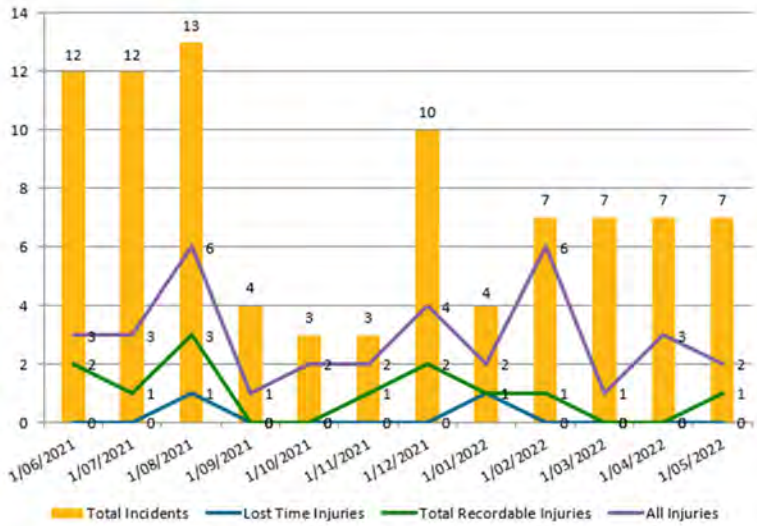
- Asset Management is working with Development Planning and Engineering to develop a process to track and manage the receipt of As Cons and ADAC files for Donated Assets.
  During the development of this process, **27** additional applications for Donated Assets have been identified. These additional projects were discovered when comparing reports with Development Planning and Engineering.

Director Engineering & Commercial Infrastructure

SAFETY

1.1. Incidents and Injuries

The incident statistic details a summary of the Transport and Drainage safety incident performance. Transport and Drainage aspires to achieve zero harm with a stretch target of zero injuries.



May 2022 Summary:

- One safety interaction was completed.
- Twelve site safety inspections were completed.
- 85% of monthly action plans activities were carried out.

Seven incidents were reported during May.

The following injuries involving an MRC employee was reported during May:

- SDI – Worker felt pain in knee, related to pre-existing injury.
- FAI – While cleaning up illegal dumped rubbish, cut hand on piece of wire.

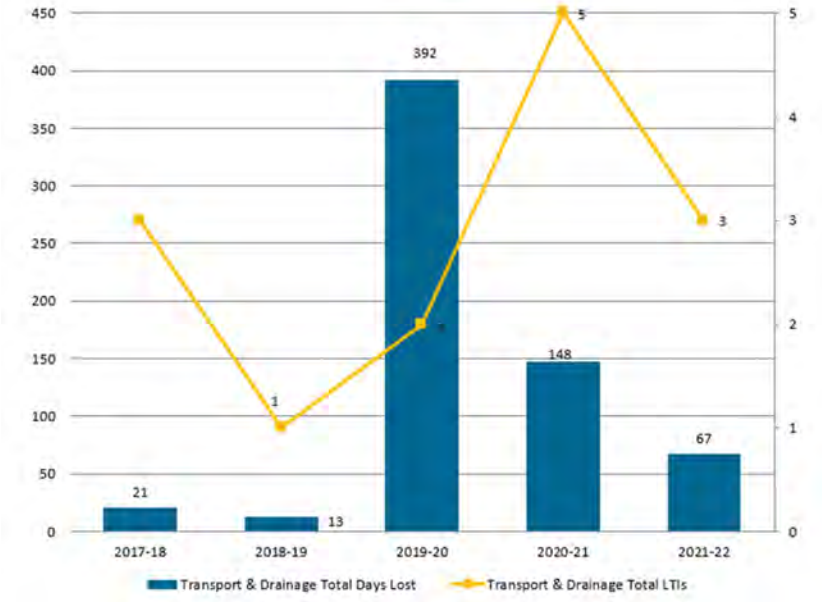
The following asset damage incident involving MRC employee were reported during May:

- While slashing, bottom half of tractor window has broken, assumed it was hit by a rock.
- While loading mulch onto truck with backhoe, bucket bumped toolbox causing small dent.
- While sweeping kerb, hit traffic island causing damage to machine.
- Damaged sweeper while reversing to clean footpath and struck building.
- Attempting to fill truck from water pump, pump wouldn't start, and truck was moved without disconnecting hose, breaking standpipe.

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

1.2. Lost Time Injuries & Days Lost

Transport and Drainage aspires to achieve zero Lost Time Injuries by improving safety performance by developing a proactive safety culture and implementing best practice safety management across all business areas.



Department	2017-18 LTI	2017-18 Days Lost	2018-19 LTI	2018-19 Days Lost	2019-20 LTI	2019-20 Days Lost	2020-21 LTI	2020-21 Days Lost	2021-22 LTI	2021-22 Days Lost
Civil Operations	3	21	1	13	2	392	5	148	3	67
Transport & Infrastructure Projects (Field Services/Civil Projects)										
Transport & Drainage Infrastructure Planning										
Asset Management										
Transport & Drainage	**3**	**21**	**1**	**13**	**2**	**392**	**5**	**148**	**3**	**67**

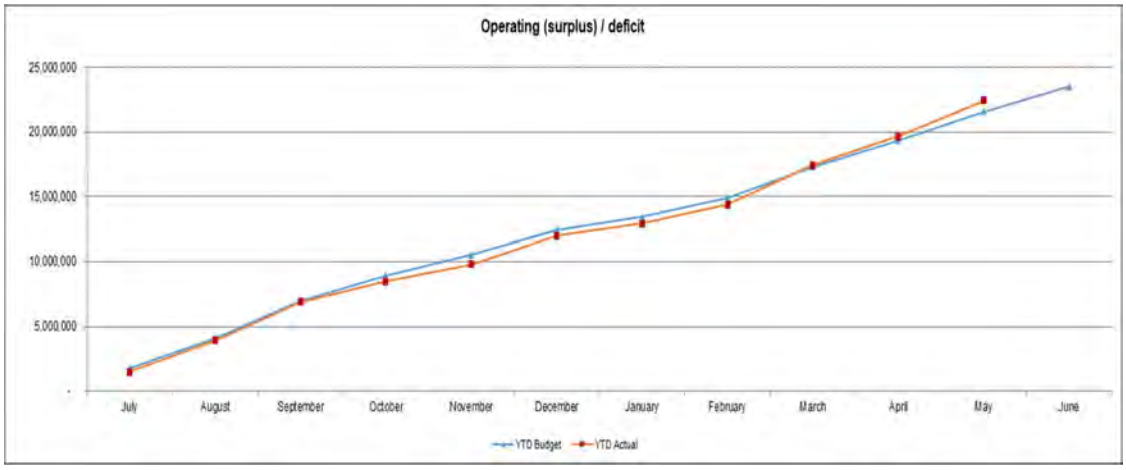
For the 2021/2022 financial year, there have been three lost time injuries recorded.

1. In August, a person fell and struck their head while latching a truck tailgate. This resulted in 22 days lost as they recovered.
2. In November 2021, a worker injured their stomach leaning over the edge of a bin, resulting in 21 days lost as they recover.
3. In January 2022, a worker twisted their knee while grinding a post, resulting in 24 days lost as they recover.

FINANCE

2.1. Operational Financial Report – May 2022

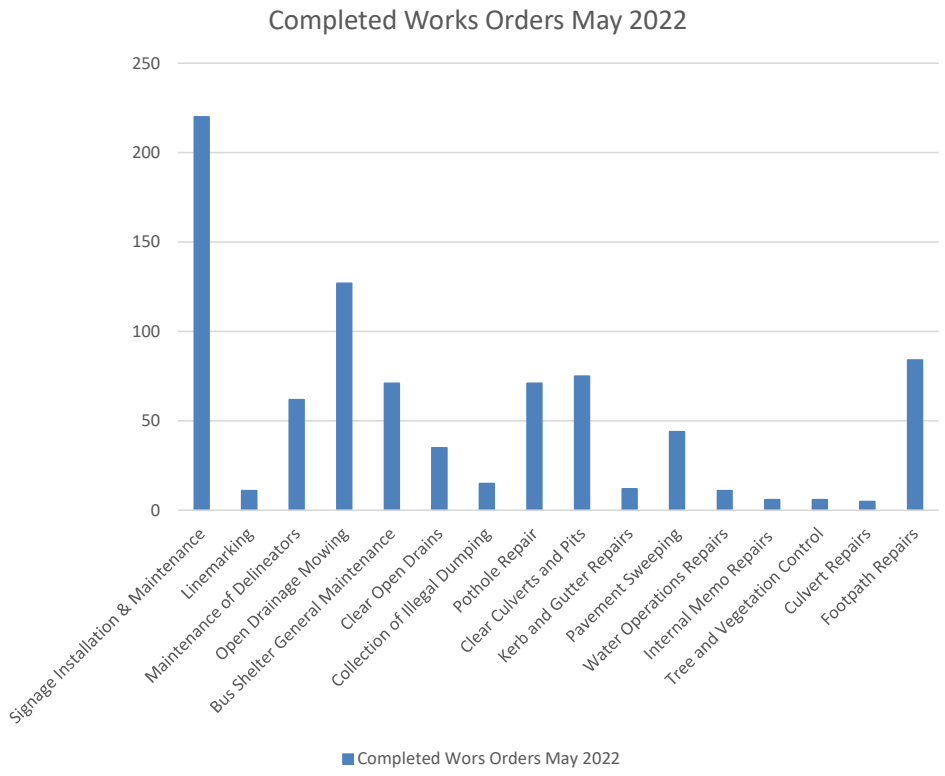
Financial Performance Report Period Covered: 1 July 2021 to 31 May 2022	Engineering Revised Budget	YTD Budget	Actual	YTD Variance	% YTD Variance of YTD Budget YTD Variance favourable of budget YTD Variance unfavourable, between 0% and 5% of YTD Budget YTD Variance unfavourable, more than 5% of YTD Budget Comments
5.01 - Engineering Management	(873,950)	(903,075)	(913,968)	(10,892)	Minor savings in Employee Costs ($9,000) and Materials & Services ($2,000).
5.02 - Civil Operations	18,326,931	17,349,796	17,933,403	583,607	Over budget spend in Materials & Services $720,000 predominately due to over expenditure on Sealed Road Maintenance ($537,000), Unsealed Road Maintenance ($516,000) offset by underbudget spend on Street Cleaning $207,000 and Main Roads Maintenance $114,000. Offset by savings in Employee Costs ($193,000) due to vacant positions.
5.03 - Transport and Drainage Infrastructure Planning	4,603,088	3,934,442	4,349,693	415,251	Higher than anticipated Street Lighting Expenditure $410,000.
5.04 - Asset Management	1,445,378	1,216,667	1,079,917	(136,751)	Under budget Employee Costs due to vacant positions ($102,000). Also, savings in Consultant spend ($25,000) and Contractor expenditure ($8,000).
Operating (surplus) / deficit	**23,501,447**	**21,597,830**	**22,449,044**	**851,214**	



MAINTENANCE ACTIVITIES

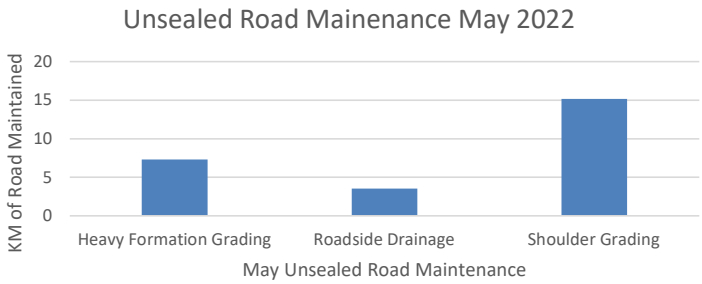
3.1. Road and Drainage Maintenance Activities

The following chart details maintenance activities completed during the period as recorded in our Assetic Maintenance Management System (MMS), together with the monthly average.



Maintenance Teams have delivered good results during May 2022 addressing the backlog of Work Orders and Customer Requests.

3.2. Unsealed Road Maintenance Activities



The intended works at Teveys Road, Mt Ossa have not commenced due the impacts of rain during May 2022. These works will be held over longer than initially anticipated.

The heavy rain received during May 2022 has impacted the Unsealed Road Network and interrupted scheduled works. With the increased number of Customer Requests being received and the grading programmed in preparation for the commencement of the cane crushing season, additional contract resources have been retained until end of June 2022 to assist with the delivery of programmed grading.

RACAS Inspections are in progress, these inspections are also collating data for causeways, guardrails, grates and grids on behalf of Transport & Drainage Infrastructure Planning.

3.3. Open Drainage Maintenance

Mowing Teams have been working overtime to catch up on programmed Open Drainage Maintenance which has been interrupted by wet weather. Some drains have remained wet during the schedule, however, all options to mow are being investigated and utilised where able.

Rock protection and reinstatement of the maintenance track in the South Mackay Main Drain is now complete and this has resulted in good outcomes for open drainage maintenance.

Rock Protection Works – South Mackay Main Drain

Vegetation control in the Bridge Road Drain at Casey Avenue and Leisure Court has now been completed.

Marine Plant Clearing Bridge Road Drain

3.4. Bridge Maintenance

Guardrail repairs at Adam List Bridge, Gargett and at Devereux Creek Bridge are now complete. Other guardrail repair works are scheduled to be undertaken before the end of this financial year. These works have been identified at Connors Road, Bridge Road, and Cheyne Street.

Guardrail Repairs – Adam List Bridge

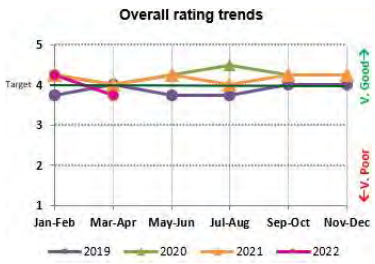
Upgrades to the flood boom gates at Willets Road have been completed with plans to install the same configuration at Keeley's Road and Beaconsfield Road. This configuration offers a safer process for road closures.

Flood Boom Gate Upgrades - Willets Road

CLIENT SURVEYS

4.1. Requests for Maintenance Work

Results of Customer Survey (March / April 2022)

Representative Comments	Trends
▪ Very polite and helpful ▪ Excellent, the work was done in a few days. Thank you very much ▪ Looks good now but will need to be done more regularly please ▪ Very Good ▪ With the recent rain though, the potholes which were fixed need attention again ▪ Council addressed a safety concern on the footpath with prompt efficiency	

ASSET MANAGEMENT

5.1. Asset Management Program – Strategic Goals

The Asset Management Program has filled some of the vacancies within the Team and through a focus on WIP and Donated Assets has had good success in bringing the outstanding WIP balance down. Asset Management is continuing to work with the development and capital areas to improve the process for As-Constructed information capture and transfer. The Acting Manager presented to ELT in late May 2022 on the review of the Asset Management Program with recommendations for the structure and resourcing of the Program into the future. Following the presentation ELT, has approved the engagement of an independent consultant to complete an Asset Management Operating Model Review. This project will commence in July 2022.

Recruitment

Position Number	Position Title	Type	Recruitment Status
AM0001	Manager – Asset Management	Contract	Role currently advertised with a closing date of 23 June 2022.
AM0016	Asset Management Specialist	Permanent	Role currently advertised with a closing date of 16 June 2022.
AM0007	Project Officer Assets	Temporary	Incumbent seconded. Role currently readvertised with a closing date of 23 June 2022.
AM0013	Project Officer Assets	Temporary	Role currently readvertised with closing date of 23 June 2022.

Performance and Governance

In line with the Internal Audit recommendations, the Asset Management Program will review all Terms of Reference of the Governance Groups that have been created ensuring that they are functioning effectively and are reporting to their higher Groups.

Meeting Held	Attendance	Actions	
		New	Outstanding
AVRG Roads (Cancelled)	N/A	0	4
AVRG Water and Sewer	87.5% Attendance	0	2
AVRG Parks	86% Attendance	2	0

An AVRG Meeting for Roads was not scheduled during May 2022 due to the Asset Management Team working on other priorities and resource availability during the month. This session will be rescheduled early in the new financial year.

Asset Valuations

Asset Valuations are completed by Asset Class on a rolling three-year basis. Asset Valuations are delivered between Financial Services and Asset Management with ownership of the Corporate Risks around Asset Valuations residing between the Manager Financial Services and Manager Asset Management. The Valuation Process has undergone a review within the last 12 months with an updated RACI and Valuation Process developed outlining the timing, tasks, and approach to delivering Asset Valuations.

The Water & Sewerage Asset Valuation Project is nearing completion with draft Valuation Reports provided for review. Representatives from Financial Services, Asset Management and Water & Waste Services have met with the Valuer to discuss items of concern in the Valuation approach and some of the Valuation outputs. It is forecast that the final Valuation will be provided to Council in June 2022.

5.2. Asset Management Projects Update

The following Project is complete:

- Property Services maintenance rollout

The current Asset Management Projects have progressed as per the below table.

Property Services - Predictor Pilot – NEW PHASE

Project Status			
Overall Status	On Track	Schedule	On Track
Project Update		**Risks**	
• The consultant is collating the raw data for input into Predictor. • The Predictor model is being developed by the consultant and is to be presented to Property Services and ELT once complete. • Asset Management has tested the input of condition data into Assetic and identified a method of capturing/storing Level 2 Condition Assessments.		**Predictor / Condition Data Not Meeting the Needs** The condition data that has been collected is too low level and is not financially manageable. The data collected for Predictor is more beneficial to managing maintenance and not financial. This may affect the ongoing use of the data. **Update:** Awaiting the receipt of the raw data and presentation of Predictor.	

Waste Services Data Cleanse

Project Status			
Overall Status	At Risk	Schedule	Risk

Project Update	Risks
• The Project has been delayed due to COVID. The Project Schedule to be revised to June 2022 • Data cleanses complete for 4 asset types with 9 asset types remaining. • The disposal of 62 assets to be approved and processed.	**Availability of Resources** Resourcing for Asset Management and Waste Services has delayed the commencement of the Waste Services maintenance rollout. **Update:** COVID has impacted the schedule and delayed the Project by another month. Resourcing in Waste Services was limited for the month of May 2022.

Laboratory Maintenance Rollout

Project Status			
Overall Status	At Risk	Schedule	On Track

Project Update	Risks

• A workshop was conducted to prioritise the data cleanse and maintenance rollout of the Laboratory assets.
• The Project Plan has outlined 4 phases:
  • Large Instruments (service contracts)
  • Parts – Balance, Auto Pipette, etc
  • Parts – Autoclaves, Thermometers, Incubators
  • General Site Assets – Buildings, Fences, etc
• A phase consists of both data cleanse and implementation of maintenance.
	Availability of Resources
	Resourcing for the Project is dependent on resources in both Asset Management and the Laboratory. Existing workloads and COVID restrictions may affect availability.
	
	Update:
	Resourcing has been identified, however, existing workloads within both the Laboratory and Asset Management may impact the schedule.
	
	Assets Not Cleansed
	Many assets have been identified as missing and these will require cleansing/capture prior to the maintenance rollout commencing. This will impact the schedule.
	
	Update:
	The cleanse is in progress and is separated by priority assets.

Transport & Drainage - Shepherd Engagement and Data Structure

Project Status			
Overall Status	At Risk	Schedule	Risk

Project Update	Risks
• Data Structure sign-off documents received from Asset Owner. A final review of documents to be undertaken by Asset Management to complete requirements. • Sample 5 Survey Data for Pathways and Kerb and Channel from Shepherd received on 30 May 2022. Asset Management has commenced an initial review of the data received prior to progressing with data uploads scheduled for June 2022. • This Project is to continue in parallel with Maintenance Review of Civil Operations.	**Loss Data During Purge** Potential loss of Carpark and Kerb &Channel data during Assetic purge. Preventative measures are being investigated. **Delay in Technical Process** Approval for Data Structures is delayed when asset capture faults are identified. Additional engagements are required between Asset Management and Asset Owner. **Update:** Capture methodologies to be excluded from sign-off for Data Structures that have not already been approved.

5.3. Asset Maturity Targets

There has been no significant change to the asset maturity state for May 2022.

5.4. Work in Progress (WIP)

The Asset Management Team continues its focus on clearing as many Capital Projects as possible until the end of financial year 2021/2022. To ensure consistency in reporting, Asset Management are using the fortnightly reports provided by Financial Services moving forward.

Priority 1 (>365 days old)		Gateway Status					
Total Priority 1 Backlog	Total Number	Capital Works	Number	Asset Technical	Number	Accounting	Number
$12,000	4	$4,000	1	$0	0	$8,000	3

Priority 2 (>90 days)		Gateway Status					
Total Priority 2 Backlog	Total Number	Capital Works	Number	Asset Technical	Number	Accounting	Number
$22Million	72	$8 Million	30	$10 Million	20	$3 Million	22

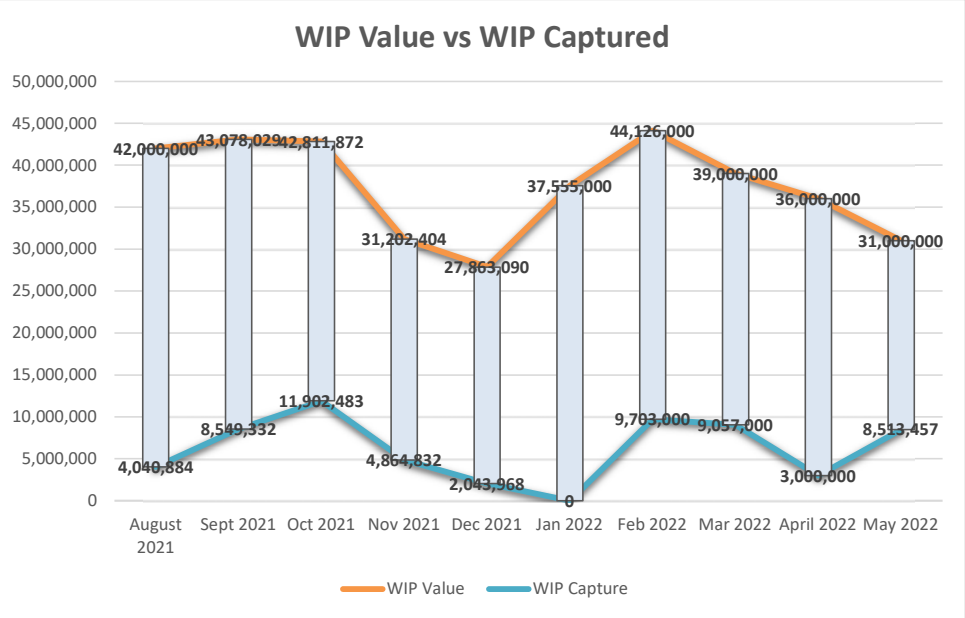
As of 1 June 2022, the total value of Capital Projects that need to be cleared has decreased to **$31 million** with the number of projects increasing to **113 (increase by 2)**. The total number of projects includes Priority 1, Priority 2 and other projects. Asset capitalisation for May 2022 totals **$8.5 million** and this represents **27%** of the total value of WIP in May 2022. The total number of projects capitalised for the month is **17** which is **15%** of the total number.

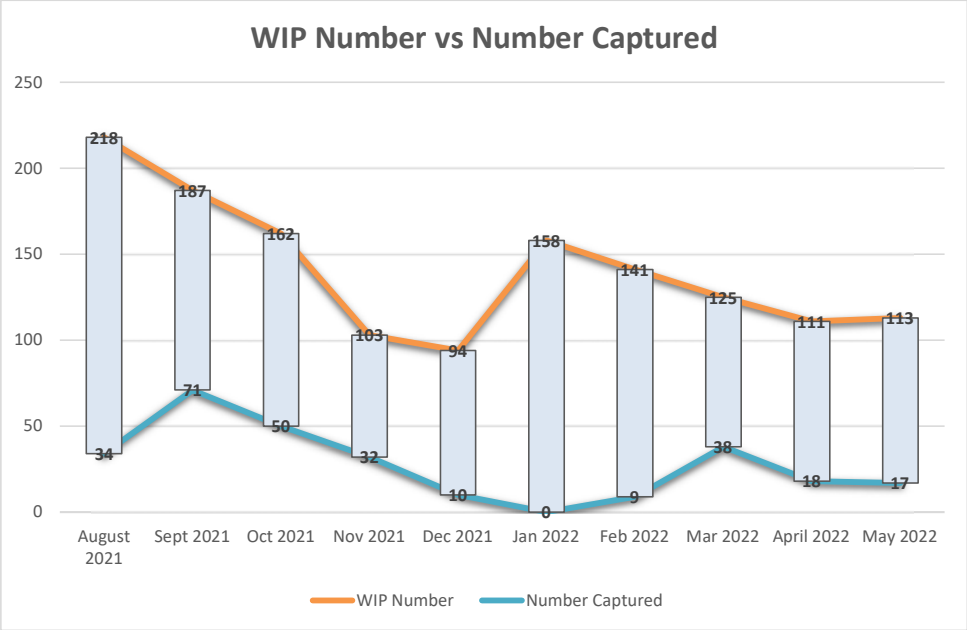
5.4.1 Priority 1 – Status of Significant Project

Asset Management has no Priority 1 Projects outstanding.

5.4.1 Priority 2 – Status of significant project

Sub Project	Description	Date Complete	WIP Balance	Days overdue	Comments
51732	Spray Seal Resurfacing Program	03/09/2021	1.700,000	271	Awaiting As Cons
51673	Gooseponds Creek Bridge Rehabilitation	17/09/2021	92,000	257	Completed since report was run (06/06/2022)
63314	WMR Bedford Road to Beaconsfield Road E 250 Dia, Andergrove	23/06/2021	1,124,000	195	In progress – due to complete 10/06/2022





5.5. Donated Assets

Donated Assets include subdivisions and other small development projects. Subdivisions include a combination of assets for water, sewer, stormwater, and road infrastructure.

Asset Management is working with Development Planning and Engineering to develop a process to track and manage the receipt of As Cons and ADAC files for Donated Assets.

During the development of this process, **27** additional applications for Donated Assets have been identified. These additional projects were discovered when comparing reports with Development Planning and Engineering.

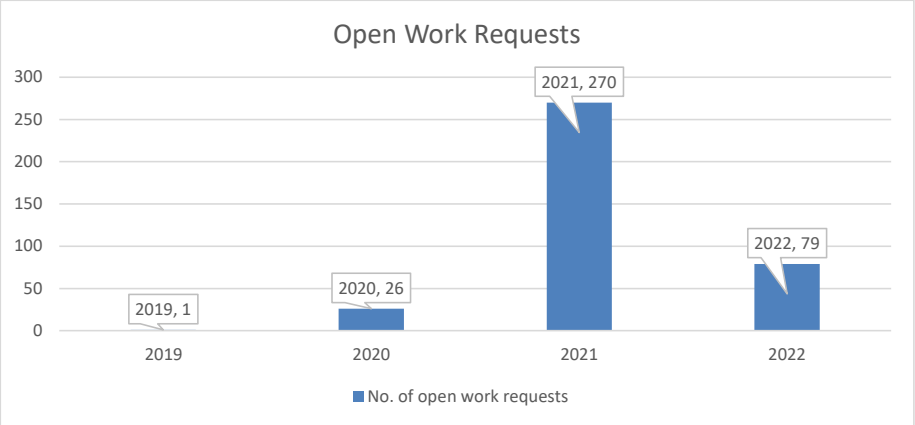
This information is reflected in the figures for May 2022.

Donated Assets	No. completed May 2022	No. outstanding
Subdivisions / donated	2	38

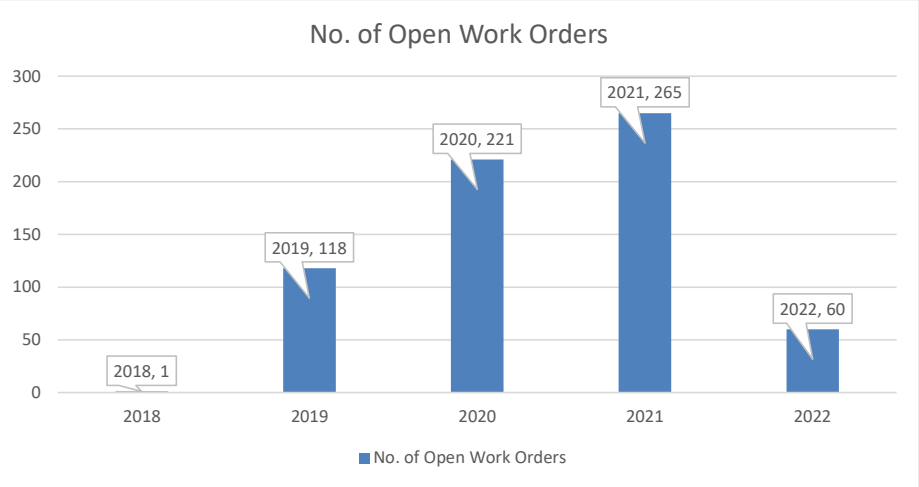
5.6 Work Requests / Work Orders

Work Requests and Work Orders are inclusive of actions across the entire corporate assets function. This includes Asset Management, Financial Services, and Information Services (GIS).

The total of outstanding Work Requests for May 2022 is **376**. This is an increase of **3.7%** from the previous month with **3** requests actioned from 2020 and 2021, however, **17** new Work Requests for May were received.



The total of outstanding Work Orders for May 2022 is **665**. This month 7 Work Orders were actioned from 2021, however, 5 new Work Orders were created in 2022.



Asset Management is working through Work Orders with a status of Open that have had all Tasks completed but not Closed, using the existing Maintenance User Interface (UI) this is a manual process, however, the Asset Management Team will complete a temporary system change in mid-June 2022 to the updated Maintenance UI. This temporary change will allow for a bulk update to the existing Open Work Orders to close out; this will remove a substantial number of Open Work Orders.

11.3.2. ENGINEERING & COMMERCIAL INFRASTRUCTURE - WASTE SERVICES MONTHLY REVIEW REPORT - MAY 2022

Author	Executive Assistant (Robyn Smith)
Responsible Officer	Director Engineering & Commercial Infrastructure (Jason Devitt)
File Reference	MRR
Attachments	1. Waste Services Monthly Review - May 2022 [**11.3.2.1** - 17 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Waste Services Monthly Review Report for the month of May 2022.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure – Waste Services Monthly Review Report for the month of May 2022 be received.

The Director for Engineering and Commercial Infrastructure Jason Devitt, provided an overview and highlights of the Waste Services Monthly Review Report for May 2022.

Cr Jones noted that a car battery that had been placed in a recycling bin, shorted out causing smouldering of surrounding material and noted that Mackay has a number of scrap metal dealers who will accept and even pay for batteries, and queried if Council needs a better public education campaign on this.

The Director noted that there were lots of aspects that the department would like to do more social media on and will talk to the team with a view of increasing social media.

Cr Jones noted that the hook on social media could be that residents will get money for their batteries when they hand them in.

Mayor Williamson noted that this was a good point as we are continually seeing batteries disposed of incorrectly.

Cr Townsend referred to the 34 bins missed noting that 12 were missed in Gorman Street, Bakers Creek and 5 in Burtons Access Road, Kuttabul, and queried why there were so many missed in those streets.

The Director advised that it appears that the contractor may have missed those streets, perhaps because there was a new driver.

Cr Bonaventura noted the engagement with Central Queensland University second year creative engineering students who had presented their concept for a re-designed wheelie bin, and queried if anything was happening with that.

The Director advised that while it was a good initiative, if was probably more about the University giving their students a project to work on and Council won't be moving further with a re-designed bin at this stage.

Cr Bonaventura queried if the students may consider building a prototype.

The Director advised that the students have probably met with university requirement by submitting the plan to Council.

Cr Bella referred to the community service fee waivers and noted that the results have been outstanding for some time now and queried if the Director or Cr Bonaventura, with his links to St Vincent de Paul, could explain some of strategies that have been adopted.

The Director advised that most contamination occurred when charities had a number of bins spread across the community and organisations were looking to reduce the number of bins, particularly where there is no security.

Cr Bella queried if this was beneficial to the organisations, noting that there is a large volume of material dumped and there would be a lot of manual handling of this material by volunteers.

The Director agreed that this would be beneficial, noting the logistics of trying to manage the material dumped, which could be anything, creates a real problem.

Cr Bonaventura noted that in relation to Vinnies, all of the street bins have been removed which gave them the biggest improvement in goods they were receiving but noted that Vinnies have gone one step further in only accepting donations during office hours, have a sign up stating 'If you wouldn't give it to a friend, don't give it to us' and also make people sort their donations so that if there are unsuitable items, people are told by the staff and volunteers that those items cannot be accepted.

Council Resolution ORD-2022-155

THAT the Engineering & Commercial Infrastructure – Waste Services Monthly Review Report for the month of May 2022 be received.

Moved Cr Hassan **Seconded Cr Green**

Cr Hassan highlighted several items from the report including safety noting that it was unacceptable to see that a member of the public had abused staff and damaged the boom gate, the very small number of bin lifts missed, educational presentations provided to kindergarten and primary school children, the engagement with the University and reminded residents not to place non-recyclables in the recycling bins.

Cr Bella noted that if residents need to dump scrap metal and can't wait until business hours, some scrap metal recyclers have bins out the front of their businesses where material can be left after hours, and highlighted that 214 tonnes of material were sold at the Incredable Tip Shop during May. Cr Bella noted that many items of good quality were available at the Tip Shop which may just need a tidy up, and encouraged residents to explore the items available at the Tip Shop.

CARRIED

Engineering and Commercial Infrastructure - Waste Services

Monthly Review

May 2022

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OVERVIEW

This report is for Waste Services activities for the May 2022 period.

Significant items in this period include:

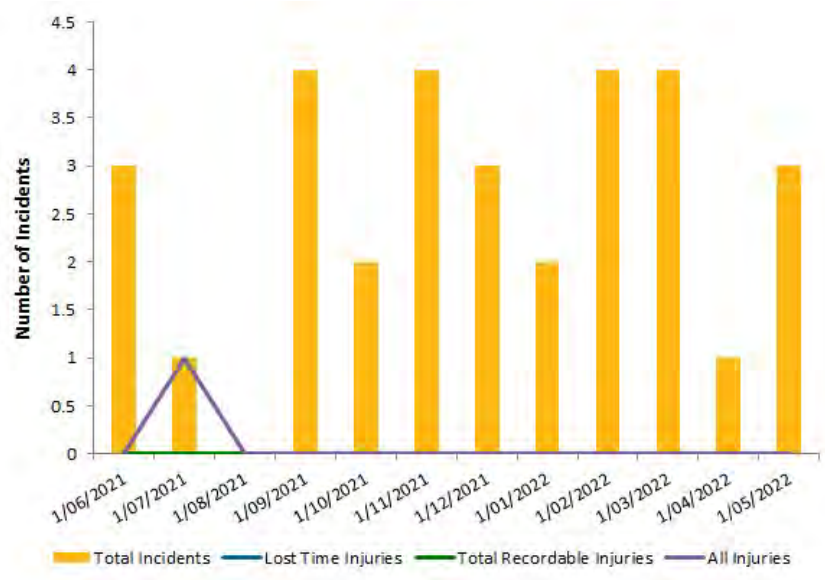
- No Lost Time Injuries were recorded during the period, however, there was one asset damage incident within the reporting period.
- Tonnages received at Hogan's Pocket Landfill for May 2022 (7,877 tonnes) were higher than those received in April 2022 (7,877 tonnes).
- During the month of May 2022, 796 tonnes of green waste was received which is similar to the previous month.
- 214 tonnes of material were sold at the Incredable Tip Shop during May 2022.
- The Dump Voucher Redemption Rate sits at 13.3% for the rating period (20,101 vouchers redeemed out of 151,428 available vouchers) as at the end of May 2022. The cost of vouchers redeemed for the 2021/2022 financial year sits at $543,958.17.

Director Engineering & Commercial Infrastructure

SAFETY

1.1 Safety Incidents and Lost Time Injuries

Waste Services aspires to achieve zero harm with a stretch target of zero injuries. The following incident graph details a summary of the Waste Services safety incident performance.



May 2022 Summary:

- Two safety interactions were completed.
- 100% of MAPs were completed.

There were three incidents reported during May.

The following near miss incidents involving MRC employees were reported during May:

- Chairs being taken to event in tray of utility, chair was fallen from utility onto grassed verge. Utility canopy was only able to partially cover load.

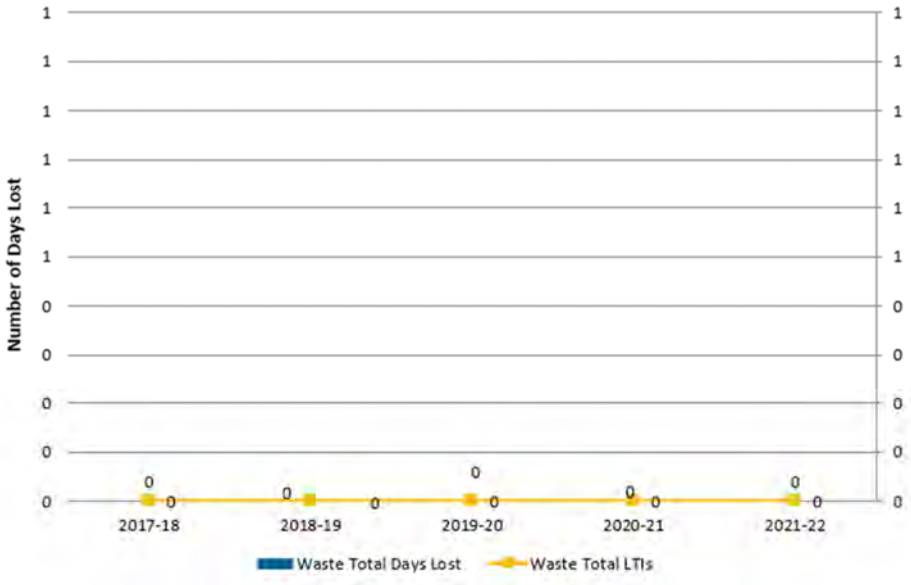
The following incidents involving a contractor or member of the public were reported during May:

- Member of public became aggressive when asked to pay for a rubbish load and drove through boom gate causing damage.
- A car battery within recycling waste receival area shorted out and caused smouldering of surrounding material.

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

1.2 Lost Time Injuries

Waste Services aspires to achieve zero Lost Time Injuries by improving safety performance and developing a proactive safety culture while implementing the best practice of safety management across the whole of Waste Services.



Department	2017-18		2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Waste Services	0	0	0	0	0	0	0	0	0	0

FINANCE

2.1 Community Service Obligations – Fee Waivers

The graph and the table below show the Charities' and Organisations' expenditure to 31 May 2022. Tonnage rates apply however minimum gate charges will override when applicable.

Expenditure for the Period:

Charity/Organisation	May-22		YTD Expenditure 2021/2022		Budget for 2021/2022
	Tonnage	$ (excl gst)	Tonnage	$ (excl gst)	$ (excl gst)
Adopt-a-Spot	0.06	$13.91	0.18	$39.27	$80.00
Bolzys Go4 Services			1.54	$379.40	$900.00
Community Accommodation & Support			0.30	$68.35	$80.00
Iona West Mens Shed			0.00	$0.00	$80.00
Kidney Support Network Inc			3.98	$587.60	$800.00
Lifeline Mackay			196.20	$28,020.96	$28,000.00
Mackay Coloured Co-op.	3.28	$638.80	5.20	$922.89	$1,400.00
Mackay & District Spinal Injuries Assoc Inc			0.00	$0.00	$80.00
Mackay Regional Housing Company			0.00	$0.00	$700.00
New Life Christian Church			4.12	$609.77	$700.00
RSL Pioneer - Fitzroy District			0.06	$13.91	$550.00
Sarina Landcare Catchment Support			0.16	$27.50	$110.00
Society of St Vincent De Paul	8.36	$1,199.30	46.30	$6,636.69	$11,500.00
St Vincent De Paul Society - Sarina			0.00	$0.00	$860.00
The Salvation Army	2.36	$337.06	23.36	$3,365.80	$10,000.00
The Samaritan House			0.08	$18.23	$110.00
TOTAL	14.06	$2,189.07	281.48	$40,690.37	$55,950.00

May 2022 Summary:

Year to date expenditure for Not-for-Profit Organisations is reported on a calendar month basis. All charities, except for one, have kept within their budgets. The exception, Lifeline, can no longer use the fee waiving account for the remainder of the financial year.

2.2 Waste Financial Report

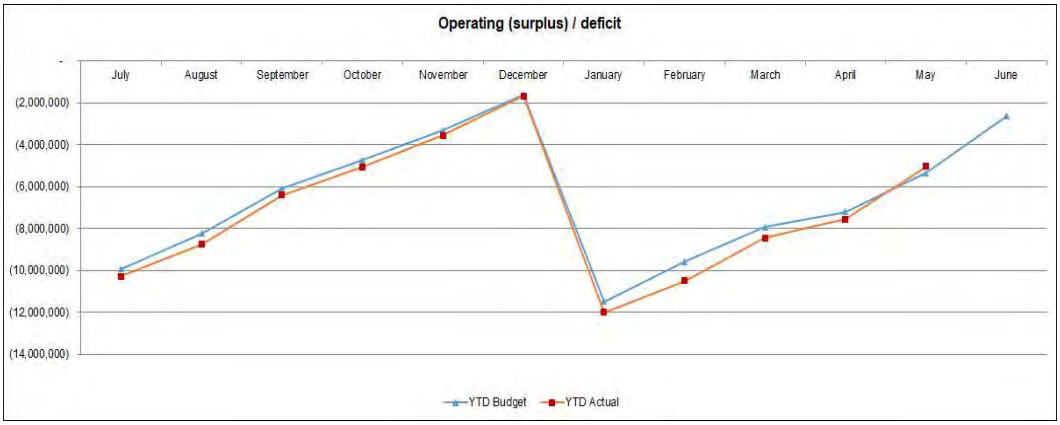
Financial Performance Report
Period Covered: 1 July 2021 to 31 May 2022

Commercial Infrastructure

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

	Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD % Spent	
Waste Fund						
6.01 - Commercial Infrastructure Management	9,527,469	8,444,817	8,393,128	(51,689)	99%	YTD savings in depreciation ($34K), finance cost ($11K) and material & services ($11K). Offset by over buget employee costs $4K.
6.05 - Waste Services	(12,408,816)	(14,013,141)	(13,649,410)	363,731	97%	Lower than anticpated Gate fees $195K and timing difference in receipt of levy income $366K. Offset ($66K) timing difference in Waste Education recovery. Saving against contractors $143K due to less tonnage. Also, saving against repairs & maintenance $144K (Slashing $39K,Pest control $50K, Repairs $45K due to wet weather). Also, saving against Waste collection expenses $100K. Timing difference in consultant costs $69K, security $82K and external equipment hire $80K. Offset by a timing difference in net Waste Levy payments ($526K).
6.07 - Water Treatment	245,867	231,675	218,142	(13,533)	94%	YTD Savings in material and services ($40K) offset by timing delays in internal lab fees being recognised $25K.
Total Waste Fund	**(2,635,480)**	**(5,336,649)**	**(5,038,140)**	**298,509**	94%	
Operating (surplus) / deficit	**(2,635,480)**	**(5,336,649)**	**(5,038,140)**	**298,509**	94%	

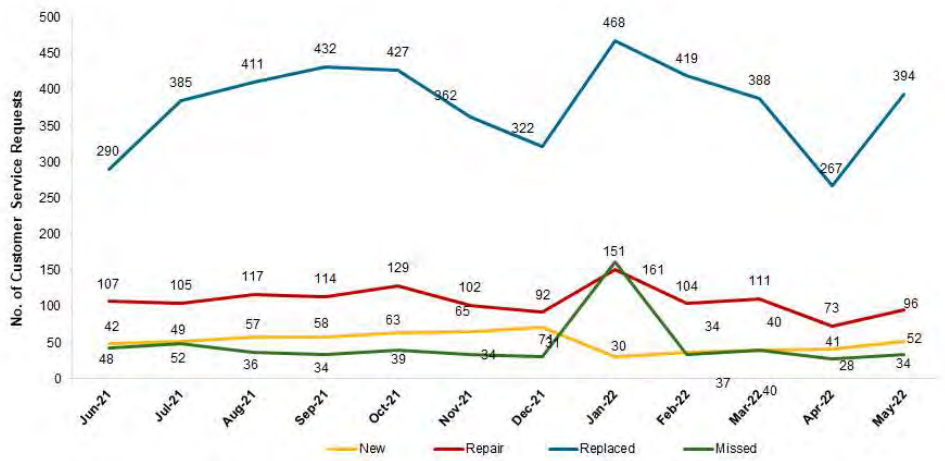
2.3 Operating Result for Waste Fund



CLIENT SERVICE

3.1 Number of Bin Requests Actioned by Bin Contractors

The following graph shows the number of bin requests actioned by Bin Contractors for May 2022



May 2022 Summary:

The statistics for May 2022 are as follows:

- 52 new bin services - annual median of 51
- 96 repaired bins - annual median of 108
- 394 replaced bins - annual median of 380
- 34 missed bins by contractor - annual median of 47

Approximately 308,871.50 bin lifts were performed during the month of May 2022 of which 52 were new services.

A total of 524 Bin Maintenance Requests were received of which 34 were Missed Bins, 96 were Bin Repairs and 394 were Bin Replacements.

Requests for new services were only slighter higher than previous months. The number of Missed Bins, Bin Repairs and Bin Replacements have all also increased this month.

There were 34 bins missed by the contractor which represents 0.01101% of the total number of bins collected. 12 general bins were missed in Gorman Street, Bakers Creek and 5 general bins were missed in Burtons Access Road, Kuttabul.

For clarity, Waste Services reporting on new bin request numbers is for new bin services. A standard new bin service includes one general waste wheelie bin and one recycling wheelie bin.

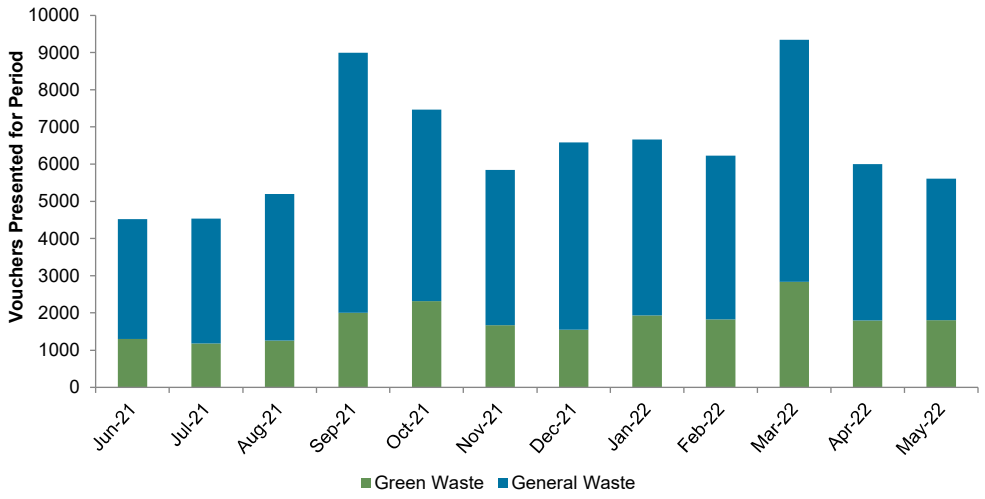
3.2 Dump Vouchers

Vouchers are valid for the relevant 6-month rating period (October – March and April – September).

	No Vouchers issued	No Vouchers used	%
15' (valid to 31 March 2015)	145,344	34,494	23.7%
15A (valid to 30 September 2015)	146,313	32,414	22.2%
15B (valid to 31 March 2016)	146,790	38,080	25.9%
16A (valid to 30 September 2016)	147,456	36,739	24.9%
16B (valid to 31 March 2017)	147,411	41,977	28.5%
17A (valid to 30 September 2017)	147,411	35,564	24.1%
17B (valid to 31 March 2018)	147,555	40,119	27.2%
18A (valid to 30 September 2018)	147,693	35,546	24.1%
18B (valid to 31 March 2019)	147,984	41,772	28.2%
19A (valid to 30 September 2019)	148,416	38,731	26.1%
19B (valid to 31 March 2020)	148,647	44,898	30.2%
20A (valid to 30 September 2020)	148,905	41,573	27.9%
20B (valid to 31 March 2021)	149,175	38,997	26.1%
21A (valid to 30 September 2021)	150,000	36,585	24.4%
21B (valid to 31 March 2022)	150,657	38,819	25.8%
22A (valid to 30 September 2022)	151,428	20,273	13.4%

Total number and $ value of vouchers presented to date:		
2014/2015 Financial Year (to 30.06.2015)	58,276	$419,227
2015/2016 Financial Year (to 30.06.2016)	75,459	$553,204
2016/2017 Financial Year (to 30.06.2017)	76,790	$542,853
2017/2018 Financial Year (to 30.06.2018)	72,685	$558,552
2018/2019 Financial Year (to 30.06.2019)	77,218	$639,860
2019/2020 Financial Year (to 30.06.2020)	85,258	$643,421
2020/2021 Financial Year (to 30.06.2021)	83,013	$618,756
2021/2022 Financial Year (to 30.06.2022)	72,472	$543,958

May 2022 Summary:
The redemption rate for May 2022 was 13.3%. The voucher usage during May 2022 was lower than the reported usage for the same period last year.



3.3 Community Engagement – Education

Council conducted "War on Waste" Audits of bins at the following schools:

- Saint Mary's Catholic Primary School – Year 4 (70 students)
- Saint Joseph's Catholic Primary School – Year 4 (60 students)
- Marian State School – Year 4 (93 students)
- Eimeo Road State School – Year 4, Years 3 and 4 combined (110 students)

Recycling and Composting Education talks were given to the following kindergartens:

- C & K Eimeo Road Community Kindergarten – 35 children
- C & K Slade Point Community Kindergarten – 15 children
- C & K Hoey Street Community Kindergarten – 22 children
- C & K South Mackay Community Kindergarten – 21 children
- Snugglepot Kindyland – 14 children
- Emmanuel Catholic Kindergarten – 39 children

Recycling and Composting Education talks were given to the following schools:

- Swayneville State School – Preparatory, Years 1 and 2 – 42 students

Addresses to school assemblies regarding recycling were given at the following schools:

- Saint Mary's Catholic Primary School
- Mackay West State School – Preparatory to Year 3

Engagement with CQU University occurred with Second Year Creative Engineering Students presenting Waste Services with their concept for a re-designed wheelie bin.

3.4 Material Recovery Facility (MRF)

Covid restrictions have been lifted by ReGroup in relation to MRF Education Tours which will be recommencing in June 2022.

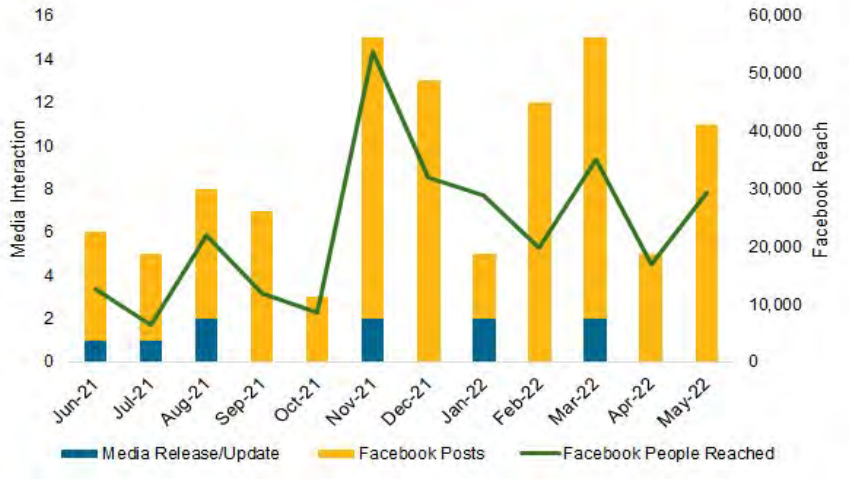
3.5 Education Programs in the Community

Council, together with BMA Mackay, participated in Conservation Volunteers Australia's Marine Debris Clean Up at North Wall Beach. Council also participated and spoke at Conservation Volunteers Australia's Marine Debris National Day of Action at both Quota Park and Illawong Beach together with Mackay and District Turtle Watch, Reef Catchments and Youth Ambassadors, Mackay Community Gardens and Red Cat Tours who also participated in the clean-up and community engagement event.

Composting and Worm Farm Workshops were delivered at Sarina Landcare to 14 community members with the inaugural Composting and Worm Farm Workshop being held at the Mackay Botanic Gardens and attended by 28 people.

3.6 Community Engagement – Social Media

Waste Services engagement with the community is monitored; the following chart shows the number of Media Releases/Updates, informative Facebook posts, and the number of people reached through this social media platform.



May 2022 Summary:

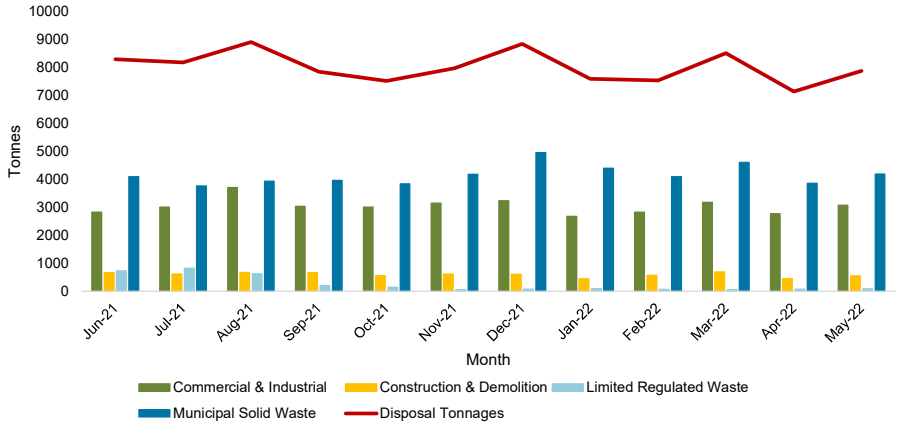
There were 0 Media Releases/Updates and 11 Facebook Posts for the May 2022 period:

- 438 likes for "*Check out this handy hack to fold your reusable plastic bags in 7 simple steps (video)*"
- 236 likes for "Rural View and Eimeo residents' modification to kerbside collection routine"
- 302 likes for "*Despite rainy weekend, more than 23 people attended the composting workshop at the gardens"*

ASSET MANAGEMENT

4.1 Hogan's Pocket Landfill Waste Disposal Tonnages

The chart shows the continued variability in waste disposal tonnages for the region.

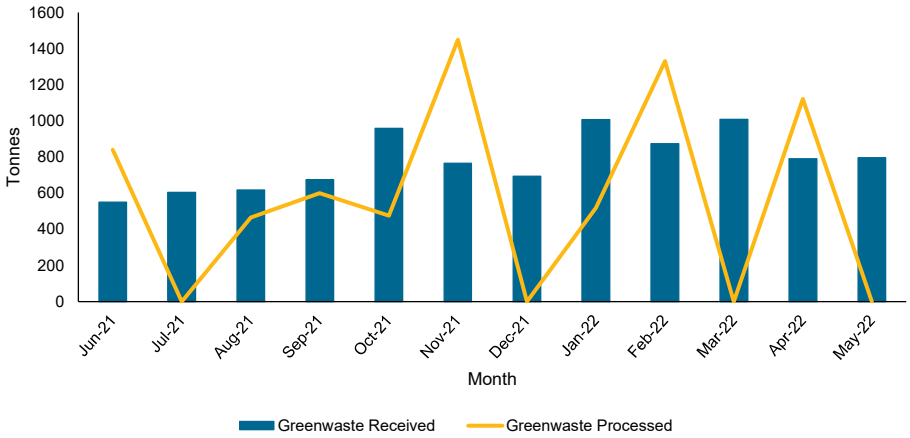


May 2022 Summary:

The total waste received at Hogan's Pocket Landfill for May 2022 was 7,877 tonnes which is an increase of 741 tonnes over the previous month. There was an increase of 4 tonnes in Limited Regulated Waste, 299 tonnes in Commercial and Industrial, 98 tonnes in Construction and Demolition, and 340 tonnes in Municipal Solid Waste when compared to the previous month.

4.2 Green Waste Management

The following graph illustrates the tonnage for green waste received and processed for past 12 months.

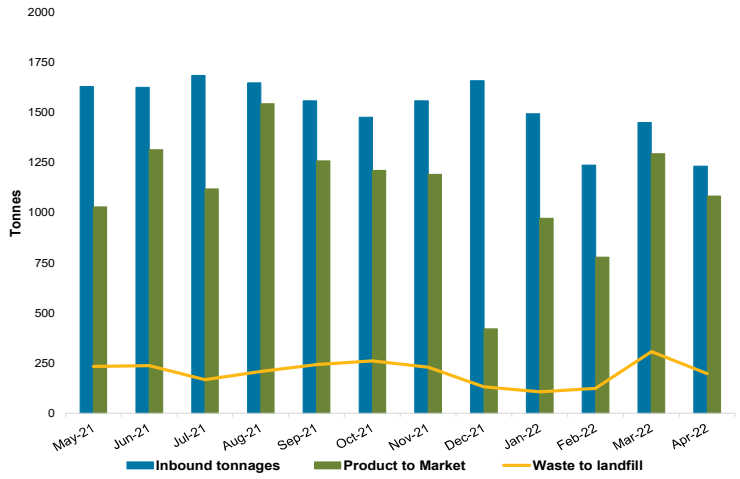


** Please note April graph did not contain correct data due to non-receipt of invoices/reports for February/March/April from new owners LEREV who has experienced data/computer issues. AJK sold business in January 2022*

May 2022 Summary:
796 tonnes of green waste were received for the reporting period which is an increase of 4 tonnes from the previous month, however, it is slighter lower than for the same reporting period last year. There was no material processed during the month.

4.3 Material Recovery Facility Operations

The following graph shows tonnages of materials received and processed at the Materials Recovery Facility (MRF) for the past 12 months.



May 2022 Summary:
The month of May 2022 saw our MRF Contractor complete a full rebuild of the Bounce Belt. Inbound tonnages fell slightly this month as they generally do in wetter periods.

Transport News

Transport costs are continuing to be impacted by high fuel prices. RDT confirmed that transport costs continue to be around 20% higher than this time last year.

Market News

From 1 July 2022, the National Export Ban on plastic wastes will come into effect with the following exceptions:

- Sorted into single resin or polymer type and further processed, for example flaked or pelletised
- Processed with other materials into processed engineered fuel

Discussions with Council's contractor regarding this matter have commenced investigating options for managing this material into the future.

Demand for aluminium and cardboard continues to remain strong.

Plant News

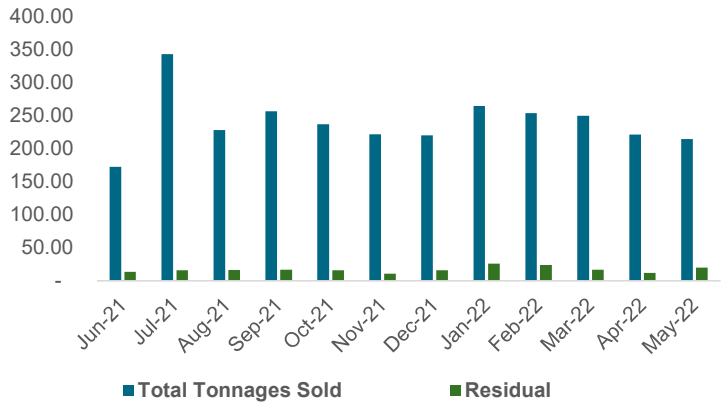
The MRF Plant has been running well since the recent Bounce Belt rebuild.

Contamination News

Comments from our contractor this month remain the same as for the previous month stating that steel from car parts and small appliances are generally increasing through the MRF with a combined container volume of 5,000 litres being filled daily. The contractor continues to notice a general increase in the receipt of building materials, including bricks, pavers, concrete blocks and timber, green waste and clothing. Media releases on this matter are currently being developed.

4.4 Resource Recovery Facility – Tonnages

The below graph shows the total tonnages sold at the Resource Recovery Facility and the amount of residual waste sent to landfill over the 12-month period.



May 2022 Summary:

There was a slight decrease in tonnage sales with an increase in tonnes of material transported to landfill during May 2022 when compared to April 2022. This can be attributed to the wet and cold windy weather and local events occurring during May 2022.

An aspect of the resource recovery service that may not be generally known, is that volunteers assist the Not-for-Profit contractor (Incredable Ltd) to operate. The Incredable Tip Shop has been fortunate to have received 158.5 hours of volunteer contributions from 1 May 2022. The volunteers are individuals who provide their time and are an essential part of the community that make up the operations at the facility.

REGULATORY COMPLIANCE

5.1 Surface Water Discharge Management

There were no stormwater releases during May 2022.

5.2 Waste Facility Audits

Inspection Frequency	Number required	% Complete	Completed/ Carryover	Comments
Bi-Monthly	12	92%	11	Paget Transfer Station was not completed due to illness. This will be carried over to June 2022.

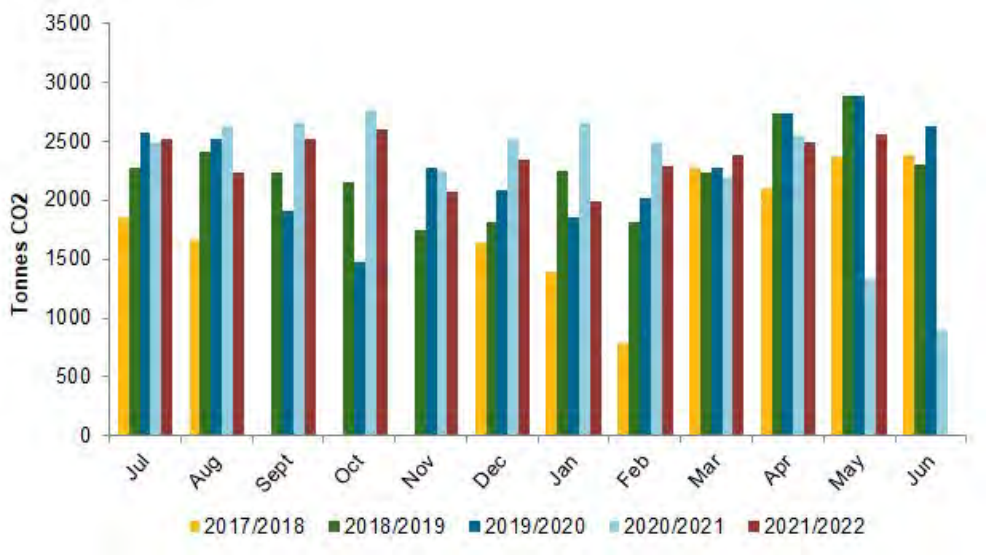
May 2022 Summary:

Eleven audits were undertaken during this period.

Waste Services is reviewing the methodology for reporting the Waste Facility Audits to ensure that the information provided accurately reflects the current position due to the mixed frequency of audits. Currently the report data is distorted with audits included having either bi-monthly or biannual targets. The review will ensure that information is accurately reflecting performance.

5.3 Landfill Biogas Safety

The graph below displays five years of monthly gas destruction in real time.



May 2022 Summary:

Flares operated with 2,557.97 tonnes of CO2-e (301,648 LFG volume Nm3) being flared for the period which is within the expected range.

MANAGEMENT INITIATIVES

6.1 COVID-19 – Waste Services Status

Waste Services continues to implement relevant parts of its Business Continuity Plan and has continued to apply all Council, State and Australian Government directives where necessary.

In terms of operations:

- All sites and services are open as per normal operations
- MRF Education tours to recommence this month
- Collection Services currently operate as per normal operations; and
- Some consultancies have been impacted and have implemented working from home protocols.

As the current situation evolves, Waste Services will continuously monitor any impacts and, with approval, modify and respond in accordance with the local circumstances.

6.2 Current Waste Services Management Improvements

Waste Services has been working on several initiatives this month to improve our business. Some of the business improvements currently in progress include:

- **Capital Project - Stormwater Network Improvements Project at Hogan's Pocket**
  Business Case is underway.

- **Operational Project - Asset Management Project**
  The Asset Management Maintenance Phase of the project is underway. There have been a couple of preliminary Asset Inspection Plans completed this month. This work will form the basis for the development of ongoing maintenance inspections on these assets and assist in the development of the Assetic Maintenance Plans.

- **Operational Project - Closed Landfill Review**

  Project Background
  The "Closed Landfill Project" is a review of Council's closed landfills to determine the need for and extent of work and or monitoring that Council is required to undertake to minimise impacts to the environment because of legacy landfills.

  To date the Project has completed the following:

  - "Initial Closed Landfill Site Review".
  - Council's Consultants, Golders, has completed 13 detailed Site Summary Reports for review and sign off.

- A qualified Closed Landfill Adviser has also been engaged by Council to review the Site Summary Reports and has provided advice on a path forward and a clearer understanding on potential legal obligations and differences between sites that are environmentally licenced versus sites that were closed before the licencing system came into force.
- A Gap Analysis Roadmap was developed to determine the expected deliverables in 2022.

Project Update
The focus over the past month remains on developing the Action Plan in response to the Gap Analysis Roadmap.

- **Operational Project - Hogan's Pocket Gas Flare - Preparation of Emissions Reduction Fund Offsets Report**

  Project Background
  NDEVR Environmental has been appointed to undertake an analysis of the abatement potential for the Hogans Pocket Gas Plant and to apply to register the gas project under the Emissions Reduction Fund. This will enable the establishment of a baseline for abatement potential to develop and submit future Offset Reports.

  This Project has the potential to create revenue for Council by on-selling carbon credits or retention of credits to offset Council's carbon corporate emissions.

  Project Update
  The application to register Mackay Regional Council with the Clean Energy Regulator is underway.

- **Operational Project - Hogan's Pocket Ground Water Monitoring Assessment**
  Terra Sana has been engaged by Council to complete an assessment of ground water using drone technology. This will assist Council to determine the extent of any contamination that may exist in ground water within the landfill site.

- **Operational Project - Waste Management and Resource Recovery Strategy Review**

  Project Background
  The Waste Management and Resource Recovery Strategy development was awarded to Arcadis.

  Project Update
  The Briefing Paper to be presented to the Executive Leadership Team (ELT) has been completed with final review and sign off underway. It's expected that the presentation of the Briefing Paper to ELT will be in early June 2022.

6.3 External Engagement

Mackay Waste Services' Officers participated in the following external interactions:

- On Monday, 30 May 2022 an online meeting was hosted by the Local Government Association of Queensland (LGAQ) to seek feedback from Local Government representatives on the Queensland Government Review of both the Waste Levy and the current Queensland Waste and Resources Recovery Strategy.

11.3.3. ENGINEERING & COMMERCIAL INFRASTRUCTURE - WATER SERVICES MONTHLY REVIEW - MAY 2022

Author	Executive Assistant (Robyn Smith)
Responsible Officer	Director Engineering & Commercial Infrastructure (Jason Devitt)
File Reference	MONTHLY REPORT
Attachments	1. Water Services Monthly Review - May 2022 [**11.3.3.1** - 23 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Water Services Monthly Review for May 2022.

Related Parties

N/A

Officer's Recommendation

That the Engineering & Commercial Infrastructure – Water Services Monthly Review for May 2022 be received.

The Director for Engineering and Commercial Infrastructure Jason Devitt, provided an overview and highlights of the Water Services Monthly Review Report for May 2022.

Cr Jones noted that the customer work requests are the highest they have been in the last 12 months, and queried if there was a reason for this.

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

Council Resolution ORD-2022-156

That the Engineering & Commercial Infrastructure – Water Services Monthly Review for May 2022 be received.

Moved Cr Hassan **Seconded Cr Green**

Cr Hassan highlighted several items from the report including safety, the excellent approval turnaround time for plumbing approvals, the outstanding customer service results and the excellent community engagement undertaken.

Cr Bonaventura congratulated the department on the additional 128 myh2o registrations and urged residents to sign up to this service, and also congratulated the department on their successful use of social media to encourage residents to reduce water during the sewer main repairs.

Cr Bella noted that when Council initially went public on this repair the usual negative comments were received, however when photos of the repair were published, he noticed a turn in the tone of people commenting and liking the Facebook post.

CARRIED

Engineering and Commercial Infrastructure - Water Services

Monthly Review

May 2022

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OVERVIEW

This report is for Water Services activities for the May 2022 period.

Significant items in this period include:

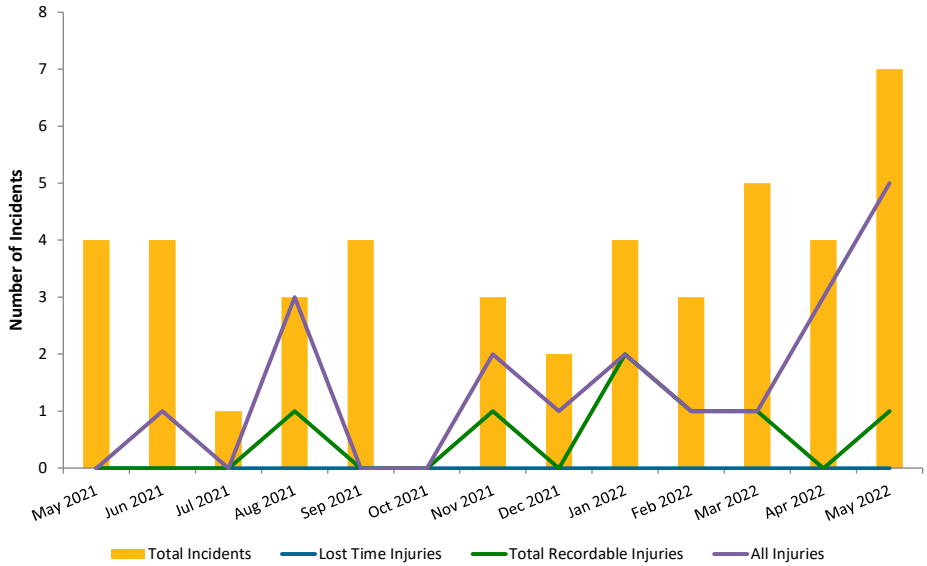
- There were no lost time injuries recorded, however, seven incidents occurred within the reporting period.
- Water consumption decreased in the Mackay, Sarina, and Marian/Mirani communities from April 2022 to May 2022. The Mackay, Sarina and Marian/Mirani communities all remain under the Daily Residential Water Consumption Target of 200 l/p/d.
- A total of 463 Work Requests were received to 31 May 2022: resulting in 317 Work Orders relating to Water and 41 Work Orders relating to Sewer.
- There were 128 myh2o registrations for the month of May 2022 bringing the total number to 16,545.
- Facebook engagement was high with 4,439 collective 'likes' for the 18 posts during the period. The majority were in response to the series of posts for the Southern Rising Main repair - enlisting community support to reduce the impact on the network during the crucial repair period.

Director Engineering & Commercial Infrastructure

SAFETY

1.1. Incident Statistics

The incident statistic details a summary of the Water Services safety incident performance. Water Services aspires to achieve zero harm with a stretch target of zero injuries.



May 2022 Summary:

- 92% of monthly action plans activities were carried out
- 15 safety interactions were undertaken.
- One safety inspection was undertaken.

Seven incidents or injuries to MRC employees were reported in the May 2022 period:

First Aid Injury:

- While securing plugs on 32amp plug in power outlet, clip on weatherproof cap cut hand.

Suitable duties Injury:

- While spotting forklift, walked backwards while attention was on forklift and tripped over pallet on floor, falling and injuring shoulder.

Non-Treatment Injuries:

- Felt pain in back while travelling as passenger in vehicle.
- Individual struck by the backhoe whilst attempting to prevent a potential interaction between the backhoe and another vehicle that was trying to access the site.
- Drilling hole and drill bit jammed, causing wrist to twist.

Asset damage incident:

- While waiting in line at traffic, vehicle in front moved forward and suddenly stopped, resulting in MRC vehicle rear ending vehicle.

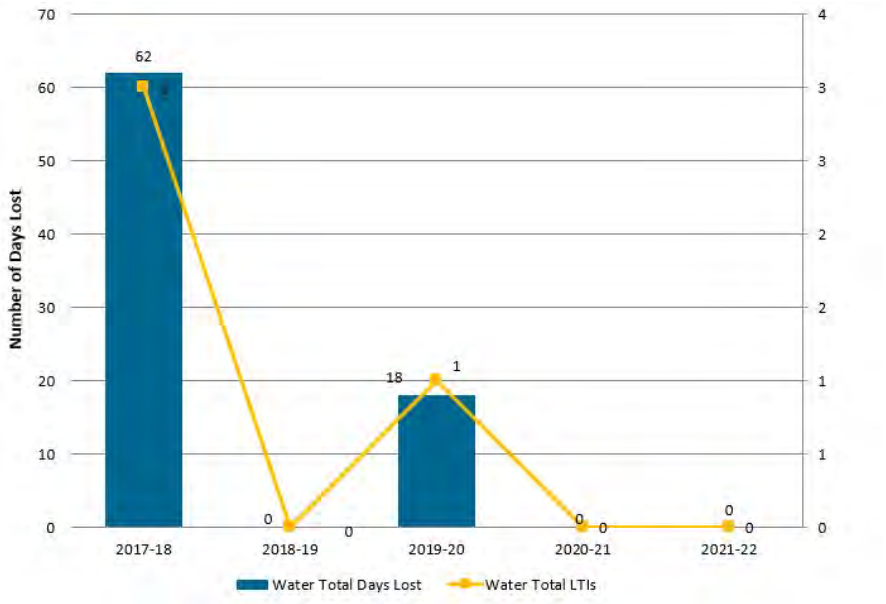
Near Miss Incident:

- Worker driving LV emerged from behind overgrown grass onto cane rail tracks to find cane loco approx. 60m away

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

1.2. Lost Time Injuries

Water Services aspires to achieve zero Lost Time Injuries (LTI) by improving safety performance through developing a proactive safety culture and implementing best practice safety management across all business areas.



Department	2017-18		2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
ECI Management										
Water & Sewerage Infrastructure Planning										
Water Network	2	35			1	18				
Water Treatment										
Infrastructure Delivery	1	27								
Water Services	**3**	**62**	**0**	**0**	**1**	**18**	**0**	**0**	**0**	**0**

Mackay REGIONAL COUNCIL

Engineering & Commercial Infrastructure -
Water Services Monthly Review > May 2022

FINANCE

2.1. Water and Wastewater Financial Report

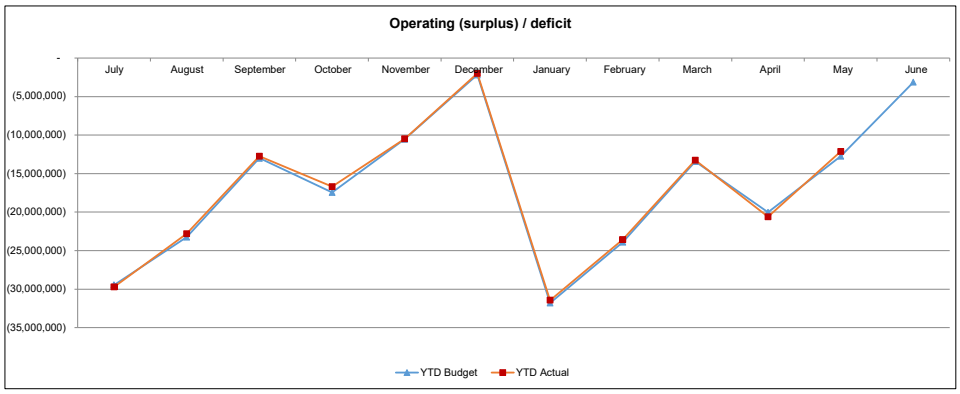
Financial Performance Report
Period Covered: 1 July 2021 to 31 May 2022

Commercial Infrastructure

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

	Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD % Spent	
Water Fund						
6.01 - Commercial Infrastructure Management	(15,869,628)	(18,692,741)	(18,773,375)	(80,634)	100%	Additional revenue recognized due to timing delay in recognition of internal rates charges ($97K), interest received ($21K) and MiWater royalty payment received($17K). Offset by higher than anticipated deprecation charges incurred during WIP capitalisation process $73K.
6.02 - Water & Sewage Infrastructure Planning	908,440	738,834	912,336	173,502	123%	Pipeline risk monitoring multiyear software licence payment unbudgeted $140K. This is to be adjusted in June to recognize prepayment expense. Higher than anticipated consultant spend achieved $40K.
6.04 - Water Networks	6,565,228	5,893,998	6,520,093	626,096	111%	Over budget expenditure achieved for Repairs and Mtce $124K (predominately in traffic control, valves, Plumbing and Fittings, concrete cutting and pipes), contactor spend on Water recoverable works $99K, external recoverable works $51K and internet/mobile data charges $29K. Also, higher than anticipated employee costs allocated to operating $229K, including overtime costs incurred $84K and backpay $85K. The backpay budget allocation is to be moved in June offset the actual spend allocation. There is also, a timing delay in recognition of Water recoverable works income $87K. Offset by fees and charges income received ($31K).
6.07 - Water Treatment	5,812,663	5,258,907	5,244,801	(14,106)	100%	Underbudget employee costs ($21K) and additional income received for fees & charges and operational grant ($4K). Offset by a small overrun in Material & services $11K predominately due to the forecast timing of consultant expenditure.
Total Water Fund	**(2,583,296)**	**(6,801,001)**	**(6,096,144)**	**704,857**	90%	
Sewerage Fund						
6.01 - Commercial Infrastructure Management	(13,736,758)	(17,499,467)	(17,457,854)	41,614	100%	Higher than anticipated deprecation charges incurred during WIP capitalisation process $155K. Offset by savings in travel, accommodation and catering expenses ($18K), registration and subscription expenses ($14K), consultant expenses ($10K) and a timing delay in recognition of loan expenses ($37K). Also, recognition of additional income received for rates ($14K) and interest ($12K).
6.02 - Water & Sewage Infrastructure Planning	828,971	740,279	947,948	207,669	128%	Pipeline risk monitoring multiyear software licence payment unbudgeted $140K. This is to be adjusted in June to recognize prepayment expense. Higher than anticipated consultant spend achieved $55K.
6.04 - Water Networks	5,941,616	5,319,181	5,316,188	(2,993)	100%	Under budget spend in Materials & Services ($53K) and additional income recognized for fees & charges and recoverable works ($7K). Offset by additional employee costs $56K including backpay allocation $90K. The backpay budget allocation is to be moved in June offset the actual spend allocation.
6.07 - Water Treatment	6,427,938	5,512,406	5,172,274	(340,132)	94%	Under budget spend due to timing of electricity invoices ($142K), consultant fees ($56) and employee costs ($161K). Also, additional income Laboratory fees and charges income received ($40K). Offset by a timing delay in recognition of Septic Waste Receivable - Bakers Creek recoverable income $64K.
Total Sewerage Fund	**(538,233)**	**(5,927,601)**	**(6,021,444)**	**(93,843)**	102%	
Operating (surplus) / deficit	**(3,121,528)**	**(12,728,602)**	**(12,117,588)**	**611,014**	95%	

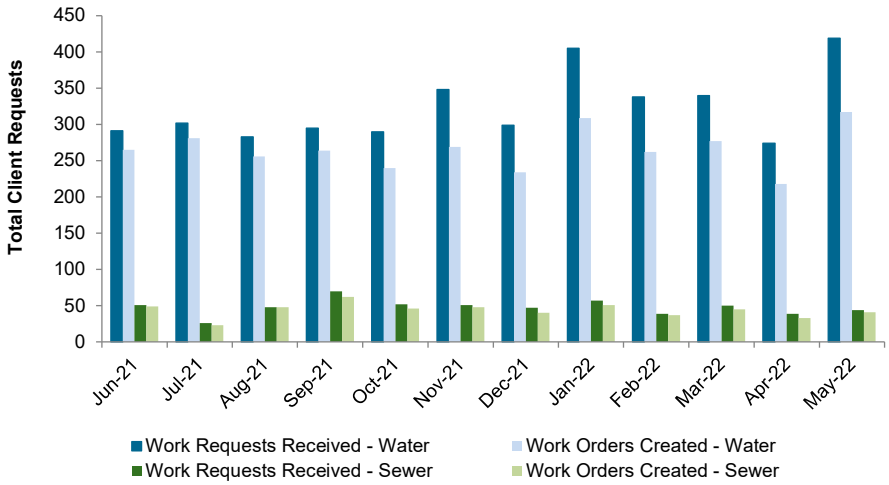
2.2. Operating Result for Water and Sewerage Fund



CUSTOMER SERVICES

3.1. Work Requests Received

The following Chart details the number of Customer Requests received during the reporting period that relate to both Water and Sewer requests. The associated Work Orders created from the Work Requests are also displayed.



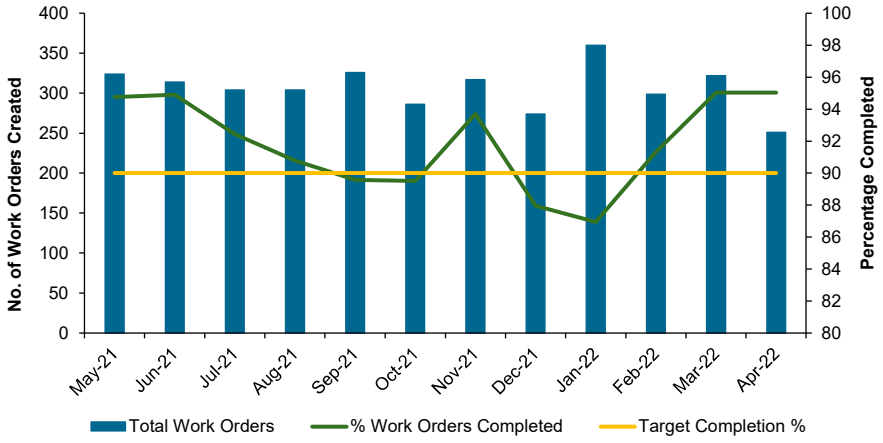
May 2022 Summary:

A total of 463 Work Requests were received to 31 May 2022; i.e., 419 Work Requests relating to Water and 44 Work Requests relating to Sewer. From these Work Requests, 317 Work Orders were generated for Water and 41 Work Orders were generated for Sewer.

3.2. Work Orders Completed

The following Chart displays the number of Work Orders created during the previous reporting period. The target is to have 90% of all customer requests closed. A summary of the performance and percentage of Work Orders completed within that month is detailed below.

Please note, results are one month in arrears to allow for accurate reporting due the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).



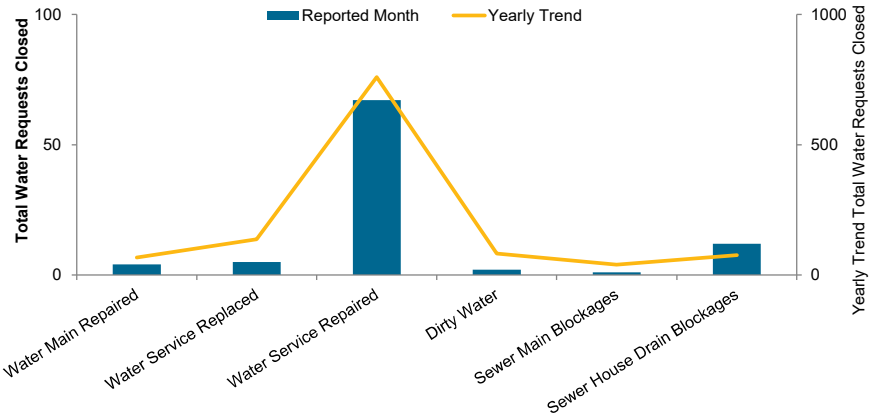
April 2022 Summary:

The number of Work Orders generated from Pathway Requests to 30 April 2022 was 235.
94% of these Work Orders were completed which is above the 90% target.

3.3. Water Requests Closed

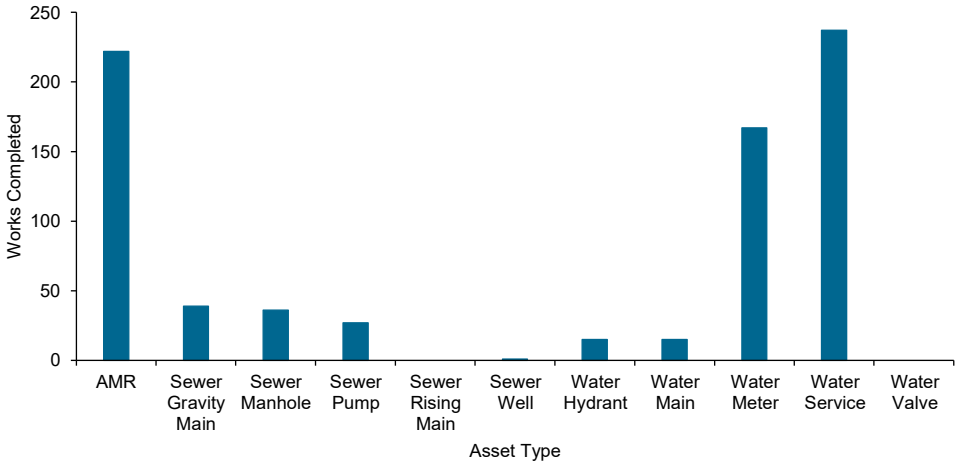
When a customer lodges a request via the Call Centre, it is sometimes not reflective of the actual problem. Therefore, the following graph shows the actual work undertaken and completed. The numbers of Customer Requests will not always match the number of actions undertaken mainly due to multiple customers reporting the one issue.

Please note, results are one month in arrears to allow for accurate reporting due the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).



3.4. Works Completed by Asset Type

The following Chart displays the work that was completed for each asset type during the reporting period. The work that was completed includes Corrective Maintenance (reactive) works, along with Preventative Maintenance Works.



April 2022 Summary:

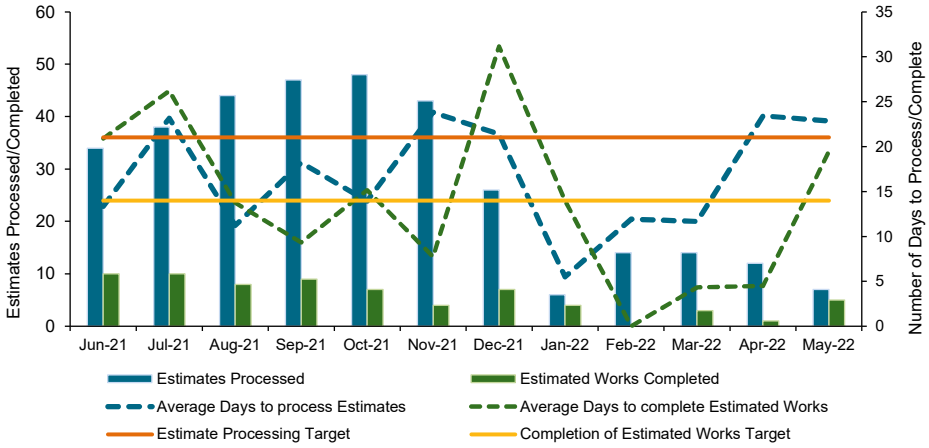
The number of Work Orders completed for the reporting period was 759. This includes 167 Water Meter replacements or new installations.

3.5. Estimated Works

Water Services receives requests from customers for quotations to connect to Council's infrastructure (Estimates). It is important to note that many Estimates are requested by Developers as part of pre-planning for future development stages. As a result, many of the Estimates completed do not result in requests for immediate work to be undertaken. Also, of note is the fact that often requests are received for two block subdivisions where clients seek to understand the total costs involved with subdivision before determining their final course of action.

In the instance where a client does not accept our initial estimate provided, they can request a further breakdown of the fees and charges involved. On some occasions, clients may be able to undertake certain aspects of the work themselves, however, Council always stipulates that any live works undertaken on Council's water or sewerage infrastructure is undertaken by Council. These requests range from large subdivision development connections to a single service connection for a property.

The following Chart displays the number of Estimates processed for customers for the reporting period and the average time taken to complete. The Chart also shows the number of Estimated Works completed and the average time taken for Water Services to complete the Estimated Works.

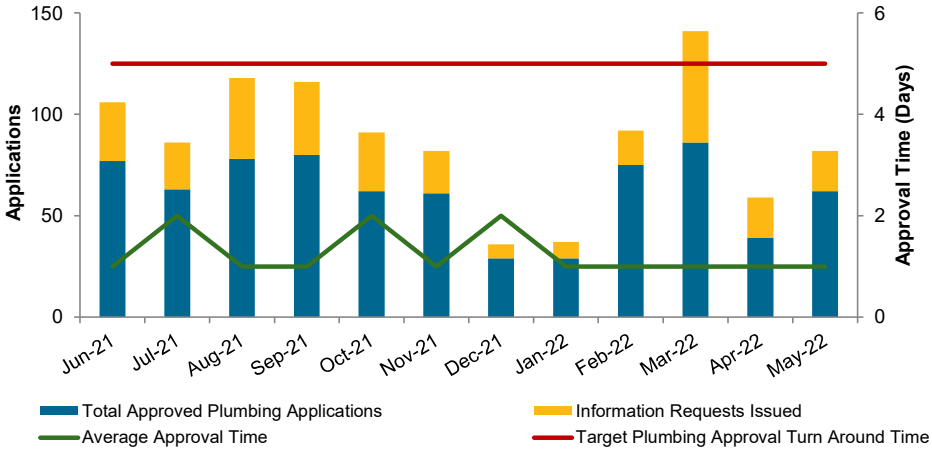


May 2022 Summary:

The number of Estimates processed for customers during the reporting period was seven with the average time taken to process requests being 23 days which is just outside the 21 working day target. The number of Estimated Works Completed during the reporting period was five with an average time taken to complete works in the field of 20 days which is outside the 14-working day target. Staff absences due to sickness, together with weather and streamlining of the estimation process are currently impacting completion of Estimates and Estimated Works Completed.

3.6. Plumbing Applications

In accordance with the *Plumbing and Drainage Act,* a plumbing application is required for all new or modifications to plumbing installations. A plumbing application must be lodged to Local Government. Water Services have a regulatory time frame of 20 business days to assess a plumbing application. An internal target of five business days has been set for all residential plumbing applications.



May 2022 Summary:
The number of Plumbing Applications approved for the period was 62 which is an increase of 59% over the previous month. The Approval Turnaround Time was one day: i.e., well within the five-day target.

3.7. Trade Waste Approvals

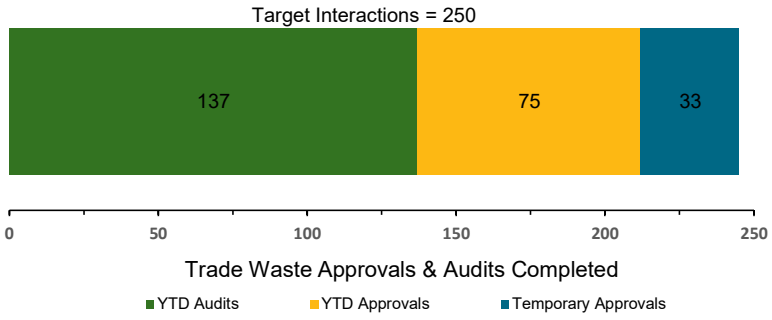
There is an ongoing program for undertaking trade waste assessment and licensing applicable businesses that discharge trade waste. As part of the trade waste assessment process a temporary Trade Waste Approval is established while the formal approval process is undertaken. The table below summarises the number of Trade Waste Approvals for the Mackay region.

	Total Approved Businesses	Temporary Approvals in Place	New Approved Businesses for the Month
Mackay South	828	32	5
Mackay North	91	0	2
Sarina	55	0	1
Mirani/Marian	36	1	0
Total	**1,010**	**33**	**8**

May 2022 Summary:
Eight new Trade Waste Approvals were provided to businesses after completion of their Trade Waste requirements: four were for new businesses, three for change of ownership and one existing business with changes.

3.8. Annual Trade Waste Activity

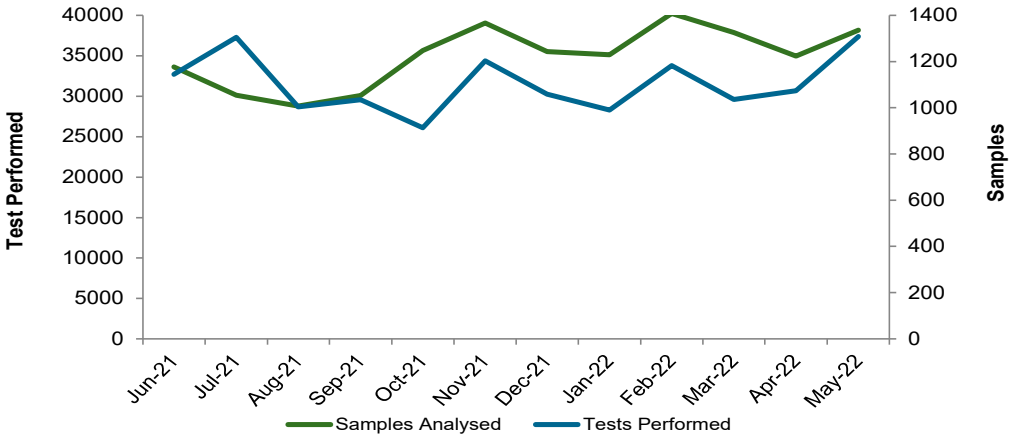
Annual targets are set for the Trade Waste Team with respect to licensing trade waste businesses. A combined target of 250 has been set for both new licensed businesses and audits to be completed by June 2022. The following Chart shows the actual approvals, temporary approvals and audits achieved for the year to date.



May 2022 Summary:
Eight approvals were issued, and 29 Audits were conducted.
The combined annual target for Audits and Approvals is 250 for the 2021/2022 financial year.

3.9. Scientific and Analytical Services

Scientific and Analytical Services (MRC Laboratory) is National Association of Testing Authorities (NATA) accredited (ISO 17025) to provide sampling and laboratory analysis to both Mackay Regional Council and external customers. A summary of the laboratory activities is detailed below.

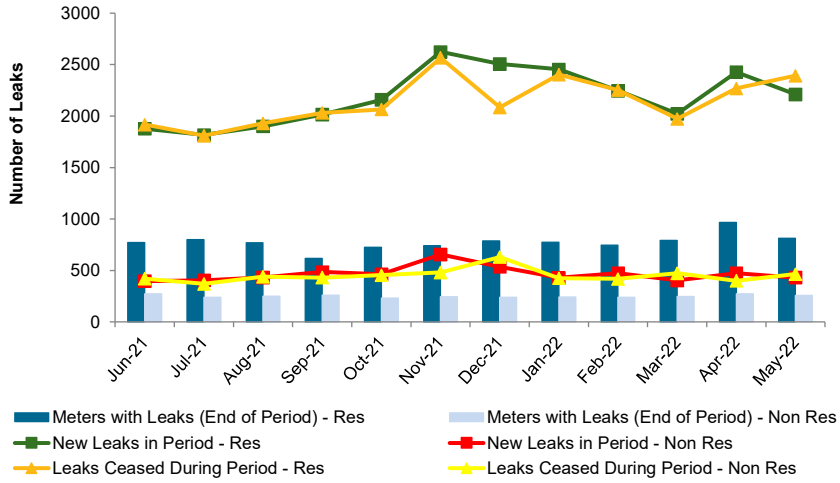


May 2022 Summary:

The number of sample batches registered during this period was 449 with 1,336 samples analysed. The total number of tests performed for the month was 37,373. This month the main focus has been on catching up on outstanding monitoring for REMP and Landfills.

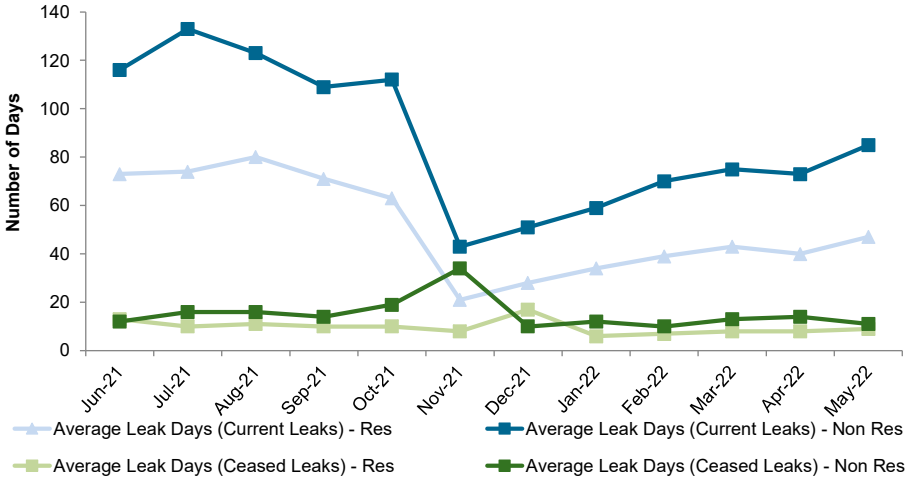
3.10. Leak Detection Notifications

Potential leak notifications are sent to customers when the leak is identified as greater than 10 litres per hour (L/h). Notifications are sent by email, SMS and by post to those owners who have not signed up to the myh2o portal and cease after three consecutive months of notification. Property owners signed up to myh2o also receive notifications by email and/or SMS.



Potential Leak Notifications Sent *			
Via Aqualus (those not registered to myh2o)			Via myh2o
Email	SMS	Letters	Email & SMS
882	226	764	6,081

* No notifications issued via Aqualus in April 2022 due to a technical issue generating the report. This issue is currently being investigated by the software supplier.



May 2022 Summary (25 April 2022 – 25 May 2022):

2,392 leaks ceased for residential properties during the reporting period with an average of 10 days for the leak to cease (i.e., for the leak to be addressed by the property owner). However, there have been leaks that commenced prior to 25 April 2022 that are still ongoing with an average of 47 leak days.

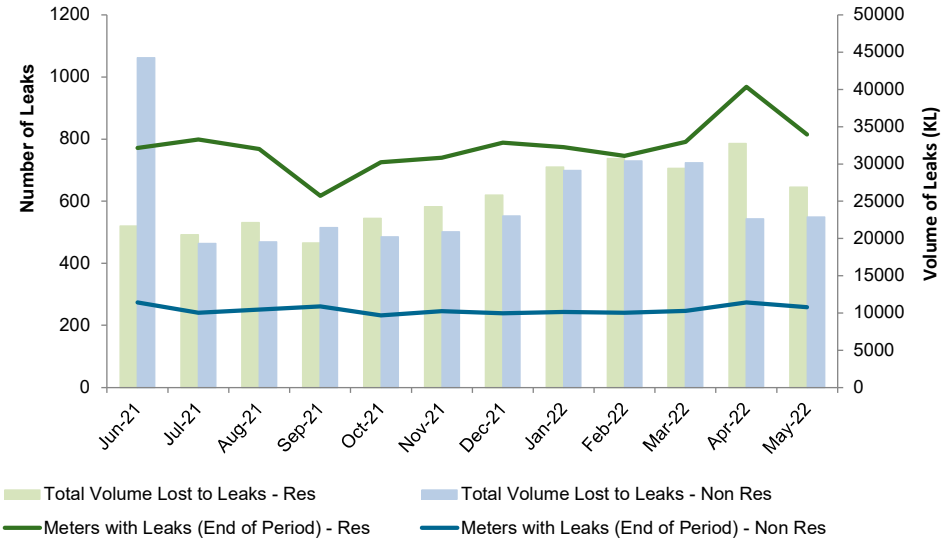
2,212 residential property leaks commenced during the period.

The number of average leak days for residential properties increased to 47 in May 2022. The number of Automated Meter Readers (AMRs) replaced during the month was 222. This will continue to impact reported leaks as data is now being received for these replaced meters whereas data was not being received previously and leaks were not being identified/reported.

451 leaks ceased for non-residential properties during the reporting period with an average of 11 days for the leak to cease (i.e., for the leak to be repaired by the property owner). However, there have been leaks that commenced prior to 25 April 2022 that are still ongoing with an average of 85 leak days.

431 non-residential property leaks commenced during the period.

Considerable effort is devoted towards encouraging non-residential customers to fix the identified leaks, however, some of these leaks are difficult to track down due to the size and complexity of the property.

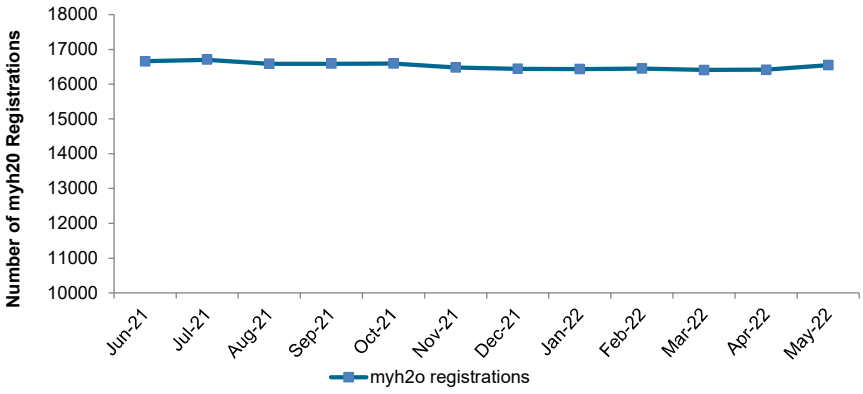


May 2022 Summary (25 April 2022 – 25 May 2022):

This graph highlights the actual total volume of water lost due to leaks for residential and non-residential property owners. For residential, a total of 26,889kL of water was lost due to leaks and for non-residential the total lost was 22,101kL.

3.11. Myh2o Registrations

The following chart shows the cumulative number of myh2o registrations for the reporting period. *Please note: MiWater relaunched as Aqualus in May 2020, with a new user interface – there has been no change to the public portal name 'myh2o'.*

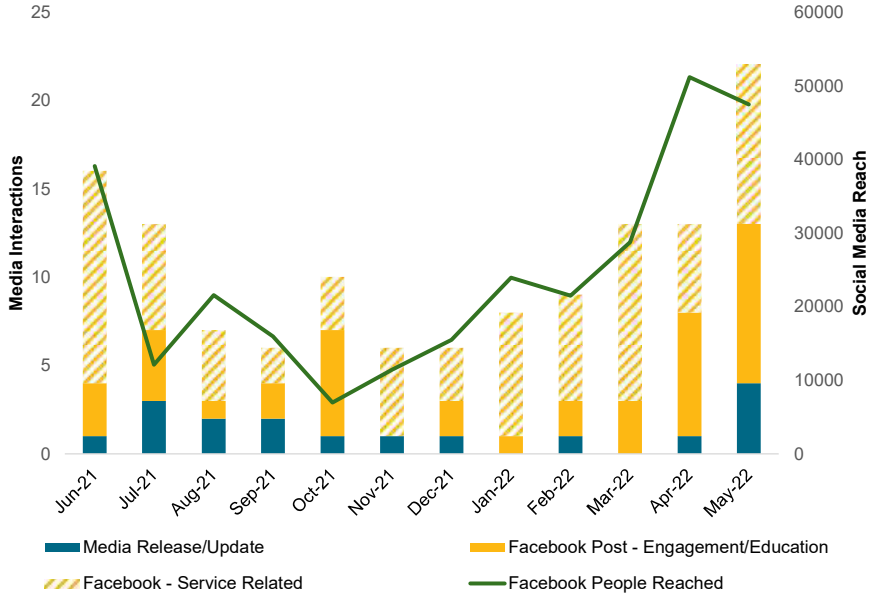


May 2022 Summary:

There were 128 registrations for the month of May 2022 bringing the total number of myh2o registrations to 16,545 including property owners, tenants, and real-estate agents. This uptake in registrations is the highest increase since May 2021 coinciding with the six-monthly Water notice.

3.12. Community Engagement – Social Media

Water Services engagement with the community is monitored; the following chart shows the number of Media Releases/Updates, informative Facebook posts, and the number of people reached through this social media platform.



May 2022 Summary:

There were three Media Releases and one Media Update for the period and a total of 18 Facebook posts: nine for water supply interruptions or service-related advice and nine community engagement posts for the reporting period.

- 1,945 likes were received for: *Council is asking residents to reduce water use on Saturday, May 21, for major repairs to sewer main*
- 531 likes were received for: *Good news - avoid washing clothes and dishes on Saturday June 4 for Sewer main works*
- 483 likes were received for*: Uh oh, there's trouble in Paradise (Street)! We need residents to reduce water usage while repairs to sewer main undertaken*
- 441 likes were received for: *Last Week's rainfall has forced council to delay the major repairs to the sewer main*
- 312 likes were received for: *Tell the kids a swim in the pool counts as a bath! Help us to reduce water usage on May 21*
- 167 likes were received for: *Water Interruption and road closure - Keim St, Rural View, affecting school pick up*

3.13. Community Engagement – Education and Information

Water Education Sessions generally cover "Water Wise" content together with other topical issues such as the 3 Ps' message: what can and cannot be flushed down the toilet.

The Mackay Regional Council website also continues to provide a vast array of Water information to residents covering 22 important topics with the information updated as and when required. A sample of the topics covered are listed below:

- "Choose Tap"
- "Portable and Permanent Water Refill Stations"
- "Backflow Prevention"
- "Building Over Sewers"

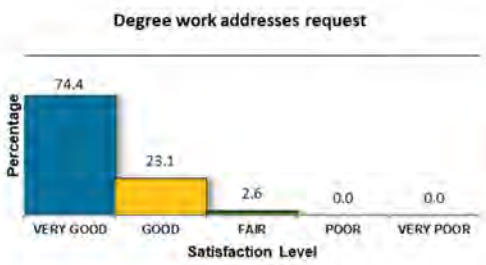
The following Education Sessions were delivered to schools during May 2022:

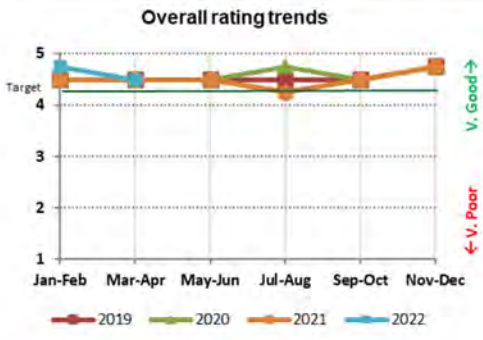
- Slade Point State Primary School – Year 4 (31 students)

3.14. Customer Survey Results

The March/April 2022 Customer Survey Results appear below:

Results of Customer Survey (March / April 2022)

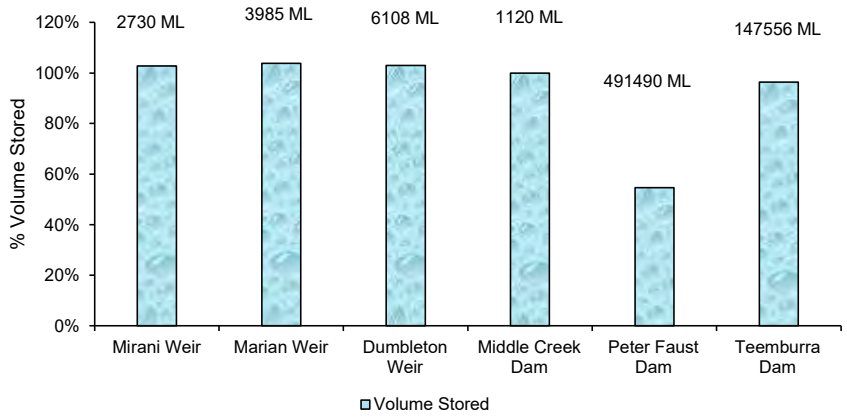


Representative Comments	Trends
• Perfect. • Excellent • Spoke to the supervisor within 15 minutes & the workman was here at time advised. • The guys where here in no time and had it fixed so quickly. They were very friendly • Promptness in attending was excellent. Thank you to all • The call I made to report leak was attended to very prompt I made the call in the morning and within a few hours it was fixed	

ASSET MANAGEMENT

4.1. Surface Water Raw Water Storage Capacities

Water is sourced from a combination of surface and groundwater sources. With the exception of Middle Creek Dam, the storage facilities are owned and operated by SunWater. Middle Creek Dam is under Council's control. The water stored in each of the storages is detailed below.

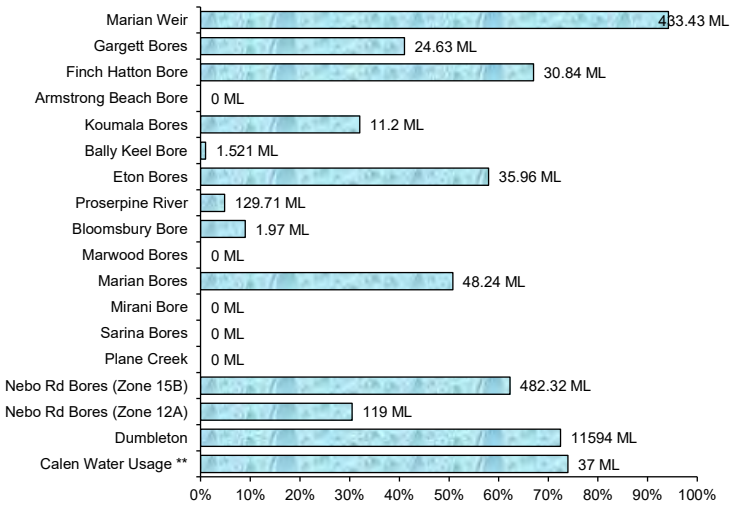


May 2022 Summary:

Dumbleton, Marian, and Mirani Weirs and Middle Creek Dam are all at or above 100% of capacity. Teemburra Dam is at 96% of capacity. Peter Faust Dam recorded the lowest level of all the storages and is currently sitting at 55% of capacity.

4.2. Annual Water Consumption vs Allocation by Source

Water Services has an annual water allocation or water license for each water source. The water allocation and year to date water consumption for each of the water source is detailed below.

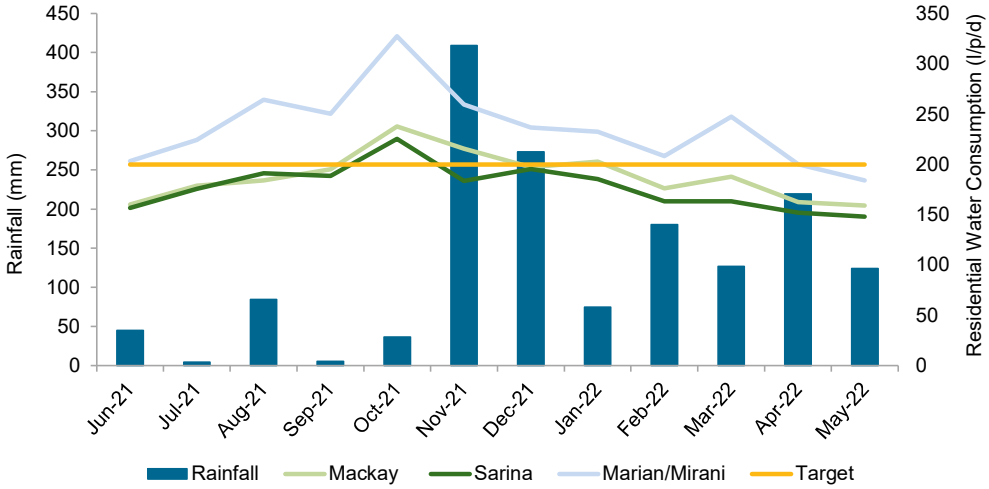


*Calen Water Usage figures are not based on Water Allocation but show the amount of water usage for the area to date.

** Please note no current flowmeter reading is available for Koumala. Estimated values are represented above.

4.3. Water Consumption by Locality – Residential Customers Only

Water Services supplies potable water to both residential and non-residential customers throughout the Mackay region. The average water consumption in each of the three major community centres is detailed below for residential customers only. The water consumption is presented as litres per equivalent person per day (L/p/d).



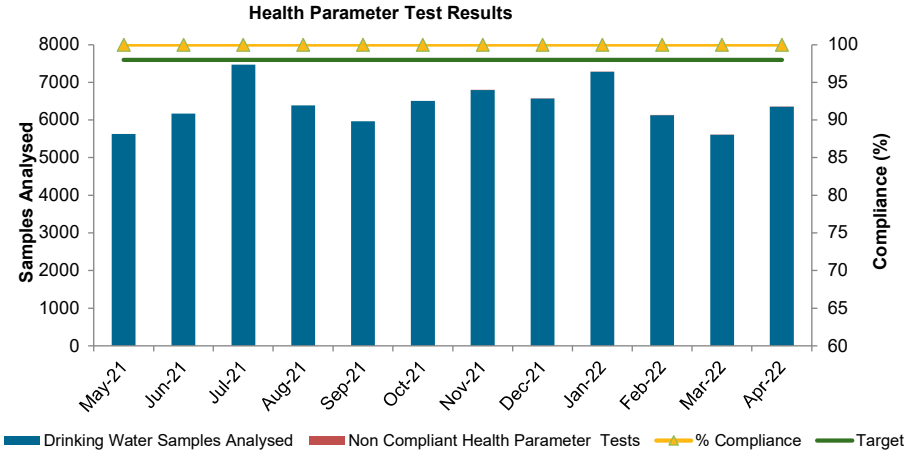
May 2022 Summary:

Water consumption has decreased in the Mackay, Sarina and Marian/Mirani communities from April 2022 to May 2022. The Mackay, Sarina and Marian/Mirani communities all remain under the Daily Residential Water Consumption Target of 200 l/p/d. Rainfall received in May 2022 (124mm) has decreased since April 2022 (219.6mm).

REGULATORY COMPLIANCE

5.1. Drinking Water Compliance

Potable water is provided in accordance with the requirements of the *Water Supply Safety and Reliability Act,* measured against the *Australian Drinking Water Quality Guidelines*. Drinking Water samples are taken at the outlet of Water Treatment Plants and at various locations within the reticulation network. *Please note, results are one month in arrears to allow for accurate reporting.*



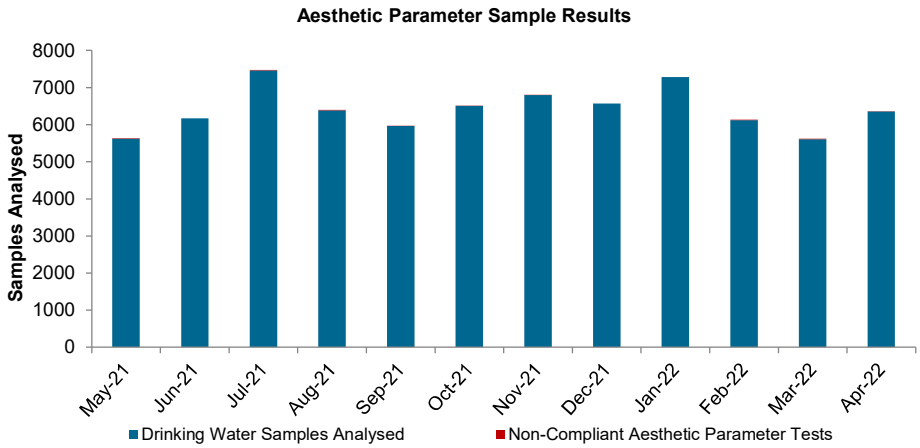
April 2022 Summary:

There were two Drinking Water Verification Monitoring Results from sampling undertaken in April 2022 which did not comply with Queensland Health and Australian Drinking Water Guidelines (ADWG) Health Guideline Values.

The first exceedance relates to Trihalomethane (THM) recorded in the Midge Point Water Supply Scheme. This result was recorded at the start of the month with no further exceedances recorded during the remainder of the month indicating that the raw water quality has improved.

THMs are a by-product of the disinfection process used to treat the water supply. The increase in THM levels in the Midge Point Water Supply Scheme is directly related to an increase in the Total Organic Carbon (TOC) levels from the raw water supply as the raw water became heavily disturbed after recent significant rainfall. However, the THM level recorded was 0.278 mg/L which was only marginally greater than the ADWG limit of 0.25 mg/L. MRC is continuing to monitor the THM levels. It is anticipated that the TOC levels in the raw water will continue to decline and there will be a corresponding decline in THM levels.

The second exceedance relates to Lead recorded in a sample from the Mackay and Sarina Water Supply Scheme. Preliminary investigations identified the high lead result was due to degradation of cast iron pipe fittings used for the sample point tap; not contamination of the drinking water.



April 2022 Summary:

There were 7 Drinking Water Verification Monitoring Sample Results which breached the corresponding ADWG Aesthetic Guideline Values in April 2022 (excluding total chlorine, dissolved oxygen and pH aesthetic guideline value breaches which are considered operational aesthetic issues).

There were two Drinking Water Verification Monitoring Sample Results which exceeded the ADWG Hardness Aesthetic Guideline Value of 200 mg/L. Both exceedances (reported as 381 mg/L and 388 mg/L) were recorded for the Koumala Water Supply Scheme (WSS). Hardness in the Koumala WSS will be addressed by the upcoming softener installation.

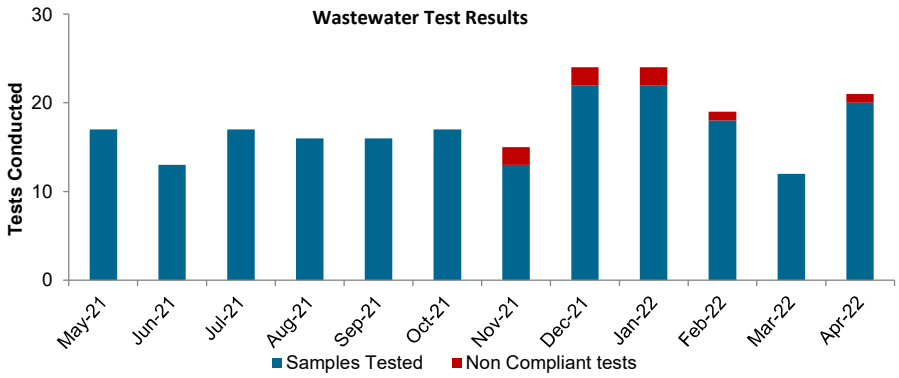
The Mackay and Sarina Water Supply Scheme (WSS) recorded three sample results which exceeded the ADWG Aesthetic Guideline Values for:

- Iron (x 1 sample, 567 ug/L, >300 ug/L)
- Aluminium (x 1 sample 720, 1424 ug/L, >200 ug/L)
- Turbidity (x 1 sample 7.87 NTU, > 5 NTU)

There were two Drinking Water Verification Monitoring Sample Results which exceeded the ADWG Manganese Aesthetic Guideline Value of 100 ug/L. All exceedances (reported between 228 ug/L and 390 ug/L) were recorded for Midge Point WSS. The new treatment plant at Kelsey Creek will help to address these manganese exceedances.

5.2. Wastewater Compliance

The discharges from wastewater treatment facilities are regulated by Development Approvals issued by the Department of Environment and Science (DES). The licence requirements differ based on the year the Development Approval was issued and the receiving environment associated with discharges.
Please note results are one month in arrears to allow for accurate reporting.



April 2022 Summary:
All wastewater tests were compliant in April 2022 with the exception of a Discharge to Water Breach at the Mirani Wastewater Treatment Plant (WWTP) which is currently under the control of the construction contractor. The breach relates to an exceedance of the Total Chlorine levels in the effluent produced at the WWTP. This is considered a minor water quality breach as all effluent is currently being transferred to storage for re-use on farms and is not being discharged directly to the waterway.

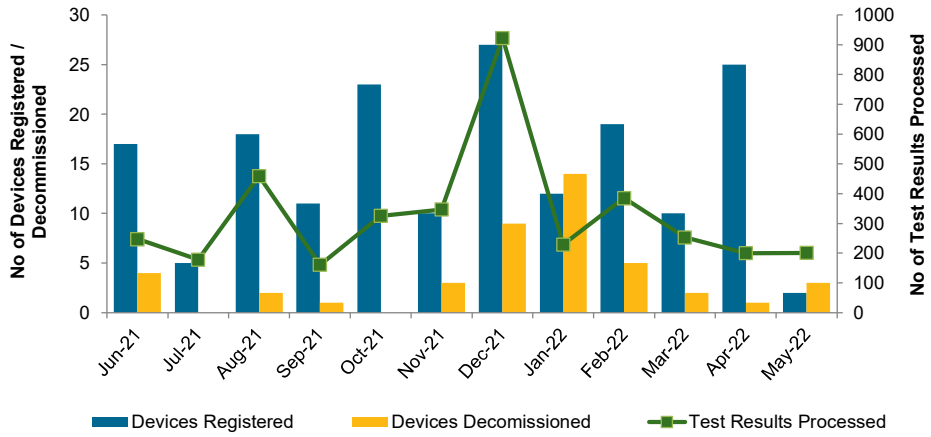
5.3. Regulator Reporting

There was one incident which required reporting to the Department of Environment and Science (DES), the Environmental Regulator, during May 2022.

The incident relates to Mirani Water Recycling Facility where there has been some minor of breaches of the Total Chlorine Release to Waters Limits in the effluent since April 2022. This incident was reported to the Regulator on 24 May 2022 with the Investigation Report due on 13 June 2022. The Mirani Water Recycling Facility has recently undergone an upgrade and the plant is still being commissioned by the contractor UGL. It is expected that these minor issues will be resolved once commissioning has been completed.

5.4. Backflow Prevention Device Register

Backflow prevention devices are designed to protect the town's drinking water supply from contamination by acting as a barrier, keeping contaminated water separate from the drinking water supply. Local Governments have a legislative requirement in accordance with the *Plumbing and Drainage Regulation 2019* to implement and maintain a register of all devices in the municipality.



May 2022 Summary:
Two new devices were registered, one device decommissioned, and 150 tests were processed on backflow devices for May 2022.

11.4. ORGANISATIONAL SERVICES
11.4.1. ORGANISATIONAL SERVICES MONTHLY REVIEW REPORT - MAY 2022

Author	Director Organisational Services (Kylie Lamb)
Responsible Officer	Director Organisational Services (Kylie Lamb)
File Reference	Departmental Monthly Review
Attachments	1. Organisational Services - Monthly Review Report - May 2022 [**11.4.1.1** - 28 pages]

Purpose

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

Related Parties

Nil.

Officer's Recommendation

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

The Acting Director for Organisational Services Justin Rule, provided an overview and highlights of the Organisational Services Monthly Review Report for May.

Cr Mann referred to the abandoned calls and queried the average time taken to get back to customers.

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

Cr Mann referred to the Customer Satisfaction Results graph and queried what availability challenges referred to.

The Acting Director advised that availability challenges referred to staff absences due mostly to COVID and flu.

Cr Bella noted that he had called into the Council a couple of times during the week and advised that he would wait if he was next in the queue otherwise he would request a call-back which was usually only about 5 minutes.

Cr Seymour noted that there was a total of 147 total active vacancies and queried if there were applicants who had applied for other positions who may be suitable for other vacant roles.

The Acting Director advised that Council is sometimes able to use an existing pool of applicants if the position descriptions are similar.

Mayor Williamson noted that there had been 342 applicants for the vacancies advertised and requested Cr Seymour's query be taken as a question on notice for People and Culture to advise if unsuccessful applicants for one position are considered for other positions.

Council Resolution ORD-2022-157

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

Moved Cr Mann **Seconded Cr Hassan**

Cr Mann highlighted several items from the report including safety, the number of flu vaccinations administered to staff, the introduction of the employee onboarding package, the very good shared services results especially considering the staff absences, the excellent customer service and IT satisfaction results and urged parents and carers to watch children around water, noting that a child had to be assisted from the water by life guards.

CARRIED

Mackay REGIONAL COUNCIL

Organisational Services

Monthly Review

> May 2022

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1. EXECUTIVE SUMMARY

This report is for the Organisational Services Department for the month of May 2022:

- Safety continues to be a focus of the department.
- The draft Operational Plan 2022-2023 has been finalised in preparation for adoption by Council as part of the annual budget process.
- Customer Satisfaction survey results were consistent with previous months with 96% of completed surveys demonstrating that external customers were very satisfied with the service they received.
- Information Services request resolution and internal customer satisfaction survey results were again very satisfying with 95% and 99% respectively.
- Aquatic attendances at our two heated facilities have exceeded last year's figures.
- Employee Infulenza Vaccination Clinics were held from May 10-12 with a total of 377 vaccines administered over the 3 days. This was an increase on 2021 vaccination rates.
- Safe Talk training was held this month, resulting in six additional employees being trained in Suicide Prevention skills.
- Budget documentation was finalised in preparation for adoption of the 2022-23 budget by Council in June.

Kylie Lamb
Director Organisational Services

2. SAFETY

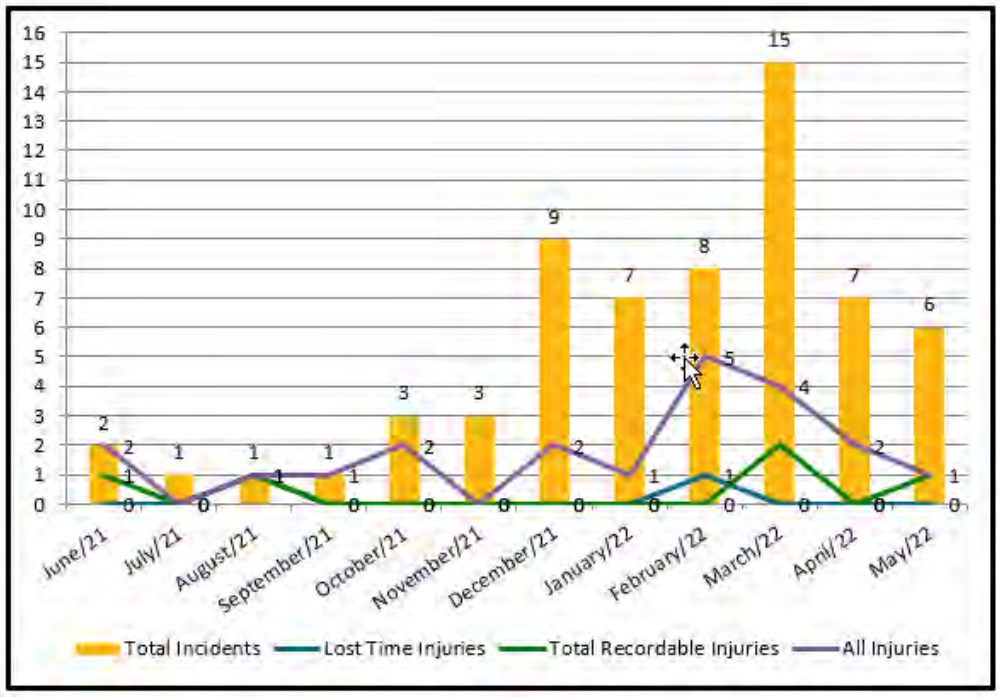
2.1 Incidents and Injuries

Summary

In May 2022:

- Forty-three safety interactions were completed.
- Five site safety inspections were completed.
- 98% of monthly action plans activities were carried out.

Six incidents were recorded in May.



The following injuries to an MRC employee were reported in May:

- MTI – Council employee bitten by small dog in foyer of Council admin building.

The following asset damage incident was reported in May:

- Clipped top of doorway when driving a vehicle into shed.

The following incidents involving a member of the public or contractor were reported in May:

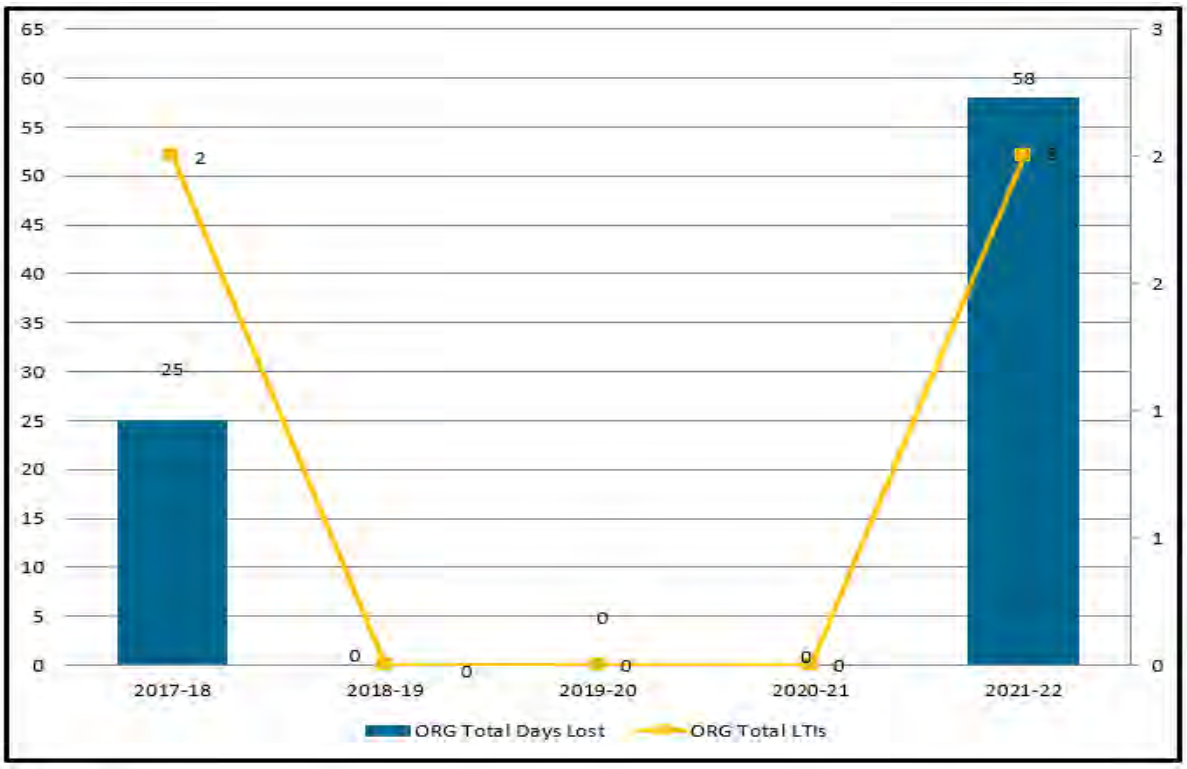
- Truck tailgate dropped to ground and was dragged across Paget auto gate guide rail causing damage.
- While working on ladder the top ladder hinge has broken off and the ladder has separated at the top resulting in the worker falling to the ground landing on his bottom and data cabling.
- Child sustained a small cut to their toe near the waterslide.
- Child went too deep and was not able to swim effectively to the edge of pool. Lifeguards carried out an assisted save to pool edge and into the care of parents

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

2.2 Lost Time Injuries & Days Lost

For the 2021-22-year, there has been two lost time injuries recorded.

1. In August, a person injured their knee while rising from their chair. Three days were lost.
2. In February, a worker sustained injuries after a workplace altercation, resulting in 55 days lost as they recovered.



Department	2017-18		2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Finance										
Information Services										
Shared Services									1	3
People & Culture										
Procurement & Plant	1	17							1	55
Property Services										
Governance & Safety	1	8								
Office of the Mayor & CEO										
Organisational Services Total	**2**	**25**	**0**	**0**	**0**	**0**	**0**	**0**	**2**	**58**

3. BUSINESS IMPROVEMENTS

3.1 Organisational Services Business Improvement Projects / Initiatives

Description	Program	Comments
Policy, Planning and Risk Framework Review.	Director Organisational Services	• This month's key focus has been on finalising all documents that will inform the refreshed Corporate Performance Planning and Reporting Framework. • Finalising this new suite of materials has involved extensive engagement across the business spanning the Acting CEO, Directors, Program Managers and Senior Staff. • Specifically, the Operational Plan 2022-2023 has been finalised and is scheduled for adoption by Council next month as part of the annual budget process.
Long Term Financial Forecast (LTFF) Program Development Project	Director Organisational Services	• Key stakeholders have requested this initiative be revisited. This has triggered the working group to reconvene on priorities that will be considered early in the new Financial Year.
Business Process Management (BPM)	Shared Services	• BPM X - The team conducted the first Business Process Management Exchange for 2022 with 16 participants joining via TEAMS or in person. Guest speakers were Matt Kelly and Kerri Carroll. Feedback from participants indicated they were satisfied with time required to attend and that the content was motivating and provided a greater understanding of Business Process Management.
Training Provider Tenders	Shared Services	• Tender submissions are currently being evaluated by the panel.
Employee Onboarding Package	Shared Services	• Current process of printing all documents for new employees is being given consideration to become a digital delivery. • Documents have been reviewed and fillable forms are being created in preparation for electronic delivery.

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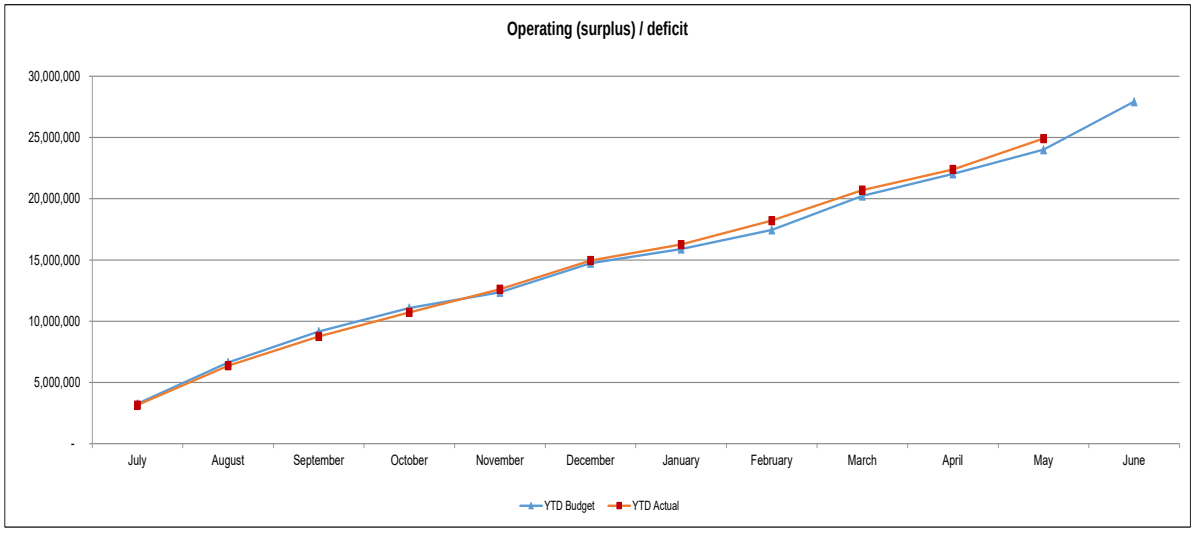
4. FINANCIAL POSITION

Financial Performance Report Period Covered: 1 July 2021 to 31 May 2022	Organisational Services Revised Budget	YTD Budget	Actual	YTD Variance	% YTD Variance of YTD Budget YTD Variance favourable of budget YTD Variance unfavourable, between 0% and 5% of YTD Budget YTD Variance unfavourable, more than 5% of YTD Budget Comments
3.01 - Organisational Services Management	444,217	375,106	369,621	(5,485)	On track
3.02 - People & Culture	3,072,061	2,850,629	2,470,600	(380,030)	Some strategic initiatives have been delayed due to staff availability.
3.03 - Financial Services	3,461,868	2,593,375	2,410,425	(182,950)	Underspend in wages due to vacancies being carried - $33K $80K additional revenue received for collection costs.
3.04 - Procurement & Plant	(5,107,874)	(4,830,647)	(3,729,956)	1,100,691	Income from internal plant hire recoveries is $945K under budget. $600k from Civil Ops is the largest variation. Materials and Services slightly overspent ($221K) primarily due to fuel increases
3.05 - Information Services	9,113,638	8,270,692	8,403,032	132,340	On track. Amount includes some pre-payments for FY22/23 for support and maintenance agreements which will be moved to next financial year
3.09 - Shared Services	6,784,109	5,931,949	5,968,474	36,525	On track
3.11 - Property Services	10,186,035	8,719,405	8,820,937	101,532	On track, minor variance due to timing of payments
3.15 - Works For Queensland Funding Project	9,991	9,991	11,866	1,874	Processing of backpays to closed grant funded projects
3.17 - W4Q & Fed's COVID Funding	(38,946)	84,161	186,497	102,335	Timing variance for outstanding grant proceeds yet to be received
3.18 - Works for Queensland Round 4	-	-	-	-	On Track
Operating (surplus) / deficit	**27,925,100**	**24,004,662**	**24,911,494**	**906,832**	



5. SHARED SERVICES

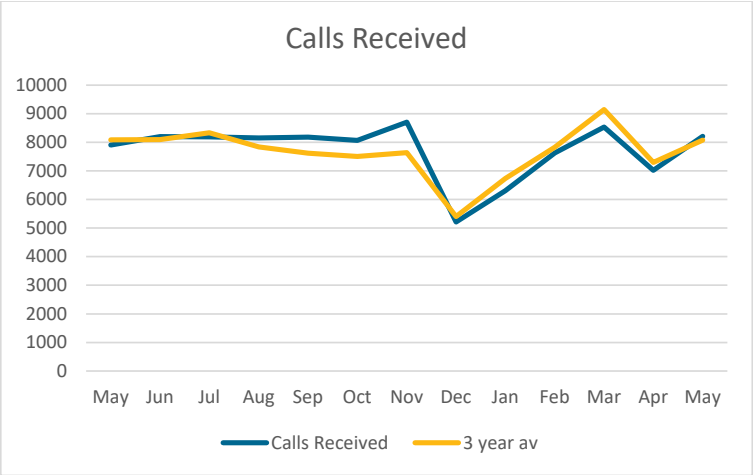
5.1 Overview of External Customer Services

KPI	KPI Description	Target			Result
		Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	
First Contact Resolution (FCR)	The percentage of external customer enquiries that are resolved at the first point of contact.	< 50%	50-60%	> 60%	**54%**
Abandoned Calls	The percentage of customers that abandon their call before being served.	> 6%	4.5-6%	< 4.5%	**9%**
Customer Satisfaction	A measure of customer satisfaction as reported by the end of call survey	< 80%	80-85%	> 85%	**96%**
Customer Request Completion*	Service requests resolved within corporate standard timeframes	< 80%	80-85%	> 85%	**77%**

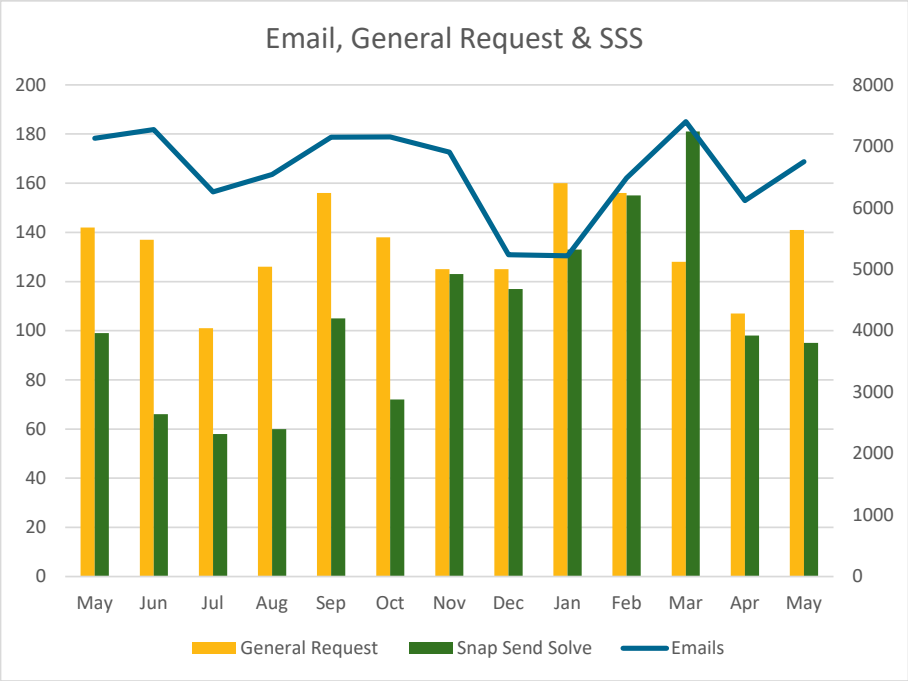
Abandoned Calls: The high level of abandoned calls is being investigated. The call back rate remains high, which means people prefer to select the call back option over waiting on hold.

Customer Request Completion: The customer request completion has not met SLA due to change of address being processed 1 day after due. This was due to unplanned leave and current workloads.

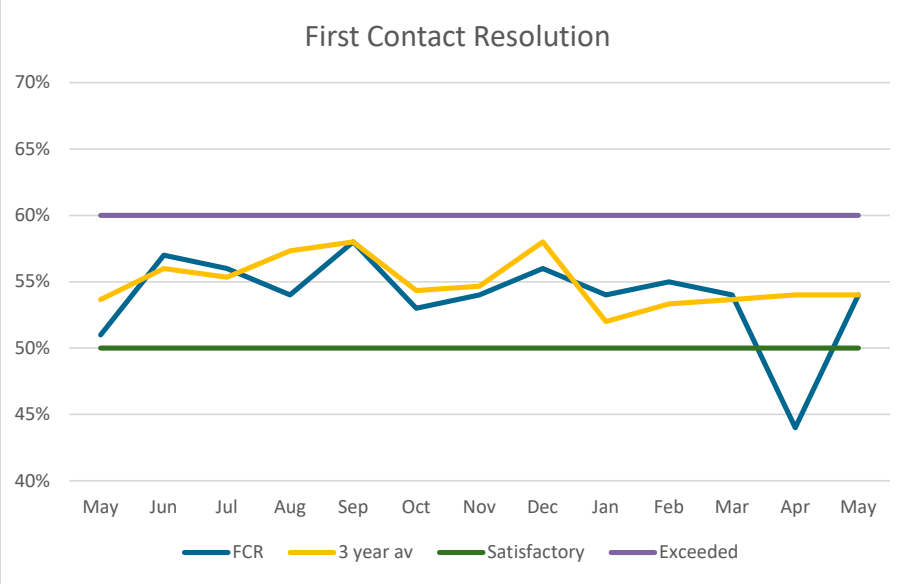
KPI Graphs and Commentary



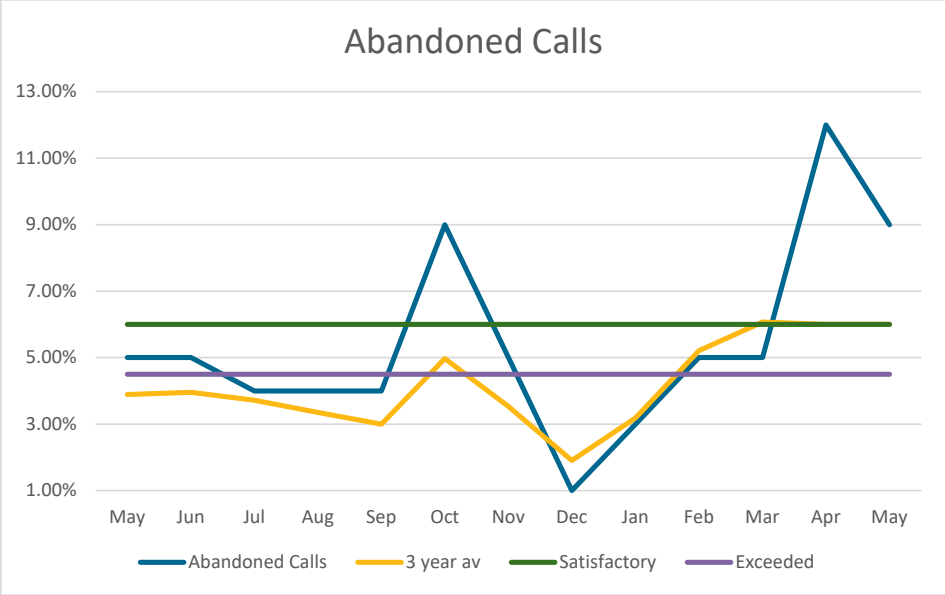
Calls Received: A total of 8,209 calls were received in the May reporting period, averaging 391 calls per day. Total calls received are above the 3-year average for the reporting period. Calls received for the same period in 2021 were 7,905.



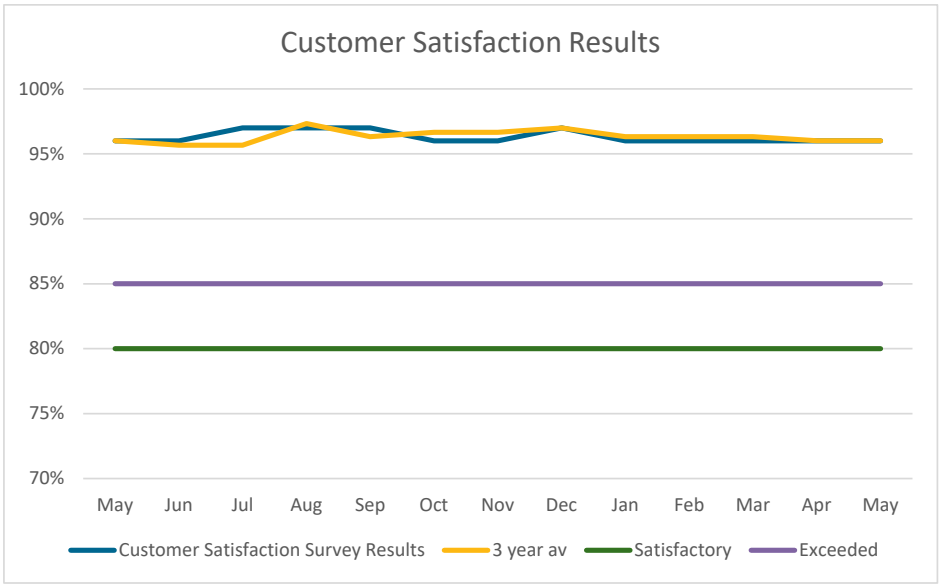
Emails and Online Services: A total of 6,751 emails were received in May, showing a decrease of 382 from the same period last year. General Requests have increased slightly over the reporting period, and Snap, Send, Solve submissions showing a slight decrease, receiving 141 and 95 respectively.



First Contact Resolution (FCR): In May, FCR showed that 54% of customer queries were resolved at first contact, which is tracking on par with the 3-year average. The Customer Service Team were able to satisfy over 1020 General Rating enquiries, and process over 378 Payment Plans.



Abandoned Calls: Abandoned Calls were 9% for May (652 calls) with 89% (582 calls) call back take up rate. The average time to answer a call was 3 minutes and 18 seconds.



External Customer Satisfaction: The Customer Service Team again achieved outstanding customer satisfaction results this month, even with availability challenges, with 96% of completed surveys indicating that our external customers were satisfied with the service provided.

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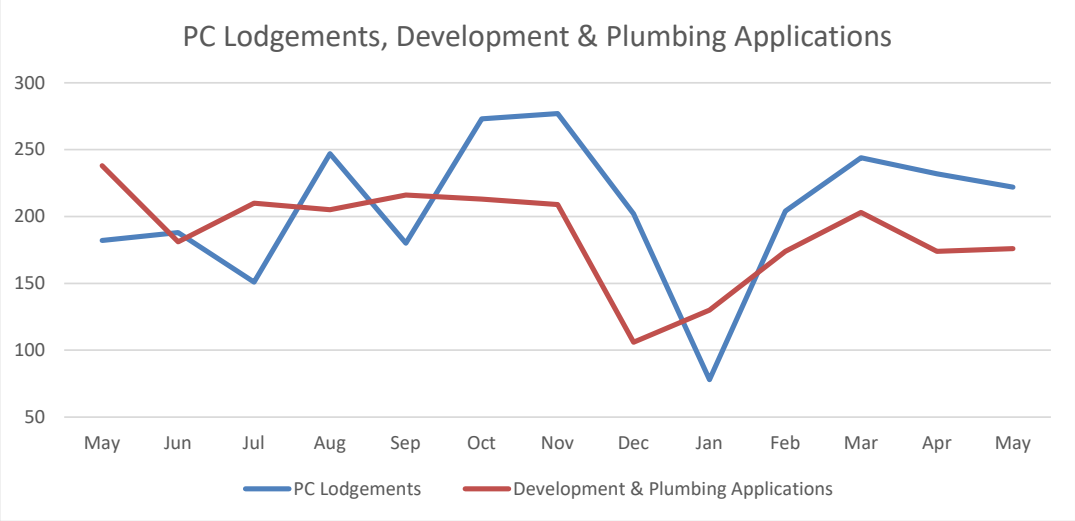
Customer Satisfaction Survey: Of the 3,606 eligible calls 2,979 (83%) of calls were offered surveys. This resulted in 2,088 (70%) surveys being completed.

Customer Request Completion:

	Lodged	Resolved within SLA
MRC Total	4019	75%
SSC	513	77%

MRC Top 5 Pathway requests Lodged in May 2022	Volume	% of total requests
Replace wheelie bin	424	10.5%
Phone message	373	9.3%
Change of mailing address	161	4.0%
Mowing & Weeds Maintenance	157	3.9%
Water - Leak (Public Area)	143	3.6%

5.2 Development Services Business Support

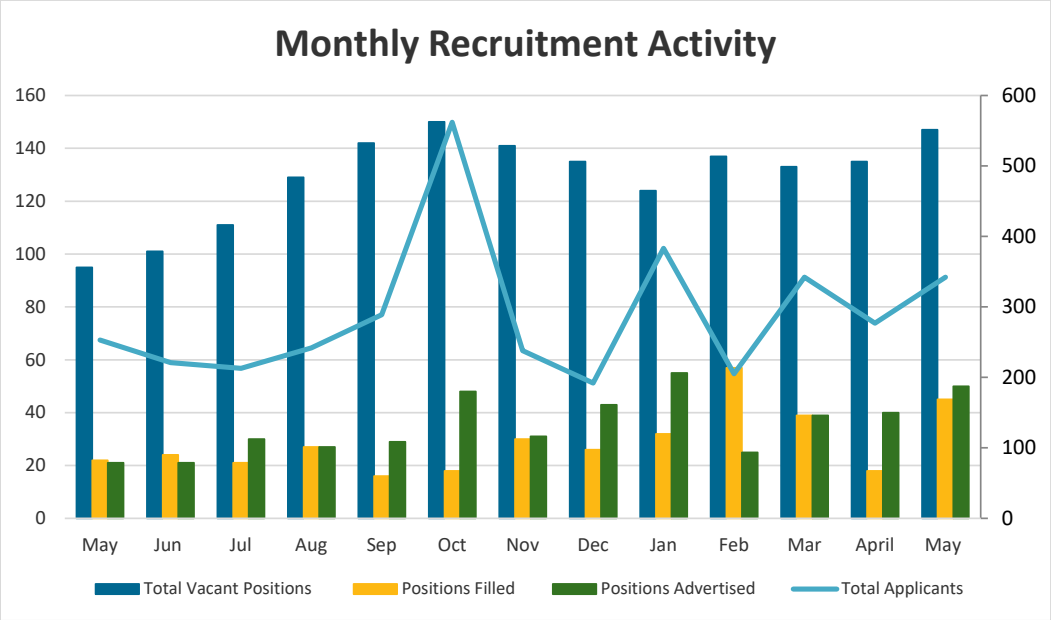


PC Lodgments and Development/Plumbing Applications: 222 building approvals were lodged by private certifiers (PC) in May, together with 176 development/plumbing applications. Continued focus is required to continue to meet service level agreement on this task.

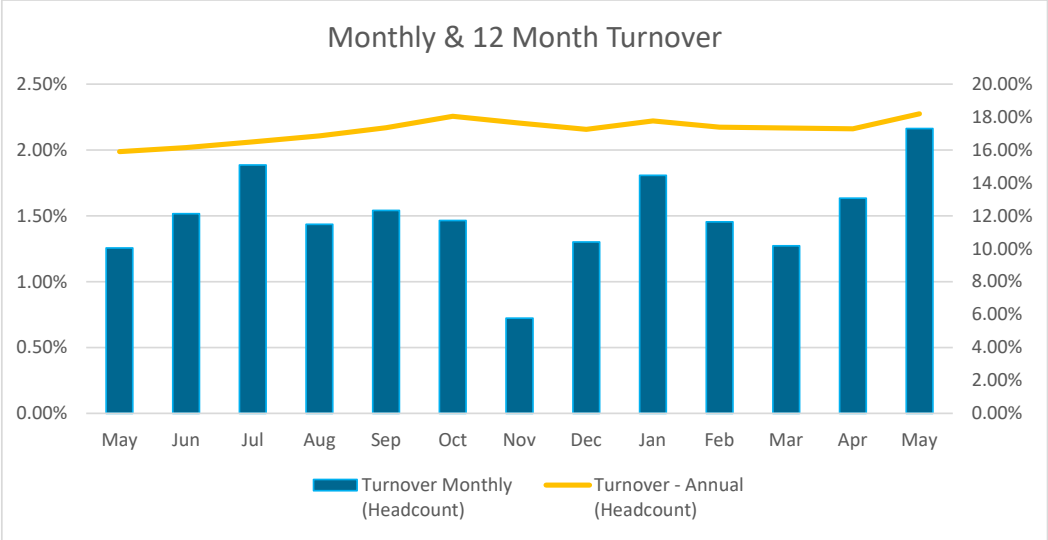
5.3 Employee Services

Staff Contingent:

Status	OMC	ECI	DS	CCS	OS	CW	TOTAL	Prev. Mth.
Full Time	26	290	174	112	163	88	853	862
Part Time	1	9	10	42	45	3	110	101
Apprentice/Trainees	0	2	5	2	7	2	18	19
Temp	0	10	8	8	20	3	49	40
Casual	1	3	12	61	0	2	79	79
TOTAL EMPLOYED	28	314	209	225	235	98	1109	**1101**
Active Vacant	2	51	27	29	16	22	147	135
TOTAL	**30**	**365**	**236**	**254**	**251**	**120**	**1256**	**1236**

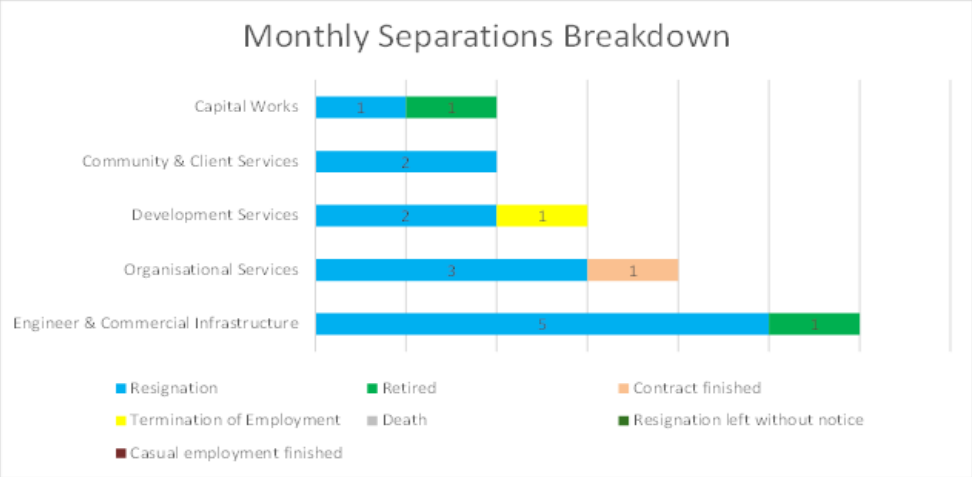


Monthly Recruitment: For the month of May there were 147 total vacant positions, 50 positions were advertised resulting in 342 applicants and 45 positions filled.



Staff Turnover: 12 month rolling average turnover was 18.20%. The monthly turnover for April was 2.16%.

The Turnover and Retention Research Report conducted by the Australian Human Resource Institute (AHRI) in 2018 found regional areas to have turnover rates of 19.32%.



Staff Separations: For the month of May there were 20 as detailed in the graph above.

6. INFORMATION SERVICES

6.1 IT Support

Internal Service Metrics:

KPI	KPI Description	Target			Result
		Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	
Incident Resolution	Percentage of incidents resolved within corporate standard timeframes	<80%	80-85%	>85%	**94%**
Service Request Resolution	Percentage of service requests resolved within corporate standard timeframes	<80%	80-85%	>85%	**95%**
Internal Customer Satisfaction Survey	IT email survey - % of customers whose experience met or exceeded expectations	<75%	75-85%	>85%	**99%**

Notes:

These are again encouraging results for Information Services. Further comments as follows:

- The survey request resolution and internal customer satisfaction survey results for May 2022 are again very satisfying especially with challenging resourcing period and absences due to unscheduled leave.
- Obtaining and retaining skilled resources within the Mackay region is a continuing challenge and one that we continue to explore further on techniques to attract and retain skilled people.
- Strategies are continuing to be explored to work in partnership with educational facilities and other key organisations recruiting IT skill sets in the region to build and foster an extended local resource pool. Information Services are actively participating in work experience appointments and assisting local educational facilities with training expertise. This is all to support the practice of ICT and Council in being a key employer for those emerging future colleagues. We are also exploring the capacity and capability of a local technology development supplier in fulfilling outcome-based results for the organisation in a temporary form.

Mackay REGIONAL COUNCIL

Organisational Services
Monthly Review > May 2022

Information Services Satisfaction Survey – May 2022

	May 2022 Survey	Rating %
1	How would you rate the level of customer service received? (Timely updates, follow through, helpfulness, communication skills)	**87%**
2	Was your request completed within a reasonable timeframe? (If not please state expectation in comments section please.)	**86%**
3	Was your support request completed to your satisfaction?	**84%**

May 2022 Survey Results	Below Expectations	Met Expectations	Exceeding Expectations	Not Assigned	Totals
# of Responses	4	271	395	0	670
Overall Rating	1%	40%	59%	N/A	**99%**

* Not assigned excluded

Applications Availability:

KPI	KPI Description	Target			Result
		Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	
Tier 1 Systems	Refer to the table under 'KPI Commentary' section below for detail on which systems are included in each tier.	< 98%	98-99%	> 99%	**100%**
Tier 2 Systems		< 98%	98-99%	> 99%	**100%**
Tier 3 Systems		< 98%	98-99%	> 99%	**100%**

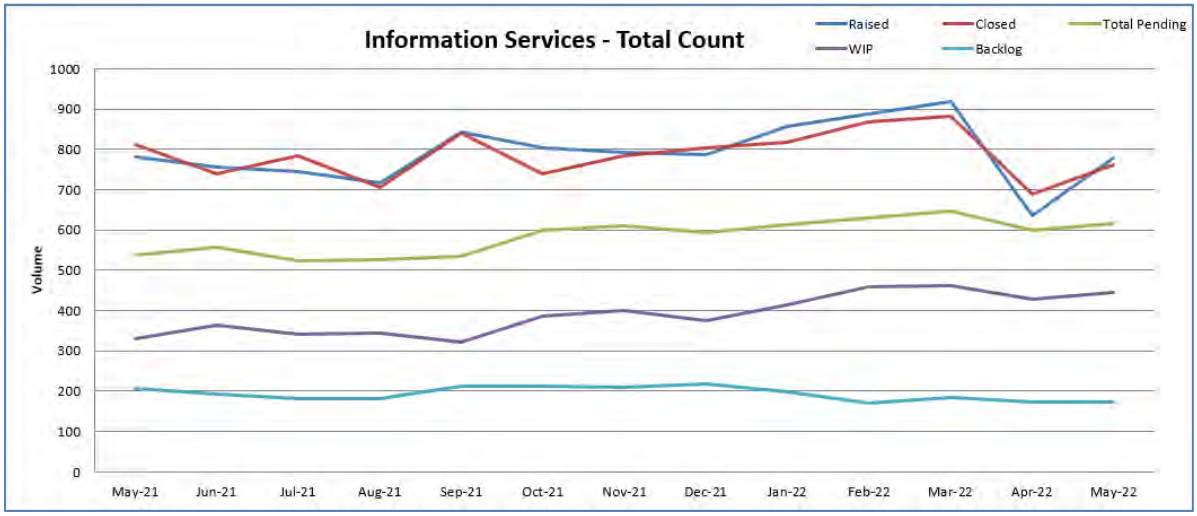
Applications Availability: The below table shows which corporate applications are considered tier 1 and 2. All other systems not specifically noted are considered tier 3.

Tier 1	*Tier 2*	*Tier 3*
ECM Finance One	Aurora	Manage Engine
Email	Bruce	
GIS	Mandalay	
Internet		
Kiosk_Chris21		
Pathway		
Assetic		

15

KPI Commentary:

Incident and Service Request Metrics: The volume of incident and service requests has increased from 636 in April to 778 in May. Information Services continues to deliver significant infrastructure and application improvements (both functional and technical including security) whilst maintaining quality. The below graph identifies the Raised Vs Closed and Pending requests, along with WIP and backlog.



Definitions:

WIP – complex support requests that are within service level agreements and simple support requests open on day of raising.

Backlog – complex support requests that have exceeded service level agreements and simple support requests remaining unresolved after day of raising.

6.2 Cyber Security

The update below is aligned to work streams conducted under the Cyber Security @ Council (CS@C) Governance and Controls plan.

- **Sustainable cultural and behavioural change**
  - May 2022 as follows (inclusive employee and contractor):
    - 22 new enrolments notified to conduct training.
    - 14 enrolments successfully completed training.
    - 23 enrolments awaiting completion of training.
  - Distribution of Cyber Security Bulletin – May 2022.
- **Advancing Cyber Security – Industry Alignment**
  - Continuation of plan as follows:
    - Blocking of legacy authentication protocols.
    - Incorporation of additional corporate access and applications currently non-federated to federated.
    - Multi Factor Authentication implementation rollout throughout the organisation.
    - Implementation and operationalisation of Security Information and Event Management (SIEM) system.
    - Implementation and operationalisation of Vulnerability Assessment System (VAS).

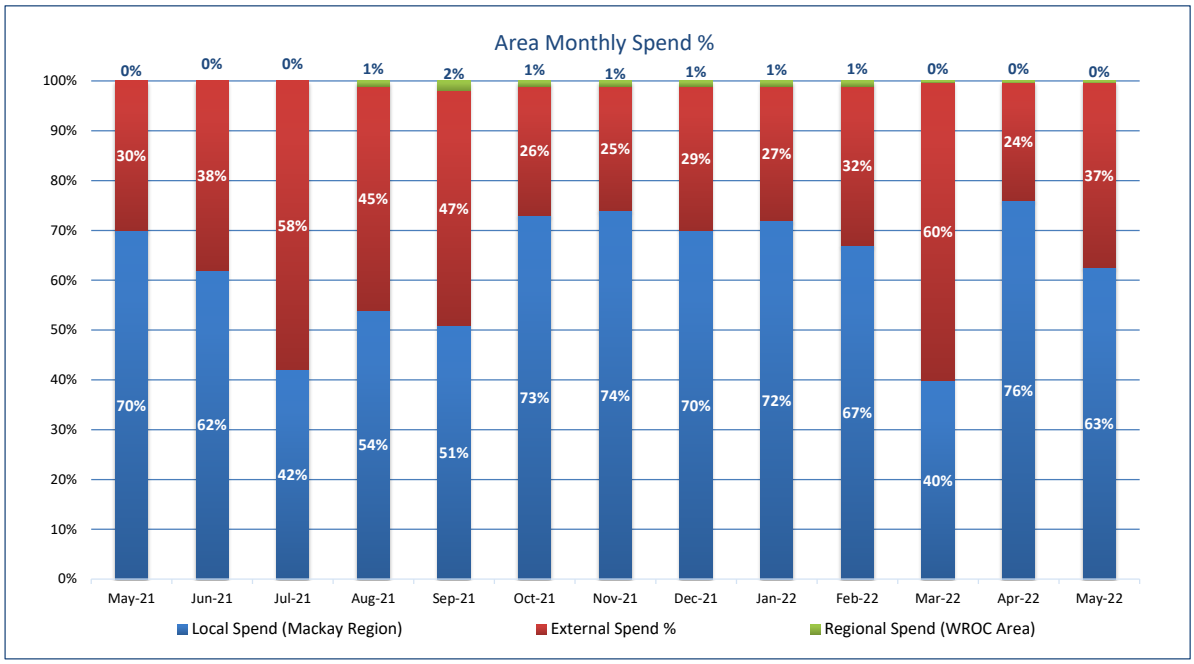
7. PROCUREMENT & PLANT

7.1 Procurement Services

Activity	May 2021	May 2022
Purchase Orders (PO) Raised	1378	1340
Line Items in POs	3544	3331
POs Received	1792	1123
Line Items in POs Received	5955	4398
Invoices Processed	3207	4171

Request for Quotes Issued	5	0
Request for Tenders Issued	2	15
Tenders Awarded	8	5
Quotes Awarded	6	2

Area	Monthly Amount May 2022	Monthly % May 2022	FYTD Amount	FYTD %
Local Spend (Mackay region)	$13,879,176	67	$126,882,888	63
Regional Spend (WROC area)	$74,034	0	$714,081	0
External Spend	$6,772,656	33	$74,537,713	37



7.2 Fleet

The Fleet team took a number of deliveries during May including road sweeper, mobile library van, light rigid truck, mobile site hut (caravan), utilities and a mixture of small plant items.

8. PROPERTY SERVICES

8.1 Overview of Property Services

The month of May saw a solid performance from the Property Services team, with high level of engagement with external and internal stakeholders. The completion of the ground floor staff accommodation piece is drawing to a close with a move in date of mid-June, after the show holiday. We continue to work closely with Belgravia to develop a tangible proactive maintenance regime for the aquatics facilities, and we have been meeting with the local Belgravia Team weekly to achieve this.

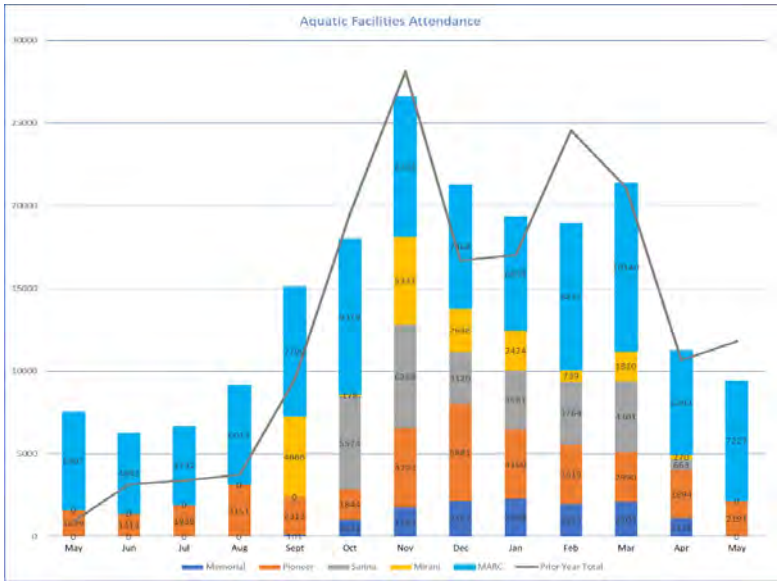
Assetic data collection in relation to building assets is also nearing completion and we expect the ability to utilise this new data in early June, having had meetings with the Data project team around hand over. This is very exciting as we build towards a true factual understanding of our assets maintenance patterns and needs.

8.2 Aquatic Facilities

Aquatic Facility Attendance Figures

Facility	May 2021	May 2022
Memorial Pool	0	0
Pioneer Pool	1629	2191
Mirani Pool	0	0
Sarina Pool	0	0
Mackay Athletic and Recreation Complex (MARC)	5907	7227

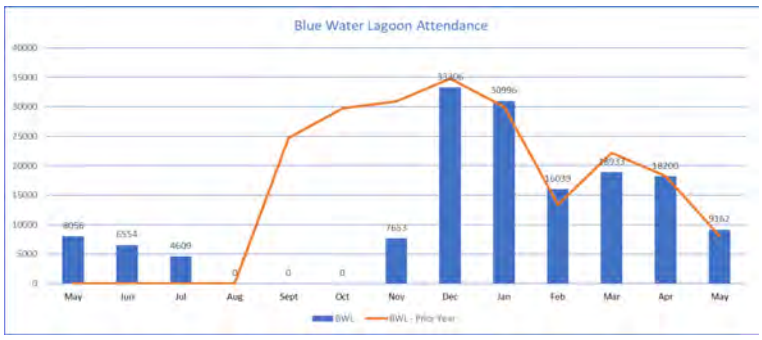
Aquatic Facilities Attendance May 2021 to May 2022 - Monthly Comparison



Bluewater Lagoon Attendance Figures

Facility	May 2021	May 2022
Bluewater Lagoon	8056	9162

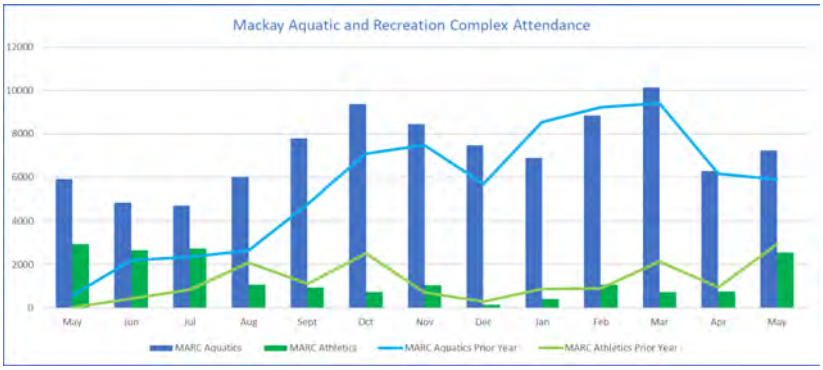
Bluewater Lagoon Attendance – May 2021 to May 2022 – Monthly Comparison



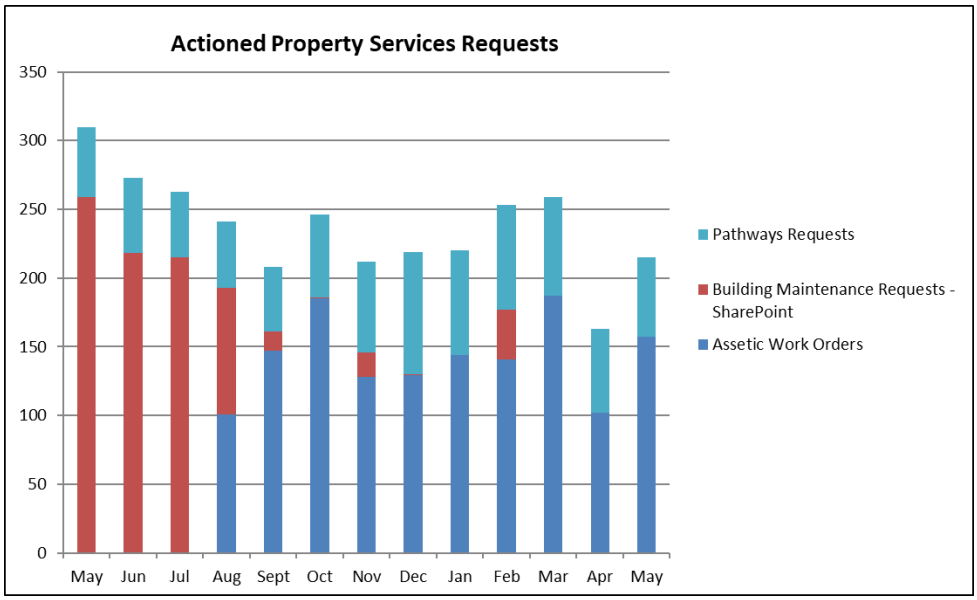
MARC Attendance Figures

	May 2021	May 2022
MARC Aquatic Attendances	5907	7227
MARC Athletic Attendances	2950	2548
MARC Total Attendances (Aquatics and Athletics)	**8857**	**9775**

MARC Attendance – May 2021 to May 2022 Monthly Comparison



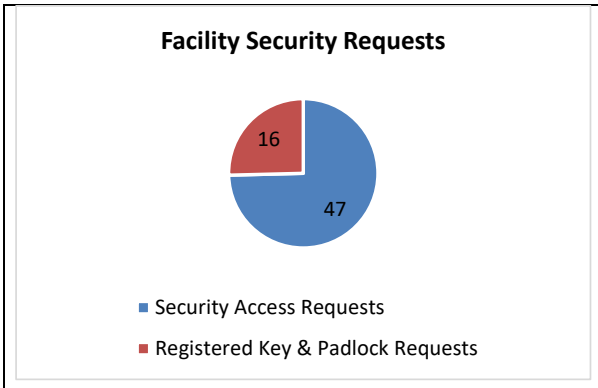
8.3 Building Maintenance



A total of 157 work orders were closed out within the Assetic portal during the month of May. Of these, 153 were reactive building maintenance requests and were categorized into the Failure Cause Codes as detailed in the table below. The remaining 4 work orders related to preventative/proactive maintenance requests.

Assetic Actioned Building Maintenance Work Orders (May 2022)	Volume
Lighting, Damaged or not working	1
Structure, Internal	2
Structure, External	3
Fitout & Fittings, Internal	89
Fitout & Fittings, External	20
Services & Equipment, Plumbing	1
Services & Equipment, Air Conditioning	18
Services & Equipment, Cleaning	3
Services & Equipment, Pest Control	1
Services & Equipment, Security	4
Services & Equipment, Mechanical	1
Services & Equipment, Fire system	5
Services & Equipment, Access	1
Services & Equipment, Electrical	4

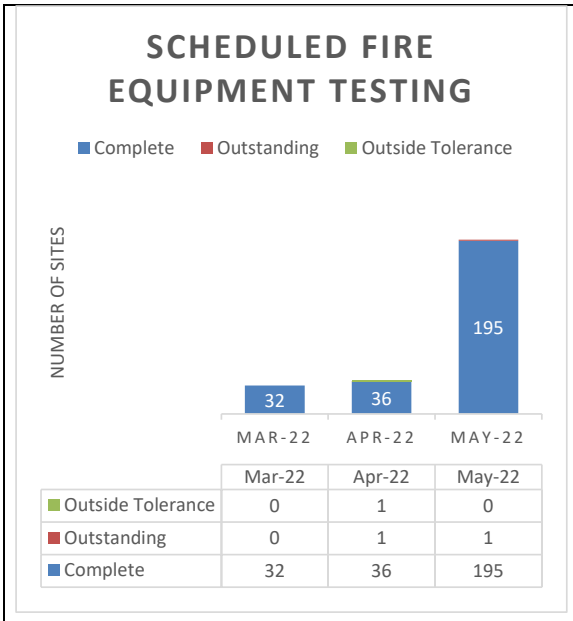
8.4 Security



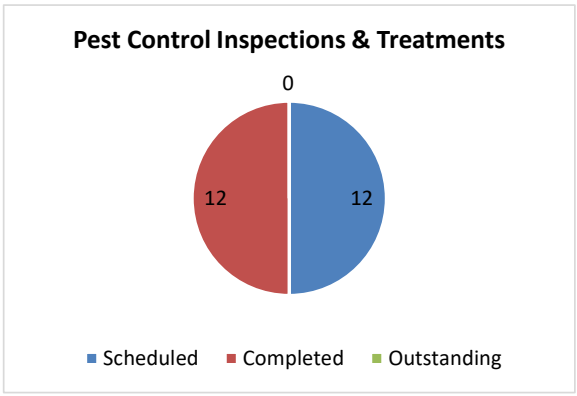
This graph is an indication of the quantity of security access card requests (replacement staff cards, contractor cards, change profile requests) and registered key and padlock requests that were actioned within the month of May.

Contractors from Roy Powell Security are engaged to undertake scheduled testing each month. This incorporates duress, CCTV check and cabinet maintenance, access control, alarm maintenance and electric gate testing at various sites under a set schedule. A total of 66 tests were scheduled and completed for the month of May.

8.5 Scheduled Maintenance



	Mar-22	Apr-22	May-22
Outside Tolerance	0	1	0
Outstanding	0	1	1
Complete	32	36	195



Contractors EndFire Engineering are engaged to undertake fire equipment testing at MRC sites. This includes more than 900 fire extinguishers that are required to be tested on a 6monthly basis. There are also 19 fire panels which are tested monthly with 13 of them being connected directly to QFES.

All Things Pest Control are engaged to undertake pest treatment services at various MRC sites.

8.6 Land & Tenure

Description:	
Leases	
Lease Surrenders	2
General Lease Matters	6
Lease Compliance	5 x general 5 x insurance
The Dome	2 x lease enquiries
Land Matters	
Fencing	4
Enquiries to purchase reserve land	1
Land Maintenance	2
Land & Road Use Committee	Currently outsourced to TDIP while Land Operations are under resourced.
Miscellaneous	4 x general matters
Note: Land Operations were resource challenged during May due to leave and vacant positions.	

9. PEOPLE AND CULTURE

9.1 Key Projects and Initiatives

Description	Status	Comments
Workforce Capability	✓	• The People Capability are continuing to test the proposed improvements to the Position Description (PD) Library in collaboration with the Business Improvement team.
Volunteers	✓	• National Volunteer Week (NVW) was held from 16-22 May 2022 • The theme for NVW 2022 was Better Together. The last few years have been challenging, but together we have navigated these challenges and have made a difference to our community. Together, through volunteering, we are changing communities for the better. We are, Better Together.
Certified Agreement	✓	• Preparation for 'The MRC Determination 2022' Roadshow is in full swing. The sessions will be run during June.
Water Industry Worker (WIW) Pilot Program	✓	**Water Industry Worker Update** • Qldwater commissioned report of the QWRAP WIW and Skills Coordination Project was distributed to key investors of the program this month. Feedback of the program was extremely positive, recognising the benefits of face-to-face training, and collaboration amongst peers and counterparts. One recommendation is that the program has support of continued funding and expanded to research further opportunities for councils. • The WIM alliance meeting was held in Proserpine where the WIW Project Coordinator attended virtually to advise that training is progressing well after the short hiatus due to Covid restrictions in the Far North Qld regions.
Organisational Development	✓	**Culture** • Our 2022 Culture Connectors Reference Group came together for the first time this month. The aim of this group is to promote values-led culture through the selection of monthly employee recognition awards. Each month this group will come together to review all nominations to select winners for employees who display exemplary behaviour, going above and beyond, as well as their outstanding efforts and commitment to the MRC Values. The Culture Connectors group is comprised of employees who are recipients of last year's Annual Staff Awards, as well as an ELT representative to support their decision-making processes. From January to April, we received 20 nominations, we will be revamping this process and framework to the business over next several months with the support of our Culture Connectors Reference Group leading this process.
		Diversity, Inclusion and Belonging • On 17 May we celebrated IDAHOBIT (International Day Against Homophobia, Biphobia, Interphobia & Transphobia). IDAHOBIT day is a day to celebrate and appreciate our diverse community and to stand up for equality for all members of society. The day is about raising awareness, championing inclusion in schools and workplaces and for celebrating the LGBTQI+ community. Celebrating this day unites LGBTQI+ people around the world in strength while allowing us to reflect on our own histories. Celebrating who we are and what makes us incredible enables and empowers LGBTQI+ people to create a better future for everyone.

Description	Status	Comments
		 • On 27 May, Members of the Domestic Family Violence Prevention Council presented to the Mayors DFV Taskforce. Eager to learn more about these current issues for our region, MRC proudly had in attendance our Acting CEO, Councillors, and several members of Executive Leadership Team and Senior Leadership Team. Council is currently on a journey to support a Queensland free from domestic and family violence. The DFV Prevention Council shared opportunities to create change within the workplace and community, as well as a snapshot of statistics within the local government area. Members of the Taskforce and others in attendance shared their own experiences and queried what we can do collectively to make a difference in our own workplace & community. Key takeaways from the presentation were that reporting and speaking up are the most important ways to stop the violence or potential act of violence.
		Health & Wellbeing • On May 3 Paul Stanley (Matthew Stanley Foundation) & Steve Smith (Queensland Police Service) shared their 'Walk Away Chill Out' Awareness presentation with employees. Mayor Greg Williamson spoke to the power of the presentation and reality it poses in not only our work lives, but at home & within the community. Our current CEO Angela Hays shared about May being Domestic & Family Violence prevention month with the focus theme of 'All of us Together', which was fitting that we all came together to share in the events of a fatal night where Paul's 15-year-old son went to

Description	Status	Comments
		a friend's party and devastatingly did not make it home. Paul shared a real-life recount of the day his family and his world changed forever. • **Employee Infulenza Vaccination Clinics** were held from May 10-12 at Paget (2 clinics), JCC (2 clinics), Sarina (1 clinic) and Mirani (1 clinic). A total of 377 vaccines were administered over the 6 clinics. An increase on 2021 vaccination rates. • **Safe Talk training** was held at the JCC Training Room on May 24, with six (6) more employees trained in Suicide Prevention skills. Training provided by representatives from the Grapevine Group.

Description	Status	Comments
		• **2022 Mackay Marina Run** teams finalised for the event in June. Total of three (3) teams will be taking part, with team members from a range of Council programs. • Ongoing promotion of **Zest 4 Life platform** – May theme, Activate Mode (physical health). April leader board winner – employee from Transport & Drainage Infrastructure Planning
		Leadership, Coaching and Mentoring • Leadership development continues with the corporate wide upskilling program Elev8 Leadership Series.

✔ On Target	✘ Below Target	Complete

9.2 Organisational Development Metrics

EMPLOYEE RECOGNITION

Employee recognition allows employees to recognise each other on the basis of living core values through daily behaviour and examples of positive performance.

The MRC values are the guiding principles that provide our organisation with purpose and direction. They support us in our decision making and how we conduct our work.

MRC takes the time to celebrate employees through a monthly employee recognition award program, whereby we take the time to celebrate employees who exemplify our values.

Winner/s are selected by peer employees who make up the Culture Connectors Reference Group.

The below table details nominations per month for employee recognition.

Month	Number of Nominations	Programs Nominated
January - April	20	Civil Operations, Shared Services, Property Services, Procurement & Plant, Water Treatment, Field Services, Water Network and Financial Services

LEARNING & DEVELOPMENT

The following table summaries key learning and development metrics achieved for the month.

Learning and Development Activities	Total Number
Inductees *The number of employees inducted in the month.*	27
Trainees *The number of trainees currently progressing through their traineeship.*	5
Apprentices *The number of apprentices currently progressing through their apprenticeship.*	12
Active Accredited Training Contracts (existing Workers) *The number of employees actively undertaking AQTF accredited professional development.*	28
Active Education Assistance Employee Development and Further Study *The number of current Education Assistance Recipients*	22
Active Leadership Development *The number of employees currently progressing through leadership training via the Elev8 Leadership Series*	121
MRC Custom eLearning Modules Completed	1118
Skillsoft Online Resources Utilised/Completed	63

10. FINANCIAL SERVICES

10.1 Financial Compliance

Description	Timeframe
Manage capital and operational budgets to achieve the benchmark Local Government financial sustainability ratios, including the operating surplus, net financial liabilities, and asset sustainability ratios. Measure: Completion of Long-Term Financial Forecast including applicable ratios	✔
Provide relevant and useful information to Council, stakeholders and clients. Measure: Production of monthly strategic financial reports	✔
Provide relevant and useful information to Council, stakeholders and clients. Measure: Number of high-risk audit issues	✔

10.2 Key Activities

Activity	Comments	Timeframe
Audit Committee	• Representatives from Finance attended the latest Audit committee and tabled relevant paperwork pertaining to the end of financial year accounts. We sought guidance on material items via file notes on all known issues that may have a financial impact to end of year accounts.	✔
New year Budget Preparations	• Councillor briefing #2 to discuss recent economic conditions • Finalisation of all budget documentation occurred • Expected delivery for councillor review 8th June 2022	✔
Statutory Reporting	• Strategic Financial report prepared and delivered to CEO for presentation • FBT return prepared and lodged with ATO	✔
Comprehensive Revaluation – Water & Sewerage Business	• Valuation work remains on track with final reports due from Valuer early June. (note - no financial impact until FY22/23)	✔

✔ On Target	✘ Below Target

11.4.2. LEASE OF LAND - RUGBY LEAGUE MACKAY & DISTRICT LIMITED

Author	Manager Property Services (Maurie Fatnowna)
Responsible Officer	Director Organisational Services (Kylie Lamb)
File Reference	Current Securities Lease 45, 15 Casey Avenue, South Mackay
Attachments	MADI Image

Purpose

To approve a new Trustee lease for Rugby League Mackay & District Limited (RLMD), formally known as Mackay Junior Rugby Football League Inc., for a total area of approx. 6.023ha being Lease "A" part of Lot 532 on SP239851, known as 15 Casey Avenue, South Mackay for a period of 10 years.

Related Parties

Executive Committee - Rugby League & District Limited and Mackay Regional Council.

Corporate Plan Linkage

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

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

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

Background/Discussion

RLMD have a long history with the site with their current lease commencing in May 2010 and due to expire in April 2030.

This lease was established with the creation of the Mackay Stadium and included an agreement with the Stadium over the use and maintenance responsibilities of the car park, which remained in the lease with RLMD. Council received notification in May 2022 from RLMD officially requesting that the car park be removed from their lease area and that Council take on the maintenance responsibilities of the car park. Given the usage of this car park by the Stadium and other Clubs within the precinct, and further plans for the area, Council has agreed to take on the maintenance responsibilities.

The existing lease will be surrendered, and a new lease issued minus the car park area, however, the new lease will include a clause to provide a right of access across the car park to ensure that RLMD can access their lease area especially for emergency vehicles.

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

Consultation and Communication
Consultation has occurred between representatives of RLMD, Manager Property Services and Supervisor Land Operations - Property Services and members of the Executive Leadership Team.

Resource Implications

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

The lease will be a standard 'Trustee' lease inclusive of rental in accordance with the Community Leasing Policy and other like conditions.

As the carpark is being removed from the lease, and will become Councils responsibility, there will be onging maintenance and capital costs.

Risk Management Implications

RLMD are a well-known and well-established sporting group in the Mackay region, it is apparent that as a Club, they are struggling to keep the car park maintained to the standard required of a car park of this calibre

Conclusion

That approving the new lease to Rugby League Mackay & District Limited who has shown a long-term commitment to the land, its infrastructure and the local community is the most advantageous outcome to Council and the Community.

The lease will be signed under delegation once finalised

Officer's Recommendation

THAT Council resolves that:

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

b) approves a new lease for Rugby League Mackay & District Limited for a total area of approx. 6.023ha being Lease "A" part of Lot 532 on SP239851, 15 Casey Avenue, South Mackay for a period of ten (10) years with such lease to commence on signing and be a standard 'Trustee" lease.

Cr Seymour noted that Rugby League Mackay & District (RLMD) had requested the car park be deleted from the lease had occurred.

The Director for Development Services Aletta Nugent, confirmed that this had been done.

Council Resolution ORD-2022-158

THAT Council resolves that:

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

b) approves a new lease for Rugby League Mackay & District Limited for a total area of approx. 6.023ha being Lease "A" part of Lot 532 on SP239851, 15 Casey Avenue, South Mackay for a period of ten (10) years with such lease to commence on signing and be a standard 'Trustee" lease.

Moved Cr Green **Seconded Cr Hassan**

Cr Green noted that RLMD were a well established local organisation who had held a lease since 2010 but who were struggling to keep the car park to the standard required and had requested a new lease minus the car park area.

CARRIED

Existing Lease Area - area approx. 7.62ha

New Lease Area - area approx. 6.023ha

12. RECEIPT OF PETITIONS

Nil

13. TENDERS

13.1. MRC 2022-040 - 55598 GOOSEPONDS CREEK AND 55328 SEAFORTH CREEK BANK PROTECTION WORKS

Author	{Acting Manager Contract Services} (Karlee Hayden)
Responsible Officer	Director Capital Works (Jim Carless)
File Number	MRC 2022-040
Attachments	Nil

Purpose

To present for approval MRC 2022-040 Gooseponds Creek and Seaforth Creek Bank Protection Works.

Related Parties

The parties relating to this report are as follows:

- Vassallo Constructions Pty Ltd

Corporate Plan Linkage

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

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

Background/Discussion

Council are undertaking this project to stabilise and protect the banks of Gooseponds Creek and Seaforth Creek following continuing erosion, which is threatening the current road formation of Evans Avenue, Seaforth and private properties in both locations.

The locations were monitored and Council determined the risk to infrastructure assets and private property was great enough to undertake detailed investigation and engineer a solution. An engineered solution for both Sites was agreed upon in the form of rock bank protection.

In the case of Seaforth Creek, design was undertaken in 2015 and construction was staged due to budget constraints. Stage 1 was constructed in the 2016 / 2017 financial year. Stage 2 works were held up obtaining land owner consent from the State Government and tendered in the 2020 / 2021 financial year. The contract was awarded, however the Contractor withdrew from the work, prior to starting on site. The second round of tendering was carried out in late 2021 with only one tender submission which was significantly above budget.

Gooseponds Creek, Council received complaints from residents at 87 and 89 Canberra Street regarding the erosion of the creek bank behind these properties to the fence line in early 2017. The erosion was assessed by Civil Operations as beyond ‘maintenance’ and the works escalated for inclusion in the Capital Works Program.

Previously in 2001, a similar issue occurred immediately adjacent to the south of this site and similar bank protection works were carried out in the early 2000's and has been successful. The works were tendered in the 2020 / 2021 financial year. The contract was awarded, however the Contractor withdrew from the work, prior to starting on site. The second round of tendering was carried out in late 2021 with only one tender submission which was significantly above budget.

Council issued tender documents seeking a suitable experienced and resourced contractor to supply labour, materials and plant for the complete the construction of the bank stabilisation works. Tenders were invited on 11 March 2022, via Mackay Regional Council's website and on the Queensland Government's QTenders website.

The tender closed at 10:00am, Tuesday, 05 April 2022 with the following submission being received:

Tenderer's Name	Location
Vassallo Constructions Pty Ltd	Mackay, QLD

A late submission was received from:

a) Haber Excavations Pty Ltd on Tuesday, 05 April 2022 at 5:01 pm.

As Haber Excavations Pty Ltd's submission proposed to complete the works on a plant hire basis only, the submission was deemed to be non-conforming and did not proceed to the evaluation stage.

An initial compliance check was conducted on 05 April 2022 to identify whether the submission was non-conforming with the requirements of the RFT. This included compliance with contractual requirements and provision of requested information.

The submission was progressed through to the qualitative criteria assessment.

The weighting attributed to each qualitative criteria was:

Criterion	Weighting %
Value for Money	40%
Relevant Experience	15%
Tenderer's Resources and Personnel	15%
Demonstrated Understanding	15%
Ability to Deliver	15%

Price received, excluding GST:

Tenderer	Price (Ex GST)
Vassallo Constructions Pty Ltd	$1,169,630.72

Tender Information Requests (TIR) were issued to Vassallo Constructions Pty Ltd requesting responses to evaluation criteria not addressed in their submission and negotiating their submitted Statement of Departures.

The responses were received within the requested timeframe, with the responses being reviewed by the evaluation panel.

Vassallo Constructions Pty Ltd have demonstrated their experience, capacity and resources to be able to complete the works to the quality as specified in the RFT document. Their project methodology and construction program submitted demonstrate their understanding and ability to complete the works within the required timeframe to the required standard.

The evaluation of the tender was conducted by:

Position	Department
Contracts Officer	Procurement & Plant
Acting Projects Contracts Coordinator	Contract Services
Structure Assets Engineer	Transport & Drainage Infrastructure Planning

Consultation and Communication

Consultation was conducted between the above listed departments prior to the RFT being released.

Resource Implications

The funding for these works is in the Contract Services Capital Budget as follows:

Description	Amount	Notes
MRC 2022-040 55598 Gooseponds Creek and 55328 Seaforth Creek Bank Protection Works		
Expenditure to Date		*FIN1 21/22 Actuals and commitments*
55598 Gooseponds Creek	$19,424.13	*As at 13/06/2022*
55328 Seaforth Creek	$27,979.09	*As at 13/06/2022*
Contract Price		
55598 Gooseponds Creek	$525,244.75	
55328 Seaforth Creek	$644,385.97	
Total Contract Price	$1,169,630.72	*Vassallo Constructions Pty Ltd*
Project risks	$234,126.14	*Contingency allowed (20%) works are in a tidal zone, marine sediments, environmental constraints*
Council's costs	$129,873.39	*Costs for council, includes enabling works, overheads, Project Management & Inspection*
Estimated Cost of Project	**$1,581,032.47**	
BUDGET		
Budget for 2021/2022		
55598 Gooseponds Creek	$276,745.87	*2021/2022 Approved budget*
55328 Seaforth Creek	$125,027.30	*2021/2022 Approved budget*
Budget for 2022/2023		
55598 Gooseponds Creek	nil	*2022/2023 Budget (to be approved by council)*
55328 Seaforth Creek	$200,749.00	*2022/2023 budget (to be approved by council)*
Budget for 2023/2024		
55598 Gooseponds Creek	$339,883.00	*2023/2024 Budget (to be approved by council)*
55328 Seaforth Creek	$432,578.00	*2023/2024 Budget (to be approved by council)*
Total Budget	**$1,374,983.17**	
BALANCE	**$ - 206,049.31**	*Estimated budget shortfall*

Description	Amount	Notes

Noting that awarding this contract will see the project over the allocated budget amounts, however will be addressed within the next quarterly budget review of capital projects.

Risk Management Implications

Risks to Council, for this project, includes:

- Safety; working on steep and potentially unstable banks adjacent to open water, working among mobile plant, traffic and near existing services
- Environmental, working in and around environmental sensitive mangrove and fish habitat areas, potential acid sulphate soils and marine vegetation disturbance
- Council's reputation, residents adjacent to Gooseponds Creek site erosion to boundary fence. Evans Avenue, Seaforth, visual impact on vegetation adjacent to road, construction works adjacent to properties (noise, etc.) and aesthetics at completion of works. Construction timeframe may be impacted if favourable tides and weather conditions are not experienced during construction.

Mitigation of these risks will be carried out by:

- Utilising experienced contractors for the works and compliance with Work Health and Safety Legislation. The delivery methodology (Safe Work Method Statements and Safety Management Plan) from the successful Contractor must address any high-risk activity and Council is to review and monitor.
- Through the design, implementation and monitoring of a Traffic Management Plan.
- The Contractor will liaise with utility providers to locate and identify all services and utilities that may be impacted and provide controls to mitigate the safety risk and damage potential.
- The Contractor must develop site specific environmental management plans with specific requirements for working in waterways, and marine vegetation, including notification to Department of Agriculture and Fisheries, that will be accepted by Council. Environmental risks, such as noise, vibration, erosion, controls for working in waterways and damage to existing vegetation (including mangroves) during construction will be mitigated through the implementation of the Contractors' environmental management plan, with Council to review and monitor
- Utilising experienced contractors for the works and the Contractor must develop site specific Erosion and Sediment Control Plans
- The Contractor must develop an Acid Sulphate Management Plan.
- Council will update and carry out appropriate communications to adjoining premises with project information and notification of timelines and the Contractor must develop a Community / Stakeholder Engagement Plan.

The bank protection works are subject to tidal flows and flooding events, fish spawning and mangrove flowering. To mitigate impacts from these events, construction is anticipated to commence July and be completed by the end of August 2022 at Gooseponds Creek site, and end of July to end of September 2022 at Seaforth Creek.

Conclusion

That awarding the contract to Vassallo Constructions Pty Ltd represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council, based on their previous experience, demonstrated understanding and capacity to complete the works to the quality as specified in the RFT.

Officer's Recommendation

THAT Council award contract MRC 2022-040 Gooseponds Creek and Seaforth Creek Bank Protection Works to Vassallo Constructions Pty Ltd for the lump sum and remeasurable schedule of rates tender price of $1,169,630.72 (excl GST).

Cr May noted that this tender would be spread over a three year budgetary period and queried with the tender hopefully being let today, if that work would be carried out during the 12 month period.

The Director for Capital Works Jim Carless, advised that it is his understanding that the work will be carried out in the 12 month period.

Cr May noted that in the coming financial years budget there is only $200,749 plus carry over from 2021/22 so over $700,000 is needed in 2023/24 to complete this project, and queried how this would be brought into the next financial years budget.

The Director advised that the report is not identifying where the money is spent, but where it is sitting as a budget in the long term financials, which makes up the total project budget. The Director advised that funds will be brought forward in a budget review when a more detailed plan from the contractor is available.

Council Resolution ORD-2022-159

THAT Council award contract MRC 2022-040 Gooseponds Creek and Seaforth Creek Bank Protection Works to Vassallo Constructions Pty Ltd for the lump sum and remeasurable schedule of rates tender price of $1,169,630.72 (excl GST).

Moved Cr May **Seconded Cr Hassan**

Cr May noted that this project has been some time in the making and Council is again seeing contracts exceed what has been budgeted, with this continuing to be a challenge for Council.

CARRIED

13.2. QUOTE 2022-042 KELSEY CREEK WATER PUMP STATION - STAGE 2

Author	{Acting Manager Contract Services} (Karlee Hayden)
Responsible Officer	Director Capital Works (Jim Carless)
File Number	MRC 2022-042
Attachments	Nil

Purpose

To present for approval Quote 2022-042 Kelsey Creek Water Pump Station - Stage 2.

Related Parties

The parties relating to this report are as follows:

- Dowdens Group Pty Ltd

Corporate Plan Linkage

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

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

Background/Discussion

Mackay Regional Council (Council) manages water supply schemes for several small townships within the region including Midge Point. These water supply schemes generally consist of raw water drawn from bores, a water pump station, chlorination system, treated water storage and reticulation network.

The Midge Point Water Supply System (MPWSS) is an isolated scheme supplying water from nine (9) bores, treating it at the Kelsey Creek Water Pump Station (KCWPS) located in Proserpine, pumped via a 375mm diameter water trunk pipeline from Kelsey Creek Water Treatment Plant (KCWTP) to Midge Point water reservoir for water storage and distributed via a reticulation network in Midge Point. The MPWSS is owned and operated by Council.

Currently, only three (3) bores are used. The treated water quality data assembled and analysed shows that the iron and manganese levels leaving the KCWPS have exceeded the Australian Drinking Water Guidelines (ADWG) aesthetic limit.

The existing KCWPS does not currently have the capability to treat contaminants that are present in the raw water from these bores to the level required by the Australian Drinking Water Guidelines (ADWG) aesthetic limit. The existing facility has a chlorine dosing system as its sole method of disinfection.

This project involves the installation of an in-line filtering treatment process plant (WTP) using granular pre-filters and iron and manganese removal filters to reduce the level of iron and manganese levels below the Australian Drinking Water Guidelines (ADWG). The project also includes the construction of associated civil, structural, mechanical, electrical and communication infrastructure. 8x1200mm deep bed multi-media pressure filter vessels and 8x1200mm deep bed granular activated carbon (GAC) pressure filter vessels have been

reconditioned and relocated from Alligator Creek water pump station and will be reused as part of the filtering plant.

This augmentation project is for the design, supply, installation, and commissioning of new treatment units as part of upgrade to the existing Water Treatment Plant.

The Quotation was advertised on 23 March 2022 via Vendor Panel, under Local Buy Prequalified Supplier Arrangement BUS270 Roads, Water, Sewerage & Civil Works, as a restricted quote to the following company:

1. Dowdens Group Pty Ltd.

The Quotation closed at 10:00am, Tuesday, 12 April 2022 with the following submission being received:

Respondent's Name	Location
Dowdens Group Pty Ltd	Mackay, QLD

An initial compliance check was conducted on 12 April 2022 to identify whether the submission was non-conforming with the requirements of the RFQ. This included compliance with contractual requirements and provision of requested information.

The submission was progressed through to the qualitative criteria assessment.

The weighting attributed to each qualitative criteria was:

Criterion	Weighting %
Value for Money / Price	25%
Key Personnel Skills and Experience	25%
Respondents Resources	25%
Demonstrated Understanding	25%

Initial submitted priced (excluding GST) was:

Respondent	Price (Ex GST)
Dowdens Group Pty Ltd (conforming offer)	$1,046,618.00
Dowdens Group Pty Ltd (alternative offer)	$941,424.00

A meeting was held on 20 May 2022 to discuss both options offered from respondent. After clarification of Council requirements, a meeting was then held onsite with the respondent, on 25 May 2022.

An updated response was received from the respondent, with the response being reviewed by the evaluation panel. The final evaluation was completed 08 June 2022.

The final submitted price (excluding GST) was:

Respondent	Price (Ex GST)
Dowdens Group Pty Ltd (conforming offer)	$1,011,626.00

Dowdens Group Pty Ltd have demonstrated their experience, capacity and resources to be able to complete the works to the quality as specified in the RFQ document. Their project methodology and construction program submitted demonstrate their understanding and ability to complete the works within the required timeframe to the required standard.

The evaluation of the quotation was conducted by:

Position	Department
Contracts Officer	Procurement and Plant
Acting Manager Water Treatment	Water Treatment
Project Manager	Contract Services
Electrical/Mechanical Coordinator	Water Network

Consultation and Communication

Consultation was conducted between the above listed departments prior to the RFQ being released.

Resource Implications

The funding for these works is in the Contract Services Capital Budget as follows:

Job No 62099 Kelsey Creek Water Treatment Facility

Description	Amount	Notes
Quote 2022-042 Kelsey Creek Water Pump Station - Stage 2		
Expenditure to Date	$297,162.54	*Fin1 21/22 Actuals*
Project Commitments	$7,724.21	*Commitments as at 14/06/2021*
Contract Price	$1,011,626.00	*Dowdens Group Pty Ltd*
Project risks	$126,453.25	*Contingency allowed*
Council's costs	$202,000.00	*Costs for council, includes procure filter media, overheads, Project Management, Inspection & commissioning supervision*
Estimated Cost of Project	**$1,644,966.00**	
BUDGET		
Budget for 2021/2022	$484,205.45	*2021/2022 Approved Budget*
Budget for 2022/2023	$819,474.00	*2022/2023 Budget (to be approved by council)*
BALANCE	**$ - $341,286.55**	*Estimated budget shortfall*

Noting that awarding this contract will see the project over the allocated budget amounts, however will be addressed within the next quarterly budget review of capital projects.

Risk Management Implications

Risks to Council associated with this contract include, but are not limited to, existing services, working adjacent to and/or underneath powerlines, environmental and safety risks. The mitigation will be carried out by:

- Environmental damage (noise, temperature, dust, debris etc) - In accordance with the General Conditions of Contract, the successful Contractor must develop and implement environmental and safety procedures. This will be monitored and managed by the Project Superintendent and Project Manager.
- Measures taken to minimise safety risks are utilising experienced contractors for the works and compliance with Work Health and Safety Legislation. The delivery methodology (Safe Work Method Statement) from the successful Contractor must address any high-risk work activity and Council to review and monitor

- Throughout delivery, the pedestrian and vehicular traffic risks will be mitigated through the implementation and monitoring of the Traffic Management Plan, submitted by the Contractor and approved by Council.
- Existing high voltage (HV) and low voltage (LV) overhead power lines - the successful Contractor must be appropriately trained to perform 'work near overhead and underground electric lines'.
- Chemical and biological hazards. The Contractor must adhere to handling of all chemicals as per the respective Safety Data Sheets and biological hazards from backwash of the filters must be treated through the proposed Geobags on site.

Conclusion

That awarding the contract to Dowdens Group Pty Ltd represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council, based on their previous experience, demonstrated understanding and capacity to complete the works to the quality as specified in the RFQ.

Officer's Recommendation

THAT Council award contract Quote 2022-042 Kelsey Creek Water Pump Station - Stage 2 to Dowdens Group Pty Ltd for the lump sum with priced bill of quantities pricing quotation price of $1,011,626.00 (excl GST).

Council Resolution ORD-2022-160

THAT Council award contract Quote 2022-042 Kelsey Creek Water Pump Station - Stage 2 to Dowdens Group Pty Ltd for the lump sum with priced bill of quantities pricing quotation price of $1,011,626.00 (excl GST).

Moved Cr Jones **Seconded Cr Townsend**

Cr Jones noted that Council had recently had some some difficult tenders to try to award in the current challenging economic climate and highlighted that an increased budget has been allocated to allow the project to go ahead.

CARRIED

14. CONSIDERATION OF NOTIFIED MOTIONS

Nil

15. PUBLIC PARTICIPATION

Nil

16. LATE BUSINESS

Cr Hassan noted that she had recently been advised by Reverend Dr Julia Pitman that today is the 45th anniversary of the Uniting Church in Australia. Cr Hassan noted that the President of the Uniting Church, Reverend Sharon Hollis, has put together a video on YouTube which will be circulated to Councillors. Cr Hassan advised that the then Member for Mackay Edmund Casey, spoke in Parliament on April 15, 1977 in favour of passing legislation that would enable the Uniting Church to be a legal entity within the State of Queensland. Cr Hassan offered her congratulations to the Uniting Church on their 45th anniversary.

Mayor Williamson advised that on behalf of Council, he will write a congratulatory letter to the Uniting Church, noting that Cr Hassan has brought this matter to the table today.

Cr Bella advised that he had recently been told of work on safety barriers on Eungella Range, noting that residents and school children travel this range every day and with further development proposed for the Valley, it is excepted that there will be an increase in traffic. Cr Bella noted that he is very pleased that some work is being done and urged Council to continue to try and improve the standard of access to one of the region's premier tourism areas.

17. CONFIDENTIAL REPORTS

The meeting did not close to the public.

17.1. LEGAL SERVICES MONTHLY REPORT - MAY 2022

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (e) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to **legal advice obtained by Council or legal proceedings involving Council including for example, legal proceedings that may be taken by or against Council.**
This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (g) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to **negotiations relating to a commercial matter involving the Council for which a public discussion would be likely to prejudice the interests of the Council.**
This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (h) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to negotiations relating to the taking of land by the Council under the *Acquisition of Land Act 1967*.**

Council Resolution ORD-2022-161

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

Moved Cr Mann **Seconded Cr Hassan**

CARRIED

17.2. APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM - MAY 2022

Confidential

Confidential Report to be forwarded separately.

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

Council Resolution ORD-2022-162

THAT the sponsorship approved under the Invest Mackay Events and Conference Attraction Program are noted.

Moved Cr May **Seconded Cr Townsend**

CARRIED

17.3. APPROVED CONCESSIONS UNDER FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - MAY 2022

Confidential

Confidential Report to be forwarded separately.

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

Council Resolution ORD-2022-163

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

Moved Cr Mann **Seconded Cr Hassan**

CARRIED

18. MEETING CLOSURE

Meeting closed at 11:33am.

19. FOR INFORMATION ONLY

19.1. DEVELOPMENT APPLICATIONS - MAY 2022

Development Applications Received

App No.	Code / Impact	Address	Applicant	Description	Officer
DA-2009-488/B	Code	67-79 Boundary Road OORALEA	Woolworths Group Limited	Minor Change - Change to Condition 34Shopping Centre and Service Station	Daniel Walsh
DA-2013-137/B	Code	L 903 Boveys Road RICHMOND	Richmond Hills Estate Pty Ltd	Request to Consider Plans Generally in Accordance - 2 Urban Expansion Lots and 1 Rural Lot into 100 Residential Lots - Stage 6 & 7	Lachlan Deon
DA-2022-67	Code	10 Hossack Court GLENELLA	Mark P Stonebridge	Boundary Realignment - 2 Lots into 2 Lots	Lachlan Deon
DA-2022-68	Code	1834 Mackay-Eungella Road MARIAN	Rapid Building Approvals	Material Change of Use - Dwelling House	Ricardo Bijos
DA-2022-71	Code	20 Malcomson Street NORTH MACKAY	Master Builders Mackay & Whitsunday*	Material Change of Use - Office	Ricardo Bijos
DA-2022-72	Code	49-57 Malcomson Street NORTH MACKAY	Fort Knox Storage	Material Change of Use - Warehouse	Ricardo Bijos
DA-2022-73	Code	367 Mackay-Habana Road NINDAROO	Renae E Baretta	Material Change of Use - Dwelling House	Lachlan Deon
DA-2022-75	Code	81 Creek Street WALKERSTON	Tony M Smith and Carla K Smith	Material Change of Use - Dwelling House - Boundary Setback (Rural Residential Zone)	Ricardo Bijos
DA-2022-76	Code	47 Jardine Drive ERAKALA	Julie M Baguley	Material Change of Use - Dwelling House - Boundary Setback (Rural Residential Zone)	Ricardo Bijos
DA-2022-78	Code	23 Bernborough Avenue OORALEA	Kylie M Bennett and Tony J Bennett	Material Change of Use - Secondary Dwelling	Daniel Walsh
DA-2022-79	Code	12-38 Cooks Lane BAKERS CREEK	Southlink Industrial Pty Ltd	Reconfiguration of a Lot - 1 Industrial Lot into 6 Lots	Lachlan Deon
DA-2022-80	Code	169 Plateau Road CREDITON	David Woodland and Peter Woodland	Reconfiguration of a Lot - Boundary Realignment - 2 Rural Lots into 2 Lots	Lachlan Deon
DA-2022-81	Code	14-20 Rosewood Drive RURAL VIEW	Mentmore 1 Pty Ltd and Mentmore 2 Pty Ltd	Reconfiguration of a Lot - 1 Lot into 2 Lots	Emma Langford
DA-2022-82	Code	11A Owen Jenkins Drive SARINA BEACH	Michael S Kelly	Boundary Realignment - 3 Residential Lots into 2 Lots	Daniel Walsh
DA-2022-83	Code	1 Napier Street SOUTH MACKAY	Zandabay Pty Ltd	Material Change of Use - Childcare Centre	Lachlan Deon
DA-2022-84	Code	26-30 Diesel Drive PAGET	Local Developments Pty Ltd	Material Change of Use - Medium Impact Industry	Brogan Jones
DA-2022-85	Impact	47 Palm Avenue SEAFORTH	Northside & Seaforth Congregations	Material Change of Use - Dwelling House	Ricardo Bijos
DA-2022-86	Code	117 Camilleris Road DEVEREUX CREEK	Danat Holdings Pty Ltd	Material Change of Use - Outbuilding (Over height)	Lachlan Deon

Development Applications Entering Decision Making Period

App No	Code / Impact	Address	Applicant	Description	Officer
DA-2022-4	Code	L12 Alan Naish Court EIMEO	Corey Egan	1 Rural Residential Lot into 2 Lots	Daniel Walsh
DA-2022-41	Code	188 Nebo Road WEST MACKAY	Twin Towns Services Property (QLD) Pty Ltd	Material Change of Use - Short-Term Accommodation (Manager's Residence/ Reception Office and Carparking)	Lachlan Deon
DA-2022-53	Code	1 Zahmel Street FINCH HATTON	David C Camilleri and Michelle L Camilleri	Material Change of Use - Food & Drink Outlet	Brogan Jones
DA-2022-55	Code	6 Macalister Street MACKAY	Thomas A Parker	Health Care Services	Lachlan Deon
DA-2022-56	Code	90 Ellwoods Road MOUNT JUKES	Deakins Investments (QLD) Pty Ltd	Nature Based Tourism	Lachlan Deon
DA-2022-57	Code	L 4 Sugarshed Road ERAKALA	Gerard S Vella and Natalie A Vella	Reconfiguration of a Lot – 1 Lot into 2 Lots	Brogan Jones
DA-2022-59	Code	145 Bruce Highway BAKERS CREEK	Bruce R Lawrence	Reconfiguring a Lot (Boundary Realignment – 2 Lots into 2 Lots)	Emma Langford
DA-2022-60	Code	77 Moonlight Drive SARINA	AAA Building Consultants	Material Change of Use - Dwelling (Outbuilding)	Ricardo Bijos
DA-2022-61	Code	6062 Mackay-Eungella Road NETHERDALE	Shane G Houston	Reconfiguring a Lot - 2 Rural Lots into 2 Lots	Brogan Jones
DA-2022-62	Code	233 Holts Road GLENELLA	Glenn J Cain	Reconfiguration of a Lot - 1 Rural Lot into 2 Lots	Darryl Bibay
DA-2022-64	Code	91 Coleshill Drive ALLIGATOR CREEK	Gemini Homes (QLD) Pty Ltd	Building Work - Boundary Setback for Dwelling House	Emma Langford
DA-2022-71	Code	20 Malcomson Street NORTH MACKAY	Master Builders Mackay & Whitsunday*	Material Change of Use - Office	Ricardo Bijos
DA-2022-73	Code	367 Mackay-Habana Road NINDAROO	Renae E Baretta	Material Change of Use - Dwelling House	Lachlan Deon
DA-2022-86	Code	117 Camilleris Road DEVEREUX CREEK	Danat Holdings Pty Ltd	Material Change of Use - Outbuilding (Over height)	Lachlan Deon

Development Applications Finalised

App No	Code / Impact	Address	Applicant	Description	Officer
Approved Subject to Conditions					
DA-2006-133/C	Code	35 Commercial Avenue PAGET	Denbass Pty Ltd	Change Application (Minor) - Change to approved plan to remove Stage 3 works	Emma Langford
DA-2008-236/C	Code	14 Diamond Crescent SARINA	Cotherstone Pty Ltd	Extension of Relevant Period - Material Change of Use (Rural to Urban Residential) AND Reconfiguration of a Lot (1 Lot into 18 Residential Lots)	Emma Langford
DA-2013-137/B	Code	L 903 Boveys Road RICHMOND	Richmond Hills Estate Pty Ltd	Request to Consider Plans Generally in Accordance - 2 Urban Expansion Lots and 1 Rural Lot into 100 Residential Lots - Stage 6 & 7	Lachlan Deon
DA-2013-212/C	Code	24 Graffunder Street SOUTH MACKAY	Rocky 2011 Pty Ltd	Extension of Relevant Period (3 years) - Multiple Dwelling Units (4)	Darryl Bibay
DA-2015-107/C	Code	12-38 Cooks Lane BAKERS CREEK	Southlink Industrial Pty Ltd	Change Application (Minor) - Change to Depth of Lots 2, 4 & 61 Rural Lot into 9 Industrial Lots	Lachlan Deon
DA-2015-158/B	Code	106 Nebo Road WEST MACKAY	Canegrowers Holdings Pty Ltd ATF	Change Application (Other) - Material Change of Use - Multiple Dwelling (90 Units), Catering Shop and Shop (Liquor Barn)	Daniel Walsh
DA-2017-102/A	Code	18 Temples Lane BAKERS CREEK	Denbass Pty Ltd	Extension of Currency Period (4 Years) - 1 Low Density Residential Lot into 26 Lots	Darryl Bibay
DA-2020-105/A	Code	L 1 Bruce Highway BAKERS CREEK	Southlink Industrial Pty Ltd	Change Application (Minor) - Reduction in width of Proposed Lots 12 & 151 Industry Investigation Lot into 6 Lots and a Balance Lot	Lachlan Deon
DA-2020-96/A	Code	145 Sydney Street MACKAY	Courts Stores Mackay Pty Ltd	Change Application (Minor) - Change to Conditions 1, 2 & 71 Mixed Use Zone into 2 Lots	Emma Langford
DA-2021-131/A	Code	L 51 Kennedy Street WALKERSTON	NAAB Property Investments (QLD) Pty Ltd	Change Application (Minor) - Change to Condition 14 Reconfiguring a Lot - 1 Lot into 3 Lots	Darryl Bibay
DA-2021-208	Code	1/8 Platinum Court PAGET	Garuka Pty Ltd	Material Change of Use - Low Impact Industry (Extension)	Daniel Walsh
DA-2021-219	Code	19A Holland Street WEST MACKAY	AAA Planning & Consultancy	Material Change of Use - Dwelling House (Outbuilding - Neighbourhood Character Overlay and within Front Boundary Setback)	Darryl Bibay
DA-2022-13	Code	30-34 Dozer Drive PAGET	Pargroup Engineering Services and Frank Parrotta	Material Change of Use - Workshop and Offices (Mining Services)	Daniel Walsh
DA-2022-3	Code	6463 Mackay-Eungella Road NETHERDALE	Peter J Everett and Ellen M Everett	Nature Based Tourism (Stages 1 & 2)	Emma Langford
DA-2022-31	Code	L 56 Grasstree Road ALLIGATOR CREEK	Catholic Diocese of Rockhampton	Reconfiguring a Lot - Development Permit for Access Easement	Lachlan Deon
DA-2022-34	Code	31 Blue Beach Boulevard HALIDAY BAY	Dylan J McCutcheon	Material Change of Use - Short-Term Accommodation	Brogan Jones
DA-2022-36	Code	19 Harvison Street EAST MACKAY	AAA Planning & Consultancy	Material Change of Use - Boundary Setback for Carport & Neighbourhood Character Overlay	Lachlan Deon
DA-2022-39	Code	1424 Sarina Homebush Road SUNNYSIDE	Alan B Hayes and Lesley Alan	Material Change of Use - Dwelling House (Rural Zone Boundary Setback)	Lachlan Deon
DA-2022-68	Code	1834 Mackay-Eungella Road MARIAN	Rapid Building Approvals	Material Change of Use - Dwelling House	Ricardo Bijos
DA-2022-70	Code	9 Wrights Road GLENELLA	Place Designs	Material Change of Use - Dwelling House (Boundary Setback for Carport)	Lachlan Deon
DA-2022-78	Code	23 Bernborough Avenue OORALEA	Kylie M Bennett and Tony J Bennett	Material Change of Use - Secondary Dwelling	Daniel Walsh
Application Withdrawn					
DA-2008-386/B	Code	L 906 Royal Sands Boulevard BUCASIA	Raceview Developments Pty Ltd	Extension of Currency Period (20 Years) - (Combined Application - Material Change of Use - Urban Expansion to Urban Residential & Open Space (Stage 9)- Preliminary Approvals for Reconfiguration of a Lot and Material Change of Use for Balance Land (Stage 10)- Reconfiguration of a Lot - 1 into 105 Lots (Stage 9)	Brogan Jones
Generally in Accordance With					
DA-2020-213/B	Code	971 Bruce Highway FARLEIGH	Start Property Holdings Pty Ltd	Request for Plans to be Considered Generally in Accordance with Approved Plans (Material Change of Use - Service Station)	Emma Langford

Development Applications Finalised

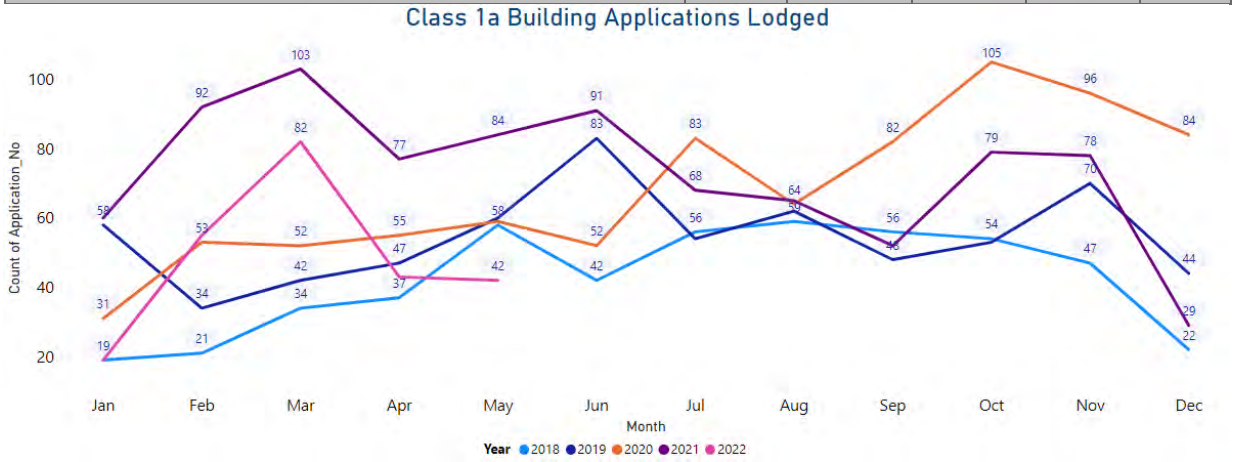
Application Created in Error					
DA-2022-69	Code	91 Coleshill Drive ALLIGATOR CREEK	Gemini Homes (QLD) Pty Ltd	Material Change of Use - Boundary Setback for Dwelling House	

19.2. BUILDING WORKS STATISTICS - MAY 2022

Class	Description	Total May 2022	Total Value Of Proposed Works	Average Proposed Floor Area (m2)	Total May 2021	YTD
Class 1A	A single dwelling being a detached house, or one of a group of two or more attached dwellings, each being a building, separated by a fire-resisting wall, including a row house, terrace house, town house or villa unit	42	$13,534,567	183	84	242
Class 1B	A boarding house, guest house, hostel or the like with a total area of all floors not exceeding 300m2, and where not more than 12 people reside, and is not located above or below another dwelling or another Class of building other than a private garage	1	$10,000	85	0	2
Class 2	A building containing 2 or more sole-occupancy units each being a separate dwelling	1	$3,500,000	2,000	1	1
Class 3	A residential building, other than a Class 1 or 2 building, which is a common place of long term or transient living for a number of unrelated persons. Example: boarding-house, hostel, backpackers accommodation or residential part of a hotel, motel, school or detention centre	0			0	3
Class 4	A dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building	0			0	0
Class 5	An office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9	3	$787,397	102	1	9
Class 6	A shop or other building for the sale of goods by retail or the supply of services direct to the public.Example: café, restaurant, kiosk, hairdressers, showroom or service station	4	$1,272,273	508	8	23
Class 7A	A building which is a car park	0			0	0
Class 7B	A building which is for storage or display of goods or produce for sale by wholesale	3	$1,062	3,185	2	5
Class 8	A laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale or gain	3	$918,484	157	4	7
Class 9A	A health care building, including those parts of the building set aside as a laboratory	0			0	1
Class 9B	An assembly building, including a trade workshop, laboratory or the like, in a primary or secondary school, but excluding any other parts of the building that are of another class	0			2	6
Class 9C	An aged care building	0			0	0
Class 10A	A private garage, carport, shed or the like	101	$3,517,890	71	82	436
Class 10B	A structure being a fence, mast, antenna, retaining or free standing wall, swimming pool or the like	27	$1,163,528	7	18	110
Class 10C	A private bushfire shelter	0			4	0
Sundry	Demolition residential/commercial/industrial, class n/a, class s/s	6	$270,200	N/A	0	9
Totals		**191**	**$24,975,401**	**6,296**	**206**	**854**

Description	Total May 2022	Total Value Of Proposed Works	Average Proposed Floor Area (m2)	Total May 2021	YTD
New building or structure	134	$27,669,199	150	156	596
Change of building classification	0			0	2
Demolition	13	$832,522	N/A	6	34

Repairs, alterations, additions	21	$2,505,800	123	24	116
Swimming pool and/or pool fence	26	$1,075,812	N/A	16	87
Relocation or removal	0			2	3
Totals	**194**	**$32,083,334**	**272**	**204**	**838**



Confirmed on Wednesday 13 July 2022.

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MAYOR