



COMMUNITIES COMMITTEE MEETING

AGENDA

4 NOVEMBER 2014

Your attendance is required at a meeting of the Communities Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 4 November 2014 commencing at 12.30pm for transaction of the enclosed business.

A handwritten signature in blue ink, consisting of several overlapping, sweeping strokes that form a stylized, abstract shape.

ACTING CHIEF EXECUTIVE OFFICER
29 October 2014

Next Meeting Date: 02.12.14

Please note:

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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1 OPENING

2 PRESENT

Members Present:

The Mayor, Councillor M F Strelow
Councillor S J Schwarten
Councillor C R Rutherford

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr M Rowe – General Manager Community Services

3 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence for this meeting was previously granted to Councillor Ellen Smith.

Leave of Absence for this meeting was previously granted to Councillor Rose Swadling.

4 CONFIRMATION OF MINUTES

Minutes of the Communities Committee held 30 September 2014

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE

File No: 10097

Attachments: 1. Business Outstanding Table for Communities

Responsible Officer: Michael Rowe - Acting Chief Executive Officer

Author: Michael Rowe - Acting Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Communities Committee is presented for Councillors' information.

OFFICER'S RECOMMENDATION

THAT the Business Outstanding Table for the Communities Committee be received.

BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE

Business Outstanding Table for Communities

Meeting Date: 4 November 2014

Attachment No: 1

Date	Report Title	Resolution	Responsible Officer	Due Date	Notes
01 July 2014	Assessment of signage for key attractions across our region.	<p>THAT the Chair identify needed signage pointing to key attractions across our region and present a report identifying needed signs with an estimated cost to Council.</p>	Michael Rowe	08/07/2014	Project concept plan finalised and data being collated.

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 MOUNT MORGAN PROMOTION & DEVELOPMENT FUNDING

File No: 1731

Attachments: 1. Letter from Mount Morgan Promotion & Development Inc.

Authorising Officer: Michael Rowe - Acting Chief Executive Officer

Author: Kerri Dorman - Administration Supervisor

SUMMARY

Acting Chief Executive Officer seeking Council's determination of funding on behalf of Mount Morgan Promotion & Development Inc.

OFFICER'S RECOMMENDATION

THAT Council:

1. Contribute to the funding of a Project Officer for the Mount Morgan Promotion & Development Inc. to a fixed amount of \$25,000.
2. Review the funding contribution arrangements as part of the 2015/16 budget deliberations.

BACKGROUND

In order to progress the tourism and development aspirations of the Mount Morgan community in accordance with the Mount Morgan Strategic Plan, Rockhampton Regional Council has since inception supported the establishment and continued employment of a project officer to facilitate the delivery of that Strategic Plan.

Funding allocations have been as follows:

2008 - \$23,000

2010 - \$25,000

2011 - \$40,000

2012 - \$25,000

2013 - \$25,000

Funding contribution being attributable to 35 hours/week.

The position has been assessed as the equivalent of a Level 2.1 officer under the Local government officers award which applying the council equivalency should Council employ the officer is an annual wage of \$55,182.62.

The requirements of the position from a Council perspective result in a need for 25 hours/week to discharge the role and devolve the following indicative cost estimates:

Annual wages - \$55,182.62

Position requirement Wages - \$36,420.53

Oncosts applied - \$13,410.04

Total employee costs required - \$49,830.57

Council does however not bear full responsibility for the engagement of such a project officer as both the community and other levels of government share that responsibility.

While the group has been successful in securing funds for the required position from the recent agreement to operate the Mount Morgan Rail Museum, that facility has been severely

adversely impacted by the bridge demolition and the subsequent loss of train rides and the access issues surrounding sewerage scheme implementation to the northern half of Mount Morgan.

PREVIOUS DECISIONS

Continuing Council Committee adopted on 19 August 2013:

THAT Council:

- 1. Contribute to the funding of a project officer for the Mount Morgan Promotion & Development Inc to a fixed amount of \$25,000;*
- 2. Review the funding contribution arrangements as part of the 2014/15 budget deliberations.*

BUDGET IMPLICATIONS

Funding to be provided ex Community Assistance Program

RISK ASSESSMENT

The inherent risk in the funding solution is the inability of Mount Morgan Promotion and Development Inc. to achieve either its funding component or attract funding from other levels of Government but this risk is to an extent mitigated by the 6 month time frame to elicit such support.

CONCLUSION

While the need for the continued engagement of a project officer for Mount Morgan Promotion and Development Inc. it is acknowledged that the funding responsibility does not entirely devolve to Rockhampton Regional Council and consequently it is recommended having regard to the unique difficulties facing the mount Morgan community that a funding contribution of \$25,000 be made.

MOUNT MORGAN PROMOTION & DEVELOPMENT FUNDING

Letter from Mount Morgan Promotion & Development Inc.

Meeting Date: 4 November 2014

Attachment No: 1



23rd September, 2014

Michael Rowe, CEO
Rockhampton Regional Council
PO Box 1860
Rockhampton, 4700

Dear Michael,
Mount Morgan Promotion and Development wish to apply for \$30,000 to fund the positions of the Project Office who also manages the Rail Museum and a part time AO to assist with running the kiosk.

With the current management of the Rail Complex and many other projects for the social and economic development for the community, the Project Officer is fully engaged in promotion for the community, grant applications to assist funding and producing the Argus fortnightly. Due volunteers not always being available, the Project/ Manager has to also work in the kiosk which impedes on her time for these projects. We consider these projects continue and are essential for the benefit of the community socially and economically towards future sustainability for Mount Morgan.

The AO position would assist with tasks and allow the Project Office to continue with tasks of promotion, grant applications and producing The Argus.

Yours faithfully,
Del Rowley,
rowleyde@bigpond.net.au
Secretary
Mount Morgan Promotion and Development,
MOUNT MORGAN, 4714

8.2 PILBEAM THEATRE STORAGE SHED 4 CAMBRIDGE STREET

File No:	11190
Attachments:	1. Development Application Report 2. Shed Drawings & Details
Authorising Officer:	Michael Rowe - Acting Chief Executive Officer
Author:	Andrew Collins - Special Projects Officer

SUMMARY

Council has funded in the 2013/14 Capital budget the construction of a storage shed on the Pilbeam Theatre site. Lots have been amalgamated and a contract to design and construct the shed has been awarded. To commence the construction of the shed on the site a development approval is required.

OFFICER'S RECOMMENDATION

THAT Council approve the lodgement of a development application for the construction of a 15m x 25m x 5m colorbond storage shed on the amalgamated allotment on the Pilbeam Theatre site.

COMMENTARY

Based on previous advice and direction the allotments at the Pilbeam Theatre, the area of the old vacant house and part of the car park, have now been amalgamated into one allotment. Lot 68 on SP268488 has now been created.

The lot amalgamation has allowed the new proposed storage facility to be considered ancillary to the Pilbeam Theatre and code assessable against the Community Use Code. Please find attached a copy of the planning report for the development application.

To provide the functionality needed the shed is required to be at least 25m long x 15m wide, walls to a height of 5m and a gable apex of 7m. The shed will also have three roller access doors (one off Cambridge Street), two personnel doors; wash up facilities, power and lights.

The structure will comprise of a reinforced concrete slab, structural steel portal frame and colour bond cladding. This type of design and construction methodology facilitates ease of re-location if deemed necessary in the future.

Please find attached a copy of the Drawings for the shed structure.

BACKGROUND

The shed proposed is to provide an ancillary storage function in supporting both the Pilbeam Theatre and the Art Gallery. The storage facility will have a number of functionalities and uses including the following:

- Storage of sets & props
- Fabrication and assembly of sets & props
- Secure storage of stage equipment
 - Audio
 - Lighting
- Furniture for stage & general items
- The shed requires a space equal to the stage dimension to assemble a full set (approximately 12m x 15m). Clear space allocation internally.
- Maintenance of equipment
- Storage and fabrication of costumes

- Projection of promotional material onto rear of theatre from shed.
- Area for Art Gallery framing and presentation fabrication.
- Secure parking for theatre utility vehicle when returning late at night full of equipment

The old dilapidated dwelling which previously was on the site provided some unsecured storage for the theatre. With the recent removal of the dwelling storage is currently provided on site with a shipping container and off site at the Show Grounds. Both these solutions are not ideal and do not provide the most effective solution.

PREVIOUS DECISIONS

Council resolved on the 11 March 2014 to approve the application to the Titles Office to apply to amalgamate lots RP600027/4, RP600027/1 and RP600027/2 at Cambridge Street, Rockhampton with the adjacent lot RP604421/2 recorded as 62 Victoria Parade, Rockhampton.

This resolution was in support of the 2013/14 Capital Budget item for the construction of a storage shed behind the Pilbeam Theatre.

The proposed siting of the shed, its relationship with Quay Lane and access to future developments in the precinct has been reviewed. The proposed shed location appears to satisfy future access and easement requirements in the precinct.

BUDGET IMPLICATIONS

The 2014 /15 Capital Budget has an allocation of \$153,526 for the construction of the storage shed.

The contract for the construction of the Shed has been awarded to the value of \$144,185. Plumbing service installation quotation has been accepted for \$5,649.

Additional costs will be incurred if there are structural alterations necessary to the shed to meet fire separation requirements if the boundary set backs are to be reduced.

LEGAL IMPLICATIONS

Council has awarded the design and construction of the storage shed TEN 11190 to Sheds of Steel T/as Steel Buildings Australia Rockhampton

Work had commenced on the design and certification of the shed. Council has now formally issued a contract direction to suspend the project until further notification.

To date a claim of \$6,480 has been received from the contractor. This is currently being reviewed for payment.

CONCLUSION

It is recommended that council submit for development approval for the construction of the shed. The sheds location and setbacks on site is to be confirmed. Once the development approval is obtained the contractor is to be given notice to recommence the project.

PILBEAM THEATRE STORAGE SHED 4 CAMBRIDGE STREET

Development Application Report

Meeting Date: 4 November 2014

Attachment No: 1

DEVELOPMENT APPLICATION REPORT
Pilbeam Theatre
– Construction of New Shed.

For Rockhampton Regional Council

14 October 2014



Prepared by: A Collins Special Project Officer Rockhampton Regional Council

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1.0 INTRODUCTION

The Pilbeam Theatre and Rockhampton Art Gallery, situated on Victoria Parade overlooking the Fitzroy River, are at the forefront of the performing and visual arts in regional Australia.

The Pilbeam Theatre hosts a variety of show each year by local, national and international performers. The Rockhampton Art Gallery, home to the City's multi million dollar art collection, also hosts a variety of exhibitions. In excess of 90,000 people visit the Theatre and Gallery each year.

Rockhampton Regional Council (RRC) is proposing to construct a 375 m² storage shed in the vacant lot area behind the Pilbeam Theatre and Art Gallery.

The shed will be an ancillary structure to provide much needed storage support to both the Theatre and Art Gallery.

The new storage facility will provide a secure area for the storage of stage props, plant and equipment associated with the delivery of stage productions and gallery displays.

Council have investigated a number of options on the sheds location and have resolved to amalgamate the existing lots into Lot 68 on SP268488, remove the existing dilapidated dwelling and construct a new shed on its location at 4 Cambridge Street.

THE SITE

1.1 Site Description

Site Address:	4 Cambridge Street Rockhampton QLD 4700
Site Description:	Lot 68 on SP268488 Locality of Rockhampton
Site Area:	Approximately – 2139 m ²
Site Zoning:	Inner City North Residential Consolidation Area Precinct 1- Special Use Precinct Inner City North Cultural
Tenure:	Free Hold
Current Land Use:	Vacant land
Existing Vegetation:	Recently removed dwelling / graded site

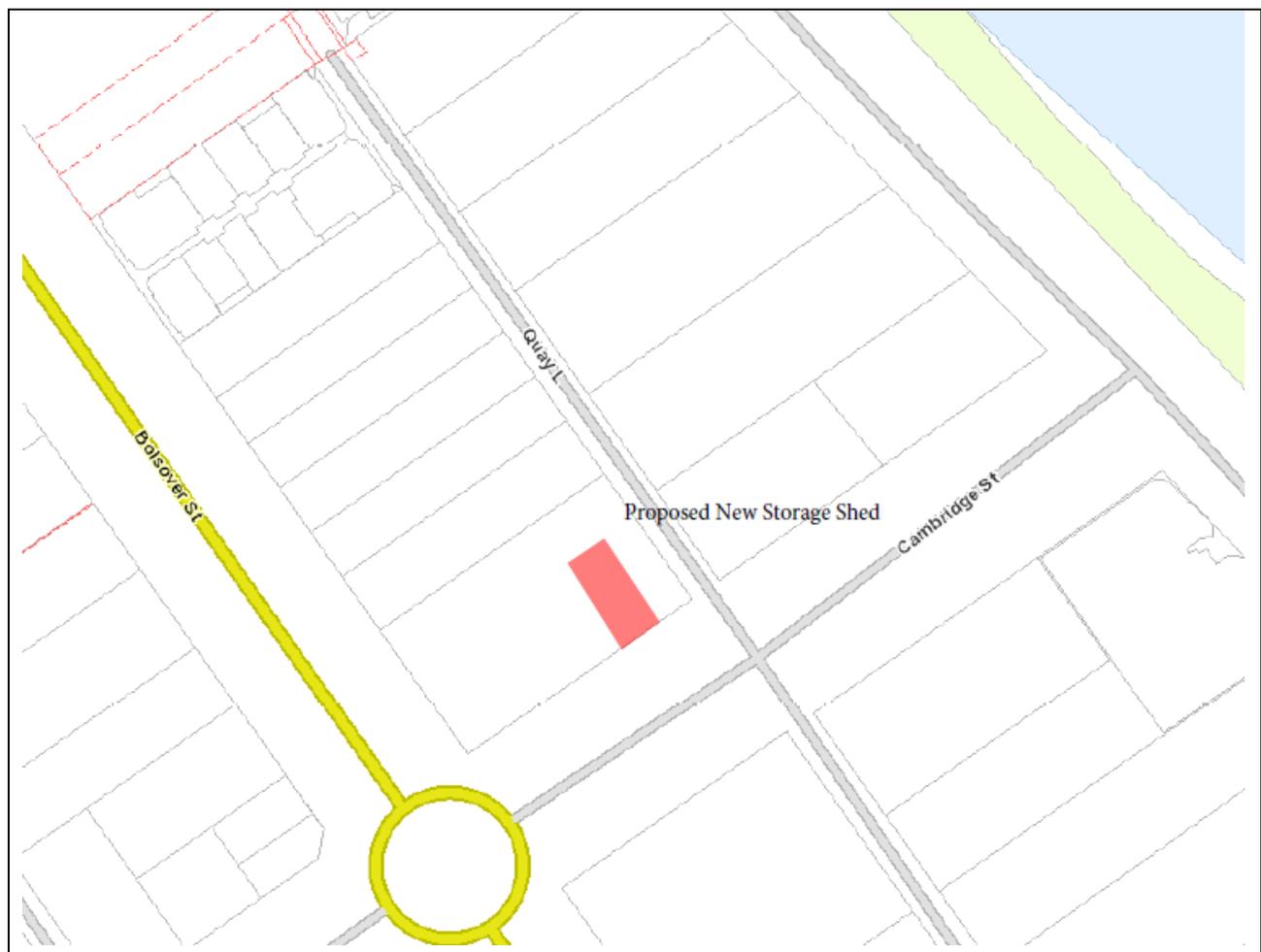
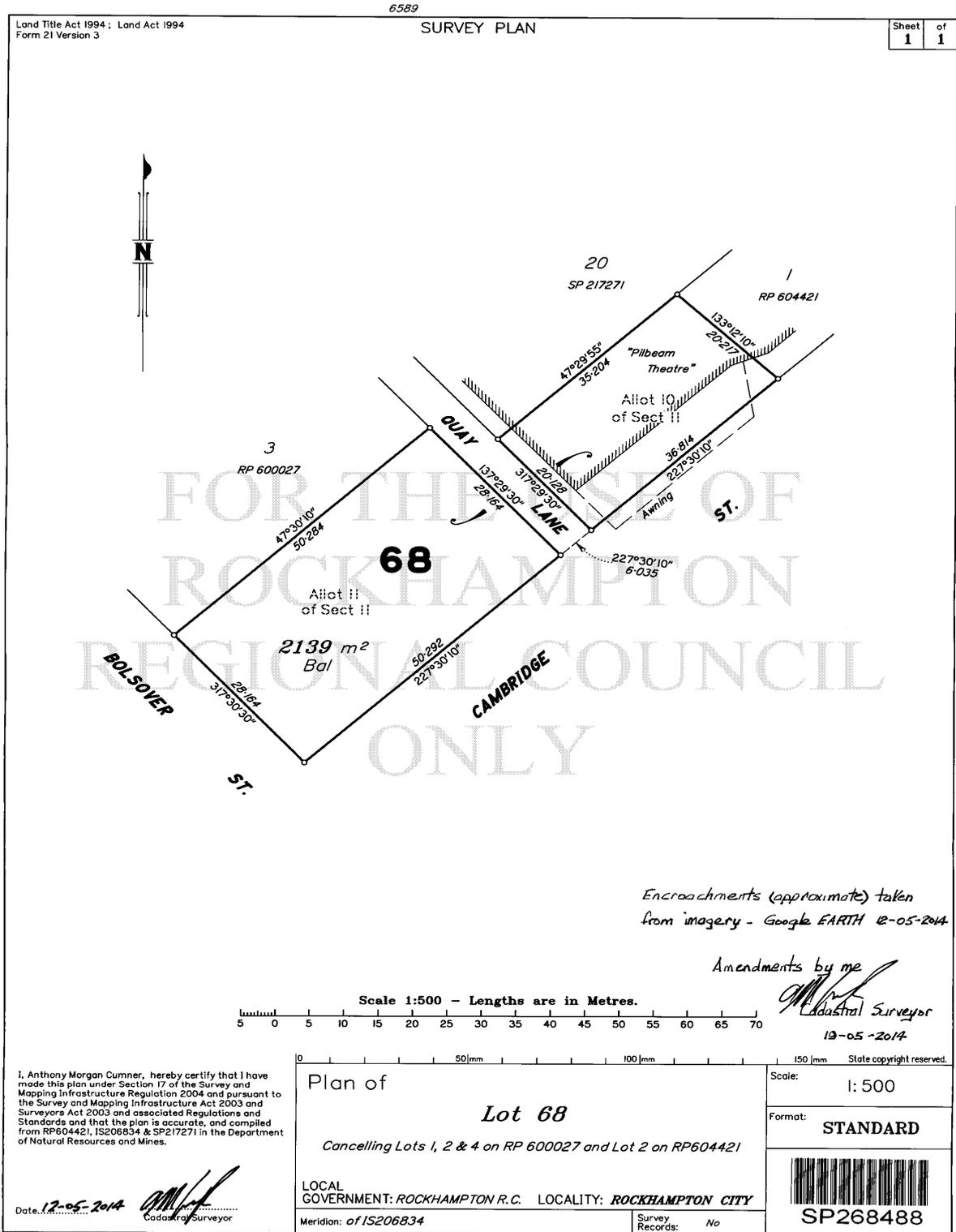


Figure 1 Site Locality Plan

SP268488 V1 REGISTERED Recorded Date 15/05/2014 09:22 Page 1 of 2 Not To Scale



Copyright protects the plan/s being ordered by you. Unauthorised reproduction or amendments are not permitted.

Figure 2 New Amalgamated Lot 68 on SP268488

Surrounding Area

This site, which is the subject of the application, is on vacant land at the rear of the Pilbeam Theatre site. The location of the proposed shed on the site is adjacent to Quay Lane and the Pilbeam Theatre to the east, bound by car park to the north and west and fronts onto Cambridge Street on the southern boundary. The site is situated in a cultural and entertainment precinct with both the Art Gallery and Theatre providing community use aspects.

The surrounding area has a mix of commercial uses both professional and retail and motel type accommodation.



Figure 3 Site Location and relationship to adjoining sites and infrastructure

2.0 PROPOSED DEVELOPMENT

2.1 Background

The Rockhampton Regional Councils Pilbeam Theatre and Art Galley provide both cultural and entertainment attraction for the region.

The Pilbeam Theatre is one of the finest theatres in regional Australia and is the focal point for the performing arts in Central Queensland.

The Pilbeam Theatre was opened in 1978 and offers a diverse range of productions all year round from the best local, national and international entertainers.

To house the Art Collection, the Rockhampton Art Gallery building was constructed at 62 Victoria Parade and opened on 6 June 1979.

The Rockhampton Art Gallery's mission is to deliver an enriching, authentic experience of Australian and international art and cultures to the thousands who visit the Gallery each year.

The old house that was at the rear of the Theatre was used to houses props, plant and equipment for the Theatre and Art Gallery, however this was not an ideal accessible, secure or a safe location for storage. The dwelling fell into an unsafe state of disrepair.

Council have resolved to remove the dwelling and construct a purpose built shed as an ancillary structure to provide appropriate storage for the buildings it supports.

2.2 Existing Use:

Currently the subject site is vacant land. The Site has had an existing dilapidated dwelling removed and is listed as Vacant Land. The site lots have recently been amalgamated and include the Pilbeam Theatre and the rear Car park. Dissecting the lot is a road easement (Quay Lane)

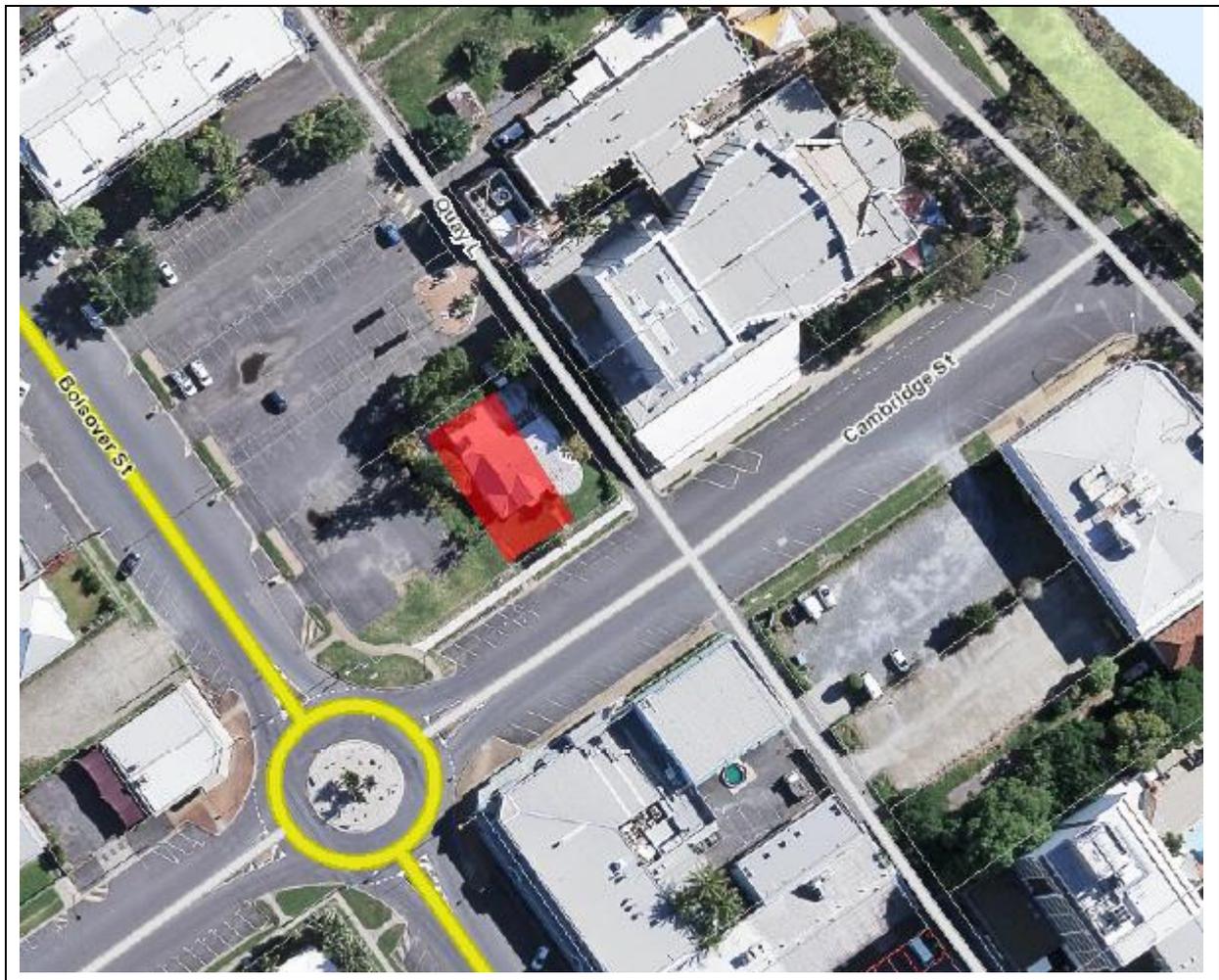


Figure 4 Current Development On the Site

2.3 NEW STORAGE FACILITY

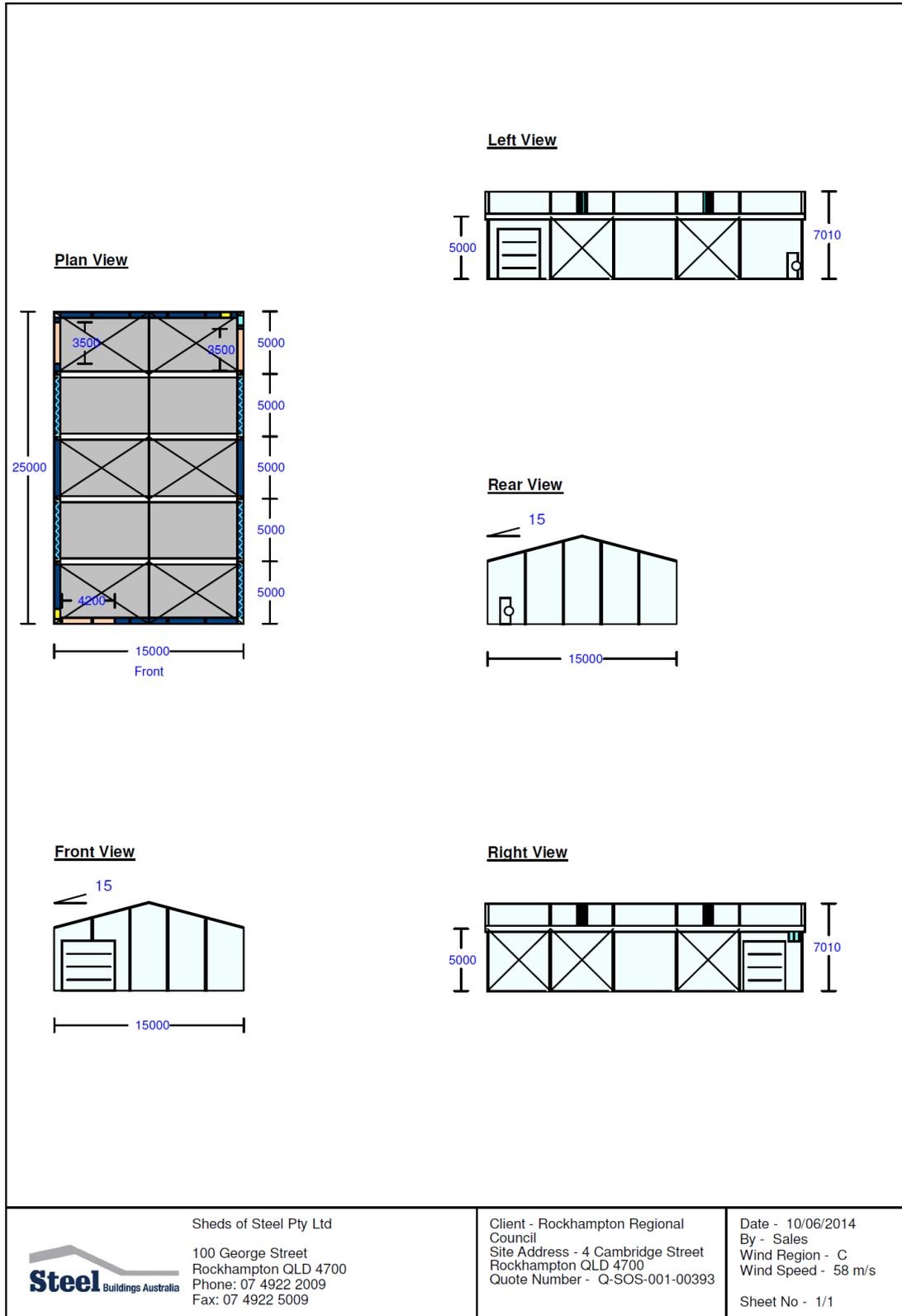
2.3.1 Proposed Work Subject to This Application

- Construction of a new commercial steel framed shed for use as a storage facility and prop preparation space.
- Shed to be 25m in length x 15 m wide with walls to 5m in height. The shed will have three (3) roller access doors and two (2) personnel doors.
- Shed to include wash up facilities, lighting and power services

2.4 Drawings

Drawings outlining the proposal for the Development Application attached:

Drawing Number	Drawing Title	Version
Q-SOS-001-00393	Shed Plan	



Sheds of Steel Pty Ltd
 100 George Street
 Rockhampton QLD 4700
 Phone: 07 4922 2009
 Fax: 07 4922 5009

Client - Rockhampton Regional Council
 Site Address - 4 Cambridge Street
 Rockhampton QLD 4700
 Quote Number - Q-SOS-001-00393

Date - 10/06/2014
 By - Sales
 Wind Region - C
 Wind Speed - 58 m/s

Sheet No - 1/1

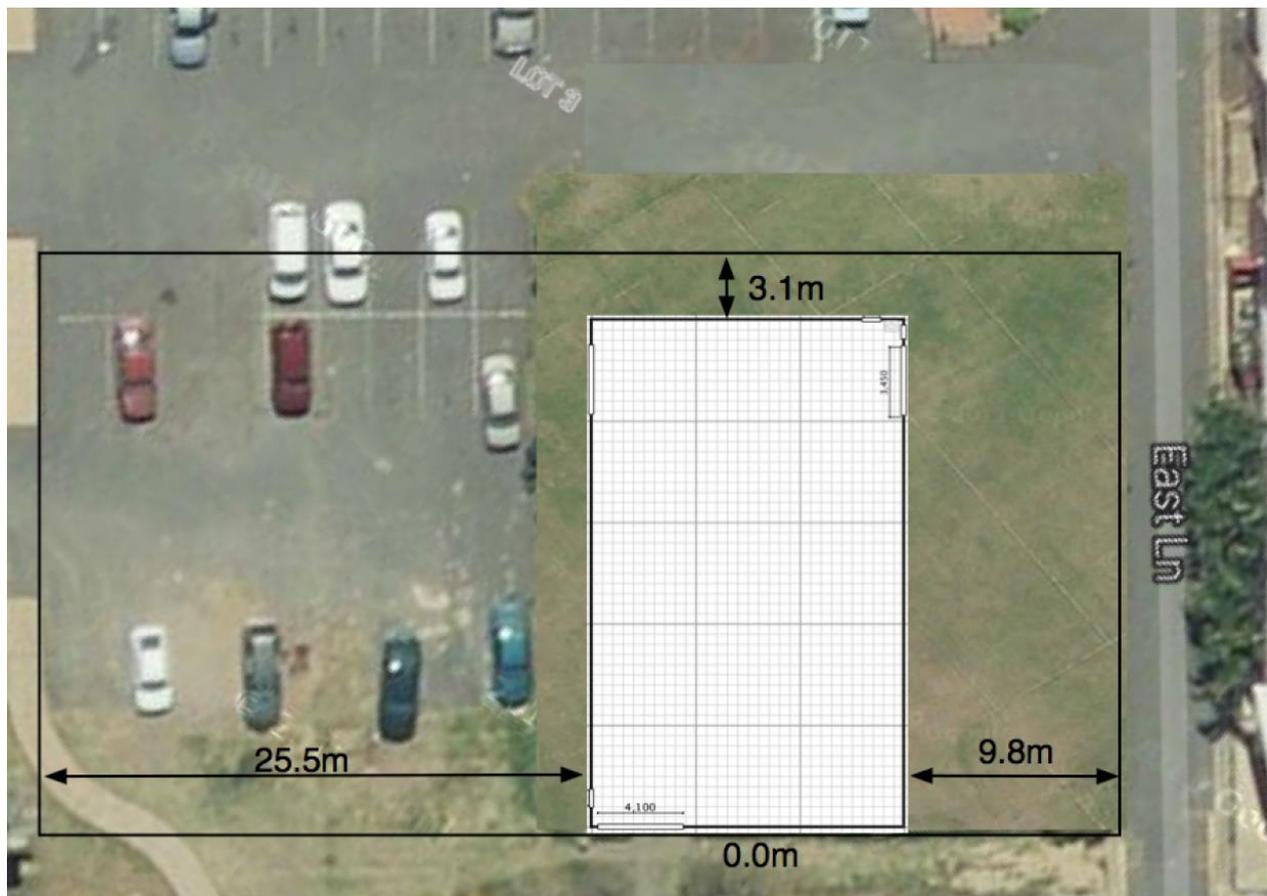


Figure 5 Site Plan / Set Backs

2.5 Infrastructure

All necessary infrastructure will be provided to the proposed new storage facility including:

- Connection to water supply from existing main on the site;
- Connection to sewer from existing jump up on site;
- Connection to power from existing supply to site;

Vehicle access to the proposed new facility to be off Cambridge and Quay Lane via the existing vehicle access;

Existing driveway cross over and off street parking;

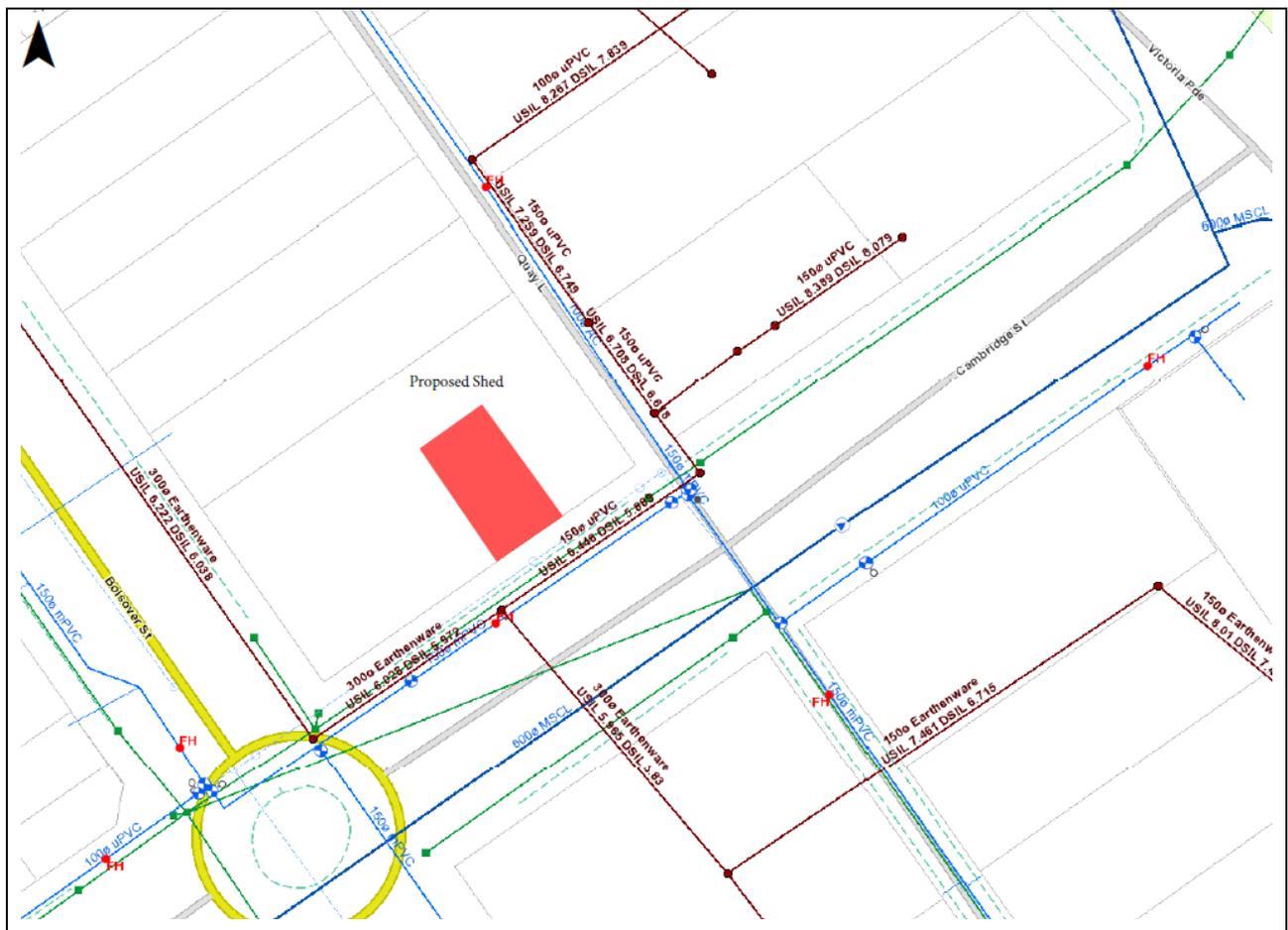


Figure 5 Infrastructure and Services to Site

2.6 Scale of Use

2.6.1 Existing

The existing site is currently vacant land that prior had a dilapidate dwelling on it that was used for storage for the Theatre and Art Gallery.

2.6.2 Proposed

The new Storage facility will provide a 375 m² secure area for the storage of stage props, plant and equipment associated with the delivery of stage productions and gallery displays.

2.7 Flood

The subject site is not identified on the Flood Prone Land Code Map 1, Flood Hazard Map.

PLANNING SCHEME

The subject site falls within the control of the Rockhampton City Plan Planning Scheme Area of the Rockhampton Regional Council, and is therefore subject to the provisions of the Rockhampton City Plan.

Within the Rockhampton City Plan, the subject site is within the Inner City North Residential Consolidation Area in Precinct 1 Special Use Precinct Inner City North Cultural and is on land designated as RRC owned land.

The proposed development type is considered code assessable against the Planning Scheme for Community Use.

2.8 Relevant Codes

The codes applicable to the assessment of this proposal are the following:

Community Use Code;

Details of the manner in which the proposed development addresses the relevant specific outcomes of the abovementioned code is following with a review of the code contained below.

2.8.1 Community Use Code

Assessment of the proposal against the provisions of the Community Use Code is included in **Appendix A**.

It is considered that the proposed design will achieve an outcome that is consistent with the provisions in this code and will not result in any adverse amenity impacts on the locality of neighbouring sites.

3.0 CONCLUSION

This application pertains to the construction of a new steel framed commercial shed on the existing site as an ancillary support building to the Pilbeam Theatre and Art Gallery. Accordingly, the development is considered to be consistent with the intent of the Rockhampton City Plan Planning Scheme and its relevant codes.

APPENDIX A: ASSESSMENT OF PROPOSAL AGAINST THE ROCKHAMPTON CITY PLANNING SCHEME CODE

COMMUNITY USE CODE

Community Use Code		
Part A1 – All Development		
Performance Criteria	Acceptable Solutions	Compliance
Location and Access		
P1 Proposals for a community facility are located within, adjacent or close to other community facilities, Commercial Areas or Commercial Precincts so that a strong community use node can develop with impacts consolidated.	<p>A1.1 The proposal is located on a site adjacent to, or directly opposite a road reserve to, a site that accommodates another community use or a Park.</p> <p>OR The proposal is to be co located on a site with another community use that already exists or a Park.</p> <p>OR The proposal is located within a Commercial Area or Commercial Precinct.</p> <p>A1.3 OR The proposal is located on a site within 50 metres (measured along a road reserve) of a Commercial Area or Commercial Precinct.</p> <p>A1.4</p>	<p>The proposed shed will be located on the newly amalgamated lot that the Pilbeam Theatre and part of the Pilbeam Theatre Car Park is located on.</p> <p>The location of the proposed shed on the site is adjacent to Quay Lane and the Pilbeam Theatre to the east, bound by car park to the north and west and fronts onto Cambridge Street on the south.</p>
P2 All community / recreation uses are highly accessible to all members of the community.	A2.1 The use is located within 400 metres (measured according to the shortest route a person may reasonably and lawfully take, by vehicle or on foot, that has been constructed for the purposes of walking or driving) to a public bus route. <p>AND Non-discriminatory access, in compliance with <i>AS 1428 – Design for Access and Mobility</i>, is provided to all the buildings from adjoining roads</p>	The proposed building is an ancillary support building for the Theatre and Art Gallery.

Community Use Code Part A1 – All Development		
Performance Criteria	Acceptable Solutions	Compliance
	and public areas. A2.2	
P3 Any use of land for the purposes of a Community Facility; (a) is located where it will not be affected by aircraft noise; and (b) is located where it will not affect the navigation or safe operation of the Rockhampton airport or aircraft; and (c) that is specifically for the purposes of a library, is located where it will not be affected by rail noise.	A3.1 The development complies with the Railway Noise Code . AND The development complies with the Airport Code . A3.2	The location of the proposed new storage shed is situated on land that is not affected by aircraft noise. Does not affect the navigation or safe operation of the Rockhampton airport or aircraft; and complies with the Railway Noise and Airport Codes. Building maximum height is 7M
Amenity		
P4 The proposal minimises all possible adverse impacts on the surrounding area and accommodates any possible vehicular parking impacts within the site.	A4.1.1 Any air conditioning plant is located a minimum of 3 metres away from the nearest allotment boundary of an allotment containing a residential dwelling. OR Air conditioning units are provided with acoustic screening to comply with <i>Environmental Protection Regulation 1998</i> standards. A4.1.2 AND Garbage bin storage areas are located within the site and are screened so that they are not visible from any location external to the site. A4.2 AND On site bin storage areas are: (i) not located within 5 metres of a property boundary; and (ii) located where it can be accessed by a refuse collection vehicle. A4.3 AND Vehicle parking is screened by fencing or	The site previously housed a domestic dwelling. The proposed shed has an ancillary support function to the Pilbeam Theatre and Art Gallery. It will not accommodate air conditioning units, garbage storage. It will be located in the vacant land in the corner of the existing car park.

Community Use Code Part A1 – All Development		
Performance Criteria	Acceptable Solutions	Compliance
	<p>landscaping or a combination of both to remove any potential of a vehicle's glare or lights intruding into neighbouring properties that are used for a residential use. Where landscaping is used, it is in accordance with the Landscaping Code.</p> <p>A4.4 AND Vehicle access and parking areas are separated from the windows of a dwelling on an adjoining property by a minimum distance of 6 metres.</p> <p>AND Vehicle parking structures¹ are designed and located on the site to: (i) be below or behind the façade of a building; and (ii) have the same height, roof form, detail, use of materials and colours, as the building located closest to it on the site.</p> <p>A4.5 AND Acoustic screening² is provided adjacent to any vehicle movement or parking area for any parts of it located within 10 metres of a residential building located on another site.</p> <p>A4.6 AND The development complies with the requirements of the Parking and Access Code.</p>	

¹ Being car ports, garages and sheds used for the purposes of parking vehicles.

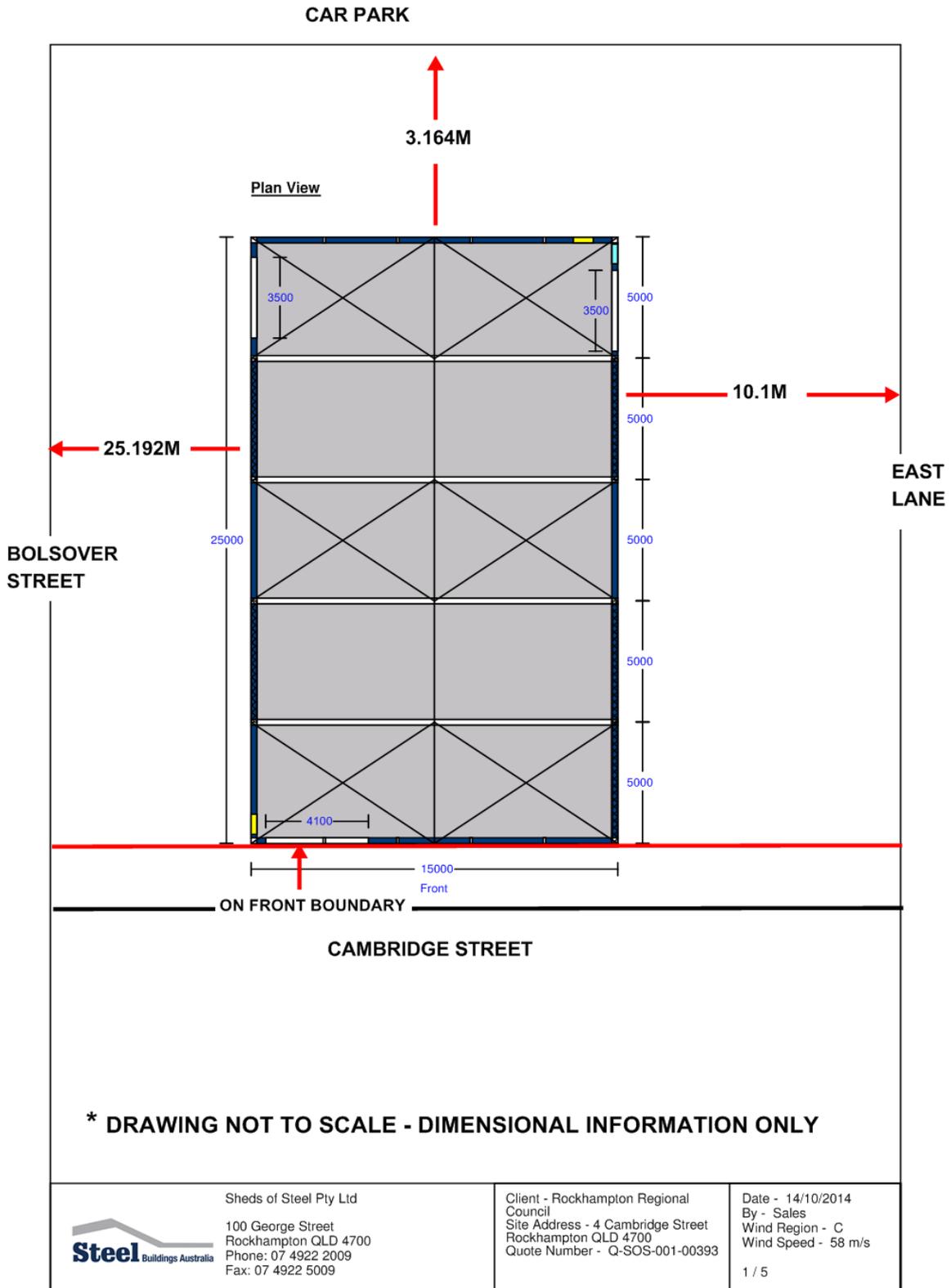
² Being fencing that provides a superficial mass not lower than 10kg/m² and have aggregated leakage penetrations not greater than 2% of area.

PILBEAM THEATRE STORAGE SHED 4 CAMBRIDGE STREET

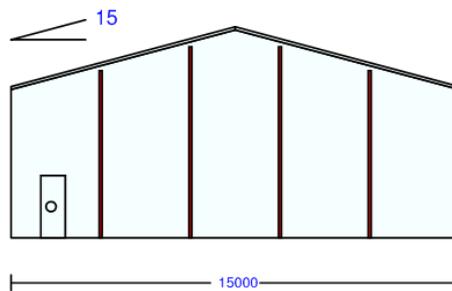
Shed Drawings & Details

Meeting Date: 4 November 2014

Attachment No: 2



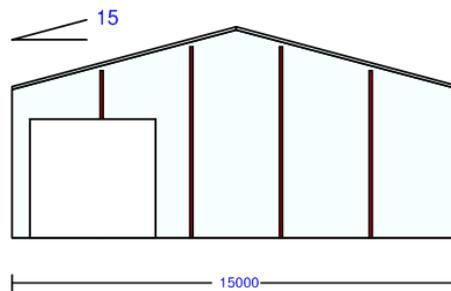
Rear View



CAR PARK VIEW

 <p>Sheds of Steel Pty Ltd 100 George Street Rockhampton QLD 4700 Phone: 07 4922 2009 Fax: 07 4922 5009</p>	<p>Client - Rockhampton Regional Council Site Address - 4 Cambridge Street Rockhampton QLD 4700 Quote Number - Q-SOS-001-00393</p>	<p>Date - 14/10/2014 By - Sales Wind Region - C Wind Speed - 58 m/s 2 / 5</p>
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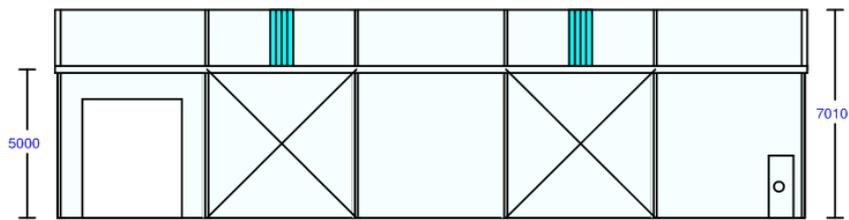
Front View



CAMBRIDGE STREET VIEW

	<p>Sheds of Steel Pty Ltd 100 George Street Rockhampton QLD 4700 Phone: 07 4922 2009 Fax: 07 4922 5009</p>	<p>Client - Rockhampton Regional Council Site Address - 4 Cambridge Street Rockhampton QLD 4700 Quote Number - Q-SOS-001-00393</p>	<p>Date - 14/10/2014 By - Sales Wind Region - C Wind Speed - 58 m/s 3 / 5</p>
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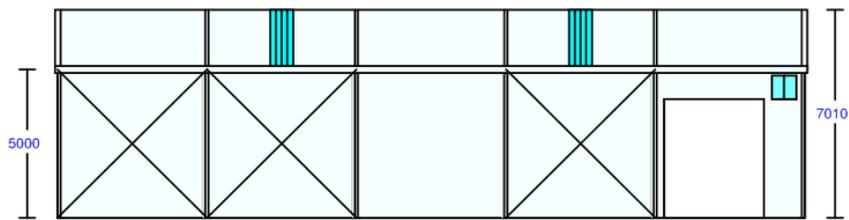
Left View



BOLSOVER STREET VIEW

	<p>Sheds of Steel Pty Ltd 100 George Street Rockhampton QLD 4700 Phone: 07 4922 2009 Fax: 07 4922 5009</p>	<p>Client - Rockhampton Regional Council Site Address - 4 Cambridge Street Rockhampton QLD 4700 Quote Number - Q-SOS-001-00393</p>	<p>Date - 14/10/2014 By - Sales Wind Region - C Wind Speed - 58 m/s 4 / 5</p>
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Right View



EAST LANE VIEW



Sheds of Steel Pty Ltd
100 George Street
Rockhampton QLD 4700
Phone: 07 4922 2009
Fax: 07 4922 5009

Client - Rockhampton Regional Council
Site Address - 4 Cambridge Street
Rockhampton QLD 4700
Quote Number - Q-SOS-001-00393

Date - 14/10/2014
By - Sales
Wind Region - C
Wind Speed - 58 m/s

5 / 5

8.3 ROCKHAMPTON ART GALLERY COLLECTION MANAGEMENT PLAN 2014-2019

File No: 465

Attachments: 1. **Rockhampton Art Gallery Collection Management Plan 2014-2019**

Authorising Officer: **Peter Owens - Manager Arts and Heritage**
Michael Rowe - Acting Chief Executive Officer

Author: **Tracy Cooper-Lavery - Gallery Director**

SUMMARY

The Rockhampton Art Gallery Collection Management Plan (CMP) 2014-2019 is presented for Council endorsement

OFFICER'S RECOMMENDATION

THAT Council formally endorse the Rockhampton Art Gallery Collection Management Plan for implementation during the period 2014-2019 with the plan to be reviewed during 2019.

COMMENTARY

The Rockhampton Art Gallery Collection Management Plan (CMP) provides a united vision for the management and development of the Rockhampton Art Gallery collection. This CMP creates a framework for Rockhampton Art Gallery's collection to be developed and managed in a measured, and considered manner, and to pursue a collecting focus that honours existing collection strengths, notably Australian modern and contemporary art.

This CMP accords with international museum and gallery standards for the development, care and management of collections, ensuring Rockhampton Art Gallery upholds industry standards that reflect the national significance of the collection. Previously there has not been a formally endorsed management plan in place for the Rockhampton Art Gallery's Collection.

This CMP was considered, reviewed and endorsed by the Rockhampton Art Gallery Trust at their meeting on 13 August 2014.

**ROCKHAMPTON ART GALLERY
COLLECTION MANAGEMENT PLAN
2014-2019**

**Rockhampton Art Gallery Collection
Management Plan 2014-2019**

Meeting Date: 4 November 2014

Attachment No: 1

ROCKHAMPTON ART GALLERY

COLLECTION MANAGEMENT PLAN 2014-2019

1. SCOPE

This Collection Management Plan (CMP) is applicable to all Rockhampton Regional Council (RRC) officers within Rockhampton Art Gallery of the Arts & Heritage Unit in the management of the Rockhampton Art Gallery collection.

2. PURPOSE

The CMP provides a united vision for the management and development of the Rockhampton Art Gallery collection. This CMP accords with Australian Government guidelines for collection management, as outlined in *Significance 2.0: A guide to assessing the significance of collections*. This CMP recognises international museum and gallery standards as formalised by Museums Australia. This CMP is endorsed by the Rockhampton Regional Council (RRC), Rockhampton Art Gallery Trust, and supported by Gallery staff, Friends of Rockhampton Art Gallery, and volunteers.

3. ASSOCIATED DOCUMENTS

- Rockhampton Regional Council Arts & Cultural Policy
- RRC Code of Conduct, 5.1.1.3 Accepting gifts and benefits
- Rockhampton Regional Council Asset Disposal Policy No. POL.F4.6
- Australian Government *Significance 2.0: A guide to assessing the significance of collections*
- Rockhampton Art Gallery Trust Deed (1995) and Variation (2003)
- Museums Australia National Standards for Australian Museums and Galleries v.1.3, May 2013

4. DEFINITIONS

To assist in interpretation the following definitions shall apply:

- 4.1 *Accession* shall mean the process of formally transferring title or ownership from the providing source to Rockhampton Regional Council.
- 4.2 *Acquisition* shall mean the act of gaining physical possession of the artwork or object by purchase, gift, exchange, bequest or commission.
- 4.3 *Bequest* shall mean the bestowal by will of privately owned cultural items to RRC.

- 4.4 *Collection* shall mean an identifiable selection of objects having some significant commonality as outlined in this CMP.
- 4.5 *Conservation* shall mean the processes for preserving and protecting works of art from loss, decay, damage or other forms of deterioration, usually undertaken by a qualified professional conservator.
- 4.6 *Deaccession* shall mean the process of removing a work of art from the Collection and the recording of the disposal/removal of a work of art from the Collection when it is sold, donated, destroyed, or lost.
- 4.7 *Gallery* shall mean a not-for-profit public institution (library, museum, art gallery) in the service of society and of its development, which is open to the public, and which acquires, conserves, researches, communicates and exhibits, for purposes of study, educations and enjoyment, material evidence of people and their environment, and which also adheres to the Museum Australia's National Standards for Australian Museums and Galleries.
- 4.8 *Work of art* shall mean a form or expression of the visual arts and crafts. It may include, but is not limited to, painting, sculpture, ceramics, photographs, printmaking, drawing, use of information technology, multimedia, and mixed media.

5. CONTEXT

Rockhampton Art Gallery was established in 1967 and houses the finest collection of mid-twentieth century Australian art in regional Queensland. Predominantly acquired through sponsorship and benefaction, the collection has grown to a strong representation of modern and contemporary Australian paintings, prints, ceramics and photographs, and art and artefacts of central Queensland. The Gallery also has a significant collection of late 20th century British prints. There is a collection of Japanese objects, and a small collection of various media from other nationalities including ceramics, glass, prints and photographs.

The development of this collection reflects a history of civic pride and generosity from residents of the Rockhampton region. During the 1970s, the Gallery was at the forefront of collecting and exhibiting the best of Australian modern art. Today, the Gallery honours this tradition and commitment by building on this collection strength through acquiring modern and contemporary art by leading Australian artists. The introduction of the *Gold Award*, a biennial acquisitive art prize worth \$50,000, substantially increases the Gallery's ability to acquire works of exceptional aesthetic and art historical merit.

6. GUIDING PRINCIPLES

6.1 Gallery aims

- 6.1.1 Raise the Gallery profile to a national level by developing and promoting the Collection through innovative exhibitions and availability of collection items for outgoing loans.
- 6.1.2 Support and nurture the creative development of visual arts in central Queensland.
- 6.1.3 Reach new audiences and increase visitation through a programme of targeted marketing, region specific exhibitions, and diverse education and public programs.
- 6.1.4 Deepen public understanding and enjoyment of modern and contemporary art.
- 6.1.5 Conserve, document, develop and manage the Collection in accordance with current museum practices.
- 6.1.6 Provide access to diverse and engaging themes in art by hosting touring exhibitions from international, national, state, regional and university galleries and museums.

6.2 Collecting principles and acquisition methods

- 6.2.1 Build upon existing strengths in the Gallery's collection.
- 6.2.2 Works of art proposed for acquisition should be relevant to the Gallery's CMP.
- 6.2.3 Allow flexibility to engage with donors who have a targeted collecting interest that may fall outside the aims of this CMP.
- 6.2.4 Maximise external support by encouraging gifts and bequests of works of art and financial donations to Rockhampton Art Gallery Trust.
- 6.2.5 The Gallery Director, and in consultation with the Curator, will be responsible for identification and selection of works of art for acquisition.
- 6.2.6 The Gallery will acquire significant works of art through donation, bequest, purchase, or transfer. Where works of art are acquired through the Australian Government's Cultural Gift Program, the responsibility for the cost of the valuations, where possible, will rest with the donor.

- 6.2.7 Proposed acquisitions from, or unsolicited gifts to, Rockhampton Art Gallery Trust should be directed to the Gallery Director for assessment against criteria for acquisition as outlined in this CMP.
- 6.2.8 Proposed acquisitions from funds provided by Rockhampton Art Gallery Trust should be presented in writing at Trust meetings, for approval to proceed with purchase.
- 6.2.9 Unsolicited gifts of works of art to employees, and elected members/officials of RRC should be lodged on the RRC Gift Register. Any unsolicited gifts intended for the Gallery will be assessed against the criteria for acquisition as outlined in this CMP prior to transfer from the RRC Gift Register to the Gallery Collection. The Gallery does not have the capacity to store, or undertake conservation of, items listed on the RRC Gift Register.
- 6.2.10 The Gallery does not accept responsibility for disposal of unsolicited gifts that do not meet the criteria for acquisition as outlined in this CMP. Unsolicited gifts will be returned to the owner.
- 6.2.11 Acquisition of works of art that are offered with imposing conditions (eg. fixed display periods) will be negotiated at the discretion of the Director, or will not be accepted.
- 6.2.12 Long-term loan of works of art and/or proposed as future gifts will be negotiated and accepted at the discretion of the Director.
- 6.2.13 In entering the collection, the Gallery ensures the owner will transfer full legal title, and ensure works of art are unencumbered and received in quiet possession.
- 6.3 Criteria for acquisition**
- 6.3.1 *Primary criteria of significance: historic; artistic or aesthetic; scientific or research; and social or spiritual.*
The aesthetic significance of an item may be based on its craftsmanship, style, technical excellence, beauty, skill and quality of design and execution. The interpretative potential of the item within the context of art historical scholarship must also be considered.
- 6.3.2 *Comparative criteria*
Proposed acquisitions should be considered against: provenance; rarity or representativeness; condition or completeness; and interpretative capacity.
- 6.3.3 *Display and storage practicalities*

The Gallery has limited storage facilities and consideration must be given to the availability of suitable storage that is secure, safe and accessible. Potential for regular display, ease of installation, and use within thematic exhibitions must also be considered.

6.3.4 *Condition*

The Gallery has limited capacity and capital to undertake conservation of works of art. Only in exceptional circumstances, and at the discretion of the Gallery Director, will a work of art requiring conservation be acquired.

6.3.5 *Provenance*

The Gallery will not purchase, or accept as a gift, bequest, or loan any work of art where provenance is questionable including, but not limited to, theft, sale under duress, or unethical obtainment.

6.3.6 *Copyright*

The Gallery recognises artists' copyright and moral rights of works of art. Wherever possible, the copyright holder will be identified, and the Gallery will request in writing a Copyright Licence, which allows for limited and specific non-commercial rights for the Gallery to reproduce works of art for promotional purposes, documentation, or educational activities.

7.0 ROCKHAMPTON ART GALLERY COLLECTION

The Gallery has three main collecting strengths, with sub-categories in each, with the remainder of the Collection not falling into these collecting areas.

7.1 Arts and Heritage of Central Queensland

7.1.1 *Objects relating to cultural heritage of Central Queensland*

The Gallery maintains active acquisition of works of art and objects of cultural heritage significance as they related to central Queensland. Heritage items that are considered of intrinsic aesthetic merit in documenting the social and cultural history of central Queensland will be sought on an opportunity basis, which can include the colonial period, depictions of encounters between settlers and local indigenous populations; settlements; colonial photographs; notable central Queenslanders; and photography studios of the region.

7.1.2 *Indigenous, modern, and contemporary art by central Queensland artists*

Works of art by leading contemporary central Queensland artists will be acquired on a selective basis. The artist will have a demonstrated connection to the region, and the proposed items for acquisition will

be representative of the best of their artistic practice. The biennial *Bayton Award* provides the opportunity to assess and acquire work by established central Queensland artists.

7.2.0 Australian Art

7.2.1 *Modern and Contemporary*

The Gallery's collection strength is paintings, prints and photographs by leading Australian modern and contemporary artists. This CMP seeks to consolidate gaps in the modern collection, and to develop the contemporary collection through acquiring works of art by established, mid-career artists. Artists will have made a major contribution to Australian art, have a firm reputation for consistently creating innovative work, and produced works of art that will be of public interest and importance in the long term. Works that best represent the practice of an individual Australian artist will be sought. Rockhampton Art Gallery Trust's biennial *Gold Award* allows for selective acquisition of paintings by leading contemporary Australian artists.

7.2.2 *Aboriginal and Torres Strait Islander*

The Gallery has a small collection of works of art by Aboriginal and Torres Strait Island artists. These works have been inconsistently acquired and thus represent an unrelated, cross section of different indigenous groups from across Australia. Works of art by Aboriginal and Torres Strait Islanders are to be acquired on an opportunity basis that complement existing groups represented in the Collection; works that assist in increasing representation of language groups in Queensland; and works by established mid-career Aboriginal and Torres Strait Islander artists recognised as contemporary artists. The biennial *Gold Award* allows for selective acquisition of a painting by a leading contemporary Australian artist, which may include work by an Aboriginal, or Torres Strait Islander.

7.2.3 *Decorative*

Three-dimensional objects in a variety of media, particularly ceramics, form a significant component of the Gallery's collection. This CMP seeks to consolidate gaps in the collection to create a comprehensive survey of decorative art movements in Australia from the 1970s to the present day. Artists will have made a major contribution to the genre, have a reputation for consistently creating innovative work, and produced works of art that will be of public interest in the long term, and have historical and aesthetic merit. Works that best represent the practice of an individual artist will be sought on an opportunity basis.

7.2.4 *Queensland Artists*

The Gallery has a small collection of paintings and works on paper by established Queensland artists. As a leading regional Queensland gallery, this CMP seeks to increase the representation of recognised Queensland artists from pre-settlement to the present day. Artists will have made a major contribution to Queensland art, have a firm reputation for consistently creating innovative work, and produced works of art that will be of public interest in the long term, and have historical and aesthetic merit. Works that best represent the practice of an individual artist will be sought on an opportunity basis.

7.3 International Art

7.3.1 Japanese Art

The Gallery's collection of Japanese art was initiated in the 1980s through a donation of two works by a Rockhampton donor, and in the spirit of international diplomacy through gifts from Rockhampton's sister city, Ibusuki and the Iwasaki Corporation. The current collection of Japanese items is inconsistent and ambitious, ranging from a 17th century Samurai suit to a late 18th century Rinpa School screen; a 20th century ink scroll to 21st century manga illustrations. The majority of works in the Collection were acquired in 2006/2007 for Rockhampton Art Gallery's temporary exhibition, *From Samurai to Manga*, and have not since been exhibited, or loaned. There are no identified active priority acquisition items for this collecting area.

7.3.2 British Art

The British Art collection consists of an 18th century painting, and a significant donation of modern British prints. In 2008, the Melbourne scientist and art collector Dr Douglas Kagi donated 157 modern British prints to Rockhampton Art Gallery. There are no identified priority acquisition items in this collection area. Works would be acquired on an opportunity basis as gifts or donations to expand the existing collection of British prints.

7.4 Rest of the Collection

The remainder of Rockhampton Art Gallery's collection falls outside the three outlined collecting areas, and have been acquired throughout the Gallery's history through a variety of means including, but not limited to, donations, expired loans, and exhibitions. This is not considered a core collecting area, and includes works that do not meet the criteria for acquisition as outlined in this CMP.

8.0 DEACCESSION AND DISPOSAL

- 8.1 The decision to deaccession, or dispose should be made cautiously and is made for a variety of reasons including, but not limited to:

- 8.1.1 The item does not fit the criteria of the Gallery's CMP, or has little aesthetic, or monetary value to the Gallery's collection.
- 8.1.2 The item is redundant, is a duplicate, is not necessary for research purposes, or was created as an exhibition prop that was incorrectly accessioned.
- 8.1.3 The item is of lesser quality than other objects of the same type either already in the Collection, or about to be acquired.
- 8.1.4 The authenticity, attribution or genuineness of the item is questionable or determined to be false or fraudulent.
- 8.1.5 The item lacks sufficient aesthetic merit or art historical importance to warrant retention.
- 8.1.6 The Gallery is unable to conserve, or store the object in a responsible manner or it is determined that it is damaged beyond repair.
- 8.1.7 The work of art was acquired unethically.
- 8.2 Items proposed for deaccession, or disposal should be assessed against the criteria for acquisition as outlined in this CMP.
- 8.3 All funds received from deaccessioned works that are sold by the Gallery will return to either Rockhampton Art Gallery Trust, or RRC to be used to fund the acquisition of other works in accordance with the Gallery's CMP.
- 8.4 In the instance of works of art by living artists that were purchased specifically for a Gallery temporary exhibition and do not meet the aims and criteria of this CMP, the works may be sold.
- 8.5 If a bequeathed, or donated work of art is to be deaccessioned, the donor, or in the donor's absence his or her heirs, should be consulted, whenever possible to determine the method of deaccession.
- 8.6 When a work is sold or exchanged, the new work acquired with the proceeds of the sale or by exchange should bear a credit in the name of the donor of the work sold or exchanged.
- 8.7 No member of Rockhampton Art Gallery Trust, employee of RRC, or those whose association with the Gallery might give them advantage in acquiring a work is permitted to acquire, directly or indirectly, a work deaccessioned by the Gallery. No Trustee or RRC employee may benefit from the sale or trade of a work of art from the Gallery's collection.

- 8.8 Works of art acquired through the Australian Government's Cultural Gifts Program should not be returned to the donor, as the donor has previously received the benefit of a tax deduction for the gift. It is preferred that gifts donated through the Cultural Gifts Program should not be considered for deaccession unless there is a significant change to the CMP.
- 8.9 This CMP is in addition to the guidelines of asset disposal as outlined in the RRC's Disposal of Assets Policy No. POL.F4.6.
- 8.10 Deaccessioned works of art must be at the request of the Gallery Director and be ratified by Rockhampton Art Gallery Trust and RRC.

9.0 CONSERVATION AND MANAGEMENT OF THE COLLECTION

- 9.1 The Collection will be managed, documented and catalogued by appropriately qualified staff with industry specific experience and to museum standards. Research information will be made available to the public.
- 9.2 Rockhampton Regional Council will keep the collection housed according to current museum industry standards.
- 9.3 Exhibition spaces within Rockhampton Art Gallery will be maintained to museum standards. This will facilitate loans to the region of significant works of art and will ensure the preservation of works of art from the collection for future generations.
- 9.4 RRC will provide financially for a periodic assessment of the Art Collection by a professional conservator and regular valuations of the Art Collection by an approved valuer.

10.0 REVIEW OF THE COLLECTION MANAGEMENT PLAN

This Collection Management Plan 2014-2019 is scheduled for review in July 2019.

8.4 COMMUNITY ASSISTANCE PROGRAM

File No: 7822
Attachments: 1. Application to Community Assistance Program - CQ Aquajets Swimming Club
Authorising Officer: Michael Rowe - Acting Chief Executive Officer
Author: Cheryl Haughton - Manager Community Services

SUMMARY

An application to the Community Assistance Program has been received from CQ Aquajets Swimming Club seeking financial assistance to host the 2014 Tropic of Capricorn Swim Meet.

OFFICER'S RECOMMENDATION

THAT Council approves the application for funding from CQ Aquajets Swimming Club to the value of \$2,000.

COMMENTARY

An application to the Community Assistance Program has been received from CQ Aquajets Swimming Club seeking \$3,812 (being venue hire and lifeguard costs at 2nd World War Memorial Aquatic Centre) to assist the club to host the annual Tropic of Capricorn Swim Meet on 15 and 16 November 2014.

The 2014 Tropic of Capricorn Swim Meet aims to provide a first class swim meet for local swimmers by bringing to the event elite athletes who have competed at Commonwealth Games, Olympic Games and World Championships. In addition a national level coach will attend to conduct free coaching clinics for junior swimmers.

The applicant has indicated that this event will attract 180 competitors, 80 of which will travel to Rockhampton to compete providing some economic benefits for local business through accommodation, meals and retail sales over the weekend.

In return for sponsorship CQ Aquajets Swimming Club has committed to acknowledge Council's support for the event in all media releases, regular announcements throughout the weekend, a full page advertisement in the swim meet program, banners and signage at the meet, and will provide an opportunity for a Council representative to present trophies.

As per the budget supplied for the event, \$7,100 of total expenditure (\$15,262) relates to prize money and costs associated with elite guest swimmers' travel and accommodation costs. Other major expenditure items include venue and equipment hire, catering, medals and trophies, and administration costs. CQ Aquajets has committed to contribute \$1,650 to the event; has sought \$4,000 in corporate sponsorship, and expects to receive \$7,500 from nomination fees, gates fees and profit from catering, leaving a budget shortfall of \$2,112.

The Tropic of Capricorn Swim Meet has been sponsored by Council previously, with allocations being:

2013	\$600
2011	\$2,730

The application has been assessed in accordance with the Community Grants Procedure and the recommendation is provided based on the assessment criteria with the grant matrix applied to indicate the recommended funding level.

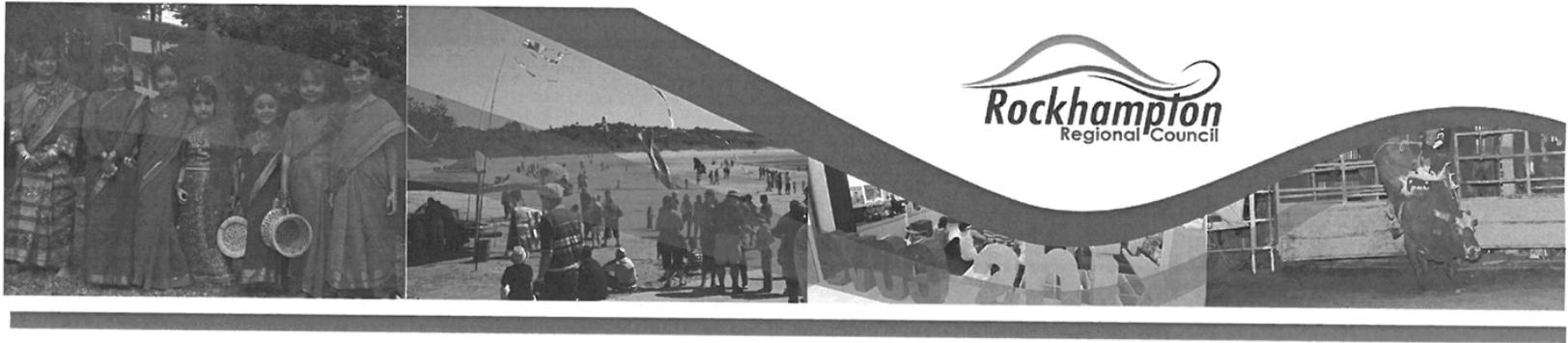
The assessment panel recommends that CQ Aquajets Swimming Club be provided with \$2,000 sponsorship for the 2014 Tropic of Capricorn Swim Meet.

COMMUNITY ASSISTANCE PROGRAM

Application to Community Assistance Program - CQ Aquajets Swimming Club

Meeting Date: 4 November 2014

Attachment No: 1



Community Assistance Program

Corporate Sponsorship Scheme

PRIVACY NOTICE Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of receiving and considering your organisation's request for funding under Council's Community Assistance Program. Personal details will not be disclosed to any other person or agency external to Council without individual consent, unless required or authorised by law. Program funding details will be published by Council and summarised in Council's annual report.

Application Form

NOTES

Your activity or event may already have a special name, if not please give it one for working purposes

If applying for in-kind assistance such as bin services and traffic management, please obtain and attach quotes.

Please give the full name of your organisation.

This will be the address Council will use for all formal correspondence.

If you are not incorporated please include the details of the incorporated body who will take financial and legal responsibility for any funds granted. **A letter of consent must be attached.** →

Council will adjust any funds granted depending on your organisation's GST status.

You should name a representative who has the authority and knowledge to answer questions about this application.

Council may need to make contact urgently. Put down the telephone number where the contact can usually be found during office hours.

PROJECT OVERVIEW

Q1	What is the name of your project?			
A1	Tropic of Capricorn Swim Meet			
Q2	Indicate the amount of assistance you require from Council (excluding gst)			
A2	Sponsorship	\$3812.00	Inkind	\$

APPLICANT DETAILS

Q3	What is the name of your organisation?		
A3	CQ Aquajets Swimming Club		
Q4	What is your organisation's mailing address?		
A4	PO Box 6150, Red Hill MC Kawana QLD 4701		
Q5	Is your organisation an incorporated body? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
A5	Incorporation number. _____ If no, provide the name and incorporation number of the sponsoring organisation. Name _____ Incorporation number _____		
Q6	What is your ABN number?		
A6	30156461293		
Q7	Who is your organisation's designated contact for this application?		
A7	Gary Knight (President)		
Q8	What are the contact details?		
A8	Phone (office hours)	0428205108	Email gary@raptor-embroidery.com

NOTES

Only include financial members.

Summarise in one sentence the main reason your organisation has come together.

Do you have a base? Do you operate in one township or all over the region?

Funds will not be provided to uninsured organisations. Council will require a copy of the Certificate of Insurance from successful applicants.

List all bodies that give your organisation support. Please indicate whether it is financial or *in-kind*.

Council may request a copy of your last financial report.

Do **not** include any grants received under the Gambling Community Benefit Fund or a similar scheme. If no machines are owned or leased please put a zero in both columns.

ABOUT YOUR ORGANISATION

Q9	How many members does your organisation have?			
A9	Full members	60	Associate or social members	20
Q10	What is the primary purpose of your organisation?			
A10	To support members in the sport of swimming.			
Q11	Where does your organisation normally operate?			
A11	As of the 7 th October we will be based at the Second World War Aquatic Centre.			
Q12	What company carries your Public Liability Insurance and how much cover do you have?			
A12				Level of Cover \$ million
Q13	Do you receive financial or <i>in-kind</i> support from other sources? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
A13	Corporate sponsors to various degrees			
Q14	Does your organisation have its own gaming machine revenue? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
A14	Number of machines	\$	Revenue last financial year	\$
Q15	Has your organisation previously received grant funding from Council? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
A15	Yes \$600 for 2013 Tropic of Capricorn Swim meet \$2,730 2011 Tropic of Capricorn Swim Meet.			
	Has this grant been successfully acquitted? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			

PROJECT DETAILS, OUTCOME MEASURES, AND BUDGET

Council needs to know the details of your project, how its success will be measured, and your project budget

NOTES

To assess your application Council needs to know what your project is going to do and what outcomes you expect to achieve

Q16	When do you intend to start your project? 15 / 11 / 2014
Q17	When do you intend to finish your project? 16 / 11 / 2014
Q18	What is your project about? (Describe the project and its objectives)
A18	<p>Project description: To provide a first class swim meet for our local swimmers by bringing to the meet Swimmers who have swum at the recent Commonwealth games. We have at least Three swimmers of this calibre already confirmed. We are also looking at bringing to the meet a top level coach to run free clinics for junior swimmers.</p> <p>Project objectives: The objectives of this project; is to raise the standard of swimming in our region by exposing our local swimmers to National Team level swimmers and coaches.</p> <p>How does your project align with the objectives of the Community Assistance Program? By providing a swim meet of this standard to our local community, it provides a lot of media attention that not only lifts the profile of the new facility but also as a sponsor of the event the Rockhampton Regional Council will benefit from media exposure as well. The local community will also benefit by lifting the profile of swimming in the region. As swimmers attend from all over the region, local businesses will reap the benefits by providing accommodation, meals and often retail sales throughout the weekend.</p>
Q19	How will you measure the success of your project?
A19	<p>By conducting both verbal and written surveys of attendees.</p> <p>Will a satisfaction survey be distributed at the conclusion of your project/event? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>

PROJECT BUDGET

Q20 Please complete the budget template below where applicable. Total income for the project must equal total expenditure. Show all budgetary items including gst.

What is the total budget for the project? \$			Amount of sponsorship requested \$		
INCOME			EXPENDITURE		
Item	Description	\$	Item	Description	\$
Organisation Funds	Your organisation's contribution to this project:	\$1650	Staff	Paid wages to organisational staff and contractors:	\$000.00
Other Grants	Detail other grants obtained for this project:	\$000.00	Hire Charges	Specify hire charges associated with your project:	
				Venue hire	\$3812.00
				Equipment hire	\$500.00
		Catering		\$1200.00	
Other Support	Detail other cash donations:	\$	Travel/Transport	Specify travel charges:	
	Corporate Sponsorship	\$4000.00		Airfares (Guest Athletes and Coach)	\$900.00
	Detail in-kind assistance:			Accommodation & Meals (As Above)	\$1200.00
		Freight			
Income derived from this project	Admission, entry fees and other charges deriving income:		Marketing and Promotion	Specify promotional expenses that will be incurred:	
	Nomination fees	\$5,200.00		Media	\$00.00
	Gate Entry Fees	\$ 700.00		Internet	
	Sales of Food	\$1600.00	Other	Medals and Trophies	\$1650.00
Council Contribution	Amount of sponsorship you have requested from Council:	\$3812.00	Administration	Cash Prizes	\$5000.00
				Admin expenses eg. Phone, postage, stationery:	\$1000.00
TOTAL INCOME		\$16962.00	TOTAL EXPENDITURE		\$15262.00

SHOW AMOUNTS INCLUDING GST

ABOUT YOUR CORPORATE SPONSORSHIP APPLICATION

NOTES

Who are the people who are going to benefit from your project?

Tell us what you are going to spend on promotion and where (eg: promotional events, TV, radio, newspaper, State newspaper, National TV etc.). Make sure this amount matches the budget item in your answer to Q20

Council is more likely to support innovative projects that show a new approach to problems rather than ones that have previously failed to produce long lasting results.

How many people are going to be drawn to visit the region and for how long? What are they likely to spend money on – accommodation, food, fuel?

What is the potential for your project to attract business investment or growth in business activity in the region?

Q21	List the target group(s) for whom the project is designed.
A21	<input type="checkbox"/> Aboriginal & Torres Strait Islander people <input type="checkbox"/> Australian South Sea Islander people <input checked="" type="checkbox"/> Children and young people <input type="checkbox"/> Older People <input type="checkbox"/> People with a Disability <input type="checkbox"/> Women <input type="checkbox"/> People from culturally and linguistically diverse backgrounds
Q22	How are you going to reach your target group (s)?
A22	By circulating information through established mailing lists Via email and through media outlets via media releases.
Q23	What is new and different about your project?
A23	This project is different in that we have targeted high level swimmers to lift the profile of swimming in the local area.
Q24	What are the short term community benefits of your project?
A24	Number of anticipated participants? 180 Number of participants who will require paid accommodation? <u>80</u> ? Number of nights that participants will require paid accommodation? 2 nights Other
Q25	What are the long term community benefits of your project?
A25	Increased profile of Swimming as a sport in our region. With the increase in profile we envisage that more young people we take up the sport and live a healthy lifestyle.
Q26	Will your organisation be utilising Council services and facilities for your project? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
A26	Hire of the 2 nd World War Memorial Aquatic Centre.
Q27	If successful with your application for assistance, describe how your organisation will acknowledge Council's contribution to the project/event.
A27	As a successful sponsor, the Rockhampton Regional council will receive acknowledgment of its sponsorship in all media releases, regular announcements throughout the weekend, a full page advertisement in the swim meet program Council Banners and or signage around the

ground. If available a member of the council is welcome to help present Trophies at the end of the meet.

CERTIFICATION

I make this application for assistance from the Rockhampton Regional Council Community Assistance Program for the stated project in accordance with a resolution of the management committee/board of the above applicant organisation, such resolution having noted that:

- 1 further details may be sought concerning this application from the contact officer nominated in this application, and that the nominated contact officer is specifically authorised to respond to any and all such requests from Council;
- 2 conditions will apply to any funding support provided, including the provision to Council of organisational financial and insurance details, or evidence of experience in the management of similar projects, or any other related matter;
- 3 reports on the expenditure of any funds allocated, and the success of the activity to which they were applied, will be required; with any unexpended funds allocated returned to Council;
- 4 Rockhampton Regional Council is collecting the personal information supplied on this form for the purpose of receiving and considering my organisation's request for funding under Council's Community Assistance Program. Personal details will not be disclosed to any other person or agency external to Council without individual consent, unless required or authorised by law. Program funding details will be published by Council and summarised in Council's annual report.

Name: Gary Knight	Name:
Position: President	Position:
Organisation: CQ Aquajets Swimming Club	Organisation:
Signature: 	Signature:
Date: 29-9-2014	Date:



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Email: jlt sport@jlta.com.au
Phone: 1300 130 373
Web: www.jlt sport.com.au/swimming

Certificate of Currency General & Products Liability Insurance

This certificate is issued as a matter of information only and confers no rights upon the holder.
It does not amend, extend or alter the coverage afforded by the Policy(ies) listed.
It is only a summary of the cover provided and reference must be made to the current Policy wording for full details. It is current at the date of issue only.

Policy Number: 414214

Insured: CQ Aquajets Swimming Club Inc

Period of Insurance: From: 1st May 2014 at 4pm Local Standard Time
To: 1st May 2015 at 4pm Local Standard Time

Situation: Worldwide excluding USA & Canada

Interest Insured: Legal Liability to third parties for bodily injury and property damage arising out of the activities of the Insured.

Limit of Indemnity:

Public Liability	\$20,000,000
Products Liability	\$20,000,000 in the aggregate
Errors & Omissions	\$10,000,000

Deductible: \$1,000 each and every occurrence (costs inclusive)

Insurer: Liberty International Underwriters - trading name of Liberty Mutual Insurance Company
ABN 61 086 083 605

Remarks: The indemnity granted by this Policy extends to **Rockhampton Regional Council** as principal, in respect of that principal's vicarious liability for the negligent acts or omissions of the Insured pursuant to Definition 2.5 and arising out of the Insured's business, but this Policy does not extend to the liability of the principal howsoever arising out of the negligence, breach of contract or breach of duty of such principal.



Authorised Representative of Liberty International Underwriters

Date: 19 Jun 2014

Swimming Australia Risk Protection Programme - 2014 - 2015



Quotation Price

DATE: 15 November 2014
 INVOICE NO: Qu.2014.11.15 Tropics Carnival
 CLIENT: Tropics Carnival
 ADDRESS: CQ Aquajets Swimming Club
 Email: Val Kalmikovs <valkswim@gmail.com>

ABN: 70 097 139 341
 PO BOX 2304, Yeppoon, Qld, 4703
 PHONE: 07 49221981
 MOBILE: 04 1555 0430
 E: ronan@lane4aquatics.com.au

DESCRIPTION	QTY	UNIT COST	GST	LINE TOTAL
<i>Saturday November 15th 2014</i>				
Venue Hire - 50m Fina Pool (7:00am - 1:00pm)	6	\$ 88.50		
Venue Hire - 50m Fina Pool (3:00pm - 7:00pm)	4	\$ 88.50		
Venue Hire - 50m Fina Pool (Per Day)	1	\$ 624.00		
Venue Hire - 25m Pool (8:15am - 1:00pm)	4.75	\$ 88.50		
Venue Hire - 25m Pool (3:00pm - 7:00pm)	4	\$ 88.50		
Venue Hire - 25m Pool (Per Day)	1	\$ 624.00		
Venue Hire - 25m & 50m Pool Combo (Per Day)	1	\$ 810.00	\$ 73.64	\$ 810.00
50m Fina Pool Lifeguard (7:00am - 1:00pm)	6	\$ 52.00	\$ 28.36	\$ 312.00
50m Fina Pool Lifeguard (3:00pm - 7:00pm)	4	\$ 52.00	\$ 18.91	\$ 208.00
25m Fina Pool Lifeguard (8:15am - 1:00pm)	4.75	\$ 52.00	\$ 22.45	\$ 247.00
25m Fina Pool Lifeguard (3:00pm - 7:00pm)	4	\$ 52.00	\$ 18.91	\$ 208.00
<i>Sunday November 16th 2014</i>				
Venue Hire - 25m & 50m Pool Combo (Per Day)	1	\$ 810.00	\$ 73.64	\$ 810.00
50m Fina Pool Lifeguard (7:00am - 3:00pm)	8	\$ 52.00	\$ 37.82	\$ 416.00
25m Fina Pool Lifeguard (8:15am - 3:00pm)	6.75	\$ 52.00	\$ 31.91	\$ 351.00
Colorado Timing Hire & Set-up plus 150 Marshalling chairs	1	\$ 450.00	\$ 40.91	\$ 450.00

PAYMENT OPTIONS:

TOTAL (Excl. GST):	\$ 3,465.45
TOTAL (GST):	\$ 3,465.55
TOTAL (Incl. GST):	\$ 3,812.00
Quotation:	\$ 3,812.00
DUE DATE:	21 days after completion of event
PAID VIA:	See options below

-  EFT: Account Name: "Lane 4 Pty Ltd" BSB - 014 690 Account No.: 194 452 899
-  CHEQUE: Please ensure you write the invoice number on the reverse side of your cheque.
-  CASH: Please make your payment at Lane 4 South Rockhampton. Qu.2014.11.15 Tropics Carnival
-  ENQUIRIES: Kindly quote invoice number

Deborah Purser

From: Cheryl Haughton
Sent: Wednesday, 15 October 2014 1:29 PM
To: Deborah Purser
Subject: FW: Grant application
Attachments: CQ Aquajets SC present.pdf

Cheryl Haughton**Manager Communities and Facilities**

Rockhampton Regional Council – School of Arts

Ph: 4936 8062 | Fax: 4936 8820 | E-mail: cheryl.haughton@rrc.qld.gov.auAddress: PO Box 1860, Rockhampton Q 4700 | Web: www.rockhamptonregion.qld.gov.auLike us www.facebook.com/RockhamptonRegionalCouncil Follow us www.twitter.com/RRCouncil**From:** valerykiv@gmail.com [<mailto:valerykiv@gmail.com>] **On Behalf Of** Val Kalmikovs**Sent:** Wednesday, 15 October 2014 1:04 PM**To:** Cheryl Haughton**Subject:** Grant application

G'Day Cheryl,

Val here from CQ Aquajets Swim Club. We submitted our application for a grant to help us to rent South Side facilities for the swimming event. Not sure if all the papers got already processed but, in case they are not yet, I wondering if I could add this attachment please.

Just a short list of Olympic Champions and World Champions who is coming in November to Rockhampton and who will be swimming at the South Side pool during our event.

Thank you very much for you time Cheryl

Swimcerely,

Val Kalmikovs

Head Coach - CQ Aquajets Swim Club

Mobile: 0468.896.156

E: valkswim@gmail.comW: www.cqaquajets.com.au

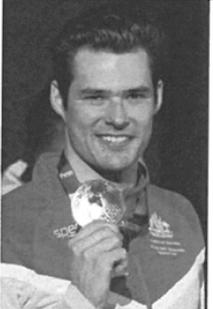
Shut The Gate, Learn to Swim

O: 4926.1515

W: www.cqaquaduck.com.au

CCD DIRECTORATE	
DOC NO:	6120358
KFC:	7822
LINKS:	
CCD FILE REF:	
DATE:	15.10.2014
INITIALS:	[Signature]

CQ Aquajets SC proudly presents @ 2014 Tropic of Capricorn

	<p style="text-align: center;">Melanie Schlanger (Wright)</p> <p>GOLD as the anchor of the 4x100m Freestyle relay team at the London 2012 Olympic Games SILVER as part of the 4x100m Medley relay team at the London 2012 Olympic Games SILVER in the 4x200m Freestyle relay at the London 2012 Olympic Games Set an Olympic Record in the 4x100m Freestyle relay at the London 2012 Olympic Games GOLD and BRONZE medal at the Beijing 2008 Olympic Games</p>
	<p style="text-align: center;">Christian Sprenger</p> <p>Set a world record in the 200m breaststroke semi-final at the 2009 World Championships before going on to win bronze Won a silver medal in the 100m breaststroke and bronze in the 200m breaststrokes at the 2010 Commonwealth Games in Delhi. Won a silver medal in the 4x100m medley (heat) at the 2008 Olympic Games in Beijing. Won silver in the 100m breaststroke at the 2012 London Olympics. Was crowned world champion in the 100m breaststroke at the 2013 Barcelona World Championships.</p>
	<p style="text-align: center;">Chris Wright</p> <p>Won his first national long course title in the 100m butterfly at the 2012 Australian Swimming Championships and qualified for the 2012 Olympic Games Finished 4th in both the 100 and 200m butterfly at the 2010 Commonwealth Games Won four silver and one bronze medal at the 2008 Oceania Championships</p>
	<p style="text-align: center;">Trent Grimsey</p> <p>English Channel World Record Holder 3 Time Australian Open Water Champion 3 Time King of the Sea Champion World Open Water Championship Silver Medallist FINA Grand Prix Open Water Champion</p>

9 STRATEGIC REPORTS

9.1 COMMUNITIES AND FACILITIES MONTHLY OPERATIONAL REPORT

File No: 1464
Attachments: 1. Communities and Facilities Monthly Operational Report
Authorising Officer: Michael Rowe - Acting Chief Executive Officer
Author: Cheryl Haughton - Manager Community Services

SUMMARY

This report provides information on the activities of the Communities and Facilities section for the month of September 2014.

OFFICER'S RECOMMENDATION

THAT the Monthly Operational Report on the activities of the Communities and Facilities section for the month of September 2014 be received.

COMMENTARY

The Communities and Facilities section has responsibility for the following community service area:

1. Community Programs
2. Libraries
3. Home Assist Secure
4. Child Care
5. Facilities

The attached report contains information on the activities of these program areas for the month of September 2014.

COMMUNITIES AND FACILITIES MONTHLY OPERATIONAL REPORT

Communities and Facilities Monthly Operational Report

Meeting Date: 4 November 2014

Attachment No: 1

MONTHLY OPERATIONS REPORT
COMMUNITIES AND FACILITIES SECTION
Period Ended 31 August 2014

VARIATIONS, ISSUES AND INNOVATIONS***Innovations***

We have begun investigating the use of LED lighting as an alternative for security lighting of buildings.

Improvements / Deterioration in Levels of Services or Cost Drivers

The Two Professors was the successful tenderer for the lease of the cafe in the Library. The cafe was due to commence operation in September, but the business had a delay with the delivery of its new coffee machine, so only commenced operation on Monday 20 October.

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for September 2014 are as below:

	Balance B/F	Completed In Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	Under Long Term Investigation	Avg W/O Issue Time (days) 12 months	Completion Standard (days)	Avg Completion Time (days) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and	Avg Completion Time (days) Q1
			Received	Completed										
Cemeteries (Asset)	1	1	1	0	1	1	0	19.00	1	0.00	30.38	26.22	25.46	5.43
Childcare (Asset)	1	0	5	4	2	1	0	0.46	1	1.50	3.07	15.68	20.00	2.00
Community Development (Asset)	8	2	12	4	14	8	0	11.86	1	1.50	11.52	24.24	22.78	5.41
Customer Service (Asset)	2	0	7	4	4	2	0	24.89	1	1.50	16.72	31.44	29.79	4.40
Disaster Management (Asset)	0	0	1	0	1	0	0	13.88	1	0.00	0.00	0.00	4.50	0.00
Dog Pounds (Asset)	1	0	2	1	2	1	0	33.11	1	0.00	20.50	26.38	26.40	9.00
Gardens (Asset)	1	0	1	1	1	0	0	0.82	1	4.00	4.00	25.33	37.00	4.00
Libraries (Asset)	5	3	27	11	18	16	0	0.38	1	2.73	8.17	10.13	10.31	4.56
Open Space -(A) PARKS/RESERVE TOILETS & SHELTERS	3	1	4	3	3	1	0	26.55	1	2.67	8.68	8.50	12.11	2.53
Leased Premises - Maintenance (Asset)	2	0	4	0	6	4	0	0.37	1	0.00	16.00	30.18	26.75	4.00
Sport and Recreation (Asset)	7	2	8	0	13	6	0	10.16	1	0.00	24.47	25.70	22.36	13.63
TV Black Spot - Reception (Asset)	0	0	0	0	0	0	0	0.00		0.00	0.00	0.00	0.00	0.00
Venue & Events (Asset)	39	12	30	16	41	12	0	10.98	1	4.19	22.40	28.54	33.25	11.78

Comments and Additional Information

The table incorrectly shows a completion standard of one day, rather than the normal thirty days, so all requests have been responded to within this timeframe.

2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS

Safety Statistics

The safety statistics for the reporting period are:

	FIRST QUARTER		
	July	Aug	Sept
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Reported	1	0	0
Number of Incomplete Hazard Inspections	0	2	0

Risk Management Summary

Items from Section Risk Register requiring treatment plans (excludes risks accepted/ALARP)

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Child Care Centre does not meet the National Quality Standard and is unable to operate resulting in loss of service to community, loss of income and reputation for Council.	Moderate 6	Ensure policies, procedures and programs are compliant with NQS for 2014 assessment	30/06/14	80%	Work undertaken by staff to review procedures and programs, but Department of Education and Training has not yet completed the second assessment
Council fails to maintain, train and supervise adequate numbers of volunteers to assist with operations across its sites resulting in inability to deliver some services, or injury to volunteers or public.	High 4	1. Training procedures for volunteers being updated 2. Responsibility for volunteers at some sites being transitioned to community organizations.	30/06/14	50%	Policy and procedure still to be finalised
Damage or failure of Council facilities, plant and equipment resulting in injury to staff or public, potential litigation, and inability to deliver services.	Moderate 5	1. Complete the process of incorporating maintenance plans into Asset Register and Management Plan. 2. Develop a 5-10 year maintenance and renewal strategy based on valuations and	31/12/14	60%	Project being worked on, but hampered by lack of resource

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
		condition assessments. 3. Develop forward budget submissions with reference to risk register, corporate plan and legislative requirements.			
Inability to retain amenity of public buildings resulting in community concern and loss of reputation, with possible injury.	High 4	<ol style="list-style-type: none"> 1. Review cleaning and maintenance schedules. 2. Develop forward budget submission with reference to risk register, corporate plan and legislative requirements. 	30/06/14	80%	Schedules adjusted to align with current 2014-15 budget. Service levels to be developed for adoption.
Inability to comply with regulatory obligations and conservation of heritage assets, asbestos inspections and treatment, resulting in facilities being non-compliant and deemed unsafe and unusable, with loss of service to community, possible injury to staff and public, and damage to reputation of Council.	High 4	<ol style="list-style-type: none"> 1. Complete the process of incorporating maintenance plans into Asset Register and Management Plan. 2. Develop a 5-10 year maintenance and renewal strategy based on valuations and condition assessments. 3. Develop forward budget submission with reference to risk register, corporate plan and legislative requirements. 	31/12/14	60%	Project being worked on as resources permit

Legislative Compliance and Standards

Legislative Compliance Matter	Due Date	% Completed	Comments
Outdated employee immunisations, tickets, and/or licenses	Various	99%	As at 31 August 2014 Council records indicate that 1 employee is yet to obtain/complete immunisations, tickets, and/or licenses deemed necessary for the role
Outdated legislative compliance mandatory training and/or qualifications	Various	98%	As at 31 July 2014 Council records indicate that 2 employees are non-compliant in this regard
Overdue performance reviews	29/08/2014	93%	As at 31 August 6 staff performance reviews (5 casual, 1 full time) were due to be completed
Checking of Emergency lighting in Council buildings	6 monthly	100%	Sites inspected as per Inspections Schedule
Fire systems tested in Council buildings	Monthly	100%	Sites with systems in place inspected as per contract
Fire hose reel and blankets inspected	6 monthly	100%	Sites inspected as per Inspections Schedule
Maintain staff to child ratios in accordance with the Education and Care Services National Regulations	Daily	100%	Ratios are maintained per age grouping
Engage an early childhood teacher at the Centre for at least 6 hours per day	Daily	100%	Early childhood teacher employed, with other staff with Advanced Diplomas able to cover periods of leave

3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

With the addition of rollovers the section has a capital budget as follows:

\$3,076,433 for Facilities with current expenditure and committals of \$901,914, representing 29% committal

\$84,154 for Libraries with current expenditure of \$14097, representing 17% committal

\$130,000 for Community Programs with current expenditure of \$9383, representing 7% committal

The following abbreviations have been used within the table below:

CEO	Chief Executive Officer
-----	-------------------------

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
COMMUNITIES AND FACILITIES CAPITAL WORKS PROGRAM					
September 2014					
Mt Morgan Caretaker's Cottage stabilisation	2/07/2014	16/07/2014	Completed	\$21,000	\$18,993
Comment: The building has had the damaged verandahs removed to leave the brick shell as recommended by					
Office of CEO refurbishments	14/07/2014	3/09/2014	Completed	\$75,000	\$74,085
Comment: All original scope of works and variation completed					
City Hall refurbishment	21/07/2014	11/12/2014	In progress	\$300,000	\$253,398
Comment: amenities upgrades completed; with painting still to be fully completed and flooring to Finance area to be installed in early November					
Bauhinia House – replace box gutters	1/09/2014	30/09/2014	In progress	\$60,000	\$49,475
Comment: order has been placed for work, with variation to replace aged skylights and fix roof with galvanized roof screws; minor works commenced					
Dooley St Administration building – replace box gutters	31/07/2014	30/11/2014	In progress	\$47,500	\$26,924

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
Comment: completed replacement of box gutters to prevent water ingress to building, replacement of some roof sheets, repair of damaged walls and ceilings; repainting scoped with order to be placed					
Gracemere Admin - air-conditioning	31/07/2014	7/08/2014	Completed	\$14,000	\$10,315
Comment: replacement of air-conditioning unit to meeting room at Gracemere Administration building					
Ann St residence defects	21/07/2014	30/08/2014	Completed	\$30,000	\$29,998
Comment: works include new concrete to front of driveway to remove trip hazard; new stringers to front step; and replacement of roofing, ridge capping, barge mould, guttering, and flashing.					
Botanic Gardens – garage and workshop upgrade	28/07/2014	01/12/2014	In progress	\$35,500	\$16,378
Comment: replacement of doors, guttering, and treatment of rusted purlins completed, additional works being scoped					
Botanic Gardens – workshop amenities upgrade	28/07/2014	31/12/2014	In progress	\$59,500	\$29,272
Comment: work to date has included interior repainting; installation of new kitchen, seamless flooring, new toilets, shower rails and curtains					
Botanic Gardens kiosk defect rectification			In progress	\$32,000	
Comment: work order placed for repair various defects and repaint exterior					
Tourist Information Centre	12/08/2014	05/01/2015	In progress	\$100,000	\$52,733
Comment: repaint of sides and rear of building; seamless flooring to toilets; new kitchenette; replacement of rusted air-conditioning package unit and structural roof mount, rusted roof sheets, guttering, and rusted termite barrier					
James Lawrence Pavilion, Rockhampton Showground	26/08/2014	11/09/2014	Completed	\$62,000	\$49,577
Comment: removal of asbestos sheeting from parapet, soffit, patio ceiling and replacement: replacement of defective timber battens and downpipes; painting of required areas; installation of signage					

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
Multimedia upgrade - Libraries	01/07/14	31/5/2015	In progress	\$20470	\$4530
Comment: upgrade of equipment					
Partition to café area Rockhampton Regional Library	01/07/2014	19/09/2014	In progress	\$20,000	\$8963
Comment: installation of folding glass doors to provide for security of area					
Rockhampton Showground Switchboard enclosure upgrade	30/09/2014	20/02/2015	In progress	\$60,000	\$33,408
Comment: supply and install replacement enclosures, including high voltage switchboard and sump pump					
Old Southside Library (History Centre) – repairs to leaking roof	30/09/2014	01/05/2015	In progress	\$55,000	\$10,690
Comment: remove and replace skylights with roof sheets and exhaust fans; repair damaged ceiling and wall sheeting; install paint membrane to roof					

4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

As at the period ended 30 September 2014 – 25% of year elapsed.

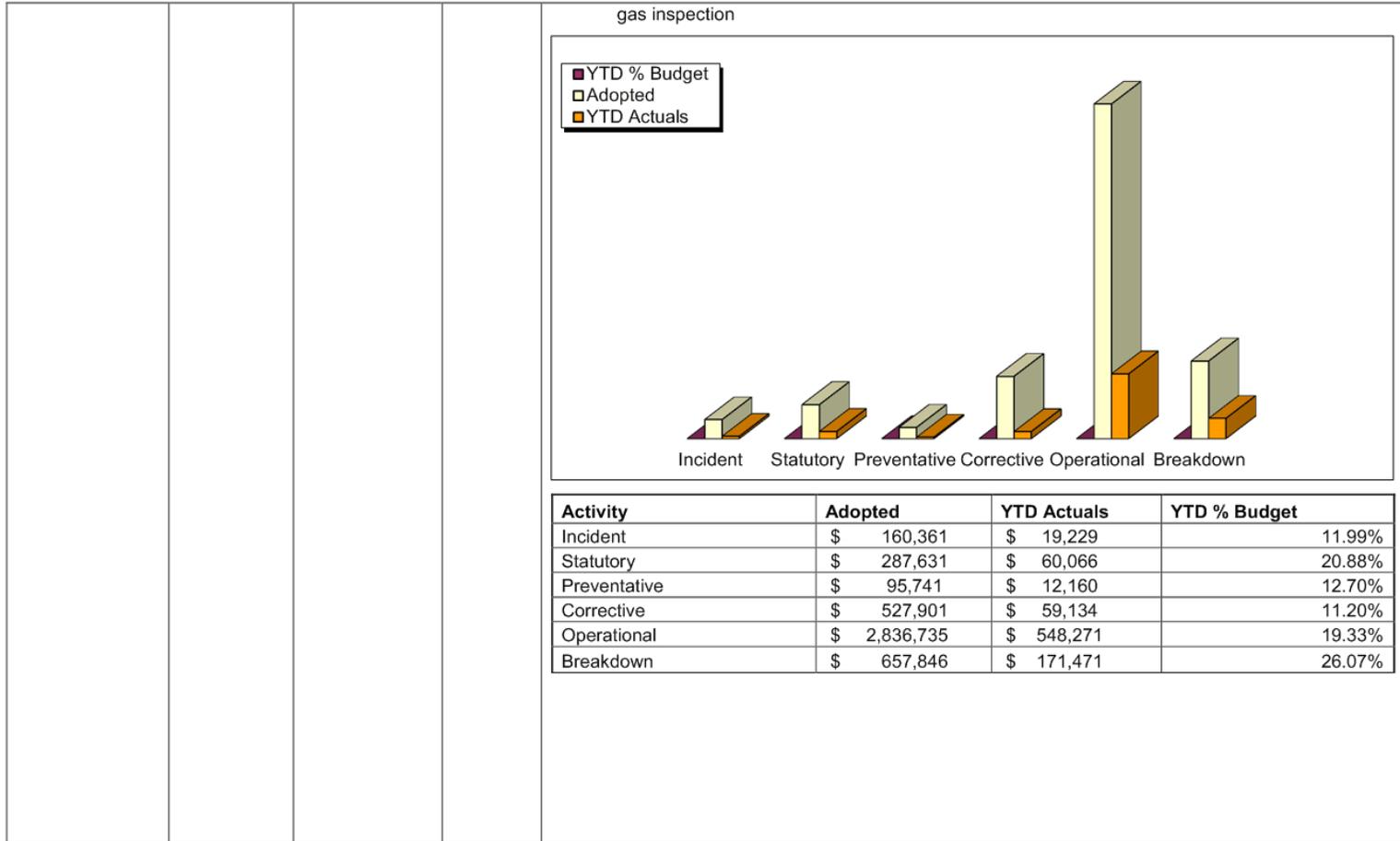
Project	Revised Budget	Actual (incl. committals)	% budget expended	Explanation
Community Assistance Program	\$673,131	\$248,506	37%	<p>6 applications to the Community Assistance Program were received during the month of September 2014. The applications were assessed and 5 were recommended for funding for the total amount of \$2,493:</p> <ul style="list-style-type: none"> • Maternity Choices Australia CQ - \$100 for film screening • Caribee Swimming club – lifeguard services 2014 Beef City swim carnival \$832 • Mater hospital – Teddy Bear's picnic \$380 • CQ Convoy Inc. – convoy Paradise Lagoons \$781 • Australian Barrel Horse Association – ABHA Cap Coast finals \$400
Community Programs	\$174,058	\$71,386	41%	<p>Community Development</p> <p>Capacity building sessions delivered in partnership with Anglicare during September included the last 3 sessions of the "Tips on Parenting" program to assist parents and carers to develop more confident methods of parenting; and two sessions of the 'How to talk so kids will listen" series.</p> <p>To mark RU OK day the 'New start to life principles to achieve optimum mental health' session was held at the North Rockhampton Library with 17 people attending. The session was delivered in partnership with Newstart Psychology and Counselling.</p> <p>Multicultural</p> <p>A presentation was made to 110 senior women at the Rockhampton Bowls Club to provide some basic information about the different nationalities represented in our region.</p> <p>Working with the Rockhampton Region Cultural Diversity Reference Group a proposal is being developed for the delivery of training for people interested in providing translation services in the area.</p>

Library Services	\$2,274,175	\$617,376	27%	<p>Client Services</p> <p>During September the Libraries recorded:</p> <ul style="list-style-type: none"> • 25,148 visits • 36,408 loans • 694 participants in community programs <p>Community programs included the regular activities:</p> <ul style="list-style-type: none"> • Lively babies – with 23 participants for this early literacy learning activity • Lively Stories – 146 participants • Techno Tots – 7 participants for the monthly program at the Technology Centre • Lively Book Clubs – at Regional Library and Mt Morgan Library • Knitting and Crochet group – over 80 people participated in this group during the month Lively conversational Corner – weekly event for people to practice English language skills • Lively Cultural Dance – featured belly dancing with the Sabaya Belly Dancing group encouraging participants from 6 years of age to seniors to try ‘shimmying and shaking’ with scarves, bells, swords and wings. • Mahjong at Mt Morgan Library – group of 9 participants playing and learning <p>Additional programs during September included:</p> <ul style="list-style-type: none"> • Sticky Stories – as part of the Queensland Writers Centre touring program author Matt Blackwood presented a workshop challenging participants to write ‘mini’ stories or vignettes of literary genres on sticky notes. These were placed throughout the library creating a great deal of interest from library patrons over the next week, and were also added to the Sticky Stories website • Snapped – this exhibition of photographs taken by local people featured images and stories of the Capricornia region in the summer holidays. The project was organized by ABC Open Capricornia. • Postcard project – as a lead in to Mental health week activities in October Peta Lloyd from the 1000 Postcard Project facilitated three art workshops, with participants invited to decorate postcards to promote positive mental health strategies. • Rockhampton Chamber Music Society – members of the group treated library visitors to a selection of classical music in the exhibition space at the Rockhampton Regional Library on Saturday 6 and 13 September. Library patrons enjoyed these performances as well as other sessions where people utilize the Helene Jones piano installed in the space. • To tie in with activities held at the Mount Morgan Dam to celebrate Indigenous Children’s Literacy Day, participants were encouraged to drop into the Mount Morgan Library and become members to go in the draw for a prize <p>School Holiday activities A number of challenges were held during the holiday period to encourage inter-generational activities.</p>
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			<p>Families in Mt Morgan were invited to learn mahjong, complete jigsaws, and try some retro crafts. At the North Rockhampton branch young people had the opportunity to learn about recycling and water, create postcards for the 1000 Postcards Project and battle it out in the Wii game challenge. At the Rockhampton Regional Library there were chess tournaments, trivia competitions, author talk with Carmen Grey, Bollywood dancing, and a history walk around the block.</p>  <p>Puzzle activity at the Mount Morgan Library</p> <p>Competitions</p> <p>Competitions during the month included the 'BoxTrolls' colouring competition in conjunction with Birch Carroll and Coyle, with passes to the movie as prizes; and the Circus Oz competition where children were invited to create diorama of a 'Circus .. in a Library' as part of the promotion for the show held at the Pilbeam Theatre. Three lucky winners received a double pass to the show at the theatre.</p>  <p>Circus... in a library! Winning entry</p>
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				<p>Collections and Systems</p> <p>1,730 new items were added to the collection during September.</p> <p>Donations of family photographs greatly enrich the social history of the area and several family collections were added during the month; along with items found in City Hall. The photograph below is an example from one of the family collections.</p>  <p>The Dewar and Barrett family at Emu Park beach</p> <p>A presentation to the 60s and Better group about the history of Rockhampton streets generated much interest and positive feedback from participants, as did the 'History Walk around the Block' held during the school holidays.</p>
Technology Centre	\$180,973	\$37,789	21%	<p>Services offered during September:</p> <ul style="list-style-type: none"> • Training courses attracted 107 participants, for a total of 400 hours • Trvia.NET also continued its popularity with 10 people participating as a fun way to improve their computing skills • 9 exams were administered • 1622 people used the public access facilities <p>The Centre continued to receive positive feedback with corporate and community class surveys showing a high level of satisfaction with courses offered.</p>
Community Centres	(\$62,175)	(\$48,116)	77%	<p>Total hire sessions for venues during August were:</p> <ul style="list-style-type: none"> • Gracemere Community Hall - 25 • Mt Morgan School of Arts – 4 • Calliungal Youth Centre – 6 • Bauhinia House – 21 • Schotia Place - 32

Home Assist	(\$1,951,082)	\$671,646	34%	<p>Client services:</p> <ul style="list-style-type: none"> • 512 home maintenance or minor modification services were provided during August - 419 for HAS clients and 290 for HACC eligible clients • 1 major home modification was completed, with 12 occupational therapist assessments completed for review and prioritisation • 57 new clients were added, bringing the total number of active clients to 10986 <p>Entry of client records and service information into the TRACCS database continued, with a focus on data for services provided during the quarter to allow for the completion of quarterly reporting to funding bodies.</p>
Child Care	(\$28,758)	(\$29,583)	103%	<p>Utilisation:</p> <ul style="list-style-type: none"> • Long day care - 100% utilisation with demand still for additional places • Occasional – 58.27% utilisation
Facilities	\$11,269,884	\$2,635,813	23%	<p>Of the 158 work orders completed during September, 101 related to breakdown and incident maintenance, with the major items including:</p> <ul style="list-style-type: none"> • Repairs to fire detectors and emergency lighting across Council, aggregated cost of \$4500 • Installation of vent pipe to dump point at Music Bowl and clearing of 9 blockages, some resulting from misuse of facility with dumping of nappy wipes, underwear, caps off van toilets, and a toilet plunger head • Repairs to rotunda steps at Cedric Archer Park, with more work scheduled for October • Replacement of box AC unit in snake display area at Botanic Gardens • Application of sealant to flashings and box gutters at Pilbeam Theatre, and repair of water damaged walls and ceilings <p>Electrical work included:</p> <ul style="list-style-type: none"> • Street light repairs in Huish Drive precinct and East St • various irrigation pumps • traffic light maintenance and repairs • additional lighting, power supply at City Hall for IT area • testing and tagging of items for various areas of Council • completion of RCD installation at North Rockhampton Library • servicing of fire systems, emergency lighting, auto doors, and RCD testing <p>Corrective work for identified defects included:</p> <ul style="list-style-type: none"> • removal of some garden beds from around the office building at the Showgrounds as garden level was above floor level and covering weep holes; repair of downpipe for AC unit • replacement of damaged stair treads at Parkana Hall • repairs to gas installations at Showgrounds at a cost of \$13,000 following notice to rectify from



5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS

Service Delivery Standard	Target	Current Performance YTD
Deliver services and activities that support and build the capacity of people from CALD backgrounds to connect with and live in the local community, with a target of 400 participants per annum	100%	40%
Deliver a range of family literacy, learning and development programs to 7500 participants per annum	100%	38.6%
Provide the community with access to a collection of relevant library resources in a range of formats by maintaining an annual acquisition rate of 0.25 items per capita in accordance with the Queensland Standard	100%	0.06 per capita
Provide community access to technology and deliver 2000 hours of computer training each year	100%	1612 hours, 80.6%
Deliver child care in accordance with the National Quality Standard, with 100% utilisation rate of long day care places	100%	100%
Provide the community with access to occasional child care places with an average utilisation rate of 50%	50%	55%
Provide 11625 hours of home maintenance services to eligible Home Assist clients per annum	90%	2720 hours, 23%
Deliver 5612 hours of home maintenance services for HACC eligible clients per annum	90%	2044 hours, 36%
Complete 17 major modification projects for HACC eligible clients per annum	100%	10 projects, 59%
Complete all planned capital and maintenance projects in accordance with agreed schedule and budget	90%	29%
Respond to all reactive maintenance requests in accordance with adopted response schedule, budget, availability of materials and contractor if required	90%	90%

Service levels have been developed in accordance with identified standards or program funding requirements.

FINANCIAL MATTERS

Overall budget is showing a slight variance as a result of committals entered for the first quarter and grant income not yet received

	Adopted Budget \$	Adopted Budget (pro-rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target 25% of Year Gone
COMMUNITIES & FACILITIES						
Community & Cultural Development						
Expenses	59,941	14,985	14,985	14,985	25%	✓
Total Unit: Community & Cultural Development	59,941	14,985	14,985	14,985	25%	✓
Libraries Client Services						
Revenues	(427,109)	(106,777)	(16,422)	(16,422)	4%	✗
Expenses	2,875,824	718,956	568,663	650,804	23%	✓
Transfer / Overhead Allocation	20,460	5,115	7,285	7,285	36%	✗
Total Unit: Libraries Client Services	2,469,175	617,294	559,527	641,667	26%	✗
City Child Care						
Revenues	(736,180)	(184,045)	(194,430)	(194,430)	26%	✓
Expenses	707,422	176,856	163,222	164,750	23%	✓
Total Unit: City Child Care	(28,758)	(7,189)	(31,208)	(29,680)	103%	✓
Community Programs						
Revenues	(2,103,784)	(525,946)	(852,947)	(852,724)	41%	✓
Expenses	3,358,674	839,669	680,842	914,987	27%	✗
Transfer / Overhead Allocation	32,015	8,004	22,096	22,096	69%	✗
Total Unit: Community Programs	1,286,905	321,726	(150,009)	84,360	7%	✓
Facilities						
Revenues	(19,481)	(4,870)	(4,294)	(4,294)	22%	✗
Expenses	11,050,614	2,762,654	2,476,161	3,351,186	30%	✗
Transfer / Overhead Allocation	238,751	59,688	41,929	41,977	18%	✓
Total Unit: Facilities	11,269,884	2,817,471	2,513,796	3,388,869	30%	✗
Grand Total:	15,057,148	3,764,287	2,907,091	4,100,201	27%	✗

9.2 MONTHLY OPERATIONS REPORT FOR ARTS AND HERITAGE FOR SEPTEMBER 2014

File No: 1464
Attachments: 1. Monthly Operations Report for Arts and Heritage for September 2014
Authorising Officer: Michael Rowe - Acting Chief Executive Officer
Author: Peter Owens - Manager Arts and Heritage

SUMMARY

The report provides information on the programs and activities of the Arts and Heritage section for September 2014.

OFFICER'S RECOMMENDATION

THAT the Monthly Operations Report of the Arts and Heritage section for September 2014 be received.

COMMENTARY

The Arts and Heritage section has responsibility for the following areas:

1. Art Gallery
2. Heritage Services
3. Venue Operations
(Pilbeam Theatre, Walter Reid Cultural Centre, Rockhampton Showgrounds)

**MONTHLY OPERATIONS REPORT FOR
ARTS AND HERITAGE FOR
SEPTEMBER 2014**

**Monthly Operations Report for Arts
and Heritage for September 2014**

Meeting Date: 4 November 2014

Attachment No: 1

MONTHLY OPERATIONS REPORT
ARTS AND HERITAGE SECTION
Period Ended 30 September 2014

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

Nil to report

Improvements / Deterioration in Levels of Services or Cost Drivers

Art Gallery Public Programs

The Art Gallery audience participation data shows that the number of public programs being offered by the unit and participation generally in programs has decreased substantially since the loss of the Public Programs Officer position. Previous audience figures revealed that one third of the annual visitation came from public programs. Participation in quarter one 2013-14 was 1128 while current YTD participation is only 443.

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for 30 September 2014 are as below:



**All Monthly Requests (Priority 3)
Arts and Heritage 'Traffic Light' report
September 2014**

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Under Long Term Investigation	Completion Standard (days)	Avg Completion Time (days)		Avg Completion Time (days)		Avg Duration (days) 12 Months (complete and incomplete)	Avg Completion Time (days) Q1
			Received	Completed				Current Mth	6 Months	12 Months			
Community Events & Arts	0	0	0	0	0	0	10	● 0.00	● 1.00	● 1.33	1.33	● 1.00	
Heritage Village General	0	0	1	1	0	0	1	● 5.00	● 16.00	● 16.17	24.00	● 8.00	
Showgrounds	3	2	0	0	1	0	5	● 0.00	● 10.25	● 5.88	3.60	● 8.67	

Comments & Additional Information

There are now no outstanding customer requests for Arts and Heritage. The one incomplete request listed above relates to a request awaiting the action of other units not Arts and Heritage staff.

2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS

Safety Statistics

The safety statistics for the reporting period are:

	FIRST QUARTER		
	July	Aug	Sept
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Reported	1	0	2
Number of Incomplete Hazard Inspections	0	0	0

Risk Management Summary

Example from Section Risk Register (excludes risks accepted/ALARP)

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Damage to Council facilities and equipment due to non-compliance by Hirers resulting in financial loss and loss of reputation	Moderate 6	Standardization of hirer agreement process across all venues. Purchase and installation of industry standard venue hire system	30/06/15	10%	Project is proceeding – specification developed

Legislative Compliance & Standards

Legislative Compliance Matter	Due Date	% Completed	Comments
Outdated employee immunisations, tickets, and/or licenses	Various	100%	As at 30/09/14 Council records indicate that no Arts and Heritage employees are yet to obtain/complete immunisations, tickets, and/or licenses deemed necessary for their roles
Outdated legislative compliance mandatory training and/or qualifications	Various	100%	As at 30/09/14 all Arts and Heritage employees are compliant in this regard
Overdue performance reviews	29 August 2014	100%	As at 24/10/14 Council records indicate that all Arts and Heritage performance reviews have been completed.

3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
ARTS AND HERITAGE CAPITAL WORKS PROGRAM					
Art Gallery Replace Track Lighting	01/10/14	30/06/15	Complete	30,000	29,454
Comment: Project complete					
Theatre - Upgrade Sound System	01/10/14	30/06/15		20,000	
Comment: Quotes being sourced					
Concept Plans Art Gallery/Theatre site	01/10/14	30/06/15		30,000	
Comment: Brief and Scope of works developed for release 11/2104					
Resheet Pilbeam Theatre Stage Floor	01/01/15	31/01/15		15,000	
Comment: Work scheduled for January 2015					
Replace AV Equipment and Screen	01/10/14	30/06/15		15,000	
Comment: Quotes being sourced					
Replace Stage Lighting Equipment	01/10/14	30/06/15		32,000	
Comment: Order to be place 11/2014					
Replace Screen for Twilight Movies	01/10/14	30/06/15		10,000	
Comment: Quotes being sourced					
Replace Security System and Rekey	01/10/14	30/06/15		35,000	
Comment: Quotations received – order to be issued 11/2014					
Box Office Kiosks & Scanners	01/10/14	30/06/15		15,000	
Comment: Project not commenced					
Replace dishwasher – Shearing Shed	01/10/14	30/06/15		12,000	
Comment: Quote received – confirming installation costs					

4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

The Arts and Heritage has no discrete operational projects in the current financial year however highlights of program activities are detailed below

Art Gallery

New Exhibitions: *Creative Generation: Excellence Awards in Visual Art*

Continuing Exhibitions: *Recent Acquisitions: Rockhampton Art Gallery collection*

The Gallery was proud to host the annual *Creative Generation* exhibition in September. The awards recognise and promote excellence in senior visual arts education throughout the state and non-state schools. The guest speaker was the John-Paul Langbroek MP, Minister for Education, Training and Employment with more than 220 guests in attendance.

This exhibition is the local *Creative Generation* award from which state finalists are selected. In 2014, three participating student artists were selected for the state exhibition in 2015 at the Queensland Art Gallery | Gallery of Modern Art.

After the success of the *Art & Alzheimer's* workshop in August, the Gallery put forward a sponsorship proposal to Alzheimers Australia (CQ) to assist in funding a pilot program in early 2015. This sponsorship was approved by AACQ with the program to be facilitated by Gallery staff and trained volunteers. Training will commence in early February 2015 with the program due to commence in late February and run for eight weeks.

The Gallery Director pursued the acquisition of an outdoor sculpture to be installed on the riverside of the Gallery entrance. *Under the hammer* (2011) by Daniel Clemmett is made from recycled steel and car panels and was acquired to complement the other celebrated bull sculptures around the City. The purchase included a financial contribution from the Friends of Rockhampton Art Gallery and Council acquisition funds. Gallery staff are currently developing a visitor activity that references the bull sculptures.



Artist Daniel Clemmett with his work *Under the Hammer* (2001)

Rockhampton Heritage Village

During the month 2973 people and 182 stall holders attended the Heritage Village Markets with many of the Stall holders already booking to attend the Christmas Markets to be held on Sunday 30 November 2014.

Also during September School Holiday Activities got off to a slow start due to inclement weather but in the end 1015 people attended over six days.

A number of positive visitor comments were received via the social media site Trip Advisor reviews – September 2014

“A nice place to go!”

Reviewed 18 September 2014

Was a very nice place to end our day out, Was so good to see all the old vintage cars and old armed vehicles being restored, having a look at the old buildings, I think this day `n` age we would not manage that stile of housing etc. How thing have changed from that time to now...

“Fantastic place and great markets.”

Reviewed 16 September 2014

We went here on a Sunday when the markets were on. The whole place is clean, well laid out and very interesting. It is worth a look even when the markets aren't on.

Visited September 2014

“Well worth a visit”

Reviewed 7 September 2014

Was nice to walk around and see how the old buildings looked and worked. Setting for picnic really good and volunteer staff very very helpful. Hospital building especially good.

“Heritage at its best”

The heritage village is situated just outside of Rockhampton. You can visit the hut with its backyard laundry and chooks running free. You can take a coach ride around the village or visit the old school sit in class with its wooden desks and slates. Take a look at the hospital and dental facilities of that era. There are old machinery and farming vehicles around and even a ride on a camel or a horse. Of course there a plenty of stalls and an eating area for burgers, etc and tea/coffee and scones.

“Great Day out”

We went here with our 2 year old and spent over 4 hours here. We all loved it and are going back again with our other children. There is eftpos in main entrance however no eftpos in the shop where you can purchase food so maybe just keep some cash on you for that. Very nice and tiny, clean and hygienic.

“Value for money and friendly staff”

Had an excellent time at this attraction. Was not expensive and easily accessible to all the buildings. Liked the way cottages were displayed with old world charm and the Devonshire tea at the tea house was excellent and only cost \$6.00. Especially liked the old vintage cars and the Schoolhouse and Hospital.

Pilbeam Theatre

The Pilbeam Theatre was busy with a wide range of commercial, local and Council-presented events, appealing to a wide variety of tastes in September.

In Council's 2014 See it Live Theatre Season, singer Grace Barbé entertained audiences with her show The Afro Sounds of the Seychelles.

Later in September, approximately 1,000 people enjoyed Circus Oz over two performances. The visit to Rockhampton by Circus Oz coincided with the school holidays, so many parents took the opportunity to bring their children to the theatre.

Some of the commercial events performed on stage in September included: The Queensland Pops Orchestra's 30th anniversary concert, and the Sydney Comedy Festival Showcase.

Local events on the Pilbeam Theatre stage included Rockhampton Grammar School's production of Disney's The Little Mermaid and the Dance Eisteddfod. The Dance Eisteddfod continued into October.

The Pilbeam Theatre Box Office (and website) sold tickets for two external events during September. These were: The Plush Dust Cocktail Party (At Flamingo Nightclub) and The Capricorn Food and Wine Festival (at Mercure Capricorn Resort).

Walter Reid Cultural Centre

In addition to the regular activities undertaken by the arts groups located in the Walter Reid Cultural Centre, September also saw several exhibitions and performances. CQU Creates was an exhibition of vibrant work by 22 past and present students and staff members from CQ University and CQ TAFE, to celebrate the merger of the two campuses. Well-known organist and comedian Barry Morgan performed in the Walter Reid Auditorium during September.

Showgrounds

The Rockhampton Showgrounds was the venue for a number of different events in September including Handmade Expo and Twilight Handmade Expo, Speedway and the Kennel Club Dog Show.

5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS

Service Delivery Standard	Target	Current Performance
<i>Deliver an annual program of Visual Arts exhibitions and program activities, with a target of 20,000 Art gallery visits per annum</i>	20,000	3,615
<i>Operate a range of performing arts, event and function venue in a cost effective and effective manner delivering on budget services, with a target of 100 performances at the Pilbeam Theatre per annum</i>	100	33
<i>Operate the Pilbeam Theatre Box Office as a profit centre for the unit with a target of 60,000 tickets sold per annum</i>	60,000	21,031
<i>Operate the Rockhampton Heritage Village, with a target total site visitation of 40,000 per annum</i>	40,000	17,347
<i>Deliver a range of Community events and celebrations on budget and to meet the expectations of Council and the community.</i>	90%	90%
<i>Complete all planned capital projects in accordance with agreed schedule and budget</i>	100%	15%

Note: The above Service Delivery Standards have not been formally adopted by Council but form operational standards for the unit inline with industry best practice.

FINANCIAL MATTERS

Period ended September report includes committal for full financial year – this distorts percentage year to date expenditure.

Budget Management Report OPCHART - ARTS & HERITAGE
As At End of September 2014
 Report Run: 30-Sep-2014

	Adopted Budget \$	Actual	Total inc. Committals \$	Budget YTD %	
<i>ART GALLERY</i>					
Revenues	(31,100)	(24,435)	(24,435)	79%	✓
Expenses	845,810	174,549	203,598	21%	✓
Transfer / Overhead Allocation	1,000	337	337	34%	✗
Total ART GALLERY	815,710	150,452	179,500	18%	✓
<i>SHOWGROUNDS & SHOW</i>					
Revenues	(685,880)	(61,017)	(61,017)	9%	✗
Expenses	412,350	61,546	68,677	15%	✓
Transfer / Overhead Allocation	10,300	6,856	6,856	67%	✗
Total SHOWGROUNDS AND SHOW	(263,230)	7,385	14,516	-3%	✗
<i>VENUES OPERATIONS</i>					
Revenues	(1,318,300)	(397,943)	(397,943)	30%	✓
Expenses	2,844,881	567,199	730,864	20%	✓
Transfer / Overhead Allocation	40,744	10,345	10,345	25%	✓
Total VENUES OPERATIONS	1,567,325	179,601	343,266	11%	✓
<i>HERITAGE OPERATIONS</i>					
Revenues	(544,723)	(175,301)	(175,301)	32%	✓
Expenses	1,029,424	252,492	352,222	25%	✓
Transfer / Overhead Allocation	59,065	9,354	9,354	16%	✓
Total HERITAGE OPERATIONS	543,766	86,544	186,274	16%	✓
Total Arts and Heritage	2,663,571	423,982	723,556	16%	✓

Note: Budget YTD % represents Actual expenditure against budget excluding committals

10 NOTICES OF MOTION

Nil

11 URGENT BUSINESS/QUESTIONS

Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting.

12 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

RECOMMENDATION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

13.1 Rockhampton Saloon Car Club Trustee Permit Rockhampton Showgrounds

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

13 CONFIDENTIAL REPORTS

13.1 ROCKHAMPTON SALOON CAR CLUB TRUSTEE PERMIT ROCKHAMPTON SHOWGROUNDS

File No: 456

Attachments: Nil

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Peter Owens - Manager Arts and Heritage

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

SUMMARY

The Rockhampton Saloon Car Club has contacted Council seeking to renew the organisation's trustee permit for use of the Rockhampton Showgrounds for motorsports event for another three years.

14 CLOSURE OF MEETING