



COMMUNITIES COMMITTEE MEETING

AGENDA

3 FEBRUARY 2015

Your attendance is required at a meeting of the Communities Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 3 February 2015 commencing at 12.30pm for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C. R.", written over a horizontal line.

CHIEF EXECUTIVE OFFICER
28 January 2015

Next Meeting Date: 03.03.15

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:

Councillor R A Swadling (Chairperson)
The Mayor, Councillor M F Strelow
Councillor S J Schwarten
Councillor C E Smith
Councillor C R Rutherford

In Attendance:

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

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Minutes of the Communities Committee held 2 December 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: Evan Pardon - Chief Executive Officer

Author: Michael Rowe - General Manager Community Services

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: 3 February 2015

Attachment No: 1

Date	Report Title	Resolution	Responsible Officer	Due Date	Notes
01 July 2014	Assessment of signage for key attractions across our region.	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.	Michael Rowe	08/07/2014	Project concept plan finalised and data being collated.
30 September 2014	Dump point revised budget allocation	THAT Council resolves to seek funding in the revised capital budget of \$80,000 to allow for the installation of a new dump point at the North Rockhampton Sewer Treatment Plant.	Sharon Sommerville	14/10/2014	

6.2 LIFTING MATTERS LAYED ON THE TABLE

File No: 10097
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

Items lying on the table require a report to be lifted from the table before being dealt with. This report is designed to lift all necessary reports from the table to be dealt with at the current meeting 3 February 2015.

OFFICER'S RECOMMENDATION

THAT the following matter, "lying on the table" be lifted from the table and be dealt with accordingly:

- Pilbeam Theatre Storage Shed 4 Cambridge Street

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

Nil

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 - General Manager Community Services

Author: Cheryl Haughton - Manager Community Services

SUMMARY

This report provides information on the activities of the Communities and Facilities section for the period November and December 2014.

OFFICER'S RECOMMENDATION

THAT the Monthly Operational Report on the activities of the Communities and Facilities section for the period November and December 2014 be received.

COMMENTARY

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

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 period of November and December 2014.

COMMUNITIES AND FACILITIES MONTHLY OPERATIONAL REPORT

Communities and Facilities Monthly Operational Report

Meeting Date: 3 February 2015

Attachment No: 1

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

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

There are no innovations to report for this period

Improvements / Deterioration in Levels of Services or Cost Drivers

With a number of breakdowns of the two door display refrigerators at various sites a contractor has been engaged to implement a regular cleaning and servicing regime for the units to reduce damage to the compressors.

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for November 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
			Received	Completed									
Cemeteries (Asset)	1	0	1	1	1	0	0	8.21	30	🟢 4.00	🟢 6.80	🟢 25.29	26.45
Childcare (Asset)	2	0	5	5	2	0	0	0.56	30	🟢 4.00	🟢 2.82	🟢 12.68	17.95
Community Halls (Asset)	11	6	8	4	8	3	0	7.04	30	🟢 12.00	🟢 13.61	🟢 24.80	25.19
Admin and Depots (Asset)	4	0	8	3	9	4	0	20.60	30	🟢 0.87	🟢 10.94	🟢 17.13	18.72
Disaster Management (SES Buildings) (Asset)	0	0	0	0	0	0	0	0.00	30	🟢 0.00	🟢 0.00	🟢 0.00	0.00
Dog Pounds (Asset)	1	0	4	2	3	2	0	3.92	30	🟢 8.00	🟢 11.14	🟢 16.22	21.08
Gardens (Asset)	0	0	0	0	0	0	0	0.82	30	🟢 0.00	🔴 72.00	🔴 54.00	54.00
Libraries (Asset)	12	5	9	7	9	2	0	0.54	30	🟢 7.14	🟢 9.71	🟢 11.47	14.72
Leased Premises - Maintenance (Asset)	5	0	0	0	5	0	0	0.35	30	🟢 0.00	🟢 17.00	🔴 32.60	41.57
Sport and Recreation (Asset)	8	1	5	1	11	4	0	15.84	30	🟢 4.00	🟢 13.50	🟢 21.28	22.48
TV Black Spot - Reception (Asset)	0	0	0	0	0	0	0	0.00		🟢 0.00	🟢 0.00	🟢 0.00	0.00
Venue & Events (Asset)	30	2	21	12	37	9	0	9.93	30	🟢 3.42	🟢 13.70	🟢 22.84	29.53

The response times for completing the predominant customer requests in the reporting period for December 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) Q2
			Received	Completed										
Cemeteries (Asset)	1	0	0	0	1	0	0	10.07	30	🟢 0.00	🟢 4.67	🟢 26.45	28.71	🟢 2.00
Childcare (Asset)	2	0	1	0	3	1	0	0.55	30	🟢 0.00	🟢 3.07	🟢 12.29	19.22	🟢 4.00
Community Halls (Asset)	7	1	3	1	8	2	0	0.66	30	🟢 1.00	🟢 12.78	🟢 24.43	26.17	🟢 10.00
Admin and Depots (Asset)	6	0	5	1	10	4	0	14.38	30	🟢 0.00	🟢 3.67	🟢 17.32	22.69	🟢 3.14
Disaster Management (SES Buildings) (Asset)	0	0	0	0	0	0	0	0.00	30	🟢 0.00	🟢 0.00	🟢 0.00	0.00	🟢 0.00
Dog Pounds (Asset)	3	0	2	1	4	1	0	6.58	30	🟢 0.00	🟢 10.57	🟢 14.60	23.93	🟢 12.00
Gardens (Asset)	0	0	0	0	0	0	0	1.04	30	🟢 0.00	🟢 4.00	🔴 62.67	62.67	🟢 0.00
Libraries (Asset)	9	0	26	1	34	25	0	1.30	30	🟢 4.00	🟢 9.81	🟢 11.37	16.10	🟢 7.69
Leased Premises - Maintenance (Asset)	5	0	0	0	5	0	0	0.37	30	🟢 0.00	🟢 2.00	🔴 34.44	50.62	🟢 0.00
Sport and Recreation (Asset)	10	1	3	0	12	3	0	18.92	30	🟢 0.00	🟢 18.33	🟢 24.07	26.89	🟢 8.00
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)	36	1	25	2	58	20	0	9.31	30	🟢 1.00	🟢 12.83	🟢 22.91	31.48	🟢 8.22

Comments and Additional Information

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

Safety Statistics

The safety statistics for the reporting period are:

	SECOND QUARTER		
	Oct	Nov	Dec
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Reported	1	3	0
Number of Incomplete Hazard Inspections	0	1	1

Risk Management Summary

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

Potential 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 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	70%	Project being worked on, but hampered by lack of resource

Potential 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	70%	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 December 2014 Council records indicate that 1 employee is yet to supply a copy of a license deemed necessary for the role
Outdated legislative compliance mandatory training and/or qualifications	Various	98%	As at 31 December 2014 Council records indicate that 2 employees are non-compliant in this regard
Overdue performance reviews	29/08/2014	97%	As at 31 December 2014 3 casual staff performance reviews 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 \$1,143,157, representing 37% committal

\$84,154 for Libraries with current expenditure of \$8697, representing 10% committal

\$130,000 for Community Programs with current expenditure of \$36,311, representing 28% committal

The following abbreviations have been used within the table below:

CEO	Chief Executive Officer
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Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
COMMUNITIES AND FACILITIES CAPITAL WORKS PROGRAM					
October 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	30/04/2015	In progress	\$300,000	\$282,320
Comment: all upgrade works completed with some variation painting to be approved					
Bauhinia House – replace box gutters	1/09/2014	05/12/2014	Completed	\$60,000	\$52,999
Comment: All original scope of works and variation completed					
Bauhinia House – resurface parquet flooring	1/09/2014	16/01/2015	In progress	\$22,000	\$15,260

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
Comment: resurfacing or parquetry flooring to hall area					
Dooley St Administration building – replace box gutters	31/07/2014	28/02/2015	In progress	\$47,500	\$45,823
Comment: completed replacement of box gutters to prevent water ingress to building, replacement of some roof sheets, repair of damaged walls and ceilings; internal repainting to be undertaken					
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	Completed	\$35,500	\$17,389
Comment: replacement of doors, guttering, and treatment of rusted purlins completed, additional works to include installation of security cameras to depot and replacement of termite damaged retaining wall					
Botanic Gardens – workshop amenities upgrade	28/07/2014	31/05/2015	In progress	\$59,500	\$29,409
Comment: work to date has included interior repainting; installation of new kitchen, seamless flooring, new toilets, shower rails and curtains; additional work being scoped					
Botanic Gardens kiosk defect rectification	13/10/2014	02/12/2014	Completed	\$32,000	\$27,195
Comment: repair termite damaged walls and external repaint					
Tourist Information Centre	12/08/2014	05/01/2015	Completed	\$100,000	\$56,653
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					

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
James Lawrence Pavilion, Rockhampton Showground	26/08/2014	11/09/2014	Completed	\$62,000	\$49,782
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					
Walter Peirce Pavilion, Rockhampton Showground	01/11/2014	30/04/2015	In progress	\$135,000	\$4,924
Comment: works scoped, ITQ to close 3 January 2015					
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	Completed	\$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	\$57,468
Comment: high voltage switchboard and two DSB boards completed, two still to be replaced					
Old Southside Library (History Centre) – repairs to leaking roof	30/09/2014	01/05/2015	In progress	\$55,000	\$34,827
Comment: remove and replace skylights with roof sheets and exhaust fans; repair damaged ceiling and wall sheeting; install paint membrane to roof					
Pilbeam Theatre – leaking roof	01/04/2015	19/06/2015	Sourcing quotes	\$75,000	\$8,899
Comment: replace rusted gutters to various areas; supply and install paint membrane to roof					
Walter Reid Cultural Centre - CCTV	24/11/2014	30/04/2015	Awaiting advice from IT re fibre optic cabling	\$15,000	\$137

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
Comment: install CCTV to monitor main entry and garage area; possibly link to existing CCTV network					
Amenities program – renew and upgrade	01/10/2014	30/04/2015	In progress	\$77,250	\$18,324
Comment: cleaning and relining old drainage pipes at Botanic Gardens amenities; installation of new AES sewage system at Kershaw Gardens to replace existing septic system which has ongoing problems with blocked pipes and failed soakage trench; repairs to Ski Gardens amenities block					
Walter Reid Cultural Centre – façade refurbishment	02/06/2015	16/10/2015	In design	\$250,000	\$5,485
Comment: heritage architect working on design					
Rockhampton Regional Library – roof over outdoor area	03/11/2014	30/04/2015	Order placed	\$70,000	\$18,727
Comment: designed and sourced quotes for roof cover to prevent water ingress; Building Compliance approval received					
Mt Morgan Library – structural upgrade	16/03/2015	22/06/2015	In design	\$221,720	\$6,527
Comment: structural report and design completed; planning for library operation during this period					
Heritage Village entrance bridge and fence replacement	01/10/2014	31/01/2015	In progress	-	\$30,621
Comment: removal of damaged bridge to main entrance and replacement of perimeter fencing					
Mt Morgan SES – various defects	01/08/2014	01/10/2014	On hold	\$35,000	\$14,059
Comment: Maintenance and painting, with pre-paint maintenance completed, awaiting further advice on future of site					

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

As at the period ended 31 October 2014 – 33.3% of year elapsed, for funded programs

Project	Revised Budget	Actual (incl. committals)	% budget expended	Explanation
Home Assist	(\$1,951,082)	\$1,117,005	57%	<p>Client services:</p> <ul style="list-style-type: none"> • 1182 home maintenance or minor modification services were provided during November and December for HAS and HACC eligible clients • 10 major home modifications were completed, with 9 occupational therapist assessments completed for review and prioritisation • 66 new clients were added, bringing the total number of active clients to 10394 <p>Entry of client records and service information into the TRACCS database continued, with 3183 clients now active in the system.</p>
LAMP Program	\$87,815 Grant (\$42,849)	\$36,378	41%	<p>At the December cultural morning tea speakers from Central Queensland University and TAFE outlined their programs and achievements, with overseas students sharing stories of their countries. 42 people attended, with representatives from 23 countries including China, Indonesia, Myanmar (Burma), Italy, Afghanistan, Ghana, PNG, Hong Kong, South Sea Islands, Japan, Thailand, Kiribati, Pakistan, Philippines, Zimbabwe, Uruguay, Laos, Kenya, Germany, Taiwan, India, Fiji, Iran and Nepal. Attendees gained information about the TAFE Adult Migrant English Program (AMEP) and meeting migrant students.</p> <p>Meetings were held to plan a session around cultural burial practices, to form a migrant business association, and to distribute road safety to the CALD community.</p> <p>Support was also provided for Citizenship ceremonies in November and December.</p>

Highlights of other program areas included the following:

Community Capacity Building Program

To celebrate 'White Ribbon Day' sessions providing information about Domestic and Family Violence were offered in partnership with the Queensland Police Service, Anglicare Central Queensland and Women's Health Centre. Officers from these agencies provided advice and information to victims, perpetrators, friends and family on Tuesday 25 November 2014 at the Fitzroy Room Rockhampton Regional Library, and Gracemere Community Hall.

Community Assistance Program

9 applications to the Community Assistance Program were received during the months of November and December 2014. The applications were assessed and all were recommended for funding for the total amount of \$35,893 as follows:

Applicant	Project	Amount
Blue Care CQ Allied Health	Blue Care Allied Health Client Christmas Party	115
Camp Quality	Alton Downs Community Camp Quality 'Dine at Mine'	300
CQ Aquajets Swimming Club	2014 Tropic of Capricorn Swim Meet	2,000
Mount Morgan Promotion and Development	Project Officer Position	30,000
Rockhampton and District Junior Rugby League Inc.	2015 Rhys Wesser 'Dream, Believe, Achieve' Super 9s Shield	500
CQ Indigenous Development	2015 Reconciliation Carnival	2,000
Rockhampton Finch and Parrot Social Club Inc.	7th Rockhampton Finch and Parrot Bird Sale	400
U3A Rockhampton	U3A Photography Group Exhibition	78
Bajool School of Arts	Contribution to insurance costs	500
TOTAL		\$35,893

Libraries

During November and December the libraries recorded 69,347 loans and 36,753 visits. Various activity programs offered during the months attracted 2,320 participants. Regular programs included the following:

Early Literacy programs

- 267 participants attended the Lively Babies' program taking part in language based learning for infants and carers in a literary setting.
- 296 participants took part in the Lively Stories program, with Santa making a visit to end of year sessions held during December
- Christmas games on the iPads proved popular in the Techno Tots programming aimed at bridging the digital divide for parents, grandparents, and toddlers with hands-on learning with new technology

School Holiday program

Recycled and 'retro' Christmas tree decorations and paper sculptures were made by the 60 children who participated in holiday activities during December.

Multicultural programs

A range of community members attended the Lively Conversational Corner at the Rockhampton Regional Library, with participants joining in a Christmas 'cuppa' at the final gathering for the year in early December. The program has attracted a diverse range of participants throughout the year providing an important opportunity to socialise in a relaxed, inclusive environment.

The Folly Foot Line Dancers encouraged library members to try some simple dance moves at the Saturday afternoon Lively Cultural Dance program at the Rockhampton Regional Library. Sixteen participants learnt new moves such as 'half hitches', the 'vine' and 'boot slapping'.

Library outreach

The Client Services Coordinator visited the Azar House Christmas party at Leinster Place to talk about recording history and the stories of residents, as well as outlining details of online resources available through the library to students of the Cathedral College.

Lively Book Clubs

Groups discussed M.L. Stedman's *Light between oceans*, Ann Blainey's *I am Melba*, Redmon O'Hanlon's *Into the heart of Borneo* and Michelle De Kretser's *Questions of travel* during November and December. At the final sessions for the year programs were set for 2015.

Living Literature

Good numbers attended the annual Author EXPO held at the Rockhampton Regional Library on November 26, to promote various local authors in the community. Emerging steam punk author Terry Philips, children's author Lyn Lawrence, U3A writers Helen Holden and Gloria Whitworth, and ex-Rockhamptonite, now Brisbane-based author Jena Woodhouse spoke about their writing experiences at an open microphone event. Library visitors had the opportunity to purchase signed copies of the author's work and chat about writing from a range of backgrounds and publishing experiences.

Lively Knitting and Crochet Book Clubs

People knitted, knotted and stitched at the Rockhampton Regional Libraries over the two months recording 177 visits as part of the weekly Lively Knitting and Crochet Book Club program. They put their needles and crochet hooks aside at the end of December to enjoy a Christmas morning tea and to celebrate their achievements during the year. A strong push for wool donations during December resulted in a selection of

good quality yarn being donated for the group's efforts to resume at the Regional and Mount Morgan Libraries in the first week of January.

Friday Morning Movies

The air-conditioned Fitzroy Room proved a comfortable area to relax in for patrons enjoying the monthly screenings of the Friday Morning Movies on Foxtel, with visitors treated to an extra two movie mornings in the lead-up to Christmas. *Treasure of Pancho Villa* (1955) and *Command decision* (1948) proved a popular selection on the Foxtel Turner Classic Movies channel.

Special events

Other events held during November and December included the following:

- International Games Day – the libraries participated in International Games Day held on Saturday 15 November with music trivia games, chess, Hanabi, Trivial Pursuit and Monopoly being just some of the games on offer
- Tax Help 2014 - volunteers for the program based at the Rockhampton Regional Library provided a well-utilised service for eligible patrons during July – October. The final statistics for the service illustrate the range of support provided:

ATO CLIENT STATISTICS		
Number of Interviews arranged	192	(136 in 2013)
Number of Clients interviewed	156	(105 in 2013)
Number of Clients new to Tax Help	82	(57 in 2013)
Number of Clients who have used previously	73	(48 in 2013)
ATO TAX STATISTICS		
2014 E-Tax returns lodged (via E-Tax)	119	(84 in 2013)
eTax paper and Tax forms lodged	37	(23 in 2013)
General advice given	13	(15 in 2013)

- Scottish Céilidh – over 200 proud Scots came out to celebrate St. Andrew's Day at the Rockhampton Regional Library on Sunday 30 November. Community organisations such as the Rockhampton Pipe Band, Rockhampton Academy of Highland Dancers, Capricorn Dance Exchange, Capricorn Medieval Guild; as well as talented individuals all helped to create an energetic and vibrant community event. Some fast Scottish trivia games, the traditional toast and a slice of haggis, rounded off the celebratory event. An exhibition of material previously donated by community members was enhanced with kilts, stockings, books, paintings, tapestry, sporrans, scarves, jewellery and other Scottish ephemera on loan from members of the public. Some of the feedback in the Visitors' Book included:

JM of Clan Murray – 'Great exhibition'

DM of Clan McRae - 'It was a great day, thank you for all of your organisation'

GC of Clan Murray – 'Great display, thank you'

TC of Clan Morrison – 'Good to see Scottish history of the area - more photos in visuals.'

SC – 'Awesome library! And we have seen a lot around Australia!'

FC of Clan Cumming – 'Many thanks for organising this event'

IG of Clan Miller – 'Most enjoyable afternoon, with a variety of entertainment - and an informative display'

The event received good media coverage from Channel 7 and ABC Capricornia.

- Robogals - in early November Robogals, from the University of Queensland, conducted two free robotics workshops at the libraries. Robogals is an international, student-run, not-for profit organisation that aims to engage schoolgirls in STEM areas from a young age, with the long-term goal of increasing female enrolment in engineering, science and technology courses at universities. In order to achieve their goals Robogals run robotics workshops at schools, libraries and other venues introducing students to the concept of engineering and computer science in a fun way. Robogals was founded by undergraduate engineering student Marita Cheng at the University of Melbourne, and as of 2014 has 26 chapters in North America, the United Kingdom and the Asia Pacific region. Sessions were held at the North Rockhampton and Rockhampton Regional Libraries on 24 - 25 November with excellent feedback received from participants. The Robogals were delighted with the response to the workshops and aim to revisit Rockhampton in 2015 and conduct further workshops.
- Summer Reading Club - the annual Summer Reading Club (SRC) program was launched at the Rockhampton Regional Library on 15 December with a Pirate themed party in the Fitzroy Room.

Walking the plank games, pirate ship disaster activities and seaside charades featured with the aim of the session being to introduce participants to the online program and encourage in-house registrations for the event. The SRC rewards reading efforts for children over the summer school holidays and provides an opportunity of highlighting reading and the importance of libraries. The response to the program has been extremely positive with a number of families taking part in the initiative.



Robogals workshop



Toasting the haggis

Rockhampton History Centre

A recent fascinating example of a reference enquiry highlighted how the Central Queensland collection and other resources within the Rockhampton History Centre are used to assist clients with their research.

An interstate query about the provenance of a plan cabinet with the manufacturer's mark of 'Williams and Graham' inscribed on the piece was able to be answered with information about the history of the commercial partnership of Williams and Graham Ltd. and Williams Ltd. which operated in the Rockhampton region during the late 19th and early 20th century.

An extensive five part feature in *The Morning Bulletin* recently profiling the history of the Fitzroy River Barrage drew on the resources in the Rockhampton History Centre. Information in the Rockhampton City Council Minute Books from the 1960s, newspaper clippings books from the period, and *The Morning Bulletin* microfiche provided excellent material for the stories.

Technology Centre

- Over the last few months the number of clients who are accessing the Centre in order to complete Pearson Vue examinations has been steadily rising, with 11 examinations administered during November and 9 during December. The clients continue to express their gratitude that this service is offered within their local area which eliminates any additional travel costs.
- Staff attended the "Inclusive Technologies Workshop" which provided an insight into the latest technologies designed to enhance computing opportunities for people with a disability.
- The Christmas Trivia.NET attracted 13 participants with everyone learning some very "strange but true" facts regarding Christmas traditions around the world
- 504.5 contact hours of training was delivered to 147 participants, with 9 attending corporate training in advanced Excel
- 2492 hours of public access was provided for 3101 users

Child Care

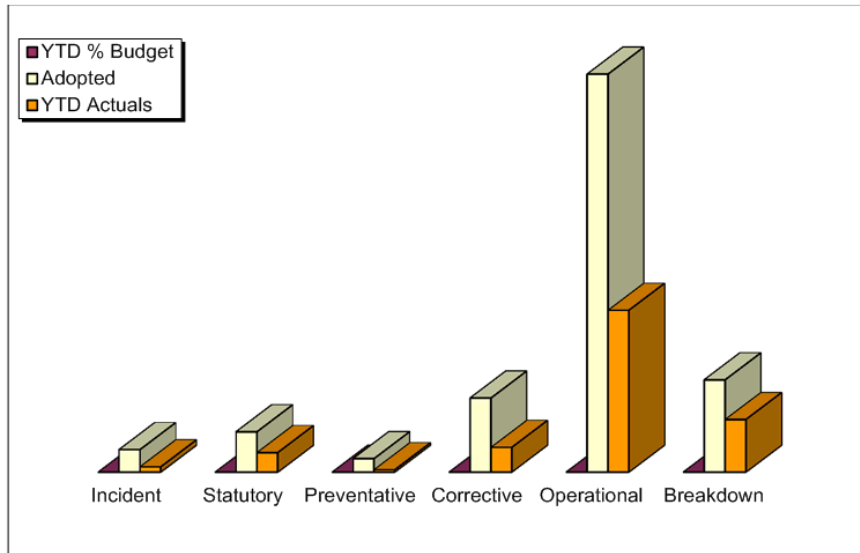
Utilisation - long day care remained at 100% each month with occasional care at 56.5% in November, and the decrease to 41.33% in December due largely to school holidays. All long day care places available for 2015 have been filled.

Facilities

Of the 260 work orders completed during November and December 171 related to breakdown and incident maintenance.

The major corrective work undertaken included repairs to the rotunda at Cedric Archer Park, with stairs replaced and tied back to the footings and ramp repaired to remove the lip and level the slab.

The structural assessment of the Music Bowl stage was undertaken by Brown Consulting and a report provided. Regional Services completed the installation of the new crossing at the entry to the Heritage Village, and work commenced on the installation of new front perimeter fencing.



Budget	Incident	Statutory	Preventative	Corrective	Operational	Breakdown
Adopted	\$160,361	\$287,631	\$95,741	\$527,901	\$2,836,735	\$657,846
YTD Actual	\$37,604	\$138,997	\$16,524	\$176,013	\$1,153,180	\$374,992
YTD%	23.45%	48.32%	17.26%	33.34%	40.65%	57.00%

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%	325 participants, 81%
Deliver a range of family literacy, learning and development programs to 7500 participants per annum	100%	5943 participants, 79%
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%	0.12 per capita
Provide community access to technology and deliver 2000 hours of computer training each year	100%	2833 hours, 142%
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%	52.9%
Provide 11625 hours of home maintenance services to eligible Home Assist clients per annum	90%	5070 hours, 31%
Deliver 5612 hours of home maintenance services for HACC eligible clients per annum	90%	4330 hours, 77%
Complete 17 major modification projects for HACC eligible clients per annum	100%	23 projects, 135%
Complete all planned capital and maintenance projects in accordance with agreed schedule and budget	90%	48%
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 section budget is on target for this time of year.

	Adopted Budget \$	Adopted Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target 50% of Year Gone
COMMUNITIES & FACILITIES						
Community & Cultural Development						
2 - Expenses	274,095	137,048	29,971	54,662	20%	✓
Total Unit: Community & Cultural Development	274,095	137,048	29,971	54,662	20%	✓
Libraries						
1 - Revenues	(427,109)	(213,555)	(325,628)	(325,628)	76%	✓
2 - Expenses	2,875,824	1,437,912	1,275,004	1,367,949	48%	✓
3 - Transfer / Overhead Allocation	20,460	10,230	5,782	5,782	28%	✓
Total Unit: Libraries Client Services	2,469,175	1,234,588	955,159	1,048,104	42%	✓
City Child Care						
1 - Revenues	(736,180)	(368,090)	(379,885)	(379,885)	52%	✓
2 - Expenses	707,422	353,711	346,763	347,769	49%	✓
Total Unit: City Child Care	(28,758)	(14,379)	(33,122)	(32,117)	112%	✓
Community Programs						
1 - Revenues	(2,103,784)	(1,051,892)	(1,187,349)	(1,187,349)	56%	✓
2 - Expenses	3,358,674	1,679,337	1,331,748	1,742,429	52%	✗
3 - Transfer / Overhead Allocation	32,015	16,008	46,823	46,823	146%	✗
Total Unit: Community Programs	1,286,905	643,453	191,222	601,903	47%	✓
Facilities						
1 - Revenues	(19,481)	(9,741)	(3,848)	(3,848)	20%	✗
2 - Expenses	14,127,047	7,063,524	5,119,476	6,351,944	45%	✓
3 - Transfer / Overhead Allocation	238,751	119,376	66,924	66,924	28%	✓
Total Unit: Facilities	14,346,317	7,173,159	5,182,552	6,415,021	45%	✓
Grand Total:	18,347,735	9,173,867	6,325,782	8,087,573	44%	✓

9.2 ARTS AND HERITAGE MONTHLY OPERATIONS REPORT FOR NOVEMBER AND DECEMBER 2014

File No: 1464
Attachments: 1. Arts and Heritage Monthly Operations Report for November and December 2014
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Peter Owens - Manager Arts and Heritage

SUMMARY

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

OFFICER'S RECOMMENDATION

THAT the Monthly Operations Report of the Arts and Heritage section for November and December 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)

**ARTS AND HERITAGE MONTHLY
OPERATIONS REPORT FOR
NOVEMBER AND DECEMBER 2014**

**Arts and Heritage Monthly Operations
Report for November and December
2014**

Meeting Date: 3 February 2015

Attachment No: 1

MONTHLY OPERATIONS REPORT
ARTS AND HERITAGE SECTION
Period Ended 31 December 2014

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

Despite being instigated as part of the Creative Capricorn program, (which has now concluded) the free Saturday afternoon workshops held at the Botanical Gardens and the Walter Reid Cultural Centre will continue until the end of the current financial year with artist fees funded jointly by Arts and Heritage and the Parks unit.

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 continued to decrease 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 two 2013-14 was 1384 while current YTD participation is only 698 therefore participation and attendance has now halved from previous quarter and for the first half of 2014-15 program participation is now less than half previous year figures.

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for 31 December 2014 are as below:



**All Monthly Requests (Priority 3)
Arts and Heritage 'Traffic Light' report
December 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) Current Mth		Avg Completion Time (days) 6 Months		Avg Completion Time (days) 12 Months		Avg Duration (days) 12 Months (complete and incomplete)	Avg Completion Time (days) Q2
			Received	Completed											
Community Events & Arts	0	0	0	0	0	0	10	● 0.00	● 2.33	● 2.25	2.25	●	5.00		
Heritage Village General	0	0	0	0	0	0	1	● 0.00	● 8.00	● 16.17	24.00	●	0.00		
Showgrounds	1	0	0	0	1	0	5	● 0.00	● 8.67	● 8.40	6.00	●	0.00		

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		
	Oct	Nov	Dec
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Reported	0	0	0
Number of Incomplete Hazard Inspections	0	0	0

Risk Management Summary

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

Potential 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	25%	Project is with ITC – specification has been developed

Legislative Compliance & Standards -

Legislative Compliance Matter	Due Date	% Completed	Comments
Outdated employee immunisations, tickets, and/or licenses	Various	100%	As at 31/12/14 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 31/12/14 all Arts and Heritage employees are compliant in this regard
Overdue performance reviews	29 August 2014	100%	As at 31/12/14 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	16,658
Comment: Project nearing completion					
Concept Plans Art Gallery/Theatre site	01/10/14	30/06/15		30,000	
Comment: Brief and Scope of works developed – now delayed pending Council decision					
Resheet Pilbeam Theatre Stage Floor	01/01/15	30/04/15		15,000	
Comment: Material to be ordered during February					
Replace AV Equipment and Screen	01/10/14	30/06/15		15,000	15,105
Comment: Project Complete					
Replace Stage Lighting Equipment	01/10/14	30/06/15		32,000	28,187
Comment: Project nearing completion					
Replace Screen for Twilight Movies	01/10/14	30/06/15		10,000	
Comment: Awaiting suppliers updated orders					
Replace Security System and Rekey	01/10/14	30/06/15		35,000	31,576
Comment: Major orders completed – awaiting supply of equipment					
Box Office Kiosks & Scanners	01/10/14	30/06/15		15,000	
Comment: Project not commenced – awaiting advice from supplier pending upgrades					
Replace dishwasher – Shearing Shed	01/10/14	30/06/15		12,000	10,730
Comment: Project complete					
Install Venue Management System	01/08/14	30/06/15		40,000	
Comment: Specification developed with ITC – procurement to comment 4/2015					

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

November and December 2014 at the Gallery saw the launch of three new exhibitions all curated by Art Gallery staff and featuring work by local artists, local themes and the permanent collection.

Deck the Walls is a new initiative that invites central Queensland artists to contribute affordable artworks with a price tag of \$100 as part of a Christmas exhibition. The exhibition encourages visitors to buy original artworks as Christmas gifts and all funds raised supported regional artists and the Gallery. The launch of the exhibition coincided with the Gallery Shop Christmas shopping night and was attended by more than 110 people. Overall more than 20 works from the exhibition were sold and plans are in place for the exhibition to be held again in 2015.

Snap! Crocodile Culture opened on December 6 and is a unique exhibition presenting the diversity and beauty of crocodiles in Australia. Lurking within the exhibition is an eclectic mix of paintings, photographs and sculpture, as well as luxury leather goods, warning signs and scientific specimens. *Snap!* includes a dedicated space for children to enjoy hands-on activities and learn snappy facts about the fearsome, handsome crocodile. Sponsorship from CQUniversity and Stockland Rockhampton made possible the development of the Snappy Artspace and accompanying activities, as well as the Family Day as part of the opening weekend celebrations. The exhibition has been well attended to date with 1351 visitors to the end of December.

An exhibition of contemporary photography from the Gallery's permanent collection titled *Do you see what I see?* opened in late December and features a number high profile Australian photographers and recent acquisitions to the collection including works by Tracey Moffatt, Michael Cook, Petrina Hicks and Patricia Piccinini. The exhibition was developed with the assistance of gallery volunteer Tessa Stow-Smith from the University of Adelaide who undertook a four-week internship with Rockhampton Art Gallery as part of her degree in Art History and Curatorship.

Cream: Four decades of Australian Art the Gallery's national travelling exhibition continued its tour to regional venues and is now on display at the fourth venue – Toowoomba Regional Gallery. To date the exhibition has been seen by 37,338 people.

Rockhampton Heritage Village

The Christmas Markets held in November 2014 saw 4725 people visit the 272 stalls on site.

140 people attended the last Country Music Morning Tea held in December for 2014. Bookings have already been received for the first one in 2015 – to be held on 24 February.



The huts at the Kianga Shearing Shed have been completed. These huts were originally built in 1857. Like many huts of that era, they have boltholes in the wall, through which rifles could be fired.

Trip Advisor Reviews

"Great fun while being educational"

Reviewed 4 November 2014

I took my students, ranging from Prep to Year 7, while on school camp and every child loved it. So did the adults. The staff went out of their way to give my students a wonderful day. Among other things we experienced, we rode the vintage vehicles, played on the fire trucks, visited the timber cutters' camp and the hospital, and experienced school from days gone by with a truly authentic and talented school ma'am. The "teacher" was brilliant and we had a ball while being severely "reprimanded". All staff are voluntary and the whole place is immaculately clean and well kept. I highly recommend it for a great day out but also to support these people in their dedicated efforts to keep our unique history alive.

"Visiting the Past"

Reviewed 27 October 2014

Staying with a friend in Rockhampton last week, we visited this amazing collection of history. It is a quality museum/heritage village with so much to see. I was fascinated by the old house where the lady had lived until 2009 I think, without electricity! Amazing to imagine how her life was!! The doll exhibition was massive, and was amused by the collection of salt and pepper shakers. I loved the ride in the vintage car and the great customer service by volunteers and staff. Will have to visit again one day. Well done all. Shame you don't have your own website - would love to learn more about the Village.

Venue Operations**Pilbeam Theatre**

In November-December the Pilbeam Theatre hosted commercial shows including John Williamson, Dave Hughes, the Waifs, and ABBA Live.

November-December is traditionally the time for local dance studios to perform their end of year concerts. Dance lovers enjoyed concerts performed by the following dance studios: Dance Infusion, Puls8 Studios, Dance Star Studios, Beverley Prange Academy of Dance

The Pilbeam Theatre's 2014 See It Live Theatre Season concluded with a performance of Kinship by the renowned Indigenous dance theatre company Bangarra in November.

The 2015 See it Live Theatre Season was launched on 17 December, 2014. The 2015 Season includes a variety of shows including music theatre, classical ballet, music, drama, opera and more.

Rockhampton Musical Union Choir performed Legally Blonde over October-November. The RMU Youth Choir performed its Christmas pantomime Aladdin at the Pilbeam Theatre in December.

Morning Melodies concertgoers enjoyed a performance by well known entertainer Kamahl at the Pilbeam Theatre in December. Kamahl performed a selection of his favourite songs.

Carols by Candlelight

Bad weather forced a change of venue for Carols by Candlelight in December. Originally planned to be held at Victoria Park, the event was brought indoors to the Pilbeam Theatre after heavy rain made the outdoor venue unsuitable. Two Carols By Candlelight Concerts were held at the Pilbeam Theatre on Saturday 13 December at 5pm and 7.30pm.

Other events

The Queensland Symphony Orchestra's Journey Through the Cosmos was simulcast live to Rockhampton audiences on 8 November at Riverside Park. Approximately 300 people attended the event which featured the specially commissioned Voyager Violin Concerto and

Holst's The Planets Suite, along with presentations by 'superstar' physicist Professor Brian Cox.

Walter Reid Cultural Centre

Walter Reid Cultural Center was the venue for Rockhampton Little Theatre's production Boeing Boeing. The Royal Queensland Art Society held its Passions from the Palette exhibition in November.

The resident arts groups at the Walter Reid Cultural Centre held their regular Reid's Gallery and Gifts throughout November and December.

Showgrounds

The Rockhampton Showgrounds hosted the Speedway, Handmade Expo, a Police Open Day, the 3C Racing Clothing Sale and the Winter Magic Ice Skating at the Showgrounds over November-December.

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	8,104
<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	59
<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	35,921
<i>Operate the Rockhampton Heritage Village, with a target total site visitation of 40,000 per annum</i>	40,000	24,560
<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%	45%

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 31 December report shows income and expenditure within expect trend for the unit.

**End of Month General Ledger - (Operating Only) - ARTS & HERITAGE
As At End Of December**

Report Run: 13-Jan-2015 12:30:29 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget	Adopted Budget (Pro Rata YTD)	YTD Actual	YTD Commit + Actual	Variance	On target
	\$	\$	\$	\$	%	50% of Year Gone
ARTS & HERITAGE						
Arts & Heritage						
1 - Revenues	(4,620,003)	(2,310,002)	(2,234,635)	(2,234,635)	48%	x
2 - Expenses	7,559,407	3,779,704	3,340,046	3,683,118	49%	✓
3 - Transfer / Overhead Allocation	111,109	55,555	60,791	60,791	55%	x
Total Unit: Arts & Heritage	3,050,513	1,525,257	1,166,202	1,509,274	49%	✓
Grand Total:	3,050,513	1,525,257	1,166,202	1,509,274	49%	✓

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 Pilbeam Theatre Storage Proposal

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

13.2 Outcome of Trial of Drive-In Movies at 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.

13.3 Rockhampton Art Gallery Future Directions

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

13 CONFIDENTIAL REPORTS

13.1 PILBEAM THEATRE STORAGE PROPOSAL

File No: 6495

Attachments:

1. Proposed Theatre Prep Area
2. Cost Plan of Proposed Theatre Prep Area

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Andrew Collins - Special Projects Officer

Previous Items: 8.2 - Pilbeam Theatre Storage Shed 4 Cambridge Street - Communities Committee - 04 Nov 2014 12.30 pm

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

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. Council are now considering other options to provide functional storage and set preparation area for the Pilbeam Theatre.

13.2 OUTCOME OF TRIAL OF DRIVE-IN MOVIES AT 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 outcome of a four-month trial of drive-in movie screenings held at the Rockhampton Showgrounds is now presented for Council's consideration.

13.3 ROCKHAMPTON ART GALLERY FUTURE DIRECTIONS**File No:** 465**Attachments:** Nil**Authorising Officer:** Peter Owens - Manager Arts and Heritage
Michael Rowe - General Manager Community Services**Author:** Tracy Cooper-Lavery - Gallery Director

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

SUMMARY

This report presents the need for expanded Art Gallery space and functions, with a commensurate request to evaluate the feasibility of expanding Gallery operations, including the possible relocation of the Gallery facility to a new or existing Council building . Feasibility analysis will include the costs and benefits of relocation (financial, operational and community), associated logistics, scope, financing options, and identification of new opportunities that may be provided by expansion and relocation. This analysis shall also consider alternate options such as in situ expansion.

14 CLOSURE OF MEETING