



# **COMMUNITIES COMMITTEE MEETING**

## **AGENDA**

**5 AUGUST 2014**

*Your attendance is required at a meeting of the Communities Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 5 August 2014 commencing at 12.30 pm for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be "C. R.", is positioned above the printed name of the Chief Executive Officer.

**CHIEF EXECUTIVE OFFICER**  
29 July 2014

Next Meeting Date: 02.09.14

**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.

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT .....	1
3	APOLOGIES AND LEAVE OF ABSENCE .....	1
4	CONFIRMATION OF MINUTES .....	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA.....	1
6	BUSINESS OUTSTANDING .....	2
6.1	BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE.....	2
7	PUBLIC FORUMS/DEPUTATIONS .....	5
	NIL .....	5
8	OFFICERS' REPORTS.....	6
8.1	MONTHLY OPERATIONAL REPORT FOR JUNE 2014 - FACILITIES MANAGEMENT UNIT .....	6
8.2	COMMUNITY ASSISTANCE PROGRAM.....	22
9	STRATEGIC REPORTS .....	40
9.1	INFORMATION BULLETIN COMMUNITIES AND FACILITIES.....	40
9.2	INFORMATION BULLETIN FOR ARTS AND HERITAGE FOR JUNE 2014 .....	52
10	NOTICES OF MOTION.....	58
	NIL .....	58
11	URGENT BUSINESS/QUESTIONS .....	59
12	CLOSED SESSION .....	60
13.1	BEEF 2015 - MEMORANDUM OF UNDERSTANDING AND SPONSORSHIP .....	60
13	CONFIDENTIAL REPORTS.....	61
13.1	BEEF 2015 - MEMORANDUM OF UNDERSTANDING AND SPONSORSHIP .....	61
14	CLOSURE OF MEETING .....	62





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

**3 APOLOGIES AND LEAVE OF ABSENCE**

**4 CONFIRMATION OF MINUTES**

Minutes of the Communities Committee held 1 July 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:** Evan Pardon - Chief Executive Officer

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#### **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: 5 August 2014**

**Attachment No: 1**

Date	Report Title	Resolution	Responsible Officer	Due Date	Notes
29 April 2014	Proposed term lease of Reserve Lot 6 on R26251 and Lot 2 on R2616 (City Child Care and Rockhampton Regional Council)	THAT Council make representation to State Government regarding dealing with part of Reserve Lot 6 on R26251 and Lot 2 on R2616 (Childcare Centre) prior to formalising any action.	Cheryl Haughton	31/07/2014	Awaiting outcome of meeting with Bruce Young on 30 July.
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	

## **7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## **8 OFFICERS' REPORTS**

### **8.1 MONTHLY OPERATIONAL REPORT FOR JUNE 2014 - FACILITIES MANAGEMENT UNIT**

**File No:** 1464  
**Attachments:** 1. Monthly Operational Report  
**Responsible Officer:** Cheryl Haughton - Manager Community Services  
Michael Rowe - General Manager Community Services  
**Author:** Sharon Sommerville - Coordinator Facilities

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#### **SUMMARY**

*This report provides information for Councillors on the operational activities of the Facilities Unit during June 2014.*

#### **OFFICER'S RECOMMENDATION**

THAT the report on the operations of the Facilities Unit for the month of June 2014 be received.

# **MONTHLY OPERATIONAL REPORT FOR JUNE 2014 - FACILITIES MANAGEMENT UNIT**

## **Monthly Operational Report**

**Meeting Date: 5 August 2014**

**Attachment No: 1**

Activity	Completed Tasks	Progress
<b>Breakdown and Incident Maintenance</b>	<p>A general overview of the various Breakdown and Incident maintenance activities for the period of June. Due to exceeding budget targets for incident and breakdown maintenance, a list of deferred maintenance tasks is provided within the report.</p> <ul style="list-style-type: none"> <li>• 7 air conditioner compressors at Southside Library had the rota lock discharged and the suction replaced for \$2909.</li> <li>• Gracemere Hall - replacing stage 4 anti-recycle timer and fan motor for \$1393.</li> <li>• The down pipes were re-routed at Gracemere Depot for \$2045</li> <li>• The air conditioning condenser fan was replaced and a leak repaired at the Robert Schwarten Pavilion for \$2979.</li> <li>• The air conditioner on the veranda unit outside CEO's office was repaired at a cost of \$1409.</li> <li>• An electrical contractor was engaged to replace the switchboard at Tom Brady Park at a cost of \$1,302.</li> <li>• A fire systems contractor was engaged to carry out essential repairs on fire detectors and emergency lighting across Council at an accumulated cost of \$3,430.</li> </ul>	Information
<b>Electrical</b>	<p>Requests for electrical work from other sections and departments:</p> <ul style="list-style-type: none"> <li>• Parks for various sites including: Riverside Park lighting, Bruigom Park lighting, and Huish Drive Playground lighting and Voss Park irrigation.</li> <li>• Traffic light maintenance and repairs across all Council owned intersections.</li> <li>• Street light repairs in East Street Precinct and Quay Street Sand Wharf.</li> <li>• The setup and pack down of electrical equipment for the Rocky Show including: power heads and leads, dongas, plus some fault rectification work in the early stages of the Show.</li> <li>• Test and tag for other departments including: Rockhampton Regional Libraries, City Hall finance, and City Hall I.T department.</li> <li>• Alterations were made on the power circuits for the I.T department's UPS equipment.</li> <li>• Various other electrical work was carried out for Communities including: additional power outlets and fluorescent lighting in the Rockhampton Regional Library, additional power outlets and roller shutter at the Northside Library, and investigative work on power circuits at Schotia Place.</li> <li>• Additional power outlets were installed at the Rockhampton Heritage Village.</li> <li>• Testing was carried out on a Fleet and Workshop generator.</li> <li>• Corrective maintenance work was carried out on light and power circuits at Voss Park.</li> </ul>	Information
<b>Facilities</b>	<ul style="list-style-type: none"> <li>• Met with Building Stakeholders to work on procedure to prioritise management and delivery of maintenance, renewal and future use of buildings and associated infrastructure.</li> <li>• Fire 8 inspected Dooley Street and Walter Reid Cultural Centre to measure compliance of fire safety</li> </ul>	Information



	<p>equipment and evacuation diagrams. Report to follow for any follow actions required. The outcomes to be prioritised and included in relevant maintenance and capital programs.</p> <ul style="list-style-type: none"> <li>• Insurance repairs to City Hall Parquetry floor commencing mid June through to mid July. Parquetry being removed and replaced with new floor as a result of flood damage in January 2013.</li> <li>• Preparing 2014/15 Capital Works program delivery schedule in consultation with building custodians.</li> </ul>	
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### Corrective Program for June 2014 Defects identified

Asset ID	Asset Description	Defect Notes	Comments
688423	Amenities Building – Benke Park	The paint work to floor has worn off & looks untidy in both male & female amenities. Please repaint floor and front apron of amenities building.	Waiting on quotes from contractors, this will be completed July-August
688458	Amenities Block – Queens Park	The male and female amenities signs are missing off northern wall of building. Please replace both male and female signs on northern wall of the building.	Not complete, will be completed in July-August
688458	Amenities Block – Queens Park	The ceiling above the female toilets is damaged. Please repair and paint the damaged section of ceiling above the female toilets.	Not complete, will be completed in July-August
688458	Amenities Block – Queens Park	The ceiling to the amenities building is dirty / marked and there appears to be mould on some sections. Please clean all the ceilings to the amenities building.	Not complete, will be completed in July-August
951658	Shade Shelter Sandstone & Barbecues ( High st carpark)	The roof of the building has tree debris on it and the roof is also dirty looking in appearance, there is also graffiti to sandstone posts and table. Please remove tree debris off roof, clean roof and Graffiti from building.	In progress, will be completed in July

Asset ID	Asset Description	Defect Notes	Comments
951658	Shade Shelter Sandstone & Barbecues ( High st carpark)	The trusses to lintel tie down is insufficient and there is lack of nails in connectors. Please provide a looped strap over each truss with four nails in each leg or duplicate the present connectors with four nails each face of the connector.	In progress, will be completed in July
954556	Structure Inspection Shade shelter Stapleton park	The paintwork to the shelter is faded with some areas of surface rust. Please clean and treat all rusted areas and repaint all previously painted surfaces.	Work in progress, will be completed July
954559	Structure Inspection Shade shelter Stapleton park	The paintwork to the shelter is faded with some areas of rust. Please clean and treat all rusted areas and repaint all previously painted surfaces.	Work in progress, will be completed July
988979	Heritage village, Demountable office	The gutters and roof of the demountable building are full of tree debris from the overhanging trees. Remove tree debris from gutters and roof of the building and trim all overhanging trees away from building.	In Progress

## Electricity

A separate report for electricity has been forwarded to Coordinators and Managers for their information.

A report was requested from Ergon by FMU to advise which sites had estimated bills and why. Ergon has advised they can only give us this data for Consolidated Accounts. Ergon has discussed a new key system with FMU Electrical Supervisor John Batley.

**Statistics for Pathway Requests Work Orders for 2013/14**

	<b>Requests Created</b>	<b>Requests completed</b>	<b>Work Orders Created</b>	<b>Work Orders Completed</b>
<b>2012/13 total</b>	<b>2153</b>	<b>1509</b>	<b>4808</b>	<b>2910</b>
<b>July</b>	200	183	154	257
<b>August</b>	190	190	630	178
<b>September</b>	178	156	370	159
<b>October</b>	152	142	429	151
<b>November</b>	162	130	544	133
<b>December</b>	150	127	338	73
<b>January</b>	130	139	319	134
<b>February</b>	145	145	320	121
<b>March</b>	123	126	295	98
<b>April</b>	111	108	251	69
<b>May</b>	157	139	337	141
<b>June</b>	136	134	236	48

**Created Work Orders by Activity**

	<b>Incident</b>	<b>Statutory</b>	<b>Preventative</b>	<b>Corrective</b>	<b>Operational</b>	<b>Breakdown</b>	<b>Other</b>
<b>2012/13 total</b>	<b>306</b>	<b>999</b>	<b>79</b>	<b>499</b>	<b>358</b>	<b>2189</b>	<b>324</b>
<b>July</b>	46	141	6	29	30	246	16
<b>August</b>	26	255	13	30	46	245	15
<b>September</b>	32	84	7	22	25	181	9
<b>October</b>	37	76	23	28	39	201	25
<b>November</b>	22	235	4	49	41	175	18
<b>December</b>	17	70	1	55	39	143	13
<b>January</b>	35	95	21	12	21	127	8
<b>February</b>	35	85	12	28	18	133	9
<b>March</b>	37	80	7	21	14	123	13
<b>April</b>	15	55	5	37	13	116	10
<b>May</b>	19	68	6	7	25	186	26
<b>June</b>	19	60	4	13	11	109	20

**Completed work orders by Activity**

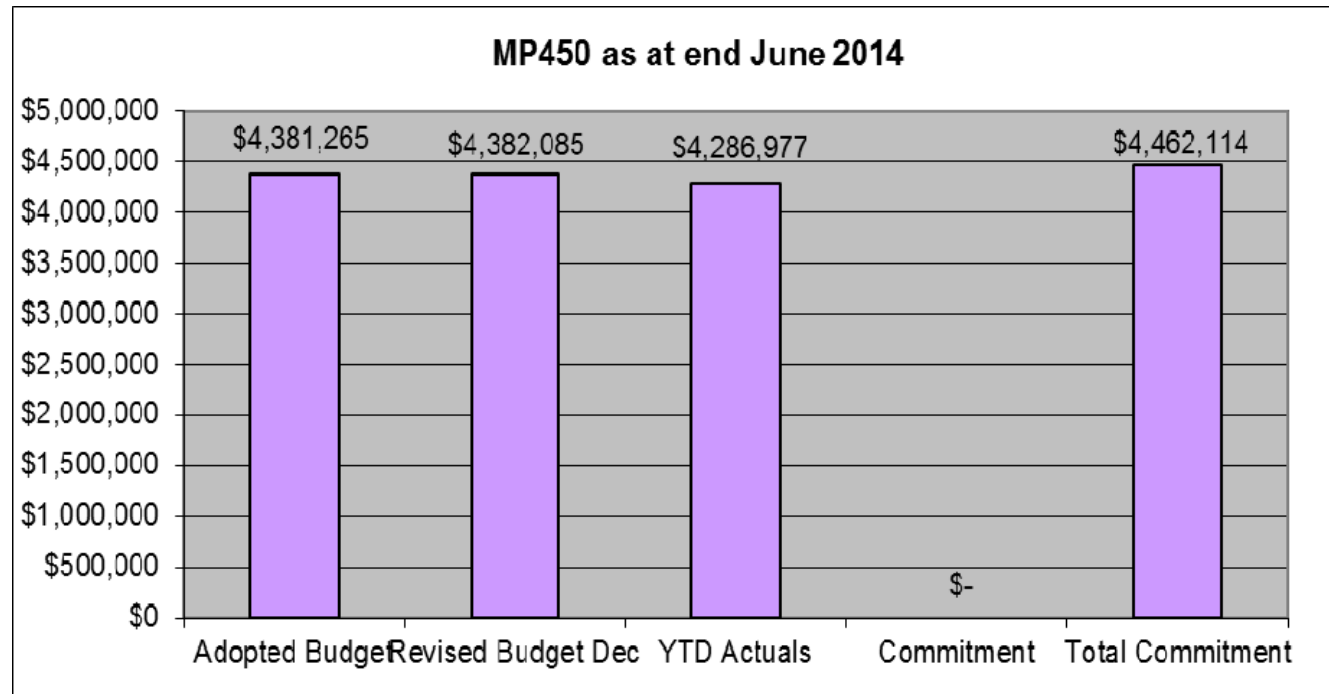
	<b>Incident</b>	<b>Statutory</b>	<b>Preventative</b>	<b>Corrective</b>	<b>Operational</b>	<b>Breakdown</b>	<b>Other</b>
<b>2012/13 total</b>	<b>199</b>	<b>370</b>	<b>59</b>	<b>258</b>	<b>262</b>	<b>1631</b>	<b>231</b>
<b>July</b>	33	41	1	13	27	132	10
<b>August</b>	15	6	6	10	23	112	6
<b>September</b>	18	51	5	2	17	57	9
<b>October</b>	21	4	8	8	17	83	10
<b>November</b>	10	32	1	20	19	49	2
<b>December</b>	4	3	1	12	11	34	8
<b>January</b>	21	18	2	1	9	78	5
<b>February</b>	16	26	8	2	2	63	4
<b>March</b>	11	27	3	7	2	44	4
<b>April</b>	3	16	2	2	2	40	4
<b>May</b>	10	26	0	2	11	87	5
<b>June</b>	4	4	3	7	5	20	5

**Statistics for Purchase Orders for Facilities 2013/14**

	<b>Purchase Orders Raised</b>	<b>Purchased Orders Delivered</b>
<b>2012/13 total</b>	<b>939</b>	<b>3067</b>
<b>July</b>	68	204
<b>August</b>	50	196
<b>September</b>	38	229
<b>October</b>	58	202
<b>November</b>	73	261
<b>December</b>	59	174
<b>January</b>	60	243
<b>February</b>	48	130
<b>March</b>	68	132
<b>April</b>	36	180
<b>May</b>	65	179
<b>June</b>	66	171

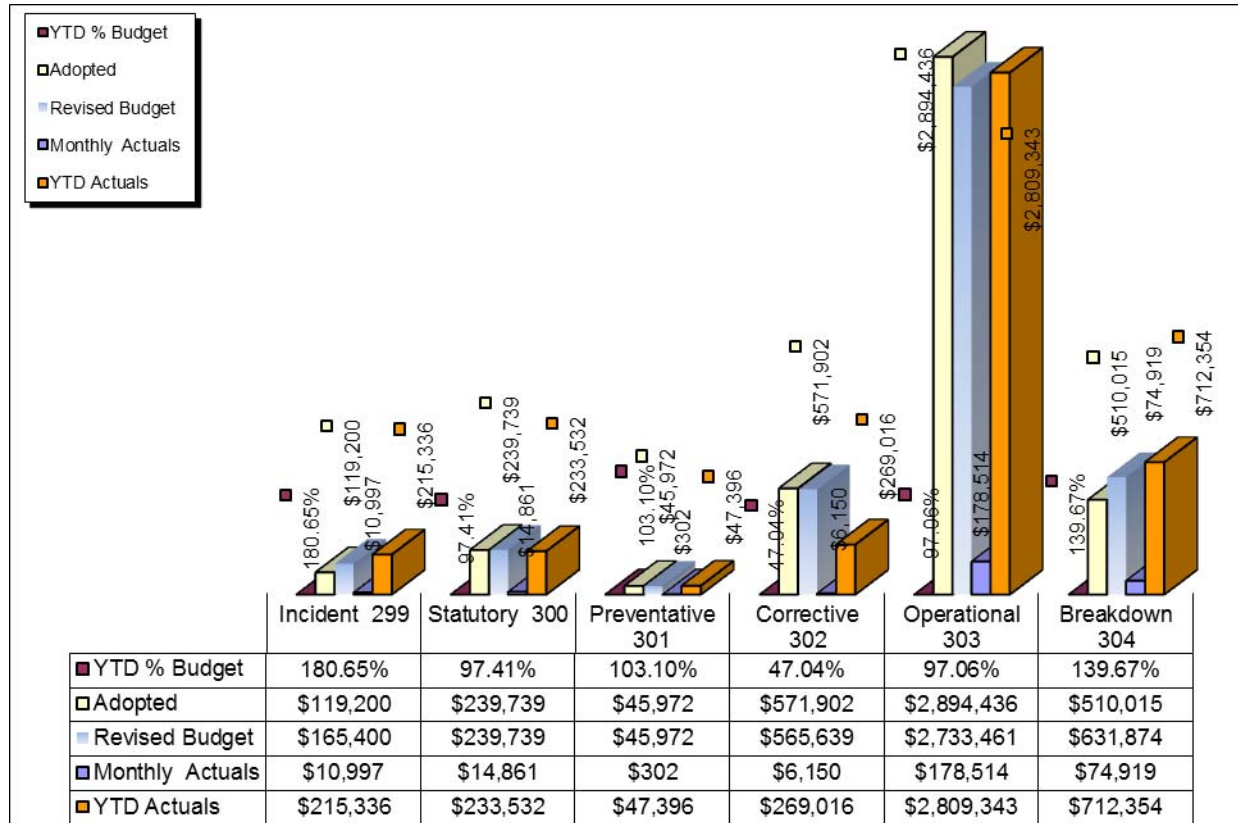
**Operational Spend**

Maintenance Program (MP450) YTD Actual + Committals indicates that Maintenance Budget has reached 97.83% overall budget expenditure for 2013/14 year. Based on the commitments and tracked costs the budget is currently running on target.

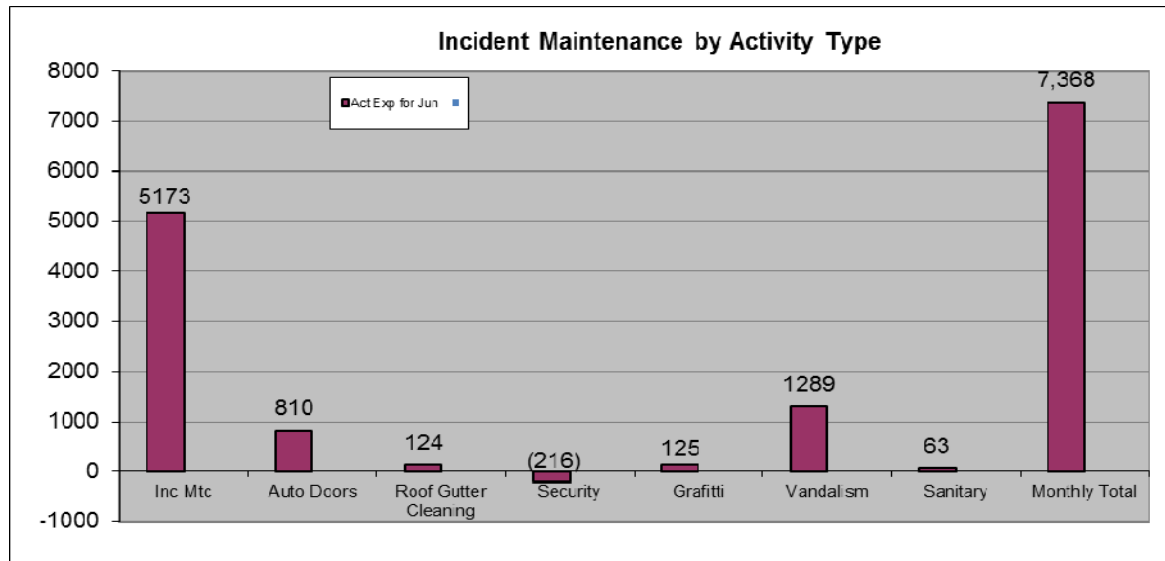
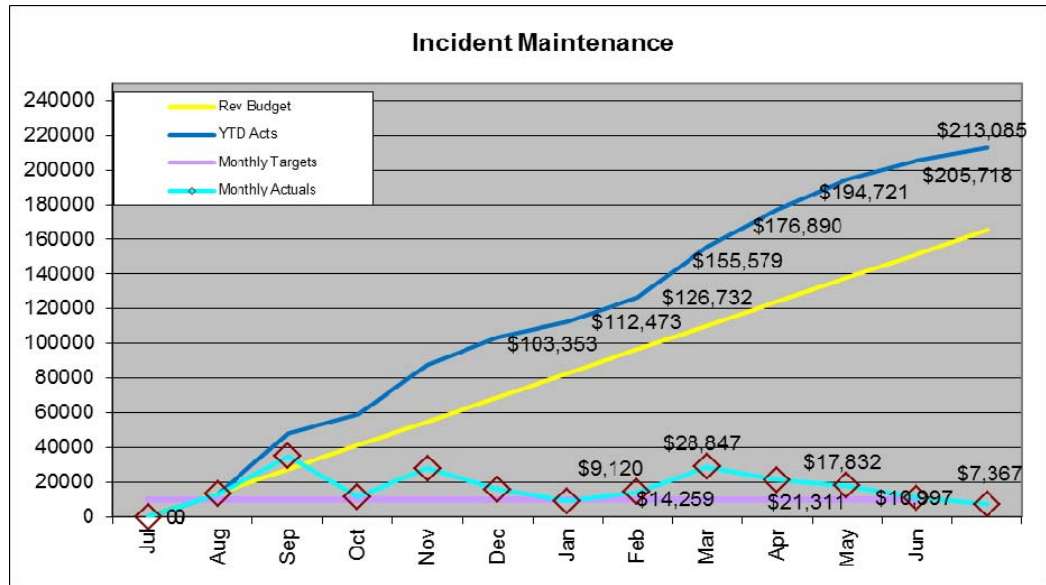


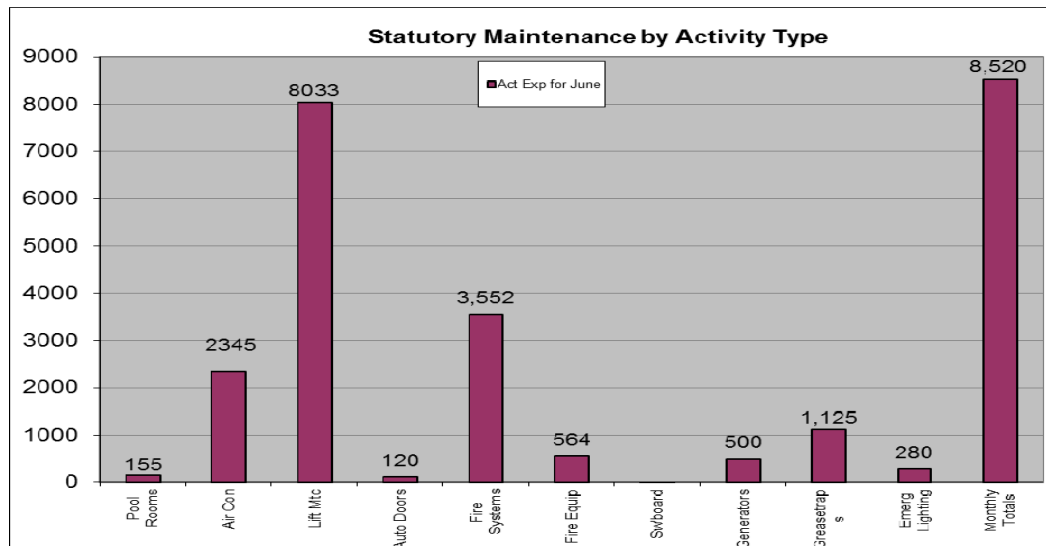
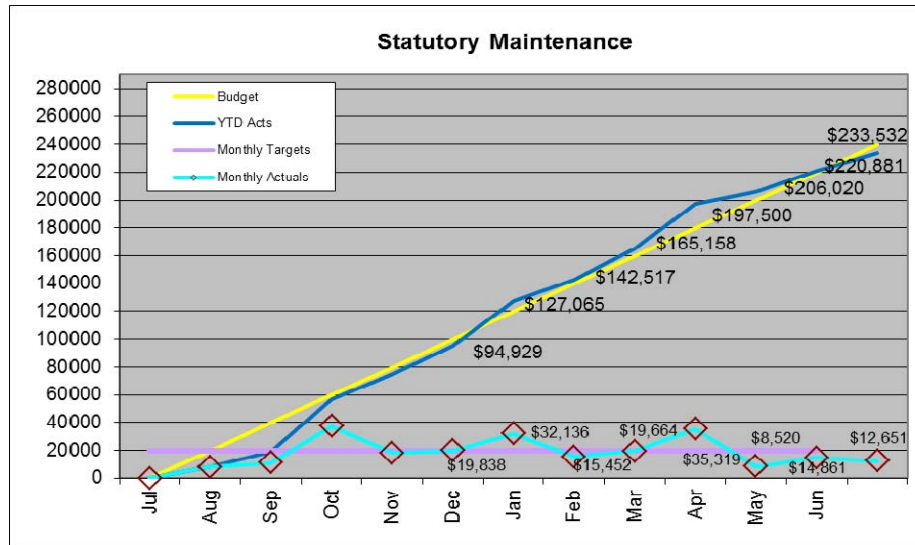
The commitment figures are based on contracts through to June 2014. These contracts include cleaning, security, fire systems/equipment, air conditioning and other statutory/preventative maintenance contracts. Corrective and incident maintenance orders are set up per activity.

**Note: This does not take into account accruals for 2013/14.**

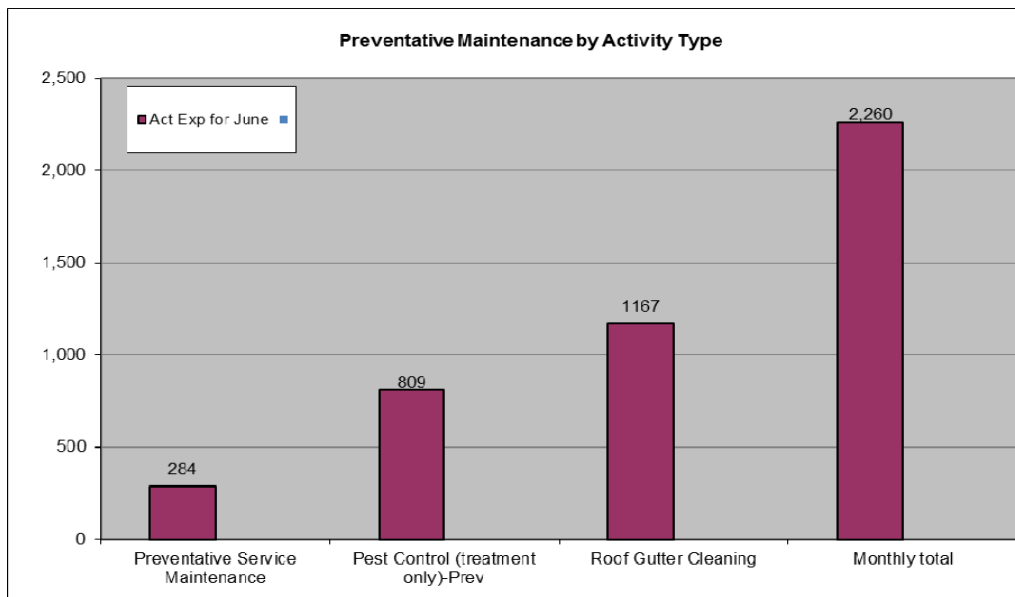
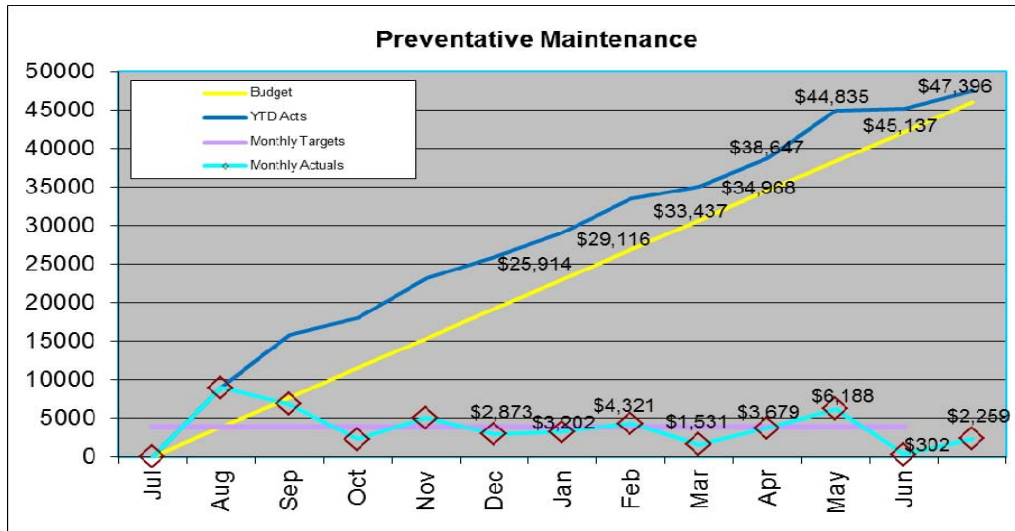


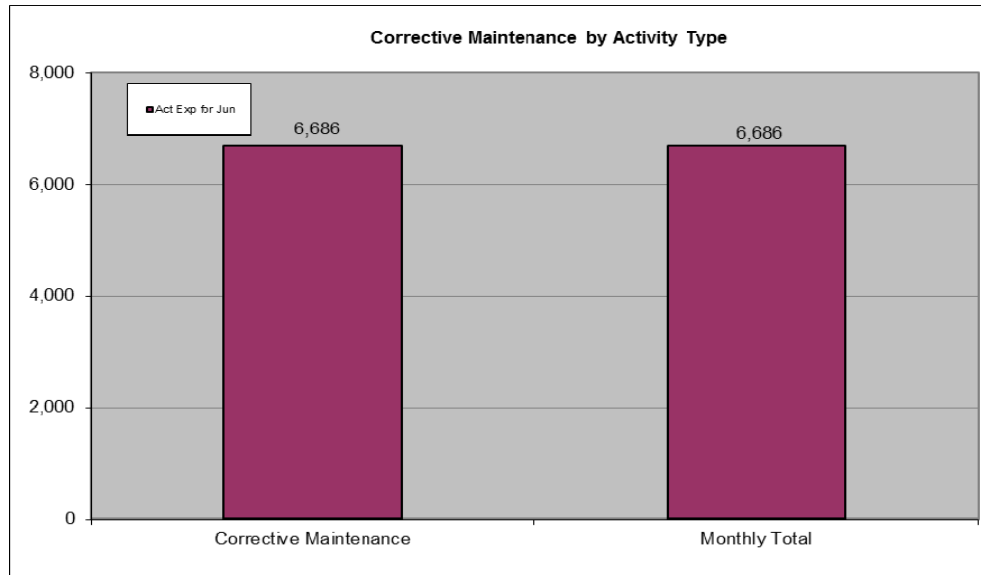
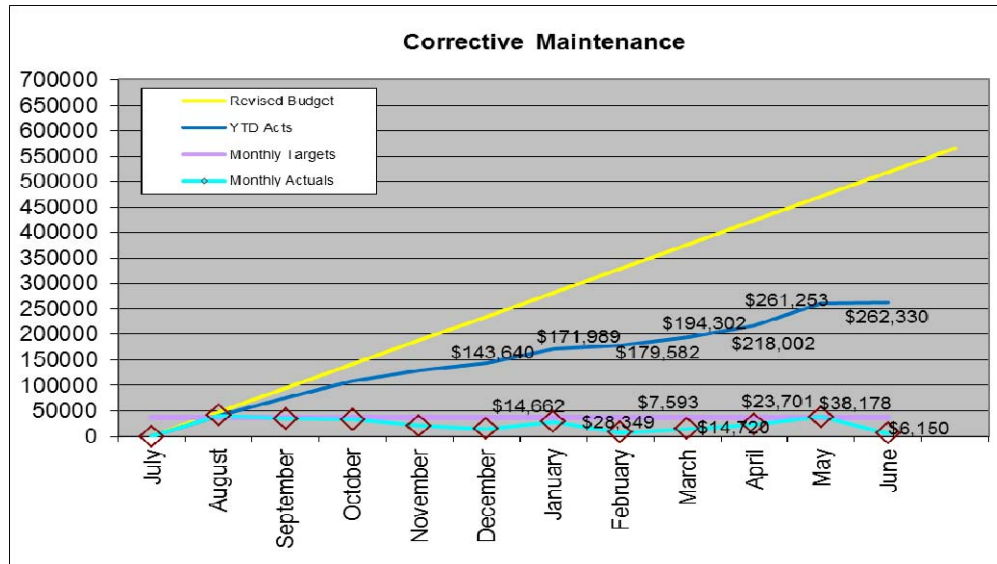
Note: The first column of each of the Activity Type graphs includes items of a general nature that are not captured as a separate activity cost. For example incidents that relate specifically to graffiti have their own activity number. If it does not fall into a category listed on the graph it will be included with the general nature column.

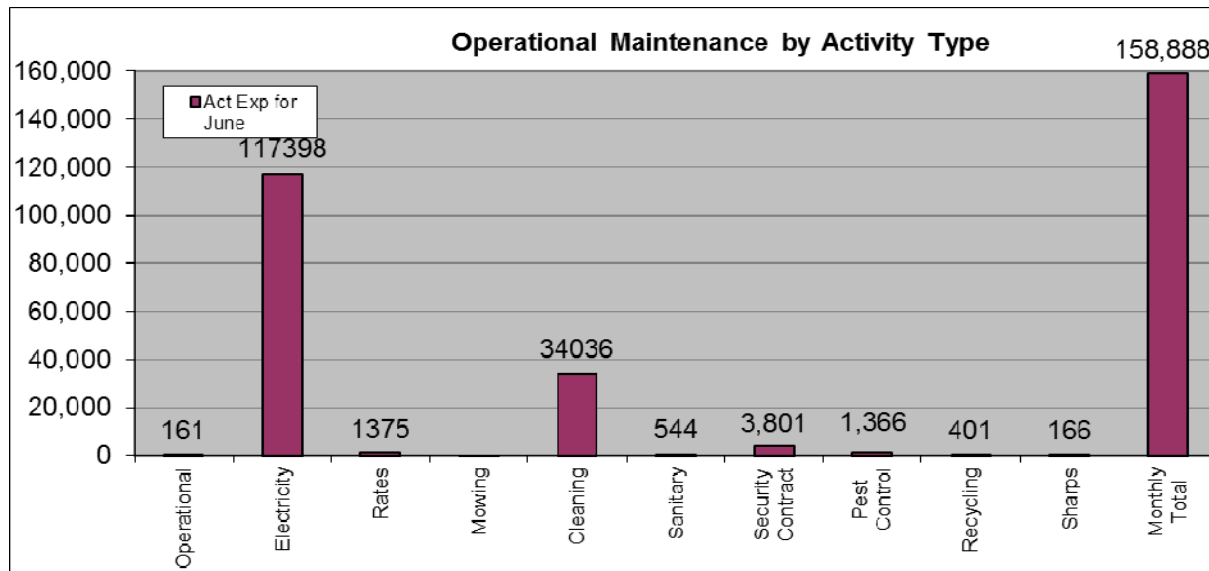
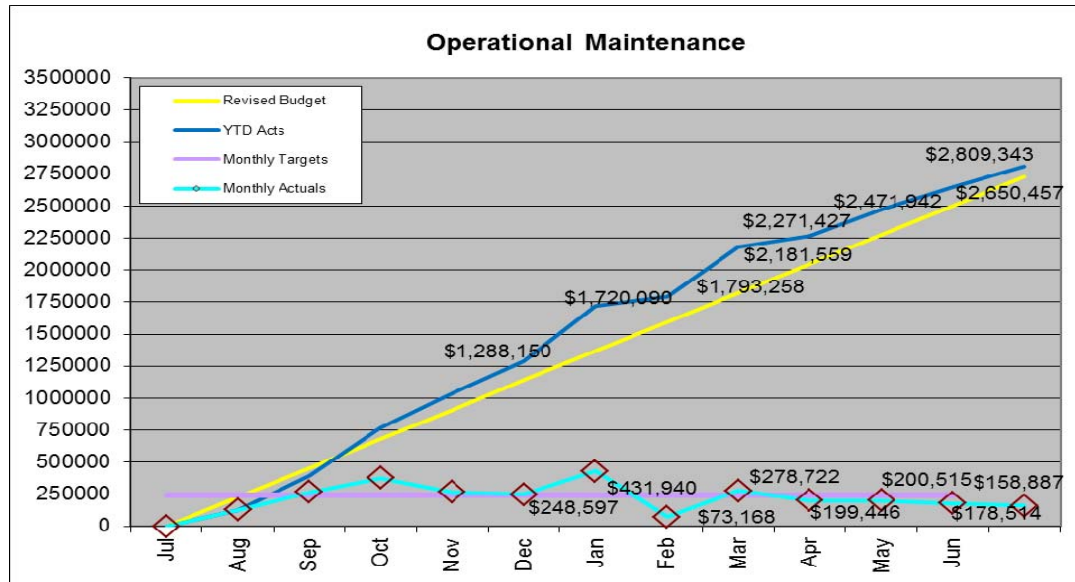


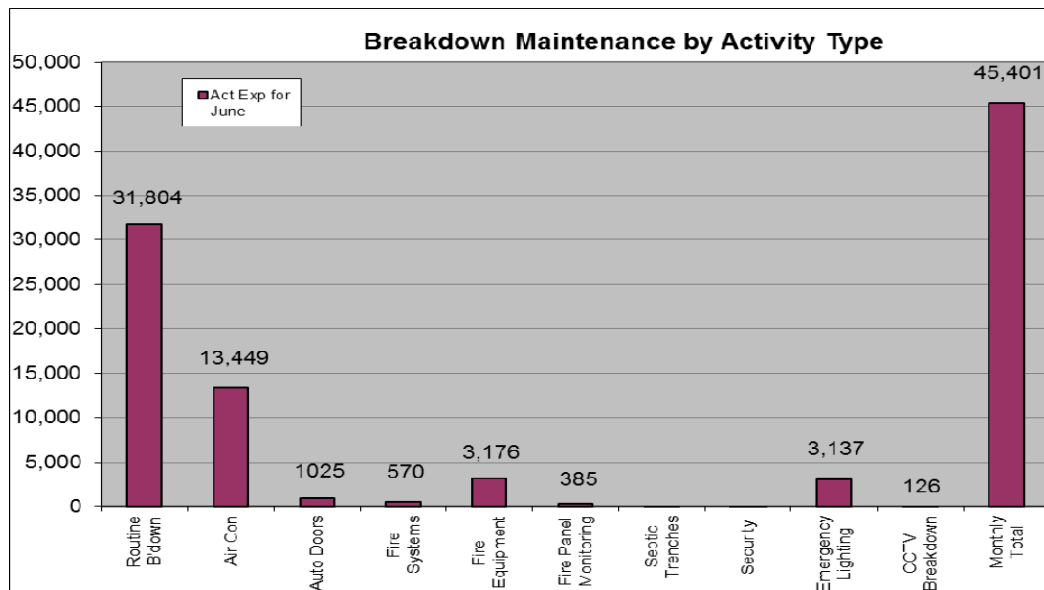
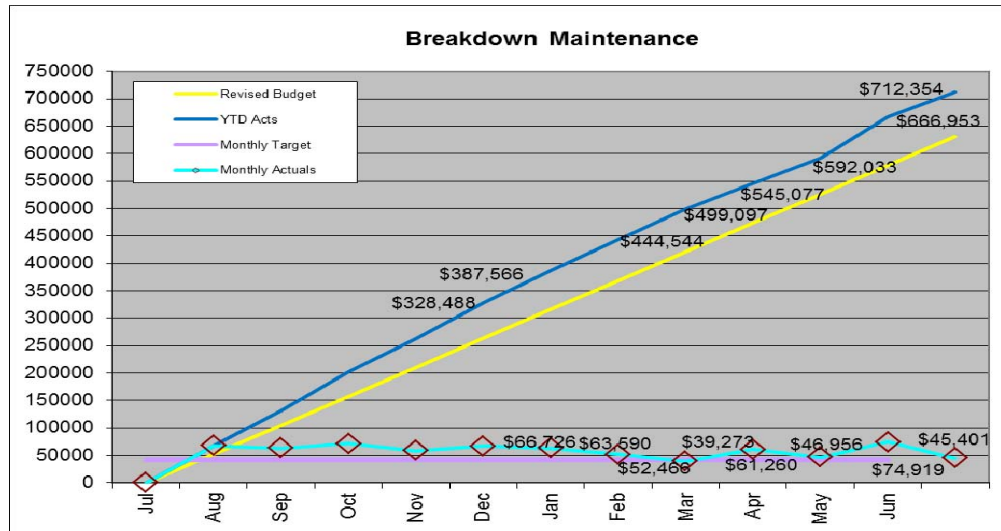












## Facilities Capital Works Program Update

Cost Centre	Project Title	YTD Actual	Total Committals	% Complete	Comment Period
0943086	[U] Heritage Village Hydrant System-Upgrade	\$ 2,891	\$ 2,891		On Hold until FRW complete Ring Main
0976052	[R] Rton Showgrounds Toilet Upgrade Exhibition	\$ 33,665	\$ 33,665	100%	Completed
0976085	[R] Rton Showgrounds Switchboard enclosure	\$ 48,362	\$ 48,362	100%	Completed
0976093	[U] Walter Reid Install RCD Protection	\$ 14,161	\$ 14,161	100%	Completed
1017162	[R] Rton Showgrounds Toilet Upgrade Main	\$ 32,862	\$ 32,862	100%	Completed
1017164	[N] Voltage Power Optimisation Unit (CEEP-Pilbeam & Art Gallery)	\$ -	\$ -		Funding not approved
1017167	[R] Replace Roof on Dog Kennel Pavilion	\$ 55,578	\$ 55,578	100%	Completed
1017168	[R] Pilbeam Theatre - Repairs to damaged downpipes	\$ 36,747	\$ 36,747	100%	Completed
1017169	[R] WRCC Air Conditioning Access	\$ 12,584	\$ 12,584	100%	Completed
1017170	[R] Regional Library Air Conditioning Access	\$ 10,135	\$ 10,135	100%	Completed
1017174	[N] Storage Shed - Cambridge St	\$ 1,899	\$ 1,899		To be carried out by Peter Owens, managed by Pilbeam Staff not FMU
0971866	City Hall Façade Repairs & Refurbishment	\$ 350,084	\$ 350,084	100%	Completed
0976040	[R] Gracemere Depot Plant Washdown Area	\$ 117,804	\$ 117,804	100%	Completed
0983908	[R] Customer Service Renewal Program	\$ -	\$ -		Funding to be approved before project can
0983910	[R] Facilities Management Renewal Program - Dooley Street Depot Wash down Bay	\$ 26,524	\$ 26,524	100%	Completed
1023202	[R] Facilities Management Renewal Program - Grace Brothers Shed	\$ 71,601	\$ 71,601	100%	Completed
0987829	[U] Local Disaster Coordination Centre	\$ -	\$ -		Pending funding
1017163	[N] Voltage Power Optimisation Unit (CEEP-City Hall)	\$ -	\$ -		Funding not approved
1017165	[N] Voltage Power Optimisation Unit (CEEP-Dooley St)	\$ -	\$ -		Funding not approved
	<b>Total Capital Expenditure</b>	<b>\$ 814,897</b>	<b>\$ 814,897</b>		

**8.2 COMMUNITY ASSISTANCE PROGRAM****File No:** 7822**Attachments:** 1. **Community Assistance Program application -  
The Friends of The Rockhampton Heritage  
Village Association Inc.****Authorising Officer:** Michael Rowe - General Manager Community Services**Author:** Cheryl Haughton - Manager Community Services

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**SUMMARY**

*An application to the Community Assistance Program has been received from The Friends of The Rockhampton Heritage Village Association Inc seeking assistance with the purchase of a 4 post car hoist.*

**OFFICER'S RECOMMENDATION**

THAT Council approves the application for funding from The Friends of The Rockhampton Heritage Village Association Inc to the value of \$1,995.

**COMMENTARY**

An application to the Community Assistance Program has been received from The Friends of The Rockhampton Heritage Village Association Inc seeking 50% of the purchase price of a new 4 post car hoist.

As indicated in the attached application the purchase and installation of the hoist will enable the volunteer mechanics at the Rockhampton Heritage Village to more efficiently service the display vehicles ensuring that they are mechanically sound and immaculately presented for the enjoyment of visitors to the Village.

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 The Friends of The Rockhampton Heritage Village Association Inc be provided with \$1,995 as requested.

# **COMMUNITY ASSISTANCE PROGRAM**

## **Community Assistance Program Application - The Friends of The Rockhampton Heritage Village Association Inc**

**Meeting Date: 5 August 2014**

**Attachment No: 1**



# Community Assistance Program

## Community Grants Scheme

ROCKHAMPTON REGIONAL COUNCIL	
File No: 1888	Doc No:
Links:	
Action Officer: HAUGHTON	
Task to: 16 JUN 2014	
3. Preser D.	
ODAN: 480 v. 4	Ref: 2014
Box No:	Yrs:

**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



2

## NOTES

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

Please give the full name of your organisation as shown on your incorporation certificate without abbreviations.

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	FOUR POST CAR HOIST PURCHASE & INSTALLATION	
Q2	Indicate the amount of assistance you require from Council.	
A2	Grant	\$1995 —

## APPLICANT DETAILS

Q3	What is the name of your organisation?	
A3	THE FRIENDS OF THE ROCKHAMPTON HERITAGE VILLAGE ASSN INC	
Q4	What is your organisation's mailing address?	
A4	PO BOX 10053 FRENCHVILLE Q 4701	
Q5	Is your organisation an incorporated body? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
A5	Incorporation number IA 31067	
	If no, provide the name and incorporation number of the sponsoring organisation.	
	Name	Incorporation number
Q6	What is your ABN number?	
A6	68 48 83 14 376	
Q7	Who is your organisation's designated contact for this application?	
A7	PETER FINNIGAN	
Q8	What are the contact details?	
A8	Phone (office hours)	Email
	49283394 041275792	psfinnigan@bigpond.com

3

**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	<b>How many members does your organisation have?</b>			
A9	Full members	113	Associate or social members	12
Q10	<b>What is the primary purpose of your organisation?</b>			
A10	TO ASSIST WITH THE PRESERVATION, MAINTENANCE AND RESTORATION OF HERITAGE-VALUED ITEMS OF THE COLLECTION AT THE ROCKHAMPTON HERITAGE VILLAGE			
Q11	<b>Where does your organisation normally operate?</b>			
A11	ROCKHAMPTON HERITAGE VILLAGE CNR BRUCE HIGHWAY & BOUNDARY ROAD PARKHURST Q 4701			
Q12	<b>What company carries your Public Liability Insurance and how much cover do you have?</b>			
A12	ANSVAR LTD		Level of Cover \$ 20 million	
	(Please attach a copy of the current certificate of public liability insurance)			
Q13	<b>Do you receive financial or in kind support from other sources? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></b>			
A13	If yes, please provide details			
Q14	<b>Does your organisation have its own gaming machine revenue? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></b>			
A14	Number of machines	\$	Revenue last financial year	\$
Q15	<b>Has your organisation previously received funding from Council? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></b>			
A15	If yes, please provide details \$5000 towards the cost of the STEAM ENGINE RECONSTRUCTION PROJECT			
	Has this grant/s 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? 14/7/14 (OR A.S.A.P.)
Q17	When do you intend to finish your project? 14/8/14 (OR A.S.A.P.)
Q18	What is your project about? (Describe the project and its objectives)
A18	<p>Project description:</p> <p>THE ACQUISITION AND INSTALLATION OF A FOUR POST VEHICLE CAR HOIST.</p> <p>Project objectives:</p> <p>TO PROVIDE THE MEANS TO PROPERLY SERVICE THE HISTORIC VEHICLES AT THE VILLAGE SO ENSURING THAT THE VEHICLES ARE MECHANICALLY SOUND AND CAN BE PRESENTED IN SUCH A WAY THAT THEY ENHANCE THE VILLAGE DISPLAYS.</p> <p>How does your project align with the objectives of the Community Assistance Program? VILLAGE DISPLAYS.</p> <p>THIS HOIST WILL PROVIDE THE MEANS OF VALIDIFYING OUR VEHICLES AND CONTRIBUTING TO THE COMMUNITY ASSET THAT THE VILLAGE &amp; ITS DISPLAYS ARE. BETTERMENT OF DISPLAYS WILL LEAD TO VILLAGE VOLUNTEER &amp; COMMUNITY INCREASED PRIDE.</p>
Q19	How will you measure the success of your project?
A19	<p>THE SUCCESS OF THIS PROJECT WILL BE MEASURED BY OBSERVING THE IMPROVEMENT IN VEHICLE MAINTENANCE, BY OBSERVING THE INCREASE IN VOLUNTEER INVOLVEMENT IN VEHICLE ASSESSMENT &amp; REPAIR, AND BY THE EXPECTED INCREASE IN VISITOR RECOGNITION OF THE VILLAGE'S HIGH STANDARD OF VEHICLE SERVICING &amp; MAINTENANCE.</p> <p>Will an evaluation survey be distributed at the conclusion of your project/event? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>

Please indicate specific measures, for example:

- Increased membership to your group/organisation
- Projects completed according to timeline
- Media coverage
- Satisfaction surveys

5

## 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? \$ 3990			Amount of Grant requested \$ 1995		
INCOME			EXPENDITURE		
Item	Description	\$	Item	Description	\$
Organisation Funds	Your organisation's contribution to this project	\$1995	Staff	Paid wages to organisational staff and contractors	
Other Grants	Detail other grants obtained for this project:		Assets/Equipment (copies of 2 quotations must be supplied)	Specify details of the equipment and/or assets you wish to purchase: LTON - 4 POST WORKSHOP \$4390 H01ST	
			Hire Charges	Equipment hire for your project:	
Other Support	Details other cash donations:		Building (copies of 2 quotations must be supplied)	Specify building costs relating to your project:	
	Detail in-kind assistance		Fees and Charges	Building application and certification fees: Other – please specify	
			Freight	Freight/transport costs:	\$318
			Administration	Expenses such as phone & postage where applicable	
Council Contribution	Amount of grant you have requested from Council	\$1995	Other	DISCOUNT	-\$718
<b>TOTAL INCOME</b>		<b>\$3990</b>	<b>TOTAL EXPENDITURE</b>		<b>\$3990</b>

SHOW AMOUNTS INCLUDING GST.

.6

## NOTES

Who are you doing this for?

What needs will the project address?

Please include details of any support from other organizations.

Council wants to see that if you start something it's going to be finished.

Please include specific details eg. Recognition at an opening ceremony?

## ABOUT YOUR COMMUNITY GRANT APPLICATION

Q21	<b>Who will benefit from your project?</b>	
A21	<input checked="" type="checkbox"/> Aboriginal & Torres Strait Islander people <input checked="" type="checkbox"/> Australian South Sea Islander people <input checked="" type="checkbox"/> Children and young people <input checked="" type="checkbox"/> Older People	<input checked="" type="checkbox"/> People with a Disability <input checked="" type="checkbox"/> Women <input checked="" type="checkbox"/> People from culturally and linguistically diverse backgrounds
Q22	<b>What specific needs is it going to meet?</b>	
A22	THE HOIST WILL ENABLE VOLUNTEER MECHANICS AT THE VILLAGE TO MORE EXPERTLY AND EFFICIENTLY SERVICE THE VILLAGE DISPLAY VEHICLES (STATIONARY OR MOBILE).	
Q23	<b>How were these needs identified?</b>	
A23	THE "DE-COMMISSIONING" OF THE OLD VILLAGE HOIST MEANT THAT TASKS PREVIOUSLY CARRIED OUT ON THE HOIST COULD NO LONGER BE PERFORMED OR ELSE WERE PERFORMED IN A MORE ARDUOUS MANNER.	
Q24	<b>List each stage of the project from start to finish indicating an approximate completion date for each stage.</b>	
A24	<b>Project Stage</b>	<b>Expected Completion Date</b>
	• ACQUISITION OF HOIST	
	• INSTALLATION OF HOIST BY QUALIFIED RRC STAFF & QUALIFIED ASSISTANTS	14 AUGUST 2014
	<b>Acquittal Due Date</b>	(8 weeks following completion)
Q25	<b>If successful with your application, describe how your organisation will acknowledge Council's contribution to the project?</b>	
A25	THE COUNCIL'S CONTRIBUTION WILL BE RECOGNISED BY A SUITABLE PLAQUE ON THE HOIST AND BY MENTIONS IN PUBLICATIONS AUTHORIZED BY THE FRIENDS' ASSOCIATION.	

**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:	PETER FINNIGAN	Name:	DAVID BOCK
Position:	PRESIDENT	Position:	SECRETARY
Organisation:	FRIENDS OF RTON HERITAGE VILLAGE ASSN.	Organisation:	FRIENDS OF RTON HERITAGE VILLAGE ASSN
Signature:	P. Finnigan	Signature:	DR Bock
Date:	4-6-14	Date:	4/6/2014





A MEMBER OF

Member of  
**Steadfast**

Group Limited

EXCELLENCE and INNOVATION in INSURANCE

TELEPHONE (07) 4927 8400

MOBILE Peter 0418 792 211

FACSIMILE (07) 4922 2818

MOBILE Heather 0418 794 46

168 DENISON STREET,  
P.O. BOX 1251, ROCKHAMPTON 4700

HOURS (07) 4926 1800

Email: sales@piranhainsurance.com.au

TOLL FREE AUST WIDE 1800 650 077 (EXCLUDING LOCAL ROCKHAMPTON AREA)

AFS Licence no 230917

Friends of Rockhampton Heritage Village Assn Inc.

PO Box 10053

FRENCHVILLE 4701

Client Statement (Summary) as at 27-Feb-2014

No.	Tran. Date	Tran. Type	Policy Number	Effective Date	Class of Business	Outstanding Balance
298231	10-Feb-2014	REN	04.400.0572598	17-Feb-2014	Business Insurance	\$4,011.00
299389	26-Feb-2014	END	04.400.0572598	26-Feb-2014	Business Insurance	-\$1,629.00
Total						\$2,382.00

3X

Please detach and return this portion with your payments to

Piranha Insurance Brokers  
168 Denison Street  
ROCKHAMPTON QLD 4700  
07 4927 8400  
ABN#: 50 010 454 190

No.	Effective Date	Amount
298231	17-Feb-2014	\$4,011.00
299389	26-Feb-2014	-\$1,629.00
Total Due		\$2,382.00

Friends of Rockhampton Heritage Village Assn Inc.

PO Box 10053

FRENCHVILLE 4701



- Ansvar Insurance Ltd Community Service Organisations Policy Document.  
COMSERVPOLV1.4 July 2012

#### RISK INFORMATION:

All members are volunteers and no employees or paid officials  
160 Volunteers - Unqualified.  
Annual Wage Roll : Nil

Section 01: Property	Not Taken
Section 02: Interruption Insurance	Not Taken
Section 03: Crime Cover	Not Taken
Section 04: Glass	Not Taken
Section 05: Breakdown Cover	Not Taken
Section 06: Liability	Taken

Location of Risk: WORLDWIDE EXCL USA/CANADA 4701

Type of Risk : General Public & Products Liability Insurance

Type of Cover Broadform Liability

Excess	Sum Insured	
Public Liability	\$20,000,000	\$500
Products Liability	\$20,000,000	\$500
Property in Care/Custody/Control limited to	\$100,000	
Molestation/Sexual Abuse limited to	Not Insured	

#### Additional Comments:

##### LIMITS OF LIABILITY:

Public Liability any one occurrence:	\$ 20,000,000
Products Liability any one occurrence and for all occurrences in the annual aggregate:	\$ 20,000,000
Advertising Liability	\$ 20,000,000
Malpractice Extension any one occurrence and for all occurrences in the annual aggregate:	NOT INSURED
Sexual abuse/molestation any one occurrence and for all occurrences in the annual aggregate:	NOT INSURED
Property in care custody & control:	\$ 100,000

##### ADDITIONAL EXCLUSIONS:

###### SEXUAL ABUSE & MOLESTATION

We will not cover any claim for:

Liability for Personal Injury arising out of or as a result of sexual abuse and/or molestation by:

- (a) You;
- (b) Any employee of yours;
- (c) Any person performing any voluntary service for you or on your behalf.

CLAIMS FOR PERSONAL INJURY TO LABOUR HIRE AND/OR SUBCONTRACTORS




## QUOTATION

**SOLD TO:** Mr Lance O'brien.**QUOTATION NO:** 02062014-4**DATE:** 02/06/2014**SHIPPED TO:** Rockhampton.**SHIPPED VIA:** Followmont

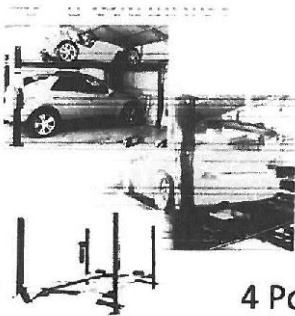
QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Happ25 car hoist	\$3400.00	\$3400.00
1	WH&S kit	200.00	200.00
1	3 phase motor	450.00	450.00
	Warehouse fee		20.00
	Freight to Rockhampton		290.00
<b>ANZ Account Details</b>		EX GST	3963.63
Happ Australia Pty Ltd		GST	396.36
BSB: 014596			
Account: 384295791		<b>TOTAL</b>	<b>\$4360.00</b>

**THIS ACCOUNT MUST BE PAID IN FULL BEFORE PICKUP OR DELIVERY.****THIS QUOTE IS VALID FOR THREE BUSINESS DAYS.**




ABN: 85164277052  
HAPP AUSTRALIA PTY LTD

## Specification



### 4 Post Electric - Hydraulic parking lift & General workshop duties

Aus Std Certified





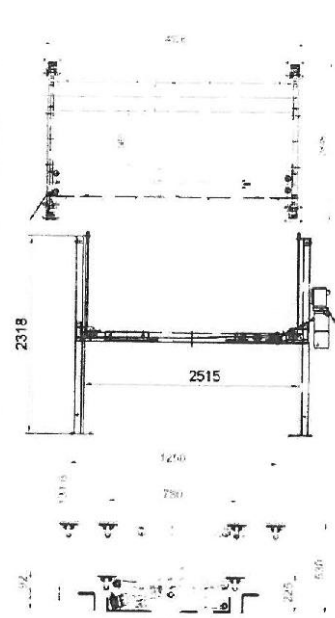
Australian structural test for 4T capacity

HAPP design runway, safety and cables.

### Features

- Release all column safeties, raise and lower from single point
- Ratchet safety at with 100mm increments
- Max runway height 2000mm, runway thickness 100mm
- Carriages move synchronously, Hydraulic cylinder - cable drive, stable lifting and lowering
- Dynamically tested with 125% of rated capacity and static test with 150% of rated capacity
- CE certified (Europe and USA)
- HAPP ultra strong 13mm thick lift cables
- Removable dolly wheels allow moving of lift
- Drip trays provided to protect cars underneath
- Huge heavy duty part tray provided standard
- Steel lock pins for extra safety when storing cars at full height for extended periods
- Tru-bolt or loxon anchor bolts for easy moving hoist
- Optional Air Jacking Beam available
- Connector to external limit switch
- 12 month manufacturer parts warranty
- Access to HAPP customer group buy plan



Capacity	Lifting Height *	Rise Time	Drop Time	Power Supply	Width of rack	Height of rack	Width at base plate	Pillar Width	Net Weight
4.0T	2000mm	<50s	>20s	240/415v-15A	2515mm	2312 mm	2845mm	2650mm	750Kg

© 2013 HAPP Australia Pty Ltd

Version 2.0

Specifications are subject to change without notice. Contact HAPP for additional details. \*Lift height floor to top of runway

**Tufflift Hoists Australia**

2 Dairy Drive  
Coburg North, VIC 3058

**Pro Forma Invoice**

Date	Pro Forma No.
11/06/2014	1861

Phone No.	Fax #	E-mail	Web Site
03 9470 7200	03 9470 7209	enquiries@tufflift.com.au	www.tufflift.com.au

Invoice To:		Ship To	
Friends of Village Lance O'Brien 296 Boundary Road PARKHURST, QLD 4702 Tel : 0457800 540		Heritage Village Rockhampton Lance O'Brien 296 Boundary Road PARKHURST, QLD 4702 Tel : 0457800 540	
Rep	P.O. No.	Terms	Ship Via
DP		Payment prior to shi...	Big Post

Item	Description	Quantity	Unit	Rate	Tax Amt	Amount
TLA.0PH - Q	4 Ton - 4 Post Workshop Hoist	1		4,390.00	399.09	4,390.00
PU240V AT ...	240V Power Unit	1		0.00	0.00	0.00
Freight & tra...	Freight	1		318.00	28.91	318.00
Discount	Discount	1		-718.00	-65.27	-718.00

Bank - Bendigo Bank, Fountain Court  
Bendigo, BSB 633-000 A/c 143640761

ABN 40 150 601 166

Title of these goods does not transfer to the  
purchaser until paid in full.

For Warranty details and our Terms & Conditions please refer to our website.  
www.tufflift.com.au

All discounts applied to this invoice are only applicable if paid on or before the day of  
supply or install otherwise full price charged

<b>Subtotal</b>	\$3,627.27
<b>Tax</b>	\$362.73
<b>Total</b>	\$3,990.00



HOISTS FOR EVERY SPACE

Tufflift Imports Pty Ltd  
T/As Tufflift Hoists Australia  
ABN - 40 150 601 166  
2 Dairy Drive, Coburg North, VIC 3058  
Tel: 03 9470 7200 ~ Fax: 03 9470 7209  
Free Call: 1800 TUFFLIFT (1800 88 33 54)

## WARRANTY

### Our Contact Details

Tufflift Imports Pty Ltd T/As Tufflift Hoists Australia  
T: 03 9470 7200  
E: enquiries@tufflift.com.au

### Warranty

1. Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and for compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure.

2. The benefits under this warranty are in addition to other rights and remedies under a law in relation to the goods.

3. We warrant that these goods are free from defects in workmanship and materials for a period of 5 years on hoist structure and 12 months on hydraulics and working components from the date of purchase where the goods have been paid for in full and:

3.1. have not been installed; or

3.2. have been installed by a suitably qualified professional installer of goods of this type in accordance with the Installation, Operation, Maintenance and Instruction Manual which is supplied with the goods at the time of purchase.

4. Subject to the conditions of warranty set out below, if the goods fail to operate for any reason within the applicable warranty period, we will repair or replace the goods free of charge.

5. Apart from any consumer guarantees under the Australian Consumer Law all other warranties, express or implied, and whether arising by virtue of statute or otherwise, are hereby excluded.

### Conditions of Warranty

1. To make a warranty claim:

1.1. the goods, a copy of this warranty, proof of purchase and an explanation of the defect must be sent to us at the address specified in this warranty; and

1.2. the goods must not have had their serial number (if any) removed, defaced or changed, their casing open, their power cord altered, nor have been tampered with in any other way.

2. Freight costs and travel expenses associated with compliance with this warranty and the repair or replacement of the goods under warranty are for your account, save for where we conduct an onsite repair of the goods at a location that is within 30 kilometres of one of our authorised service agents.

3. This warranty will be invalidated and will not apply in relation to loss, damage or deterioration to a goods which is caused by any of the following:

3.1. failure to handle, store, install, service or maintain the goods in accordance with the Installation, Operation, Maintenance and Instruction Manual which is supplied with the goods at the time of purchase;

3.2. impact or contact with objects or substances brought into proximity with the goods as a result of direct or indirect human intervention;

3.3. the collapse or movement of the structure on which the goods are mounted or the removal or weakening of the foundations upon which the goods are mounted;

3.4. deliberate or careless acts or omissions on your part or on the part of your employees, agents, subcontractors or any other party, excluding ourselves and our distributors;

3.5. unauthorized modifications or alterations of any part of the goods;

3.6. any event beyond our control, including, but not limited to earthquake, fire, flood, lightning, strong wind, heavy hail, or the build-up of snow or other natural substances;

Warranty Form - 01.02.12

Version - 5

30-May-12



HOISTS FOR EVERY SECTOR

Tufflift Imports Pty Ltd  
T/As Tufflift Hoists Australia  
ABN - 40 150 601 166  
2 Dairy Drive, Coburg North, VIC 3058  
Tel: 03 9470 7200 ~ Fax: 03 9470 7209  
Free Call: 1800 TUFFLIFT (1800 88 33 54)

- 3.7. use of the goods in an outdoor environment;
- 3.8. exposure to corrosive or other adverse environmental elements;
- 3.9. cosmetic damage, damage to electrical cords, dents, electrical overload, surge, spikes and or lost / missing parts.
- 3.10. normal wear and tear;
- 3.11. loading in excess of the weight capacity or operating limitations displayed on the goods specifications;
- 3.12. use of the goods for a purpose other than those for which it was designed;
- 3.13. use of the incorrect voltage on the goods; or
- 3.14. shipment of the goods.

4. If the goods or parts are replaced under warranty, this warranty will apply to the replacement parts for the duration of the unexpired portion of the original warranty.

5. No amendment to this warranty will be valid or binding unless recorded in writing and signed by our authorised officer.

6. Subject to the Australian Consumer Law and any other applicable state or federal law:

6.1. we expressly disclaim any responsibility for any other warranty issued by any other party in respect to any component or goods purchased from us or the specification, design, manufacture or installation thereof. All claims under warranties issued by third parties must be directed to those third parties;

6.2. this warranty is given for the benefit of the first owner only and is not transferable. Any claims by parties other than the original purchaser will not be recognised.

**Warranty Information Section - Complete this section for your records**

Goods Type: \_\_\_\_\_ Date of purchase: \_\_\_\_\_ Invoice Number: \_\_\_\_\_

Model Number: \_\_\_\_\_ Serial Number: \_\_\_\_\_

Name on Invoice: \_\_\_\_\_

**1. PURPOSE & APPLICATION**

1.1. This Agreement, as constituted by these Conditions, is a Security Agreement for the purposes of the PPSA and the Goods and Services are supplied subject to these Conditions, which, together with any signed Order Form.

1.2. If more than one person is the Customer those persons contract jointly and severally for themselves and each other.

**2. GOVERNING LAW & AUSTRALIAN CONSUMER LAW**

2.1. These Conditions are governed by and construed in accordance with the laws of Victoria, Australia.

2.2. Nothing in these Conditions is intended to exclude, restrict or modify rights which the Customer may have under the ACL or any other law.

2.3. If any provision of these Conditions is invalid under the ACL or any other law, that provision is enforceable to the extent that it is not invalid, and if it is not possible to give that provision any effect at all, then it is to be severed from these Conditions and the remainder of these Conditions will continue to have full force and effect.

**3. QUOTATIONS & PRICES**

3.1. A Quotation is not binding on the parties.

3.2. Quotations and Prices are inclusive of GST and other government charges.

3.3. By the Customer signing the Order Form, the Customer accepts and becomes bound by terms of the Order Form and the Price becomes binding.

**4. PAYMENT**

4.1. The Customer will pay the Price at least two days before the proposed date of dispatch of the Goods unless the Supplier agrees to supply Goods on credit.

4.2. There is no right of set-off in respect of any claims against the Supplier.

**5. CANCELLATION**

5.1. If the Customer fails to pay any portion of the Price by its due date or breaches any other provision of these Conditions, the Supplier may cancel the Order and retain any portion of the Price already paid.

5.2. If the Supplier has reason to believe that it will be unable to supply the Goods or Services to the Customer within a reasonable time or at all due to circumstances beyond its control, the Supplier may, without penalty, cancel the Order and the Customer will be entitled to a refund that portion of the Price already paid.

5.3. If the Customer cancels an Order, the Customer will pay the applicable cancellation fee specified in the Order Form or, if no cancellation fee is specified, the Customer will reimburse the Supplier its out-of-pocket expenses arising from the cancellation.

**6. RISK**

Risk of loss and damage to the Goods passes to the Customer upon the Goods leaving the Supplier's Premises.

**7. RETENTION OF TITLE & PPSA**

7.1. The Supplier retains ownership of the Goods until the Price is paid in full.

7.2. The Customer acknowledges and agrees this Agreement is a Security Agreement for the purposes of the PPSA and that the Supplier may, without notice to the Customer, will register its Security Interest in the Goods and their proceeds as a Purchase Money Security Interest on the Register.

7.3. Where the PPSA applies to action taken by the Supplier in relation to the goods, the Customer waives its right to receive any notices required under section 95, 118, 121, 130, 132 or 135 of the PPSA.

7.4. The Customer waives its rights under section 157 of the PPSA to receive notice of a Verification Statement.

**8. DELIVERY & INSURANCE**

8.1. The costs of delivery of the Goods to the Site are for the Customer's account.

8.2. The Customer is responsible for arranging and paying for any insurance of the Goods it requires, including insurance during the delivery period.

8.3. Any time quoted for delivery is an estimate only.

**9. WARRANTIES & LIMITATION OF LIABILITY**

9.1. The Supplier warrants that the Goods and Services comply with the warranties included in any Warranty Document.

9.2. To the extent permitted by the ACL or any other law, all other guarantees, warranties, undertakings, or representations expressed or implied, whether arising by statute or otherwise, which are not given in these Conditions or any Warranty Document are expressly excluded.

9.3. If the Customer is a Consumer and any Goods supplied by the Supplier are not goods of a kind ordinarily acquired for personal, domestic or household use or consumption, the Customer agrees that the Supplier's liability for a failure to comply with a consumer guarantee under the ACL in relation to those Goods (other than a guarantee under sections 51, 52 and 53 of the ACL) is limited to, at the option of the Supplier, one or more of the following:

9.3.1. the replacement of the Goods or the supply of equivalent goods;

9.3.2. the repair of the Goods;

9.3.3. the payment of the cost of replacing the Goods or of acquiring equivalent goods; or

9.3.4. the payment of the cost of having the Goods repaired.

9.4. If the Customer is a Consumer and any of the Services supplied by the Supplier are not services of a kind ordinarily acquired for personal, domestic or household use or consumption, the Supplier's liability for a failure to

**CONDITIONS OF TRADE**

comply with a consumer guarantee under the ACL in relation to those Services is limited to, at the option of the Supplier:

9.4.1. the supply of the Services again; or

9.4.2. the payment of the cost of having the Services supplied again.

9.5. If the Customer is not a Consumer, the Supplier will not be liable in any circumstances for any:

9.5.1. Loss or damage to any property or person whatsoever resulting from the provision of the Goods or Services;

9.5.2. Loss arising from delay in delivery; or

9.5.3. Consequential Loss.

9.6. The Customer is responsible for ensuring that the flooring or structure upon which the Goods are to be mounted meets the minimum specifications set out in the Order Form and, to the extent permitted by law, the supplier will not be liable for any loss or damage caused by the failure of the flooring or structure to meet those minimum specifications.

**10. INTELLECTUAL PROPERTY & CONFIDENTIALITY**

10.1. All Intellectual Property of the Supplier, including any developed during the supply of the Goods or Services, is the sole property of the Supplier.

10.2. All information supplied to the Customer by the Supplier will be treated as confidential except to the extent that it becomes public knowledge, and the Customer will not disclose such information to a third party without the prior written consent of the Supplier or as required by law.

10.3. The Customer agrees to the Supplier sending marketing material and other Goods and Services related communications to the Customer.

10.4. The Customer may opt out of communications at any time.

10.5. Any personal information about the Customer will be held in accordance with statutory requirements for the keeping of such information.

**11. DISPUTE**

If a dispute arises between the Supplier and the Customer under these Conditions, either party may give the other party written notice of the dispute and each party will appoint a representative to engage in good faith discussions to resolve the dispute. If a dispute is not resolved by good faith discussions it will be settled by a competent court of Victoria, Australia.

**12. WAIVER**

A single or partial exercise or waiver of a right relating to these Conditions will not prevent any other exercise of that right or the exercise of any other right.

**13. DEFINITIONS**

ACL means The Australian Consumer Law as set out in Schedule 2 of the Competition and Consumer Act 2010 (Cth);

Conditions means the Conditions of Trade set out in this document;

Consequential Loss means loss of revenue, profits or business opportunity and any form of, special, indirect, punitive or exemplary loss or damages;

Consumer has the meaning prescribed to it in the ACL;

Customer means the person or entity named in the Order Form as purchaser of the Goods and/or Services, or any person or entity acting on their behalf;

Goods means the goods specified in the Order Form;

GST has the meaning prescribed to it in the A New Tax System (Goods and Services Tax) Act 1999 (Cth) (as amended);

Intellectual Property means all rights resulting from intellectual activity and includes copyright, inventions, patent rights, registered and unregistered trademarks, design rights, circuit layouts and all rights and interests of a like nature, including but not limited to methods and techniques, together with any documentation relating to such rights and interests;

Loss means any liability, including any loss, claim, damage, demand, injury or death, and any penalty imposed by a statutory or other authority;

Order means an order for Goods and/or Services set out in the Order Form;

Order Form means the document entitled "Order Form" and which constitutes a Tax Invoice for the purposes of A New Tax System (Goods and Services Tax) Act 1999 (Cth) (as amended);

PPSA means the Personal Property Securities Act 2009 (Cth);

Purchase Money Security Interest, Registrar, Registration, Security Agreement, Security Interest and Verification Statement have the meanings prescribed to them in the PPSA;

Price means the price specified in the Order Form for the Goods and / Services and, unless otherwise agreed in writing, excludes delivery costs;

Quotation means any quotation for the provision of Goods and/or Services;

Services means the services specified in the Order Form;

Site means the location for the supply of the Goods and/or Services;

Supplier means Tuffitt Imports Pty Ltd (ABN 40 150 601 166), trading as Tuffitt Holts Australia and/or its affiliated companies; and

Warranty Document means any document referred to in the Order Form or provided with the Goods or Services in which the Supplier gives a warranty in relation to the Goods or Services.



Tufflift Imports Pty Ltd  
T/A: Tufflift Hoists Australia  
ABN - 40 150 601 156  
2 Dairy Drive, Coburg North, VIC 3105  
Tel: 03 9470 7200 ~ Fax: 03 9470 7209  
Free Call: 1800 TUFFLIFT (1800 88 33 54)  
www.tufflift.com.au

## Customer Order Confirmation

Business Name:	Friends of Village	Phone:		Invoice #	PF1861
Contact Name:	Lance O'Brien	Mobile:	0457 800 540	Date:	11-June-2014
Postal Address:			Fax:		
Delivery Address:	Heritage Village Rockhampton - 296 Boundary Road, Parkhurst		Email:	lancekm1@hotmail.com	
State:	QLD	Post Code:	4702	Dispatch Date:	Customer to advise

Equipment	Power Unit	Price	Equipment	Power Unit	Price
TL4.0PH-Q	3 Phase	4390.00			

Delivery Method:	Tufflift to Organise Courier	Freight Quote:	318.00
		Less Discount:	-718.00
		Total Order (inc GST):	\$ 3,990.00

Payment Method:		Payment Terms:	Payment before Shipping
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Are there any property access difficulties?	No
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Unloading Facilities:	Fork Lift
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Comments:	
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Customer has confirmed Minimum Vehicle Access Dimensions

Customer is aware the dimensions above are applicable to both driveway & garage / workshop

Customer acknowledges the area for the hoist installation is/will be clear & ready for technician's installation

Customer has given due consideration to their facility & knows exactly where the hoist is to be installed

Customer has confirmed ceiling height:  Is a limit switch required? *Note: Standard on all Clear Floor models*

Customer has been informed that they will need an electrician to wire the hoist

Customer has been informed that power needs to be available onsite before installation can commence

Customers stated slab thickness:

Customer has been informed of the minimum flooring / foundation requirements and is aware that it is their responsibility to ensure their flooring / foundation meets the minimum requirements.

*The hoist should be located on a level floor with 4in / 101mm minimum thickness, 3000-psi concrete slab that has been properly cured. There can be no cracks in the slab within 36in / 914mm of the base plate location and no seams in the foundation within 6in / 152mm of it's location. Remember: any structure is only as strong as the foundation on which it is located.*

## Customer Confirmation:

Please ensure the above order details are correct & you have read & agree to our Conditions of Trade, then return via fax, email or post so we can process your order.

Customer Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Customer Order Confirmation

11/06/2014

## 9 STRATEGIC REPORTS

### 9.1 INFORMATION BULLETIN - COMMUNITIES AND FACILITIES

**File No:** 1464

**Attachments:** 1. Information Bulletin Communities and Facilities

**Authorising Officer:** Michael Rowe - General Manager Community Services

**Author:** Cheryl Haughton - Manager Community Services

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#### SUMMARY

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

#### OFFICER'S RECOMMENDATION

THAT the Information Bulletin reporting on the activities of the Communities and Facilities section for the month of June 2014 be received.

#### COMMENTARY

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

1. Administration
  - Community Assistance Program
  - Community Hall
  - Community Safety
  - Community Development
2. Libraries
  - Community Programs
  - Collections
  - Utilisation
  - Technology Centre
3. Home Assist Secure
4. Child Care

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



# **INFORMATION BULLETIN COMMUNITIES AND FACILITIES**

## **Information Bulletin Communities and Facilities**

**Meeting Date: 5 August 2014**

**Attachment No: 1**

## COMMUNITIES AND FACILITIES

### 1 ADMINISTRATION

#### 1.1 Community Assistance Program

11 applications to the Community Assistance Program were received during the month of June 2014. The applications were assessed and 9 were recommended for funding for the total amount of \$15,976

Details of the successful applications are as follows:

Applicant	Project	Amount
QCWA Marmor Branch	QCWA Community Hall – Insurance	368
Alton Downs Hall Association	Alton Downs Community Hall Insurance	500
Mount Morgan Indigenous Cultural Festival Committee	2014 NAIDOC celebrations	300
Indian Association of Central Queensland	2014 Diwali Milan	5,000
Capricorn Helicopter Rescue Service	Rescue Chopper Day and Open Day	5,000
CQ Fair Day	2014 CQ Fair Day	1,000
Gracemere Bowls Club	Club house internal fit out	3,000
Rockhampton Hockey Association	U13 Girls State Championships	600
RUOK	RUOK? Tour	208
<b>TOTAL</b>		<b>\$15,976</b>

#### 1.2 Community Hall Hire – June 2014

Facility	Total Hire Sessions
Gracemere Community Hall	40
Mt Morgan School of Arts	5
Callungal Youth Centre	7
Bauhinia House	30
Scholia Place	46

#### 1.3 Community Safety

A total of 8 requests were received from Queensland Police Service for the month of June with footage able to be supplied for 7 of the requests.

#### 1.4 Community Development

6 attendees attended the Living with Teens information sessions delivered in Rockhampton with positive feedback such as "very informative session, great that there was no cost, wanting more and enjoyed the tools presented at the workshop".

Planning has commenced for "R U OK Day" to be held on 11 September and Mental Health Week from 6 - 12 October with NEWSTART Psychology and Counselling to present "Depression, the Pathway to Freedom" (targeted to understand factors to help in overcoming depression).

#### Welcome to Community

41 people including people from Burma, India, China and Philippines attended the event which was organized in partnership with Teys Australia and Central Qld Filipino-Australian Association Inc under the LAMP Program. Representatives from Queensland Police Service, Teys Australia-Rockhampton, Queensland Boating and Fisheries Patrol, Council's Local Laws unit and the Library provided information on the various services available to new skilled migrants. Representatives from the Rockhampton Catholic Diocese prayed and blessed the new migrants, and a Darumbal Elder provided the Welcome to Country.

**Lively Cultural Dance Workshop**

11 people from South Africa, Iran, Zimbabwe, Philippines, Sri Lankan and Australian attended the Sri Lankan dance workshop with the opportunity to learn basic Sri Lankan cultural dance steps.

**Walk with Refugee Morning Tea**

53 people, including people from Sri Lanka, Afghanistan, Iran, China, Pakistan, USA, Ireland, Congo, Burma and Philippines attended this event held in partnership the with Multicultural Development Association. Refugees shared stories of their journeys, experiences and cultures, while representatives from Qld TAFE (AMEP), Department of Education, and Queensland Police Service provided information on the services available for refugees.

**Homeless Connect**

The Homeless Connect 2014 event was held in the Robert Schwaren Pavilion at the Rockhampton Showgrounds on Thursday 19 June, with 30 agencies participating. Over 100 clients attended and took advantage of the opportunity to connect with the services available, as well as obtain some warm clothing and toiletries from the large number of donations received for the event.



Homeless Connect 2014

## 2 LIBRARIES

### 2.1 Community Programs

#### Lively Babies

A variety of props are used at all libraries in the Lively Babies program to engage babies and caregivers. Scarves, bubbles, mini-bean bags, rattles and percussive instruments all add to the experience of encouraging pre-literacy development. Over 110 participants attended sessions at the libraries during June.

#### Lively Stories

Stories and books by Queensland authors and illustrators featured in the Lively Storytelling program this month. From books created by Narelle Oliver, David Cox, Bob Graham and our own Mark Svendsen, the theme linked to special activities taking place during Queensland Week. A number '3' theme explored well-loved stories using a 'three' motif such as the Three Little Pigs, Goldilocks and the three Billy Goats Gruff. Over 170 participants joined in the story action at the libraries.

#### Lively Book Clubs

An Australian classic and Christian apologetic New York Times bestseller attracted keen interest from literary aficionados at the libraries' book clubs this month. Marcus C. Clarke's sweeping monolith *For the term of his natural life* was the featured book under discussion at the Silver Wattle Book Club at the Mount Morgan Library. William P. Young's *The Shack* polarised readers at the Rockhampton Regional Library Lively Book Club. A participant at the Lively Book Club at the North Rockhampton Library this month donated a series of historical photographs of railway stations in the region to the Central Queensland collection.

#### Lively Knitting and Crochet Book Clubs

Knitting groups from the Rockhampton Regional Libraries were joined by knitting members from the Emu Park Library to knit and crochet at the Homeless Connect event held at the Robert Swarten Pavilion at the Rockhampton Showgrounds on June 19. Knitters were generous in sharing their craft skills with stall holders and others at the event. Warm items such as jumpers, ponchos, socks, beanies, scarves and blankets made by the various knitting groups over the previous twelve months were distributed to participants attending the event. Special morning and afternoon teas were held at the Rockhampton Regional Library and Mount Morgan Library on June 11 with Cr Rose Swadling receiving items created by the knitting groups for Homeless Connect. Another event is scheduled for July 25 at the Mount Morgan Library with Cr Swadling receiving beautifully crafted items donated by various groups in the community. Groups have continued to meet at both the Rockhampton Regional Library and Mount Morgan Library post the 2014 Homeless Connect initiative.



Cr Swadling accepting donations from the Lively Knitting and Crochet Book Club

The Rockhampton Regional Libraries stall at Homeless Connect was staffed by various library staff promoting features such as free internet and computer training; library events and activities; library resources and free library membership. Children's books which had been withdrawn from the collection were given away and proved a popular resource for participants at the event.

**Lively Conversational Corner**

Members of the Lively Conversational Corner were encouraged to join in other outreach events held at the Rockhampton Regional Library. The Welcome to Community event held on 7 June featured a segment on Libraries.

The cooler winter weather has been the perfect enticement for library members to join the Lively Cultural Dance activity held in the Fitzroy Room each month. Members of the Central Queensland Sri Lankan Association shared their graceful dance moves with keen learners at the Rockhampton Regional Library on June 21. A member of the association also played the Hélène Jones piano during the day which delighted visitors to the library.

**Living Literature**

Historian Marilyn Dooley presented a talk entitled 'Antique wonders and wanders through antiquity' at the Rockhampton Regional Library on June 20 which attracted good numbers. The multi-media presentation of Marilyn's recent travels through biblical lands were complemented with anecdotes of literary tales and myths and legends associated with the sites. Originally scheduled for March of this year but postponed due to extreme weather conditions, the talk was linked to the Rockhampton musical production *Jesus Christ Superstar*.



Marilyn Dooley at the Rockhampton Regional Library

Rural romance author Heather Garside presented a talk at the Rockhampton Regional Library on 25 June as part of the monthly Living Literature program. Drawing on experiences of a lifetime spent on the land in Capella, Heather shared stories of her writing journey including her recent release *Breakaway Creek*.

**Communities for Children**

Library staff attended the inaugural Children's Expo held at the Robert Schwaren Pavilion to promote the library service to other agencies servicing young people and their caregivers. Over 30 agencies took part in the event which was organised by the Communities for Children.

**TechnoTots**

Parents, grandparents and toddlers have greatly enjoyed the hands-on learning as part of the Techno-tots program where new technology is shared and explored. The new mini-iPads and digital games such as Tiggly have been a huge hit with the intergenerational audience.

**Orientation**

School children attending the St Mary's Vacation Child Care visited the North Rockhampton Library on 30 June to familiarise themselves with the library service.

**Nikon-Walkley Press Photography Exhibition**

The Nikon-Walkley Press Photography Exhibition proved a popular display at the Rockhampton Regional Library during the month. The touring exhibition, funded by APN News and Media, featured a huge range of photos taken by press photographers highlighting outstanding moments in sport, daily life and news coverage. The exhibition featured stunning images of heartbreak and triumph, jubilation and devastation as viewed through the lens of Australia's best press photographers.



Over the past three years the Walkleys has grown its photographic program to include exhibitions in Sydney, Melbourne, Adelaide, Brisbane, Newcastle and Perth with the regional tour through Queensland in 2014 greatly appreciated by library visitors.



Image from Nikon-Walkley Press Photography Exhibition

#### Participation

Program	Participants
Lively Knitting and Crochet	88
Lively Stories/NSS	176
Lively Babies	133
Book Club/Bites	11
Outreach	282
School holiday activities	24
TechnoTots	10
Living Literature	35
Lively Cultural Dance	18
History Centre outreach	40
<b>TOTAL</b>	<b>817</b>

## 2.2 Collections

Visitors from interstate and overseas continue to swell the ranks of researchers in the Rockhampton History Centre. Traditionally this time of year many visitors take advantage of the warmer winter months to visit Rockhampton and undertake family history research at the library.

The Local and Family History officer presented a talk to members of the 60 and Better group at the Masonic Hall on June 4. Of particular interest was the origin and provenance of street names in the city. These types of outreach sessions greatly increase the flow on effect of visits to the History Centre.

10,000 negatives from the Mercer Studios collection have been carefully digitised, captioned and stored as part of the ongoing conservation project with the collection. Capturing images of individuals, weddings, debutantes and WWII militia the collection has been digitised with surnames from A – D and represents a significant social history of the region. Included are black and white images from the late 1800s which were recopied in the 1980s.

**Stock Statistics**

Format	Accessions	Withdrawals	Total Stock
Books - lending	1235	1797	161927
Books – nonlending (includes special collections)	5	1	22261
Audiovisual	373	58	18320
Nonbooks (eg toys, sports equipment)	1	1	624
Electronic books	160		3355
<b>Total Stock</b>	<b>1774</b>	<b>1857</b>	<b>206487</b>

**2.3 Utilisation****Visits**

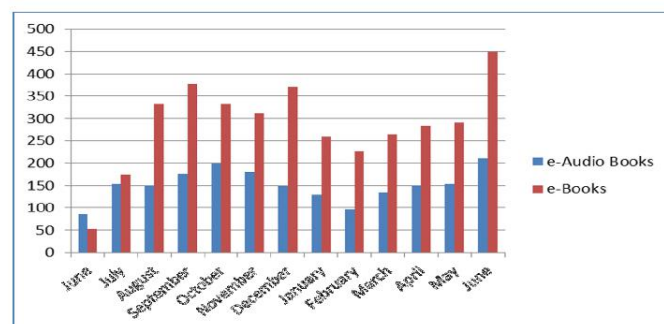
Library	Recorded visits
Rockhampton Regional	11325
History Centre	123
North Rockhampton	4447
Mount Morgan	1839
	<b>17734</b>

**Reservations and Inter-library loans**

Library	Inter-library loans	Reservations
Mount Morgan	39	272
North Rockhampton	31	865
Rockhampton Regional	38	1056
OPAC		492
<b>TOTAL</b>	<b>108</b>	<b>2685</b>

**Loans and Membership**

Library	Loans	New members	Active members
Mount Morgan	1732	5	658
North Rockhampton	10917	42	6966
Rockhampton Regional	20907	137	12894
eLoans	660		
<b>TOTAL</b>	<b>34216</b>	<b>181</b>	<b>20518</b>

**Graph showing eBook and eAudio book loans during the current financial year**

## 2.4 Technology Centre

The Library Technology Centre not only caters for community and corporate training clients, but being an official testing centre for Prometric and Pearson Vue examinations also provides a valuable resource to those studying in a wide range of academic disciplines. There are only three locations within Queensland that host these testing centres – Brisbane, Townsville and here in Rockhampton. As such, many of our examination clients travel from as far afield as Emerald, Gladstone and Mackay to sit their exams. Throughout the month of June the Centre administered 11 external exams, for clients who are extremely appreciative of this service, as it allows them to sit their testing without the additional expense of air travel and accommodation. The client feedback received regarding the availability of suitable timeframes and the professionalism of staff in administering these exams is extremely positive.

The Centre has been working with Council's Marketing and Engagement team to promote the corporate classes on offer, with brochures mailed to local businesses and a newspaper advertisement was placed in *The Morning Bulletin*. Mail Chimp has been used to enable emails to be sent to our client base outlining the many training opportunities that are available, and it allows us to track the overall action which is taken by our clients upon opening. This is providing very valuable information regarding future promotional endeavours. Corporate courses in Intermediate and Advance Excel will be conducted in July.

A new community course, "How to Drive a Computer" is proving very successful. This course is designed for new computer users and covers both theory and practical activities. Students learn about hardware, software and operating systems, what to look for when buying a computer, storage devices and memory sizes along with the correct usage of mouse and keyboards. The new manual which has been written is proving to be extremely popular with our students and is providing the centre with some revenue.

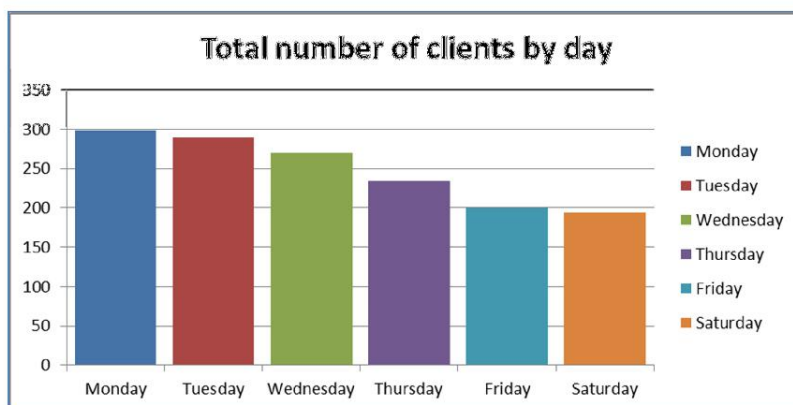
Course	Contact hours	Participants
<b>Community Training</b>		
Introduction to Windows 7	40	7
Introduction to Windows 8	30	8
Introduction to Word 2010	32	6
Windows 8 Workshop	32	16
Personal & Computer Security	38	7
Email Made Easy	70	11
How to Drive a Computer	66	17
PowerPoint 2010	44	7
Digital Photography	14	7
Train the Trainers	26	13
<b>Total community training hours, participants</b>	<b>392</b>	<b>99</b>
Exam Supervision	1	1
<b>Overall training hours, participants</b>	<b>393</b>	<b>100</b>

### Public Access

Client group	Participants	Hours of use
General community	1486	1010
Cerebral Palsy League	23	100
60s and Better	10	50
U3A	28	56
CQLUG	12	24
The Smith Family	37	37
<b>Total</b>	<b>1596</b>	<b>1277</b>



Graph showing usage by day



### 3. HOME ASSIST SECURE

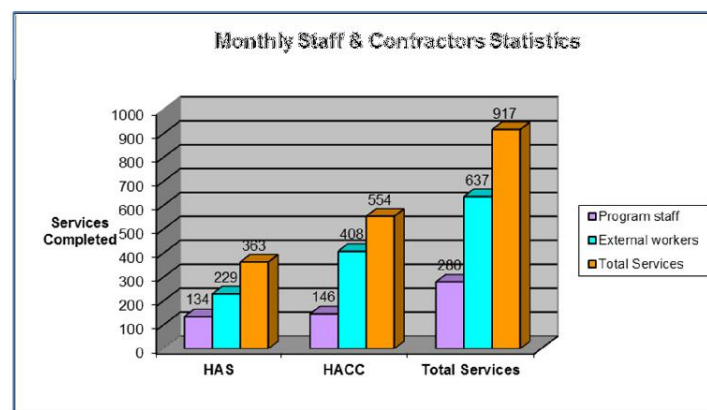
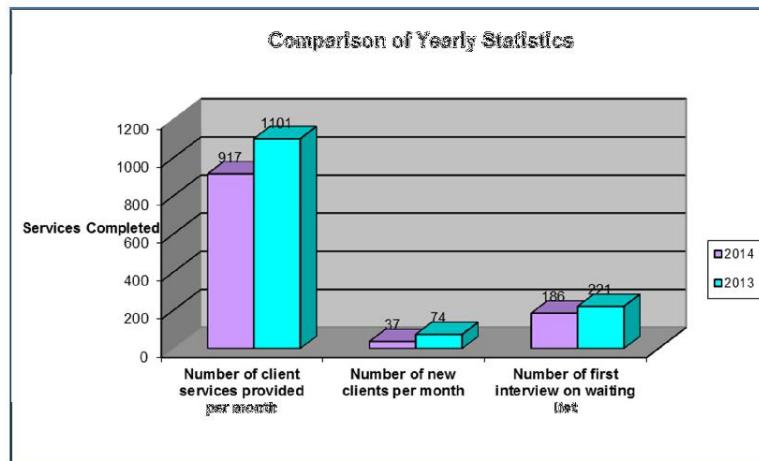
CQ Home Assist staff participated in the Community Services Networking Event which was held on 25 June at the Rockhampton Showgrounds. The objective of the event was achieved as there was numerous service providers attending which allowed information sharing with a variety of other agencies.

IHCA delivered the final report on the review in line with the Human Services Quality Standards which was undertaken on 15 and 16 April 2014. The review incorporated eligible clientele under 65 years of age receiving funding for major modifications, minor modifications and minor home maintenance from our program. All service areas covered (Rockhampton, Gladstone, Banana and Central Highlands) reported 'nil follow ups' and 'all conforms'.

Staff worked hard to complete the data transfer of HACC statistics into the TRACCS system for the quarter January - March 2014 to allow for MDS reporting. These statistics were successfully resubmitted in June, and staff continued to enter client details currently receiving lawn mowing assistance to allow for the processing of the lawn mowing vouchers which will have out by the end of July. Following this will be another challenge to enter the clients and statistics for the next quarter April - June 2014.

#### Services Provided – HAS and HACC Maintenance and Minor Modifications

Service	June 2014	June 2013	2013 – 14 YTD	2012 – 13 YTD
Incoming calls	1155	2028	15997	24321
Outgoing calls	2684	5022	28625	32025
Jobs completed	917	2152	15627	21441
New clients	37	102	783	1122
Total active clients	11044	10966		



**HACC Major Home Modification Services**

Service	June 2014	June 2013	2013 – 14 YTD	2012 – 13 YTD
Referrals received	0	16	91	108
OT assessments	3	16	69	74
Jobs completed	0	3	40	44
Funding provided	\$ 0.00	\$ 23,581.00	\$ 223,926.45	\$ 372,111.82
Client contribution	\$ 0.00	\$ 29,581.00	\$ 262,926.45	\$ 398,061.42

#### 4. CHILD CARE

##### National Quality Standard

The Quality improvement plan documentation is nearly completed for the next review; however this is a working document so is constantly being updated. Programming has been the main focus over the past three months, enhancing the process for observing, documenting and reflecting, as this was an area noted for improvement in our last rating and assessment visit.

##### Utilisation

Long day care utilisation remained at 100% with the increase to 30 places available. Utilisation for the 12 occasional care places was down this month due to illness.

Hours	June 2014		June 2013	
	Long day care 21 days	Occasional care 19 days	Long day care 20 days	Occasional care 18 days
Places	30	12	27	15
Hours available	6930	2052	5940	2430
Hours utilised	6930	837	5940	1215
Utilisation rate	100%	41%	100%	50%

**9.2 INFORMATION BULLETIN FOR ARTS AND HERITAGE FOR JUNE 2014****File No:** 1464**Attachments:** 1. Information Bulletin for Arts and Heritage for June 2014**Authorising Officer:** Michael Rowe - General Manager Community Services**Author:** Peter Owens - Manager Arts and Heritage

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**SUMMARY**

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

**OFFICER'S RECOMMENDATION**

THAT the information bulletin reporting on the programs and activities of the Arts and Heritage section for June 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)
4. Events

# **INFORMATION BULLETIN FOR ARTS AND HERITAGE FOR JUNE 2014**

## **Information Bulletin for Arts and Heritage for June 2014**

**Meeting Date: 5 August 2014**

**Attachment No: 1**

## ARTS AND HERITAGE

## 1. Art Gallery

## Exhibitions

Continuing Exhibitions:

- *Get Wrecked: John Gollings and the Great Keppel Island Campaign*
- *Some Kind of Wonderful: 80s Fashion from the Darnell Collection*

New Exhibitions

- *Recent Acquisitions: Rockhampton Art Gallery collection*

June saw the continuation of two Gallery-initiated, 80s-inspired exhibitions, and the launch of *Recent Acquisitions* an exhibition of works recently purchased and donated to the collection. The exhibition includes paintings, photographs, works on paper and sculpture ranging from contemporary works through to historical images of the Rockhampton region. A number works by central Queensland artists have also been included in the display.

## Public Programs

A highlight of the Gallery's public program in June was the evening event *Cocktails, Couture and 'The Vogue Factor'*. The Gallery hosted Charlotte Smith, owner and Curator of The Darnell Collection 'in conversation' with Kirstie Clements, author and former Editor-in-chief, *Vogue Australia* on stage in the Pilbeam Theatre. These extraordinary women talked style during the 1980s and shared insights into the world of fashion. The event also included book signings by both Charlotte and Kirstie. 185 guests enjoyed cocktails and canapés with strong support and feedback for further similar events.



In partnership with Friends of the Gallery, and in conjunction with our two 80s-inspired exhibitions, the Gallery presented the final two *Four Fridays*. In celebration of all things 1980s visitors enjoyed extended Gallery hours, wine tastings and cocktail samples courtesy of Dan Murphy's, plus curator talks, 80s tunes and pop-up paid bar and snacks. The monthly *Good Brew Tuesday* presented by the Friends of the Gallery also continues to be well attended.

## Statistics

Program	June 2014	2013-14 YTD	2012-13 YTD
<b>Rockhampton Art Gallery</b>			
Exhibitions	978	17298	13028
Programs:		3476	3363
- Education/school groups	0		
- Floortalk (1)	3		
- Adult groups (1)	16		
- <i>Good Brew Tuesday</i>	25		
- <i>Four Fridays</i> (2)	28		
- Cocktails, Couture & The Vogue Factor	185		
- Children's activities (2)	20		
<b>Total visits</b>	<b>1255</b>	<b>20774</b>	<b>16391</b>
<b>Outreach programs</b>			
<i>Art in a basket</i> (2)	121	2557	3863
<i>Travelling Exhibitions</i>		14690	988
<b>Total participation</b>	<b>1376</b>	<b>37831</b>	<b>21242</b>

## 2. Heritage Services

**Rockhampton Heritage Village**

The Shearing Shed was hired by the Department of Education for the "Say G'day to Jay Kindy Roadshow". Over 700 people attended while Hot FM ran a live radio broadcast and hosted a sausage sizzle.

Capricorn Enterprise Tourism and Economic Development Forum was held on 26 June. This forum was attended by the Co-ordinator and focused on digital and social media and the need for tourism to embrace these tools to promote your tourism product to a wider audience using websites, Facebook, Instagram, Twitter and Trip Advisor. Case studies were presented.

A Country Music Morning Tea was held in the Shearing Shed with attendance increasing from the last morning tea with 180 people attending. Bookings have been received for the next morning tea to be held on 26 August.

**Trip Advisor reviews – June 2014**

"A real eye-opener"

Reviewed 23 June 2014

*We have not long moved to Rockhampton so we thought we would head to the historical village for a little look & it was absolutely wonderful being able to get a glimpse into what life was like many years ago! The staff were very friendly and welcoming :-)* and all the artefacts that were throughout the village were amazing! Loved every minute of it.... I also loved the 2 birds at the front and the freely roaming animals! Enjoy.

"A full day of entertainment."

Reviewed 16 June 2014

*Try to see this attraction on one of the full working days. Volunteers dress in period costume and working machinery is on display. Watch the blacksmith shaping steel and the farrier fitting horseshoes. You can take ride on horse and cart or browse dozens of market stalls. A great day out.*

"Value for money"

Reviewed 1 June 2014

*A slice of history in the city. Excellent restoration and a century of historical buildings and equipment. For just \$10 pp it is a must see in Rocky.*

**Statistics**

Program	June 2014	2013-14 YTD	2012-13 YTD
<b>Heritage Village</b>			
Tour groups	8	85	3
General visitors	342	3300	3405
Markets	0	6	6
Other events	0	20	33
<b>Total visits</b>	<b>606</b>	<b>40038</b>	<b>48 085</b>
<b>Shearing Shed</b>			
Functions	5	52	65
Participants	779	7599	8775

**3. Venue Operations****Pilbeam Theatre**

June was a hectic month at the Pilbeam Theatre with heavy use by commercial promoters, along with Council-presented events.

Commercial promoters presented shows including The Glenn Miller Orchestra, One Night of Queen, Peace Train - The Cat Stevens Story, and The Delltones.

Council presented Deckchair Theatre's production of The Magic Hour, starring acclaimed Indigenous actor Ursula Yovich. The musical play was part of the Pilbeam Theatre's 2014 See It Live Theatre Season.

Lovers of Shakespeare had the opportunity to see one of the UK's finest Shakespearean actor, Simon Russell Beale in King Lear, on the big screen at the Pilbeam Theatre. The play was recorded in HD at London's Olivier Theatre.

Well known Australian entertainer Little Pattie performed at June's Morning Melodies, to an appreciative audience. She performed a range of songs, from her own hits through to jazz standards and contemporary numbers.

**Showgrounds**

The Showgrounds was the venue for two major events in June, The Rocky Show and the Monster Auto Fest Family Spectacular. The Showgrounds was also the venue for the Central Queensland Craft Expo, which featured more than 40 craft stalls as well as information sessions and workshops.

**Walter Reid Cultural Centre**

ABC Open held a photography exhibition and workshops at the Gallery at the Walter Reid Cultural Centre in June and July.

Creative Capricorn continued its free Saturday arts workshops for children in the Centre throughout June.



**Statistics**

Program	June 2014	2013-14 YTD	2012-13 YTD
<b>Pilbeam Theatre</b>			
Performances	10	109	111
Attendances	3524	50948	45549
<b>Box Office</b>			
Tickets sold	6386	66454	67807
<b>Walter Reid Cultural Centre</b>			
Venue hires	51	773	682
<b>Rockhampton Showgrounds</b>			
Venue hires	14	-	-

**4. Events****Rockhampton Show**

The first weekend in June saw the presentation of the 141st Rockhampton Show take place on the Showgrounds. Just under 22,000 people pass through the gates over the three days with an operational surplus generated for the event. The show ran smoothly with great weather and no significant incidents to report.

The handover to the new show society is now progressing well. Site and sponsorship information has been explained in detail, with RRC staff offering the new committee further assistance if required. The society has recently seen a change of President and while this early change had impacted on the groups ability to make the most of a presence at the 2014 show, the new committee has commenced work on planning for their event in 2015, revitalised and with a positive outlook.

Lacey Milzewski is returning to three days part-time employment. Interviews are being held to back fill the two days vacated by Lacey. Shaelene Lewis has also returned to part-time.

**Cultural Festival**

The Cultural Festival is progressing well, with entertainment and site enquiries consistent with last year. Cr Swadling and the Events Coordinator attended meetings with Teys management to discuss sponsorship and in-kind assistance for the 2014 Rockhampton Cultural Festival. A presentation was made to Teys staff regarding the opportunity to participate in this year's event and the committee are optimistic that there will be a good response from the 26 cultural groups represented at the company.

**5. Volunteers****Hours volunteered**

Site	June 2014	2013-14 YTD	2012-13 YTD
Art Gallery	196	3439	3003
Rockhampton Heritage Village	2921	39603	40638
Pilbeam Theatre	394	5057.5	
<b>Total hours</b>	<b>3511</b>	<b>48099.5</b>	

## **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 BEEF 2015 - Memorandum of Understanding and Sponsorship

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 BEEF 2015 - MEMORANDUM OF UNDERSTANDING AND SPONSORSHIP

**File No:** 10486

**Attachments:**

1. BEEF Australia 2015 Invitation to Partner
2. Hire Agreement

**Authorising Officer:** Michael Rowe - General Manager Community Services

**Author:** Kerri Dorman - Administration Supervisor

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.

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#### SUMMARY

*General Manager Community Services seeking Council endorsement of the level of sponsorship funding and Memorandum of Understanding surrounding the conduct of Beef 2015.*

## **14 CLOSURE OF MEETING**