



COMMUNITY SERVICES COMMITTEE MEETING

AGENDA

19 APRIL 2017

Your attendance is required at a meeting of the Community Services Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 19 April 2017 commencing at 9.00am 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
11 April 2017

Next Meeting Date: 17.05.17

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 N K Fisher
Councillor A P Williams
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 Community Services Committee held 15 March 2017

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 COMMUNITIES AND FACILITIES MONTHLY OPERATIONAL REPORT

File No: 1464

Attachments: 1. **Monthly Operations Report - Communities and Facilities**

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Cheryl Haughton - Manager Communities and Facilities

SUMMARY

This report provides information on the activities of the Communities and Facilities section for March 2017.

OFFICER'S RECOMMENDATION

THAT the Monthly Operational Report on the activities of the Communities and Facilities section for March 2017 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 March 2017.

COMMUNITIES AND FACILITIES MONTHLY OPERATIONAL REPORT

Monthly Operations Report - Communities and Facilities

Meeting Date: 19 April 2017

Attachment No: 1

**MONTHLY OPERATIONS REPORT
COMMUNITIES AND FACILITIES SECTION**

Period Ended 31 March 2017

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

Nil to report

Improvements / Deterioration in Levels of Services or Cost Drivers

Nil to report

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

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

	Balance Bf	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) Q3
			Received	Completed										
Cemeteries (Asset)	3	1	1	1	2	0	0	1.36	30	0.00	1.00	2.75	4.29	2.00
Childcare (Asset)	3	1	8	2	8	5	0	2.38	30	0.00	1.57	3.91	7.00	1.20
Community Halls (Asset)	12	5	15	3	19	12	0	1.11	30	2.67	6.61	3.76	10.36	8.36
Admin and Depots (Asset)	27	9	17	7	28	9	0	1.81	30	3.57	9.88	6.96	9.95	11.33
Disaster Management (SES Buildings) (Asset)	2	0	0	0	2	0	0	0.61	30	0.00	1.82	1.92	4.74	2.00
Dog Pounds (Asset)	4	0	0	0	4	0	0	1.04	30	0.00	9.60	7.45	10.08	0.00
Gardens (Asset)	0	0	0	0	0	0	0	5.44	30	0.00	2.00	1.00	1.00	2.00
Libraries (Asset)	35	7	22	8	42	13	0	2.23	30	4.63	4.55	6.98	14.52	4.38
Leased Premises - Maintenance (Asset)	0	0	0	0	0	0	0	0.00	30	0.00	0.00	0.00	0.00	0.00
Sport and Recreation (Asset)	18	4	14	3	25	11	0	0.61	30	0.33	9.36	6.40	13.23	13.56
TV Black Spot - Reception (Asset)	0	0	0	0	0	0	0	0.00	30	0.00	0.00	0.00	0.00	0.00
Arts & Heritage Services (Asset)	58	8	58	18	90	38	0	1.13	30	5.50	10.38	7.14	13.34	6.24

Comments and Additional Information

Requests received during the reporting period were all completed in accordance with the standard timeline.

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

Safety Statistics

The safety statistics for the reporting period are:

	January 2017	February 2017	March 2017
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	3
Number of Incomplete Hazard Inspections	0	0	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	30/06/16	100%	Assessment completed with Centre receiving a Meeting National Quality Standard rating
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 organisations.	31/01/17	100%	Policy and procedure adopted by Council, training documents completed and circulated to relevant sections.
Inability to comply with regulatory obligations and conservation of heritage assets, asbestos inspections and treatment, resulting in facilities being non-compliant	High 4	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.	30/06/16	100%	Conservation Management Plans have been completed or reviewed for heritage listed buildings, and maintenance plans implemented in line with budget. Budget submissions developed based on reference to risk register, corporate plan

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
and deemed unsafe and unusable, with loss of service to community, possible injury to staff and public, and damage to reputation of Council.		3. Develop forward budget submission with reference to risk register, corporate plan and legislative requirements.			and legislative requirements.

Legislative Compliance and Standards

Legislative Compliance Matter	Due Date	% Completed	Comments
Outdated employee immunisations, tickets, and/or licenses	Various	100%	As at 31 March 2017 Council records indicated that no employees were yet to supply a copy of a license deemed necessary for their role
Outdated legislative compliance mandatory training and/or qualifications	Various	100%	As at 31 March 2017 Council records indicated that no employees were non-compliant in this regard
Overdue performance reviews	31/08/16	100%	As at 31 March 2017 Council records indicated that no performance reviews were outstanding
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

ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
COMMUNITIES AND FACILITIES CAPITAL WORKS PROGRAM					
March 2017					
Borough Chambers	01/02/17	03/04/17	In progress	\$45,900	\$50,792
Comment: installation of under floor ventilation					
Botanic Gardens Amenity	01/08/16	12/09/16	In progress	\$25,500	\$20,957
Comment: relining of sewer pipe work to toilets near kiosk					
Kershaw Gardens Igloo Nursery	03/10/16	19/6/17	In progress	\$300,000	\$308,689
Comment: construction of new facility					
Mount Morgan Basketball Court	18/07/16	12/08/16	Completed	\$25,500	\$21,932
Comment: replacement of non-compliant basketball structure; repainting concrete area and squash court wall; replacement of vandalised switchboard for external lighting and power					
Showground Hideaway Bar Toilets	29/07/16	30/08/16	Completed	\$30,600	\$25,381
Comment: various works including repainting and installation of seamless flooring					
Botanic Gardens Admin	08/08/16	12/08/16	Completed	\$11,500	\$14,893
Comment: new kitchen and storage cupboards to administration area					

Dooley Street Depot	29/08/16	23/09/16	Completed	\$47,000	\$56,582
Comment: replacement of roof to Grace Brothers shed					
Kershaw Gardens	19/09/16	28/02/17	In progress	\$16,000	-
Comment: concrete to greenhouse					
Mount Morgan School of Arts	04/01/17	24/02/17	In progress	\$100,000	\$91,925
Comment: internal renewal works, minor touch ups to be completed, investigating installation of large fans for air circulation					
Rockhampton Cricket Ground	01/02/17	19/05/17	On hold	\$53,000	-
Comment: repairs to grandstand, change room, caller's box and other damages					
Bond Store	01/09/17	20/03/17	In progress	\$324,200	\$329,129
Comment: façade refurbishment					
City Hall	01/02/17	31/03/17	In progress	\$47,000	\$39,000
Comment: lift upgrade					
Customs House Amenities	05/09/16	23/09/16	Completed	\$55,000	\$37,538
Comment: roofing and improvements					
Customs House	03/10/16	28/10/16	In progress	\$35,000	\$23,025
Comment: external repaint to all previous painted surfaces					

Customs House stables	30/09/16	31/1/17	Completed	\$16,500	\$14,889
Comment: replacement of roofing					
Dooley Street Admin Building	03/04/17	31/05/17	In progress	\$47,000	\$39,000
Comment: lift upgrade					
Gracemere Admin Building	29/08/16	30/11/16	In progress	\$125,000	\$120,170
Comment: replacement of air-conditioning					
Gracemere Admin Building	12/12/16	21/12/16	Awaiting stakeholder approval	\$57,000	-
Comment: replacement of carpet					
Gracemere Community Hall	01/08/16	10/08/16	Completed	\$16,500	\$13,653
Comment: resealing of timber floor					
Heritage Village Shearing Shed	01/11/16	22/11/16	Completed	\$42,000	\$25,463
Comment: installation of fans					
Heritage Village Shearing Shed	01/08/16	07/10/16	Completed	\$46,000	\$33,558
Comment: addressing storm water issues					
Mount Morgan Swimming Pool	01/05/17	31/05/17	In progress	\$42,000	\$19,133
Comment: repairs to east grandstand					

Newman Oval	19/09/16	20/10/16	Completed	\$30,000	\$29,942
Comment: repairs to roofing of amenities and change room; demolition of termite affected area					
Pilbeam Theatre	29/07/16	31/12/16	Completed	\$16,000	\$11,340
Comment: changes to air-conditioning control loop and chiller staging					
Rockhampton Regional Library	15/08/16	30/11/16	In progress	\$35,000	\$14,870
Comment: repairs to roof					
Rockhampton Regional Library plant room	18/07/16	30/11/16	In progress	\$20,000	\$38,549
Comment: water proofing floor and replacement of rusted louvre frames					
Robert Archer Pavilion - Grandstand	05/08/16	01/05/17	In progress	\$255,000	\$28,630
Comment: refurbishment					
Robert Archer Pavilion - Grandstand	22/08/16	01/05/17	In progress	\$14,000	-
Comment: drainage upgrade to prevent water flowing under building					
City Hall	03/08/16	30/11/16	Completed	\$70,000	\$48,944
Comment: replacement of air-conditioning unit in Records area and extension of plant walkway					
Schotia Place	06/08/17	31/03/17	Completed	\$87,000	\$149,920
Comment: replacement of curved roof					

Rockhampton School of Arts	01/09/16	31/05/17	Completed	\$54,000	\$49,792
Comment: replacement of roof					
Dooley Street wash down facility	19/06/17	03/04/17	In progress	\$100,000	\$8,547
Comment: compliance upgrade					
City Child Care Centre	19/12/16	06/01/17	Completed	\$30,000	\$27,171
Comment: addressing drainage issues to prevent water ingress to building					
Mount Morgan School of Arts	25/07/16	28/02/17	In progress	\$62,000	\$53,355
Comment: replace structural members					
Gracemere Admin Building	01/11/16	31/03/17	In progress	\$110,000	\$7,514
Comment: install solar system					
Southside Pool	01/09/16	30/11/16	Completed	\$26,000	\$21,572
Comment: install shade structure over 50m pool sand filters					
Mount Morgan Council Office	05/12/16	23/12/16	Completed	\$70,880	\$51,159
Comment: external repainting					
City Hall Precinct	08/10/16	12/12/16	In progress	\$159,820	\$144,641
Comment: pilot program for energy efficient lighting					

Robert Schwarten Pavilion	01/12/16	31/10/16	Completed	\$35,000	\$35,095
Comment: modernisation of grease trap					
Robert Schwarten Pavilion	08/10/16	23/12/16	Completed	\$20,400	\$21,226
Comment: modernisation of down pipes					
Showgrounds	05/06/16	30/11/16	Completed	\$40,000	\$54,133
Comment: modernisation of switchboard enclosures					
Memorial Gardens	29/08/16	10/10/16	Completed	\$23,500	\$27,416
Comment: replacement of failed septic system					
Gracemere Pound	11/07/16	24/02/17	Planning report to be submitted	\$1,215,647	\$1,140,923
Comment: construction of new facility					

WORKS FOR QUEENSLAND (W4Q)

LOCATION	PROJECT DETAILS	COMMENT
Boyd Park	Toilet upgrade	Currently looking at design for the Calliungal Youth Shed extension to cater for toilet block.
City Child Care Centre	Repaint and bin enclosures	External repaint completed. Field staff to carry out bin enclosures, currently being scheduled.
McCamley Pavilion	Kitchen compliance upgrade	Pre-paint maintenance and electrical complete. Orders placed on seamless floor, painting and replacement of non-compliant sinks. Work scheduled to be completed by Show time.
North Rockhampton Library	Disability access and car parking to front entrance	Currently out to quote, which closes on 20 April. Works to be completed by 20 June.
Rockhampton Showgrounds	Installation of new toilet block	Works currently out for tender, which closes on 12 April.
Rockhampton Showgrounds	Repaint gazebo	Completed.
Schotia Place	Installation of air-conditioning	Works currently out to tender. Waiting on Ergon for timeframes for power upgrade.
Walter Pierce Pavilion	Installation of ventilation/fans	Order placed on successful contractor, works scheduled for late April.
Welfare House	Pre-paint maintenance, internal and external painting	Works in progress, 80% of internal painting completed. All works to be completed by mid June.

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

As at the period ended 31 March 2017 – 75.07% of year elapsed, for funded programs:

Project	Revised Budget	Actual (incl. committals)	% budget expended	Explanation
Home Assist	(\$2,097,977)	\$2,393,724	114.1%	Client services: <ul style="list-style-type: none">1,636 home maintenance or minor modification services were provided during March for HAS, CHSP and QCC eligible clients.

Highlights of other program areas included the following:

Community Programs

Community Assistance Program

Four applications to the Community Assistance Program were received during the month of March 2017. All applications were assessed and recommended for funding for the total amount of \$23,425.00.

Details of the successful applications are as follows:

Applicant	Purpose of Grant/Sponsorship	Amount
Friends of Archer Park Station & Steam Tram Museum Inc	"Spirits of Archer Park Dinner"	500.00
Mount Morgan Historical Museum Inc	Cabinets for Models and Displays	500.00
RACQ Capricorn Helicopter Rescue Service	CQ Mega Expo	12,425.00
Team Indigenous Corporation	Stan Alberts Shield 20/20 Cricket Carnival	10,000.00
		23,425.00

Community Hall Hire

Facility	Total Sessions for March
Gracemere Community Hall	15
Mt Morgan School of Arts	2
Calliungal Youth Centre	5
Bauhinia House	17
Schotia Place	33

CCTV

Five requests for CCTV footage were received from the Queensland Police Service (QPS) during March, with images supplied for four of the requests. Work on the Riverbank Revitalisation Project has had some impact on cameras along East Street and other parts of the CBD.

Community Events

International Women's Day

This day was celebrated during Queensland Women's Week with the theme of *Queensland Women: Be involved. Lead the way.* A range of speakers from local community groups were invited to speak at an event held at the Rockhampton Regional Library on the morning of Wednesday 8 March. Offering great 'life hacks' from representatives of the associations, the event featured the following speakers:

- Sandy Paton – an overview of the Capricornia Citizen Development Association
- Jenny Howie and Alice Hare – a dramatic piece on the history of the Mother's Union, Rockhampton
- Gloria Wakefield – the QLD Country Women's Association
- Ann Findlater and Irene Gauntlett – the Rockhampton Highland Lassies Pipe Band
- Linda Esguerra – Volunteers without Borders
- Naomi Brownless – retaining social history in the Rockhampton History Centre, Regional Library



Harmony Day

Music of the World was celebrated at the Rockhampton Regional Library on March 25 as part of Harmony Day activities. Community groups were invited to showcase music, dance, song and stories to enhance the inclusive event. A young music duo, Lachlan Preece and Christopher Peters, shared an original song focusing on world peace with vocals, harmonica and acoustic guitar; Robert Muir shared music and stories of the didgeridoo; the STRUM collective played ukuleles and sung songs; Capricornia Dance Exchange played music from various parts of Europe and encouraged interactive folk dancing; Keith Kelley played acoustic guitar and sang country ballads; and Yeppoon musician Chantelle Lowrey invited drumming participation using the library's Kraatz African Drum collection to finish the day's activities. Approximately 60 people enjoyed the morning at the library, with all media in attendance to report on the event.



Libraries

During March the libraries recorded 40251 loans and 22366 visits.

Library Usage Statistics

Type	Regional Library	North Rockhampton	Mt Morgan	e-Content	Anytime Library	Total
Loans	23,686	10,633	1,959	3,946	27	40,251
Returns	25,591	12,503	2,127	-	6	40,227
Reservations	1,314	723	310	-	-	2,347
Inter-library loans	67	29	36	-	-	132
Total Transactions	50,658	23,888	4,432	3,946	33	82,957
Public Computer Access	2,827	417	175.5	-	-	3,419.5
Visits	14,034	5,771	2,561	-	-	22,366
Program Participation	780	202	91	-	-	1,073

Overall 1,073 people participated in programs during the reporting period, with regular programs including:

The regular programs included:

- **Lively Storytelling** – a joyful romp through the alphabet greeted participants at the Lively Storytime sessions at the libraries during the month. Starting with the letter 'A', and moving on to stories about 'Bears,' young children and their carers joined in stories, poems, songs, chants and puppets plays featuring these themes. The wet and stormy weather affected participant numbers at some of the programs at the end of March.

- **Lively Babies** – the Lively Babies program continued to attract a strong number of participants at the libraries, due in part to the excellent outreach by the Early Literacy Officer promoting the First Five Forever initiative. Over one hundred and twenty babies and parents/carers attended baby programs during the month, with a variety of interactive and engaging rhymes to entice and delight our youngest patrons. Elements such as scarves, bubbles, rattles, story cubes and drums all added to the excitement of language learning for all ages.



A typical vibrant story event at the library

- **TechnoTots** - people of all ages were invited to join in the hands-on learning experience using a set of iPads in the libraries this month. Parents, grandparents, carers, toddlers, young children and adults with a disability were encouraged to try different apps installed on the devices.
- **Coder Dojo Club** – the fierce weather experience at the end of the month affected participant numbers at the Coder Dojo Club, but the small number that attended greatly enjoyed the experience.
- **Anime/Manga Clubs** – the fortnightly anime/manga clubs at the Rockhampton libraries attracted good numbers this month, especially as one of the lead-in activities to CapriCon in early April. Many of the young adult participants enjoyed the social interaction related to the drawing activity.
- **Birch Carroll & Coyle** – two colouring competitions were held this month, with movie passes and collateral provided by BCC. Winners were selected from each library for the *Beauty and the Beast* and *Boss Baby* competitions.
- **Lively Book Clubs** – Bill Bryson's popular travel narrative *Notes from a small island* was discussed at the Silver Wattle Club at the Mount Morgan Library this month, with the classic children's fantasy novel *A wrinkle in time* by Madeleine L'Engle shared at the Regional Library's Book Club.
- **Lively Knitting and Crochet** – over 100 participants knitted and crocheted this month at the Rockhampton and Mount Morgan libraries in preparation for the Homeless Connect event at the Robert Schwaren Pavilion on May 25. Wet weather affected numbers attending the groups towards the end of the month.
- **Mahjong** – visitors to the Mount Morgan Library on a Thursday afternoon are guaranteed to hear the clicking of mahjong tiles as the regular mahjong action gets underway each week. The group meets from 2pm - 4pm with a strong core of players enjoying the social interaction of the game.
- **Conversational English** – the Conversational English group has been attracting strong interest, with 42 participants joining the language learning experience at the North Rockhampton Library and Regional Library every Friday and Monday respectively. Emphasis is placed on sharing stories with collective analysis of Australian slang and colloquialisms, pronunciation, grammar and cultural experiences. The groups provide an informal, relaxed and social opportunity for library visitors to interact and learn from each other.
- **3D Printing** – interest from the general community remained high in learning about 3D printing at the library. An adult workshop held in the Library Technology Centre was booked out within months of advertising the session. Other workshops held during the school holidays for children have also been heavily booked.
- **Lively Music** – a young music duo, 'Home in Himmel' shared their music with a small but appreciative audience at the Rockhampton Regional Library in late March as part of the Lively Music program. A music group from Headspace also visited the Regional Library in March to look at the Sound Studio setup and learn about music study options via the online database Lynda.com.

Other programs during the month included:

Lively Trivia – on a wet and miserable Wednesday night post TC Debbie, nearly 70 participants made their way to the Rockhampton Regional Library to take part in the fiercely contested Harry Potter Trivia event held in the Fitzroy Room. Two Library staff members researched appropriate literary and movie questions about the boy wizard, made props and created a vibrant environment filled with Harry Potter ephemera and memorabilia to set the scene for a well-patronised event. The evening event was live-streamed on the CapriCon Facebook page and generated widespread interest. As a lead-in event for CapriCon on 8 April the event was hailed a huge success, with many people eagerly awaiting the next evening Trivia event. The winning Harry Potter themed costume was an imaginative entry from 'The Fat Lady'.



Livestreaming

First Five Forever (F5F) – just over 400 parents, carers and children attended First 5 Forever sessions in March, with 90 new members joining the library through the program. This brings the year to date total for attendees to 930, and new memberships to 244 – numbers that were not reached until mid-May in 2016.

The two Lively Toddler Time sessions were hugely popular this month at both Northside and Southside Libraries, with 62 participants at the Northside session – the biggest Northside Library F5F session that has ever been held. It was encouraging to see many new faces at these sessions.

Representatives from the library also attended the Women's Wellness Expo this month at the Rockhampton Leagues Club, which was an ideal opportunity to speak with many mums, grandparents, aunties and carers about the F5F program. Fourteen new youth members were signed up on the day, with visitors showing a high interest in the F5F programs on offer at the three Library branches.

Rockhampton History Centre

A large framed photograph of the High Stack of the Crescent Lagoon Pumping Station (1875-1925) was donated to the History Centre. The pumping station was used until the Yaamba / Mount Charlton waterworks were completed and became operational.



Photocopies of a photographic album of some U.S.A servicemen who served in Rockhampton during World War II were donated to the CQ collection including informal photos of officers such as Richard Bauldin who served at the 33rd Surgery Hospital A.P.O. 926 US Army and had his photograph taken on 21 June 1943.

Terrence Cardwell donated copies of his fiction book *Nulli secundus: second to none*. Set during the vicious fighting of World War I, the story tells of Jack Cardwell's experiences serving with the British Coldstream Guard on the Western Front and of his sweetheart, Annie, waiting at home for Jack to return and her experiences on the home front. The book is based on the real Jack Cardwell and Terrence has kindly donated copies of photographs of Jack Cardwell during World War I, and of the Coldstream Guards. These donated photographs will be placed into the Central Queensland Photographic collection.

Councillor Drew Wickerson kindly donated his signed copy of Lorna McDonald's 2016 book *The moving mind: a life of Henry Arthur Kellow (1881-1935)* to the CQ Collection. Published in Lorna's 100th year, the book is an expanded copy of an earlier biography of Henry Kellow who was a distinguished principal of the Rockhampton Grammar School.

Child Care

Utilisation

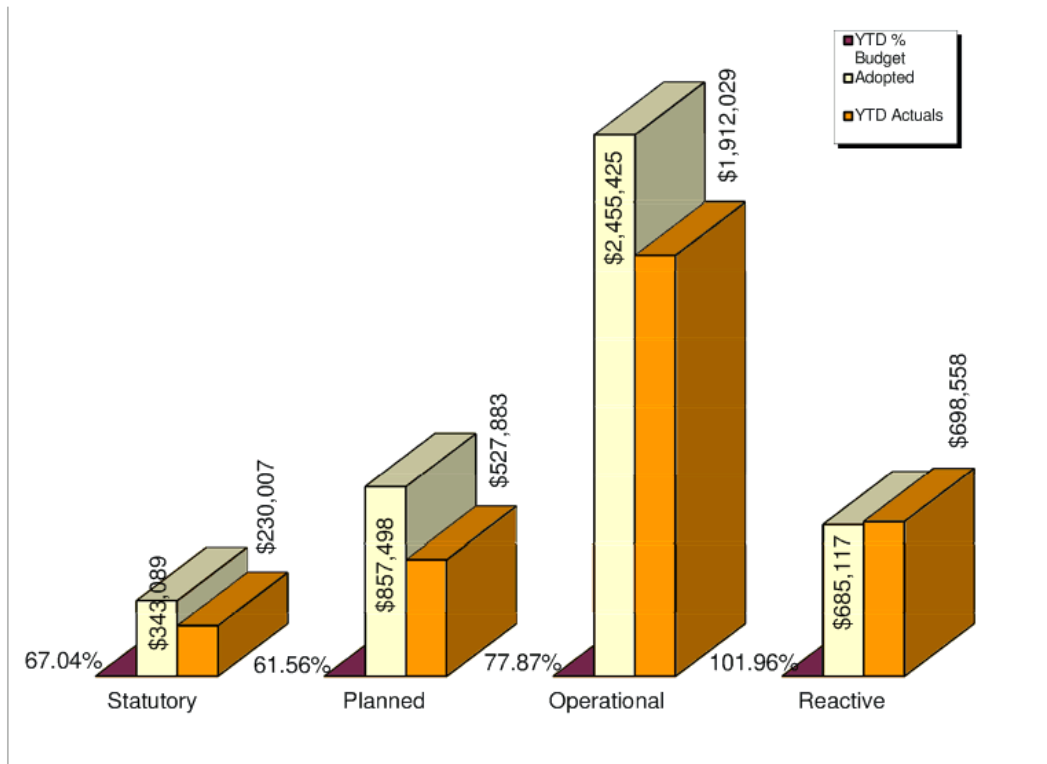
Utilisation of long day care remained at 100% in March with occasional care places down slightly to 52.89% for the 6 places available.

Facilities

903 work orders were created during March, with 344 completed.

The following table gives an overview of the work completed:

Site	Completed Task	Cost
214 Quay Street	Replaced PC boards and broken PCB mounts in air conditioning unit. Replaced seized compressor.	\$5,725.50
All Blacks Park	An electrical contractor removed a damaged floodlight pole and re-established ground with cracker dust. The pole is not to be replaced at this stage as field lighting has not been used for some time.	\$1,335.00
Art Gallery	Replaced 12kw unit in Gallery store room; supplied and installed new temperature and humidity sensor in Gold Room.	\$8,857.20
Botanical Gardens Kiosk	Repaired fallen in and damaged baffles to grease trap.	\$2,997.50
CCTV Various	Various CCTV investigations and repairs were carried out.	\$787.00
Gracemere Community Centre	Replaced 1 x 7kw split AC unit; and receiver board in head unit	\$3,487.00
Heritage Village	Re-gassed Wool Shed cold room; replaced condenser fan motor in reception room; replaced glass in the rear doors and two large glass doors on the display cabinets following a replacement.	\$3,648.45
Heritage Village Admin	Removed tree roots and repaired broken pipe.	\$1,985.50
History Library and City Hall Finance Department	Engaged a hygienist to test the air quality and ventilation at these two locations.	\$4,070.00
Leichhardt Park	Unblocked sewerage line and found fault as this has become an ongoing issue; replaced sewerage line from toilet block to man hole under the Table Tennis club building. FRW to reline the section under the building at a later date; contractor to replace section from the toilet block to the building and install extra chamber.	\$11,066.00
Mt Morgan Cemetery	Rebuilt the brick entry piers damaged by a vehicle	\$3,465.00
Rosel Park	Repaired burst water main to toilet block.	\$1,269.40
Southside Pool	Replaced faulty fan motor for pool heater and faulty timeclock; installed and calibrated 4 new Ionide 1H 30 ORP probes in the Wet Play Pump Room.	\$2,599.30
Various	Fire detection systems and emergency lighting testing carried out, with contractor engaged to carry out fire system and emergency light breakdown repairs at various sites. Traffic light inspections and maintenance carried out on all intersections. Repairs to barbecues, lights, irrigation controls carried out at various parks. Repairs to street lighting carried out. RCD testing and switchboard inspections; electrical testing and tagging; auto door servicing carried out at various sites. Pool earth bond testing carried out. Electrical testing carried out on asphalt paver for Fleet. Flood removal of electrical equipment was carried out in various sporting fields, parks, and Rockhampton Pound.	\$1,530.00



Activity	Adopted	YTD Actuals	YTD % Budget
Statutory	\$ 343,089	\$ 230,007	67.04%
Planned	\$ 857,498	\$ 527,883	61.56%
Operational	\$ 2,455,425	\$ 1,912,029	77.87%
Reactive	\$ 685,117	\$ 698,558	101.96%
Total	\$ 4,341,129	\$ 3,377,956	77.81%

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%	593 participants, 148.25%
Deliver a range of family literacy, learning and development programs to 7500 participants per annum	100%	14,497 participants, 193.3%
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%	0.14 per capita
Provide community access to technology and deliver 2000 contact hours of computer training each year	100%	2,835 hours, 141.75%
Deliver child care in accordance with the National Quality Standard, with 100% utilisation rate of long day care places	100%	99.81%
Provide the community with access to occasional child care places with an average utilisation rate of 50%	50%	54.7%
Provide 9301 hours of home maintenance services to eligible Home Assist clients per annum	90%	5,914 hours, 63.58%
Deliver 6448 hours of home maintenance services for CHSP eligible clients per annum	90%	8,344 hours, 129.40%
Complete 17 major modification projects for CHSP and QCC eligible clients per annum	100%	21 projects, 123.53%
Complete all planned capital and maintenance projects in accordance with agreed schedule and budget	90%	90%
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

	Adopted Budget \$	Revised Budget	Revised Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target
Revised Budget Comparison							
OPERATIONS							
COMMUNITIES & FACILITIES							
Facilities							
1 - Revenues	(475,039)	(159,773)	(119,830)	(146,993)	(146,993)	92%	✓
2 - Expenses	12,282,061	12,258,262	9,193,697	8,972,951	9,762,960	80%	✗
3 - Transfer / Overhead Allocation	170,238	170,238	127,678	70,117	70,117	41%	✓
Total Unit: Facilities	11,977,260	12,268,727	9,201,545	8,896,075	9,686,084	79%	✗
City Child Care Centre							
1 - Revenues	(878,354)	(878,443)	(658,832)	(624,226)	(624,226)	71%	✗
2 - Expenses	855,395	802,751	602,063	621,090	621,759	77%	✗
3 - Transfer / Overhead Allocation	500	500	375	1,270	1,270	254%	✗
Total Unit: City Child Care Centre	(22,459)	(75,191)	(56,394)	(1,866)	(1,197)	2%	✗
Comm & Facs Mangement							
2 - Expenses	441,974	395,135	296,351	313,776	313,851	79%	✗
3 - Transfer / Overhead Allocation	6,500	6,500	4,875	48	48	1%	✓
Total Unit: Comm & Facs Mangement	448,474	401,635	301,226	313,824	313,899	78%	✗

	Adopted Budget \$	Revised Budget	Revised Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target
Library							
1 - Revenues	(617,569)	(617,577)	(463,182)	(292,498)	(292,498)	47%	✗
2 - Expenses	3,224,296	3,174,351	2,380,763	2,075,944	2,288,836	72%	✓
3 - Transfer / Overhead Allocation	19,550	18,550	13,913	3,940	3,940	21%	✓
Total Unit: Library	2,626,277	2,575,324	1,931,493	1,787,386	2,000,278	78%	✗
CQ Home Assist							
1 - Revenues	(2,097,977)	(2,086,677)	(1,565,008)	(1,833,410)	(1,833,410)	88%	✓
2 - Expenses	1,965,526	1,954,226	1,465,670	1,429,708	2,330,644	119%	✗
3 - Transfer / Overhead Allocation	132,451	132,451	99,338	60,317	60,317	46%	✓
Total Unit: CQ Home Assist	0	0	0	(343,385)	557,551	557551099%	✗
Community Programs							
1 - Revenues	(98,314)	(89,064)	(66,798)	(75,213)	(75,213)	84%	✓
2 - Expenses	998,803	972,987	729,740	366,631	398,139	41%	✓
3 - Transfer / Overhead Allocation	(99,713)	(83,285)	(62,464)	12,252	12,252	-15%	✗
Total Unit: Community Programs	800,776	800,638	600,478	303,671	335,179	42%	✓
Total Operations:	15,830,329	15,971,133	11,978,350	10,955,705	12,891,794	81%	✗

	Adopted Budget \$	Revised Budget	Revised Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target
CAPITAL COMMUNITIES & FACILITIES							
Revised Budget Comparison							
CP450 - CAPITAL FACILITIES MANAGEMENT							
1 - Revenues	0	0	0	(534,113)	(534,113)	0%	✓
2 - Expenses	3,566,800	3,230,670	2,423,003	1,581,612	3,552,702	110%	✗
3 - Transfer / Overhead Allocation	0	0	0	4,752	4,752	0%	✗
Total Unit: Community Programs	3,566,800	3,230,670	2,423,003	1,052,251	3,023,341	94%	✗
CP530 - LIBRARIES							
2 - Expenses	215,000	50,000	37,500	0	0	0%	✓
Total Unit: Community Programs	215,000	50,000	37,500	0	0	0%	✓
CP540 - CAPITAL CONTROL COMMUNITY PROGRAMS							
2 - Expenses	30,600	39,988	29,991	0	0	0%	✓
Total Unit: Community Programs	30,600	39,988	29,991	0	0	0%	✓
Total Capital:	3,812,400	3,320,658	2,490,494	1,052,251	3,023,341	91%	✗
Grand Total:	19,642,729	19,291,791	14,468,843	12,007,956	15,915,135	82%	✗

8.2 ARTS AND HERITAGE MONTHLY OPERATIONS REPORT FOR MARCH 2017**File No:** 1464**Attachments:** 1. Arts and Heritage Monthly Operations Report for March 2017**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 March 2017.

OFFICER'S RECOMMENDATION

THAT the Arts and Heritage Monthly Operations Report for March 2017 be received

COMMENTARY

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

1. Art Gallery
2. Rockhampton Heritage Village
3. Major Venues
(Pilbeam Theatre, Walter Reid Cultural Centre, Rockhampton Showgrounds and Rockhampton Music Bowl)

ARTS AND HERITAGE MONTHLY OPERATIONS REPORT FOR MARCH 2017

Arts and Heritage Monthly Operations Report for March 2017

Meeting Date: 19 April 2017

Attachment No: 1

MONTHLY OPERATIONS REPORT
ARTS AND HERITAGE SECTION
Period Ended 31 March 2017

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

Nil to report

Improvements / Deterioration in Levels of Services or Cost Drivers

Nil to report

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 March 2017 are as below:



All Monthly Requests (Priority 3) Arts and Heritage 'Traffic Light' report March 2017

	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) Q3
			Received	Completed								
Community Events & Arts	0	0	2	1	1	0	10	● 10.00	● 11.33	● 26.60	33.00	● 12.67
Heritage Village General	0	0	0	0	0	0	1	● 0.00	● 6.00	● 6.00	6.00	● 0.00
Showgrounds	0	0	0	0	0	0	5	● 0.00	● 0.00	● 0.00	0.00	● 0.00

NB: The incomplete request listed above has been actioned as 5 April 2017

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

Safety Statistics

The safety statistics for the reporting period are:

	THIRD QUARTER		
	Jan	Feb	Mar
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Reported	0	1	1
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	30/06/17	80%	Training Completed – system build to be completed by Coordinator Major Venue by 30 June 2017

Legislative Compliance & Standards

Legislative Compliance Matter	Due Date	% Completed	Comments
Outdated employee immunisations, tickets, and/or licenses	Various	95%	As at 31/03/17 Council records indicate that ne Arts and Heritage employee has an outdated licence.
Outdated legislative compliance mandatory training and/or qualifications	Various	90%	As at 31/03/17 Council records indicate that two Arts and Heritage employee has outdated mandatory training.
Overdue performance reviews	31 August 2016	100%	As at 31/03/17 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 – 50 th Anniversary acquisition	01/07/16	30/06/17		80,000	80,000
Comment: Payments made as per agreed payment schedule					
Art Gallery - Artwork acquisitions	01/07/16	30/06/17		20,000	3,000
Comment:					
Heritage Village - Replace CombiOven	01/12/16	31/01/17		32,000	27,405
Comment: Project complete					
Theatre – Stage Lighting Equipment	01/07/16	30/06/17		78,000	78,350
Comment: Project complete					
Theatre – Chain motor lift system	01/07/16	30/06/17		27,000	26,535
Comment: Project complete					
Theatre – Radio Talkback System	01/07/16	30/06/17		25,000	19,354
Comment: Project complete					
Theatre – Technical System Planning Report	01/07/16	30/06/17		20,000	0
Comment: Scoping document being developed – project expected to be completed by 30 June 2017					

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

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

Art Gallery

Programs and Education

March resulted in 19 public programs be held through the Gallery's ongoing range of public programs. These programs included Messy Mondays, Yoga in the Gallery, Collection tours, Wine and Watercolour, Sunday Sound Sessions Friends Up Late and further Up Late programs. The month saw the launch of Art and Dementia tour. Piloted in 2015, and redeveloped through community request the monthly program now site within the Gallery's growing focus on art and health programing, also including Yoga in the Gallery Mindful Mondays Meditation rolling out in coming months.

The Gallery was attended by 5 school groups who have particular been attracted by the newly opened exhibition, Da Vinci Machines. The exhibition, Da Vinci Machines, has extended the Gallery's inherent reach to arts education, broadening specifically to STEM related subjects. Collectively the Gallery's programing and education activities have made up 11.94% of the Gallery's overall attendance.

Exhibitions

In March the Gallery closed the highly popular exhibition of *Towers of Tomorrow*. The exhibition attracted a total attendance of 10,205 visitors over the 85 days on exhibition. As a daily attendance *Towers of Tomorrow* has been the highest attended exhibition in the financial year.

Due to exhibition changeover the Gallery was closed for 12 days. While the Gallery's two main spaces were closed for the exhibition changeover the daily attendance dropped from a daily average of 85 to 29. While the Merv and Moya Gold Room, and Range Room were closed to pubic access, and the high quality exhibitions that they showcase, the Gallery's daily attendance dropped to 29 visitors. This closure impact represents the importance for these galleries being closed for as limited time as possible.

During the month the Galley continued three exhibitions Beautifully Mundane –Luck Gallery, Finding Fairweather and Gather by the Sea: Gabori Sisters – Anderson Room.

In regards to exhibitions the Gallery team have held 6 on-one-on meeting with artists discussing exhibition opportunities and exhibitions in development, with 9 extended conversations to regional, state, national and international industries representatives related to immediate upcoming and further exhibition opportunities in development.

Visitation

Historically since the data has been compared (2010), March averages to 7.54% of the annual attendance, influenced by the fall of the Easter school holidays. This March is the second business March the Gallery has ever had, second only to March 2013. The busiest day is Saturday at 34% of visitation and Sunday at 29% of visitation. When the weekends are looked at collectively they form 63%of the totally weekly attendance, although the lowest level of human resources re onsite for the weekend when compared to weekdays staffing levels. This points out that the human resources onsite are not aligning with peek visitation periods.

With the change of exhibitions, and therefore the exhibition content, the variation between men, women and children has closed, with men (34%) and women (38%) almost being equal followed by children (26%). As a monthly average visitation this equates to 2,224 per month, slightly down on the previous month of February, a drop that can be associated to the 2-week closure for exhibition changeover. Based on a financial year attendance, to date the Gallery attendance is 22,247, resulting in an average monthly attendance of 2,003,

calculating to an annual attendance of 24,036. This attendance, based on a financial year attendance, will exceed any other year on record, the closes being 2013-2014 of which this year could be a 6.5% increase in attendance. This attendance growth is directly a result of successful exhibition programming, like that of *Towers of Tomorrow* and *Da Vinci Machines*, and the Gallery growing investment in education and public programming.

Over 449 volunteer hours were contributed, equal to \$15,715 in labour. Without the ongoing assistance of volunteers that Gallery would be significantly restricted in its current operations and delivery to the public.

Income generation

To date in the month the retail shop has taken in \$4,588 over 175 transactions, making the average transaction \$26. In the coming months the Gallery aims to increase the spend per transaction to \$30. The average spend per visitor has been \$2.14 in March. Cultural facilities benchmark is between \$2-\$3, falling the Gallery within the Australian industry standard. Over the coming month through the diversity of retail product and the ongoing operation of the pop up coffee shop the Gallery aims to increase to the \$3-\$4 spend per visitor.

This monthly income of \$4,588 equates to 11% of the Gallery yearly-targeted income for the Gallery shop operation, 3% above the monthly average to reach the projected budget.

Promotions and Marketing

On the back of the launch of *Da Vinci Machines* the Gallery received coverage from Morning Bulletin, ABC Capricornia, WIN TV – featuring Cr. Swadling and Cr. Fisher. The Gallery distributed March's Electronic Direct Mailout (EDM) was distributed to 829 subscribers and generated 40.1% (330) opens and 7.5% (62) clicks. The Gallery posted over 200 Facebook posts and 69 Instagram posts. This growth in Instagram was a result of the launched our the Gallery's first foray into Guest Instagramming profiling the *Beautifully Mundane* artists followed by second very popular week running Alex as our new curator and her take on Rockhampton's architectural heritage. The Gallery Facebook community continues to grow, growing at a rate of 6% in the last month, with an average daily growth rate of 6 new likes, on par with February.

Public Art and Placemaking

In line with the Riverside Redevelopment UAP have been contracted to project manage the \$650K public art program. With the Gallery as the key point of contact the Durumbal elders have been contracted for a long-term engagement and EOI have been drafted for community distribution.

A substantial curatorial rationale has been produced to support the River Festival 2017. With the assistance from members of the boarder Arts and Heritage team, the Art Gallery team will project manage the arts program for the year's festival. The Art Gallery team has been successful in obtaining a \$10,000 RADF grant for the development and delivery of the River Festival Arts Program.

Rockhampton Heritage Village

The Friends of the Heritage Village Annual General Meeting saw a change in some of the executive roles of the association with John McBow taking up the reins as President, Norelle Shuker as Senior Vice President and Peter Orth as Junior Vice President. David Bock retained his position as Secretary and Rhonda Nielsen continues as Treasurer. Peter Finnigan declined to take on an executive roll after dedicating 5 years to the position of President.

Delving into statistics for the past 12 months revealed that volunteer contribution had risen from 38,089 hours to 48,678 hours. This is an increase of 10,589 or 21.75% on the previous year. If Council were to cost this contribution at \$35 per hour (including oncosts), it would have a value of \$1.46M. In addition, an increase in tangible assets over the year amounted to \$123,275 with the Vintage Vehicle Showroom contributing \$81,000 in its current state.

Wedding bookings have been regular at the Village with Stringybark now proving to be a popular choice for brides. Vehicles traditionally parked in Stringybark have been moved to the new Vintage Vehicle Showroom. A hessian aisle, potted plants and swagged chairs enhance what is an attractive alternative for smaller traditional country weddings and photo opportunities.

A lack of work for the dole volunteers together with the onset of severe heat and now rain have delayed construction activities in the Village. It has also meant that the Village has been closed to tourists due to slippery conditions and cleaning issues for the museum buildings. Reception has remained open for visitor convenience and information.

While market stall numbers were slightly lower than the previous year, gate numbers increased by around 700 and takings were slightly up on 2016. A brief survey of stallholders held on the day revealed that markets in the surrounding region were not doing well. Speculation is that this may be due to the intense summer heat and financial commitments at this time of year. However, informal discussions with stall holders revealed their general satisfaction with the Heritage Village Markets and their operations. It was also noted that the Parkhurst Town Centre increased trade on the day by 500 customers.

The Costume Room Volunteers have secured the funding to proceed with purchasing sewing notions and materials to commence manufacturing a variety of costumes which can then be hired out for photographic opportunities for visitors. While this will take some time to achieve, the Volunteers are very excited and grateful for the opportunity.

Trip Advisor Reviews

Current Rating – Maintaining rating position of 3 out of 35 things to do in Rockhampton

Trip Advisor comment for March 2017:

"Rockhampton's Hidden Treasure"

5 of 5 bubbles Reviewed 4 weeks ago

If you want to find out about the lives of the pioneers of Queensland, then this little hidden gem is a must.

We had a personal tour, thanks to our guide and driver, Robert. We were ferried around the site in his 1929 Model A Ford stopping off at the old hospital, sheep shearing station, engineering works, printers, school, church and countless old houses.

A "must see" is Dingley Cottage which was occupied by the same person for over 90 years. Everything inside is as it was on the last day before it was donated to the museum.

The museum is not very well signposted on the main roads but it is near the Dreamtime Centre and CQ University on the road towards Mackay.

There is a small cafe, tourist information point and souvenir shop onsite. They hold a popular open market here from time to time, so for just a few dollars you can gain entry to the museum and shop for local products from local sellers. There is also a new shopping centre opposite the museum with a pub on the site for a drink and lunch if you prefer.

Major Venues

Showgrounds

Rockhampton Finch and Parrot Association held their annual meeting at the Showgrounds in the Robert Schwaren Pavilion

CraftAlive was held for the first time at the Rockhampton Showgrounds. The event featured craft classes as well as stalls from craft suppliers

The Handmade Expo was held on Saturday 25 March and featured home grown, handmade and home baked products. Rockhampton Saloon Car Club held their regular Speedway in March at the showgrounds. The site was utilised as a training facility by QPS and the Queensland Corrections Department. The Showgrounds became a staging site for Ergon and other electricity provider repair vehicles as they made their way north to undertake repairs in the wake of cyclone Debbie

Pilbeam Theatre

World of Musicals was performed on Sunday 5 March. The show featured well known songs from a range of musicals including Les Miserables, Mamma Mia, Jersey Boys and Cabaret. Darren Coggan's performed his popular tribute to Cat Stevens, Peace train, at the theatre in March. The show was an evening of music and storytelling to celebrate 50 years of Cat Stevens' music. Damien Leith performed his tribute to Roy Orbison at the theatre on Friday 17 March. Being St Patrick's Day, he also performed a few Irish favourites. The Moscow Ballet La Classique returned to the Pilbeam Theatre on 18 March with the popular classical ballet Swan Lake.

World renowned Queensland dance group Raw performed Untapped at the Pilbeam Theatre on 22 March. The show featured a mix of funk, hip hop, flamenco, African and jazz paired with a percussive a cappella numbers. The show featured local performer Martin Kay. Untapped was presented by Rockhampton Regional Council and was part of the See It Live Theatre Season. The show was very popular amongst under 26 year olds, with many taking advantage of the PAY-YOUR-AGE price category.

Well known ACDC tribute band Acca Dacca performed the AC DC Story at the Pilbeam Theatre in March. The performance followed the band's career from the early days through to the present day. The theatre was also utilised by local dance school rehearsing for the annual Rockhampton Eisteddfod

Walter Reid Cultural Centre

The Chamber Music Society held its regular concert at the Walter Reid Cultural Centre on 12 March. Rocky Flix held a screening on 9 March. The Walter Reid Cultural Centre's Artists Studio Collective held its annual exhibition at the Centre in March. Titled Heat, the exhibition featured works by local artists.

Rockhampton Little Theatre performed Short Attention Span at the Walter Reid Cultural Centre in March. The show featured short plays written and produced by locals.

Arts Groups in the Walter Reid Cultural Centre opened their doors to the public at their Open Day on Saturday 18 March. The day gave members of the public a chance to see what goes on in the building and also try their hand at a range of art forms.

Program Development

Untapped – RAW Dance workshop

Raw Dance presented workshops as part of their tour which included a well-attended session by the Darumbal Enterprises Youth Group.

The workshop at the James Lawrence pavilion of the showgrounds covered hip hop dance, beat boxing and body percussion.

Circus Oz Workshops

To promote their upcoming tour of Model Citizens Circus Oz sent four teaching artists to schools to encourage interest in circus arts and teach basic skills in counter balance, acro and manipulation. Three schools and over 60 students benefitted from the workshops.

RADF

Round Three of the Regional Arts Development Fund closes on May 22nd. A community information session will be held at the Rockhampton Southside Library on April 19 between 6:00-7:00pm. The bid for 2017/18 funds is due to Arts Queensland on April 7, 2017.

FOR LEASE

The community arts exhibition space FOR LEASE has continued to attract bookings well in advance with local groups committing time and energy into strong exhibitions of their work. March showcased the CQ Contemporary Artists and a collaborative exhibition Double Exposure from the Capricornia Printmakers Inc and the Rockhampton Photography Club.

Opera Australia – Children's Chorus

Auditions were held over two afternoons at the Walter Reid Cultural Centre for the Opera Australia production of The Marriage of Figaro. Singers aged 10-14 were invited to audition to be a part of a children's chorus to perform on July 12.

This project builds on the latest trend of companies to work with local performers to participate in touring productions. While registration numbers did not reach capacity the choral director was happy to favour quality over quantity and was very impressed with the standard and maturity of the young people wanting to be involved. Rehearsals will start in May for this project with company members from Opera Australia coaching the chorus before opening night..

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 16,000 Art Gallery visits per annum</i>	16,000	22,247
<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	66
<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	49,505
<i>Operate the Rockhampton Heritage Village, with a target total site visitation of 32,000 per annum</i>	32,000	29,514
<i>Complete all planned capital projects in accordance with agreed schedule and budget</i>	100%	85%

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.

Volunteer Contribution by Sub-unit	Hours March	Hours YTD	Equivalent Value
Heritage Village	3,439.00	35,902.15	\$1,256,575
Pilbeam Theatre	2,923.50	18,446.50	\$646,627
Rockhampton Art Gallery	449.00	2,953.70	\$103,379
Total	6,811.50	57,302.35	\$2,005,582

6. FINANCIAL MATTERS

Period ended 31 March 2017 report shows income and expenditure for the unit.

End of Month General Ledger - (Operating Only) - ARTS & HERITAGE
As At End Of March 2017

	Adopted Budget	Revised Budget	YTD Actual	YTD Commit + Actual	Variance	On target 75.0% Gone
	\$	\$	\$	\$	%	
Arts & Heritage						
1 - Revenues	(4,341,470)	(4,349,450)	(2,615,889)	(2,612,964)	60.1%	x
2 - Expenses	7,068,526	7,236,468	4,376,527	4,706,119	65.0%	✓
3 - Transfer / Overhead Allocation	14,430	20,631	54,644	54,644	291.8%	x
Total Unit: Arts & Heritage	2,741,486	2,907,648	1,815,281	2,147,799	73.9%	✓

8.3 LEASE TO ROCKHAMPTON CATTLE CLUB INC AT ROCKHAMPTON SHOWGROUNDS**File No:** 8763**Attachments:** 1. Rockhampton Cattle Club Sketch Plan**Authorising Officer:** Michael Rowe - General Manager Community Services**Author:** Peter Owens - Manager Arts and Heritage

SUMMARY

A trustee permit between Council and the Rockhampton Cattle Club Inc. for a parcel of land and associated building, wholly contained within the Rockhampton Showgrounds, has now expired and a Council resolution is required to issue the club with a new trustee lease over the property.

OFFICER'S RECOMMENDATION

THAT

1. Pursuant to section 236(1)(b)(ii) and (c)(iii) of the Local Government Regulation 2012 (Qld), Council approve the issuing of a Trustee Lease to the Rockhampton Cattle Club Inc. for the property as shown in the attached sketch plan;
2. Council authorises the Chief Executive Officer (Manager Arts & Heritage) to negotiate the terms and conditions of the agreements with the Rockhampton Cattle Club Inc. in preparation for execution by the delegated officer; and
3. Council confirms its ongoing ownership of the fixed improvements on the parcel of land shown in the sketch plan and assumes responsibility for the ongoing maintenance of the building structure.

COMMENTARY

The Rockhampton Cattle Club operates from a building located at the Rockhampton Showgrounds as shown on the attached sketch plan.

It is understood that in early 2003, the then Rockhampton City Council, in becoming the trustee of the Rockhampton Showgrounds, became the owner of fixed improvements on the reserve and therefore responsible for the ongoing maintenance of the building in question.

It has been confirmed that this is the understanding of the club's current executive in regard to the building's ownership. The club had also confirmed that they will remain responsible for the general fit-out of the building and any associated equipment, while Council remains responsible for the maintenance and upkeep of the building structure.

Over the intervening period the club's use of the building has been covered by either a Freehold Licence or a Trustee Permit, however, given the current pattern of use of the building, it has been determined, on advice, that the appropriate form of agreement to offer the club moving forward would be a Trustee Lease.

This Council officer has also been in contact with both Beef Australia and the Rockhampton Agricultural and Citizen's Show Society to discuss their individual interactions with the Rockhampton Cattle Club during their respective major events on the grounds. Both organisations report that they have had a long and very productive working relationship with the executive and members of the club and would be very supportive of Council offering a new agreement covering the club's continued use of the Cattle Club building at the Rockhampton Showgrounds.

Under Section 236 of the Local Government Regulation 2012 (Qld), Council has the ability to enter into leases with community organisations, provided that Council has decided, by resolution, that the exception applies to the leasing of valuable non-current assets (i.e. land) other than by tender or auction.

Accordingly, it is therefore recommended that Council offer the club a Trustee Lease for a period of three years from 1 April 2016 to 30 March 2019; applies the multipurpose building fee as set by Council in the 16/17 adopted Fees and Charges; confirms its ongoing ownership of the fixed improvements; and assumes responsibility for the ongoing maintenance of the building structure.

LEASE TO ROCKHAMPTON CATTLE CLUB INC AT ROCKHAMPTON SHOWGROUNDS

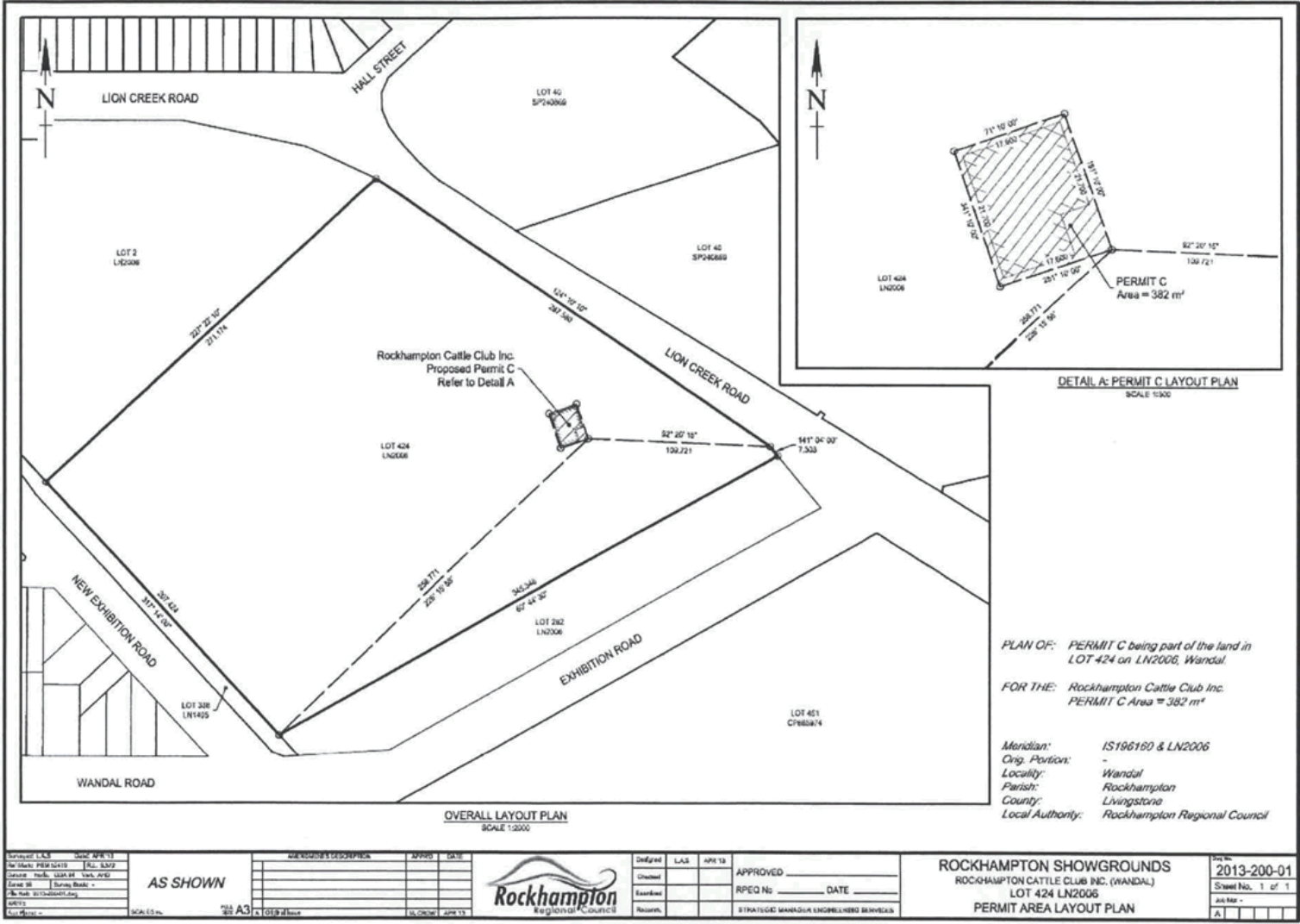
Rockhampton Cattle Club Sketch Plan

Meeting Date: 19 April 2017

Attachment No: 1

SCHEDULE

Title Reference [30486131]



8.4 ROCKHAMPTON ART GALLERY PHILANTHROPY BOARD TERMS OF REFERENCE

File No: 465

Attachments: 1. Rockhampton Art Gallery Philanthropy Board Terms of Reference

Authorising Officer: Peter Owens - Manager Arts and Heritage
Michael Rowe - General Manager Community Services

Author: Bianca Acimovic - Gallery Director
Peter Owens - Manager Arts and Heritage

SUMMARY

A Terms of Reference document for the Rockhampton Art Gallery Philanthropy Board is presented for Council's endorsement.

OFFICER'S RECOMMENDATION

THAT

1. Council endorse the Rockhampton Art Gallery Philanthropy Board Terms of Reference.
2. Council appoints those individuals to the membership of the Rockhampton Art Gallery Philanthropy Board as detailed in the report.

BACKGROUND

Early in 2014 and with the support of the General Manager, Community Services, and the trustees of the Rockhampton Art Gallery Trust, the then Rockhampton Art Gallery Director commenced a review of the documents of the Trust with a view to the guidelines of the Trust being broadened to allow the Trust to accept donations for, and fund other Gallery initiatives and projects in addition to the acquisition of works of art for the Collection.

This review conducted with the assistance of Mr. Tom Tian and Mr. Charles Armitage (senior partner) of Allens (solicitors), resulted in Council establishing the Rockhampton Art Gallery Gift Fund and with the support of the trustees, the subsequent winding up of the Rockhampton Art Gallery Trust.

In June 2016, Council resolved to establish the Rockhampton Art Gallery Arts Advisory Board charged with the dual roles of assisting Council with both fund raising activities and advising on the future development and growth of the Region's art collection.

At this time Council also invited the remaining trustees of the Rockhampton Art Gallery Trust to work with Council officers to develop a new Terms of Reference document for the incoming advisory group. This work has now concluded with the result that this working group is now recommending to Council that the group be known as the Rockhampton Art Gallery Philanthropy Board with a focus on providing "strategic leadership in the development and delivery of philanthropic actions and campaigns". A Terms of Reference document is attached for Council's consideration and possible endorsement.

The Rockhampton Art Gallery Philanthropy Board will play a strategic leadership role in the development and delivery of philanthropic actions and campaigns to help position the Rockhampton Art Gallery to achieve the unit's Council endorsed vision. The Rockhampton Art Gallery Philanthropy Board will provide expertise to support Rockhampton Art Gallery staff, particularly in the areas of philanthropy and stakeholder engagement.

ACTIONS MOVING FORWARD

Council has previously indicated a wish to invite the remaining trustees of the former Rockhampton Art Gallery Trustee to join the Rockhampton Art Gallery Philanthropy Board as members on its establishment. In a letter dated 4 May 2016, the former Trust Chair, Dry

Gray advised Council that all remaining former trustees would welcome such an appointment.

Accordingly it is recommended that council appoint Dry Leonie Gray; Mr. Warwick Anderson; Ms. Maria Harms and Ms. Bronwyn Fenech to the Rockhampton Art Gallery Philanthropy Board.

The terms of reference also provides for the appointment of the current President of the Friends of the Rockhampton Art Gallery for such time as they hold that position and as such it is recommended that Council appoint Mr. Rob Hughes to the Rockhampton Art Gallery Philanthropy group for such a term.

The Rockhampton Art Gallery Philanthropy Board Terms of Reference provides for a maximum of ten board members. With the endorsement of the attached document the new board will work to actively seek new members to build on the already existing extensive base of skills and knowledge within the group.

CONCLUSION

Subsequently the attached Terms of Reference are recommended for Council's endorsement and the inaugural board members recommended for appointed.

ROCKHAMPTON ART GALLERY PHILANTHROPY BOARD TERMS OF REFERENCE

Rockhampton Art Gallery Philanthropy Board Terms of Reference

Meeting Date: 19 April 2017

Attachment No: 1

**ROCKHAMPTON ART GALLERY
Philanthropy Board**

TERMS OF REFERENCE



Review Date: March 2017

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1. Title

This group shall be known as Rockhampton Art Gallery Philanthropy Board

2. Scope

The Rockhampton Art Gallery Philanthropy Board plays a strategic leadership role in the development and delivery of philanthropic actions and campaigns to help position the Rockhampton Art Gallery to achieve its cultural vision for the Rockhampton region.

The Rockhampton Art Gallery Philanthropy Board will play a strategic role in:

- 2.1 The development and delivery of philanthropy and stakeholder engagement to help position the Rockhampton Art Gallery and Rockhampton Regional Council to achieve its cultural vision for the city
- 2.2 Assist in positioning and promoting the Rockhampton Art Gallery to attract business opportunities, potential sponsors and joint venture partners and service current sponsorships
- 2.3 Advise on the acquisition and de-accession program for the Rockhampton Art Gallery collection

3. Role

In order to fulfill its role, the Rockhampton Art Gallery Philanthropy Board will provide expertise to support Rockhampton Art Gallery staff, particularly in the areas of philanthropy and stakeholder engagement by three key activity areas:

3.1 Advocacy

- 3.1.1 Promote the identity and public awareness of the Rockhampton Art Gallery
- 3.1.2 Foster the Rockhampton Art Gallery's progress and development through members' connections and affiliations

3.2 Sustainability

- 3.2.1 Advises on income generation strategies to contribute to Rockhampton Art Gallery capital investment projects, collection growth campaigns, regional sustainability and broader regional economic impact
- 3.2.2 Advise, assist and contribute to the financing of the capital maintenance and improvement of the Rockhampton Art Gallery

3.3 Leadership

- 3.3.1 Bring high level skills aligned with the mission and goals of the Rockhampton Art Gallery

The Rockhampton Art Gallery Philanthropy Board keys tasks will be:

- 3.4.1 Advice on philanthropy and stakeholder engagement relevant to the Rockhampton Art Gallery
- 3.4.2 Provide expertise and support to the Rockhampton Art Gallery in the areas of philanthropy and stakeholder engagement and relationship building
- 3.4.3 Support the values and mission of the Rockhampton Art Gallery
- 3.4.4 Participate in income development activities and act as enterprise champions
- 3.4.5 Act as an Ambassador to promote the values and work of the Rockhampton Art Gallery, speaking with one voice once decisions are made
- 3.4.6 Facilitate strong, robust communication between the Rockhampton Art Gallery and local stakeholders on the planning and provision of the Rockhampton Art Gallery's services
- 3.4.7 Identify and facilitate collaborative partnerships between the Rockhampton Art Gallery and local arts/cultural groups, the local community and other organisations within the state and nationally
- 3.4.8 Facilitate securing and overseeing the philanthropy program
- 3.4.9 Make recommendations for the acceptance of donations, gifts and sponsorships
- 3.4.10 Endorse the acquisition and de-accession program for the Rockhampton Art Gallery collection
- 3.4.11 Support Rockhampton Art Gallery programming by attending major openings and special events
- 3.4.12 Rockhampton Art Gallery Philanthropy Board members, as delegates of Rockhampton Regional Council, are required to comply with the Rockhampton Regional Council Code of Conduct

4. Membership

Membership is created based on knowledge, skills, experience and affiliation to the Rockhampton Region and Australian arts industry for the following priority areas:

- 4.1 Skills represented to include commercial acumen, entrepreneurial approach, innovation, marketing, philanthropy, strategy and stakeholder engagement (including other levels of government, cultural institutions and collectors)
- 4.2 Strong appreciation and value of public art galleries and museums
- 4.3 Demonstrated high achievement and expertise within their dedicated profession
- 4.4 Capacity to think and act strategically
- 4.5 The ability to listen, analyse, think clearly and creatively, work well with people individually or in a group

- 4.6 The Mayor of Rockhampton Regional Council and Gallery Director are ex officio
- 4.7 The Chairperson of the Rockhampton Art Gallery Friends is an identified position
- 4.8 The Rockhampton Art Gallery Advisory Board consists of a minimum of 5 and a maximum of 10 members at any one time
- 4.9 Board membership to be a combination of the following:
 - Patrons or major Capital Philanthropists with an interest or connection to the Central Queensland Council area
 - Patrons or major Capital Philanthropists with an interest or connection to the Australian arts industry
 - Central Queensland Council residents with the capacity to identify and facilitate collaborative partnerships, income development activities, and act as enterprise champions for the Rockhampton Art Gallery

Note that each of the representatives may nominate one proxy that will be kept up to date in terms of progress and information.

- 4.10 Reasonable travel expenses would be considered to be reimbursed for independent Board members that do not live in the immediate region or Central Queensland Council areas.

5. Chairperson

The Rockhampton Art Gallery Philanthropy Board will be chaired a member of the Philanthropy Board, nominated by the sitting Philanthropy Board for the term of three years.

6. Term of Office and Appointment

The Rockhampton Art Gallery Philanthropy Board:

- 6.1 Is a term of three years with the option to nominate for election for a second term of three years
- 6.2 Are appointed by the Rockhampton Regional Council
- 6.3 Are attracted through an Expression of Interest process by means of an active and passive attraction program as Philanthropy Board vacancies arise
- 6.4 Expression of Interest will be assessed against a selection criteria and assessed by the sitting Philanthropy Board

7. Frequency of Meetings

The Rockhampton Art Gallery Philanthropy Board will have:

- 8.1 Scheduled monthly meetings from dates pre-set by the Chairperson of the Rockhampton Art Gallery Philanthropy Board a minimum of 3 months in advance
- 8.2 The option to carryover a meeting to the next month, with one months' notice should no business be arising

8.3 A minimum of quarterly meetings, should monthly meeting not be required

8.4 Dates, times, locations will be set by the Chairperson

8. Quorum

Chairperson plus half of the number of the sitting Rockhampton Art Gallery Philanthropy Board

9. Disputes, Complaints and Grievances

All disputes, complaints and grievances will be handled in accordance with Rockhampton Regional Council's policies and procedures.

10. Removal from Office

An appointed member position shall become vacant if the member:

- 11.1 Resigns by writing to the Rockhampton Art Gallery address to the Rockhampton Art Gallery Director
- 11.2 Is absent without prior leave granted by the Rockhampton Art Gallery Philanthropy Board from 3 consecutive meetings of the Rockhampton Art Gallery Philanthropy Board for which due notice has been given
- 11.4 Ceases to be qualified to continue as an appointed member
- 11.5 Is removed by formal resolution of the Rockhampton Regional Council

11. Media

The official spokespersons for the Rockhampton Regional Council and Rockhampton Art Gallery are the Mayor, Councillors and selected officers.

If the Rockhampton Art Gallery Philanthropy Board wishes to make comment to media it must first come through the Chairperson.

13. Financial Responsibility

The Rockhampton Art Gallery will have an operating expenditure line item for Rockhampton Art Gallery Philanthropy Board activities, within the Rockhampton Regional Council financial accounts.

The Rockhampton Art Gallery Philanthropy Board has:

- 13.1 No financial liability
- 13.3 No borrowing power
- 13.3 No budget and audit reporting responsibility
- 13.4 No delegated authority

14. Governance and Code of Conduct

The Rockhampton Art Gallery Philanthropy Board:

- 14.1 Operates within the Terms of Reference, and applicable policy, procedures and guidelines of the Rockhampton Regional Council
- 14.2 Members are bound by the Rockhampton Regional Council Code of Conduct
- 14.3 Main liaison contact to Rockhampton Regional Council is the Rockhampton Art Gallery Director
- 14.4 Internal Rockhampton Regional Council support services will be delegated by the Rockhampton Art Gallery Director as required
- 14.5 Insurance and public liability to be managed by Rockhampton Regional Council
- 14. No formal reporting required to Rockhampton Regional Council
- 14.2 Minutes to be recorded and provided to Rockhampton Regional Council

8.5 COMMUNITY ASSISTANCE PROGRAM**File No:** 12535**Attachments:** 1. CAP Assessment Round 3**Authorising Officer:** Michael Rowe - General Manager Community Services**Author:** Cheryl Haughton - Manager Communities and Facilities**SUMMARY**

Twenty four applications for funding were received for the third round of the Community Assistance Program for the current financial year. The applications have been assessed and recommendations for funding are presented for Council consideration.

OFFICER'S RECOMMENDATION

THAT Council approves the allocation of funding from the Community Assistance Program for the following:

Applicant	Purpose of Grant/Sponsorship	Amount
AM Media Consultants T/A Special Children's Christmas Parties	2017 CQ Special Children's Christmas Party	\$2,000.00
Australian Barrel Horse Association	Updating Club Equipment	\$1,251.05
Black Dog Ball Inc	The Black Dog Ball 2017 (7 October 2017)	\$1,000.00
Capricorn Film Festival	Capfilmfest on the road	\$1,000.00
Capricornia Silver Band Inc	Roof restoration, insulation installation and repairs of accumulated water damage	\$10,000.00
CQ Convoy Inc	CQ Convoy	\$2,000.00
Glenmore Bulls AFL Club Inc	Lighting Upgrade – Stenlake Park	\$20,000.00
Gracemere Bowls Club Inc	Clubhouse Air Conditioning	\$5,000.00
Ridgeland's and District Sporting and Agricultural Inc.	Ridgeland's Show 2017	\$2,500.00
Rockhampton Bowls Club Inc	Air Conditioning of the RBC Upstairs Room and Lounge	\$5,580.00

Rockhampton Hockey Association Inc.	Queensland U/15 Boys Hockey State Championships	\$3,000.00
Rockhampton Seniors Citizen's Club	Vinyl	\$500.00
Rockhampton Tennis Association	Town and Country May Day Tennis Doubles Team Carnival	\$1,500.00
Rocky Barra Bounty (managed by Info Fish Australia)	2017 Rocky Barra Bounty	\$3,000.00
St Paul's Cathedral Parish	Memorial Window Restoration	\$10,000.00
TEDxRockhampton (CQ Forward Thinkers)	TEDxRockhampton 2017	\$500.00
There4U (for Headspace Rockhampton)	Community Organisation Support - (Annual Headspace Rockhampton Gala Ball)	\$1,000.00
Victoria Park Gymnastics & Trampoline Club Inc.	Installation of Industrial Fan to Improve Ventilation	\$8,740.00
Victoria Park Gymnastics & Trampoline Club Inc.	Equipment Upgrade for State Championships	\$1,500.00
Women That Fish Barra Classic (Suntag Australia Inc)	Women That Fish Barra Classic 2017	\$640.00
		\$80,711.05

COMMENTARY

Applications for round three of the Community Assistance Program for the current financial year closed on 21 March 2017. Applications were received for 24 projects for the requested amount of \$80,711.05.

Analysis of the applications received showed that:

- 12 applications related to sponsorship of events
- 11 related to grant funding for capital/equipment projects
- 1 related to Community Organisation Support

The attached table includes the details of applications received, comments from the assessment panel, and recommended funding allocations for the eligible projects.

COMMUNITY ASSISTANCE PROGRAM

CAP Assessment Round 3

Meeting Date: 19 April 2017

Attachment No: 1

COMMUNITY ORGANISATION SUPPORT					
Applicant	Project Details	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
There4U (for Headspace Rockhampton)	The association is seeking funding to hold its Annual Headspace Rockhampton Gala Ball to be held at the Frenchville Sports Club. Funding will allow the association to offer tickets at a much reduced rate and subsidised tickets to young people with mental health issues to give them a night to remember. The Ball will also involve guest speakers talking about the daily struggles people with a mental illness face.	\$16,500.00	\$11,500.00	\$1,000.00	Businesses are being asked to sponsor tables at the event, but the budget does not show any income from ticket sales or any other sponsorship. There is no indication of anticipated attendance provided.
TOTAL		\$16,500.00	11,500.00	\$1,000.00	

GRANTS AND MINOR SPONSORSHIP					
Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
AM Media Consultants T/A Special Children's Christmas Parties	The 2017 CQ Special Children's Christmas Party will again be organised by AM Media Consultants Townsville, and is one of a series held across the state to cater for children who have life limiting illness or a physical or intellectual disability that will impact them their whole life. The event attracts children from across the CQ region, with buses operating from Gladstone and Biloela.	\$137,328.00	\$5,000.00	\$2,000.00 In-kind venue hire for Robert Schwarten Pavilion	Council has been sponsoring this event for a number of years, and despite the event being for children from across the CQ region there is still no evidence of any sponsorship being sought from other Councils within the area. The main expenditure for the event seems to be for staff costs, travel, toys and transport. Council's funding is used to help pay for the Robert Schwarten Pavilion hire.
Australian Barrel Horse Association Inc - Capricorn Coast Circuit	Updating club equipment - purchasing of timers and sound system (including microphone). The new equipment will allow for the club to grow in the CQ region and host bigger events.	\$2,502.10	\$1,251.05	\$1,251.05	Organisation is able to cover 50% of the project cost.
Berserker Street State School P&C Association	Berserker Street State School Gala Centenary Ball/Dinner Dance will take place on 8 - 9 September 2017, with open day at the school with activities and displays for past and present students and staff, opening of the time capsule (placed in 1975), BBQ, roll call and school displays, ending with a gala ball/dinner dance in the school's stadium.	\$25,265.00	\$10,000.00	\$0.00	The event appears to be fully funded by ticket and merchandise sales.

Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
Black Dog Ball	The Black Dog Ball is a black tie event to be held on 7 October to raise awareness of the importance of mental health and wellbeing. The event is in its fifth year and also raises funds to assist community groups with the CQ area to provide mental health programs and initiatives. This year funds will be directed to Carers Qld.	\$94,768.50	\$5,000.00	\$1,000.00	The projected budget sees the event returning a profit of around \$30,000. Previous events have received funding of \$2000 from Council
Capricorn Film Festival Inc	'Capfilmfest' on the road involves travelling CAPS short film competition throughout Central Queensland for the first time presenting filmmakers to their friends and families while celebrating world cinema. Locations will include Rockhampton, Emerald, Biloela, Bundaberg and 1770 for this free community event. Attendance of around 1000 is anticipated.	\$3,375.00	\$2,375.00	\$1,000.00	The budget only shows total expenditure of \$3375 which appears to be for the cost of crew, equipment and marketing.
Capricorn Helicopter Rescue Service	Rescue Chopper Day and Family Fun Open Day gives the community the chance to view the new twin bay hangar facility, sit in the chopper, and talk to the team of crew, staff and volunteers and raise funds for the service.	\$14,271.50	\$2,500.00	\$0.00	The budget includes cost of \$11,302 for helicopter for school visits. The organisation has already received \$32,425 in direct sponsorship from Council for the 2016/17 financial year.
Capricornia Silver Band Inc	Roof Restoration, Insulation Installation and Repair of Accumulated Water Damage Application is for the replacement of existing iron roof, installation of insulation under new roofing to improve cooling and energy efficiency throughout the hall, repairs where required to soffits, windows and storage space in the ceiling.	\$28,510.00	\$14,255.00	\$10,000.00	Club has significant funds at hand and this is a maintenance issue. The club received a previous grant from Council to address access issues, but returned this money to council as it was unable to undertake the project.

Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
CQ Convoy Inc	CQ Convoy 2017 is a convoy of trucks through Rockhampton ending at the Showgrounds with a Family Fun Day Fundraiser with live entertainment, charity auction, markets, truck and car show, bar, kids rides, petting zoo, face painting, balloon art etc.. CQ Eat Street will join with CQ Convoy for this event. CQ Convoy funds paediatric medical equipment for the region's outback hospitals and community medical services.	\$23,943.39	\$4,609.00	\$2,000.00	Applicant should be entitled to receive a 50% reduction on hire fees
Glenmore Bulls	Lighting upgrade at Stenlake Park includes four new light poles, underground power supply and energy efficient lighting with controls to allow for reduced lux during training.	\$200,000.00	\$20,000.00	\$20,000.00	With other secured sponsorship the club is able to cover 50% of the project cost.
Gracemere Bowls Club Inc	Clubhouse air conditioning involves installing 5 new air conditioning units to improve the condition of the club and accommodate the increasing clientele.	\$14,400.00	\$7,700.00	\$5,000.00	Club is able to cover 50% of the project cost.
Mount Morgan Historical Museum Inc	Ground Work entails levelling of ground for foundations for building of new archives. By moving archives to a separate fire-safe building will keep the collections safe and also enable the Museum to expand the war display for community and visitors to enjoy.	\$5,504.50	\$5,504.50	\$0.00	Application is incomplete and there is no evidence that the organisation can afford 50% of the total cost of the project.

Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
Ridgelands & District Sporting & Agricultural Association Inc	Ridgelands Show is an annual event that attracts a total of around 1,500 (including patrons and competitors), and is important to the local community. The aim of the association is to maintain the show as an agricultural show, provide a friendly and safe atmosphere for families, run a profitable event so that the association can provide upgrades, support ongoing maintenance of the grounds and have the community come together and have a successful event they can be proud of.	\$41,750.00	\$5,000.00	\$2,500.00	Budget shows the event making a profit of \$17,442. The association has also received an amount of \$800 from Councillor discretionary fund towards the Show. Council contributed \$5376 toward the show last year.
Rockhampton Bowls Club Inc	Air Conditioning of the Club's Upstairs Dining Room and Lounge will mean that the facility would be used more by members and more attractive for the community to hire for weddings/functions etc. With a number of aged bowlers the club believes that it has become essential that they are given relief in comfort during consistent hot days.	\$20,262.00	\$10,131.00	\$5,580.00	The organisation has received \$13,802 towards refurbishment projects over the past 5 years as well as funding of \$9,650 for the Mayoral trophy over the past 7 years. Recommend 50% of cost of purchase of air conditioning units.
Rockhampton Hockey Association Inc	Queensland U/15 Boys Hockey State Championships will be held at Kalka Shades in the school holidays 16 - 19 September 2017. An estimate of around 1000 to 1500 people will be travelling to Rockhampton to participate or as spectators at this event. From this event a Queensland squad of 50 boys will be named from which two Queensland teams will be selected to compete at the National Championships in 2018.	\$17,880.00	\$9,850.00	\$3,000.00	Included in the expenditure is \$8,030 for professional turf clean. This expenditure is general maintenance and was deemed ineligible for funding; therefore the total cost of the event is \$9850. Suggest funding of \$3,000

Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
Rockhampton Senior Citizen's Club Inc	The vinyl is to replace the carpet in what was the library area to allow for the location of refrigerators and freezers closer to the kitchen.	\$2,195.00	\$1,097.50	\$500.00	Club has already had the vinyl installed, being able to meet the cost from its own funds. The club also received \$11,000 toward purchase of a second bus and \$200 from the Councillor's Discretionary Fund.
Rockhampton Tennis Association Ltd	Town and Country May Day Tennis Doubles Team Carnival is an annual event which will be held at Victoria Park from 29 April to 1 May 2017. The event provides an opportunity for regional teams to contest the region's premier doubles team event, but caters for all standards, both men's and women's events. Teams will be participating from across the CQ area.	\$13,030.00	\$3,000.00	\$1,500.00	The applicant has been running the event for the past 92 years, with the major cost being for venue hire (\$4000), marketing (\$3000), participation awards (\$2250) and incentives for non-local participation (\$1500), merchandise (\$1980)
Rocky Barra Bounty (managed by Infofish Australia)	2017 Rocky Barra Bounty is a tag and release event focused on the Fitzroy/Keppel Net Free Zone and is recognised as one of the top three barramundi events in Australia. This year the event will be expanded to allow for 80 teams (an extra 20 teams) given the extended fishing area. Profits to go to enhancing recreational fishing in the Fitzroy River by purchasing fingerlings to enhance stocks in times of drought.	\$107,000.00	\$3,300.00	\$3,000.00	The main cost in the budget is trophies and prizes \$28,000, Competitors Packs \$24,000 and merchandise \$13,000. All expenses seem quite high with limited quotes supplied.

Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
St Paul's Cathedral Parish	Memorial Window Restoration involves the restoration of the stained glass 'Christus' window located in the front of St Paul's Cathedral, and the installation of toughened glass to the exterior of the window to ensure its ongoing preservation. The window which was donated by local railway staff in memory of those who lost their lives in World War 1 needed major restoration works to ensure its preservation as a war memorial. With significant damage to the cathedral resulting from Cyclone Marcia the parish has had to seek loan funds to undertake the specialist restoration work.	\$183,100.00	\$20,000.00	\$10,000.00	Applicant is meeting more than 50% of cost
TEDxRockhampton (CQ Forward Thinkers)	TEDx Rockhampton 2017 will gather local thinkers to discuss how they can influence change in the community. Talks from the event are recorded and added to the online gallery of TEDx, providing opportunities for local speakers to obtain worldwide exposure.	\$6,000.00	\$1,000.00	\$500.00	Event can only include 100 participants as per TED licence
Victoria Park Gymnastics & Trampoline Club Inc	To install an industrial size fan to improve conditions and air circulation for gymnasts and trampolinists training/undertaking lessons within the gymnasium at Club.	\$17,480.00	\$8,740.00	\$8,740.00	50% of cost of purchase and installation of fan

Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
Victoria Park Gymnastics & Trampoline Club Inc	Gymnastics Queensland 2017 State Trampoline Championships will be held at the Rockhampton Basketball Stadium on 22 and 23 April, 2017. It is expected to attract 100 competitors.	\$11,110.75	\$5,190.75	\$1,500.00	Suggest funding cost of equipment hire
Victoria Park Gymnastics & Trampoline Club Inc	Purchase of 2 new beds and 2 sets of new springs for the Gaoferi Trampoline to meet minimum standard of equipment required to convene the state championships events.	\$6,173.00	\$6,173.00	\$0.00	Club needs to contribute 50% of the total cost.
Women That Fish Barra Classic	The organisation requires a marquee and laptop for its annual fishing competition held on the Fitzroy River. This equipment is required to hold the briefing, presentation, catch cards check in, record all the catches, download all the photos for proof of catch and also for sponsors. The competition was formed and is held solely to help women to learn to fish, become more confident and to have social interaction with other women who fish, and is expected to attract 50 – 60 women.	\$2,273.00	\$1,136.50	\$640.00	50% of cost of marquee
TOTAL		\$978,121.74	\$152,813.30	\$79,711.05	

9 NOTICES OF MOTION

Nil

10 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.

11 CLOSURE OF MEETING