



COMMUNITY SERVICES COMMITTEE MEETING

AGENDA

21 NOVEMBER 2018

Your attendance is required at a meeting of the Community Services Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 21 November 2018 commencing at 9.00am for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C. P.", is written over a faint circular stamp.

CHIEF EXECUTIVE OFFICER
13 November 2018

Next Meeting Date: 05.12.18

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
	NIL	2
7	PUBLIC FORUMS/DEPUTATIONS	3
	NIL	3
8	OFFICERS' REPORTS	4
8.1	COMMUNITY FACILITIES MONTHLY OPERATIONAL REPORT - AUGUST 2018.....	4
8.2	COMMUNITY FACILITIES MONTHLY OPERATIONAL REPORT - SEPTEMBER 2018.....	14
8.3	COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - OCTOBER 2018	25
8.4	REGIONAL ARTS DEVELOPMENT FUND 2018/19 ROUND 1 FUNDING RECOMMENDATIONS.....	40
8.5	CELEBRATING MULTICULTURAL QUEENSLAND PROGRAM GRANT 2018/19	42
8.6	COMMUNITIES AND CULTURE OPERATIONAL REPORT FOR SEPTEMBER 2018.....	43
8.7	MARMOR CWA HALL	71
9	NOTICES OF MOTION	73
	NIL	73
10	URGENT BUSINESS/QUESTIONS	74
11	CLOSED SESSION	75
12.1	PROPOSAL RECEIVED TO PURCHASE LAND OWNED BY COUNCIL	75
12.2	FUTURE USE OF RESIDENTIAL PROPERTY OWNED BY COUNCIL	75
12.3	FUTURE USE OF COMMUNITY HOUSING UNITS OWNED BY COUNCIL	75
12.4	DISPOSAL OF VACANT RESIDENTIAL PROPERTY OWNED BY COUNCIL	75
12	CONFIDENTIAL REPORTS.....	76

12.1	PROPOSAL RECEIVED TO PURCHASE LAND OWNED BY COUNCIL	76
12.2	FUTURE USE OF RESIDENTIAL PROPERTY OWNED BY COUNCIL	77
12.3	FUTURE USE OF COMMUNITY HOUSING UNITS OWNED BY COUNCIL	78
12.4	DISPOSAL OF VACANT RESIDENTIAL PROPERTY OWNED BY COUNCIL	79
13	CLOSURE OF MEETING.....	80

1 OPENING

2 PRESENT

Members Present:

Councillor R A Swadling (Chairperson)
Councillor N K Fisher
Councillor A P Williams
Councillor C R Rutherford
Councillor M D Wickerson

In Attendance:

Ms C Worthy – General Manager Community Services (Executive Officer)
Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

The Mayor, Councillor Margaret Strelow - Apology

4 CONFIRMATION OF MINUTES

Minutes of the Community Services Committee held 17 October 2018

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 COMMUNITY FACILITIES MONTHLY OPERATIONAL REPORT - AUGUST 2018

File No: 10097

Attachments: 1. August Monthly Report - Community Facilities [↓](#)

Authorising Officer: Colleen Worthy - General Manager Community Services

Author: Sophia Czarkowski - Acting Coordinator Facilities

SUMMARY

This report provides information on the activities of the Community Facilities section for August 2018.

OFFICER'S RECOMMENDATION

THAT the Community Facilities Monthly Operational Report for August 2018 be received.

COMMENTARY

The attached report contains information on the activities of the Community Facilities team.

COMMUNITY FACILITIES MONTHLY OPERATIONAL REPORT – AUGUST 2018

August Monthly Report - Community Facilities

Meeting Date: 21 November 2018

Attachment No: 1



Monthly Operations Report

Community Assets and Facilities

August 2018

1. Highlights

August was a very busy month in Community Facilities and the team responded to a number of issues including the Ann Street Depot fire and the air conditioning breakdown at 212 Quay Street.

Community Facilities carried out planned works across the Region with the highlights being:

- Carpet replacement and painting in the old library section of Rockhampton Regional Library
- Sewerage works at the Kennel Club, Rockhampton Showgrounds

The team assisted in the finalisation of a number of key projects in readiness for openings and future operations including the Gracemere Pound and Kershaw Gardens.

Council's cleaners were taken on a tour of the Material Recycling Facility at Parkhurst to increase awareness of recycling and its challenges and benefits.

2. Innovations, Improvements and Variations

Community Facilities are working on improving access to and use of technology to create efficiencies in work and to reduce the reliance on paper. In addition to this the administration team are reviewing all processes and procedures to identify opportunities for improved processes.

The Customs House alarm system was converted to Council's Building Management System for security meaning staff can remotely setup alarm and swipe card accesses which greatly reduce administrative workload associated with the access requirements for Smart Hub users.

3. Customer Service Requests

Response times for completing customer requests in this reporting period for August 2018 are:



All Monthly Requests (Priority 3) Communities and Facilities 'Traffic Light' report August 2018

	Balance BtF	Completed In Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	On Hold	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 incomplete)		Avg Completion Time (days) Q1	
			Received	Completed															
Cemeteries - Complaint	0	0	0	0	0	0	0	0.00	8	🟢	0.00	🔴	60.00	🔴	10.40		3.00	🔴	60.00
Cemeteries - General Enquiry	0	0	1	1	0	0	0	0.32	14	🟢	0.00	🟢	4.94	🟢	8.58		7.61	🟢	5.13
Cemeteries (Asset)	2	1	5	2	1	0	0	0.60	30	🟢	0.00	🟢	7.14	🟢	11.38		9.67	🟢	6.30
Childcare (Asset)	2	0	2	2	2	0	0	0.53	30	🟢	3.00	🟢	12.32	🟢	12.10		13.76	🟢	9.50
Community Halls (Asset)	0	0	0	0	0	0	0	1.26	30	🟢	0.00	🟢	11.44	🟢	8.73		7.80	🟢	12.94
Admin and Depots (Asset)	21	15	5	5	6	0	0	0.44	30	🟢	1.20	🟢	5.88	🟢	8.29		8.42	🟢	5.52
Disaster Management (SES Buildings) (Asset)	0	0	0	0	0	0	0	0.25	30	🟢	0.00	🟢	11.80	🟢	9.07		9.07	🟢	11.80
Dog Pounds (Asset)	0	0	0	0	0	0	0	1.08	30	🟢	0.00	🟢	0.67	🟢	5.57		5.57	🟢	1.00
Gardens (Asset)	1	0	0	0	1	0	0	1.44	30	🟢	0.00	🟢	15.88	🟢	13.18		15.00	🟢	1.00
Libraries (Asset)	11	2	1	1	9	0	0	1.24	30	🟢	7.00	🟢	12.14	🟢	12.46		13.02	🟢	12.88
Council Owned Swimming Pools - General Enquiry	0	0	0	0	0	0	0	0.00	20	🟢	0.00	🔴	118.00	🔴	30.26		10.62	🟢	0.00
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 Facilities (Asset) Not Parks	7	1	3	2	6	0	0	1.38	30	🟢	14.00	🟢	9.45	🟢	11.40		14.50	🟢	7.69
TV Black Spot - Reception (Asset)	0	0	0	0	0	0	0	0.00		🟢	0.00	🟢	0.00	🟢	0.00		0.00	🟢	0.00
Arts & Heritage Services (Asset)	14	6	1	1	8	0	0	1.34	30	🟢	1.00	🟢	5.50	🟢	8.00		10.26	🟢	5.81

4. Service Delivery

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
Complete all planned maintenance projects in accordance with agreed schedule and budget	90%	On Target	Operational
Respond to all reactive requests in accordance with adopted responses schedule, budget, availability of materials and contractor if required	90%	On Target	Operational

5. Legislative Compliance and Standards (including Risk and Safety)

Safety Statistics

The safety statistics for the reporting period are:

	First Quarter		
	July	August	September
Number of Lost Time Injuries	0	0	
Number of Days Lost Due to Injury	0	0	
Total Number of Incidents Report	0	0	
Number of Incomplete Hazard Inspections	0	0	

Risk Management Summary

All items from the Section Risk Register requiring treatment plans have been completed.

Legislative timeframes

Item	Due Date	Compliant? (Yes/No)	Status
Outdated employee immunisations, tickets and/or licenses	Various	Yes	
Outdated legislative compliance mandatory training and/or qualifications	Various	No	Three staff overdue on Working at Heights – booked in for 10 October 2018
Statutory servicing of air conditioning, fire systems and	Monthly	No	Plant and equipment serviced as per schedule with the exception of

Item	Due Date	Compliant? (Yes/No)	Status
switchboards			a few items which are waiting on completion.
Statutory servicing of lifts, generators, automatic doors, septic systems and grease traps	Quarterly	Yes	Plant and equipment serviced as per schedule
Statutory servicing of emergency lighting, residential smoke detectors, fire equipment, CCTV and security panels	Various	Yes	Plant and equipment serviced as per schedule
Statutory servicing of pool earth bonding, switchboard thermal imaging, fuel bowsers, I-bolts, roller doors, RPZ backflow, thermostatic mixing valves, water filters and boilers	Various	No	Statutory servicing is being completed as per schedule with the exception of ibolts and pool earth bonding which is being completed by the end of October due to resourcing.
Property pole inspections	4 yearly	Yes	Sites inspected as per schedule

6. Operational Plan Targets by Section

The following Operational Plan actions and targets are required to be reported to Council on a monthly basis. This data will also form part of the Operational Plan quarterly report to Council:

Operational Plan Ref	Action	Target	Status
1.1.1.1	Operate, maintain and repair infrastructure as detailed in the annual maintenance programs	Achieve minimum 95% of annual Operating budget	The Unit is progressing through the annual maintenance programs.
1.1.4.1	Undertake required statutory maintenance	Compliance standards met	Statutory maintenance program underway.
1.1.4.2	Clean and maintain Council buildings	Buildings cleaned and maintained in accordance with the priority rating schedule and budget allocation	Council buildings being cleaned and maintained as required.
1.1.4.3	Develop and Implement conservation management plans for heritage listed buildings	Conservation Management Plan review conducted in accordance with schedule	CMPs to be reviewed in 2018/19 FY include School of Arts Hall and Library and Rockhampton Town Hall.
1.2.1.1	Provide quality arts and cultural facilities throughout the Region	All venues are compliant with statutory requirements	Statutory maintenance program underway.
1.3.1.1	Maintain and monitor CCTV systems	System maintained in accordance with schedule, with less than 2% downtime	CCTV system maintenance in accordance with procedure

7. Capital Projects

As at period ended August – 16.6% of year elapsed

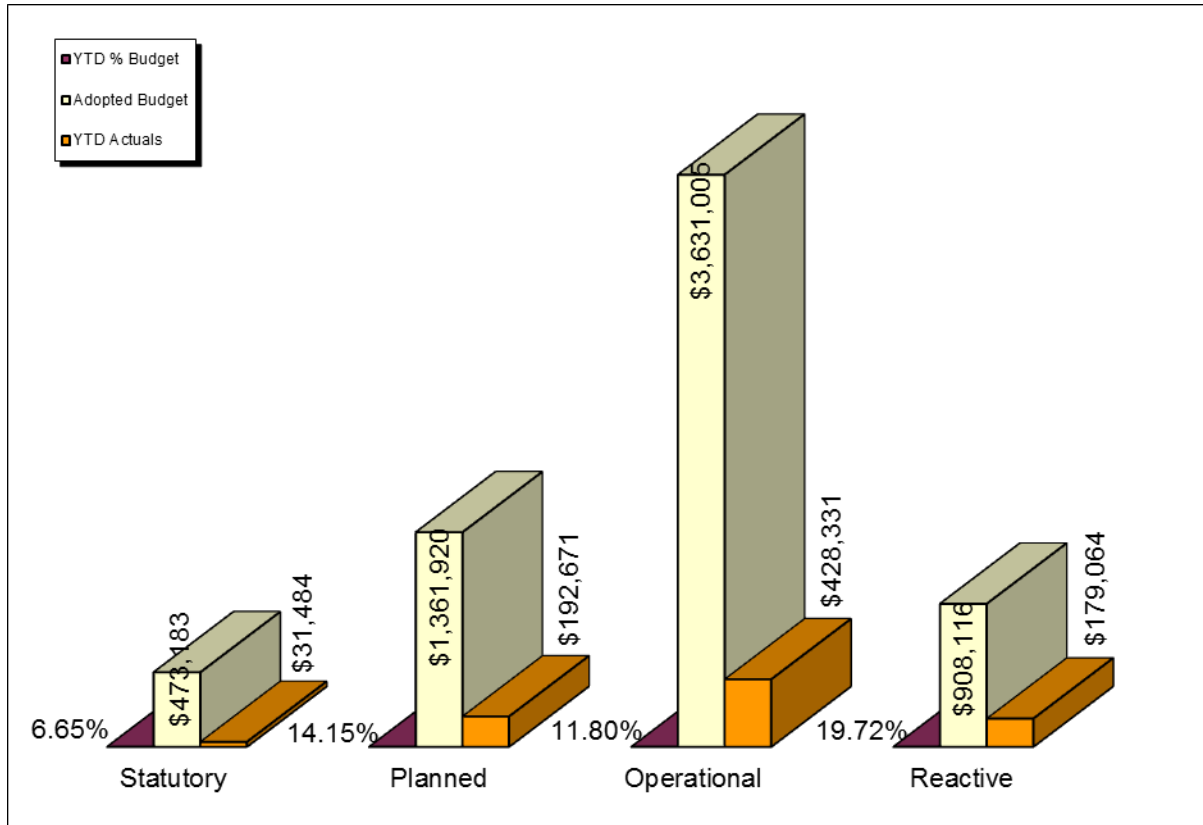
Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
CAPITAL WORKS PROGRAM					
Rockhampton Showgrounds Switchboard Enclosure Renewal	01 July 2018	30 June 2019	Commenced	\$62,000	\$444
ITQ sent out and awarded to Rocky Industrial Controls. Switchboards to commence being manufactured with practical completion expected to be 30 th March 2019.					
Carpet Renewal Program	01 July 2018	30 June 2019	Commenced	\$103,000	\$4,320
<ul style="list-style-type: none"> City Occasional Child Care floor coverings replaced in July 2018 Old Library Floor Coverings replaced in August 2018 Rockhampton Heritage Village - TBC Mt Morgan Administration Offices - TBC Fleet Administration Office – October 2018 					
Access Road Renewal Program	01 August 2018	30 June 2019	Not yet Commenced	\$308,000	\$0
Priorities set in conjunction with Civil Operations					
CCTV Renewal Program	01 September 2018	30 June 2019	Commenced	\$103,000	\$0
An initial planning meeting has been held with IT					

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Pool Plant Renewal Program	01 August 2018	30 June 2019	Not yet commenced	\$51,000	\$0
Not yet commenced					
Dwelling 239 Rockonia Road	01 August 2018	31 December 2018	Not yet Commenced	\$40,000	\$0
Not yet commenced					
Regional Library replace internal sliding security door	01 August 2018	30 June 2019	Not yet Commenced	\$25,000	\$0
Not yet commenced					
Parks Electrical Assets	01 August 2018	30 June 2019	Commenced	\$170,000	\$0
Asset condition assessments are being carried out and the following switchboard replacements have been identified: <ul style="list-style-type: none"> Frank Forde pole and main switchboard replacement awarded Stapleton Park pole and main switchboard replacement awarded 					
Fairy Lights East Street Replacement	01 August 2018	30 June 2019	Not yet Commenced	\$65,000	\$0
Not yet commenced					
CCTV North Rockhampton Boat Ramp John Batley	01 August 2018	30 June 2019	Commenced	\$25,000	\$0
Initial planning meeting held with IT					

8. Operational Projects

Facilities

1025 work orders were created during August 2018, with 1291 completed.



Activity	Adopted	YTD Actuals	YTD % Budget
Statutory	\$ 473,183	\$9,181	1.94%
Planned	\$ 1,361,920	\$84,329	6.19%
Operational	\$ 3,631,005	\$87,225	2.40%
Reactive	\$ 908,116	\$67,335	7.41%
Total	\$ 6,374,224	\$248,070	3.89%

9. Budget

Financial performance as expected for the reporting period



End of Month Job Costing Ledger - (Operating Only) - COMMUNITY SERVICES

As At End Of September

Report Run: 18-Sep-2018 08:15:08 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget	Revised Budget	EOM Commitments	YTD Actual	Commit + Actual	Variance	On target Year Gone
	\$	\$	\$	\$	\$	%	
COMMUNITY SERVICES							
COMMUNITY ASSETS & FACILITIES							
<u>Community Facilities</u>							
Revenues	(183,824)	0	0	(25,946)	(25,946)	14%	✗
Expenses	12,419,077	0	0	2,533,775	2,533,775	20%	✓
Transfer / Overhead Allocation	182,768	0	0	(17,702)	(17,702)	-10%	✓
Total Unit: Community Facilities	12,418,021	0	0	2,490,126	2,490,126	20%	✓
<u>Community Projects & Open Space Facilities</u>							
Revenues	(321,746)	0	0	(84,514)	(84,514)	26%	✓
Expenses	4,192,851	0	0	486,960	486,960	12%	✓
Transfer / Overhead Allocation	642,589	0	0	133,591	133,591	21%	✓
Total Unit: Community Projects & Open Space Facilities	4,513,694	0	0	536,037	536,037	12%	✓
<u>Community Assets & Facilities Management</u>							
Revenues	(1,668)	0	0	(736)	(736)	44%	✓
Expenses	378,798	0	0	20,983	20,983	6%	✓
Transfer / Overhead Allocation	6,500	0	0	0	0	0%	✓
Total Unit: Community Assets & Facilities Management	383,630	0	0	20,248	20,248	5%	✓
<u>Community Assets</u>							
Revenues	(134,265)	0	0	(37,466)	(37,466)	28%	✓
Expenses	666,029	0	0	68,826	68,826	10%	✓
Transfer / Overhead Allocation	46,426	0	0	753	753	2%	✓
Total Unit: Community Assets	578,189	0	0	32,113	32,113	6%	✓
Total Section: COMMUNITY ASSETS & FACILITIES	17,893,534	0	0	3,078,523	3,078,523	17%	✓
Total Department: COMMUNITY SERVICES	17,893,534	0	0	3,078,523	3,078,523	17%	✓
Grand Total:	17,893,534	0	0	3,078,523	3,078,523	17%	✓

8.2 COMMUNITY FACILITIES MONTHLY OPERATIONAL REPORT - SEPTEMBER 2018**File No:** 10097**Attachments:** 1. September Monthly Report [↓](#)**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Sophia Czarkowski - Acting Coordinator Facilities

SUMMARY

This report provides information on the activities of the Community Facilities section for September 2018.

OFFICER'S RECOMMENDATION

THAT the Community Facilities Monthly Operational Report for September 2018 be received.

COMMENTARY

The attached report contains information on the activities of the Community Facilities team.

COMMUNITY FACILITIES MONTHLY OPERATIONAL REPORT - SEPTEMBER 2018

September Monthly Report

Meeting Date: 21 November 2018

Attachment No: 1



Monthly Operations Report

Community Assets and Facilities

SEPTEMBER 2018

1. Highlights

The month of September saw a number of projects completed including:

- Walter Reid Cultural Centre's Fresh Air System installation
- Rockhampton Regional Library / City Hall Access Road speed bump replacement
- Rod Laver Hall corrective works program
- 220 Quay Street repair of failed sewer pit

2. Innovations, Improvements and Variations

The team continues to address security improvements with the inclusion of 220 Quay Street added to the list of sites connected to Council's Building Management System for security (Gallagher).

3. Customer Service Requests

Response times for completing customer requests in this reporting period for July 2018 are:



All Monthly Requests (Priority 3) Communities and Facilities 'Traffic Light' report September 2018

	Balance B/F	Completed In Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	On Hold	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 incomplete)	Avg Completion Time (days) Q1	
			Received	Completed														
Cemeteries - Complaint	0	0	0	0	0	0	0	0.00	8	🟢	0.00	🟢	0.00	🟢	4.00	2.40	🟢	0.00
Cemeteries - General Enquiry	0	0	1	1	0	0	0	0.32	14	🟢	0.00	🟢	4.94	🟢	8.23	7.55	🟢	0.00
Cemeteries (Asset)	4	3	0	0	1	0	0	0.60	30	🟢	0.00	🟢	5.67	🟢	11.95	11.15	🟢	7.00
Childcare (Asset)	4	2	0	0	2	0	0	0.53	30	🟢	0.00	🟢	11.40	🟢	12.23	15.19	🟢	15.00
Community Halls (Asset)	4	4	0	0	0	0	0	1.29	30	🟢	0.00	🟢	10.69	🟢	9.49	8.43	🔴	34.67
Admin and Depots (Asset)	16	9	0	0	7	0	0	0.26	30	🟢	0.00	🟢	5.50	🟢	7.80	8.39	🟢	5.15
Disaster Management (SES Buildings) (Asset)	1	1	0	0	0	0	0	0.30	30	🟢	0.00	🟢	11.80	🟢	11.27	11.27	🔴	32.00
Dog Pounds (Asset)	0	0	0	0	0	0	0	1.08	30	🟢	0.00	🟢	0.67	🟢	0.75	0.75	🟢	1.00
Gardens (Asset)	2	1	0	0	1	0	0	1.44	30	🟢	0.00	🟢	2.40	🟢	13.18	16.67	🟢	0.00
Libraries (Asset)	16	7	0	0	9	0	0	1.23	30	🟢	0.00	🟢	10.18	🟢	12.28	13.94	🟢	15.60
Council Owned Swimming Pools - General Enquiry	0	0	2	1	1	0	0	0.00	20	🟢	6.00	🟢	6.00	🔴	24.56	12.36	🟢	6.00
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 Facilities (Asset) Not Parks	8	2	0	0	6	0	0	1.39	30	🟢	0.00	🟢	8.50	🟢	11.63	15.78	🟢	9.64
TV Black Spot - Reception (Asset)	0	0	0	0	0	0	0	0.00		🟢	0.00	🟢	0.00	🟢	0.00	0.00	🟢	0.00
Arts & Heritage Services (Asset)	16	7	0	0	9	0	0	1.43	30	🟢	0.00	🟢	5.30	🟢	7.46	10.80	🟢	8.28

4. Legislative Compliance and Standards (including Risk and Safety)

Safety Statistics

The safety statistics for the reporting period are:

	First Quarter		
	July	August	September
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Report	0	0	2
Number of Incomplete Hazard Inspections	0	0	0

Risk Management Summary

All items from the Section Risk Register requiring treatment plans have been completed.

Legislative timeframes

Item	Due Date	Compliant? (Yes/No)	Status
Outdated employee immunisations, tickets and/or licenses	Various	Yes	
Outdated legislative compliance mandatory training and/or qualifications	Various	No	Three staff overdue on Working at Heights – booked in for 10 October 2018
Statutory servicing of air conditioning, fire systems and switchboards	Monthly	Yes	Plant and equipment serviced as per schedule
Statutory servicing of lifts, generators, automatic doors, septic systems and grease traps	Quarterly	Yes	Plant and equipment serviced as per schedule
Statutory servicing of emergency lighting, residential smoke detectors, fire equipment, CCTV and security panels	Various	Yes	Plant and equipment serviced as per schedule
Statutory servicing of pool earth bonding, switchboard thermal imaging, fuel bowzers, I-bolts, roller doors, RPZ backflow, thermostatic mixing valves, water filters and boilers	Various	Yes	Plant and equipment serviced as per schedule
Property pole inspections	4 yearly	Yes	Sites inspected as per schedule

5. Operational Plan Targets by Section

The following Operational Plan actions and targets are required to be reported to Council on a monthly basis. This data will also form part of the Operational Plan quarterly report to Council:

Operational Plan Ref	Action	Target	Status
1.1.1.1	Operate, maintain and repair infrastructure as detailed in the annual maintenance programs	Achieve minimum 95% of annual Operating budget	The Unit is progressing through the annual maintenance programs.
1.1.4.1	Undertake required statutory maintenance	Compliance standards met	Statutory maintenance program underway.
1.1.4.2	Clean and maintain Council buildings	Buildings cleaned and maintained in accordance with the priority rating schedule and budget allocation	Council buildings being cleaned and maintained as required.
1.1.4.3	Develop and Implement conservation management plans for heritage listed buildings	Conservation Management Plan review conducted in accordance with schedule	Finalising three Conservation Management Plans (CMPs) from 2017/18 FY with CMP reviews for 2018/19 being determined at present.
1.2.1.1	Provide quality arts and cultural facilities throughout the Region	All venues are compliant with statutory requirements	Statutory maintenance program underway.
1.3.1.1	Maintain and monitor CCTV systems	System maintained in accordance with schedule, with less than 2% downtime	CCTV system maintenance in accordance with procedure.

6. Capital Projects

As at period ended July – 8.3% of year elapsed

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Community Facilities					
Rockhampton Showgrounds Switchboard Enclosure Renewal	01 July 2018	30 March 2019	Commenced	\$62,000	\$59,083
ITQ sent out and awarded to Rocky Industrial Controls. Contractor finalising switchboard design with switchboard manufacture set to commence November 2018. Project on target for planned end date of 30 th March 2019.					
Carpet Renewal Program Ed Van Dyke	01 July 2018	30 June 2019	Commenced	\$103,000	\$12,809
<ul style="list-style-type: none"> City Occasional Child Care floor coverings replaced - July 2018 – Completed Old Library Floor Coverings replaced - August 2018 – Completed Rockhampton Heritage Village - TBC Mt Morgan Administration Offices - TBC Fleet Administration Office – October 2018 					
Access Road Renewal Program	01 August 2018	30 June 2019	Not yet Commenced	\$308,000	\$0
Priorities set in conjunction with Civil Operations					
CCTV Renewal Program	01 September 2018	30 June 2019	Commenced	\$103,000	\$0

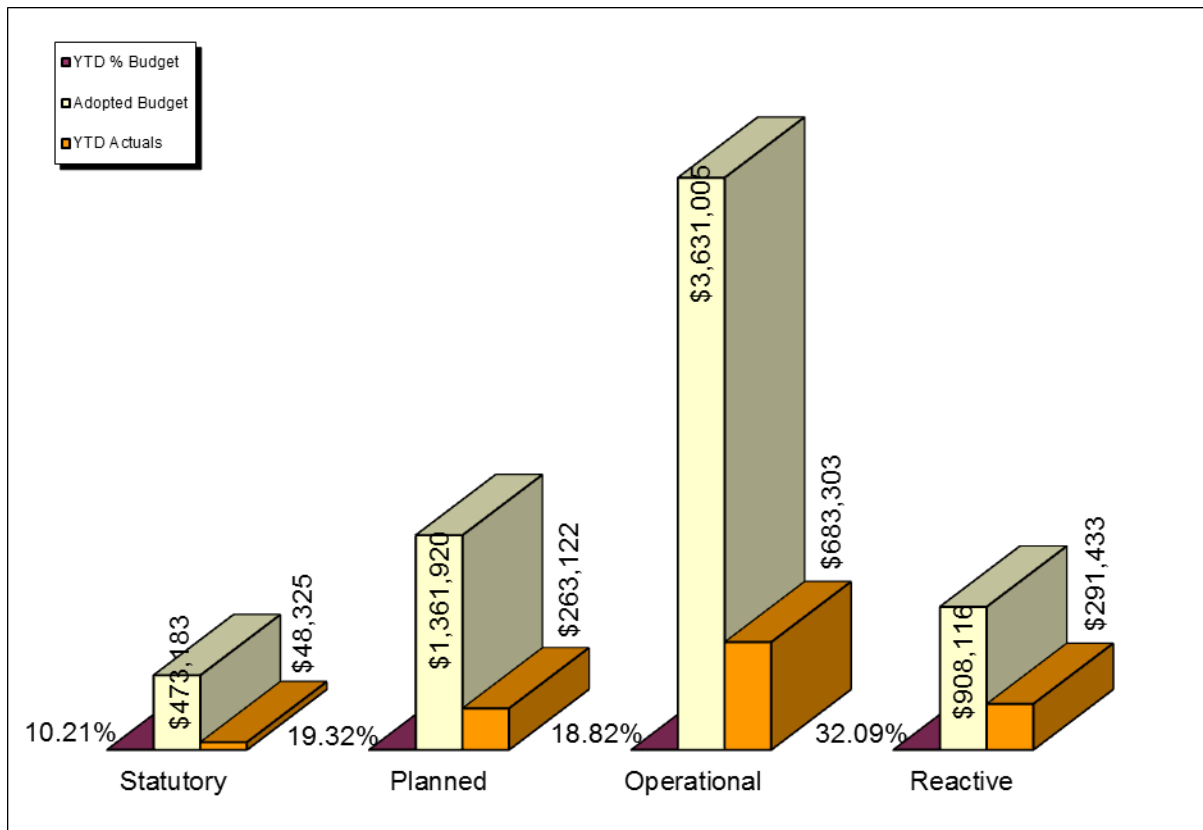
Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Discussions still being held between IT, Regional Services Projects, and Community Facilities regarding camera replacement priorities and impacts on existing CCTV storage/ system equipment. Project on target for planned end date of 30th June 2019.					
Pool Plant Renewal Program	01 August 2018	30 June 2019	Not yet Commenced	\$51,000	\$0
Not yet commenced					
Dwelling 239 Rockonia Road	01 August 2018	31 December 2018	Not yet Commenced	\$40,000	\$0
Not yet commenced					
Regional Library replace internal sliding security door	01 August 2018	30 June 2019	Not yet Commenced	\$25,000	\$0
Not yet commenced					
Parks Electrical Assets	01 August 2018	30 June 2019	Commenced	\$170,000	\$41,130
<p>Asset condition assessments are being carried out and the following switchboard replacements have been identified:</p> <ul style="list-style-type: none"> • Frank Forde pole and main switchboard replacement – contract awarded • Stapleton Park pole and main switchboard replacement – contract awarded • Kershaw Gardens Irrigation switchboard replacement – contract awarded • Switchboard/ flood lighting replacement Marmor Memorial Park – quotes being reviewed • Switchboard replacement Victoria Parade / Cambridge Street intersection – quotes being reviewed <p>Project on target for planned end date of 30th June 2019.</p>					
Fairy Lights East Street Replacement	01 August 2018	30 June 2019	Not yet Commenced	\$65,000	\$0

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Not yet commenced					
CCTV North Rockhampton Boat Ramp	01 August 2018	30 June 2019	Commenced	\$25,000	\$0
Discussions still being held between IT, Regional Services Projects, and Community Facilities regarding design of solar powered CCTV equipment with wireless connectivity with the existing CCTV network.					
Community Projects and Open Space Facilities					

7. Operational Projects

Facilities

844 work orders were created during September 2018, with 462 completed.



<i>Activity</i>	<i>Adopted</i>	<i>YTD Actuals</i>	<i>YTD % Budget</i>
Statutory	\$ 473,183	\$48,325	10.21%
Planned	\$ 1,361,920	\$263,122	19.32%
Operational	\$ 3,631,005	\$683,303	18.82%
Reactive	\$ 908,116	\$291,433	32.09%
Total	\$ 6,374,224	\$ 1,286,183	20.18%

8. Budget

Financial performance as expected for the reporting period



End of Month Job Costing Ledger - (Operating Only) - COMMUNITY SERVICES

As At End Of September

Report Run: 10-Oct-2018 16:00:36 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 25% of Year Gone
COMMUNITY SERVICES							
COMMUNITY ASSETS & FACILITIES							
<u>Community Facilities</u>							
Revenues	(183,824)	0	0	(36,382)	(36,382)	20% x	
Expenses	12,419,077	0	1,475,973	2,906,017	4,381,990	35% x	
Transfer / Overhead Allocation	182,768	0	0	(34,608)	(34,608)	-19% ✓	
Total Unit: Community Facilities	12,418,021	0	1,475,973	2,835,027	4,311,000	35% x	
<u>Community Projects & Open Space Facilities</u>							
Revenues	(321,746)	0	0	(110,580)	(110,580)	34% ✓	
Expenses	4,132,851	0	1,225,470	603,342	2,034,812	49% x	
Transfer / Overhead Allocation	642,589	0	0	154,478	154,478	24% ✓	
Total Unit: Community Projects & Open Space F	4,512,694	0	1,225,470	853,241	2,078,710	46% x	
<u>Community Assets & Facilities Management</u>							
Revenues	(1,668)	0	0	(736)	(736)	44% ✓	
Expenses	378,798	0	2,643	20,983	23,627	6% ✓	
Transfer / Overhead Allocation	6,500	0	0	0	0	0% ✓	
Total Unit: Community Assets & Facilities Manag	383,630	0	2,643	20,248	22,891	6% ✓	
<u>Community Assets</u>							
Revenues	(134,265)	0	0	(39,479)	(39,479)	29% ✓	
Expenses	666,029	0	40,362	137,248	177,611	27% x	
Transfer / Overhead Allocation	46,426	0	0	3,177	3,177	7% ✓	
Total Unit: Community Assets	578,189	0	40,362	100,947	141,309	24% ✓	
<u>Support Services</u>							
Expenses	242,039	0	0	0	0	0% ✓	
Total Unit: Support Services	242,039	0	0	0	0	0% ✓	
Total Section: COMMUNITY ASSETS & FACILITIES	18,135,573	0	2,744,448	3,809,462	6,553,910	36% x	
Total Department: COMMUNITY SERVICES	18,135,573	0	2,744,448	3,809,462	6,553,910	36% x	
Grand Total:	18,135,573	0	2,744,448	3,809,462	6,553,910	36% x	

8.3 COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - OCTOBER 2018

File No: 10097
Attachments: 1. Operational Report for October 2018 [↓](#)
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Sophia Czarkowski - Acting Coordinator Facilities

SUMMARY

This report provides information on the activities of Community Assets and Facilities for the month of October 2018.

OFFICER'S RECOMMENDATION

THAT the Community Assets and Facilities monthly operational report for October 2018 be received.

COMMENTARY

The attached report contains information on the activities of the Community Assets and Facilities section.

COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - OCTOBER 2018

Operational Report for October 2018

Meeting Date: 21 November 2018

Attachment No: 1



Monthly Operations Report

Community Assets and Facilities

October 2018

1. Highlights

Community Assets and Facilities highlights for the month of October include:

- Completion of carpet replacement in Fleet Administration Offices.
- Installation of new air-conditioning plant in part of 212 Quay Street has been completed.
- Work on the new workshop is underway with the concrete floor being completed. Layout will be completed in November 2018.

2. Innovations, Improvements and Variations

Community Facilities and Support Services area streamlining processes to ensure efficient delivery of work orders and invoices.

3. Customer Service Requests

Response times for completing customer requests in this reporting period for October 2018 are:



All Monthly Requests (Priority 3) Communities and Facilities 'Traffic Light' report October 2018

	Balance BfF	Completed In Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	On Hold	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 incomplete)
			Received	Completed												
Cemeteries - Complaint	0	0	0	0	0	0	0	0.00	8	●	0.00	●	60.00	●	11.86	1.75
Cemeteries - General Enquiry	0	0	1	1	0	0	0	0.32	14	●	0.00	●	3.77	●	8.78	8.20
Cemeteries (Asset)	1	0	1	0	2	1	0	0.57	30	●	0.00	●	5.67	●	11.95	11.71
Childcare (Asset)	2	1	1	1	1	0	0	0.48	30	●	1.00	●	12.15	●	11.52	13.67
Community Halls (Asset)	1	1	0	0	0	0	0	1.27	30	●	0.00	●	16.46	●	11.28	10.16
Admin and Depots (Asset)	7	1	0	0	6	0	0	0.44	30	●	0.00	●	5.49	●	7.79	8.53
Disaster Management (SES Buildings) (Asset)	0	0	0	0	0	0	0	0.27	30	●	0.00	●	11.80	●	12.89	12.89
Dog Pounds (Asset)	0	0	0	0	0	0	0	1.42	30	●	0.00	●	0.67	●	0.67	0.67
Gardens (Asset)	1	1	0	0	0	0	0	1.56	30	●	0.00	●	16.25	●	17.18	17.18
Libraries (Asset)	9	1	0	0	8	0	0	1.33	30	●	0.00	●	10.87	●	12.28	15.05
Council Owned Swimming Pools - General Enquiry	0	0	5	5	0	0	0	0.00	20	●	0.80	●	4.43	●	22.17	8.07
Leased Premises - Maintenance (Asset)	0	0	0	0	0	0	0	0.00	30	●	0.00	●	0.00	●	0.00	0.00
Sport and Recreation Facilities (Asset) Not Parks	6	0	0	0	6	0	0	1.34	30	●	0.00	●	6.39	●	11.81	15.39
TV Black Spot - Reception (Asset)	0	0	0	0	0	0	0	0.00		●	0.00	●	0.00	●	0.00	0.00
Arts & Heritage Services (Asset)	10	2	0	0	8	0	0	1.39	30	●	0.00	●	5.94	●	6.63	9.75

4. Legislative Compliance and Standards (including Risk and Safety)

Safety Statistics

The safety statistics for the reporting period are:

	First Quarter		
	October	November	December
Number of Lost Time Injuries	*		
Number of Days Lost Due to Injury	*		
Total Number of Incidents Report	*		
Number of Incomplete Hazard Inspections	1		

**Information not available at time of reporting*

Risk Management Summary

All items from the Section Risk Register requiring treatment plans have been completed.

Legislative timeframes

Item	Due Date	Compliant? (Yes/No)	Status
Outdated employee immunisations, tickets and/or licenses	Various	No	8 Licences are overdue
Outdated legislative compliance mandatory training and/or qualifications	Various	No	2 staff are overdue for training
Statutory servicing of air conditioning, fire systems and switchboards	Monthly	No	Plant and equipment serviced as per schedule for fire systems and switchboards. Some air conditioning services are contracted through BPM Cowrick (JMK) a number of these services weren't completed in October.
Statutory servicing of lifts, generators, automatic doors, septic systems and grease traps	Quarterly	Yes	Plant and equipment serviced as per schedule
Statutory servicing of emergency lighting, residential smoke detectors, fire equipment, CCTV and security panels	Various	Yes	Plant and equipment serviced as per schedule
Statutory servicing of pool earth bonding, switchboard thermal imaging, fuel bowzers, I-bolts, roller doors, RPZ backflow, thermostatic mixing valves,	Various	Yes	Plant and equipment serviced as per schedule

Item	Due Date	Compliant? (Yes/No)	Status
water filters and boilers			
Property pole inspections	4 yearly	Yes	Group One sites to be inspected this financial year

5. Operational Plan Targets by Section

The following Operational Plan actions and targets are required to be reported to Council on a monthly basis. This data will also form part of the Operational Plan quarterly report to Council:

Operational Plan Ref	Action	Target	Status
1.1.1.1	Operate, maintain and repair infrastructure as detailed in the annual maintenance programs	Achieve minimum 95% of annual Operating budget	The Unit is progressing through the annual maintenance programs.
1.1.4.1	Undertake required statutory maintenance	Compliance standards met	Statutory maintenance program underway.
1.1.4.2	Clean and maintain Council buildings	Buildings cleaned and maintained in accordance with the priority rating schedule and budget allocation	Council buildings being cleaned and maintained as required.
1.1.4.3	Develop and Implement conservation management plans for heritage listed buildings	Conservation Management Plan review conducted in accordance with schedule	Finalising three Conservation Management Plans (CMPs) from 2017/18 FY with CMP reviews for 2018/19 being determined at present.
1.2.1.1	Provide quality arts and cultural facilities throughout the Region	All venues are compliant with statutory requirements	Statutory maintenance program underway.
1.3.1.1	Maintain and monitor CCTV systems	System maintained in accordance with schedule, with less than 2% downtime	CCTV system maintenance in accordance with procedure. Weekly reports generated by IT and forwarded to CCTV contractor for investigation/ repairs.

6. Capital Projects

As at period ended October – 33.3% of year elapsed

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Community Facilities					
Rockhampton Showgrounds Switchboard Enclosure Renewal	01 July 2018	30 March 2019	Work in Progress	\$62,000	\$58,813
ITQ sent out and awarded. Switchboards are currently being manufactured, switchgear etc. has arrived. On target for planned end date.					
Carpet Renewal Program Ed Van Dyke	01 July 2018	30 June 2019	Work in Progress	\$103,000	\$25,980
<ul style="list-style-type: none"> City Occasional Child Care floor coverings completed - July 2018 Old Library Floor Coverings completed - August 2018 Fleet Administration Office completed – October 2018 Heritage Village Administration scheduled – December 2018 					
Access Road Renewal Program	01 August 2018	30 June 2019	Work in Progress	\$487,584	\$0
Initial planning meeting held with Civil Operations					
CCTV Renewal Program	01 September 2018	30 June 2019	Work in Progress	\$103,000	\$0
Quotes being sought.					
Pool Plant Renewal Program	01 August 2018	30 June 2019	Not yet Commenced	\$51,000	\$0
Not yet commenced					
Dwelling 239 Rockonia Road	01 August 2018	30 June 2019	Not yet Commenced	\$40,000	\$0
Not yet commenced					
Regional Library replace internal sliding security door	01 August 2018	30 June 2019	Not yet Commenced	\$25,000	\$0
Not yet commenced					
Parks Electrical Assets	01 August	30 June	Work in	\$170,0	\$47,894

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
	2018	2019	Progress	00	
Works commenced as follows:					
<ul style="list-style-type: none"> - Stapleton Park replacement pole and switchboard - Frank Forde Park replacement pole and switchboard - Marmor Park replacement switchboard and floodlights - Kershaw Gardens replacement irrigation switchboards 					
Fairy Lights East Street Replacement	01 August 2018	30 June 2019	Work in Progress	\$65,000	\$0
Advance Rockhampton, Community Facilities and Program Delivery					
CCTV North Rockhampton Boat Ramp	01 August 2018	30 June 2019	Not yet Commenced	\$25,000	\$0
Options being sourced for solar system/ pole/ cameras					
Relocation of Community Assets and Facilities tradespersons to Recycle Shed	1 September 2018	31 January 2019	Commenced	\$71,454	\$101,673
Old office and amenities has been demolished. New concrete floor has been completed. Layout and design work underway.					
Community Projects					
Amenities Program Renew and Upgrade	01 August 2018	30 June 2019	Not yet commenced	\$308,000	\$0
Community Facilities to confirm scope of works.					
Scotia Place structural rectification works	01 August 2018	30 April 2019	Work in progress	\$200,000	\$6,153
Scoping document completed by heritage consultant. Heritage exemption application to be submitted to NRME in November. Once approval received, will be sent for tender.					
Gracemere Pound Facility Construction	05 January 2018	30 August 2018	Completed	\$242,638	\$241,361
Practical completion reached. Building contractor rectifying defects.					
Air-conditioner Replacement Program	01 August 2018	30 June 2019	On hold	\$114,219	\$101,393
Order placed to BPM Cowlick (JMK) for air conditioner replacements to City Hall, waiting on correspondence from Contracts Team on how to proceed					
Music Bowl – Demolish roof	01 August 2018	30 June 2019	On hold	\$153,000	\$0
Demolition budgets of roof structures options presented to Venue Services Team. On hold till Christmas carols finished on site. Venue Services Team presenting report to Council in January on options to					

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
proceed with site.					
Rockhampton Showgrounds – Stud Cattle Pavilion replacement	01 August 2018	30 June 2019	On hold	\$164,127	\$161
Venue Services Team to take report to Council after consultation with Show Society and Beef Australia stakeholders.					
Walter Reid lift replacement	01 August 2018	22 February 2019	On hold	\$285,519	\$194,023
Work is scheduled to commence on 7 January 2019 and will take approximately 7 weeks to complete.					
Showgrounds Robert Schwarten Pavilion	01 October 2018	30 February 2019	Work in Progress	\$183,000	\$107,506
Scope of works includes internal/external repaint, seamless floors and minor defects as per condition assessments.					
Mt Morgan Pool replace filters and plant room	01 November 2018	30 June 2019	Work in progress	\$300,000	\$1,115
ITQ for fee proposal for design of plant room, plant and filtration closes on 22 November. Design to be completed by end of February 2019. Works to be completed in winter shutdown period.					
Rockhampton Showgrounds Robert Schwarten - Open Pavilion	01 October 2018	01 March 2019	Work in progress	\$149,000	\$71,516
Scope of works includes downpipe replacement (completed) and skylight roof replacement which is scheduled to be completed by end of December 2018. Venue Services Team to confirm decision on scope options for failing mesh to underside of structure.					
Mt Morgan Rail Complex – Façade refurbishment	01 August 2018	30 June 2019	Work in progress	\$500,000	\$12,286
Scoping document to be completed by Australian Heritage consultants by mid-November. Heritage exemption application to be submitted to NRME once design specification completed. Upon receipt of heritage approval received, will be sent for tender.					
Showgrounds Replace 3 large portable grandstands	01 August 2018	30 June 2019	On hold	\$220,000	\$0
Scoped options presented to Venue Services Team. Awaiting on approval on options.					

MONTHLY CAPITAL REPORTS

Reporting Month	October 18
Project	CBD Cultural Precinct –New Art Gallery and Demolition of East St Building
Project Number	1070714 / 1076600 / 1076941
Project Manager	Andrew Collins
Council Committee	Community Services

PROJECT SCOPE

The project is the design and construction of a new Art Gallery and the demolition of two buildings to link East street. The New Art Gallery is proposed to be a three (3) storey structure with around 4700m² gross floor area built over 212 and 214 Quay Street sites and a section of 220 Quay Street for a delivery dock. The building would include a double volume exhibition spaces, retail and café spaces, flexible multipurpose areas, administration, storage and back of house areas.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	February 17		Project Plan compiled. Concept designs and business case completed/ Development Approvals lodged
Design Development	June 17		The design development for the project has reached the completion of the detailed design stage and will now proceed into construction and tender documentation.
Procurement	October 18		EOI process to commence
Construction	June 19		

FINANCIAL PROFILE

The total budget for the design, construction and demolition works proposed is listed in the table below. The Art Gallery construction budget is \$31.5m with a \$2M commitment for this financial year.

	Project Life				Current Year			
	Total Budget	Actual to date	Committ als	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$34,600,000 (incl design & Demolition of East Street)	\$2,209,096	\$902,034	\$31,488,869	\$3,619,288	\$662,562	\$902,034	\$2,054,691
External Funding	\$2,000,000							

PROJECT STATUS

The following was completed in October on the project.

- Expressions of Interest (EOI) has been called for the Art Gallery Construction
- Work continued on the design development for tender documentation.
- A detailed structural inspection carried out on the East Street properties, with final designs now received
- Tender documentation being prepared for the Demolition of the East Street properties.

Reporting Month	October 18
Project	CCTV System Upgrade
Project Number	1124959
Project Manager	Nathan Everton
Council Committee	Community Services

PROJECT SCOPE

CCTV Back end equipment Migration and Upgrade. Migration of CCTV Operating System from Existing Endura System to upgraded VideoXpert System to facilitate the installation of the new Optera Cameras and additional storage.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	January 18		Completed
Design Development	March 18		Completed
Procurement	May 18		Completed
Construction	June 18	October 18	98% Completed

FINANCIAL PROFILE

Budget tracking well. Grant from Rockhampton CBD Safe Night Precinct Inc. of \$100,000

	Project Life				Current Year			
	Total Budget	Actual to date	Commit tals	Remainin g Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$184,000	\$150,219	\$5,117	\$28,663	\$170,364	\$136,583	\$5,117	\$28,663
External Funding	\$100,000							

PROJECT STATUS

Majority of backend equipment has been installed and commissioned. One (1) Optera Camera has been installed and commissioned on the William and Quay St Roundabout.
The other three (3) Optera Cameras will be installed in November 18.
Additional Back end equipment has been ordered By Council IT department to ensure new Optera cameras operate in the system

Reporting Month	October 18
Project	Heritage Village Lighting Upgrade (W4Q)
Project Number	1079789
Project Manager	Nathan Everton
Council Committee	Community Services

PROJECT SCOPE

The provision of flood lighting to the main oval at the Rockhampton Heritage Village.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	March 18		
Design Development	April 18		Completed
Procurement	August 18		Completed
Construction	September 18	November 18	Equipment is being ordered before site construction begins early/mid November

FINANCIAL PROFILE

Budget is fully funded by Works for Queensland Round 2

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$150,000	\$15,324	\$119,467	\$15,208	\$142,875	\$8,199	\$119,467	\$15,208
External Funding	\$150,000							

PROJECT STATUS

Budget is fully funded by Works for Queensland and the scope of works includes only the Oval Lighting.
 Contract has been Awarded to Stankey Electrical.
 Poles have been ordered with 10 week lead time.
 Other equipment ordered.

Anticipated completion is expected before Australia Day 2019.

Reporting Month	October 18
Project	Gracemere SES Facilities Upgrade (W4Q)
Project Number	1079795
Project Manager	Shirley Hynes
Council Committee	Community Services

PROJECT SCOPE

Gracemere State Emergency Services is currently situated next to Gracemere Community Centre located at 10 Barry Street and is the base for SES training and operational response. The new building will provide a flexible open plan office / training room, cellular offices, kitchen, unisex toilet & shower, laundry facility and storage area incorporating secure caged area. The existing SES building will be retained as a complimentary to the new facility.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	May 18	June 18	
Design Development	June 18		Detailed design 60% complete.
Procurement	November 18		
Construction	December 18		

FINANCIAL PROFILE

The revised budget is \$750,000. Waiting for approval from the State Government.

	Project Life				Current Year			
	Total Budget	Actual to date	Committ als	Remainin g Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$500,000	\$19,674	\$48,953	\$431,371	\$492,461	\$12,135	\$48,953	\$431,371
External Funding	\$500,000							

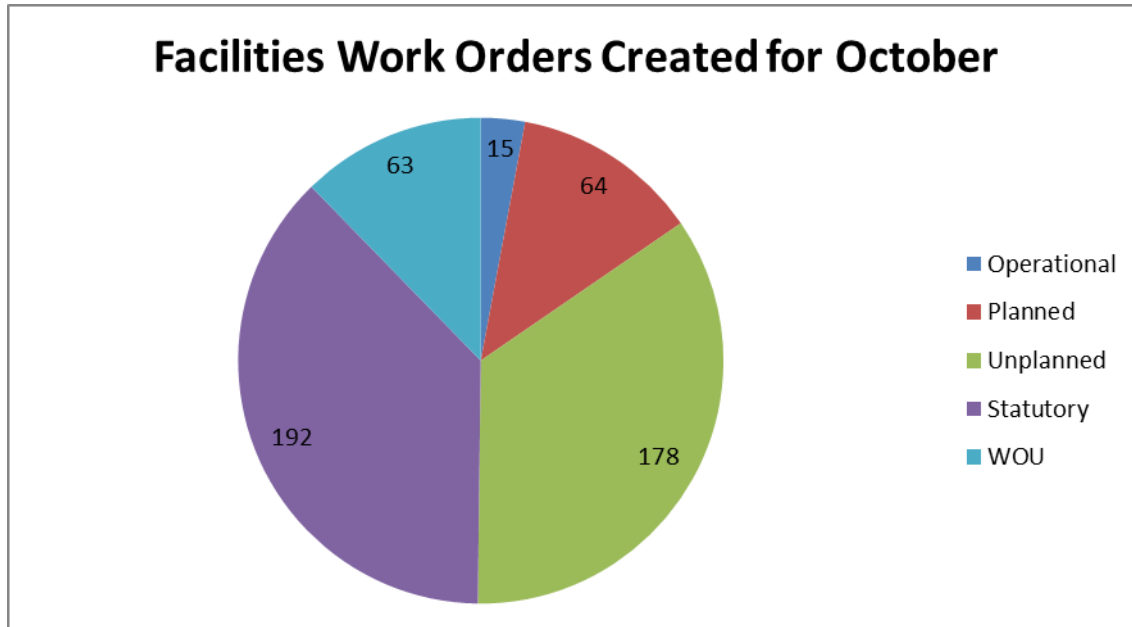
PROJECT STATUS

- Design team appointed September 2018.
- Preliminary Design review meeting with stakeholders and designers held October 2018.
- Project progressing in accordance with program.
- Grant funding of various aspects of project, i.e. generator, solar panels, white goods, furniture, currently being progressed by SES team.

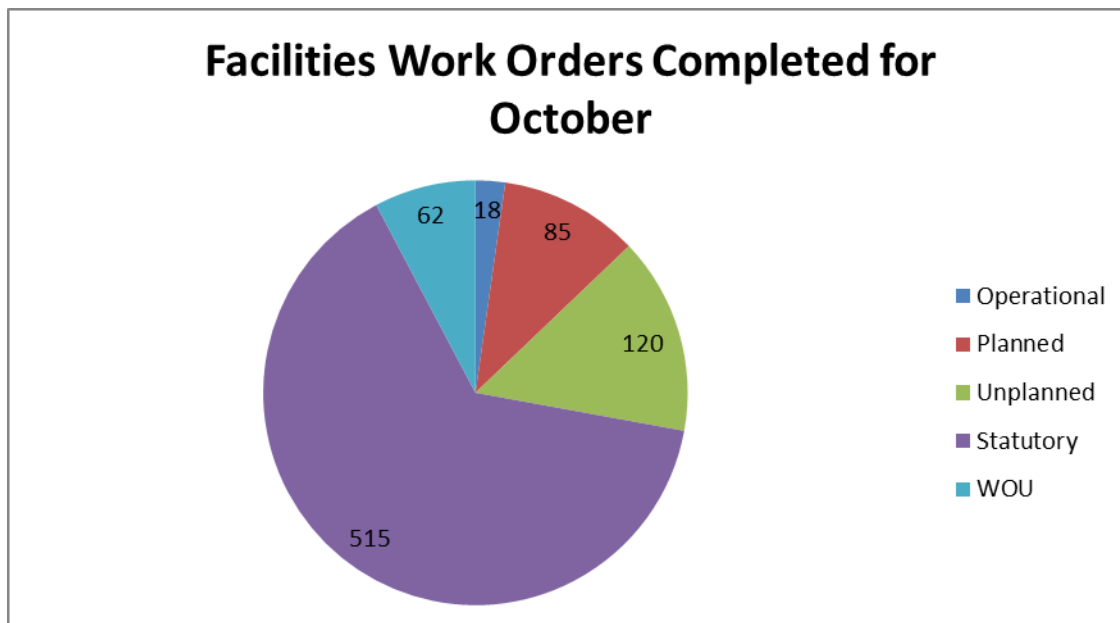
7. Operational Projects

Community Facilities

512 work orders were issued in October 2018.



800 work orders were completed in October 2018.



8. Budget

Financial performance as expected for the reporting period



End of Month Job Costing Ledger - (Operating Only) - COMMUNITY SERVICES

As At End Of October

Report Run: 08-Nov-2018 16:51:37 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 33.3% of Year Gone
COMMUNITY SERVICES							
COMMUNITY ASSETS & FACILITIES							
<u>Community Facilities</u>							
Revenues	(183,824)	0	0	(61,560)	(61,560)	33% ✓	
Expenses	12,419,077	0	1,328,247	3,839,255	5,167,502	42% ✗	
Transfer / Overhead Allocation	182,768	0	0	(65,914)	(65,914)	-36% ✓	
Total Unit: Community Facilities	12,418,021	0	1,328,247	3,711,780	5,040,028	41% ✗	
<u>Community Projects & Open Space Facilities</u>							
Revenues	(321,746)	0	0	(147,212)	(147,212)	46% ✓	
Expenses	4,192,851	0	1,160,923	1,008,544	2,169,467	52% ✗	
Transfer / Overhead Allocation	642,589	0	0	218,990	218,990	34% ✗	
Total Unit: Community Projects & Open Space Facilities	4,513,694	0	1,160,923	1,080,322	2,241,245	50% ✗	
<u>Community Assets & Facilities Management</u>							
Revenues	(1,668)	0	0	(736)	(736)	44% ✓	
Expenses	378,798	0	2,643	21,038	23,682	6% ✓	
Transfer / Overhead Allocation	6,500	0	0	0	0	0% ✓	
Total Unit: Community Assets & Facilities Management	383,630	0	2,643	20,303	22,946	6% ✓	
<u>Community Assets</u>							
Revenues	(134,265)	0	0	(49,446)	(49,446)	37% ✓	
Expenses	666,029	0	35,817	188,080	223,896	34% ✗	
Transfer / Overhead Allocation	46,426	0	0	19,212	19,212	41% ✗	
Total Unit: Community Assets	578,189	0	35,817	157,846	193,663	33% ✗	
<u>Support Services</u>							
Expenses	242,039	0	0	82,843	82,843	34% ✗	
Total Unit: Support Services	242,039	0	0	82,843	82,843	34% ✗	
Total Section: COMMUNITY ASSETS & FACILITIES	18,135,573	0	2,527,631	5,053,094	7,580,725	42% ✗	
Total Department: COMMUNITY SERVICES	18,135,573	0	2,527,631	5,053,094	7,580,725	42% ✗	
Grand Total:	18,135,573	0	2,527,631	5,053,094	7,580,725	42% ✗	

8.4 REGIONAL ARTS DEVELOPMENT FUND 2018/19 ROUND 1 FUNDING RECOMMENDATIONS

File No: 8944

Attachments: Nil

Authorising Officer: Colleen Worthy - General Manager Community Services

Author: John Webb - Acting Manager Communities and Culture

SUMMARY

Applications received for Round One of the 2018/19 Regional Arts Development Fund have been assessed by the RADF Committee and five are recommended for funding.

OFFICER'S RECOMMENDATION

THAT Council approves the following applications for funding from the Regional Arts Development Fund:

Applicant	Purpose of Grant	Grant Recommended
Allana Gregson	Professional Development Grant for flights and course costs to attend a five day Summer Millinery Intensive workshop in Melbourne.	\$1,500
CQ Contemporary Artists	Bring two professional tutors to Rockhampton to facilitate two separate contemporary art workshops in visual art in 2019. One of the artists being formerly from Rockhampton.	\$4,188
Erin Dunne	Professional Development Grant. Will cover costs of travelling to Sydney for first meeting of a structured two-year mentorship with artist, Todd Fuller. Cover attendance at the Dobell Prize and associated Drawing Symposium at the National Art School.	\$1,500
Lapidary Club	To provide local lapidarists as well as people from other regional Queensland areas with access to specialist tuition in the art of carving bone, shell or stone. A recognized artist will conduct a short course in this skilled craft and provide additional tuition to suitable persons to enable them to become accredited judges in this area.	\$1,750
National Seniors Australia Capricornia	Conducting creative community based arts workshops for over 50's during Seniors Week through The Journal Project 0 Connecting Community through Story Telling and Art.	\$1,350
	total	\$10,288

THAT Council approves the following application for funding from the Regional Arts Development Fund if the requested information is provided to the RADF Committee:

Applicant	Purpose of Grant	Grant Recommended
Rocky Instincts	The Deadly Skills Program aims to engage youth in positive and creative traditional bush craft and skills during a 5 day workshop in Mt Morgan, culminating in an exhibition. Request: Letter of support from Gangulu Elders to endorse the teaching of traditional skills on country by non-indigenous people.	\$5,085
	total	\$5,085

COMMENTARY

The Regional Arts Development Fund is a joint program of the Queensland Government (administered by Arts Queensland) and the Rockhampton Regional Council that focuses on the development of quality art and arts practice in our region.

Seven applications were received for a total requested amount of \$17,773.

One applicant has since withdrawn due to personal reasons.

The remaining six applications are for a total requested amount of \$15,373.

The committee has recommended five of these for immediate funding support. The remaining application is conditionally supported, based on the provision of additional information.

At the time of writing this information has not been provided.

With the recommendation for funding to the above listed applicants the pool of RADF grant funding will be \$44,657 for the remaining two rounds of the 18/19 year. The applications supported several of the local priorities including projects for young people, projects with First Nations communities, and innovative project ideas. As per the criteria the recommended projects offer quality, reach, value and viability.

Council Initiative Projects have been approved for 18/19. The Arts Program for Rockhampton River Festival is supported by RADF. Committed by remaining RADF money from the 17/18 Council Initiatives budget is remaining with The Rockhampton Art Gallery to facilitating projects with Indigenous Artists.

8.5 CELEBRATING MULTICULTURAL QUEENSLAND PROGRAM GRANT 2018/19

File No: 12534
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: John Webb - Acting Manager Communities and Culture

SUMMARY

An application has been submitted under the 2018-19 Celebrating Multicultural Queensland Program (CMQ). This report seeks retrospective approval for the application for external funding in support of the annual Cultural Festival.

OFFICER'S RECOMMENDATION

THAT Council retrospectively approve the Rockhampton Regional Council's application for \$15,000 from the 2018-19 Celebrating Multicultural Queensland Program.

COMMENTARY

Applications for the grant closed on 14 September 2018. Due to restructuring the direction to submit a report to Council was overlooked. This information has now been communicated.

BACKGROUND

On 7 August 2018, the Department of Local Government, Racing and Multicultural Affairs announced the 2018-19 Celebrating Multicultural Queensland Program. The aim of the program is to promote Queensland's multicultural identity through community participation in intercultural events.

The funding for multicultural events is to be used for planning and delivery of the 2019 multicultural festival.

A grant from the Celebrating Multicultural Queensland Program has been successfully obtained by Council to assist with costs of presenting the Rockhampton Cultural Festival since 2011.

BUDGET IMPLICATIONS

The Celebrating Multicultural Queensland Program contributes to on average a third of the program funding for the Rockhampton Cultural Festival. Without successful funding the scope of the event would require significant revision to continue. This would limit the opportunities for community engagement and potentially diminish the profile of the Multicultural community in the region.

CONCLUSION

It is recommended that the application for a grant of \$15,000 from the 2018-19 Celebrating Multicultural Queensland Program is retrospectively approved by Council.

8.6 COMMUNITIES AND CULTURE OPERATIONAL REPORT FOR SEPTEMBER 2018**File No:** 1464**Attachments:** 1. Communities and Culture Operational Report for September 2018 [↓](#)**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** John Webb - Acting Manager Communities and Culture

SUMMARY

The Report provides information on the programs and activities of the Communities and Culture section for September 2018

OFFICER'S RECOMMENDATION

THAT the Communities and Culture Operational Report for September 2018 be received

COMMENTARY

The Communities and Culture section has responsibility for the following areas:

1. Libraries
2. Childcare
3. Central Queensland Home Assist Secure
4. Art Gallery
5. Heritage Village
6. Major Venue (Pilbeam Theatre, Water Reid Cultural Centre, Rockhampton Showgrounds, Mt Morgan Showground and Rockhampton Music Bowl)

COMMUNITIES AND CULTURE OPERATIONAL REPORT FOR SEPTEMBER 2018

Communities and Culture Operational Report for September 2018

Meeting Date: 21 November 2018

Attachment No: 1



Monthly Operations Report

Communities and Culture

September 2018

1. Highlights

- The Art Gallery and Heritage Village school holiday activities in addition to the typical services and programs
- Libraries hosted Adult Learners Week activities
- The Pilbeam Theatre hosted the Bell Shakespeare Company performing Julius Caesar.

2. Innovations, Improvements and Variations

3. Customer Service Requests

Response times for completing customer requests in the reporting period for August were all within the set timeframes.

Major Venues, Art Gallery and Heritage Village only



All Monthly Requests (Priority 3) Arts and Heritage 'Traffic Light' report September 2018

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	On Hold	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) Q1	
			Received	Completed												
Community Events & Arts	0	0	0	0	0	0	10	<div><div></div></div>	0.00	<div><div></div></div>	5.00	<div><div></div></div>	4.50	1.88	<div><div></div></div>	2.50
Heritage Village General	0	0	0	0	0	0	7	<div><div></div></div>	0.00	<div><div></div></div>	0.00	<div><div></div></div>	6.00	0.00	<div><div></div></div>	0.00
Showgrounds	0	0	0	0	0	0	5	<div><div></div></div>	0.00	<div><div></div></div>	0.00	<div><div></div></div>	0.00	0.00	<div><div></div></div>	0.00

4. Service Delivery

Libraries, Childcare & CQ Home Assist Secure

Service Level	Target	Current FYTD Performance	Service Level Type
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%	615 participants, 153%	Operational
Deliver a range of family literacy, learning and development programs to 7500 participants per annum	100%	6,375 participants, 85%	Operational
Provide the community with access to a collection of relevant library resources in a range of formats by maintaining an annual acquisition rate of 0.25 items per capita in accordance with the Queensland Standard	100%	0.06 per capita	Operational
Provide community access to technology and deliver 2000 contact hours of computer training each year	100%	658 hours, 32.90%	Operational
Deliver child care in accordance with the National Quality Standard, with 100% utilisation rate of long day care places	100%	93.38%	Operational
Provide the community with access to occasional child care places with an average utilisation rate of 50%	50%	No longer defined due to change in funding	Operational
Provide 9301 hours of home maintenance services to eligible Home Assist clients per annum	90%	2490 hours – 26.7%	Operational
Deliver 6448 hours of home maintenance services for CHSP eligible clients per annum	90%	3546 hours – 54.9%	Operational
Complete 17 major modification projects for CHSP and QCC eligible clients per annum	100%	6 – 35.2%	Operational
Complete all planned capital and maintenance projects in accordance with agreed schedule and budget	90%	0	Operational
Respond to all reactive requests in accordance with adopted responses schedule, budget, availability of materials and contractor if required	90%	Measure under review	Operational

Major Venues, Art Gallery and Heritage Village

Service Level	Target	Current FYTD Performance	Service Level Type (Operational or Adopted)
Deliver an annual program of Visual Arts exhibitions and program activities, with a target of 16,000 Art Gallery visits per annum	16,000	19021	Operational
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	100	31	Operational
Operate the Pilbeam Theatre Box Office as a profit centre for the unit with a target of 60,000 tickets sold per annum	60,000	19026	Operational
Operate the Rockhampton Heritage Village, with a target total site visitation of 30,000 per annum *	30,000	15264	Operational

5. Operational Plan Targets by Section

Performance against Operational Targets as at August 18

Operational Plan Ref	Action	Target	Status
1.2.1.1	Provide quality arts and cultural facilities throughout the Region	Deliver 100% of the See It Live program at the Pilbeam Theatre	2018 See it Live continued with successful delivery of Melbourne International Comedy Festival Roadshow, Qld Ballet's Swan Lake, Qld Theatre's Longest Minute, Sydney Dance Company's ab[intra], Opera Qld Ruddigore, the Witches Curse and Julius Caser
		Community long-term use spaces at the Walter Reid Cultural Centre are 100% tenanted	All spaces have long term leases in places as approved by Council
		Deliver 100% of the Rockhampton Art Gallery program	75% of the 2018 exhibition program and public program has been delivered for the Rockhampton Art Gallery (September 2018)
1.4.1.2	Provide community sponsorship for activities in various sectors	Administer the Rockhampton Regional Australia Day Funding accordance with the guidelines	Australia Day grant funding opened to community
1.4.1.3	Deliver a range of performances, programs and activities for various age groups	Community programs and performances are delivered in accordance with contracts, schedules and funding agreements	Morning Melodies 2018 season is presented for more senior demographic. See it Live season offers pay-your-age tickets pricing and contains performances targeted to a range of audience age groups and interests - Swan Lake was strongly attended by family groups. Dedicated youth

Operational Plan Ref	Action	Target	Status
			performances are presented across the year such as Josephine Wants to Dance.
1.4.1.4	Provide library services	Library services delivered in accordance with Council standards	18,920 visits 35,542 items issued
1.4.1.5	CQHAS - Deliver funded home maintenance and modification services to support seniors and people living with a disability to continue living independently	Service delivered in accordance with eligibility and funding arrangements	Delivered on a continuing basis.
1.4.3.1	Libraries - Engage volunteers to assist with the delivery of free community training at the Library Technology Centre and library events Pilbeam Theatre – Utilise services of Friends of the Theatre Heritage Village – engage volunteers in service provision Art Gallery – Utilise services of Friends of the Gallery	Increase number of volunteer trainers	Libraries- 670 hrs YTD Pilbeam Theatre – 1299.25 hrs YTD Heritage Village – 13187 hrs YTD Art Gallery – 1578.5 hrs YTD
1.5.1.1	Libraries Deliver programs and activities that promote development, lifelong learning, social inclusion and capacity building	Programs delivered annually with in excess of 1000 person participation rate	1,828 participants in 153 programs and activities delivered during September 6,570 participants in programs for year to date
1.5.1.2	Libraries Provide facilities and training through the Library Technology Centre and libraries to develop digital skills and reduce social exclusion	Deliver 2000 contact hours of community training	220 contact hours of training provided in September 670 contact hours of training provided for the year to date
1.5.1.3	Libraries - Provide a home delivery service to	Increase in home delivery loans	698 loans during September

Operational Plan Ref	Action	Target	Status
	people who are housebound		2473 Home Delivery loans for year to date
1.6.2.1	Operate the Rockhampton Heritage Village, with a target total site visitation of 30,000 per annum	30,000 patrons	15264 FYTD
1.6.2.3	Maintain documentary heritage of the Region through maintaining and developing the Local History Centre and its collection	Increase in research requests by 10%	111 research requests received during September 320 requests received for the year to date
1.6.3.1	Deliver and support local events and celebrations	Conduct annual Rockhampton Cultural Festival	2018 event successfully delivered on Sat 25 th August with attendance of approximately 3000.
		Conduct Heritage Festival event	Heritage Festival 'Collectique' antique and collectables fair was successfully delivered. Strong demand from stall holder and public for this style of event. Initial planning for 2019 event underway
		Conduct Rockhampton Carols by Candlelight annual event	Planning continuing for 2018 event with call for submission for charity nomination released
		Provide inclusive and culturally and linguistically diverse Library programs	Storytime in other languages was delivered
		Deliver the CapriCon Steampunk and Pop culture Convention at Rockhampton Regional Library	Planning underway for 2019 event Showgrounds on Saturday 6 April 2019
1.6.3.2	Deliver and support major regional events	Major Venues - Deliver one large music theatre production attended by in excess of 3000 patrons at the Pilbeam Theatre	We Will Rock You successfully presented in March with 4800 patrons attending to universal acclaim. Kinky Boots announced as 2019 musical.

Operational Plan Ref	Action	Target	Status
		Deliver two major exhibitions delivering in excess of 4000 visitors at the Rockhampton Art Gallery	2018 exhibition attendances - Happy Birthday Play School 6,439 Draft: a collection of imperfect faces, with unfinished stories by Emma Ward 4,022 Alluvia by Tom Borgas: The Rockhampton riverside public art project 6,612 Collection intervention on track to exceed 6,000 Centenary of Rugby League 8,372 A Trip to Far away 5,137 The Gypsy Tinkerer 4,080 Del Kathryn Barton 9,934 Moving Around 9,934
		Rockhampton Showgrounds is used for 25 days for whole- of-grounds events	5 days whole-of-grounds events FYTD
1.6.4.1	Art Gallery & Major Venues Deliver a diverse range of creative arts programs	Programs are delivered in accordance with guidelines and schedules	100% of 18/19 public programs have been delivered in accordance with guidelines and schedules.
1.6.4.2	Major Venues - Deliver the Regional Arts Development Fund	All Regional Arts Development Fund applications are assessed in accordance with the guidelines	18/19 funding from Art Qld successful and approved Round one of 18/19 funding opened
1.6.4.3	Art Gallery - Support the creations of public art throughout the Region	Three public art commissions supported under the Public Art Program, within available budget and resourcing	Process of identifying suitable opportunities within normal council process underway as policy with dedicated funding not endorsed

Operational Plan Ref	Action	Target	Status
2.2.2.1	Support community training programs/ education workshops held in the region	Provide 500 hours of Microsoft training courses through the Library Technology Centre	112 contact hours of training provided in September 315 contact hours of training provided FYTD
2.2.3.2	Provide access to resources and free community technology training courses to develop skills	Provide community access to technology and deliver 2000 hours of computer training Conduct satisfaction survey to determine effectiveness of training provided	2,339 hours of public access provided; 220 hours of community training provided during September 7,929 hours of public access provided; 670 hours of community training provided FYTD Satisfaction measures being developed
2.2.3.3	Provide quality child care services	Services provided meet the national quality standard	804 places of long day care provided, with an 95.71% utilisation rate during September

6. Operational Projects

Libraries

Community Programs

Libraries

The wealth of specially themed days, weeks and months aimed to increase community awareness of an issue guide much of the library's programming held during the month. This allows cross-collaboration with other Council units, government departments and community organisations in raising the profile of an important health, environmental, economic, social or community topics of interest.

1828 people participated in **171** programs.

Adult Learners' Week - held in the first week of September aimed to raise awareness of digital resources available in the library (Road to IELTS; Lynda.com; databases; ozobots; augmented reality); relaxed mindful activities (colouring, knitting, laughter yoga, singing) with the stand-out event, an Adult Spelling Bee at the Gracemere Library proving a popular and engaging learning activity.

Reading TECHNOlogies Expo - held at the Southside Library was linked to the Australian Reading Hour on 20 September and showcased tech and other aids available for people with low vision to sustain their love of reading. QUANTUM Technologies presented hands-on demonstrations of various equipment including the OrCam MyEye and scanning text to speech Clearview Reader; a Tech Savvy Senior workshop was held in the space for low vision clients needing support in using devices, phones and other library resources; a small display of the library's range of resources for VIP was also highlighted.

Tech Savvy Seniors – The Dee River Oldies enjoyed learning about using digital devices with specially facilitated TSS sessions held in the conference room at the Grand Hotel at Mount Morgan on 19 September. Besides the learning activity undertaken, participants enjoyed a baked dinner at the conclusion of each workshop.

School holiday - activities proved popular at all library branches during the September period. Monster Scavenger Hunts were held at all sites, with 'Games Boy' Sean Murphy presenting a range of interactive and entertaining workshops about world games at the libraries. The programs included movie screenings, robotics, crafts, colouring and creative maker spaces.

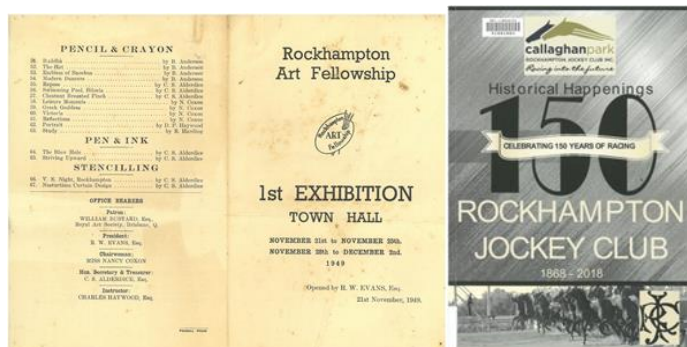
First Five Forever - September saw 664 attendees at various F5F events, including visits to the Play Space Pop Up. Parachute play featured heavily across the in-house library sessions, with children and parents alike enjoying the physical element to songs and stories.

We once again partnered with City Childcare Centre to deliver another exciting outreach event at the Queensland Health 100 Years of Child Health Celebrations. It was great to see so many of our regular library users as well as some new faces.

The Early Literacy Project Officer also presented at two SLQ Webinars this month, discussing the way the Play Space Pop Up has been used to enhance library programming, and to promote the importance of play for children's development to families visiting the space. These presentations were very well received and have led to invitations to present at the upcoming F5F Forum in Brisbane in October, and to write a piece for the November ALIA Children and Youth Services Newsletter. All of these opportunities have provided excellent exposure for the Rockhampton regional Libraries' First 5 Forever program.

International Literacy Day - was celebrated at the Southside Library on 8 September with a partnered event with the Australian Literacy Educators' Association (ALEA) talking up creative play and language development linked to the Play-Space Pop Up.

History Centre – The Rockhampton Jockey Club is celebrating their 150 years of racing. As part of this celebration, Joh Day and other members of the Jockey Club Committee have written a book that they have kindly donated to the History Centre and is now part of the Central Queensland collection.



A collection of stories, art papers, and Rockhampton Show cards have been kindly donated to the History Centre by the family of local Rockhampton artist Charles Haywood. Charles had an art studio and school on Baden Powell Street and in 1949 formed with artists the Rockhampton Art Fellowship, which later became the Rockhampton Art Society.

Library Technology Centre - The main focus in the LTC this month has been on preparing for the Tech Connect program which launches on the 17th October. This program will introduce a series of two-hour workshops covering a myriad of technology topics. These sessions will be embracing some of the online resources which have been prepared by a Federal Government initiative called Be Connected.

The initial Tech Connect sessions will cover: Using your Smart Phone Camera, Which Data Plan is Best for You?, Saving Money by Shopping Online, Digital Streaming (Catch up TV, Video and Music streaming), There's an App for That (Parts 1 and 2) and Creating Fabulous Digital Gifts.

It is anticipated within the next year at least 15 workshops will be regularly delivered.

Childcare

Talk like a Pirate Day - nationally recognised as the major fundraiser for Childhood Cancer Support, is an opportunity to polish ye hook and say "AHOY there, me hearties" to all ye mateys, school crew and work mates. The children participated in pirate themed activities from painting to making pirate hats to going on a treasure hunt.



Heritage Village

September Visitor Numbers - 3941

• General entry	313
• School Tours	79
• Other Tours	6
• School Holiday Activity	237
• Markets	1532

Functions for September included the Capricorn Animal Aid Ball, an 80th Birthday Party weddings and a wake.

Horses Helping Humans was launched by Lyn Mackey and Craig McCormack with founder Sue Spence flying in from the Gold Coast for the occasion. After formalities were completed in the Shearing Shed Sue demonstrated her technique with the assistance of Lyn Mackey in the Round Yard. This allowed guests to gain a firsthand insight into elements of the program. The event sparked keen interest from local groups.

The Mayor also held a Community Meeting at the Shearing Shed which was well attended by locals.

Volunteers have been kept busy with School Holiday Activities, School Tours as well as markets. Many of the children were keen to ride on 'Rory the Road Train' with its colourful carriages. Tourists also regularly enjoyed rides in the Vintage Vehicles which are stationed behind Reception. The added surprise of a tour through the Village in a genuine Vintage Vehicle often delights tourists by adding that little something unexpected to their visit.

Ten staff and volunteers from the Heritage Village together with members of Arts CQ attended a weekend workshop to learn techniques for gathering Oral History in the region. The workshop was funded in part by a grant awarded to Arts CQ and was delivered by Dr Wendy Madsen from CQ University. Attendees found it particularly interesting and are motivated to start gathering stories and recollections from the region. Arts CQ have also donated 3 oral recorders to the Village to assist with the project. A committee will now be formed to determine the type and scope of projects to be undertaken.

City Centre Plaza is replacing their Christmas decorations. After requests for a couple of years they phoned and kindly offered their old decorations to the Village. Stockland also donated a few to add to the collection. Volunteers are already building the set for the Musgrave Street Christmas Parade and planning for Christmas at the Village.

Sets and planning for Halloween is in full swing with new creative ideas being undertaken to provide variety for return customers. This year will also see market stalls in the car park selling accessories and offering face painting for the event.

Trip Advisor (Maintaining rating of #1 of 42 things to do in Rockhampton)

This is a credit to all concerned, so much to look at and very well laid out. Amazing collection of clocks. We walked for about three hours, only regret was the little shop is not open at weekends. Highly recommend this for all ages

Thank Lynne Susanne Reviewed 2 weeks ago

Major Venues, Development & Public Programs

Pilbeam Theatre

The Pilbeam Theatre was busy in August with a range of Council-presented, community and commercial shows.

- Australia's premier Shakespeare Company, the Bell Shakespeare Company performed Shakespeare's political thriller, Julius Caesar, at the Pilbeam Theatre in September. The show was presented by Rockhampton Regional Council and was part of the See It Live Theatre Season.
- The Rockhampton Grammar School Primary performed Madagascar – A Musical Adventure Jr for three shows at the Pilbeam Theatre. Approximately 50 students from year 5 and 6 performed in the musical, which featured all the much loved characters from the movie including Alex the Lion, Marty, Gloria, Melman and King Julien.
- The Beverley Prange Dance Centre celebrated a milestone in September with its concert Diamond Jubilee at the Pilbeam Theatre on 16 September.
- Menopause the Musical – Women on Fire was performed at the Pilbeam Theatre on 19 September. The musical featured parodies sung to hit tunes from the 60s 70s and 80s.
- Billabong Dreaming, a child safety aquatic awareness play, performed at the Theatre on 20 September. Approximately 800 school children attended the production.
- Comedian Troy Kinne performed for the first time at the Pilbeam Theatre on 22 September. Kinne has gained an international reputation for his popular online comedy videos.
- The Pilbeam Theatre was the place to buy tickets for the Capricorn Food and Wine Festival. The event, held in the riverbank precinct, showcased the best on offer from our region including gourmet food, wine and local produce.
- Popular group The Waifs performed at the Pilbeam Theatre on 26 September.
- The 2018 Rockhampton Dance Festival was held at the Pilbeam Theatre (with some early sessions at the Walter Reid Cultural Centre) in September – October.

Rockhampton Showgrounds

The Wiggles performed three sold out shows at the Robert Swarten Pavilion at the Rockhampton showgrounds on 12 September.

The Handmade Expo was held at the Rockhampton Showgrounds on 15 September.

The final Wrong Turn Cruise custom car show was held at the Robert Swarten Pavilion at the Rockhampton Showgrounds in September.

Regular users Rockhampton Saloon Car Club and Rockhampton Kennel Club held event along with numerous spaces used to facilitate the Rockhampton Regional Council award negotiations

Walter Reid Cultural Centre

The Walter Reid Centre hosted a range of event including

- The Chamber Music Society performed its monthly concert, titled Jazz in the Warehouse, the concert featured Unisong, CQ Strings and guest artists
- Gracemere Dance School concert
- Rocky Flix
- Capricornia Potters Group
- Royal Qld Art Society
- Mayors Business Forum
- Recreational Fishing Forum
- Rockhampton Dance Festival

FOR LEASE

The FOR LEASE space in the front of the Kern Arcade on East St is generously provided by the Coopers family for use by community arts groups and not-for-profit organisations.

September Displays:

In September the shop was taken back at the request of the Coopers for use by their tenant, Catwalk Pink, for a three week period. As per our agreement the shop is available for use by the Coopers with warning. This use did not displace any previous bookings.

Regional Arts Development Fund

Funding agreement with Arts QLD for 18/19 has been completed.

First round for 18/19 financial year is expected to close October 29. Round 2 closes February 11, 2019 and Round 3 will close June 3, 2019. These dates are based on a three month interval between rounds and the schedule of Council meetings for ratification.

New members of the Community Assessment committee have been appointed to assist the remaining committee members. They represent a broad range of art forms and experience.

Carols by Candlelight

The EOI for Charity Recipient of the 2018 Carols by Candlelight has been released. This was advertised through the Morning Bulletin, Facebook ads and a media release. The EOI closed on 2 October, 2018.

Pilbeam Theatre Tours

Free tours are available to educators and community groups to assist with engaging young people with the arts. Bookings for 2018 have been high with several schools booking a tour for each term.

Australia Day Community Events Funding

A fund of \$15,000 exists to support communities in celebrating Australia Day.

The application form for Australia Day Community Events Funding was released on 21 September, 2018. Past applicants were notified of the opportunity. The fund was advertised through the Morning Bulletin, social media and media release. The deadline for applications is 19 October, 2018.

CQ Home Assist Secure

September presented further staffing changes in the Major Mods arm of the CQ Home Assist program. Former Field Officer, Craig Edwards was successful in his promotion to the Major Mods Officer position. Craig is busy transitioning to his new role and learning the core procedures and policies relevant to his new role. This also included sourcing more builders to tender their services as contractors due to the increase in NDIS and Home Care Packages, to ensure we are able to service the client's needs more efficiently. The new builders sourced will to be registered on the CQ Home Assist Contractors Panel, ensuring the normal trade qualifications, licenses, insurances and WHS policies in place.

CQ Home Assist have been preparing for the cleanse of funding codes and integrating the new business models into our in-house TRACCS software. In September the expertise of a TRACCS consultant was engaged to plan the process involved in making these important changes. The process must considered all possible impacts on reporting obligations and managing client funding. As the process is quite intensive, detailed and requires accuracy and then testing within a training environment it is scheduled to be completed in January 2019.

During the month of September we had three staff take annual leave, which presented opportunities for job sharing when managing the work load amongst fellow team members.

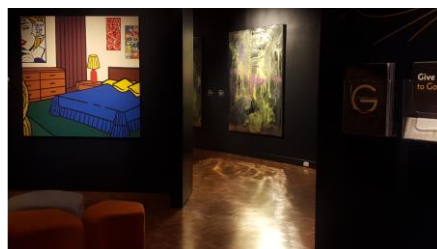
Rockhampton Art Gallery

Exhibitions and Collections

This month Rockhampton Art Gallery opened *Some things on the table: Still lifes by Anitha Menon*, in the Marilyn Luck Gallery. *Some things on the table: Still lifes by Anitha Menon* is a home maker's take on the ordinary things happening in her life. The exhibition questions - Are people more important than things?

The Gold Award 2019 continued to be exhibited. Building on the foundations of Rockhampton Art Gallery's nationally significant painting Collection, The Gold Award acts to ensure the Collection's ongoing relevance to artists and arts practice, as well as visitors and community. As contemporary Australian painting challenges the notions and traditions of painting as a medium, The Gold Award concurrently tracks and reflects this.

The exhibition, *The spaces of and between: Jon Cattapan* continued to be exhibited. This exhibition reveals depictions of urban topographies and the way human beings claim territory. Through the lens of surveillance and conflict, Cattapan's vistas and their 'hard waste' detritus also invoke questions around the makeshift nature of contemporary urban life and its fluid sociology.



Programs

12 Curatorial Programs and 30 Public Programs were held; totalling 40 programs held in the month, this is an average of 1.3 programs per day.

Rockhampton Art Gallery held one Yoga in the Gallery class and two Pilates Among the Paintings classes during the month of September. These concluded the term three healthy living series of classes. Fourteen individuals came to the Yoga in the Gallery class; 18 and 9, respectively, came to the two Pilates Among the Paintings classes.

Acrylic Pour and More, Messy Mondays Bubs and Tots, Wine and Watercolour, Colour Confidence, and Pencils and Portraiture were all contributed to by volunteers through set-up and materials preparation. 18 participants came to Acrylic Pour and More, 8 to Wine and Watercolour, 9 to Colour Confidence, 7 to Pencils and Portraiture. Messy Mondays saw consistent participation in 34, 44 39 and 54 parents and bubs/tots each week.



The after-school art club STEAM Experimenta enabled its 10 participants aged 9 to 16 to create an exhibition installation to be displayed at Rockhampton Art Gallery. They included personal motifs as well as STEM principles in the design and creation of their tree.



Messy Mondays Bubs and Tots encourage grassroots participation in art activities and art gallery attendance. A to Z of Oils is an eight-week course that concluded this month. It provided a progressive educational arts experience for its nine participants.



School Holiday Art Mash-Ups in the September school holidays enabled participants to make their own Christmas decorations and money boxes. A total of 22 (fifteen 6 to 10-year-olds, and seven 11 to 16-year-olds) attended these workshops.



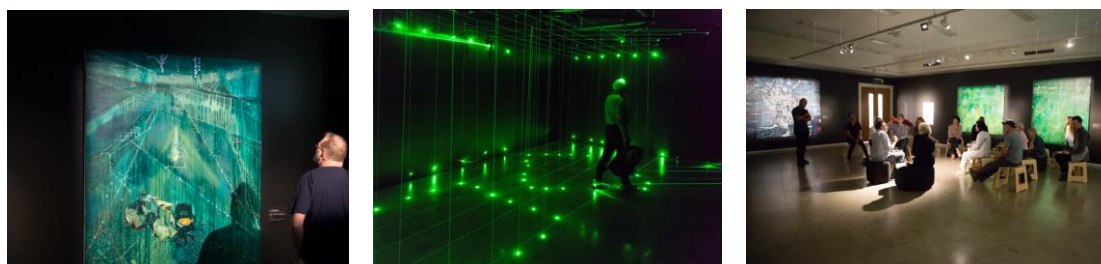
Education

In the month of September 4 education opportunities were facilitated.

- 6 September, Heights College Prep Class
- 10 September, U3A
- 19 September, RGS Year 8
- 19 September, Art Gallery Volunteer session

Heights College brought a prep class of 21 children to Rockhampton Art Gallery for a guided tour of the Anitha Menon exhibition. Rockhampton Girls Grammar School brought 24 Year 8 students to see The Gold Award exhibition.

Rockhampton Art Gallery hosted a University of the Third Age guided tour of the Jon Cattapan exhibition and morning tea during September. Seventeen individuals attended this event, and it was very positively received.

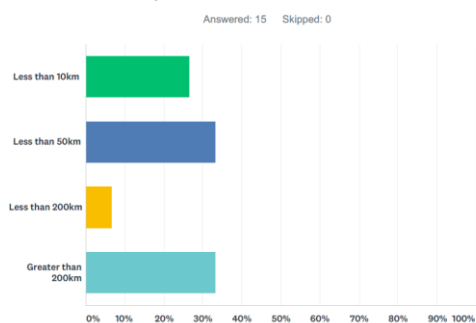


Operations

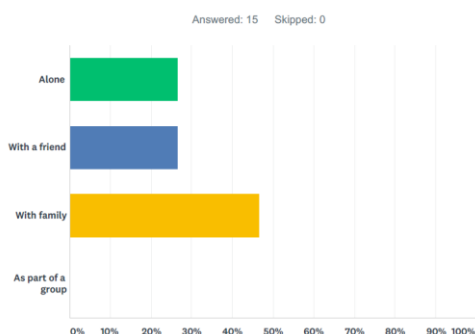
In the month of September the Art Gallery shop took in income \$2,657,55 from 420 individual sales. The Art Gallery's Retail Conversion Rate is calculated from overall visitation and number of retail sales. September reported a retail conversion rate of 28 %, with the average for 2018 being 25%. The average spend per visitor, inclusive of ticketing was \$6.71

Visitation for the month was 1,536 Peek visitation was from 10am – 11.00am.

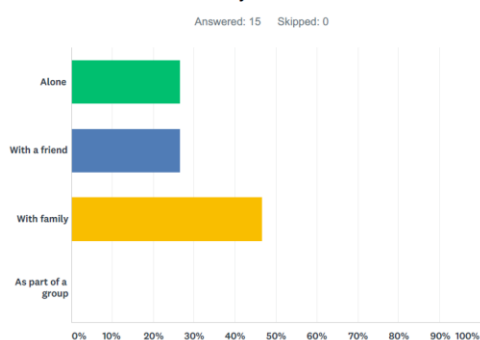
Q1 How far did you travel to attend the exhibition today?



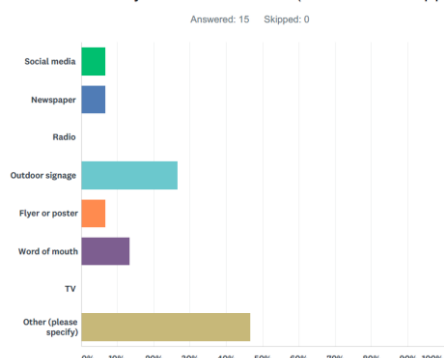
Q3 Who did you attend with?



Q3 Who did you attend with?



Q7 How did you hear about us? (check all that apply)



In calendar year comparison, the 8 month attendance is tracking at 79,861 including off site activities with traveling exhibitions, projecting to be the highest attendance by calendar year on record. Using economic calculators, the Gallery's economic impact to the region in September was calculated at \$205,864.92 a 13% increase on September 2017.

In September 481.2 volunteer hours were contributed across the Gallery's delivery areas, contributed by 15 active volunteers on an average of 4.54 hours per shift, and valued at \$16,842. To ensure that the Gallery volunteers are informed and knowledgeable to deliver on the services each month a Volunteer Information session is held. The September session was held on the 19 September 2018 providing information and training for volunteers from staff on emergency procedures.

Marketing and Media

The Gallery is active on social media, and the month of July resulted in a combined social media reach of 144,034. This was achieved via:

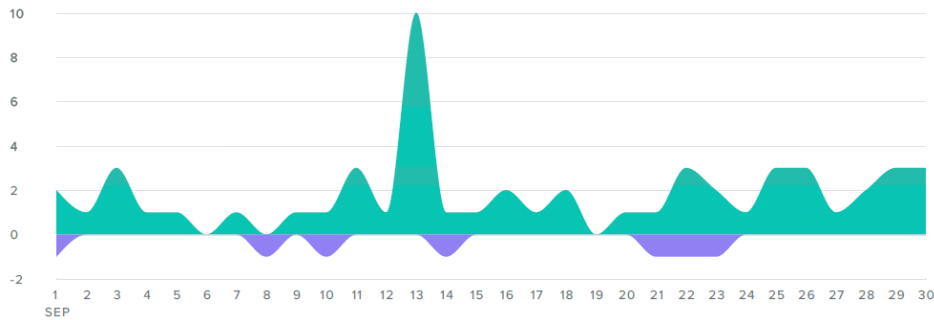
Monthly Social Media Engagement	
Facebook - impressions	100900
Facebook - post engagements	1033
Facebook - clicks	288
Facebook posts made	144
Facebook fans	4708
Instagram - impressions	34200
Instagram - Post engagements	1766
Instagram - posts made	81

Facebook Activity Overview

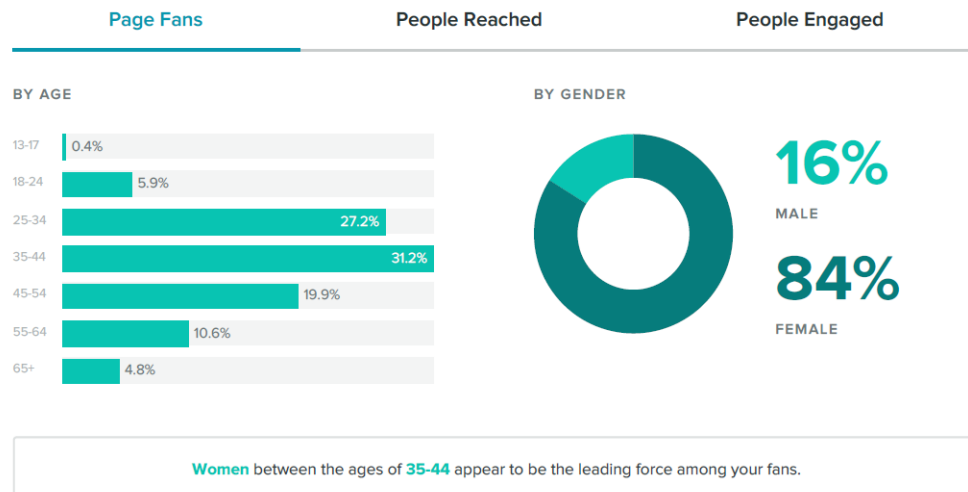


Facebook Audience Growth

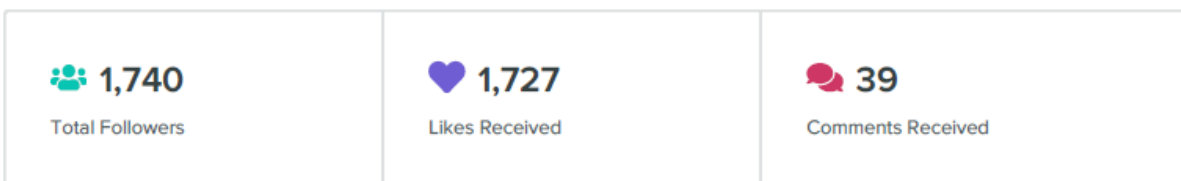
LIKES BREAKDOWN, BY DAY



Facebook Audience Demographics



Instagram Activity Overview

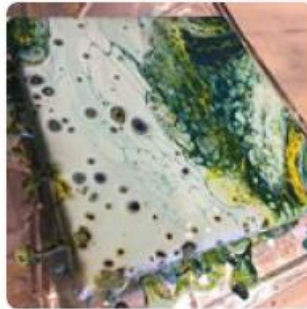


Instagram Top Posts



@rockhamptonartgallery

62 Engagements



@rockhamptonartgallery

46 Engagements

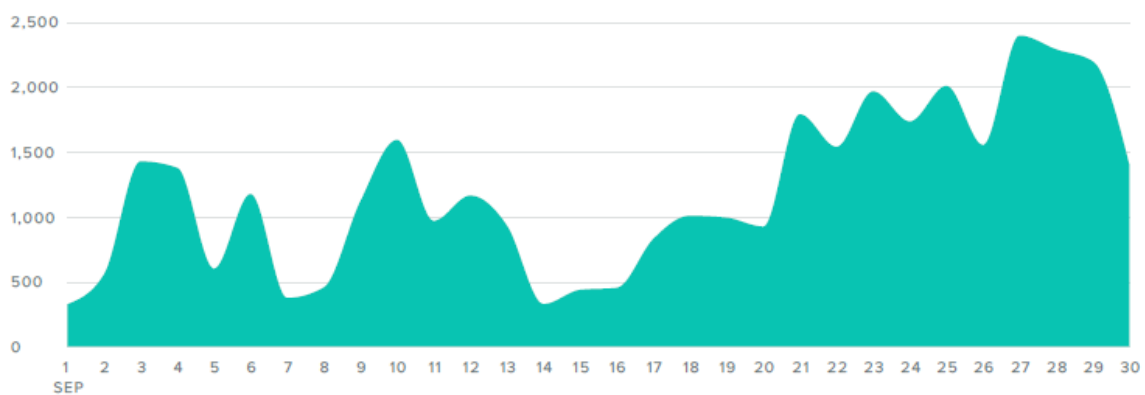


@rockhamptonartgallery




42 Engagements

Instagram Audience Growth

IMPRESSIONS, BY DAY



LinkedIn Activity Overview

 295 Impressions	 9 Engagements	 4 Clicks
---	---	--

LinkedIn Top Posts

Rockhampton Art Gallery

The Gold Award Finalist Huseyn Sami | @ArtGuide's five on five asks five painters to speak about a painting that has influenced, inspired or resonated with them. In this episode Huseyn Sami reflects upon Suite Second (1980) by French artist Bernard Frize. <https://bit.ly/2O6S55Z> #SDGgold #VitalRockhampton #rockhamptonartgallery #myrockhampton #rockhamptonartgallery #TheGoldAward2018 #TGA18 #EdgRockhampton #CommunityPainting #RockhamptonArtGalleryPhilanthropyBoard #MoyeGoldTrust #SomethingDifferentisGoingOn



(Update) by Bianca A. September 06, 2018 10:32 am

Rockhampton Art Gallery

Messing around with Rockhampton Art Gallery! | Rockhampton Art Gallery has announced a partnership with The Capricornian, with Central Queensland's only locally owned financial institution sponsoring the Gallery's Messy Mondays program. <https://bit.ly/2O6S55Z> #RockhamptonArtGallery #MyRockhampton #TheCapricornian #TheCapricornian+MessyMondays #CommunityOwnedBanking



(Update) by Bianca A. September 25, 2018 3:32 pm

Rockhampton Art Gallery

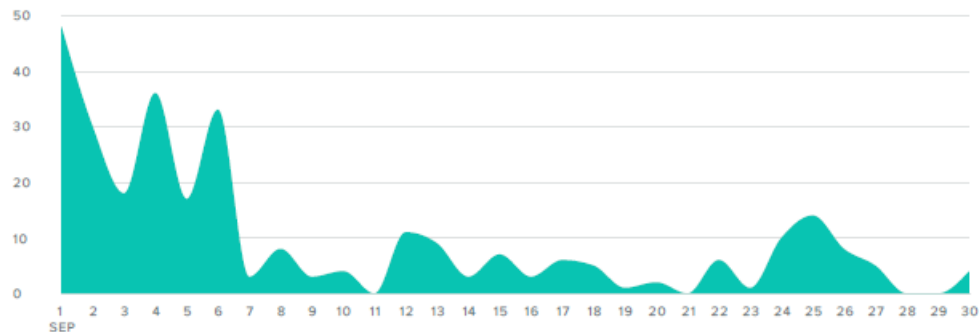
The Spaces of and between: Jon Cattapan, 25 August 2018 – 25 November 2018 | Meet Jon Cattapan. In 2008, Cattapan was an official war artist in Timor-Leste with the Australian War Memorial. It was from this experience that he commenced painting in night vision green and utilising topographical map marks in his work. Laying these elements over a digital impression of a city, Cattapan creates an atmosphere of surveillance – everyone and everything is being watched. Rather than a depiction of an actual city, Cattapan is interested in the concept of the 'global city', in an age where it is 'very hard for cities to retain a real identity' More information: <http://bit.ly/2KZOGzq>



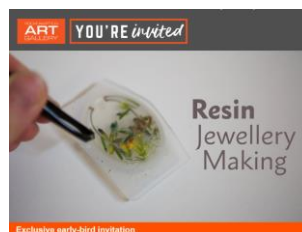
(Update) by Bianca A. September 04, 2018 7:22 pm

LinkedIn Impressions

IMPRESSIONS, BY DAY



EDMs - 3 sent



Press Releases

6 September - Do you think you can dance? It doesn't matter, just join in!

Media Interviews

NA

7. Section Statistics

Libraries

Volunteer hours

Location / Program Area	Total hours for September
Lively Music	2
Library Technology Centre	232
TOTAL	244

Utilisation

Activity	Regional Library	North Rockhampton	Mt Morgan	Gracemere	e-Content	Anytime Library	Total
Loans	18,827	7688	1,244	1,973	5,279	0	35,542
Returns	19,781	9,079	1,334	2,409	-	4	32,607
Reservations	1,471	751	276	155	1	-	2,654
Inter-library loans	28	21	16	15	-	-	80
Total Transactions	40,107	17,539	2,870	4,552	5,811	4	70,883
Public Computer Access Hours	2339	281	174	267	-	-	3061
Visits	10873	4059	1812	2176	-	-	18920
Program Participation (Including LTC figures)	1374	127	149	178	-	-	1828

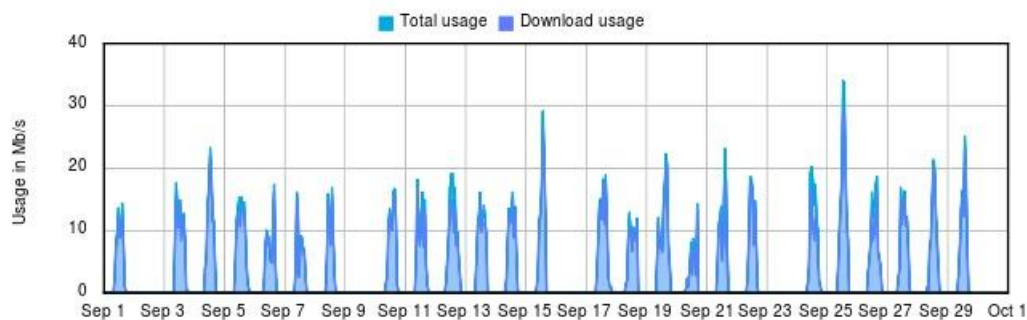
Library Wi-Fi –

Rockhampton Regional Council

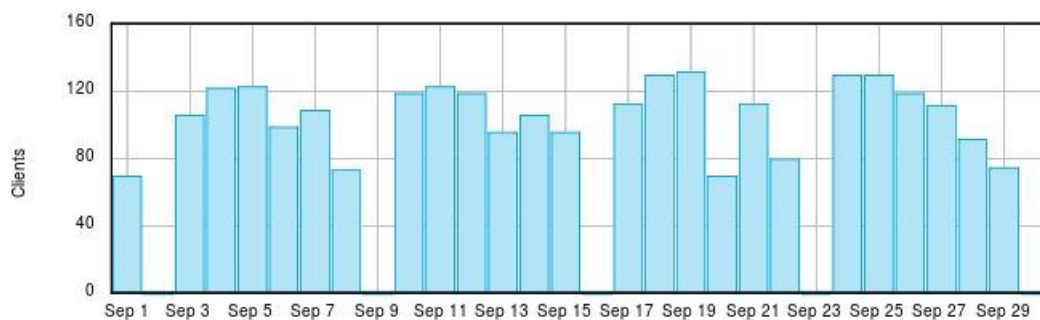
Summary report for network 'RRC Library Wi-Fi - wireless' | September 2018

- **Distinct clients:** 1196 (Daily average: 88)
- **Data transferred:** Total: 1.1 TB (↓ 998.1 GB ↑ 125.61 GB)

Usage



Clients per day



Childcare

Utilisation

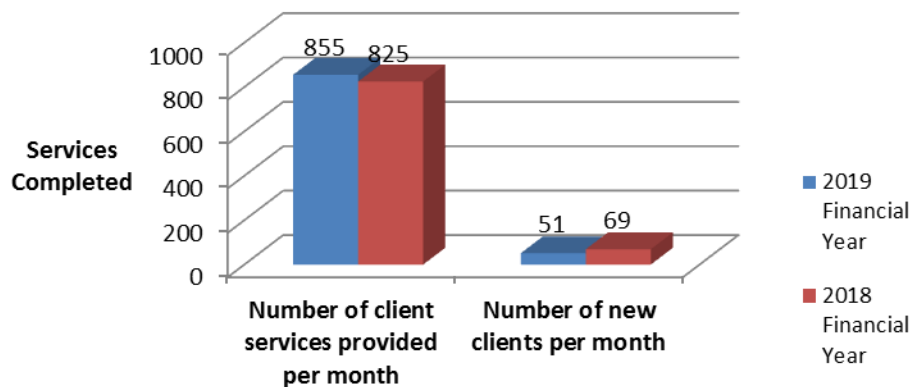
The original breakdown report is no longer valid as the 42 places are all different hours but all day. For example some are 9 hour days and some 11 hour days so hourly utilisation will not show true utilisation percentage.

	September 42/day
Days available	20
Places available	840
Places utilised	804
Utilisation Rate	95.71%

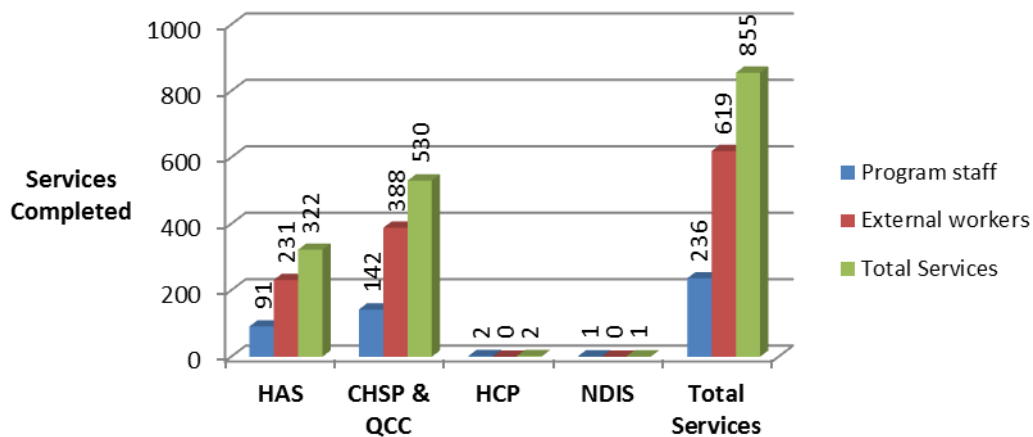
There are 74 active families currently utilising the Childcare service.

CQ Home Assist Secure

Comparison of Yearly Statistics - SEPTEMBER 2018



Monthly Staff & Contractor Statistics - SEPTEMBER 2018



FUNDED SERVICES PROVIDED

Services Provided – Funded Services Home Assist, CHSP & QCCS Maintenance & Minor Modifications

Service	September 2018	September 2017	2018 – 19 YTD	2017 – 18 YTD
HOME ASSIST hours (estimated)	640	837	2490	2431
CHSP & QCCS hours (estimated)	1197	1236	3846	4144
Jobs completed	855	825	2631	2689

New clients	51	69	165	148
Total active clients	7942	7299		

CHSP & QCCS Major Home Modification Services

<i>Service</i>	September 2018	September 2017	2018 – 2019	2017 - 2018
New applications	9	7	32	29
Jobs completed	6	5	6	9
Funding provided	\$17,550	\$20,220	\$20,375	\$47,192
Client contribution	\$17,550	\$20,220	\$20,375	\$31,920

SERVICES PROVIDED TO PACKAGED CLIENTS

<i>Jobs completed</i>	<i>September 2018</i>
NDIS Simple Modifications	1
NDIS Major Modifications	NIL
Home Care Packages – Simple Modification	1
Home Care Packages – Major Modification	Nil
Home Care Packages – Home Maintenance	1

TOTAL HOUSEHOLDS ASSISTED

Current Month - September	Financial Year to Date Total	Average Monthly Households assisted For 2017-2018 Financial Year
762	2354	690

8. Budget



End of Month General Ledger - (Operating Only) - COMMUNITY SERVICES

As At End Of September

Report Run: 04-Oct-2018 16:00:21 ; Excluding 2914, 2918, 2919, 2814, 2917, 2924, 1801, 1806, 1807, 1901, 1906

	Adopted Budget FULL \$	YTD Actual \$	EOM Commitments \$	Commit + Actual \$	Variance %	On target 25% of Year Gone
COMMUNITY SERVICES						
COMMUNITIES & CULTURE						
<u>Heritage Village</u>						
Revenues	(435,956)	(168,311)	0	(168,311)	39% *	
Expenses	1,026,703	268,148	22,839	290,988	28% *	
Transfer / Overhead Allocation	54,704	18,311	0	18,311	33% *	
Total Unit: Heritage Village	645,452	118,145	22,839	140,388	22%	*
<u>Venue Operations</u>						
Revenues	(1,408,300)	(501,229)	0	(501,229)	36% *	
Expenses	2,082,928	470,836	199,249	670,085	32% *	
Transfer / Overhead Allocation	(70,449)	(13,736)	0	(13,736)	19% *	
Total Unit: Venue Operations	604,175	(44,136)	199,249	155,128	26%	*
<u>Art Gallery</u>						
Revenues	(257,400)	(59,756)	88	(59,668)	23% *	
Expenses	1,026,145	210,711	30,336	241,048	23% *	
Transfer / Overhead Allocation	(29,500)	1,688	0	1,688	-6% *	
Total Unit: Art Gallery	735,245	152,643	30,424	183,667	25%	*
<u>Library & Childcare Services</u>						
Revenues	(1,368,903)	(227,939)	0	(227,939)	17% *	
Expenses	3,941,740	996,557	245,527	1,242,084	32% *	
Transfer / Overhead Allocation	16,789	3,326	0	3,326	20% *	
Total Unit: Library & Childcare Services	2,585,625	771,544	245,527	1,017,478	39%	*
<u>CQ Home Assist</u>						
Revenues	(2,022,751)	(929,962)	0	(929,962)	46% *	
Expenses	1,851,574	409,303	445,083	854,385	46% *	
Transfer / Overhead Allocation	129,174	13,032	0	13,032	10% *	
Total Unit: CQ Home Assist	(42,004)	(507,627)	445,083	(62,545)	149%	*
<u>Communities & Culture Management</u>						
Revenues	(2,083,000)	(411,604)	0	(411,604)	20% *	
Expenses	3,247,902	855,115	156,139	1,011,255	31% *	
Transfer / Overhead Allocation	54,993	9,073	0	9,073	16% *	
Total Unit: Communities & Culture Management	1,218,895	452,584	156,139	608,724	50%	*
<u>Rockhampton Art Gallery Gift Fund</u>						
Revenues	0	(34,434)	0	(34,434)	#DIV/0!	
Total Unit: Rockhampton Art Gallery Gift Fund	0	(34,434)	0	(34,434)	#DIV/0!	
Total Section: COMMUNITIES & CULTURE	5,756,392	365,136	1,099,261	2,008,391	35%	*
Total Department: COMMUNITY SERVICES	5,756,392	909,130	1,099,261	2,008,391	35%	*
Grand Total:	5,756,392	909,130	1,099,261	2,008,391	35%	*

8.7 MARMOR CWA HALL

File No: 2021
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Joanne Stratford - Acting Coordinator Community Assets

SUMMARY

Council has received a request to purchase the Marmor CWA Hall.

OFFICER'S RECOMMENDATION

THAT Council does not purchase the Marmor CWA Hall.

COMMENTARY

Bajool, Marmor and District Ratepayers Association has contacted Council advising that the Marmor CWA Hall was ceasing activities on 30 June 2018. The Association expressed a wish for Council to consider acquiring the hall, and suggested the ongoing management of the hall be conducted by a committee comprised of local residents.

In the past Council has provided financial support to assist with insurance of the hall.

Population

Council's Building Asset Management Plan outlines key factors which influence demand for new assets within the Region including population growth or decline.

The Australian Bureau of Statistics 2011 census results showed a population of 205 people living in the town of Marmor, increasing to 212 in 2016.

Bajool's census results showed a population decline between 2011 and 2016, dropping from 543 to 455 over the five year period.

It is suggested that the current population is insufficient to influence the purchase of an additional asset in this area.

Alternative facilities

In the nearby town of Bajool, approximately 5 minutes' drive away, a similar facility is available for community use. The Bajool Hall hosts a range of community events such as dances, performances, morning teas and district meetings for residents of the Bajool, Marmor and Ulam localities. The Hall is managed by the Bajool School of Arts Committee.

Since 2008 Council has provided financial support of \$500 per year to assist with the cost of maintaining insurance cover on the Bajool Hall with additional support provided under the community assistance program of \$623.00 for the purchase of a public address system in 2011 and \$2000.00 towards the centenary celebrations in 2015.

There are also primary schools located at both Marmor and Bajool that have the capacity to provide rooms for community activities after school and on the weekend. As well as the school, other facilities available in Marmor and Bajool that have the capacity to host community activities include the railway Hotel and recreation grounds in Marmor and Hotel and showgrounds in Bajool.

While there are currently no Council-owned public amenities situated in Marmor or Bajool, the Marmor BP service station provides a rest stop for travellers and sits adjacent to the highway making it easily accessible.

BUDGET IMPLICATIONS

The Gracemere Community Centre and Mount Morgan School of Arts, as halls also servicing smaller communities, have been used as a comparison for estimating maintenance costs outside of the immediate Rockhampton area.

In the 2017/18 financial year, planned maintenance costs were \$15,748.87 for the Gracemere Community Centre and \$18,173.13 for the Mount Morgan School of Arts, for services including:

- Air conditioning system servicing
- Cleaning
- Emergency lighting testing
- Fire equipment testing
- Pest control
- Rates and water charges
- RCD and switchboard testing
- Roof and gutter cleaning
- Security
- Sharps and sanitary services

If Council resolved to purchase the Marmor CWA Hall, planned maintenance costs would be estimated at an annual sum of approximately \$15,000 for all statutory and operational maintenance. No additional maintenance monies are available in the current budget.

CONCLUSION

With a total population of less than 700 people in Marmor and Bajool, the availability of other facilities that could be more fully utilised, a hall at Bajool and no current budget allocation for purchasing or maintaining a new asset, it is recommended that Council does not purchase the Marmor CWA Hall.

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 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.

12.1 Proposal received to purchase land owned by Council

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

12.2 Future use of residential property owned by Council

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

12.3 Future use of community housing units owned by Council

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

12.4 Disposal of vacant residential property owned by Council

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

12 CONFIDENTIAL REPORTS

12.1 PROPOSAL RECEIVED TO PURCHASE LAND OWNED BY COUNCIL

File No: 4198

Attachments: 1. Proposal

Authorising Officer: Colleen Worthy - General Manager Community Services

Author: Joanne Stratford - Acting Coordinator Community Assets

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

SUMMARY

An offer of purchase has been received for land owned by Council.

12.2 FUTURE USE OF RESIDENTIAL PROPERTY OWNED BY COUNCIL**File No:** 4185**Attachments:** Nil**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Joanne Stratford - Acting Coordinator Community Assets

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

SUMMARY

Council direction is sought in relation to a residential property owned by Council.

12.3 FUTURE USE OF COMMUNITY HOUSING UNITS OWNED BY COUNCIL**File No:** 10094**Attachments:** Nil**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Joanne Stratford - Acting Coordinator Community Assets

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

SUMMARY

Council direction is sought in relation to Community Housing units owned by Council.

12.4 DISPOSAL OF VACANT RESIDENTIAL PROPERTY OWNED BY COUNCIL**File No: 4200****Attachments: 1. Comparative Market Analysis****Authorising Officer: Colleen Worthy - General Manager Community Services****Author: Joanne Stratford - Acting Coordinator Community Assets**

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

SUMMARY

Council direction is sought in relation to a vacant residential property owned by Council.

13 CLOSURE OF MEETING