



COMMUNITY SERVICES COMMITTEE MEETING

AGENDA

27 NOVEMBER 2019

Your attendance is required at a meeting of the Community Services Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 27 November 2019 commencing at 9.00am for transaction of the enclosed business.

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

CHIEF EXECUTIVE OFFICER
20 November 2019

Next Meeting Date: 29.01.20

Please note:

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

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1 OPENING

2 PRESENT

Members Present:

Councillor R A Swadling (Chairperson)
The Mayor, Councillor M F Strelow
Councillor N K Fisher
Councillor A P Williams
Councillor C R Rutherford
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

4 CONFIRMATION OF MINUTES

Minutes of the Community Services Committee held 30 October 2019

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 ELFIN HOUSE COMMUNITY CHILD CARE CENTRE INC. LEASE RENEWAL

File No:	4234
Attachments:	1. Lease A - Lot 706 on R26291 ↓
Authorising Officer:	Richard Dunkley - Manager Community Assets and Facilities Colleen Worthy - General Manager Community Services
Author:	Joanne Stratford - Supervisor Community Assets Brianna Jahnke - Coordinator Community Assets

SUMMARY

That Council renew freehold lease on Lot 16 on R26291 and trustee lease on Lot 706 on R26291 with Elfin House Child Care Centre Inc.

OFFICER'S RECOMMENDATION

THAT:

- (i) Pursuant to section 236(1)(c)(iii) of the Local Government Regulation 2012, Council approve the renewal of a Freehold Lease to the Elfin House Child Care Centre Inc. for the whole of Lot 16 on R26291, as outlined in the report;
- (ii) Pursuant to section 263(1)(c)(iii) of the Local Government Regulation 2012, Council approve the renewal of a Trustee Lease to the Elfin House Child Care Centre Inc. for part of Lot 706 on R26291, as outlined in the report.

COMMENTARY

In 1999 Rockhampton City Council entered into lease agreements with Elfin House Community Child Care Centre Inc. (Tenant) in relation to one of Council's former Childcare Centre premises located at 132 Elphinstone Street, North Rockhampton. The Tenant is a not for profit community based organisation which provides long day care and outside school hours care to children aged 6 weeks to 12 years.

The current freehold and trustee leases are due to expire on 3 March 2020. The current rental payment is \$28,135.27 (including GST) per annum with a CPI increase applied annually.

Council owns the building on the land and is responsible for all structural maintenance, air conditioning and fire system servicing and maintenance. In the 2018-19 financial year, Council expended \$4,715.00 in both preventative and reactive maintenance costs.

The Tenant is responsible for all general maintenance and cleaning of the land and building. In addition, the Tenant pays all rates associated with the property, which amount to \$19,748.40 (gross) for the current financial year. A large portion of the rates charges result from the 19 toilets on site which amount to \$10,192 of the total charge.

CONCLUSION

It is recommended that Council renew freehold lease on Lot 16 on R26291 and trustee lease on Lot 706 on R26291 with Elfin House Child Care Inc. for a further 10 years. It is further recommended that all terms, conditions and obligations remain the same.

ELFIN HOUSE COMMUNITY CHILD CARE CENTRE INC. LEASE RENEWAL

Lease A - Lot 706 on R26291

Meeting Date: 27 November 2019

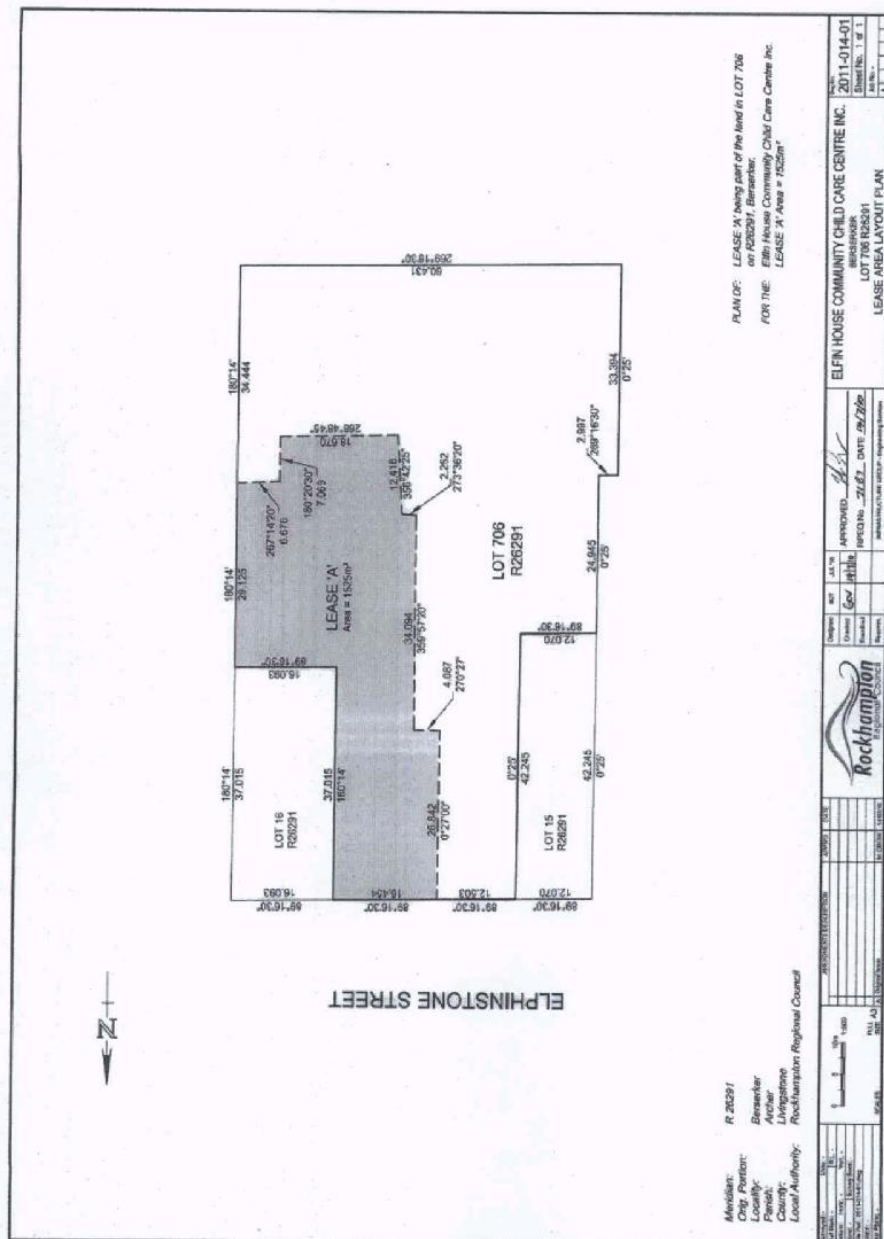
Attachment No: 1

QUEENSLAND LAND REGISTRY
Land Title Act 1994, Land Act 1994
and Water Act 2000

SCHEDULE

FORM 20 Version 2
Page 4 of 4

Title Reference [49009555]



8.2 SOLE SOURCE SUPPLIER FOR ARCADE NEWS & CASKET

File No: 164
Attachments: Nil
Authorising Officer: John Webb - Manager Communities and Culture
Colleen Worthy - General Manager Community Services
Author: Naomi Brownless - Coordinator Library and Child Services

SUMMARY

The purpose of this report is to seek a Council resolution that the nominated Rockhampton Regional Council Libraries supplier can be deemed a Sole Supplier in accordance with Section 235 (a) of the Local Government Regulation 2012.

OFFICER'S RECOMMENDATION

THAT pursuant to s235(a) of the *Local Government Regulation 2012* Council approve the nominated Rockhampton Regional Libraries supplier, known as Arcade News & Casket be approved as a Sole Supplier of magazines, newspapers and locally published content for the Southside Library.

COMMENTARY

Rockhampton Regional Libraries purchase magazines, newspapers for Southside Library and locally published content for the Central Queensland Collection from Arcade News & Casket. Ongoing business with this supplier is due to industry regulations on distribution territories. Arcade News & Casket is also the sole supplier of locally published content purchased for lending stock, and preservation in the Central Queensland Collection.

In accordance with *Local Government Act 2009* and *Local Government Regulation 2012* supporting quotes have been sourced when generating Purchase Orders as all orders of stock are in excess of \$3000 per order. Deeming this supplier as a Sole Supplier will allow staff to place an order as required without calling other suppliers who are unable to supply the product.

LEGISLATIVE CONTEXT

Section 235 of the *Local Government Regulation 2012* states that:

"Other exceptions

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if—

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available

CONCLUSION

It is recommended that Council approve that Arcade News & Casket be deemed as a Sole Supplier to Rockhampton Regional Council Libraries.

8.3 SOLE SOURCE SUPPLIER - BERSERKER NEWS

File No: 164
Attachments: Nil
Authorising Officer: John Webb - Manager Communities and Culture
Colleen Worthy - General Manager Community Services
Author: Naomi Brownless - Coordinator Library and Child Services

SUMMARY

The purpose of this report is to seek a Council resolution that the nominated Rockhampton Regional Council Libraries supplier can be deemed a Sole Supplier in accordance with Section 235 (a) of the Local Government Regulation 2012.

OFFICER'S RECOMMENDATION

THAT pursuant to s235(a) of the *Local Government Regulation 2012* Council approve the nominated Rockhampton Regional Libraries supplier, known as Berserker News be approved as a Sole Supplier of magazines and newspapers for the Northside Library.

COMMENTARY

Rockhampton Regional Libraries purchase magazines and newspapers from Berserker News for Northside Library. Ongoing business with this supplier is due to industry regulations on distribution territories. Berserker News is also the most convenient supplier for this location.

LEGISLATIVE CONTEXT

Section 235 of the Local Government Regulation 2012 states that:

"Other exceptions

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if—

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available

CONCLUSION

It is recommended that Council approve that Berserker News be deemed as a Sole Supplier to Rockhampton Regional Council Northside Library.

8.4 RECORDING RECOLLECTIONS OF FORMER MAYOR, R.B.J. (REX) PILBEAM

File No: 1578
Attachments: Nil
Authorising Officer: John Webb - Manager Communities and Culture
Colleen Worthy - General Manager Community Services
Author: Naomi Brownless - Coordinator Library and Child Services

SUMMARY

A progress report on the recollections of former Mayor, R.B.J. (Rex) Pilbeam Oral History project during the time he raised funds and purchased the now highly valuable collection of artworks for the Rockhampton Art Gallery.

OFFICER'S RECOMMENDATION

THAT Library staff continue with the Oral History Project until completion.

COMMENTARY

In 2017 work commenced on gathering the first hand recollections from Rockhampton and District residents that donated funds to Council organised by then Mayor, R.B.J (Rex) Pilbeam, for the purchase of original artworks for the Rockhampton Art Gallery.

To date the following people have been interviewed and recorded:

Dr John Lowrey
Geoff Murphy
Dr Wendy Christie
Dr Tom Dewar
Merilyn Luck

Email correspondence from Leon Paroissien has also been gathered for the project.

Robert South and Alf Kele remain to be interviewed.

The interviews have shown a clear pattern of how former Mayor Pilbeam secured donations and there have been similar responses from all interviewed so far. All of those interviewed have vivid recollections of their interactions with the former Mayor and have shared some extra stories as well adding to the depth of information gathered.

Once the oral histories have been transcribe the interviewees will review, sign their permission that the transcription is an accurate record and then the transcriptions will be available. When catalogued into the Local History Libraries special Central Queensland Collection the transcriptions and audio will be preserved for future generations and available for viewing by the public.

PREVIOUS DECISIONS

Ordinary Council adopted on 9 May 2017 the following Council Resolution:

1. THAT Rockhampton Regional Council, as a matter of priority, commission a suitably qualified oral historian, the purpose of whom shall be to locate and interview those Rockhampton and District residents who have first-hand recollections of the dogged and often colourful activities of former Mayor the late R.B.J. (Rex) Pilbeam in establishing and building the now highly valuable collection of original artworks held by Rockhampton Art Gallery; and
2. THAT a report on progress made towards the above objective be presented at the first Ordinary Council meeting in July 2017.

CONCLUSION

That the project continues, gathering the final two oral histories and the approved audio and transcripts are made available to the community through the Rockhampton Regional Council Local History Library.

8.5 COMMUNITY ASSISTANCE REPORT

File No: 12535
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Kerri Dorman - Administration Supervisor

SUMMARY

Fourteen applications for funding were received for the second round of the Community Assistance Program for the current financial year. CQU Berserker Bears Football Club – CQU Berserker Bears Miniros 5-A-Side Lightning Carnival application was deemed ineligible. Mount Morgan Golf Club Inc and Rockhampton & District Softball Association Inc did not have all the supporting documentation to be assessed in this round. Eleven applications have been assessed and recommendations for funding are presented for Council consideration.

OFFICER'S RECOMMENDATION

THAT Council consider and approve the allocation of funding from the Community Assistance Program for the following Round Two eligible applications for the 2019/2020 financial year:

Applicant	Project	Amount
Alton Downs Polocrosse & Sports Club Inc	Purchase of Irrigator & Commercial Dishwasher	\$ 6,214.50
CQ Capras Rugby League Limited	Broncos Rugby League Weekend	\$10,000.00
Depot Hill State School P & F	Centenary Garden	\$ 2,200.00
Rock Covenant Love Ministries Ltd	Installation of Fence & Construction of Shed	\$10,812.50
Rockhampton BMX Club	Rockhampton BMX Club Open Day "Rocky Rumble 2020"	\$ 6,500.00
Rockhampton Clay Target Club	Central Zone Clay Target Championships	\$ 6,500.00
Rockhampton Eisteddfod Association Inc	85th Rockhampton Eisteddfod	\$20,000.00
Rockhampton Radio Control Car Club	Equipment purchase for Track Maintenance	\$ 1,000.00
Rockhampton South Kindergarten	Community Fence	\$ 8,500.00
Stitch and Chat Inc	Quilt and Craft Expo 2020	\$ 2,000.00
Women's Health Centre, Rockhampton	2020 Women's Wellness Expo	\$ 2,721.10
		\$76,448.10

COMMENTARY

Round two of the Community Assistance Program for the 2019/2020 financial year closed on 28 October 2019. Applications were received for 11 projects for the requested amount of \$102,044.36.

Analysis of the applications received showed that:

- 4 applications related to sponsorship of events
- 5 related to grant funding for capital/equipment projects
- 2 applications related to Major sponsorship

A table including the details of applications received; comments from the assessment panel, and recommend funding allocations for the eligible projects will be forwarded to Councillors via email on Friday 22nd November 2019.

CONCLUSION

Following assessment of applications received for Round Two of the Community Assistance Program for the 2019/2020 financial year, Council consider and approve the assessment panel's recommended funding allocations.

8.6 REGIONAL ARTS DEVELOPMENT FUND 2019-20 ROUND 1 FUNDING RECOMMENDATIONS

File No: 8944
Attachments: Nil
Authorising Officer: John Webb - Manager Communities and Culture
 Colleen Worthy - General Manager Community Services
Author: Louise Hales - Programs and Development Officer

SUMMARY

Applications received for round one of the 2019/20 Regional Arts Development Fund have been assessed by the RADF Committee and eight 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
Shelley Pisani	CQ Shop Front is a project that aims to support CQ artists, designers and makers to build sustainable business models and create commercially viable products.	\$3500
Elizabeth Simard	The Generations of Men film development celebrates the diverse history of pre-federation Central Queensland by adapting Judith Wright's historical investigation.	\$7610
Janet Stevenson	Individual professional development to attend the World Symposium of Choral Music July 11-18, 2020 in Auckland, New Zealand.	\$2819
Jacob McQuire	Darumbal Artist, Jacob McQuire returning to Darumbal Country to undertake an on Country residency to strengthen connection to Country and culture. This will take place at the Rockhampton Heritage Village.	\$6083
Rockhampton Art Gallery	The Brisbane Art Industry Immersion Program seeks to enrich participating Rockhampton-based artists' awareness of metropolitan art industries through travel.	\$14000
Kellie O'Dempsey, Catherine O'Donnell, Todd Fuller	Kellie O'Dempsey, Catherine O'Donnell, Todd Fuller undertake an artist in residence at the Rockhampton Heritage Village in 2020 to develop new work.	\$9388
Mount Morgan Promotion and Development Inc	This project will engage consultancy to develop an Interpretive Plan of the Historic Mount Morgan Rail and its significance in the development of the town.	\$4950
Nellie Lovegrove	The completion of the Fitzroy Bridge Underpass Mural, to continue the mural on the ceiling and southern side of the underpass.	\$10840
	total	\$59190

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.

Fifteen applications were received for a total requested amount of \$127,883.

For the 2019/20 financial year there was a pool of \$60,190 available.

Six of the applications are recommended in full. They cover a variety of target groups, geographical reach and art forms.

Two grants are recommended for partial amounts and with conditions. These were from The Rockhampton Art Gallery and Nellie Lovegrove.

\$1000 was previously awarded in a Quick Response grant to Arts CQ Inc for the Rockpocalypse performance at the Walter Reid Cultural Centre.

The approval of the recommended applications will leave the fund exhausted for the 2019/20 financial year. This was deemed to be acceptable by the committee based on the number of highly regarded projects. It is hoped that the evidence of community need for arts funding is beneficial in the next request to Arts Queensland for RADF contribution for 2020/21 financial year.

The committee commended the high quality of applications and projects submitted by the community.

8.7 PROJECT DELIVERY MONTHLY REPORT - OCTOBER 2019 - CBD CULTURAL PRECINCT - CUSTOMS HOUSE DESIGN**File No:** 7028**Attachments:** 1. CBD Cultural Precinct - Customs House Design [↓](#)**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Andrew Collins - Manager Project Delivery

SUMMARY*Monthly reports on the projects currently managed by Project Delivery.***OFFICER'S RECOMMENDATION**

THAT the Project Delivery Monthly Report for October 2019 – CBD Cultural Precinct – Customs House Design be received.

COMMENTARY

The project delivery section submits a monthly project report outlining the status of the capital projects. The following projects have a one page capital monthly report outlining progress against time and budget.

- CBD Cultural Precinct – Customs House Design

**PROJECT DELIVERY MONTHLY
REPORT - OCTOBER 2019 - CBD
CULTURAL PRECINCT - CUSTOMS
HOUSE DESIGN**

**CBD Cultural Precinct - Customs
House Design**

Meeting Date: 27 November 2019

Attachment No: 1

Reporting Month	October 19
Project	A. CBD Cultural Precinct – Customs House - Landscaping
Project Number	1148999
Project Manager	Darren Toohey
Council Committee	Community Services

PROJECT SCOPE

Landscaping works at the rear of Customs House/ Bond Store.

PROJECT MILESTONES

ITEM	TARGET COMMENCEMENT DATE	TARGET COMPLETION DATE	COMMENTARY
Project Planning	August 19	September 19	
Design Development	September 19	June 20	Preliminary Design scheduled to be complete November 2019
Procurement			
Construction			

FINANCIAL PROFILE

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$500,000	\$4,073	\$0	\$495,927	\$500,000	\$4,073	\$0	\$495,927
External Funding	\$Nil							

PROJECT STATUS

Project progressing in accordance with program:

- Concept design completed. The design concepts to be presented to the CBD steering committee in November.

8.8 PROJECT DELIVERY MONTHLY REPORT - OCTOBER 2019 - PILBEAM THEATRE REDEVELOPMENT

File No: 7028
Attachments: 1. Pilbeam Theatre Redevelopment [↓](#)
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Project Delivery

SUMMARY

Monthly reports on the projects currently managed by Project Delivery.

OFFICER'S RECOMMENDATION

THAT the Project Delivery Monthly Report for October 2019 – Pilbeam Theatre Redevelopment be received.

COMMENTARY

The project delivery section submits a monthly project report outlining the status of the capital projects. The following projects have a one page capital monthly report outlining progress against time and budget.

- Pilbeam Theatre Redevelopment

PROJECT DELIVERY MONTHLY REPORT - OCTOBER 2019 - PILBEAM THEATRE REDEVELOPMENT

Pilbeam Theatre Redevelopment

Meeting Date: 27 November 2019

Attachment No: 1

Reporting Month	October 19
Project	B. Pilbeam Theatre Redevelopment
Project Number	1148918
Project Manager	Andrew Collins
Council Committee	Community Services

PROJECT SCOPE

To investigate and develop conceptual options for potential reuse and redevelopment of the existing Art Gallery and adjacent Pilbeam Theatre.

PROJECT MILESTONES

ITEM	TARGET COMMENCEMENT DATE	TARGET COMPLETION DATE	COMMENTARY
Project Planning	01/07/2019	01/03/2020	
Design Development	01/10/2019	25/01/2020	Enquiry by Design workshops
Procurement	03/08/2019	27/09/2019	Design – awarded to Conrad Gargett.
Construction			

FINANCIAL PROFILE

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$300,000	\$8,611	\$123,500	\$167,889	\$300,000	\$8,611	\$123,500	\$167,889
External Funding	\$Nil							

PROJECT STATUS

The concept design development has been awarded to Conrad Gargett and a purchase order placed. The first workshop is being scheduled, anticipated to happen mid November.

8.9 PROJECT DELIVERY MONTHLY REPORT - OCTOBER 2019 - VISITOR INFORMATION CENTRE UPGRADE (W4Q)

File No: 7028
Attachments: 1. Visitor Information Centre Upgrade (W4Q)[↓](#)
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Project Delivery

SUMMARY

Monthly reports on the projects currently managed by Project Delivery.

OFFICER'S RECOMMENDATION

THAT the Project Delivery Monthly Report for October 2019 – Visitor Information Centre Upgrade (W4Q) be received.

COMMENTARY

The project delivery section submits a monthly project report outlining the status of the capital projects. The following projects have a one page capital monthly report outlining progress against time and budget.

- Visitor Information Centre Upgrade (W4Q)

**PROJECT DELIVERY MONTHLY
REPORT - OCTOBER 2019 - VISITOR
INFORMATION CENTRE UPGRADE
(W4Q)**

**Visitor Information Centre Upgrade
(W4Q)**

Meeting Date: 27 November 2019

Attachment No: 1

Reporting Month	October 19
Project	C. Visitor Information Centre Upgrade (W4Q Round 3)
Project Number	1147294
Project Manager	Darren Toohey
Council Committee	Community Services

PROJECT SCOPE

New entrance canopy, landscaping upgrade.

PROJECT MILESTONES

ITEM	TARGET COMMENCEMENT DATE	TARGET COMPLETION DATE	COMMENTARY
Project Planning	July 19	September 19	Scope confirmed based on completed clients design.
Design Development	July 19	August 19	Complete
Procurement	August 19	September 19	Tenders being assessed
Construction	October 19	April 20	

FINANCIAL PROFILE

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$300,000	\$1,401	\$0	\$298,599	\$300,000	\$1,401	\$0	\$298,599
External Funding	\$300,000							

PROJECT STATUS

Currently reviewing project viability based on tendered prices.

8.10 PROJECT DELIVERY MONTHLY REPORT - OCTOBER 2019 - HERITAGE VILLAGE LIGHTING UPGRADE (W4Q)

File No: 7028
Attachments: 1. Heritage Village Lighting Upgrade (W4Q)[↓](#)
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Project Delivery

SUMMARY

Monthly reports on the projects currently managed by Project Delivery.

OFFICER'S RECOMMENDATION

THAT the Project Delivery Monthly Report for October 2019 – Heritage Village Lighting Upgrade (W4Q) be received.

COMMENTARY

The project delivery section submits a monthly project report outlining the status of the capital projects. The following projects have a one page capital monthly report outlining progress against time and budget.

- Heritage Village Lighting Upgrade (W4Q)

PROJECT DELIVERY MONTHLY REPORT - OCTOBER 2019 - HERITAGE VILLAGE LIGHTING UPGRADE (W4Q)

Heritage Village Lighting Upgrade (W4Q)

Meeting Date: 27 November 2019

Attachment No: 1

Reporting Month	October 19
Project	D. Heritage Village Lighting Upgrade (W4Q Round 3)
Project Number	1147293
Project Manager	Nathan Everton
Council Committee	Community Services

PROJECT SCOPE

Provide field and pathway lighting including PA system and alerting facilities to the facility. This is so markets and night events can occur, also to alert staff /general public of announcements, or emergency alarms.

PROJECT MILESTONES

ITEM	TARGET COMMENCEMENT DATE	TARGET COMPLETION DATE	COMMENTARY
Project Planning	July 2019		Completed
Design Development	November 2019		Underway
Procurement	January 2020		
Construction	May 2020		

FINANCIAL PROFILE

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$300,000	\$1,221	\$20,625	\$278,154	\$300,000	\$1,221	\$20,625	\$278,154
External Funding	\$300,000							

PROJECT STATUS

Preliminary Design received, and due to be discussed / reviewed with stakeholder early November.
Design review to be communicated to Consultant early November.

8.11 COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - OCTOBER 2019

File No: 1464

Attachments: 1. Community Assets and Facilities Monthly Operational Report - October 2019 [↓](#)

Authorising Officer: Richard Dunkley - Manager Community Assets and Facilities
Colleen Worthy - General Manager Community Services

Author: Sophia Czarkowski - Coordinator Facilities

SUMMARY

This report provides information on the activities of Community Assets and Facilities for the month of October 2019.

OFFICER'S RECOMMENDATION

THAT the Community Assets and Facilities monthly operational report for October 2019 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 2019

Community Assets and Facilities Monthly Operational Report - October 2019

Meeting Date: 27 November 2019

Attachment No: 1

MONTHLY OPERATIONS REPORT

Community Assets and Facilities

PERIOD ENDED October 2019



1. Operational Summary

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

- Rockhampton Zoo – finished the sub-mains between the Daintree Exhibit and the Rockhampton Zoo Administration building. Installed new water mains, fire line and spare conduits between entry and administration office. Final connection for water service underway.
- Replacement of vehicle access gates at parks – change pole gates to swinging gates to improve access and safety.
- Repaired monorail at Kershaw Gardens, including strengthening of the support posts
- Refurbishment of Cedric Archer Park Rotunda
- Riverside Park- replacement of damaged anode cable on the boardwalk cathodic protection.
- Music Bowl - Removal of all existing electrical and fire services from the stage area of the Sound Shell to facilitate demolition project.
- Mount Morgan Apex Park- Replacement of the switchboard in the Apex Park amenities block plus replacement of existing light fittings with energy efficient LED.
- Remove existing and install new storage facilities at North Rockhampton Cemetery – Shipping containers
- Installed over half the new seats at Rockhampton Zoo
- Disabled access ramp at 220 Quay street/4RO building installed
- Retaining wall and spoon drain at Mt Morgan waste transfer station
- Rockhampton Landfill weigh station building repairs and rectification
- Rockhampton Library (old history library) roof replacement
- Installed new air conditioning units at Athelstane Bowls Club

2. Customer Service Requests

Response times for completing customer requests in this reporting period for October are within set timeframes.

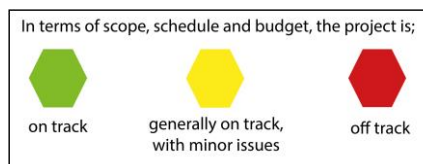


All Monthly Requests (Priority 3) Communities and Facilities 'Traffic Light' report October 2019

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	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)
			Received	Completed								
Cemeteries - Complaint	1	0	0	0	1	0	0	8	0.00	1.33	1.33	27.00
Cemeteries - General Enquiry	0	0	0	0	0	0	0	14	0.00	0.00	1.29	0.62
Cemeteries (Asset)	2	0	2	2	2	0	0	30	3.00	5.88	11.19	13.67
Childcare (Asset)	0	0	0	0	0	0	0	30	0.00	0.00	0.50	0.50
Community Halls (Asset)	0	0	0	0	0	0	0	30	0.00	0.00	0.00	0.00
Admin and Depots (Asset)	4	1	0	0	3	0	0	30	0.00	0.00	0.00	0.00
Disaster Management (SES Buildings) (Asset)	0	0	0	0	0	0	0	30	0.00	0.00	0.00	0.00
Dog Pounds (Asset)	0	0	0	0	0	0	0	30	0.00	0.00	0.00	0.00
Gardens (Asset)	0	0	0	0	0	0	0	30	0.00	0.00	0.00	0.00
Libraries (Asset)	0	0	0	0	0	0	0	30	0.00	0.00	0.00	0.00
Council Owned Swimming Pools - General Enquiry	0	0	0	0	0	0	0	20	0.00	0.00	2.00	2.00
Leased Premises - Maintenance (Asset)	0	0	0	0	0	0	0	30	0.00	0.00	0.00	0.00
Sport and Recreation Facilities (Asset) Not Parks	1	0	0	0	1	0	0	30	0.00	0.00	0.00	0.00
TV Black Spot - Reception (Asset)	0	0	0	0	0	0	0	30	0.00	0.00	0.00	0.00
Arts & Heritage Services (Asset)	4	0	0	0	4	0	0	30	0.00	0.00	0.00	0.00



3. Capital Projects

Details of capital projects not reported regularly to Council or a particular Committee in other project specific report updates as at period ended 33.3% of year elapsed



Community Assets and Facilities – Capital Projects over \$50,000					
Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
Bajool Amenities Building	1 July 2019	30 June 2020		\$120,000	\$0
Comments	Project has been scoped, meeting held with Councillor Wickerson in July 2019. Multiple options now sourced and cost estimates provided, awaiting confirmation on location.				
Flooring Renewal Program	1 July 2019	30 June 2020		\$70,000	\$18,091
Comments	<ul style="list-style-type: none"> 220 Quay Street Ground Floor – Complete North Rockhampton Cemetery – Complete 				
Mt Morgan Depot Renewal	1 July 2019	28 February 2020		\$200,000	\$1780
Comments	Invitation to Quote has been finalised and will be released in October.				
Music Bowl - Demolish Roof	1 July 2019	10 December 2019		\$152,720	\$124,428

Community Assets and Facilities – Capital Projects over \$50,000					
Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
Comments	Contractor has been engaged and work to commence 25 th November				
Pilbeam Theatre - Main Foyer Doors	1 July 2019	30 June 2020		\$70,000	\$0
Comments	Not yet commenced				
Pilbeam Theatre - Replace Existing Door Locking for Fire	1 July 2019	30 June 2020		\$47,000	\$0
Comments	Not yet commenced				
Schotia Place - Renewal/Upgrade of Commercial Kitchens	1 July 2019	30 June 2020		\$62,000	\$0
Comments	Scope being finalised.				
Rockhampton Showgrounds Switchboard Enclosure Renewal	01 July 2019	30 June 2020		\$63,600	\$0
Comments	Initial investigations have commenced into which switchboards will be replaced this financial year. ITQ to be sent out by COB 15 th November 2019.				
CCTV Renewal Program	01 July 2019	30 June 2020		\$125,600	\$7,396
Comments	CCTV cameras/ equipment for replacement have been identified and list sent to IT services for quotation.				
Access Road Renewal Program (Facilities)	01 July 2019	30 June 2020		\$283,899	\$119,903

Community Assets and Facilities – Capital Projects over \$50,000					
Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
Comments	Program provided by Civil Ops				
Air-conditioner Replacement Program	01 July 2019	30 June 2020		\$105,600	\$22,395
Comments	Works commenced on Heritage village reception				
Dooley Street Depot Security	01 July 2019	30 June 2020		\$100,000	\$0
Comments	Scope completed, tender specification to be developed.				

4. Budget

Financial performance as expected for the reporting period.

End of Month Budget Management Report - (Operating Only) - COMMUNITY ASSETS & FACILITIES



As At End Of October

Report Run: 07-Nov-2019 16:33:58 Excludes Nat Accs: 2802,2914,2917,2924

On Target

Adopted Budget \$	Actuals \$	EOM Commitments \$	Total \$	Variance %	33.3% of Year Gone
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COMMUNITY ASSETS & FACILITIES

Community Facilities

Revenues	(442,725)	(198,229)	0	(198,229)	44.8%
Expenses	15,250,439	5,109,739	3,049,236	8,158,975	33.5%
Transfer / Overhead Allocation	206,911	(69,465)	0	(69,465)	-33.6%
Total Unit: Community Facilities	15,014,625	4,842,045	3,049,236	7,891,282	32.2%

Community Projects & Open Space Facilities

Revenues	(46,831)	(14,862)	0	(14,862)	31.7%
Expenses	1,339,886	442,346	180,709	623,055	33.0%
Transfer / Overhead Allocation	443,054	166,895	0	166,895	37.7%
Total Unit: Community Projects & Open Space Facilities	1,736,109	594,379	180,709	775,088	34.2%

Community Assets & Facilities Management

Expenses	322,956	70,892	0	70,892	22.0%
Transfer / Overhead Allocation	6,500	0	0	0	0.0%
Total Unit: Community Assets & Facilities Management	329,456	70,892	0	70,892	21.5%

Community Assets

Revenues	0	(9,842)	0	(9,842)	-
Expenses	1,157,652	340,334	2,437	342,771	29.4%
Transfer / Overhead Allocation	12,350	2,261	0	2,261	18.3%
Total Unit: Community Assets	1,170,002	332,753	2,437	335,190	28.4%

Total Section: COMMUNITY ASSETS & FACILITIES	18,250,192	5,840,070	3,232,382	9,072,452	32.0%
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5. Section Statistics

October 2019

Lost Time Injuries	
Number of Lost Time Injuries	0
Number of Days Lost Due to Injury	3
Incident and Hazard Reporting	
Total Number of Incidents/Hazards Reports	4
Description of Incidents/Hazards: <ol style="list-style-type: none"> 1. Employee was undertaking cleaning duties and felt a pain in right hand 2. Employee stepped out of vehicle and felt a sharp pain in left leg and knee 3. Excavator bucket fell off trailer 4. Key cabinet is located in behind desks and poses a risk of a strain injury from reaching over desks 	
Riskware Actions	
Number of Open Tasks	44
Number of Overdue Tasks	4
Hazard Reporting	
Number of Scheduled Hazard Inspections	4
Number of Incomplete Hazard Inspections	0
Number of Hazard Inspections completed outside the scheduled month	0

8.12 COMMUNITIES & CULTURE OPERATIONAL REPORT OCTOBER 2019

File No: 1464
Attachments: 1. Communities & Culture Operations Report October 2019 [↓](#)
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: John Webb - Manager Communities and Culture

SUMMARY

The report provides information on the programs and activities of the Communities and Culture Section for October 2019

OFFICER'S RECOMMENDATION

THAT the Communities and Culture Operational Report of October 2019 be 'received'

COMMENTARY

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

- Libraries and Childcare
- Central Queensland Home Assist
- Heritage Village
- Rockhampton Art Gallery
- Major Venues

COMMUNITIES & CULTURE OPERATIONAL REPORT OCTOBER 2019

Communities & Culture Operations Report October 2019

Meeting Date: 27 November 2019

Attachment No: 1

MONTHLY OPERATIONS REPORT

COMMUNITIES & CULTURE

PERIOD ENDED OCTOBER 2019



1. Operational Summary

- This month over 27221 members accessed the four library branches, with 2639 participants attending 150 library programs. Planning for this year's Food for Fines initiative was completed with the
- The highlights of the month of October –
 - Halloween Trivia at Northside Library
 - CQ Bushfire Project
 - Get Online Week
- The Pilbeam Theatre hosted a range of events Dance Festival, Mad about Theatre's production of "Rock of Ages", RRC domestic violence awareness sessions, Morning Melodies featured "TENORI", the final show in the See It Live series ACO Collective "Serenades for strings" and the Rockhampton Musical Union presented "Phantom of the Opera". The Rockhampton Showgrounds had ten event days comprising Handmade Expo, Skating, Saloon Car Club meet, CQ Hospital and Health training, CQ Wedding Expo.
- Heritage Village hosted a variety of functions and events from School Holiday Activities to weddings. The highlight for the month was Halloween with 1241 in attendance. Staff, Volunteers and Jobs Queensland were involved in delivery with many attendees promising to return next year.
- CQ Home Assist delivered the typical level of service while also conducting a database cross reference audit for the Federal Department of Health, supplier of Home Support Programme funding to identify clients of their program that might not be registered for the Australian Government My Aged Care Portal.
- In the month of September Rockhampton Art Gallery was attended by 1,625 patrons, 55% of this visitation was related to programs or events. In the month an average of 1.8 programs and events were held daily with 10 of these being held off site. The Gallery staff were supported by volunteers who contributed 308.25hrs. The Rockhampton Art Gallery has shifted exhibition programming to a focus on collection processing for the New Rockhampton Art Gallery, this has commenced with the open collection displays of Collection Inside Out. This programming shift is reflected in a natural decrease in attendance.

2. Customer Service Requests





Response times for completing customer requests in this reporting period for October are within the set timeframes











All Monthly Requests (Priority 3) Arts and Heritage 'Traffic Light' report October 2019





	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)
			Received	Completed										
Community Events & Arts	1	1	1	1	0	0	10	●	7.00	●	15.00	●	10.43	10.60
Heritage Village General	0	0	1	1	0	0	7	●	0.00	●	0.00	●	0.00	0.00
Showgrounds	0	0	0	0	0	0	5	●	0.00	●	0.00	●	0.00	0.00

3. Capital Projects

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
Artwork acquisitions Art Gallery	July 19	June 20		\$15409	\$0
Comments	Planning commencing				
Public Art - Barramundi Riverbank	July 19	July 19		\$90000	\$ 99637
Comments	Completed				
Art Collection M'ment System	July 19	June 20		\$40000	\$0
Comments	Procurement with ISSG				
Replace audio equipment Shearing Shed	July 19	June 20		\$68,777	\$0
Comments	Planning commenced				

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
North Rockhampton Library Renewal Program	July 19	June 20		\$20013	\$0
Comments	Planning commenced				
Rockhampton Regional Library Renewal Program	July 19	June 20		\$16400	\$0
Comments	Planning commenced				
Child Care Centre – external infrastructure	July 19	June 20		\$ 10000	\$0
Comments	Planning commenced				
Events Management System	July 19	June 20		\$ 9697	\$0
Comments	Planning commenced				

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
Media Server for Pilbeam Theatre	July 19	June 20		\$35000	\$0
Comments	Planning commenced				
Replace AV Equipment and Screen	July 19	June 20		\$30362	\$0
Comments	Planning commenced				
Pilbeam Theatre Stage Lighting Equipment	July 19	June 20		\$63600	\$0
Comments	Planning commenced				
Replace Pilbeam Theatre Stage Lighting Moving Fixtures	July 19	June 20		\$61530	\$0
Comments	Planning commenced				

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
Stage lift investigation review/upgrade	July 19	June 20		\$10000	\$0
Comments	Planning commenced				
Replace Pilbeam Front Door to Sliding	July 19	June 20		\$20500	\$0
Comments	Planning commenced				
Swap Pilbeam crash bars for all Pilbeam doors	July 19	June 20		\$10300	\$0
Comments	Planning commenced				
Replace Pilbeam DR AC	July 19	June 20		\$51300	\$0
Comments	Planning commenced				

4. Operational Projects

Libraries

Community Programs

This month over **27221** members accessed the four library branches, with **2639** participants attending **150** library programs.

Library programs and activities for all ages and interests were delivered at each library branch this month, ranging from regular early literacy activities for young children and families; STEM activities for older children and seniors – and ongoing activities designed to encourage lifelong learning such as mah-jong, Lego®, chess, book club, anime, laughter yoga, origami and trivia.



mBot action during the holidays at the Northside Library

First 5 Forever

The Early Literacy Officer attended two community events this month with some excellent opportunities to promote First 5 Forever and library membership. The CQ Fair held at Victoria Park on 5 October focused on a free inclusive family-friendly event celebrating the diversity of the Central Queensland LGBTIQ community, with a strong cross-section of agencies in attendance. Library staff had a number of conversations with visitors at the event, with many people joining the library service inspired by the outreach.



A library presence at the CQ Fair Day

The Take Time Out Festival on the Riverside Precinct on 9 October promoting Mental Health Week and mental wellness was another event highlighting literacy and the value of libraries to visitors at the festival. Many parents attending the festival took the opportunity to learn about the F5F initiative and sign their children up for a library card.

Dads Read Ambassadors from Council this month included Steve Penny from Regional Services and Liam Johnson from the Office of the CEO who shared stories with a cooking and Halloween theme respectively. The Dads Read Legends and Ambassadors encourage other men to read to their children on a regular basis and their energy and commitment in promoting this cause was exemplary



Scary stories with Dads Read Ambassador Liam Johnson

Students from the Rockhampton Grammar School and Stanwell State School greatly enjoyed the chance to listen to stories told by the Early Literacy Officer at the Southside Library during the month. Students also engaged with a mini-tour of the library during their visits.



Rockhampton Grammar Prep students in Kids Cove, Rockhampton Regional Library

An awards evening was held at the Rockhampton Regional Library during Children's Week to celebrate authors who had created a picture book suitable for a young child. The annual Write and Illustrate a Picture Book Competition featured stories written by both adults and children, with feedback about the project provided by local early literacy advocate, Lindell Lutton.



Encouraging a love of reading for the young at the Northside Library

Mental Health Week

Effective library outreach took place at the inaugural Take Time Out Festival held on the Riverside Precinct to promote Mental Health Week. Library staff encouraged free membership at the event with a number of people joining the service. A cross promotion with the Pilbeam Theatre's See It Live featured a colouring competition held at all libraries to market the ACO's Serenades for Strings Concert at the Pilbeam Theatre. A number of visitors took advantage of the opportunity to sit, colour and chat to staff.



Promoting the importance of libraries and reading at a Mental Health Week outreach event

Author Talks

Guest authors at the Southside Library this month included Anne Taylor Batalibasi sharing an insight into her picture book about maremmas as guardian dogs, in conjunction with young 'chookpreneur' Max Cosgrove from Mount Larcom. Max shared stories of his brush with fame as a contestant on Australia's Got Talent as well as his impressive social marketing campaign to promote his chicken business. 'Princess', one of Max's star chooks, sat impassively on the presenters table as he discussed poultry maintenance.



Max Cosgrove and Anne Taylor Batalibasi at the Southside Library

Elizabeth Rimmington shared her writing journey related to her book *Shadow of the Northern Orchid* at the Southside Library late in the month.

Halloween Trivia

Suitably ghoulish themes resonated at the final trivia event at the Northside Library for the year, capably led by talented library staff. The session posed questions relating to literature, superstition and pop culture.



Fast and furious Halloween Trivia at the Northside Library

CQ Bushfire Project

Gracemere Library staff are currently developing confidence in using a new iOgraphy kit which will be used for recording oral histories in the local area related to the CQ Bushfire Project: Recording the Resilient Stories for the Future. Short Vox Pop interviews will take place over coming months in the library and surrounding areas leading into more substantial digitisation activities taking place at the Gracemere Library with community groups.



Community engagement for the CQ Bushfire Project

Food for Fines

Library patrons with long overdue items or historic fines on their library cards will be able to wipe their slate clean during a library amnesty period from Monday 25 November to Saturday 7 December at all Council libraries, with the donation of a non-perishable food item in lieu of a fine. The food items will then be boxed, ready for distribution to the Salvation Army for their annual Christmas appeal.

The amnesty does not include any other library charges such as replacement fees for lost or damaged items.

Library Technology Centre

Two Get Online Week events held on 14 and 16 October were the highlight of activities held during October.

Rockhampton Regional Libraries received a \$1500 grant from the Good Things Foundation to assist with the cost of running two free outreach events at the Southside Library targeting 100 participants. Workshops presented in the library foyer, Fitzroy Room and the LTC STEAM Labs included diverse topics such as online travel, the art of taking selfies, accessing library apps and the Be Connected initiative. Participants had the opportunity of winning a Samsung Galaxy just by registering for the events, with two very excited winners claiming their new devices to continue with their learning journey. Feedback from the outreach was extremely positive.

One of our clients remarked:

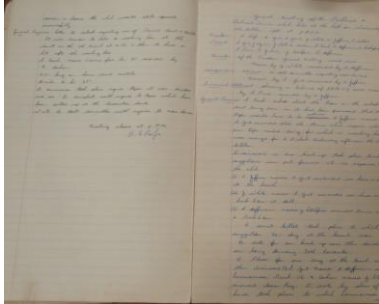
"I have learnt so much....I am really looking forward to showing my grandkids! Nanna is not as dumb as she appears".

The Be Connected initiative is ongoing with excellent support material and collateral for learners.

Rockhampton History Centre

Collection Development

A past member of the Parkhurst Tennis Club, previously known as the Parkhurst and Belmont Sports Club Tennis Division, donated records including minute books, financial statements, lease papers, newspaper clippings and a trophy to the Central Queensland Collection. The Parkhurst Tennis Club closed in 2006.



Minute book from the Parkhurst Tennis Club

Families are often keen to donate photographs and other print ephemera about a much-loved matriarch or patriarch to the Central Queensland Collection to ensure their life story is preserved and recorded for future generations. A selection of photographs and newspaper articles of nonagenarian Margaret (Maisie) nee Jensen, from Mount Morgan were donated to the archival collection this month.



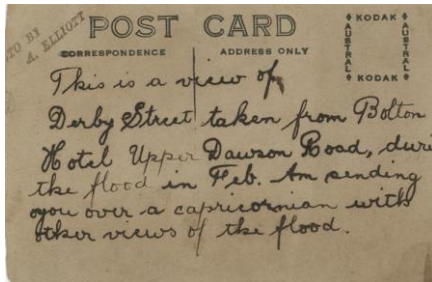
Maisie Hare, nurse at Mount Morgan Hospital

A postcard of the 1918 flood features a viewpoint from Bolton's Hotel, which is now the Allentown Hotel on Upper Dawson Road. The back of the postcard has the words from an anonymous writer, *"This is a view of Derby Street taken from Bolton Hotel Upper Dawson Road, the flood in Feb. Am sending you over a Capricornian with other views of the flood."*



A creative role-play in the Rockhampton History Centre with Prep students from Rockhampton Grammar School highlighted the range of resources available for research, particularly the stories and history behind Rockhampton's tram and bus system.

Resources and research material available to historians in the Rockhampton History Centre was highlighted by Local and Family History Officer Cheryl Rickard in an interview with ABC Capricornia morning presenter Inga Stünzner. Topics covered how to access the material as well as how to donate documentary heritage to the significant regional collection.



E-content

Beamafilm Statistics - 1st October – 31st October

Film Views

76 Views

Top 5 Films Watched:

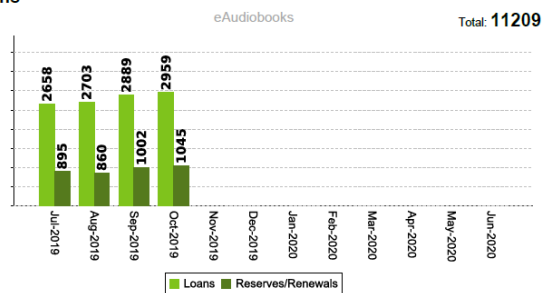
- 1 – Alexander Nevsky
- 2 - The Legend of Ben Hall
- 3 - Horrid Henry
- 4 - Mary Shelley
- 5 - Monsieur Mayonnaise

Top 5 Days In Month:

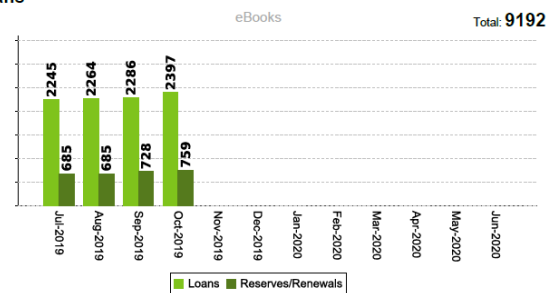
- 1 – 9-10-19
- 2 – 30-10-19
- 3 - 6-10-19
- 4 – 24-10-19
- 5 – 1-10-19

BorrowBox Statistics October 2019

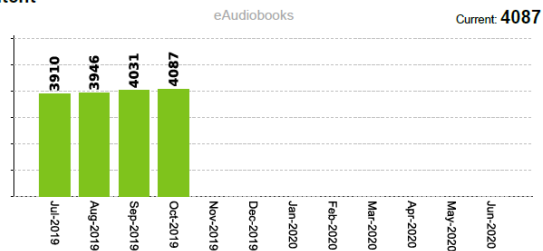
Loans



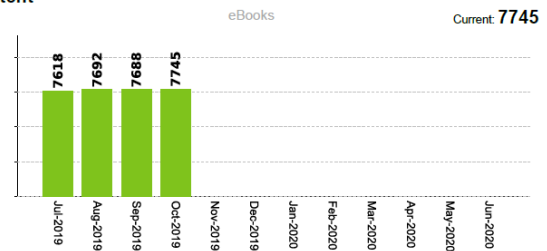
Loans



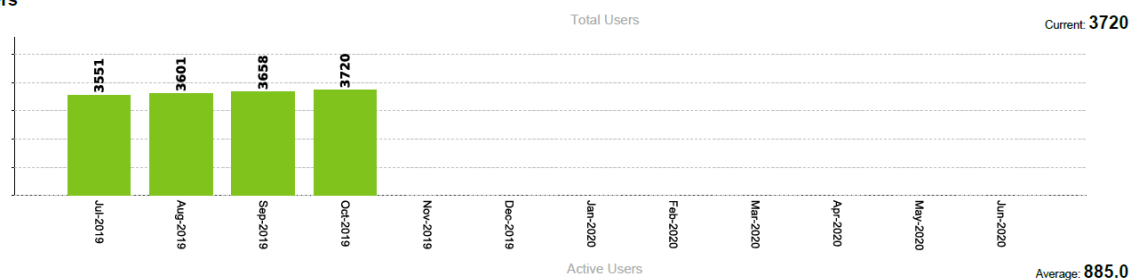
Content



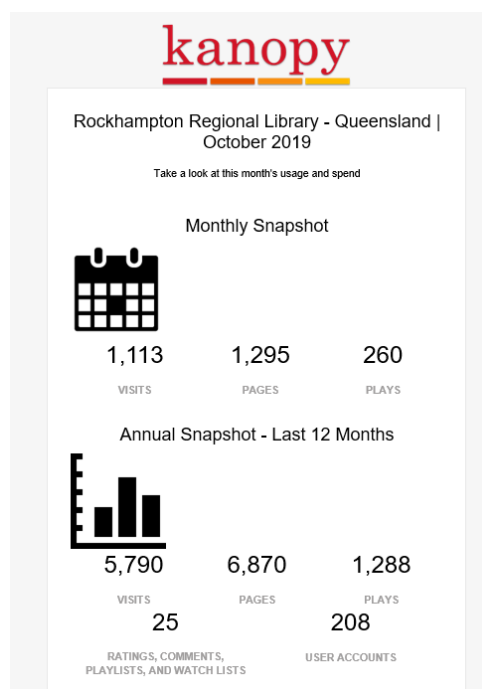
Content



Users



Kanopy Statistics for October 2019



Childcare

Nursery – NEW PLAYGROUND

The children enjoyed watching the construction throughout the week then going to explore the playground upon completion.



Toddler – SENSORY EXPLORATION

Children were lost as they mixed and poured, all the while stopping to smell. It was lovely to see the interactions between the children as they shared the creations they had mixed up.



Preschool – EXPERIMENTS

We put different colours of paint on both halves of a piece of paper, we then folded the paper in half causing the 2 colours to collide as we pressed, tapped and rubbed the paper encourage the paints to mix and blend before slowly opening the paper back out to find beautiful and unique multi coloured creations.



Heritage Village

October Visitor Numbers -

• General entry	270
• Visitor information only	66
• School Tours	2 groups. 78 students
• Other Tours	2 groups 23 visitors
• Art Class	N/-
• School Holiday Activity	3 days 413 guests
• Markets	N/-
• Market Stalls	N/a
• Village Hire	1 Hire – 19 guests
• Shearing Shed Hire	7 Hires - 851 guests
• Volunteer hours	4164

The Shearing Shed hosted a wide variety of functions during October including traditional weddings, the Rockhampton Regional Benefit Fund morning tea, a farewell dinner for 176 Singapore Armed Forces, the annual Rural Women Unite luncheon which attracts members from all over Queensland together with a Lighthouse Seniors Tour who specially requested the tram ride as well as a wake for an elderly member of a local early settlement family. The second session of fire awareness training was also held to help ensure that most volunteers are aware of safety on site.

School Holiday Activities continued in popularity with children keen to line up for a variety of rides such as Stage Coach, Jeep, Fire Engine, Double Decker Bus and Vintage Cars. Of course petting the livestock, especially with the new spring lambs and kids was a focus with the Clydesdale horses remaining the favourite attraction for most children.

Halloween 2019 followed a new format which turned out to be highly successful. Due to disappointed visitors in the past missing out on limited tickets of 500, the decision was made to open the gates to more visitors and let them walk the tour through the Village. Tickets were sold through the Pilbeam Theatre as well as at the gate on the night. The numbers increased to 1241 with an enormous variety of costumes adding to the mood of the event on the night. Visitors also enjoyed the fact that they could visit an exhibit more than once. Kianga Shearing Shed and the Dolls House proved to be very popular and children as well as parents enjoyed the event. The Friends of the Village operated the Burger Stall this year making a record profit of \$2500 to add to their fundraising. Face painting continued until 9pm with the public even having their face done as they left the Village. Last entry was at 8.30pm with the Village closed at 10pm. Children received their trick or treat lollies on the way out and staff and volunteers received many compliments and promises to return again next year.

Thanks goes to Kath Phillips and her small team of helpers as well as a Jobs Queensland team who were on site for most of 3 weeks to help with the set up. Kath works tirelessly each year to present new and scary themes throughout the Village. Montana Wells with her team from Cosplay also contributed to the spooktacular. Thanks also to Ian Groves from Yeppoon who donated old bird netting from his orchids to help create the eerie path through the Kianga Shearing Shed. Thanks also goes to Bunnings for contributing to the lighting for the evening.

Facebook comments on the event:

- **Breda Brennan** Very well organised event, lots of fun had by young and old. Huge success well done
- **Cassie Harvey** OMG!!! seriously the best night I've had in years!!! Thank you for all effort put in, it did not go unnoticed!!!! ♥
- **Cindy Starr** Was a great event will be back next year!

Major Venues

Pilbeam Theatre

The Pilbeam Theatre was busy with a variety of local, commercial and Council-presented shows in September.

Rockhampton Regional Council's popular concert program for seniors, Morning Melodies, featured Tenori in the October concert. Tenori is a trio of tenors, David Kidd, Craig Atkinson and Andrew Pryor who share fresh versions songs from the worlds of opera, music theatre and popular music.

The final show in the Pilbeam Theatre 2019 See It Live Theatre Season, Serenades for Strings, was performed at the Pilbeam Theatre in October, by the Australian Chamber Orchestra's ACO Collective. The concert features works by Beethoven, Elgar, Mendelssohn and a new work by Australian composer Paul Stanhope. ACO Collective also conducted workshops with local music students.

Mad About Theatre, a theatre company based in Noosa, performed its first show at the Pilbeam Theatre in October. Rock of Ages, a musical featuring classic hits of the 1980s, was performed over two shows.

Rockhampton Grammar School's annual Music Festival was held in October, and featured entertainment from the school's performance groups including Singing and Signing Choir, vocalists, instrumentalists, concert bands and orchestra.

Walter Reid Cultural Centre

Rockhampton Little Theatre produced Everyone's Business, a contemporary theatre and visual arts performance, written and directed by local playwright Chris Atanasoc-Elliott, at the Walter Reid Cultural Centre in July.

Rockhampton Chamber Music Society held its bi-monthly concert in October.

Kuchipudi Narthanam, a showcase of the South Indian classical dance style, was held at the Walter Reid Cultural Centre in October.

Depot Hill Primary School students performed the school's musical Pirates Vs Mermaids in the Walter Reid Cultural Centre auditorium.

Central Queensland Contemporary Artists' (CQCA) annual spring exhibition was held in Gallery 6 of the Walter Reid Cultural Centre. This year's subject was "Real and Surreal" and featured a diverse range of the most recent works by members of CQCA.

Rockhampton Showgrounds

Rockhampton Speedway was held at the Showgrounds on 19 October, featuring Junior Sedans, Piston Cup, Street Stocks and Super Stockers.

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:

Capricornia Potters Club

Carols by Candlelight

Make-A-Wish Australia was chosen as the 2019 Charity Recipient.

The River nights Market coordinator Penny Byrnes was chosen to provide the food and market component of the event.

Melanie March is once again the artistic director of the program, with the Capricornia Winds providing the musical accompaniment.

The chosen theme is an Australian Christmas.

Regional Arts Development Fund

Round 1 will close November 8.

CQ Home Assist Secure



Interviews were completed during October for the position of CQ Home Assist Major Mods Officer, with the successful applicant commencing in November 2019




The Australian Government Department of Health from whom we receive our Commonwealth Home Support Programme funding, asked us to embark on a large project, in order to create a file of clients who had used our services in the past twelve months who had registered with us but not the Australian Government My Aged Care Portal. There were 1933 clients who were registered with us but not in the My Aged Care Portal. This information was uploaded to an online portal.




CQ Home Assist continues to recruit quality service providers to the CQ Home Assist Panel of Contractors. We have received pleasing feedback from our aged clients regarding new contractors.

Art Gallery

Rockhampton Art Gallery | Monthly Report | October 2019

Monthly summary	Text summary	Supporting image
Total Visitors	1,625	
Total volunteers hours	308.25	
Total number of Programs and Events	Public Programs 24 Curatorial Programs 32 46 Onsite 10 Off site	
Total number of educational visits	38 Students 7 Groups	
1.0.0		
1.4.1 Healthy living opportunities and community activity programs are available	<p>Cultural experiences can help improve health and wellbeing, and can result in benefits that range from the physiological to the emotional. Throughout the month of October Rockhampton Art Gallery provided a cultural experience directly to 1,625 visitors to the Gallery. In the month the Gallery presented four exhibitions, which each offered an escape from the pressure of modern living by providing a space within which to reflect, learn about the world and in turn about themselves.</p> <p>A number programs in October draw direct parallel to Healthy living opportunities including Pilates Among the Painting and Yoga in the Gallery. Throughout the month, Rockhampton Art Gallery hosted eight Yoga in the Gallery sessions. These took place in the Range Room, in the Public Treasures: Collection of Cultural Gifts exhibition. 74 people attended the range of yoga classes, equating to an average of 8.2 per session. With nine healthy living passes sold in the month. Pilates Among the Paintings resumed for term four on Saturday 12 October. Three Pilate's classes took place this month, with 22 in attendance throughout the month, averaging 7.3 per class.</p>	

<p>1.4.3 Provide opportunities for volunteers to contribute to the community</p>	<p>Volunteers play a vital role in the day-to-day activities of Rockhampton Art Gallery. In the month of October Volunteers have been involved in setting up for events, taking bookings, greeting workshop participants and workshop assistants as well as numerous other tasks to assist in the daily operation. Highlights include set up and running of Messy Mondays, as well as several one-off programs, including The Art of Soap Making and Wildlife Airbrushing. Volunteer assistants are vital to the smooth running of these workshops at Rockhampton Art Gallery.</p>	
<p>1.6.1 Promote awareness programs of strong Indigenous history and significant cultural representation</p>	<p>In the month of September, Rockhampton Art Gallery commenced a social media <i>campaign</i> of “Gudamulli” Instagram posts on a Monday as a way of saying “g’ day and welcome to the week”. Not only is this communicating cultural respect and awareness but it furthermore give Rockhampton Art Gallery geographical and cultural context. This supports efforts to connect and engage through a greater understanding who we are as a place and community. The posts are nice simple landscapes or detail shots that help give Rockhampton a visual identity.</p> <p>In the month of October, Rockhampton Art Gallery has worked towards a greater awareness of Indigenous history and significant cultural representation by way of a staff member attending Arts Ablaze hosted by Scenic Rim on Mununjali land. Arts Ablaze incorporated First Nations led panel discussions including ‘First Nations-led approaches to creative engagement’ facilitated by Nadine McDonald-Dowd and ‘Creative On Country: Artist Camps Our Way’ facilitated by Woorabinda and South Stradbroke Island First Nations artists. The attending staff shared acquired knowledge at Toolbox to the broader Gallery team as awareness of cultural protocols and practices is seminal to the operations of Communities and Culture activates.</p> <p>Throughout the month, Curatorial Programs have continued to support Darumbal Storytime in partnership with the Elders through this project Rockhampton Art Gallery aims to bring further into the light narratives, stories and traditions of the Darumbal people, while supporting Elders with industry accepted consultation fees. This program is highly attended and as at October is booked out for the remainder of the school year.</p>	 

1.6.2 Develop, maintain and promote our Region's history and places of local interest	In the month of October through the development and delivery of the exhibitions <i>All That Shimmers</i> , <i>Pubic Treasures</i> , <i>KAGI</i> and Mackay Family Collection curatorial and collection activities, Rockhampton Art Gallery has continued to communicate the cultural history of the region. Particularly the Mackay Family Collection offers visitors an insight into the lives of Scottish early settlers from Mornish, north-west of Rockhampton. In development for the future Art Gallery, work has continued toward the exhibition schedule, with a consciousness of ensuring a representation of a narrative of the history of the region.	
1.6.3 Develop, nurture and support local and Regional events and celebrations that enhance our community's sense of place and promote our cultural diversity	<p>Through the month of October, Rockhampton Art Gallery developed and delivered an average of 1.8 programs and events each day. Programs and events accounts for 55% of total engagement and attendance in October. The audience to programs and events are attracted from across a range of demographics and interest groups, further supporting cultural diversity of the region. The programs of <i>Beeswax Wrap Making</i> and <i>The Art of Soap Making</i> are two programs held in the month that attract an audience with a focus on sustainability. These programs support diversity in the community, as well as encouraging care for the local natural environment.</p> <p>Darumbal Storytime is another program that promotes diversity in the community, situating Aboriginal culture frequently and in an accessible way for community access and participation. Throughout the month of October, the program has received high attendance with very positive feedback from participants. With the positive and high demand for the program, it has achieving funding for the remainder of 2019. To promote this program and the positive impact that it is already having for community a promotional film by Indigenous filmmaker John Muscat. The film has been shared on Rockhampton Art Gallery social media channels and in-house screens.</p>	 
1.6.4 Provide and support the community's development of and creative participation in the arts	In the month of October, Rockhampton Art Gallery has supported the community's development of, and creative participation in the arts through the exhibition and associated program development and implementation of <i>All That Shimmers: Collection of The Gold Award</i> and <i>Public Treasures: Collection of Cultural Gifts</i> . Programs and events is also a primary way that Rockhampton Art Gallery supports the community's development of and creative participation in the arts. Throughout the month, Rockhampton Art Gallery delivered an	

average of 1.8 programs and events per day. These included highlights of free community-based programs;

- Darumbal Storytime,
- Art Walks
- Artist Anonymous
- Partnered programs delivered at Allenstown Square.

A new program, funded by Queensland Government Department of Communities and the Ageing commenced *AGEing through ARTing* commenced this month with the launching program being a talk from Dr. Roslyn Russell on Memory of the World projects.

New programs and events are being constantly trailed, with some reaching new audiences and others not currently reaching the intended audiences;

- *Sunday Funday*: attracted families some of which expressed they would not normally visit the Gallery and had specifically come to take part in free in exhibition activities
- *Improv at the Gallery*: had to be cancelled due to poor ticket sales
- Life Drawing: was a sold-out event for all 5 weeks with participants keen to take part again and requesting information about the next time the sessions run.
- Wildlife Airbrushing: highly attended with many of the participants had never tried using airbrushing before.
- Public Holiday Messy Mondays: very high attendance many of these participants had never been to Messy Monday before although it has been running for 2.5 years. This demonstrates the importance of giving opportunity to attend programs on public holidays.



1.6.5 Develop and maintain opportunities that celebrate our local residents

Throughout the month of October, Rockhampton Art Gallery has continued conversations and further developed future exhibitions for the New Rockhampton Art Gallery that include showcasing works of artists living and working in Central Queensland. Exhibition development and delivery is a long-term outcome in which Rockhampton Art Gallery celebrates and speaks to the region, and the Gallery team has contributed to contribute this long-term activity in the month.

As the Art Gallery progresses to the vision of the New Rockhampton Art Gallery, the growth of the sector and audience is important to ensure viability and sustainability of the Art Gallery beyond a building. With this in mind, programs play a vital role in this stage of growth for the sector and audience, this is seen in;



- Artist's Anonymous presented with guest speakers from Benevolent Living and from this initial meeting Benevolent Living has offered to host the next Artist Anonymous at their site.
- Sponsorship and Partnerships with Allenstown Square provided school holiday programs for the community; the Allenstown Square agreement was very successful with over 95% occupancy.
- Training via National Art School, Melbourne by John Meade. Jon Meade delivered a 5-day intensive program to regional artists. The program included on site visits to artist studios. Some participants have also requested follow up meeting where they can continue the learning and share with others. Overall the program was very well received.
- Live stream the Arts Ablaze conference at the Gallery. This further breaks down the barriers of distance that is inherent for regional artworks and artists.

The Curatorial Assistant represented Rockhampton Art Gallery at Arts Ablaze hosted by Scenic Rim on Mununjali land, speaking at panel discussions and presentations at Arts Ablaze to the Gallery's successful community focused exhibitions, which celebrate the achievements of local artists.

Rockhampton Region has a great range of unique service providers. Rockhampton Art Gallery taps in to this skill base by engage a range of program facilitators to develop and deliver the active range of programs offered. Programs of:

- Yoga in the Gallery
- Pilates among the Paintings
- Wildlife Airbrushing



	<ul style="list-style-type: none"> ▪ The Art of Soap Making ▪ School's Out Art Mash-up ▪ Messy Mondays <p>Are all facilitated by local artist educators. Workshops help to provide artists with an income stream from their practice, as well as enabling them to expand their skillset and role in the community. Additional Pilates among the Paintings is facilitated by local business Pilates Rockhampton. Running additional classes at Rockhampton Art Gallery enables this small local business to gain greater community support and awareness, as well as increased financial support</p>	
5.3.1 Council's resources are allocated in an efficient and effective manner	<p>In the month of October Rockhampton Art Gallery put a focussed effort to the housing of the ceramic collection. The project aims to <i>nest/ house</i> the Gallery's ceramics collection in individual, custom created archival boxes. This project is an open door opportunity for the public to learn the process firsthand, with the Gallery team being accessible to visible when undertaking the work. Volunteers are an imperative part of the success of this project and help to broaden the access and knowledge of this work. Regional artist Noel Brady is one of the most recent volunteer to commence on this project. This project brings together the skills of a staff person, to collaborate with a volunteer, sharing knowledge and developing skills together.</p>	
5.4.2 Encourage greater risk taking in the pursuit of innovation, improved processes and the delivery of efficient and effective services	<p>Commencing in March 2019 the 3D Scanning Project a collaboration with CQU has completed. The project produced 17 high-quality 3D renders of collection ceramics, which will be available publicly through Rockhampton Art Gallery website, and in to the future via the Art Gallery's online collection search. When resolved the 3D scans will be navigable by the viewer so each facet of the ceramics may be oriented and explored at will. This is the first time that the collection has been documented in 3D, this is an innovation for the Art Gallery, for Council and furthermore for the Australia arts sector. The scanning is the first step in innovative collection digitisation. With CQU partnership, Rockhampton Art Gallery looks forward to continuing this mutually beneficial project with future students as we strive to continue to incorporate new technologies in our pursuit to make the collection available nationally and internationally.</p> <p>New Gallery planning continued in October with the full range of Project Control Groups meeting to progress all of the operational areas.</p>	
Donations to the Gift Fund - \$447.25 cash donations		

Artwork donations - +\$0.00 artwork donations

Artist	Artwork	Donor	Temporary Value
NIL			
		TOTAL	\$ 0.00

Funding Lodged – \$36,422.90

Closing Date	Name of Funder	Name of Fund	Amount applying for	Amount Available	Project Budget	Title of Project
4 October 2019	Visions of Australia	Visions of Australia	\$ 18,691.00	\$200,000.00	\$36,422. 90	New Work exhibition

Funding confirmed

Date	Name of Funder	Name of Fund	Amount received	Title of project	Details of Project
Nil					

Total amount received
\$0.00

Partnerships received September : \$0.00

Partner Project	Value	Source
Nil		

Funding Acquitted – Nil

Closing Date	Name of Funder	Name of Fund	Title of project	Details of Project

Budget**End of Month Budget Management Report - (Operating Only) - COMMUNITIES & CULTURE****As At End Of October**

Report Run: 07-Nov-2019 16:33:59 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget	Actuals	EOM Commitments	Total	Variance	On Target 33.3% of Year Gone
	\$	\$	\$	\$	%	
COMMUNITIES & CULTURE						
<u><i>Heritage Village</i></u>						
Revenues	(442,810)	(204,620)	0	(204,620)	46.2%	
Expenses	1,045,836	377,100	50,766	427,866	36.1%	
Transfer / Overhead Allocation	69,459	18,702	0	18,702	26.9%	
Total Unit: Heritage Village	672,485	191,183	50,766	241,949	28.4%	
<u><i>Venue Operations</i></u>						
Revenues	(1,509,420)	(451,402)	0	(451,402)	29.9%	
Expenses	2,241,438	744,641	46,503	791,144	33.2%	
Transfer / Overhead Allocation	(70,449)	2,886	0	2,886	-4.1%	
Total Unit: Venue Operations	661,569	296,125	46,503	342,628	44.8%	
<u><i>Art Gallery</i></u>						
Revenues	(54,500)	(86,288)	0	(86,288)	158.3%	
Expenses	839,807	329,328	18,637	347,964	39.2%	
Transfer / Overhead Allocation	0	162	0	162	-	
Total Unit: Art Gallery	785,307	243,202	18,637	261,839	31.0%	
<u><i>Library & Childcare Services</i></u>						
Revenues	(1,518,684)	(562,340)	0	(562,340)	37.0%	
Expenses	4,430,185	1,602,838	186,349	1,789,187	36.2%	
Transfer / Overhead Allocation	29,113	2,782	0	2,782	9.6%	
Total Unit: Library & Childcare Services	2,940,615	1,043,280	186,349	1,229,629	35.5%	
<u><i>CQ Home Assist</i></u>						
Revenues	(2,221,339)	(1,053,272)	0	(1,053,272)	47.4%	
Expenses	2,073,205	702,490	458,049	1,160,539	33.9%	
Transfer / Overhead Allocation	129,174	16,311	0	16,311	12.6%	
Total Unit: CQ Home Assist	(18,960)	(334,472)	458,049	123,578	1764.1%	
<u><i>Communities & Culture Management</i></u>						
Revenues	(2,113,833)	(705,781)	0	(705,781)	33.4%	
Expenses	2,992,352	718,511	125,163	843,674	24.0%	
Transfer / Overhead Allocation	54,993	14,617	0	14,617	26.6%	
Total Unit: Communities & Culture Management	933,512	27,347	125,163	152,510	2.9%	

Rockhampton Art Gallery Gift Fund

Revenues	0	(15,436)	0	(15,436)	-
Total Unit: Rockhampton Art Gallery Gift Fund	0	(15,436)	0	(15,436)	-
Total Section: COMMUNITIES & CULTURE	5,974,528	1,451,228	885,467	2,336,696	24.3%

5. Section Statistics

Safety Statistics

The safety statistics for the reporting period are:

	First Quarter		
	August	September	October
Number of Lost Time Injuries	Not provided	1	Not provided
Number of Days Lost Due to Injury	Not provided	15	Not provided
Total Number of Incidents Reported	Not provided	8	Not provided
Number of Incomplete Hazard Inspections	Not provided	0	Not provided

Legislative timeframes

Item	Due Date	Compliant? (Yes/No)	Status
Outdated employee immunisations, tickets and/or licenses	Various	No	3 licences are overdue – have been followed up for attention
Outdated legislative compliance mandatory training and/or qualifications	Various	Yes	0 staff are overdue for training

Service Delivery

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%	815 participants, 203.75%	Operational
Deliver a range of family literacy, learning and development programs to 7500 participants per annum	100%	11,137 participants, 148.49%	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%	0.10 per capita	Operational
Provide community access to technology and deliver 2000 contact hours of computer training each year	100%	274 hours, 13.70%	Operational
Deliver child care in accordance with the National Quality Standard, with 100% utilisation rate of long day care places	100%	98.99%	Operational
Provide 9301 hours of home maintenance services to eligible Home Assist clients per annum	90%	3471 hours – 37.31%	Operational
Deliver 5613 hours of home maintenance services for CHSP eligible clients per annum	90%	4404 hours – 78.46%	Operational
Deliver \$400,000 in major modification projects for CHSP eligible clients and \$160,000 in minor modifications annum (additional funding received 19-20 budget from Federal Government)	100%	Minor Mods \$20,114 – 12.57% Major Mods - \$104,447 - 26.11%	Operational
Complete all planned capital and maintenance projects in accordance with agreed schedule and budget	90%	Process commencing	Operational
Deliver an annual program of Visual Arts exhibitions and program activities, with a target of 16,000 Art Gallery visits per annum	16,000	January – September attendance 20,327	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	36	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	21474	Operational
Operate the Rockhampton Heritage Village, with a target total site visitation of 30,000 per annum	30,000	12306	Operational

Operational Plan Targets

Performance against Operational Targets as at December 2018.

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/ Major Venues	Complete
		Community long-term use spaces at the Walter Reid Cultural Centre are 100% tenanted by the arts and cultural community	One space is to be tenanted
		Deliver 100% of the endorsed Rockhampton Art Gallery program	66% of the annual program delivered
1.4.1.1	Provide community sponsorship for activities in various sectors	Administer the Rockhampton Regional Australia Day Funding accordance with the guidelines	A fund of \$15,000 exists to support communities in celebrating Australia Day. Applications for 2020 celebrations will be released by October.
1.4.1.2	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	Complete
1.4.1.3	Provide library services	Library services delivered in accordance with Council standards	75,519 visits FYTD Wincounter at RRL isn't working 143,185 issues FYTD
1.4.1.4	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	Deliver programs and activities that promote development, lifelong learning, social inclusion and capacity building	Provide a minimum of 2500hrs of volunteer services per annum	Libraries – 1,042 hrs FYTD Art Gallery – 1002.5 hrs FYTD Pilbeam Theatre – 1794 hrs FYTD

Operational Plan Ref	Action	Target	Status
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	2,639 participants and 150 programs in October. 11,137 participants and 663 programs for FYTD
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	68 contact hours of training provided in October. 274 contact hours of training provided for FYTD
1.5.1.3	Provide a home delivery library service to people who are housebound	Provide a home delivery service with a high satisfaction rating from an annual survey of clients	1,215 loans during October 3,931 Home Delivery loans FYTD
1.6.2.1	Implement Heritage Village Masterplan to increase visitation and revenue	Increase annual visitors to the Heritage Village by 5% in comparison to previous year	October 2018 – 835 October 2019 – 2895 (Incl Shearing Shed)
1.6.3.1	Preserve the documentary heritage of the Region through maintaining and developing the Local History Centre and its collection	Develop a guideline on the accession and deaccession of donated items	132 research requests received during October. 494 requests received for FYTD
1.6.4.1	Deliver and support local events and celebrations	Conduct annual Rockhampton Cultural Festival	The Cultural Festival took place on Saturday 24 August at the Riverside precinct. The next event will be Saturday 22 August, 2020.
		Conduct Heritage Festival event	Event planning being undertaken for 2020
		Conduct Rockhampton Carols by Candlelight annual event	Indoor performance at the Pilbeam Theatre, outdoor performance at the Music Bowl. Carols by Candlelight Charity recipient has been named Make-A-Wish Australia.

Operational Plan Ref	Action	Target	Status
1.6.4.2	Support Regional events through delivery of the Arts Program	Deliver Arts Program at three major events	Cultural Festival, River Festival have been delivered and Planning is underway for Carols by Candlelight
1.6.4.3	Deliver and support major regional events	Deliver one large music theatre production attended by in excess of 3000 patrons at the Pilbeam Theatre	Council will be presenting "Mamma Mia" as our community Musical in 2020 Creatives have been nominated. Auditions will take place from 10 November.
1.6.44	Promote and facilitate the use of the Rockhampton Showgrounds for major events	Rockhampton Showgrounds is used for 25% of year for ground and events uses.	39 event days to Nov 19. 10.68 % used YTD
1.6.5.1	Deliver a diverse range of creative arts programs	Programs are delivered in accordance with guidelines and schedules	100% of 2019/20 public programs YTD have been delivered in accordance with guidelines and schedules.
1.6.5.2	Deliver the Regional Arts Development Fund	All Regional Arts Development Fund applications are assessed in accordance with the guidelines	First round of the 2019/20 financial year will close in November.
1.6.5.3	Support the creations of public art throughout the Region	Deliver Public Art Program	All budgeted public art project for 2019 delivered
2.2.3.1	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	3,060 hours of public access provided; 13 hours of community training provided during October.

Operational Plan Ref	Action	Target	Status
		effectiveness of training provided	11,084 hours of public access provided; 51 hours of community training provided FYTD Satisfaction measures being developed
2.2.3.2	Provide quality child care services	Services provided meet the national quality standard	959 places utilised with a 99.27% utilisation rate during October. 3,700 places utilised FYTD with a 98.99% utilisation rate FYTD

Libraries

Volunteer hours

Location / Program Area	Total hours for October
Anime/Manga Club	9
CapriCon	0
F5F	8
Lively Chess	6
Laughter Yoga	5
Author Talk	2
Library Technology Centre	254
TOTAL	284

Utilisation

Activity	Regional Library	North Rockhampton	Mt Morgan	Gracemere	History Centre	e-Content	Anytime Library	Total
Loans	18,141	7751	1114	1932	-	8180	-	37118
Returns	19,457	8378	1253	2612	-	-	-	31700
Reservations	1292	701	224	106	-	-	-	2323
Inter-library loans	43	13	19	14	-	-	-	89
Total Transactions	38933	16843	2610	4664	-	8180	-	71230
Public Computer Access Hours	2295	257	207	183	118	-	-	3060
Visits	6856	3587	2057	2245	250	-	-	14995
Program Participation (Including LTC and Outreach figures)	2157	178	164	140	-	-	-	2639

Community Training Course	October 2019		Financial YTD	
	Contact Hours	Participants	Contact Hours	Participants
Email Made Easy	6	5	26	43
Files and Folders	6	11	24	69
How to Drive a Computer	6	19	26	76
Internet Made Easy	8	23	28	73
Personal and Computer Security	4	10	26	56
PowerPoint	2	5	2	5
Practice Makes Perfect	8	13	34	44
Windows 10	4	10	26	75
Word 10	4	14	26	92
Be Connected/Tech Connect	20	99	56	181
TOTAL	68	209	274	714

Professional Development Training Course	October 2019		Financial YTD	
	Contact Hours	Participants	Contact Hours	Participants
Introductory Excel	-	-	-	-
Intermediate Excel	-	-	19	20
Advanced Excel	-	-	13	14
Introductory Word	-	-	6	6
Intermediate Word	-	-	-	-
Advanced Word	-	-	-	-
PowerPoint	-	-	-	-
Project	-	-	-	-
Introduction to Office	-	-	6	7
TOTAL	-	-	44	47

Public Access – Client Group	October 2019		Financial YTD	
	Hours of use	Participants	Contact Hours	Participants
General community	2295	2629	7748	7809
Cerebral Palsy League	9	6	31	45
U3A	4	24	16	77
CQLUG	-	-	4	8
TOTAL	2308	2659	7799	7939

Room Hire	October 2019		Financial YTD	
	Hours of use	Participants	Contact Hours	Participants
Computer training room 1.2	0	0	0	0

Other Activities	October 2019		Financial YTD	
	Hours of use	Participants	Contact Hours	Participants
Tech Troubles Workshop	21	70	133	320
Train the Trainers	-	-	18	15
Photoshop Workshop	-	-	-	-
TOTAL	21	70	151	335

Library Wi-Fi

Rockhampton Regional Council - Summary report for network 'RRC Library WiFi - wireless' | OCTOBER 2019

Usage stats

TOTAL DATA TRANSFERRED

765.53 GB

TOTAL DATA DOWNLOADED

681.32 GB

TOTAL DATA UPLOADED

84.21 GB

Usage over time



Clients per day



Client stats

TOTAL UNIQUE CLIENTS

923

AVERAGE # OF CLIENTS PER DAY

66

AVERAGE USAGE PER CLIENT

849.3 MB

Childcare

Utilisation

	October 2019 42/day
Days available	23
Places available	966
Places utilised	959
Utilisation Rate	99.27%

There are 75 active families currently utilising the Childcare service.

CQ Home Assist Secure

FUNDED SERVICES PROVIDED

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

<i>Service</i>	<i>October 2019</i>	<i>October 2018</i>	<i>2019 – 20 YTD</i>	<i>2018 – 19 YTD</i>
HOME ASSIST hours (estimated)	931	608	3471	3098
CHSP & QCCS hours (estimated)	1149	981	4404	4827
Jobs completed	888	641	3493	3272
New clients	44	28	250	193
Total active clients	8631	7985		

CHSP & QCCS Major Home Modification Services

<i>Service</i>	<i>October 2019</i>	<i>October 2018</i>	<i>2019 – 20</i>	<i>2018 – 2019</i>
New applications	15	10	41	42
Jobs completed	3	4	18	11
Funding provided	\$16,992	\$16,366	\$104,447	\$36,741
Client contribution	\$16,992	\$16,366	\$102,899	\$36,741

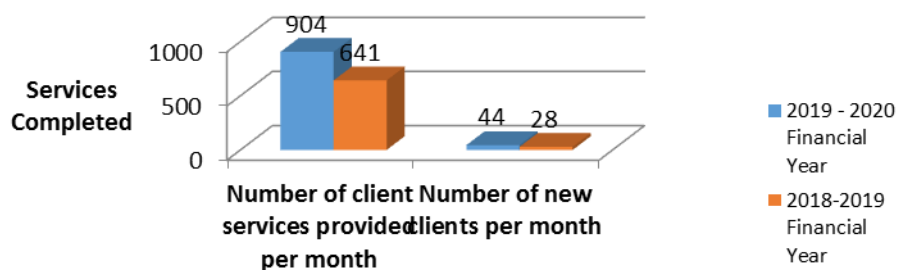
SERVICES PROVIDED TO PACKAGED CLIENTS - FEE FOR SERVICE

Jobs completed	October 2019
NDIS Simple Modifications	0
NDIS Major Modifications	0
Home Care Packages – Simple Modification	7
Home Care Packages – Major Modification	1
Home Care Packages – Home Maintenance	9

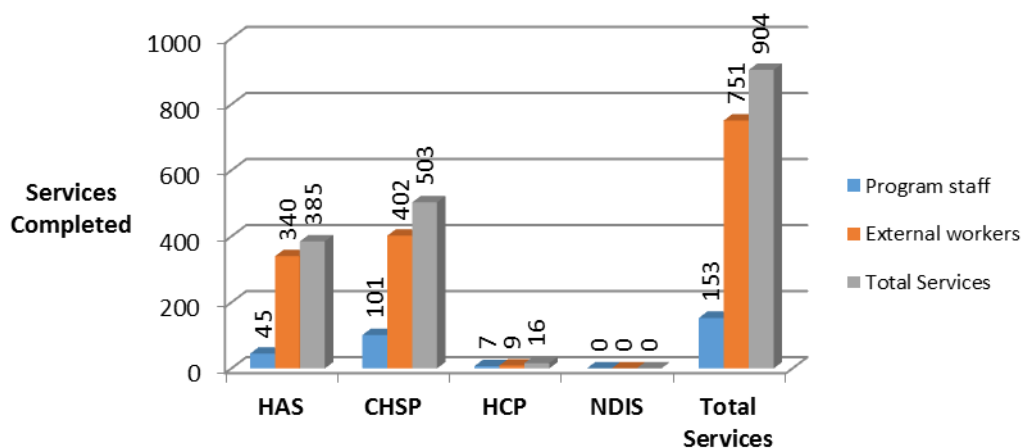
Total Households Assisted

Current Month – October 2019	Financial Year to Date Total	October 2018
822	3166	690

Comparison of Yearly Statistics - October 2019



Monthly Staff & Contractor Statistics - October 2019



9 NOTICES OF MOTION

Nil

10 URGENT BUSINESS/QUESTIONS

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

11 CLOSURE OF MEETING