Central Highlands Regional Council

COUNCIL AGENDA

Communities Standing Committee Meeting

Notice is hereby given pursuant to the provisions of the *Local Government Regulation 2012*, that the next Meeting of the Central Highlands Regional Council will be held in the **Council Chambers, 65 Egerton Street, Emerald** on

Tuesday, 14 May 2019
At 11.30 am

For the purpose of considering the items included on the Agenda.

Scott Mason
Chief Executive Officer

OUR VISION

A progressive region creating opportunities for all

OUR MISSION

We are a council committed to continuous improvement, a sustainable future and efficient investment in our communities

OUR VALUES

Respect and Integrity
Accountability and Transparency
Providing Value
Commitment and Teamwork

OUR PRIORITIES

Strong, vibrant communities
Building and maintaining quality infrastructure
Supporting our local economy
Protecting our people and our environment
Leadership and governance
Our organisation

Central Highlands Regional Council

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1 PRESENT

2 APOLOGIES

3 LEAVE OF ABSENCE

4 ACKNOWLEDGEMENT OF COUNTRY

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 Minutes - Communities Standing Committee Meeting - 16 April 2019

Central Highlands Regional Council

Communities Standing Committee Meeting

COUNCIL MINUTES

Meeting of the Central Highlands Regional Council held in the **Council Chambers, 65 Egerton Street, Emerald** on

Tuesday, 16 April 2019
Commenced at 11.30am

Unconfirmed

CENTRAL HIGHLANDS REGIONAL COUNCIL

COMMUNITIES STANDING COMMITTEE MEETING

TUESDAY 16 APRIL 2019

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Unconfirmed

MINUTES – COMMUNITIES STANDING COMMITTEE MEETING
HELD AT 11.30AM TUESDAY 16 APRIL 2019 IN THE CENTRAL HIGHLANDS REGIONAL COUNCIL CHAMBERS, EMERALD OFFICE

PRESENT
Councillors
Councillor (Crs) K. Hayes (Mayor), G. Godwin-Smith (Deputy Mayor)
Councillors (Crs) C. Brimblecombe, A. McIndoe, G. Sypher

Officers
General Manager Communities D. Fletcher, General Manager Customer and Commercial Services M. Webster, General Manager Corporate Services M. Gatt, Minute Secretary N. Kerr, Digital Communications Officer H. Thomson

Observer(s)
Nil

ACKNOWLEDGEMENT OF COUNTRY
Mayor Hayes commenced the meeting with an Acknowledgement of Country.

APOLOGIES
Resolution:
Cr Brimblecombe moved and seconded by Cr Godwin-Smith "That a leave of absence as previously granted for Councillor Daniels for today's meeting be recorded."

CSC 2019 / 04 / 16 / 001 Carried (5-0)

CONFIRMATION OF MINUTES OF PREVIOUS MEETING
Communities Standing Committee Meeting: 12 March 2019
Resolution:
Cr Godwin-Smith moved and seconded by Cr Sypher "That the minutes of the previous Communities Standing Committee Meeting held on 12 March 2019 be confirmed."

CSC 2019 / 04 / 16 / 002 Carried (5-0)

BUSINESS ARISING OUT OF MINUTES
Nil

OUTSTANDING MEETING ACTIONS
Nil

REVIEW OF UPCOMING AGENDA ITEMS
Cr Godwin-Smith asked whether the camping options report which was discussed at the previous meeting will be coming back to Communities Standing Committee or General Council Meeting. General Manager Communities confirmed it was planned that it would be presented at General Council meeting.

MATERIAL PERSONAL INTEREST, CONFLICT OF INTEREST, PERSONAL GIFTS AND BENEFITS
Nil

Unconfirmed

Attendance
Cr McIndoe entered the meeting at 11.34am
Manager Connected Communities S. Poulter entered the meeting at 11.38am

DECISION ACTION REPORTS

Communities

Sister City Student Exchange Program

Executive Summary
The Central Highlands Regional Council and Ichinoseki City (Fujisawa, Japan) Sister City relationship is based on the Sister City Agreement signed in 1993. The relationship has provided many opportunities for cultural exchange between the two regions and two countries.

The contribution for the students' expenses has not increased since 2006. It is proposed the current amount of $750 be increased to $1000 per student, to be allocated to each student undertaking the Sister City exchange. Up to eight students participate in the program annually.

Resolution:
Cr Godwin-Smith moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council:

1. Endorse the council contribution for the Sister City Student Exchange Program of $1,000 per student, for up to eight students per year; and
2. That future budgets reflect this change."

CSC 2019 / 04 / 16 / 003 Carried (5-0)

Attendance
Manager Connected Communities S. Poulter left the meeting at 11.41am
Chief Executive Officer of Welcoming Cities, A. Ali entered the meeting at 11.41am

INFORMATION REPORTS

Communities

Presentation by Mr Aleem Ali – Chief Executive Officer of Welcoming Cities

Executive Summary
The purpose of this report is to introduce and welcome Mr Aleem Ali, Chief Executive Officer from Welcoming Cities to our Standing Committee Meeting.

Resolution:
Cr Brimblecombe moved and seconded by Cr McIndoe "That Central Highlands Regional Council receive this report."

CSC 2019 / 04 / 16 / 004 Carried (5-0)

Unconfirmed

Attendance
Chief Executive Officer of Welcoming Cities, A. Ali left the meeting at 12.08pm
Coordinator Parks and Gardens R. Davey entered the meeting at 12.09pm

Community Recreation and Facilities – Quarterly Update

Executive Summary
Council's Community Recreation and Facilities section continues to deliver a vast range of services and projects to the community. The following report provides a summary of the activities that have been occurring within the section between 1 January 2019 and 31 March 2019.

Resolution:
Cr Godwin-Smith moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council receive the Quarterly Update Report for Community Recreation and Facilities for the period of 1 January 2019 to 31 March 2019."

CSC 2019 / 04 / 16 / 005 Carried (5-0)

Attendance
Coordinator Parks and Gardens R. Davey left the meeting at 12.26pm
Events Officer N. Rickards entered the meeting at 12.26pm

Clean up Australia Day 2019

Executive Summary
A successful Clean Up Australia Day event was held in Emerald this year. This report gives a summary of the event and advises of plans for a clean-up community day in other regional towns later in 2019.

Resolution:
Cr Brimblecombe moved and seconded by Cr McIndoe "That Central Highlands Regional Council receive this report."

CSC 2019 / 04 / 16 / 006 Carried (5-0)

Attendance
Events Officer N. Rickards left the meeting at 12.36pm
Events Officer N. Rickards entered the meeting at 12.38pm and left the meeting at 12.38pm

Departmental Update – Communities

Executive Summary
The following report provides an update on key activities for the Communities department.

Resolution:
Cr Sypher moved and seconded by Cr Godwin-Smith "That Central Highlands Regional Council receive the Communities departmental update report, highlighting key activities for the month of March."

CSC 2019 / 04 / 16 / 007 Carried (5-0)

Unconfirmed

Attendance
Coordinator Development and Planning J. Kirkwood entered the meeting at 12.47pm
Cr Sypher left the meeting at 12.53pm and entered the meeting at 12.54pm

Overview of Development and Planning

Executive Summary
This report is a covering report to provide an overview snapshot of the Central Highlands Regional Council Development and Planning team's work functions.

Resolution:
Cr Brimblecombe moved and seconded by Cr McIndoe "That Central Highlands Regional Council receive this report."

CSC 2019 / 04 / 16 / 008 Carried (5-0)

Attendance
Coordinator Development and Planning J. Kirkwood left the meeting at 1.05pm
Acting Manager Customer Service R. Brosnan entered the meeting at 1.05pm

Departmental Update – Customer and Commercial Services

Executive Summary
The following report provides an update on key activities for the Customer and Commercial Services department.

Resolution:
Cr Godwin-Smith moved and seconded by Cr Sypher "That Central Highlands Regional Council receive the Customer and Commercial Services departmental update report, highlighting key activities for the month of March 2019."

CSC 2019 / 04 / 16 / 009 Carried (5-0)

Attendance
Acting Manager Customer Service R. Brosnan left the meeting at 1.17pm

GENERAL BUSINESS

Nil

LATE AGENDA ITEMS

Nil

Unconfirmed

CLOSURE OF MEETING

There being no further business, the Chair closed the meeting at 1.17pm

CONFIRMED

CHAIR

DATE

Unconfirmed

6 BUSINESS ARISING OUT OF MINUTES

7 REVIEW OF OUTSTANDING MEETING ACTIONS

8 REVIEW OF UPCOMING AGENDA ITEMS

9 MATERIAL PERSONAL INTEREST, CONFLICT OF INTEREST, PERSONAL GIFTS AND BENEFITS

10 DECISION ACTION REPORTS

10.1 Communities

10.1.1 Central Highlands Arts and Cultural Advisory Committee (CHACAC) planning meeting notes - 28 March 2019

DECISION REPORT

Date: 29 April 2019 Presentation Duration: Approx. 10 minutes

To: Communities Standing Committee Meeting

Author: Karen Newman, Arts & Cultural Officer

Authorising Officer**:** Daniel Fletcher, General Manager Communities

File Reference: ECM # 1396792

EXECUTIVE SUMMARY:

This report presents the meeting notes of the Central Highlands Arts and Cultural Advisory Committee (CHACAC) planning meeting held in Emerald on 28 March 2019 to be 'received' by the Central Highlands Regional Council.

OFFICER RECOMMENDATION:

That Central Highlands Regional Council:

1. Receive the report; and
2. Endorse the meeting notes from the Central Highlands Arts Culture Advisory Committee planning meeting held in Emerald on 28 March 2019 and specifically note:

    a. That a revised joint project plan for the Carnarvon Artist retreat project with Central Queensland Regional Arts Services Network is to be developed; and
    b. That the committee create Arts in August marketing and promotional support for community group events and activities during August 2019.

REPORT:

The Central Highlands Arts and Cultural Advisory Committee (CHACAC) is a council committee established to encourage the participation and optimum service delivery for council communities, particularly regarding the areas of arts, cultural and heritage programs, projects and activities.

The CHACAC operates under a Terms of Reference (TOR) which is annually reviewed to align with Arts Queensland and local changes of the arts, cultural and heritage program. The current TOR were endorsed by council on 7 August 2018.

Central Highlands is home to many diverse communities who value and respect differences of cultural background, artistic expression and lifestyle which is reflected and celebrated by the many arts, cultural and heritage groups throughout the region.

Council recognises the relationship between the cultural, economic and social development that arts, culture and heritage provide for our region. The arts, cultural and heritage sectors enrich community

wellbeing, encourage social and community development and contribute to economic and tourism growth for our region.

The next CHACAC planning meeting is scheduled to align with the RADF 2018-19 Round 4 application review meeting on 9 May 2019.

CONSIDERATIONS / IMPLICATIONS:

Corporate/Operational Plan Reference:
1. Strong Vibrant Communities;
1.1.1 - Provide and maintain accessible community services and facilities that meet the needs of our diverse communities.
1.2.1 - Preserve, maintain and provide access to our region's history.
1.2.2 - Promote the heritage, arts and cultures of our communities.
1.3.1 - Lead active community planning and engagement by encouraging community participation and input into council's decision making.
1.3.3 - Facilitate opportunities for learning, social activities, community events, grants and funding programs.

3. Supporting our Local Economy;
3.1.2 - Promote the Central Highlands as a region for tourism and development opportunities.

Budget/Financial/Resourcing:
CHACAC meetings are budgeted for as part of the annual operating budget.

Legal/Policy/Delegations:

Terms of Reference
Central Highlands Arts and Cultural Advisory Committee Terms of Reference

Arts
Central Highlands Regional Council Creative Cultural Futures Strategy 2016-2026 (Council)
Central Highlands Regional Council Creative Cultural Futures and Heritage Action Plan 2018-2020FYS (Council)
Arts for All Queenslanders Strategy 2017-2022 (State)
Arts and Cultural Investment Framework 2016 (State)
Australia Council of the Arts Strategic Plan 2014-2019 (Federal)
Convention of Protection and Promotion of the Diversity of Cultural Expression UNESCO (International)
Article 27 of the Universal Declaration of Human Rights (International)

Heritage
Central Highlands Regional Council Land Use Management (Council)
Central Highlands Regional Council Heritage Management Framework 2018 (Council)
Draft Central Highlands Regional Council Aboriginal Cultural Heritage Compliance (Council)
Queensland Heritage Strategy 2015 (State)
Australian Heritage Strategy 2015 (Federal)
Aboriginal Cultural Heritage Act 2003 (Federal)
Environmental Protection and Biodiversity Conservation Act 1999 (Federal)

Communication/Engagement:
The CHACAC conduct planning and community engagement meetings throughout the region each financial year. The attached meeting notes are a record of these meetings.

Risk Assessment:
There are no specific risks related to the presentation of the meetings notes, however, it is considered best practice to share these to be 'received' by council.

Timings/Deadlines:

There is minimal time sensitivity around presentation of the meeting notes.

Alternatives considered:
Not applicable.

SUMMARY:

This report presents meeting notes of CHACAC planning meeting held in Emerald on the 28 March 2019 to be received by council.

ATTACHMENTS:

1. Central Highlands Arts and Cultural Advisory Committee CHACAC - 28 March 2019 Planning meeting notes **[10.1.1.1]**

– END OF REPORT –

Central Highlands Regional Council

Central Highlands Arts and Cultural Advisory Committee (CHACAC)
Planning Meeting Notes

DATE: 28 March 2019 **VENUE:** Emerald Art Gallery Meeting Room **CHAIR:** Karen Newman (CHRC) **NOTE TAKER:** Kayla Holloway (CHRC)

PRESENT: CHACAC members: Barb Beazley, Sharon Gimbert and Maureen Burns.
Karen Newman (Arts and Cultural Officer – CHRC), Kayla Holloway (Administration Assistant – CHRC).

APOLOGIES: CHACAC members: Anna-Jane Gordon, Kathy Hawkins, Wendy Gibson, Ruth Jones and Shaunte Francis.
Cr Gail Nixon (Councillor – CHRC), Cr. Charles Brimblecombe (Councillor – CHRC), Cr. Gail Godwin-Smith (Councillor – CHRC), Bernardine Frawley (Coordinator Community Engagement – CHRC).

MEETING COMMENCED: 12:30 **MEETING CLOSED:** 3.10 pm

ITEM NO.	SUBJECT	DISCUSSION

1	**Welcome & Apologies**	• Karen Newman welcomed everyone and thanked them for coming.
		• Apologies were noted.
		• **Documentation provided to attendees:**
		  ○ Meeting notes from previous CHACAC planning meeting 14 February 2019.
		  ○ Agenda for CHACAC planning meeting 28 March 2019.

2	**Confirmation of Meeting Notes**	**Meeting Notes from 14 February 2019** • **Action:** Members reviewed the meeting notes from 14 February 2019 and confirmed the meeting notes as true and correct for the record. Moved by Maureen Burns and Seconded by Sharon Gimbert.
3	**Previous Meeting Actions**	*31 January 2019 planning meeting* **Regional Arts Development Fund (RADF)** • Sharon Gimbert to contact Doug Core, of Our Rainbow House (ORH) advising the artist information is the only additional requirement. ○ **Update:** ORH have not reapplied for Regional Arts Development Fund (RADF) funding. They have been advised by council and CHACAC members that their application requires an artist quotation and resume

		to support their original application.
		
		The Carnarvon Gorge 'Carnarvon Creates …' Artist Retreat
		• ACO to discuss project with Central Queensland Regional Arts Services Network (CQ RASN) Project Officer Julie Barratt.
		  ○ **Update:** This is to be discussed in the Arts and Cultural Officer update in today's meeting.
		
		Emerald Historical Association and Emerald Pioneer Cottages
		• ACO to confirm both Emerald Historical Association and Emerald Pioneer Cottages details with Carmel Marshall.
		  ○ **Update:** Carmel Marshall advised ACO that the Emerald and District Historical Association and the Emerald Pioneer Cottage Committee are still working on their combined incorporation.
		
		Arts in August
		• ACO to continue with Arts in August planning.
		• ACO to confirm with the Central Highlands Science Centre Inc. if they have any appropriate activities.
		  ○ **Action:** ACO will Facebook message Central Highlands Science Centre to enquire about possible Arts in August activities.
		• ACO to discuss an Expression of Interest (EOI) flyer with council's communications team.
		  ○ **Update:** The EOI to run Arts in August events and for the $500 grants for community groups has been started with communications team. The application is still being developed. ACO tabled a rough timeline for the Arts in August program and associated events. Event additions processes were discussed.
		
		Garden Art Project
		• Cr Godwin-Smith introduced "Along the Garden Path" concept to CHACAC members and ideas surrounding this concept were discussed. Barbed wire art, garden sculpture, chalk painted signs and other garden arts ideas were suggested.
		  ○ **Action:** ACO will discuss concept ideas with Manager Community Recreation and Facilities as to probabilities for project in Emerald Botanic Gardens.
		
		Metal in March Project
		• Barbed wire art discussions resulted in a Metal in March concept idea being developed.
		  ○ **Action:** ACO and CHACAC members will continue to plan this event for 2020 to be held in the Springsure and Rolleston with a gallery exhibition as an outcome of the project.
		
		Digitisation project

		• ACO has had some discussion with the libraries team, project not aligned to original vision.
		  ○ **Action:** ACO to work with libraries on digitisation project.
		
		Heritage Training – Capella
		• ACO has discussed the Capella Pioneer Village (CPV) 11 May 2019 weekend suggested Heritage Training dates with Central Queensland Museums Development Officer Dr. Melanie Piddocke.
		  ○ **Action:** ACO to confirm 11 May 2019 Heritage Training dates at Capella Pioneer Village.
		
		14 February 2019 planning meeting
		Comet and Blackwater Historical Collections
		• ACO to investigate with IS Team alternatives for augmented reality platform and add this to Creative Cultural Futures and Heritage action plan – future aspirations document to remain on record for future planning.
		  ○ **Update:** Augmented reality platform has been discussed with council's Digital Engagement Officer and the CHACAC recommendation for council to create and maintain their own platform will be considered.
		• ACO to investigate with State Library Queensland and State Records Queensland re: Blackwater Herald newspaper.
		  ○ **Action:** ACO will continue to ascertain which local newspapers are recorded in the state libraries collections.
		• ACO to discuss volunteer capacity to assist with digitisation work with Coordinator of Libraries.
		  ○ **Update:** Volunteer program project still being investigated by Coordinator Community Engagement. ACO unfamiliar with Emerald Community Reference Group (CRG) volunteer project and will research that volunteer project further to ascertain linkages.
		  ○ **Update**: In relation to actions update for volunteers in the CHACAC 14 February 2019 planning meeting, ACO is working with the Coordinator of Libraries to further the digitisation of local historical records and engaging library volunteers in the Blackwater Library.
		  ○ **Update:** Blackwater Library is currently undergoing some changes and any digitisation of the Blackwater historical records will have to wait until these are completed.
		
		Arts in August discussions continued with Blackwater Arts Society (BAS) representatives
		• ACO to confirm Variety Bash details.
		  ○ **Action:** The Variety Club to be contacted to discuss linking their tour information to Arts in August calendar.
		• ACO to arrange for council communications team to create an Arts in August template with logo on template.
		  ○ **Update:** ACO suggested a new Arts in August logo being developed to align with the other arts, cultural and heritage branding. The committee supported this suggestion for a new marketing Arts in August logo

		which would be integrated into the new Arts in August promotional material. ○ **Action:** ACO to action a new logo design with the communications team. ○ **Action:** ACO to arrange a similar template for RADF advertising requirements. ○ **Update:** Maureen Burns updated committee that the Troy Cassar-Daley will hold a free event at the undercover arena in Capella at Capella showgrounds. This event is on 15 August 2019 from 7pm-10pm. ○ **Action:** ACO to add Troy Cassar-Daley details to Arts in August calendar. ○ **Action:** ACO to add Blackwater Art Society (BAS) exhibition to Arts in August calendar. **CHRC Creative Cultural Futures Action Planning** • ACO to add Bluff Cemetery and other BAS suggestions to Creative Cultural Futures and Heritage - future aspirations document. ○ **Update:** Bluff cemetery gateway replacement has been added to Creative Cultural Futures and Heritage – future aspirations document. ○ **Update:** The Creative Cultural Futures and Heritage – future aspirations document has been updated with all recently submitted new ideas. The Creative Cultural Futures and Heritage Action Plan 2018-2020 FYs was endorsed and adopted by council 12 March 2019. • ACO has submitted a budget request for the Art Gap Collection Project for council's consideration. ○ **Update:** This budget request outcome will not be known until 2019-2020 budget announcements. • ACO to investigate providence and ownership of artwork/s with Blackwater State High School. ○ **Update:** ACO contacted Blackwater State High School (BSHS) to obtain the records of council art purchases from the Annual BSHS Blackwater Art Competition. • ACO shared the suggested 'Laneway' ideas with council youth officers and add to Creative Cultural Futures and Heritage - future aspirations document. ○ **Update:** Blackwater Arnold Lane event project has been discussed with the Blackwater Youth Officer and Senior Youth Officer for progression. The project may be eligible for grant funding. • ACO to follow-up Gallery agreements for Emerald and Springsure. ○ **Update:** There will be an EOI proposal for the galleries to be run annually each FY by an incorporated community group. ○ **Update:** Both gallery spaces are currently being managed by a council galleries team consisting of ACO and two library staff from both gallery locations in Emerald and Springsure. – The locks to the Emerald Gallery areas have been changed as numerous keys are still outstanding. Barbara Beasley noted storeroom items needed addressing as personal information on USB sticks are in plain sight. – What will happen to Emerald Gallery Incorporation (EGI) wind-up? ACO responded that council

		governance advice will be sought on this matter. – The Emerald Art Award will be held in August to realign with previous gallery artist bookings. – Galleries will be further discussed in general business. ○ **Action:** ACO to action EGI wind up with council governance department. ○ **Action:** ACO to add Blackwater Art Society (BAS) ideas to Creative Cultural Future and Heritage - future aspirations document. ○ **Update:** BAS are moving their group exhibition to August to align with the Arts in August calendar and local tourist season. • ACO to continue to follow-up heritage register map update progress. ○ **Update:** Heritage Register map has been updated, but is not in a usable user-friendly format for cultural tourism requirements. The older local heritage register may be able to be used for the cultural tourism map online if logo can be changed as it is much easier to read. ○ **Action:** ACO to discuss further with council planning department. • ACO to investigate with council's town planning department requirements around the Emerald Pioneer Cottage space. ○ **Update:** The Heritage Management Framework document is being changed to include national heritage changes. Natural heritage elements will be added, and the document will be being graphically aligned to blend with the other art and cultural branding. • CHACAC members to register on the council Community Directory Website (where appropriate). **Galleries update** • ACO to place the booking for Emerald Arts Awards into the Emerald Art gallery calendar that is being developed. ○ **Update:** ACO has advised that this will be discussed within the meeting today. **CHACAC Planning Meeting dates** • RADF bid to be submitted to Arts Queensland, by the ACO in April 2019. ○ **Update:** The RADF Bid 2019-2020 is almost complete and associated document changes will be discussed in general business.
4	**Arts in August**	• ACO tabled timeline of dates surrounding Arts in August the Expression of Interest (EOI) process for the eight $500 grants and Arts in August calendar for community groups. • EOI is intended to be a simple project explanation, location, time group details and budget. • **Action:** ACO to complete Arts in August $500 grant application forms and other associated documents. • Any community arts, cultural and heritage events or activities occurring in the Central Highlands region that occur

		in August 2019, are to be listed in the Arts in August Calendar on application. They will then be eligible for Arts in August branding and marketing support and be included in the Arts in August events calendar. • ACO is to advise recent successful Regional Arts Development Fund (RADF) applicants in their Letter of Offer, information regarding the Arts in August calendar. Organisers of events occurring in August will be encouraged to register their events in the Arts in August events calendar. • **Action:** ACO to insert a future events calendar clause in applicant's acceptance letter. ACO to advise current RADF Applicants of the Arts in August Event Calendar including their event.
5	**ARTSynergy**	**Karen Jones ARTSynergy Workshop:** • Held on 20 March 2019 in the Emerald Town Hall Supper Room • Advertising for this event was shared throughout council's networks, however only a few attended. • Five local attendees and four members of the presenting body, including two from Cross Road Arts in Mackay attended the day. • Cross Road Arts CEO Alison Richardson showed a film clip of a major Cross Roads Arts Mackay performance art piece which was acted out across Mackay. The final scene included environmental science and social messages. • Cross Road Arts additional attendee was an inspiring key note speaker Brenden Borellini. • Barb Beazley commented that she would have liked to have seen a Council Youth worker in attendance.
6	**Arts and Cultural Officer update**	**NAIDOC and Indigenous Art** • Darryl Black from Springsure would like to hold a cultural day during NAIDOC Week 2019 for the schools at the Springsure Keeping Place. • ACO has been contacted by Woorabinda artists to discuss Duaringa Cultural Centre. • Central Queensland Regional Arts Services Network (CQ RASN) have visited Woorabinda twice and are working on several projects there. • Council's Indigenous Officer position is currently vacant and ACO has been contacted by several groups regarding projects in this area. • Indigenous artists: o Darryl Black, Springsure o Eunice Day, Blackwater have been recognised as possible artists for part of the Carnarvon Creates…' project. **Carnarvon Gorge Retreat and CQ RASN** • A meeting between Suzanne Poulter Manager Connected Communities (MCC), CQ RASN Project Officer Julie Barratt, CHACAC member Barbara Beazley and ACO was held on 20 March 2019 to discuss the retreat project plan. • The CHRC project plan is being updated from original plan with outline and input from the both parties involved.

		• ACO had previously suggested a number of additional support funding options for CQ RASN projects. CQ RASN have submitted a Regional Arts Fund (RAF) grant application to support a project proposal from Woorabinda. • **Update:** ACO is awaiting a reply from CQ RASN relating to a jointly approved project plan for the Carnarvon Gorge Retreat. This project plan is to be added as a supporting document to the council's 2019-2020 RADF Bid to Arts Queensland. **Central Highlands Development Corporation (CHDC) Tourism and Events Speakers – Key Points** • Online marketing is essential. • Business management is a changed space to both local and international visitors. They like to research and book online prior to visiting an area. • Tourists need events, packages and experiences for increased visitor nights in a region. • Capricorn Enterprises utilise professional bloggers as a focus. • Local rebranding has changed the 'too general' Sandstone Stories branding back to the Carnarvon Gorge and other area identified references. • The Sapphire Gemfields is unique in the world as an accessible gem space. The fact that the Sapphire Gemfields and local indigenous peoples were not recognised in the Discover the Central Highlands marketing video recently released was a cause for feedback from the attendees. ACO to inform CHDC and Supervisor Community Development Lynda Connell of this feedback. CHACAC members discussed possible arts and cultural events including a Film Festival, Twilight Markets, Sequins and Sapphires and an Emerald City Festival; these will be added to the Creative Cultural Futures and Heritage – future aspirations document. • **Action:** ACO to update Creative Cultural Futures and Heritage – future aspirations document noting the arts and cultural events as suggested above. • **Action:** ACO to inform CHDC and Supervisor Community Development Lynda Connell of feedback that indigenous people were not recognised in their marketing video. **The Emerald Patchwork Club and other Emerald Arts Precinct groups** Holding an Open Day in the Emerald Art Precinct is 11 May 2019 around 9am.
7	**General Business**	**Marketing Training Budget** • Marketing training budget has been confirmed last week and possible suggestions for the CHDC Tourism and Events forum are being investigated. CHDC have some online marketing training coming up. • **Action:** ACO to follow up marketing contacts with CHDC and confirm their online marketing training dates. **Bauhinia Bicentennial Art Gallery**

		• Maureen Burns suggested moving the Bauhinia Bicentennial Art Gallery (BBAG) competition to May or June to align to show circuit entries. • ACO explained that the BBAG was previously organised by a combined council and community arts and cultural services committee which coordinated arts, cultural and heritage events and activities including the gallery in the Springsure and Rolleston areas. The committee was dissolved by council and never reformed. The BBAG management has been less consistent since then. **Gallery Discussions** **Sunflower Festival** • Sunflower Festival craft exhibition is next exhibition –the Emerald Photographic Club (EPC) exhibition 'Faces of …' will be taken down on 13 April 2019 and set up for Sunflower exhibition begins that same day. • Sunflower exhibition needs to be ready by the evening of Wednesday 17 April 2019 for Sunflower Queen and Princess speeches. • **Action:** ACO will assist EPC members with take down of 'Faces of … 'and assist set up of Sunflower exhibition. **Possible Exhibitions** • A Dawson River artists' exhibition may be a possibility for the next exhibitor after the Sunflower exhibition. • **Action:** ACO to contact Dawson River artists to check availability for the next Emerald Art Gallery exhibitor. • Jet James is available to exhibit in July 2019. Jet wished to also utilise his time in the region to conduct a workshop in print making and Central Queensland University (CQU) Associate Vice-Chancellor – Central Highlands Region (AVCCH) Associate Professor Anita Milroy has offered the university which contains the necessary facilities for print making as a venue. • **Action:** ACO to contact Jet James and dates to be confirmed and contract to be actioned • An exhibition may be available for November 2019 in line with Remembrance Day. Anne Smith had offered her photographic works for display for November 2018. This opportunity was not availed at that time and Anne alternatively delivered a Remembrance Day exhibition at Parliament House. Anne was happy to bring this exhibition to the Emerald Art Gallery in the future. • **Action:** ACO to continue to work with Anne Smith on availability. • February or March 2020 exhibition with popular Facebook historian of the "Love in a little black diary" by Judith Salecich. Judith posted a small piece about Bogantungan will received a large amount of feedback. Many children of the Medway Creek Rail Disaster contacted Judith who is currently applying to the John Oxley library to obtain a grant to research the event and conducted oral history interviews with these survivors • **Action:** ACO has sent a confirmation email to Judith Salecich for the Gallery Booking in 2020. • Barbara Beazley has met with a few new artists living in the Gemfields area that may be able to curate an exhibition.

		• Strategic Initiative – Springsure Floral Art Group (SFAG), encourage them to exhibit and/or a demonstration workshop. It's an art form that we haven't had in the Emerald Art Gallery before. • **Action:** ACO to continue to contact Joanne Iker of SFAG on availability. **Emerald Annual Art Awards** • A lengthy discussion was held regarding this annual competition and exhibition. • The Art Competition for Emerald will be held in August this year. • **Action:** A meeting specific to the Annual Art Awards to occur in April – 11 March 2019. • **Action:** ACO to contact prospective judges for the Art Awards – Bianca Acimovic (Rockhampton Gallery), (AVCCH) Associate Professor Anita Milroy of the Central Queensland University (CQU) and the Flying Arts. • Re-branding was discussed, to be implemented by the 2020 Art Awards. • **Action:** Barb Beazley to send through a previous 'Emerald Art Awards' document for reference regarding this year's forms. **Emerald Gallery Incorporated (EGI)** • **Update:** ACO advised that the committee themselves must dissolve their incorporation. • **Action:** ACO to speak to council's governance team regarding avenues available for wind up of the current EGI and what can be done about the 'trust fund' that was active for the committee.
8	**Member Updates**	**Maureen Burns** • Maureen asked about the Pole Murals in Capella being painted. An EOI for an artist may be necessary and possibly a funding grant application. **Sharon Gimbert** • Sharon Gimbert has been away on holidays. • Emerald Artist Precinct groups have been organising items for the Sunflower exhibition. • Sharon stated that a staff member from council had rung to inspect the Emerald Art Group's building just before she went away on holidays. There was someone there the for the whole day just waiting for this visit and it didn't occur. **Barb Beazley** • Other private project at Gemfields has taken up a lot of time. • Has located from the Gemfields three potential artists for the artist booklet. • "Faces of….' Personalities in Print' exhibition was very successful with over 100 attendees at the opening night event.

		Cr. Godwin-Smith (email update) • Feedback from local Rolleston ladies who attended the "Along the Garden Path" workshops said it was wonderful. Popular workshops included - Lamp Shades, Farm Yard Clocks & Chalk Painted signs. • The barb wire chandelier and wall art with Julie Mayne was also very popular. Discussions have commenced with artist Julie Mayne surrounding holding a barbed wire workshop. Tentatively a two day in Springsure and/or a one day in Rolleston workshop. • Helen McLelland is another possible artist – she has been making sombreros in barbed wire.
9	**Mini Artist Booklet**	**Artist Booklet Discussion** • **Update:** A note will be placed in the booklet referring to the 'website' for history group contacts. • This will be a focus on another meeting as other projects are taking priority at the current time.
10	**Next Meeting**	• **Next CHACAC Planning Meeting**: Thursday 11 April 2019 at 10am • **Venue:** Emerald Corporate Offices – Meeting Room 4

Disclaimer: Council minutes are public documents therefore minutes may need to be adjusted where appropriate to council formatting and publishing standards.

CHACAC Planning Meetings - Action Table

Date Discussed	Item/Project	Action	Responsible	Status	Notes
	Regional Arts Development Fund (RADF)	ACO to again contact Our Rainbow House (ORH) regarding previously requested RADF application additions necessary to complete application. Sharon Gimbert to contact Doug Core, of ORH advising the artist information is the only additional requirement.	ACO Sharon Gimbert	Complete Complete	
	The Carnarvon Gorge 'Carnarvon Creates …' Artist Retreat	ACO to discuss project with Julie Barratt from CQ RASN.	ACO	To do	

	Emerald Historical Association and Emerald Pioneer Cottages	ACO to confirm both Emerald Historical Association and Emerald Pioneer Cottages details with Carmel Marshall.	ACO	Complete	
	Arts in August	ACO to continue with Arts in August planning	ACO	Ongoing	
		ACO to confirm with the Central Highlands Science Centre Inc. if they have any appropriate activities.	ACO	In progress	
		ACO to discuss an EOI flyer with council's communications team	ACO	In progress	
	Along the Garden Path	ACO to investigate "Along the Garden Path' workshop concept possibilities with Manager Community Recreation and Facilities and Emerald Parks and Gardens team.	ACO	In progress	
	Metal in March	ACO to add Metal in March event idea to Creative Cultural Futures – future aspirations document. Cr. Godwin-Smith to speak to the barbed wire artists to discuss workshops.	ACO Cr. Godwin-Smith	Complete Complete	ACO has identified a heavy Metal band which contains local Blackwater performers for possible inclusion in concept.
		ACO and CHACAC members continue to plan this event for 2020 to be held in Springsure and Rolleston	ACO and CHACAC members	To do	
	Digitisation project	ACO to work with libraries on digitisation project.	ACO	Ongoing	ACO has had some discussion with the libraries team, project not aligned to original vision.
	Heritage Training - Capella	ACO to confirm 11 May 2019 Heritage Training dates at Capella Pioneer Village (CPV).	ACO	Complete	ACO to request change of dates to 27 and 28 April 2019 as per CPV email request.
14 February 2019	**Comet and Blackwater Historical Collections**	ACO to investigate with IS Team alternatives for augmented reality platform and add this suggestion to Creative Cultural Futures and Heritage action plan – future aspirations document to remain on record for future planning.	ACO	Complete	CHACAC suggested council should develop and maintain its own augmented reality platform. Suggestion has been discussed with council's digital engagement officer.
		ACO to investigate with State Library Queensland and State Records Queensland re: Blackwater Herald newspaper.	ACO	In progress	
		ACO to discuss volunteer capacity to assist with digitisation work with Co-ordinator of Libraries.	ACO	Ongoing	
	CQ RASN Carnarvon Gorge Artist Retreat	ACO to discuss project with CHACAC, council and CQ RASN.	ACO	Ongoing	

	Arts in August discussions continued with BAS representatives	ACO to confirm Variety Bash details.	ACO	In progress	
		ACO to arrange for council communications team to create an Arts in August template with logo on template.	ACO	In progress	
		ACO to arrange a similar template for RADF advertising requirements.	ACO	In progress	
		ACO to add Troy Cassar-Daley details to Arts in August Calendar	ACO	In progress	
		ACO to add Blackwater Art Society exhibition to Arts in August Calendar	ACO	In progress	
	CHRC Creative Cultural Futures Action Planning	ACO to add Bluff Cemetery and other BAS suggestions to Creative Cultural Futures and Heritage - Future aspirations document.	ACO	Complete	
		ACO has submitted a budget request for the Art Gap Collection Project for council's consideration	ACO	In progress	
		ACO to investigate providence and ownership of artwork/s with Blackwater State High School.	ACO	Complete	
		ACO to share the suggested 'Laneway' ideas with council youth officers and add to Creative Cultural Futures and Heritage - Future aspirations document.	ACO	Complete	
		ACO to follow-up Gallery agreements for Emerald and Springsure	ACO	Ongoing	
		ACO to add BAS ideas to Creative Cultural Future and Heritage - Future aspirations document.	ACO	Complete	
		ACO to continue to follow-up heritage register map update	ACO	Ongoing	
		ACO to investigate with council's town planning department requirements around the Emerald Pioneer Cottage space.	ACO	Ongoing	
		CHACAC members to register on the council Community Directory Website (where appropriate).		Ongoing	
	CHACAC Planning Meeting dates	RADF bid to be submitted by the ACO 6 April 2019.	ACO	In progress	

28 March 2019	**Arts in August**	ACO to advise current RADF Applicants who are holding activities in August of the Arts in August event calendar and possible inclusion of their activity. ACO to insert a future events calendar clause in applicant's acceptance letter.	ACO	To Do	
		ACO to complete Arts in August $500 grant application forms and other associated documents.	ACO	To Do	
	RADF Round 4 to be advertised to close 3 May 2019	ACO to advertise an additional RADF round for the 2018-19 program. RADF Round 4 will close 3 May 2019 for assessment on 9 May 2019.	ACO	To Do	
	May RADF Round Proposal	CHACAC members to consider an application for State Art Conference (first one to be held in six years), and the Winton Film Festival or other events – as there have been attempts to link these events previously.	ACO	To Do	
	Potential RADF Applicants	ACO to contact Joanne Iker and gauge interest of the Floral Art Group. Encourage them to open for an exhibition, or a demonstration workshop.	ACO	To Do	
	RADF Bid	ACO to update priorities on council website with new 2019-2020 program and associated RADF documents when Arts Queensland approve the current changes.	ACO	To Do	
	CHDC Tourism and Events Speakers – Key Points	ACO to update Creative Cultural Futures and Heritage – future aspirations document with the Film Festival, Twilight Markets, Sequins and Sapphires and an Emerald City Festival.	ACO	To Do	
		ACO to inform CHDC and Supervisor Community Development Lynda Connell of feedback that local indigenous peoples were not recognised in the Discover the Central Highlands	ACO	TO DO	
	Marketing Training Budget	ACO to follow up marketing contacts with CHDC and confirm their online marketing training dates.	ACO	To Do	

	Gallery Discussions - Sunflower Festival	ACO will assist Emerald Photographic Club (EPC) members with take down of 'Faces of … 'and assist set up of Sunflower exhibition.	ACO	To Do	
	Gallery Discussions – Possibly Exhibitions	ACO to contact Dawson River artists to check availability for the next Emerald Art Gallery exhibitor.	ACO	To Do	
		ACO to contact Jet James and dates to be confirmed and contract to be actioned	ACO	To Do	
		ACO to continue to work with Anne Smith on availability.	ACO	To Do	
	Annual Art Awards	A meeting specific to the Annual Art Awards to occur 11 April 2019 at 10am.	ACO	To Do	
		ACO to contact prospective judges for the Art Awards – Bianca Acimovic (Rockhampton Gallery), Associate Vice-Chancellor – Central Highlands Region (AVCCH) Associate Professor Anita Milroy of the Central Queensland University (CQU) and Flying Arts.	ACO	To Do	
		Barb Beazley to send through a previous 'Emerald Art Awards' document for reference regarding this year's forms.	Barbara Beazley	To Do	
	Emerald Gallery Incorporated	ACO to speak to governance regarding avenues available for wind up of the current EGI and what can be done about the 'trust fund' that was active for the committee.	ACO	To Do	

10.1.2 Regional Arts Development Fund (RADF) 2018-19 Round 3

DECISION REPORT

Date: 4 April 2019 Presentation Duration: Approx. 10 minutes

To: Communities Standing Committee Meeting

Author: Karen Newman, Arts & Cultural Officer

Authorising Officer**:** Daniel Fletcher, General Manager Communities

File Reference: ECM # 1393714

EXECUTIVE SUMMARY:

The Regional Arts Development Fund (RADF) is a partnership between Queensland Government and Central Highlands Regional Council which invests in quality arts, cultural and heritage experiences in regional Queensland.

The purpose of the RADF program is to contribute to locally determined priorities for arts, cultural and heritage project support for individuals and groups to participate in arts and cultural activities and place-making.

The RADF grant program is offered to community over three rounds during the FY 2018–19. This grant program is overseen by the Central Highlands Arts and Cultural Advisory Committee (CHACAC).

Five applications: one individual and four group applications were received in round three.

On 28 March 2019, these five applications were evaluated by the CHACAC. Three applications were deemed as successful and two as unsuccessful. Additional to this CHACAC members proposed one Council Initiated Project (CIP). The proposed CIP was deemed successful by the CHACAC.

This report puts forward the CHACAC's recommendations regarding RADF applications for council to consider for endorsement.

OFFICER RECOMMENDATION:

That Central Highlands Regional Council endorse the Central Highlands Arts and Cultural Advisory Committee's (CHACAC) decision on the following recommendations in relation to Regional Arts Development Fund (RADF) applications submitted:

- approve two individual and one group application to the total value of $2,996
- decline the remaining two group applications to the value of $8,300 and
- approve the one CHACAC proposed Council Initiated Project (CIP) project to the total value of $15,000 as listed below.

RADF Round 3 Recommendations

Individual application		
	Project Description	
Patricia Callum	Machine embroidery training workshop attendance to learn new techniques and methods of machine embroidery.	$533 Approved
Katie Rea	Visiting stand-up comedian and drama teacher Colette Anderson to conduct training and a stand-up comedy performance at Dingo.	$1,352 Approved
Group applications		
	Project Description	**Amount**

Boots 'n' All Line Dancing	Skills development workshop for line dancers and showcase of local choreographers works.	$1,111 Approved
The Creativity Window	Rural Women's art weekend, painting and print making art retreat, including accommodation and meals in local area.	Unsuccessful $5,460
Comet School of Arts	Maria Creek Bore historical information story board signage project.	Unsuccessful $2,840
CHACAC initiated Council Initiated Projects (CIP)s		
Council Initiated Project	**Project Description**	**Amount**
CHACAC: Videography training	To conduct videography training in the region.	$15,000 Approved
Total	**CHRC RADF Round 3**	**$17,996**

Total CHRC RADF Grants Round 3, FY 2018-19 is $17,996.

REPORT:

RADF is a partnership between state and local governments which invests in quality arts and cultural experiences across Queensland based on locally determined priorities.

The RADF grant program is offered to community over three rounds over FY 2018–19. The program's objectives are to:

- Support local artists and arts and cultural activity to deliver value for local communities.
- Provide opportunities for local communities to participate in arts and cultural activities.
- Invest in locally-determined priorities delivered through arts and cultural activity.
- Contribute towards current arts, cultural and heritage priorities.

Council recognises the relationship between the cultural, economic and social development that arts, culture and heritage provides for our region. The arts, cultural and heritage sectors enrich community wellbeing, encourage social and community development and contribute to economic and tourism grow for our region. Council also recognise the importance of personal and community development opportunities in the arts, cultural and heritage sectors and supports both individuals and groups to embrace these prospects as they avail.

RADF Rounds are advertised throughout each funding year to support three application rounds scheduled. RADF grants are available between October to March each financial year.

RADF Rounds in 2018-2019 FY:
Round 1 Closed 26 October 2018
Round 2 Closed 7 December 2018
Round 3 Closed 8 March 2019

Arts Queensland have granted $35,000 and council contributed $26,667, making a combined total budget of $61,667 to fund council's RADF grant program in the FY 2018-19.

Applications for the RADF 2018-19 Round 3 closed on 8 March 2019. There were two individual applications and three group applications received. Additional to this the CHACAC proposed one CIP for consideration by the committee. The CIP project was proposed based on community feedback and strategic arts, cultural and heritage priorities for the region. This proposal was considered by the committee to meet a skills shortage in the region, the project is a realignment of a previous proposal.

Applications were evaluated by the CHACAC on 29 March 2019 and after much deliberation two were deemed unsuccessful, with the Arts and Culture Officer to provide feedback to applicants. The remaining three applications and the CIP were deemed successful.

Due to unspent funds remaining in the RADF program to date, there will be an additional round offered in the 2018-19 RADF program. RADF Round 4 was advertised and closed on 3 May 2019. Applications for Round 4 were assessed 9 May 2019. The CHACAC's evaluation of these applications will be presented to council for their consideration in May 2019.

This report puts forward the CHACAC's application recommendations for council to consider for endorsement.

CONSIDERATIONS / IMPLICATIONS:

Corporate/Operational Plan Reference:
1. Strong Vibrant Communities;
1.2.1 - Preserve, maintain and provide access to our region's history.
1.2.2 - Promote the heritage, arts and cultures of our communities.
1.3.1 - Lead active community planning and engagement by encouraging community participation and input into council's decision making.
1.3.2 - Lead and influence community participation in healthy and active lifestyles.
1.3.3 - Facilitate opportunities for learning, social activities, community events, grants and funding programs.

3. Supporting our Local Economy;
3.1.2 - Promote the Central Highlands as a region for tourism and development opportunities.

Budget/Financial/Resourcing:
The current year budget provides $61,667 for the CHRC RADF 2018-19 program. This report recommends expenditure within current 2018-19 budget.

Legal/Policy/Delegations:
Arts Queensland and CHRC RADF agreement (State)
Arts and Cultural Policy (CHRC)
Creative Cultural Futures Strategy 2016-2026 (CHRC)
Arts for All Queenslanders 2014-18 (State)
Creating Queensland's Future: 10-Year Roadmap for the arts, cultural and creative sector – discussion paper (State)
Arts and Cultural Investment Framework 2016 - 2019 (State)
Australia Council Strategic Plan 2014 -2019 (National)
Convention of Protection and Promotion of the Diversity of Cultural Expression UNESCO (International)
Article 27 of the Universal Declaration of Human Rights (International)

Communication/Engagement:
Arts Queensland and council media release protocols were followed in marketing the Council's RADF program. The RADF media plan was followed. The community was consulted through CHACAC meetings and community consultations.

Risk Assessment:
Council endorsement is sought to disburse funds to council (being the applicant), so projects can be expended in the 2018-19 FY. Delay in disbursement may lead to council being unable to deliver in a timely manner.

Timings/Deadlines:
Applicants seek a response to their application asap as some of their projects are time sensitive around the booking of venues and tutors.

Alternatives considered:
This grant program conditions are set in an agreement between Arts Queensland and council, therefore no alternatives were considered viable.

SUMMARY:

This report seeks council's endorsement of the CHACAC's recommendation to fund RADF 2018-19 FY Round Three applications to a total of $17,996.

ATTACHMENTS:

1. Central Highlands Arts and Cultural Advisory Committee CHACAC RADF Round 3 meeting-2803191 **[10.1.2.1]**

– END OF REPORT –

Central Highlands Arts and Cultural Advisory Committee (CHACAC)
Regional Arts Development Fund (RADF) Round 3 assessment meeting

Location: Emerald Corporate Building, Emerald Art Gallery Meeting Room

Date: Thursday 28 March 2019

Time: 10:22am to 2:30pm

Chair: Karen Newman (CHRC)

Minute Taker: Kayla Holloway (CHRC)

Present: **CHACAC Members**: Barb Beazley, Sharon Gimbert and Maureen Burns.

CHRC: Karen Newman – Regional Arts Development Fund Liaison Officer (RLO) and Kayla Holloway – Administration Assistant.

Apologies: Cr Gail Nixon (CHRC), Bernardine Frawley CHRC Coordinator Community Engagement, Anna-Jane Gordon, Kathy Hawkins, Cr. Charles Brimblecombe (CHRC), Cr. Gail Godwin-Smith (CHRC), Wendy Gibson, Ruth Jones and Shaunte Francis.

Documentation: Documents provided to attendees for the purposes of this meeting:

- RADF applications received:
  - Boots ‘n’ All Line Dancing: skill building and showcase
  - Patricia Callum: Machine Embroidery
  - The Creativity Window - artist retreat
  - Katie Rea –Visiting stand-up comedian and drama teacher Colette Anderson
  - Comet School of Arts

Central Highlands Regional Council

	Item	Discussions	ACTIONS
1.	**Welcome**	Karen Newman welcomed everyone to the meeting and apologies were noted.	
2.	**RADF Applications**	Notes regarding application assessments are as follows: **Boots N All Line Dancing** – Social Development Association are the auspice organisation. – The group do a lot of their own professional development and 'give-back' to the local community. – The application has lots of local interest and support. – The event will be held in August and could be included in Arts in August. – This event brings visitors to our region. **Patricia Callum: Machine Embroidery workshop** – First time application for machine embroidery which will be valuable for Blackwater Patchwork and Machine Embroidery group. – ACO suggested to add this group to the Central Highlands Art Trail Booklet. – The group do community charity as well as creating their own work. – Professional development skills learned, will be shared and beneficial for region. There is a high demand for these skills with machine embroiders. . **The Creativity Window** (CHACAC kindly allowed this late submission) – No definition of structure of what tutoring is being offered is attached as a specific tutorial program. – Only five people capacity. – Another local artist retreat is happening in same timeframes. – Catering, market planning/promotion, advertising, administration and materials are listed in the application which are areas that are not currently covered by the CHRC RADF program. – Budget contains uncertainty. – $1,274 is the maximum amount RADF could fund under the guidelines of what is fundable.	Boots N All Line Dancing RADF Application has been approved. Moved by Maureen Burns, seconded by Sharon Gimbert. **Approved - $1,111** Patricia Callum's RADF Application has been approved. Moved by Sharon Gimbert, seconded by Barbara Beazley. **Approved - $533** The Creative Windows RADF Application has been unsuccessful. Moved by Sharon Gimbert, seconded by Maureen Burns. $ 5,460 **Unsuccessful**

		– Application outlines tutors to be fully funded by RADF, the maximum CHRC RADF allows funding of up to 65% of fees, travel and accommodation of the tutor. – No ABN for artists and CHACAC did online investigation for artist insurance and it was not evident. – The accommodation is not a registered homestay – insurance is a concern. – The Creative Windows RADF Application has been unsuccessful. They are welcomed to re-apply, removing some of the areas of funding that are not supported by RADF, and provide a more structured direction of the workshop. Invite artist to attend region during Arts in August and gauge arts community more widely. – **Action**: RLO to contact applicant with feedback.	RLO to contact applicant with feedback.
		Katie Rae – Visiting stand-up comedian and drama teacher Colette Anderson – Town Hall hire will not be funded. – Artist travel, accommodation and tutor fees will be funded to a total of $1,352. – Dingo application is approved pending minor changes to the application. Notes of changes provided to RLO and in turn to contact applicant and advise – **Action**: RLO to contact applicant and advise of recommendations to be made to application.	Katie Rae – Colette Anderson RADF Application is approved pending changes to the application. Approved pending these changed. Moved by Barb Beazley and seconded by Maureen Burns. **Approved - $ 1,352** RLO to contact applicant to advise of recommendations.
		Comet School of Arts – CHACAC support the project however don't deem it suitable for RADF funding. – This project is for a sign to be erected, this is not related to arts or arts learning. It is more of a capital purchase. – CHACAC are very supportive of the project and encourage the application be submitted to a Community Grant, RAF or other funding. – CHACAC suggest application be submitted to the next council Community Grants funding.	Comet School of Arts RADF Application has been unsuccessful. Moved by Barb Beazley and seconded by Maureen Burns. $ 2,840 **Unsuccessful**

Videography Training – CHACAC Council Initiated Project (CIP)

- This application follows on from previous project proposal discussed in RADF Round1.
- This application is a CHACAC strategic initiative: A videography course aimed at audio and editing.
- CHACAC recognise that videography is a skills gap in the region.
- CHACAC wish to facilitate videography training for the region and put aside more of the budget to help benefit the wider community.
- This CHACAC strategic initiative is to assist skills gap regionally and support regional professional development in videography.
- Outcome: This project to be submitted to Council as a CIP.
- Approved: $15,000

CHACAC strategic initiative to assist skills gap regionally support regional professional development in videography.
Approved $15,000

RADF Round 3 Recommendations:

Individual application		
Project Title	Project Description	Amount
Patricia Callum: Machinery Embroidery	Machine Embroidery training workshop attendance to learn new techniques and methods of machine embroidery.	$ 533 Approved
Katie Rea	Visiting stand-up comedian and drama teacher Colette Anderson to conduct training and a stand-up comedy performance at Dingo.	$ 1,352 Approved
Group applications		
Project Title	Project Description	Amount
Boots 'n' All Line Dancing	Skills development workshop for line dancers and	$ 1,111 Approved

			showcase of local choreographers works.	
		The Creativity Window	Rural Women's art weekend, painting and print making art retreat, including accommodation and meals in local area.	$ 5,460 Unsuccessful
		Comet School of Arts	Maria Creek Bore historical information story board signage project.	$ 2,840 Unsuccessful
		CHACAC initiated Council Initiated Project (CIP)		
		Project Title	Project Description	Amount
		CHACAC: Videography training	To conduct videography training in the region.	$15,000 Approved
		Total CHRC	**RADF Round 3**	**$17,996**
		Total CHRC RADF Grants Round 3, FY 2018-19 is $17,996 RADF Recommendations to include: - Any August 2019 events or workshops occurring in the Central Highlands Region that are listed in these applications are to be listed in the Arts in August Calendar. - As there are funds remaining in the current 2018-19 RADF program, a 'special' RADF Round to be called in May 2019 for the remaining RADF 2018-19 budget. This additional RADF Round 4 will be advertised for closure 3 May 2019. - **Action**: RLO to contact applicants who have previously applied to re-apply to the program.		RLO to discuss with applicants the addition of the Dingo Colette Anderson event and Boots n All workshop to the Arts in August calendar. RLO to advertise the special RADF Round 4 is open for applicants to apply by 3 May 2019. RLO to contact applicants who have previously applied to re-apply to the program.

3.	**General Business**	**RADF 2019-20 Bid** – RLO displayed the RADF Bid online application that is currently underway. This is to be finalised and submitted on 6 April 2019. – As part of this bid document a selection of local RADF postcard images were submitted. Due to time constraints, only some of the images were displayed to the group. – **Action:** RLO to update priorities on council website with new 2019-2020 program and associated RADF documents when Arts Queensland approve the current changes. **Local RADF Promotions and Advertising:** – Members discussed project ideas linking to Bid objectives. – RLO tabled the latest RADF advertisement that included the Emerald Photographic Club (EPC) Gems of the Outback event as content. – All agreed this template model will be utilised for future advertising and local image content will change to reflect local RADF projects. – **Action**: RLO to present the full selection of local RADF postcard images at the next RADF meeting as part of this local marketing and promotion of the RADF program.	RLO to update priorities on council website with the new 2019-2020 program. RLO to present the full selection of local RADF postcard images at the next RADF meeting.
3.	**RADF Round 3 assessment meeting closed 2:30pm**		

10.1.3 Central Highlands and Welcoming Cities

DECISION REPORT

Date: 30 April 2019 Presentation Duration: Approx. 10 minutes

To: General Council Meeting

Author: Daniel Fletcher, General Manager Communities

Authorising Officer**:** Daniel Fletcher, General Manager Communities

File Reference: TBA

EXECUTIVE SUMMARY:

This report is to provide the Commitment to Participate in the Welcoming Cities Network forum which requires approval.

OFFICER RECOMMENDATION:

That Central Highlands Regional Council commit to participate in the Welcoming Cities Network.

REPORT:

Following on from the presentation provided by the CEO of Welcoming Australia to our last meeting, he has now provided us with the Commitment to Participate in the Welcoming Cities Network form which is attached.

By signing this commitment it symbolises our eagerness to be a part of the Welcoming Cities Network. There is no budget requirement at this stage of the process and along with being recognised and promoted as a member of the network we will be provided access to the following:-

- Welcoming Cities network;
- Members group and knowledge sharing platform on Apological.co;
- Library of leading cultural diversity and inclusion research, policies, plans and research;
- Suite of images and promotional materials for social media;
- Invitation to face-to-face meetings of state based members;
- Discounted tickets to the annual Welcoming Cities Symposium.

CONSIDERATIONS / IMPLICATIONS:

Corporate/Operational Plan Reference:
1. Strong Vibrant Communities;
1.1 - Corporate Plan Strategy: Strong diverse communities
1.2 - Corporate Plan Strategy: Respecting our cultures
1.3 - Corporate Plan Strategy: Active and inclusive communities.

3. Supporting our Local Economy;
3.1 Corporate Plan Strategy: Facilitate investment and employment opportunities.
3.2. - Corporate Plan Strategy: Support local business and emerging industries

4. Protecting our People and our Environment;
4.1 - Corporate Plan Strategy: Well-managed and protected communities
4.2 - Corporate Plan Strategy: Environmental sustainability

5. Leadership and Governance;

5.1. - Corporate Plan Strategy: Leadership and communication
5.2 - Corporate Plan Strategy: Advocate for our region
5.3 - Corporate Plan Strategy: Accountability and integrity
5.4 - Corporate Plan Strategy: Financial sustainability

Budget/Financial/Resourcing:
No current budget implications have been identified.

Legal/Policy/Delegations:
Not applicable.

Communication/Engagement:
CEO of Welcoming Australia presented to Communities Standing Committee on 16 April 2019.

Risk Assessment:
Nil risks associated with this opportunity at this stage.
Further risks will need to be considered as this program progresses.

Timings/Deadlines:
Not applicable.

Alternatives considered:
Nil.

SUMMARY:

This report is to request the commitment from council to sign the attached Commitment to Participate in the Welcoming Cities Network.

ATTACHMENTS:

1. Welcoming Cities - Commitment Form **[10.1.3.1]**

– END OF REPORT –

Welcoming Cities

COMMITMENT TO PARTICIPATE IN THE WELCOMING CITIES NETWORK

Local Councils

"Welcoming is not just the right thing to do, it's the smart thing to do."

We recognise that cities and municipalities that proactively foster an environment of belonging and participation for receiving communities, as well as new and emerging communities, increase their social cohesion and economic capability and resilience.

We therefore resolve to participate as a member for the Welcoming Cities Network and commit to taking the following steps toward creating an environment that unlocks the full potential of all members of the community.

- **Join and participate in a network of cities and communities** that are committed to becoming more welcoming and inclusive
- **Identify at least one key staff contact** for the project that will liaise directly with the Welcoming Cities team.
- **Communicate regularly with the Welcoming Cities team** through at least three conference calls each year and an annual in-person meeting, to progress planning and share and learn from practices of other welcoming cities and communities.

We understand that the Welcoming Cities network involved a number of key elements:

Knowledge sharing. Supporting local councils and communities to learn from each other and access resources, research, policies and case studies.

Partnership development. Brokering meaningful multi-sector partnerships that foster a sense of belonging and participation for all members of the community.

Celebrating success. Showcasing leading practice through case studies and a national award that encourages welcoming efforts.

Standard and Accreditation. Setting the National Standard for cultural diversity and inclusion policy and practice in Local Government.

Local councils participate as members of the Welcoming Cities network, while community organisations, businesses and other agencies are involved as supporters. Both members and supporters can access key elements of the network.

The intent and commitment to participate as a member of the Welcoming Cities network is made by the following parties:

Council: _____

Council Representative: _____ Signature: _____

Council Executive: _____ Signature: _____

Date: ____ / ____ / _____

10.1.4 Emerald Multicultural Celebration funding request from Our Rainbow House

DECISION REPORT

Date: 7 May 2019 Presentation Duration: Approx. 10 minutes

To: Communities Standing Committee Meeting

Author: Suzanne Poulter, Manager Connected Communities

Authorising Officer**:** Daniel Fletcher, General Manager Communities

File Reference: TBA

EXECUTIVE SUMMARY:

This report presents a request from local community group, Our Rainbow House for the Central Highlands Regional Council to consider providing financial support of $15,000 to assist them to host the Emerald Multicultural Celebration on Saturday 24 August 2019.

OFFICER RECOMMENDATION:

That Central Highlands Regional Council:

1. Approve a $15,000 funding allocation to support Our Rainbow House to facilitate the Emerald Multicultural Celebration in August 2019; and
2. Council's budget be amended accordingly.

REPORT:

This report presents a request from local community group, Our Rainbow House for the Central Highlands Regional Council to consider providing financial support of $15,000 to assist them to host the Emerald Multicultural Celebration on Saturday 24 August 2019.

Our Rainbow House is an Australian registered charity with a focus in a community on the outskirts of Lusaka, the capital city of Zambia. In February 2019, member Kirsten Hardy approached council seeking support for this event. In the time between then and now, council have continued communications regarding how council can support this event.

Our Rainbow House's event plan demonstrates their intention to provide activities that improve access to essential community services and increase participation by marginalised and vulnerable groups. It will do this by celebrating culture and diversity through food, fashion, music, entertainment and education.

This not-for-profit event will be run by the community for the community. Volunteers, local groups and business will be relied upon to make the event a success.

This event will be held within the Department of Local Government, Racing and Multicultural Affairs annual August Multicultural Queensland month. Council's financial support of this event would provide for our region opportunity to celebrate the annual August Multicultural month with the rest of Queensland. This is the state's largest multicultural celebration held during August each year.

Queensland is a multicultural success story and the month presents an opportunity to showcase and celebrate our unique diversity and its benefits. People from across the state join together to perform, share, listen, learn and acknowledge that, while we may come from difference cultures, we all love living in Queensland.

For twelve years council, in collaboration with the Central Highlands Development Corporation hosted an annual multicultural festival in Emerald. The annual budget for this event's was approximately $120,000 annually. Comprising $52,000 for wages to coordinate the event and $70,000 for the delivery of the event.

In 2017, via a steering committee process a move was made from the traditional multicultural free/gold coin community event to a ticketed food and music festival. In 2018 there was no multicultural festival or alternate program. Reasons for an event not continuing included BMA no longer offering a $20,000 contribution and state funding being exhausted.

In 2017, via a steering committee process, including the Central Highlands Development Corporation (CHDC) board, it was decided that the multicultural festival had reached the end of its lifecycle and achieved what it was established to do. Reasons for this event not continuing included BMA no longer offering a $20,000 contribution and state funding being exhausted.

In 2017 a ticketed food and music festival know as Gigs and Digs was held. This event was not designed to replace the multicultural festival, but to offer a new quality event for the region. In 2018 there was no multicultural festival or alternate program.

Our Rainbow House seek $15,000 from council to support this important community event. These funds will be utilised to provide delivery of the event and fund volunteer groups to provide labour as detailed below.

Item	Community Group/ Vendor	Budget
Car-parking	SES	$1,000
Gate access/support	Dance Edge	$1,000
Bump-in/Bump-out	TBA	$1,000
Cleaning	Uniting Church	$1,200
Bar management	Emerald Car Club	$1,400
Security	CQ Security services	$4,400
Sound and audio	Audio and Lighting services Queensland	$5,000
TOTAL		$15,000

To fund this event, Our Rainbow House has attracted $12,000 in funding from local business. This includes $7,000 from BMA Mine, $1,500 from Sojitz Minerva Mine, $1,500 from Ensham Mine, $500 from Pioneer Seeds, $1,000 from GT hoses and $500 from Gersvbach Upholstery.

Additional to this, a range of local and regional business have provided support. These include; Enwise Electrical provision of test and tagging to the value of $1,500, Free lighting and delivery of lighting by JS Vintage Hire, free industrial bins from Suez, cost price on safety equipment for crowd control from Safety Sales and Hire, 15% off for items purchased from Emerald Party Hire and a promise to be looked after by Fair Dinkum Meats. Council has waived the grounds fee hire for this event.

This request presents an opportunity for council to support provision of a family friendly, inclusive multicultural event to the Central Highlands community in 2019.

CONSIDERATIONS / IMPLICATIONS:

Corporate/Operational Plan Reference:
1. Strong Vibrant Communities;
1.1 - Corporate Plan Strategy: Strong diverse communities
1.2 - Corporate Plan Strategy: Respecting our cultures
1.2.2 - Promote the heritage, arts and cultures of our communities.
1.3 - Corporate Plan Strategy: Active and inclusive communities.
1.3.3 - Facilitate opportunities for learning, social activities, community events, grants and funding programs.

Budget/Financial/Resourcing:
$15,000 is requested. There is currently no allocated funding for this event.

Council officers have reviewed the FY 18/19 Communities Department budget and identified a potential $15,000 in the Sport Grounds & Recreation Facilities Contractors/Consultant budget that could be reallocated to this event.

The Manager Community Recreation and Facilities and Coordinator Sport and Recreation concur that the reallocation of these funds would not impact on delivery of works in this area. This is due to budget within this area being underspent because of weather conditions being extremely dry, resulting in minimal requirement to engage contractors to supplement mowing and tree trimming/removal works.

A budget request of $10,000 has been made in the FY 19/20 budget for consideration by council. However, no operational budget proposals have been allocated to the final budget adoption process. Next FY year is preferred by Our Rainbow House as they can use their other grants for funding in this FY. However, funding this year preferred to not at all.

Receipts will be requested from Our Rainbow House to match and acquit the amount granted. Any remaining funds will be returned to council.

Legal/Policy/Delegations:
Central Highlands 2022 Community Plan indicates our community aspires to be a strong vibrant community “celebrating our diversity, lifestyle and heritage through strong social networks and active participation to nurture the well-being of our unique safe communities”. Council’s first Key Priorities repeats this. This event also aligns with council’s vision to be “A progressive region creating opportunities for all.

Central Highlands Creative Cultural Futures Strategy:

- Objective 2 aims “to encourage consultation, cooperation and participation in community arts and cultural activities and programs”
- Objective 5 aims “to embolden and recognise the strengths that diversity brings to the Central Highlands’ communities”

Communication/Engagement:
Although no formal community engagement has been conducted regarding this request, it was noted by observation of council’s social media accounts that when the multicultural festival was no longer held, community provided feedback that they wished for its return.

Risk Assessment:
The Emerald Multicultural Celebration is an ambitious event. Funding this event presents a low risk to council. The risk is facing council is reputational if they do not financially support an event of this nature. Not supporting this request may result in considerable strain on the organisers and volunteer agencies that are working together to support this event.

This fatigue has potential to risk the quality of the event or even contribute to the organisers not continuing the event in subsequent years. Community are excited this event is going ahead in 2019, it would be a lost opportunity to not contribute to the provision of this event for the Central Highlands Community.

Timings/Deadlines:
As the event is being held on Saturday 24 August 2019 Our Rainbow House seek a reply soon as council is able.

Alternatives considered:
Council has the following alternatives to consider:

- Not support the event, resulting in a detrimental impact on the event preparation and its potential success.
- Not support the request in the FY 18/19
- Not support the request in the FY 19/20

SUMMARY:

This report presents a request from local community group, Our Rainbow House for the Central Highlands Regional Council to consider providing financial support of $15,000 to assist them to host the Emerald Multicultural Celebration on Saturday 24 August 2019.

ATTACHMENTS:

1. Emerald Multicultural Celebration Event Management Plan **[10.1.4.1]**

– END OF REPORT –

EVENT MANAGEMENT PLAN

Emerald Multicultural Celebration

Emerald QLD

Last draft updated 9/5/19

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Prepared by Kirsten Hardy Event Coordinator

DRAFT

Event Summary

EVENT NAME
Emerald Multicultural Celebration

EVENT HOST
Our Rainbow House Inc.

EVENT COORDINATOR
Kirsten Hardy

KJH Consulting

EVENT DETAILS
24th August, 2019
3:00pm till 10:00pm

EVENT LOCATION
Emerald Showgrounds
Capricorn Highway, Emerald

EVENT PURPOSE
A celebration of the regions diverse culture.

EVENT OBJECTIVE
To provide a culturally cohesive event for the local and surrounding community. To provide the regions children insight and exposure to different cultures that they may not encounter otherwise. A fundraising opportunity for Our Rainbow House and other community groups in the Emerald region.

TARGET AUDIENCE
Families, including children, disabilities, people from multicultural and diverse backgrounds, ESL community.

EXPECTED ATTENDANCE
3000 people including children from the Central Highlands region and visitors.

SIGNIFICANT STAKEHOLDERS
High Impact | High Influence

- Our Rainbow House Board and staff
- The local and surrounding community – including a community subcommittee
- Key multicultural community members e.g. Emerald Philippine Association
- Multicultural Development Association
- CHRC/CHDC

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Operations and Logistics

RISKS, RISK MANAGEMENT AND POTENTIAL HAZARDS

A risk Management Plan has been developed and prepared for this event in a supporting document.

INSURANCES

Insurances for this event coinfirmed by Our Rainbow House include:

- Current Public Liability
- Event Insurance
- Liquor Licence
- Tagging and Testing of stage, audio, fridges for bar area.

INCIDENT REPORTING

An incident reporting template will be available to be completed at the HUB to any reported/reportable incident. Incidents can be reported by Staff, Volunteers and /or patrons. Attachment A.

EMERGENCY PROCEDURES

- There are several exits and access points at the showgrounds. Emergency assembly points can be demonstrated at Attachment B. All access points will be open in case if emergency if during peak periods of the event.

- Emergency response to be coordinated with Event Coordinator and CQ Security Services.
- Any communication will be done via the PA system from the main stage. All coordinators and volunteers will assist with evacuation.
- Leaders will communicate via phone, and if possible 2 way radio.

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FIRST AID PROTOCOLS

- First aid kits will be available at the stage/entertainment area and at the HUB.
- Coordinators at each location have an up to date first aid certificate.
- All security guards have current First Aid Certificates.
- All First Aid kits have been developed with the Risk Plan and compiled for the uniqueness of this event – by Safety Sales and Hire.

HEALTH AND SAFETY

Waste Management

- CHDC has offered additional wheelie bins for the event which will be used for general waste, recycling, and cans.
- The Emerald Scouts Club will be responsible for cans and plastic bottles.
- SUEZ have donated 2 skip bins for the contracted cleaners to empty bins throughout and after the event. This is to eliminate mess, polluting and damaging grounds, and spread of old food.
- All stallholders will be required to have their own waste management setup and have access to dispose of their rubbish in a safe manner.
- Event Policy and Liquor Licensing will ensure that there is only cans and plastic cups being served for alcohol to minimise the risk of broken glass.
- Glass is restricted to the VIP tent and must not be removed from the area.

Toilets

- Access to the main toilets will be available, as the remainder of the facilities at the grounds.
- Staff and volunteers will have access to the Emerald Car Club toilets.
- The VIP tent will have access to the Wally McKenzie toilets.

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Traffic Management

This event does not impact on main flow of traffic throughout the town, however there will be protocols in place to reduce the traffic entering the grounds. A traffic management plan will be developed in consultation with Council and the local Police department. A special event permit has been submitted to the Emerald Police station.

The Emerald SES will be managing the safe flow of traffic and pedestrians in the main showgrounds carpark. The SES have all relevant equipment including witches hats, lighting and hi-vis.

For restriction of vehicles in the grounds whilst pedestrians/patrons are accessing the site, Stallholders will have specific bump in and out times as developed in the Stallholders Policy.

Accessibility

The Emerald Showgrounds is a fully accessible event and will have adequate space for disability access. There will be designated carparking for those patrons that can display a parking permit for this.

WET WEATHER PLAN

In the case of wet weather the event may be relocated to the HIA pavilion and the woodworking pavilion.

SECURITY/POLICE PRESENCE

- An application for this event has been made to the local police, and their presence is encouraged.
- 6 security guards have been hired through CQ Security. These guards will patrol the event rotating through the bar, main entrance, ATM services and the main grounds.

CHILDREN

As this is a family friendly event, there is a dedicated kid zone. At this stage no blue card requirements are necessary as children are to be supervised at all times by their guardian.

Emerald State High School volunteers from the Interact Club and the Varial Club will be in the kids zone supervising activities.

Activities that will occur within the kids zone include:

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- Facepainting – MASK Facepainting
- Jumping Castle – Elite jumping Castles with a supervisor
- Animal Petting Zoo – secured area within the zone by Bells Barnyard Emerald.
- Cultural Arts and Crafts
- Other Activities.

Audio-visual and Lighting

Stage

The stage has been hired through the Emerald Show Society and is already onsite. A Safety check will be conducted by the safety officer and Audio and Lighting Services Gladstone.

Main arena

Lighting to the main area will be supported with existing showgrounds lights, plus the Emerald Car Club lighting. There will need to be adequate lighting at the entrance, all walkways, toilets, stage area and other public access areas. Audio and Lighting Services Gladstone has been engaged to manage this.

Hire of portable lighting structures has also been ordered through Flexihire, and provided as inkind from various community members.

Stalls and other areas

All stalls will need their own lighting system. This will be provided by CHDC.

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Food and Beverage

FOOD

All stallholders providing food have been advised to have adequate insurance, a temporary caterers permit, and checks completed on the day before cooking can commence.

WATER

Water will be available at the HUB for free, or bottles can also be purchased at various points. All stallholders will have access to water points for drinking, washing up and washing hands.

ALCOHOL

A liquor licence has been applied for between the hours of 3pm – 12am. This area will adhere to the licencing policies and safe service of alcohol. There will be at least person with a RSA ticket.

Our Rainbow House Incorporation status gives an exemption for requiring a liquor permit, however this will still be adhered to as part of legislation as per recommendation from the local police station.

Onsite staff and volunteers

STAFFING STRUCTURE

Role	Name	Contact	Role/Area
Event Owner	OUR RAINBOW HOUSE	ALISON RAY 0407040251	Overall decision maker/event owner
Event Coordinator	KIRSTEN HARDY	0416104420	Responsible for executing the event, making decisions and referring to host
Main Entry Coordinator	ALISON RAY	0407040251	Welcome First contact, coordinate drink ticket stalls/people

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Hub Coordinator	SUZIE DUFF		Incident Management, Lost and found, Lost children, Emergency Services contact, Event Information Stall ATM services
Volunteer and Community Coordinator	MICHELLE GOODWIN		Sign in, allocations, food tickets, food reimbursement
Hospitality and VIP Coordinator	BELINDA NEWBY		Tent entry, student report, ensure high level standard
Bar Coordinator	EMERALD CAR CLUB		Coordinate spirits, cans and recycling, all helpers
Food Vendor Coordinator	LILA		Ensure all setups are safe, all certificates provided, pricing per agreements
Entertainment and Sound Coordinator	PATTY SCHWARZ		All sound and music, assistant needed for entertainment schedule.
Driver	BEN HARDY/ TERRY RAY	0417713023/	Rotate as available for Matt Golinksy

VOLUNTEER MANAGEMENT

Volunteers will consist of Community Members, Our Rainbow House Staff and Board Members, school students and community groups.

Community groups have been approached for the following:

- Carparking - SES
- Cleaning – Uniting Church
- Bar – Emerald Car Club
- Main entrance - DancEdge

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- Security – CQ Security
- Bump In and Out support - TBA

The Emerald Scouts group have taken responsibility for all recycling and cans.

All community groups and volunteers will receive free entry, and water.

Financials

BUDGET

The operational budget can be found at Attachment C. The total cost to run this event is

SPONSORSHIPS, DONATIONS AND INKIND SUPPORT

Current Support is as follows:

- Central Highlands Regional Council – Grounds Hire Fee Waiver and inkind support, advice and knowledge
- BMA Community - $7500
- Ensham Mine - $1500 – for table and chair hire – Relax Zone
- Minerva Mine - $1500
- Pioneer Seeds Australia - $500 kids zone
- GT Hoses - $1000 – including jumping Castle Hire
- Gersbach Earthmoving - $500
- SUEZ – free bins worth $500
- Enwise Electrical - $1500 worth of testing, tagging and checks
- JS Vintage Hire – free lighting for VIP area, free table and chair delivery, free plants.
- REFELEC – free refrigeration hire
- CHDC – bins, lighting and emergency sign, plus knowledge.
- Further Sponsorship continues to be sought through a prospectus and outreach.

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Marketing and Communications

PROMOTION

A communications plan has been developed in a separate document. This outlines the approach to promote the event through Social Media, print and radio.

Celebrity Chef

Matt Golinski will be a part of the celebration with the brief – "Showcasing the Central Highlands". Matt's roles will include:

- A cooking demonstration at the event
- Cooking for 50 people in a VIP tent at the event
- Hosting a cooking class the day before the event
- Working with Marist College and Emerald State High School hospitality students for a hands-on experience and prep work.
- Visiting farms with local produce
- Promote the event through his PR channels.

Having a celebrity chef aims to boost the profile of the event and increase the media coverage as promotion.

MEDIA OUTLETS

- CQ News
- Facebook – Emerald Multicultural Celebration
- 4HI Radio
- Hit CQ Radio
- QLD Country Life
- Local Noticeboards

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DURING THE EVENT

Welcome to Country

The event is working with CQID and Uniting Care Community to source an appropriate and culturally appropriate person to perform welcome to country.

Event delivery

PRE-DELIVERY

And Event schedule is manned through Smartsheet to determine the following critical pre-event checks:

- Food Safety requirements
- Power and Health and Safety Requirements
- Fire Safety requirements
- Stage and Audio Checks
- Marquee setup and support

DURING THE EVENT

The event coordinator will be onsite throughout the entire duration of the event. There will be volunteers onsite during various parts and a communications policy has been developed to ensure adequate messaging, appropriate referrals and issues resolved during the event. Incident reporting tools have also been developed to record details for insurance cover.

POST EVENT

Post event Our Rainbow House will seek feedback and lessons learned. This will be done offering the community a feedback opportunity through Survey Monkey. The event coordinator will remain onsite the day after the event to ensure the showgrounds are returned to pre-event standard.

Event Specific Areas

CARPARKING

Carparking will be in the main parking location at the showgrounds

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Other parking and special areas will be accessible by pass only and limited to outside event hours.
Celebrity Chef Matt Golinski will be accessing the area via the Saleyards entrance.
Consultation with the Emerald Show Society will need to determine rules for caravan/camping access.
Stallaholders that need to move throughout the event can only do so through the saleyards entrance.
Stallholders will be directed to park behind the Wally McvKenzie building.

WALK THROUGH AND ENTRY

The entry fee is $5 per person over 16 years of age. Entry fee will be taken at the shed in the carpark.

Upon entry there will be a second performance area with various displays and music welcoming guests.

THE HUB

The Hub will be the central contact point of the event, and the meeting point for all volunteers. The HUB will provide various roles including:

- Incident Reporting
- Ambulance Access
- Lost children
- Maps/info centre
- Lost and found
- Volunteer check in

ENTERTAINMENT AND MAIN ARENA

Stage

The stage has entertainment from 3pm-12am. A separate schedule has been developed for this.

Roaming entertainment

Roaming entertainment will include some of those appearing on the stage entertainment. Additional entertainment will include:

- Photo displays with costumes

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- Art classes
- Passport opportunities for children
- Kids Zone
- Bar tickets
- School displays

BAR AREA

The Bar area will serve alcohol in a secured area. A liquor licence has been granted for service of alcohol to 12am midnight of the event.

The Bar area is the main source of fundraising for Our Rainbow House. All profits received from the bar will go to this organisation.

VIP LOUNGE

The VIP lounge is limited to a maximum of 50 patrons and is an exclusive opportunity for a deluxe 3 course dinner cooked by the celebrity chef. This is supported by hospitality students from both local high schools. This is sold out.

The theme for the menu is "celebrating the Central Highlands" and the menu will be designed based on local ingredients in season.

STALLHOLDERS

Stallholders will consist of food and general stores. All stalls will showcase and embrace a different culture, or Central Highlands culture.

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Attachment A

INCIDENT REPORT FORM

emerald multicultural celebration

EMERALD SHOWGROUNDS

24/8/19, 3PM-10PM

Type of incident:

☐ General trespass	☐ First aid	☐ Vehicle-related incident
☐ Noise complaint	☐ Emergency services required	☐ Suspicious article
☐ Crowd incident	☐ Emergency evacuation	☐ RSA breach
☐ Theft	☐ Slip/trip/fall incident	☐ Intoxication
☐ Damage to grounds	☐ Lost person	☐ Unauthorised activities
☐ Lost property	☐ Other (specify)	

Details of injured / affected person

Staff member ☐

Member of public			
Given name/s		Surname	
Residential address			
Postcode		Telephone	

Incident details

Date		Time	
Location			

Did you inspect the area?	Yes		No
What was evident?			
Were police called?	Yes		No

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Details of attendance/ officer/station	
Was first aid provided? ☐ Yes ☐ No	
Details of treatment	
Was an ambulance requested? ☐ Yes ☐ No	
Details of onsite treatment/hospital	

DRAFT

DRAFT

Details of how incident occurred

Description of incident (include specifics e.g. location, cause, witnesses, details of attending officers/ambulance, further treatment)

Name of person completing report	
Contact telephone number	
Signature	

Date reported	

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Attachment B

Main assembly meeting points

DRAFT

Ambulance Access

The budget is attached in a separate document

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11 INFORMATION REPORTS

11.1 Customer and Commercial Services

11.1.1 Customer and Commercial Services

DEPARTMENTAL UPDATE REPORT

Date: 14 May 2019 Presentation Duration: Approx. 10 minutes

To: Communities Standing Committee Meeting

Author: Rebecah Brosnan, Acting Manager Customer Service

Authorising Officer: Michelle Webster, General Manager Customer and Commercial Services

File Reference:

EXECUTIVE SUMMARY:

The following report provides an update on key activities for the Customer and Commercial Services department.

OFFICER RECOMMENDATION:

That Central Highlands Regional Council receive the Customer and Commercial Services departmental update report, highlighting key activities for the month of April 2019.

REPORT:

Key Activities Summary

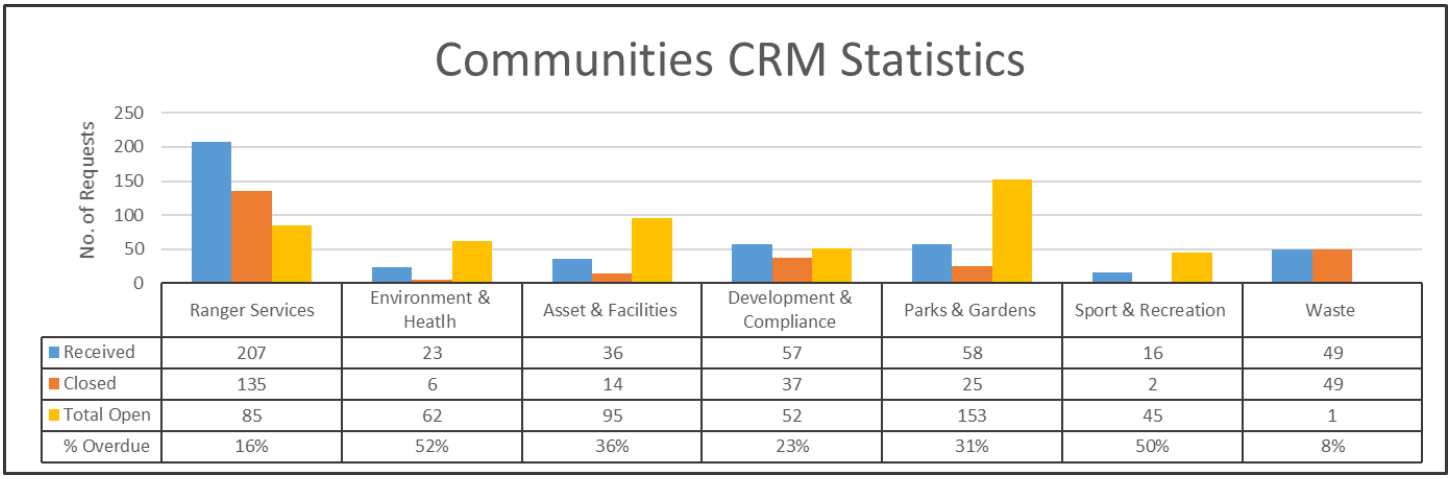
1. Customer Service and Area Support

1. CUSTOMER SERVICE AND AREA SUPPORT

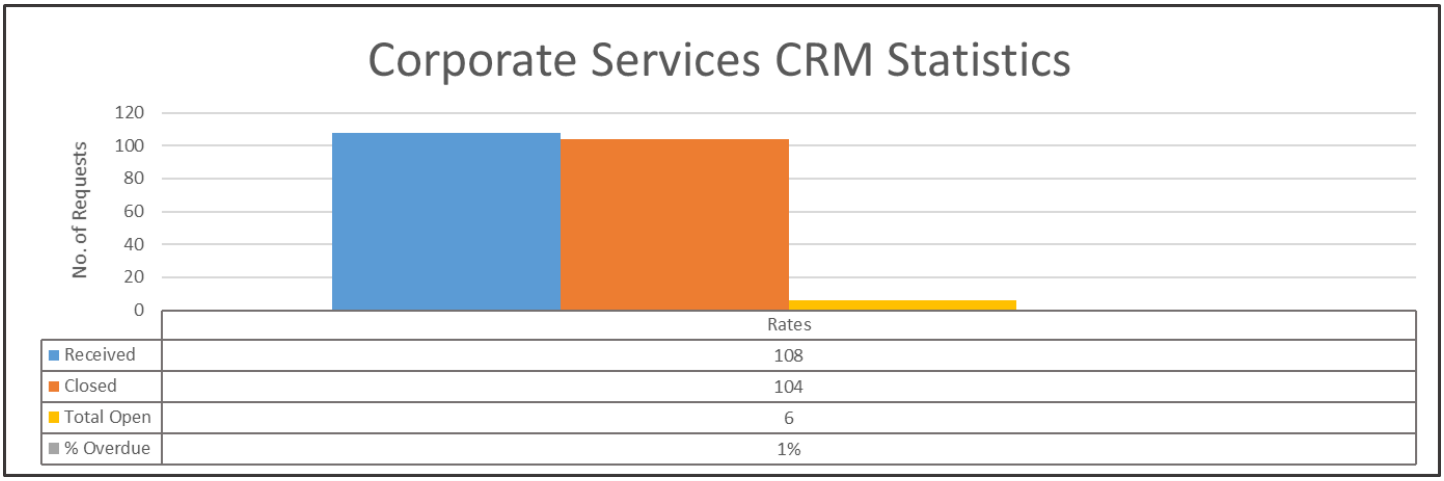
- ANZAC Day event preparation and attendance across the region
- Support provided at various Youth Week events across the region
- Sunflower Festival window dressing – Emerald Council Office
- Meeting with stakeholders to discuss Community Clean-up Day's planned for smaller communities
- Coordination of Waste Levy sessions across the region
- Community Consultation – Emerald Town Hall Supper Room (30 April)
- Planning underway for southern Community Consultation Meetings to be held on 15 & 16 May 2019
- Minor flooding experienced around Rolleston, however no impact on service delivery

Customer Request Management (CRM) Statistics – April 2019

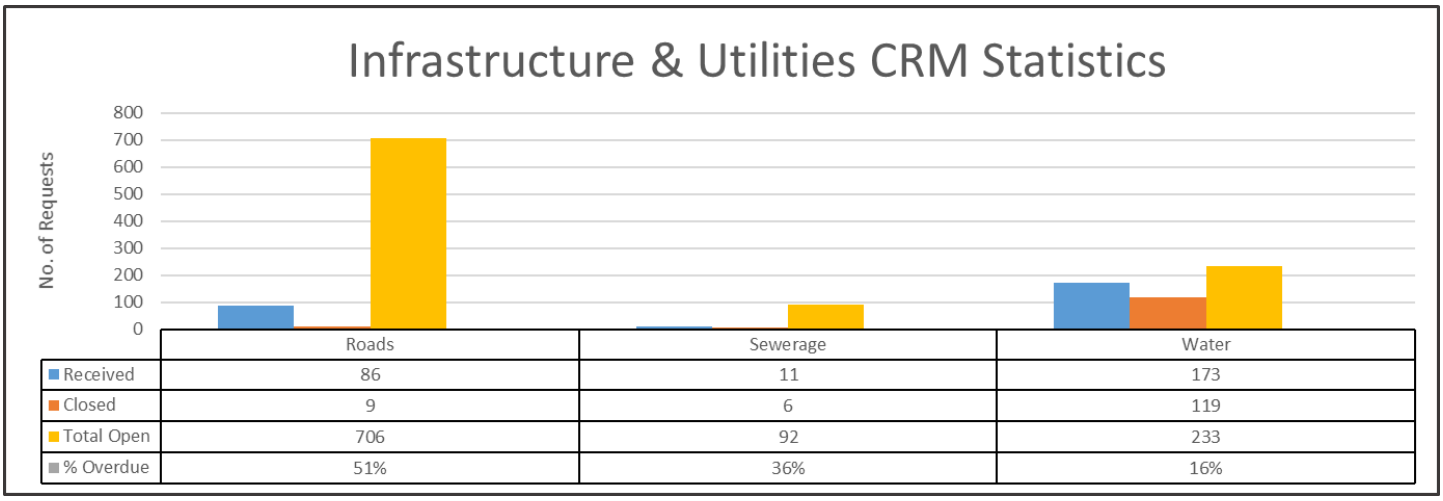
- 873 total CRM's, down 10% from the previous month
- Outstanding result for Emerald customer service team with regard to Waste related enquiries with 49 requests received and 49 requests closed throughout April



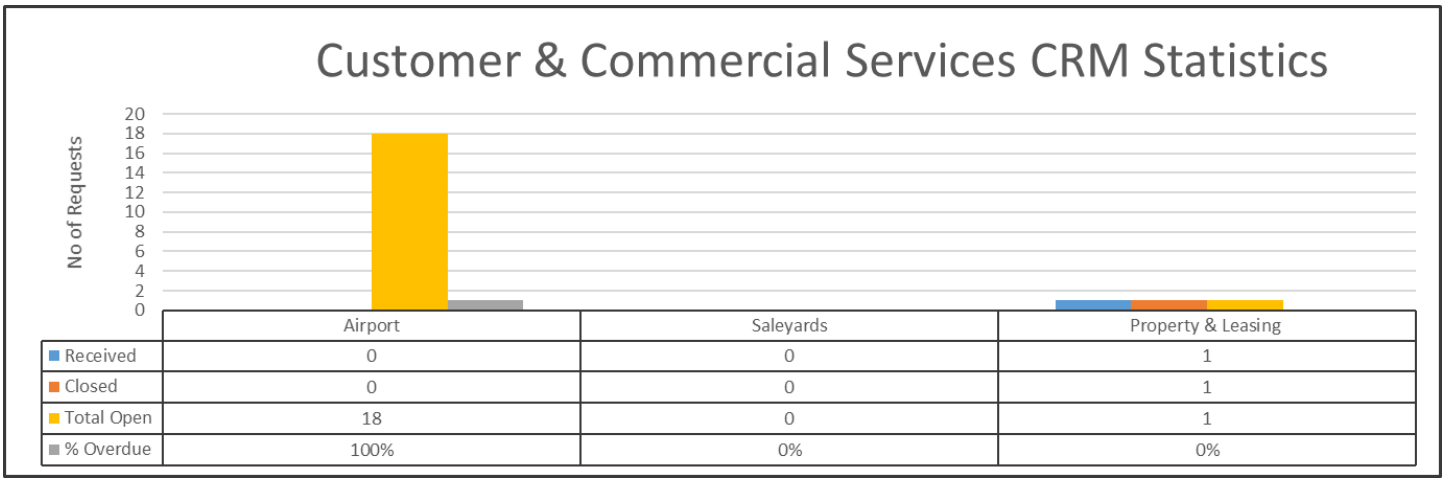
	Ranger Services	Environment & Heatlh	Asset & Facilities	Development & Compliance	Parks & Gardens	Sport & Recreation	Waste
Received	207	23	36	57	58	16	49
Closed	135	6	14	37	25	2	49
Total Open	85	62	95	52	153	45	1
% Overdue	16%	52%	36%	23%	31%	50%	8%



	Rates
Received	108
Closed	104
Total Open	6
% Overdue	1%



	Roads	Sewerage	Water
Received	86	11	173
Closed	9	6	119
Total Open	706	92	233
% Overdue	51%	36%	16%

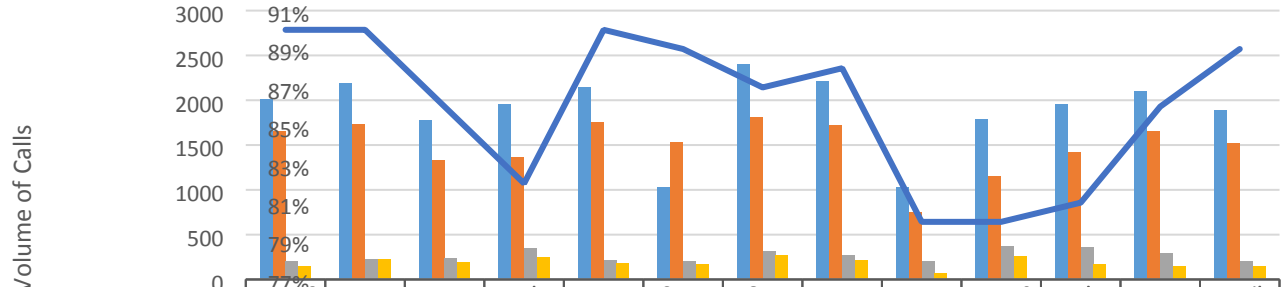


	Airport	Saleyards	Property & Leasing
Received	0	0	1
Closed	0	0	1
Total Open	18	0	1
% Overdue	100%	0%	0%

Contact Centre Statistics

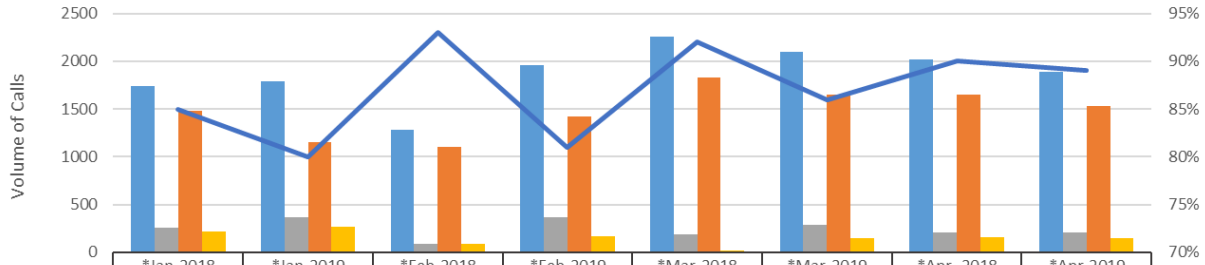
- Increase in percentage of calls resolved at first point of contact from 86% to 89% from previous month
- Issuing of 2nd Half Water Notices (18 April) are having a moderate impact on customer service. Calls received are mostly from residents seeking clarification on notice/meter read periods
- Comparatively to the same time last year, 129 fewer calls were received in April this year with the percentage of calls resolved at first point of contact within 1% of last year's achievement of 90%

Monthly Contact Centre Statistics



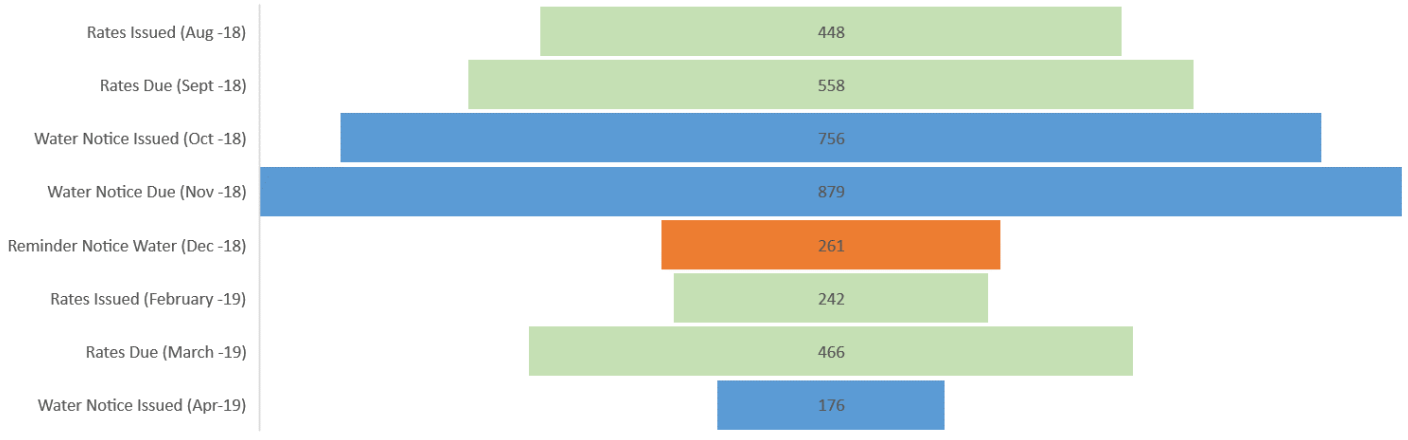
	Apr-18	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan-19	Feb	Mar	April
Total Calls	2017	2190	1780	1957	2145	1036	2401	2210	1036	1787	1960	2098	1888
Resolved	1654	1729	1338	1364	1755	1538	1814	1718	751	1156	1423	1654	1528
Referred	208	229	243	347	212	208	319	274	210	368	367	291	210
CRM	155	232	199	246	178	173	268	218	75	263	170	153	150
Resolved at 1st point of contact	90%	90%	86%	82%	90%	89%	87%	88%	80%	80%	81%	86%	89%

Jan - Mar 2018 -2019 Comparison



	*Jan-2018	*Jan-2019	*Feb-2018	*Feb-2019	*Mar-2018	*Mar-2019	*Apr -2018	*Apr-2019
Total Calls	1738	1787	1286	1960	2252	2098	2017	1888
Referred	259	368	84	367	185	291	208	210
Resolved	1479	1156	1108	1423	1832	1654	1654	1528
CRM	216	263	93	170	23	153	155	150
Resolved at 1st point of contact	85%	80%	93%	81%	92%	86%	90%	89%

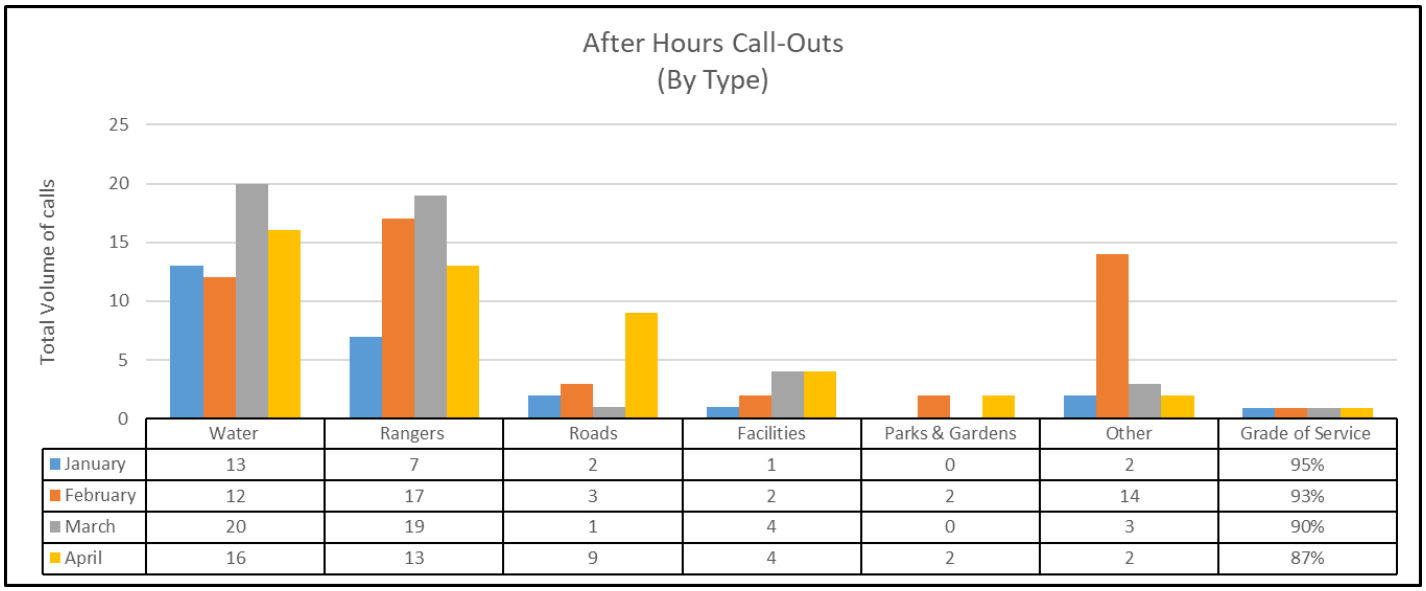
2018/19 Rates & Water Cycle



Corporate Services	Calls Resolved	Calls Referred	CRM
Rates Issued (Aug)	406	21	21
Rates Due (Sept)	515	24	19
Water Notice Issued (Oct)	636	42	78
Water Notice Due (Nov)	788	37	54
Reminder Notice Water (Dec)	210	42	9
Rates Issued (February)	231	73	11
Rates Due (March)	379	75	12
Water Notice Issued (Apr)	176	61	10

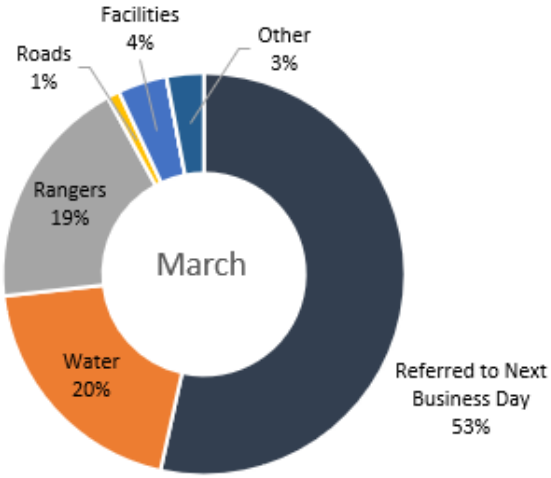
Peak Services

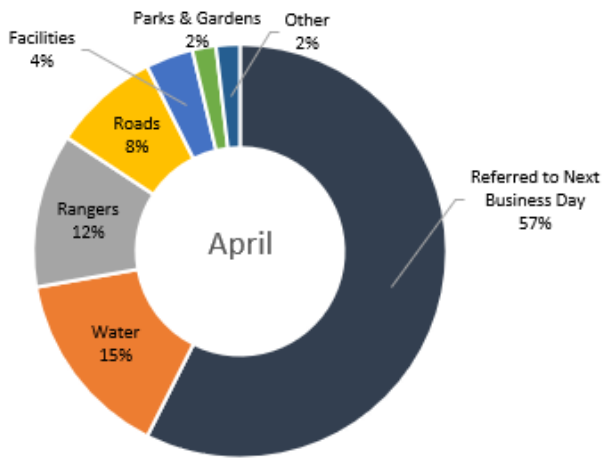
- 108 Calls received for April 2019, slight increase from 99 received for the previous month
- 27 were received on the Public Holiday's associated with Easter, 10 were received on ANZAC Day
- 87% Grade of Service
- Significant increase in call-outs for road related emergencies associated with recent rain event. The majority of calls were to report water over the road.



	Water	Rangers	Roads	Facilities	Parks & Gardens	Other	Grade of Service
January	13	7	2	1	0	2	95%
February	12	17	3	2	2	14	93%
March	20	19	1	4	0	3	90%
April	16	13	9	4	2	2	87%

After-hours call-outs (By Type)





- DocOne templates associated with automatic notifications to customer developed for SMS & Email
- Requirements for lifetime tags for animal registrations discussed with TechOne & Civica
- eLearning review of content for Request Management completed
- Data migration and data validation for Request Management completed

Business Improvement initiatives

- Community Consultation Procedure updated to improve organisational responsiveness ('closing the loop') surrounding engagement activities. *Have Your Say Central Highlands* (HYSCH) and Mail Chimp are now used to inform attendees of progress, and in due course, the outcome of matters raised at these forums.
- Flow diagram developed to simplify the engagement process associated with Community Consultations and is available to the public via the council website and HYSCH engagement platform.

ATTACHMENTS:

NIL

– END OF REPORT –

11.1.2 Community Consultation Minutes - Emerald - 30 April 2019

COMMITTEE RECOMMENDATIONS / NOTES REPORT

Date:	14 May 2019	Presentation Duration: Approx. 2 minutes
To:	Communities Standing Committee Meeting	
Author:	Rebecah Brosnan, Acting Manager Customer Service	
Authorising Officer:	Michelle Webster, General Manager Customer and Commercial Services	
File Reference:	ECM Document ID# 1397897	

EXECUTIVE SUMMARY:

Central Highlands Regional Council regards community engagement activities as the cornerstone of good governance and critical to effective planning and delivery of infrastructure and services that meet the needs and expectations of the community.

Community Consultation Meetings are conducted once annually in various communities throughout the Central Highlands Local Government Area (LGA) and provide opportunity for council and the community to meet and discuss key issues, plans and projects.

The Emerald Community Consultation Meeting was held on 30 April 2019.

OFFICER RECOMMENDATION:

That Central Highlands Regional Council receive the minutes from the Community Consultation Meeting held at the Emerald Town Hall Supper Room on 30 April 2019, noting the following actions have been logged as Customer Requests (CRM):

a. Individualised flood information to be provided to community member for insurance purposes in response to increase in home and contents insurance premium. [CRM 79764/2019]
b. Council to investigate funds distributed by council to now disbanded Emerald Art Gallery Committee and provide response to community contact. [CRM 79767/2019]
c. Council to consider options regarding beautification of the old section of the Emerald Cemetery and update community contact. [79769/2019]

REPORT:

Council endeavours to have meaningful engagement with the community it represents.

Whilst it is not possible to fully engage with the community on all issues and decisions, Council is committed to ensuring the community is as well-informed as possible and has the opportunity to enhance Council's decision-making on key issues, plans and projects.

When undertaking community engagement activities, council applies the concepts outlined in the IAP2 (*International Association for Public Participation)* Framework that has been customised for the Central Highlands community and, within approved budgets and resources.

The Emerald Community Consultation Meeting was held on 30 April 2019 and the attachment to this report provides a copy of the minutes to be received.

CONSIDERATIONS / IMPLICATIONS:

Corporate/Operational Plan Reference:

1. Strong Vibrant Communities;
1.1 - Corporate Plan Strategy: Strong diverse communities
1.1.1 - Provide and maintain accessible community services and facilities that meet the needs of our diverse communities.
1.1.2 - Position the community at the heart of the advocacy strategy.

Budget/Financial/Resourcing:
There is a budget for costs and resources utilised during Community Consultation Meetings.

Legal/Policy/Delegations:
Community Consultation Meetings are held in accordance with *The Local Government Act 2009* (Sec.4 Local Government Principles) and Council's Community Engagement Policy.

Communication/Engagement:
Community Consultation Meetings are a 'two-way' method of engagement that provide community members the opportunity to express their opinions on a particular issue or proposal.

Risk Assessment:
There are no risks related to the presentation of these minutes, however, it is considered best practice to share these to be 'received' by council.

Timings/Deadlines:
Not Applicable

Alternatives considered:
Not Applicable

ATTACHMENTS:

1. Community Consultation Minutes Emerald 30 April 2019
2. Community Consultation Tracking Sheet

– END OF REPORT –

MINUTES OF COMMUNITY CONSULTATION MEETING

LOCATION: Emerald Town Hall Supper Room
MINUTES OF MEETING HELD: Tuesday 30 April 2019
PRESENT: As per sign in sheet along with Daniel Fletcher, Michelle Webster, Gerhard Joubert, Cr Kerry Hayes, Cr Christine Rolfe, Cr Gail Godwin-Smith, Cr Paul Bell, Cr Charlie Brimblecombe, Cr Megan Daniels, Cr Alan McIndoe, Cr Gai Sypher, Scott Mason, Rodney Ferguson, Peter Manning, Belinda Pusey, Rebecah Brosnan, Jorunn Lorenzen, Kirstin Byrne, Jason Hoolihan, Rollo Davey, Bernardine Frawley, Kira Nuss, Salomon Kloppers,
APOLOGIES: Cr Gail Nixon

MEETING COMMENCED: 6.05pm
MEETING CHAIRED BY: Cr Kerry Hayes
MINUTE TAKER: Narisa Kerr

ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
1	**Welcome and overview.**	Mayor Hayes welcomed everyone and began with showing two videos – Central Highlands – More than you expect. https://youtu.be/jKM9PA811Ic and https://youtu.be/PA9-BfAFiAQ. Mayor Hayes advised we have quite a few people in attendance to be able to answer any questions noting that Councillors are present. Mayor Hayes advised the community of everyone who was available and which departments they were representing. Mayor Hayes briefly advised of the information contained in the welcome packs including youth development projects, the Gemfields Bounded Locality Project, along with other projects the community may be interested in as well as a council update with some stories regarding the Smart Community Strategy, Youth Development, and confirmed the Mayoral Summit being held this Thursday etc. The pack also included various fact sheets.		Cr Kerry Hayes			

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
		Mayor Hayes noted that 2012 was when the last meeting was held. He advised that as part of engagement that we practice, we do get to the 13 localities in the large area but we have waited quite a long time to hold another meeting in Emerald again. A lot has changed over those years. Council has focused on building on the community, agriculture, resource, retail and tourism being the four main areas. We are essentially the four edges of the compass here (Emerald) meaning Emerald is a major contributor to the Central Highlands community. Emerald is the capital city of the Central Highlands. We have lots to offer, schools, class sizes, terrific medical services, good shopping, functioning neighborhoods, sports and recreation is growing and growing even more now through our Game Plan. Whilst there has been a slow down in industry, it has provided a lot of people the opportunity to move here and the community has benefited from it. We want to keep the community affordable for young people to move here. As we are aware the CQ Inland Port has just begun construction, companies are expanding, we are expecting 2,000 to 2,500 more people over the coming years. We want to make sure opportunities are still there to welcome new people into our community.					
2	**Manager Updates**	Nil at this time.					

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
3	**New works/projects of interest.**	Nil at this time.					
4	**Matters raised from the Community.**						
4.1	**Insurance Premiums**	Lives off Braeside Road. Problem with our insurance, APIA/Suncorp for house insurance, have just hit us with a 500% increase. Because of the area code we all suffer with insurance companies. They are just changing policies with no explanation. How long do we need to continue this battle with insurance companies. We are obtaining other quotes, what do you do, it is out of our price range to insure our houses in this town.	Mayor Hayes advised the unfortunate flood events of 2009 and 2010 changed insurance. Since then there have been a lot of flood modelling and work done. Insurance markets are open to make their own assessments. Like a lot of things that happened after the first instance, real estate values dropped off, insurance companies went back to being a little more competitive, with online companies now. To help that, council has obtained flood overlays and flood modelling which show properties not affected by flooding, if that is of benefit. A big company can do what they like, but over time there is an acceptance that the information we can provide is credible, certainly if you wanted to we would be happy to help as much as we can. Scott Mason added that we have produced reports simply by	Scott Mason		De-Anne Hayes	Scott Mason provided De-Anne with his business card and further information. Customer Request Raised: CRM 79764/2019

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			individualising details for certain properties. There is a capacity on the website for people to generate their own report to take to their insurance company, if there is a problem, we can produce that report for you. In April 2017 council made the decision to not pursue levy banks. Council is working with the Department of Main Roads regarding Vince Lester Bridge, longer term if we can achieve a higher bridge to let the water flow away quicker, this will be a major benefit to the community.				
4.2	**Water**	Water restrictions when the dam went down to 10%, plus the discussions of the dreaded levy. After watching he video, agriculture won't be there if we don't have the water. What is the Council doing, has the Council pursued anything further to improve our water storage? I understand we are not responsible for the dam. We have to witness water going down stream to nowhere, is it possible to raise the dam or put another dam, we were going to spend money on a levy, is the council pursuing looking after our water resources? Australia is the worst country in the world at looking after their own water.	Mayor Hayes advised catchments or impoundments do not create any more water, it just shifts it around. Water coming down is allocated, effectively there is no more yield in the system. What we can do is hold the water closer to where we need it, that is something Council is interested in. CHDC with the support of agriculture are looking into this option. There is consciousness of utilizing water better.			Noel Mallyon	

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			Yes, Council are doing lots of things. Mayor Hayes recently met with Anthony Lynham, Minister for State Development and Minister for Natural Resources and Mines. He was interested in Sunwater and whatever impoundments we can create here. Ensham have been talking about a residual program of storing water. It only takes a small threat of water restrictions for people to start looking at other options, there have already been studies regarding holding water. Theoretically, there is no water available, it is just shifting water around. Water security is important, we want to grow our agriculture. We are certainly looking at getting involved in the opportunity to create more water.				
4.3	**Old Bridge**	There are 3 bridges across the Nogoa River – Vince Lester, John Gay and the railway bridge and the old wooden bridge that is rotting and old. What is Council going to do about it, get rid of it?	The wooden bridge was the old road bridge, it is being retained as a useful part of the Botanic Gardens. Remembering it is owned by TMR. People use the bridge in a recreational way. Jackie Trad, Deputy Premier of Queensland			Stuart Taylor	

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			walked across that bridge when she visited Emerald. We have looked at an alternative but we have kept it open on the basis that it still provides that pedestrian use, it is safe. You will see from our advocacy documents, we are advocating for another pedestrian bridge across that river. Over time that bridge will go. Gerhard Joubert advised a current project is underway, consultants have been engaged to undertake planning an alternate bridge. It is important to keep connectivity north and south for the gardens. It is only for pedestrian – no vehicles, it will have no effect in regards to flood, low impact as possible.				
4.4	**Recycling**	About a year ago 4 Corners ran a story which opened up all the recycling companies, Melbourne up to Ipswich and they ended up finding out that the recycling was just going to their own piles. I wondered after that episode of 4 Corners is the Council responsible for where JJ Richards takes our waste.	Mayor Hayes advised we all now have to deal with the waste levy, this is just now what we have, we all pay. We do have a transfer station in the Central Highlands among other things. Kirstin Byrne advised that our recycling gets picked up by JJ Richards, it is held in a facility where we have a			De-Anne Hayes	De-Anne thanked Kirstin for her advice regarding our recycling.

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			separate contractor to transfer that recycling to Rockhampton to MRF (Materials Recoverable Facility). There they process and cardboards are sent to NSW and glass is sent away to everywhere else. Mayor Hayes advised that regional councils including Banana, Biloela and even Rockhampton and Gladstone etc. are interested in working as a group to justify bigger waste facilities in the region. At present no region has enough waste to justify the cost of waste facilities. We are conscious of cost of getting it there and what we do with it. As we are all away the container refund scheme in Daniels Street is always a hub of activity on the weekends.				
4.5	**Central Highlands Videos**	That video was very good, when does it get used?	Mayor Hayes confirmed the first video was an awareness video. We know what we grow. We decided to put something together to quantify that. Agriculture is one of the two biggest sectors in our community.			Penny Taylor	

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			The second video was about business all over the Central Highlands – we can't get people to come work, it is hard to get people to want to work here. What is it about Central Highlands that will want people to come here and work? That is what we believe people are looking for. People can use it, T&C Cranes have used the link and attached it to their application information.				
4.6	**Tourism**	They are a local business in town, spending money from locals is zilch. Tourists is the major economy for them, but they do not stay. Can this video be played at the Visitor Information Centre a few mornings each week or something along those lines? The smaller towns (and Scott would be aware) have videos played and they seem to work well.	Mayor Hayes confirmed that Cr Megan Daniels is chair of the Tourism Advisory Panel. We have been looking at the Visitor Information Centre, the heritage buildings, the painting. We are looking at restructuring the area and bringing in more. Perhaps including more parking up Dundas Street and also along Egerton Street, passed the dentist. We are looking at doing up the library area (Arts Precinct) to attract tourists. Especially if they can park and walk, go to a museum or science centre etc.			Penny Taylor	

UNCONFIRMED

ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
4.7	**Ag-Grow**	Advised they run a 6-month campaign for promotion of AGGrow. Can he share those videos on their website. We get hits from Perth, a lot of head offices are located there.	Mayor Hayes confirmed the second video has already been shared 8000 times. We use these videos such as these during Farm to Fine Dining, we park outside the restaurant and politicians and guests can eat our produce and see where it has come from. People have no idea just how important it is to us. We are part of this great supply chain in the Central Highlands. Daniel Fletcher confirmed both videos are available on You tube and everyone is free to share away.			Geoff Dein	
4.8	**Compliance**	Lived here for 32 years, can I ask Council to make a point of checking the forms that it has available online, that they are up to date. Very recently, there was an incident for David and I, we are building a shed. Do you know how hard to build a shed in this town is? I understand governance and accountability, crossing t's and dotting I's. I understand that. The form advised us we could build the shed, only to be told – "no", that form and we argued with the certifier, this beautiful form said we didn't need to apply for dispensation, in actual fact the form had been repealed and never taken off the website and the form which replaced it was never put up. Lucky	Scott apologised for Vikki's experience on behalf of the organisation. He advised that currently the Planning Team is conducting a review and looking at making changes regarding the customer service focus. In relation to customer service, we are refreshing the approach we take, establishing a new framework, this will see putting the customer first. The website is a problem, with maintaining what we	Planning - Review and making changes		Vikki Osten	

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
		for us we got the dispensation. But we did not realise, we read through the guidelines, we were building over a sewer main and we had been told by other people in town it was a problem, there is another form to fill in, no form on the website, the builder ended up taking care of. After that we needed an indemnity agreement form, we asked for that form. Council doesn't make it easy for itself, that message you get advising you will receive a response within 10 business days for your enquiry. 10 business days – if I had had handed that message out to any of the growers, my head would have rolled. When my husband went in to ask about the indemnity agreement form, poor lass at the front desk had no idea what we were talking about. She called the building department only to be told they would email it – to the builder. In the end it ended up on the bottom of the pile because the form was no longer required. Staff at the end of the matter were very helpful but the 10 days reply does not sit well.	have, we have to work on that. A lot of people, because of the demographic of Emerald, do not have time during business hours, we have to make it easier to work out of hours. We need to go through and have a look at that. Sorry for the runaround, we are definitely looking into it. Daniel Fletcher advised the response timeframes are set by State Government. We would hope to get back to you before 10 days, but that number is not set by us. Kirstin Byrne confirmed we are currently refreshing forms on the website. Kerry Hayes thanked Vikki for her feedback.				
4.9	**Activities and Recreation in the Central Highlands**	Videos were very good. Family is important, and it is important for me to keep my family happy. Activities and recreation stuff around Emerald is actually quite limited. Motor bike riding we have to travel 200 km away. What is Council doing to increase the recreational areas even in and around the Fairbairn Dam as the level is so low.	Mayor Hayes advised we have been in discussions with SunWater for over 2 years. We are carefully approaching the option of taking over their area at Fairbairn Dam. We are currently working with due diligence with what is there and what would it cost. We are not going to do anything on			Brendan Gigante	

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			the basis that we would end up with Assets that will end up costing the community a lot of money. The assets need to be attractive. We have always viewed recreation, this brings us to the undertaking of the Game Plan. It is very hard and very costly for everything to be everywhere and all over the place, we are looking at multi-purposing and grouping as much as possible. Scott Mason added in relation to the motor bike riding. We have been working with the police on addressing the issue. As some may be aware public have been riding motor bikes illegally along the river, younger children and their parents causing no trouble, but some bigger kids 16 or 17 could cause some problems and accidents and injuries. Council sought to find land for a family riding park. Russ Drayton who owns a business on Hospital Road, was heavily involved in working with police and council. Council agreed for this				

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			riding park to take place 11 km out of Emerald, a block of approx.160 acres. We were happy to consider any proposals put forward to use that land for recreational riding. The problem we came to was that there was no one to organise it, everyone is too busy. Council cannot take on that risk of running it. There is the opportunity there, however people have to step up and give some of their time to oversee it.				
4.10	**Rates**	Is the Council going to persist on charging local investors with the investment levy, 15% plus on rates. It didn't make sense, when you put in that levy it was the peak and boom and no body responded. People who own a house or two but can't sell it now because the housing market has dropped. Also why are we pursuing costs on water and sewerage plants. Who puts the money up to pay back the loans – us tax payers. When is council going to realise that to stay here it costs money, we have a heart in the place but we can't afford to stay here.	Scott Mason advised not long ago councils were pressured to run their water and sewage businesses based on full cost pricing principals. councils were incentivised by the Qld Competition Authority to pull apart their businesses and work out how they could run it commercially. The theory is that the governments do not want to continue funding with grants etc. they want local governments to embrace user pays. It is not profit that is generated, it is money to pay for upgrades etc. Simple thing is even if			Kevin Bickhoff	

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			we do not subscribe to full cost pricing we need to subscribe to run those businesses right. We have an equalisation along our communities to make living affordable. The balancing item is the community service obligation. Mayor Hayes confirmed the principle and process around it is getting to a point where with the extraordinarily diverse services we provide, full cost pricing would effectively leave our smaller communities paying exorbitant fees and the bigger communities would need to subsidise.				
4.11	**Investment levy**	Don't think the question about the extra rates charged to the local investors was answered? Local investors have to pay more.	Mayor Hayes confirmed this was a measure that was actually introduced in Queensland 8 years ago. The thought around the opportunity that presented itself was why investment property rated an extra fee and charge. Justification for fees and charges was quite notional. Those that own non-residential properties when it was introduced it was felt, there was no agreement, there was no extra value			Rachel McDowall	

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ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			generated from a property. Over time we have looked at moving that rate, something we are definitely looking to broach.				
4.12	**Airport Runway**	Airport runway – 1530 – whether it is going to stay open? Make sure you follow up on consultations, this relates to all managers, from the last meeting we did not receive a follow up and did not receive minutes. Communication - if council are going to start engaging us tax payers, take us on the ride and don't cherry pick. It goes for all everyone. Engage as many people – get off your arse and find out who you need to get there. There is a lot of stuffing up in communication – take people on a journey, Council keeps missing out and dropping the ball. Make sure you stay engaged with people.	Salomon Kloppers advised since the consultation they had investigations to undertake, we are following up to try and find the alternative. Currently we are trying to get CASA to agree to a safety case, or a kind of grand fathering. CASA are responding well and until they sign on the dotted line, we will continue to pursue it. At this point it is regulatory, we are working on it, additional surveys were completed late last week, and we have a new set of discussions scheduled next week. We are working very hard on it, but it is not up to us. Thank you for the feedback regarding the last airport consultation, we did follow up with everyone who signed in. We will send the minutes out again to all invitees and not just those who signed in.	Salomon Kloppers - Keep community informed		Rachael McDowall	

UNCONFIRMED

ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
4.13	**Art Gallery**	Art Gallery committee is now defunct. What has happened to the money? Council was giving money to that committee every year, I know that when I left the Committee that bank balance was substantial.	Bernardine Frawley confirmed the Art Gallery incorporated group has disbanded, things weren't working so they have folded. We are currently in the process of creating an expression of interest form to create another group. So far this year no money has gone to that group, no funds have been spent. Prior to that, I do know that our manager is making sure strong governance is maintained in relation to that money. Daniel Fletcher advised there is an audit process being carried out. Mayor Hayes advised that we will get back to you Vikki	Bernardine Frawley/ Suzanne Poulter - Respond to Vikki to answer her question with finality		Vikki Osten	Customer Request Raised; CRM 79767/2019
4.14	**Town Planning**	In 2013 Town Planning assured council they had a stringent compliance regime in place. Cypress Drive have had some very difficult and convoluted conditions. Over 100 compliance notices given to him by clients. No compliance regime in place.	Kirstin Byrne advised we did engage a full-time compliance officer in 2016. We have undertaken a massive compliance program in terms of building applications. We have issued show causes and enforcement actions for conditions that had not been complied with. We have issued 75 show cause notices. Firstly, we write a letter to advise of the non-			Kevin Bickhoff	

UNCONFIRMED

ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			compliance, then if there is failure to take action then we issue the show cause notice. If they fail to do anything after that we go to enforcement and then to Courts. We have been looking into building works in terms of non-compliance. Our compliance officer position has been vacant for 4 months so there has been a small gap. Mayor Hayes added there was significant development happening, a lot of approvals have actually lapsed e.g. re-configuring of lots etc. stalled. We are currently going through and refreshing the compliance periods for those.				
4.15	**Autism**	Autism – 12 months ago we had a big meeting, has anything happened? I know Borilla Kindy has been very very good. Is there anything for siblings, family and friends of those with autism. In the UK they have free movie tickets, free tickets to the pool etc. Is anything happened?	Daniel Fletcher advised that since the Senate Inquiry there has been nothing put in place to date. He confirmed our Libraries have programs and our Youth Strategy encompasses programs also. Mayor Hayes explained that the Senate Inquiry was held in relation to the inequity in regional Australia with respect to health services, there are gaps. At the time it			Penny Taylor	

UNCONFIRMED

ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			was very close to council, one of its workers had to relocate his family to Mackay to access services. We know we have high rates of requirements for early childhood speech therapists. Conscious of completeness when we talk about our youth.				
4.16	**Sporting fields**	Mayor Hayes made a reference regarding sporting facilities – no toilets at the cricket fields etc. What's happening with the kids getting their own cricket fields?	There are facilities around here and people own them privately. CH Cricket have been strongly advocating for facilities. In undertaking Game Plan we have actually found out what services and what improvements are required. We are now in a much more informed position regarding what is needed in undertaking this process. We obviously will have a whole heap of priorities to get started, starting with removing asbestos, power, toilets (something perhaps from the private sector). We have not spent a lot of money on things yet, good decent people have been doing a lot of great work and have been happy to do it but it needs to done right. We need to know who is			Rachael McDowall	

UNCONFIRMED

ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			paying for water, who is paying for power and that everyone is being treated equally. We wanted to make sure we get it right, from a level playing field.				
4.17	**Game Plan**	Level playing field. Footy clubs that are on their own land we have to pay rates, plus water. When is the level playing field going to be? Will this be addressed sooner or later?	Mayor Hayes advised this is where we start, he gave the example that the Jockey club is also privately owned. At this stage it is Council owned land that we have been looking at. This is something we are very much aware of and over time we are going to have to change and adapt. The process is about getting the right level of investments. We need a mechanism in place where people can get help. Cr Alan McIndoe advised the 'level playing field' is something we discussed in our advisory group. It's about sport, private enterprise. Sport's like squash courts or community sports. They have looked at profit and non-for profit but where do you start making all the layers. With the Game Plan we started with what are we in charge of, ratepayers			Robert Gale (Buck)	

UNCONFIRMED

ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
			facilities, we have no control over privately owned facilities. We are focusing on council owned properties. We will offer services through technology to all, profit or non for profit. Game Plan allows for everyone, but at this stage council is focusing on council facilities not private facilities.				
4.18	**Community Engagement**	With regards to the Game Plan, just following up from what Rachael said earlier, follow up after consultations. Rachael added people are very passionate about community. It seems to be same “whinge”, same conversations. It seems to me that something is going wrong somewhere along the way. We have amazing volunteers that are getting told the same thing over and over, we’re getting tired. Is the Game Plan going to say here is the list of assets we are going to start investing in?	Mayor Hayes advised Game Plan will provide a list of a lot more than that. We are all friends now, not necessarily from the start, but we persevered. We now have tenure out to people. There were all sorts of funny arrangements happening over the years. We need to make sure, we have the opportunity of having good governance, making sure we are investing the right amount of money, the risk becomes ours, we need to do this. Some stuff maybe wrong, but we will hopefully be able to work on it.			Vicki Gale and Rachael McDowall	
4.19	**Cemeteries**	Livability within Emerald and our region. Some of us that never leave the Central Highlands, what are doing	Daniel Fletcher advised we have no details regarding beautification	Daniel Fletcher - Beautification		Alicia Dunbar	Customer Request Raised; CRM79769/2019

UNCONFIRMED

ITEM NO.	SUBJECT	SUMMARY OF DISCUSSION	ACTION	BY WHO	CRM NUMBER	COMMUNITY CONTACT	MONITORING/ COMMENTS
		around the old cemetery. New cemetery beautification is lovely but what happens to the old?	in the old cemetery, it is something we can definitely look into. Mayor Hayes advised we are conscious as we have recently had a cemeteries strategy brought forward, we are conscious of looking after this and getting back to Alicia.	of the old cemetery. Keep Alicia informed			

MEETING CLOSED: 8.10pm

NEXT MEETING:

UNCONFIRMED

Community Consultation Tracking

Community Consultation Tracking - Emerald - 30 April 2019

	Date of Consultation	Location	Summary	CRM Number	Date Logged	Community Contact	Customer Response	Status	Customer Informed	Date Completed
157		**Emerald**							☐	
158	30/04/2019	Emerald	Individualised flood information to be provided to community member for insurance purposes in response to increase in home and contents premium.	79764	01/05/19	Dee-Anne Hayes		In Progress	☑	
159	30/04/2019	Emerald	Council to investigate funds distributed to now disbanded Emerald Art Gallery Committee and provide response to community contact	79767	01/05/19	Vikki Osten		In Progress	☑	
160	30/04/19	Emerald	Council to consider options regarding beautification of old section of the Emerald Cemetery and update community contact	79769	01/05/19	Alicia Dunbar		In Progress	☑	

11.2 Communities

DEPARTMENTAL UPDATE REPORT

Date: 14 May 2019 Presentation Duration: Approx. 15 minutes

To: Communities Standing Committee Meeting

Author: Communities Department

Authorising Officer: Daniel Fletcher, General Manager Communities

File Reference: TBA

EXECUTIVE SUMMARY:

The following report provides an update on key activities for the Communities department.

OFFICER RECOMMENDATION:

That Central Highlands Regional Council receive the Communities departmental update report, highlighting key activities for the month of April.

REPORT:

Key Activities Summary

1. Capital Works
2. Wild dog trapping
3. New Ranger team members
4. Communities combating pests and weed impacts during drought
5. Soil erosion control seminar
6. Rubyvale ‘who are we’
7. Development & Planning – “Functional teams” workshop
8. Development & Planning – Standard conditions workshop
9. Development & Planning – Development & Planning forum
10. Development & Planning – “Functional teams” catch-up
11. Beautification Project - Capella
12. Beautification Project - Springsure
13. Beautification Project - Blackwater
14. Beautification Project - Emerald
15. Development & Planning – Clean Growth Choices - Emerald
16. Long Term Planning Strategy
17. Waste Roadshow
18. Appointment of the Technical Officer - Resource Recovery
19. Edward De Bono’s Six Thinking Hats
20. Library Offers Streaming Service
21. DV Candlelight Vigil
22. CRG membership marketing campaign
23. Emerald Art Gallery
24. Bauhinia Bicentennial Art Gallery
25. Heritage Training – Capella and Emerald
26. Blackwater State High School Annual Art Competition
27. Have Your Say Central Highlands
28. Gemfields Volunteer Recognition “Who We Are” event
29. Local Level Alliance
30. National Disability Insurance Scheme Sharing the Journey

31. Get Out Get Active 50 Plus
32. Youth Development Program
33. Central Highlands Headspace
34. 2019 Central Queensland Regional Arts Services Network (CQ RASN) Summit
35. Blackwater library project consultation
36. Topology Orchestral

1. Capital Works

Please find an update on the Capital Works projects for the Communities Department.

Legend			
	On track	Monitor	At risk

Community Development Team

Project name	Location	Budget	Status	Comments
Public access database of local collections	Emerald	~~$20,000~~	On track	Alternative solution will be implemented with zero cost on 31 May 2019. $20K will be reallocated in BR3.
Gemfields Security System	Gemfields	$10,000	Completed	All works completed. Processing payment of invoice now.
Bauhinia Bicentennial Art Gallery (BBAG) [Springsure] Refurbishment	Springsure	$35,000	Completed	Completed.
Emerald Art Gallery (EAG) [Emerald] - lighting replacement	Emerald	$15,000	Completed	Lighting replaced.
Springsure Hospital Museum – heritage building maintenance.	Springsure	~~$20,000~~	On track	Specialist heritage architect and builder visited and provided a report. An alternate solution to proposed sling works is being worked on with the WORK camp. Removal of trees and Tung oil application to the woodwork are pending.
Springsure Hospital Museum update - In Budget Review 3 $10,000 was re-directed to the Capella Bakehouse Oven project.		$10,000	On track	Specialist heritage architect and builder provided a projected project cost for reroofing the Former Springsure Hospital in the 2019-20 FY. Tree removal was completed 30 April 2019. WORK camp has agreed to the tung oil application to the woodwork.
CRG Regional Project Funding $100K 1. Blackwater signage	Blackwater	$20,000	At Risk	4 CRG projects in progress: 1. Currently with designer awaiting technical specifications to inform quoting processes.
2. Capella signage	Capella	$3,000	At Risk	2. Additional funding required to

				complete this project has been reallocated from within the Connected Communities unit. The project has been put out to tender, closing on 16-5-19. The building work is expected to take 7 weeks to complete.
3. Capella Backhouse Oven	Capella	$106,975	Monitor	4. Currently with designer awaiting finalised design and technical specifications to inform quoting processes.
4. Tieri signage	Tieri	$20,000	At risk	5. Currently with designer awaiting technical specifications to inform quoting processes. We are working with Glencore and other stakeholders to populate the information sign.
5. Community Grant (Improvement category)	Regional	$39,500	Ontrack	5. Six applications were successful in Round 1 2019.
Emerald Art Gallery Meeting Room - Storage and fit-out	Emerald	$13,000	Complete	Works complete.
Arts precinct	Emerald	$150,000	On track	Architect held a workshop with Councillors on 15-4-19. The preferred design is being worked on and will be presented to council in July 2019.
Emerald Library and Admin Storage solution	Emerald	$30,000	Deferred	Deferred to FY 19-20
Regional Libraries Tech Savvy Seniors	Regional	$4,745	On track	Equipment ordered, awaiting delivery.
Envisionware Public PC Management and Mobile Printing Software	Regional	$40,210	On track	Purchasing of hardware and software completed. Preparing for implementation. Priority ICT Committee project.

Community Recreation & Facilities

Assets & Facilities Team

Project Name	Location	Budget	Status	Status
Springsure Office Carpet Replacement and Refurbishment	Springsure	$55,000	Completed	Completed.

Springsure Library Refurbishment and Paint	Springsure	$100,000	On hold	Project placed on hold. Funds required to cover the emergency replacement of the Blackwater Civic Centre Air-conditioning system in the 2017/18 Financial Year.
Springsure Showgrounds dining hall access upgrade - W4Q	Springsure	$20,000	On track	The installation of the ramp and car parking bays has been completed. Following further consultation a plan has been developed for the installation of an additional parking area/drop off bay and path providing access from the back of the building. A new entry door at the front of Hall will also be installed. Works are scheduled to be completed by 31 May.
Upgrade / replacement of Kitchen Grease Trap	Capella	$30,000	Completed	Completed
Rolleston Hall Roof Replacement	Rolleston	$80,000	Completed	Completed.
Rolleston Hall Cladding and Asbestos removal.	Rolleston	$140,000	Completed	Completed.
Emerald Library Security System Upgrade	Emerald	$35,000	Completed	Completed.
Emerald Town Hall repaint supper room, replace flooring - W4Q	Emerald	$55,000	Completed	Completed.
Staff Housing upgrades	Emerald	$250,000	Monitor	Project scope has now been confirmed in consultation with the Housing officer. Works have been released for quotation and expected to be completed by 30 June.
Bauhinia Community Hall - Upgrade of Disability Access Ramp (Stronger Communities Programme)	Bauhinia	$40,200	On track	The disability access ramp has been installed but needs to be moved following community consultation. Accompanying upgrades such as a disabled car parking space and pathway to the ramp are still

				to be delivered. Design options for the movement of the ramp have been provided to the community for consideration.
Old Blackwater Pool Amenities & Kiosk Refurbishment	Blackwater	$145,000	Monitor	A report was provided to Council on the item at 26 March. $75,000 has been allocated to the development of a design for a new Library in Blackwater. The remaining funds will be used for the development of a design for the refurbishment of the Amenities.
Duaringa Library/Office - disabled access compliance	Duaringa	$50,000	Completed	Completed
Capella Community Hall – repaint ceiling	Capella	$15,000	Completed	Completed.
Anakie Hall upgrade (Stronger Communities Programme)	Anakie	$15,000	Completed	Completed.
Springsure Art Gallery – upgrade floors and walls	Springsure	$35,000	Completed	Completed.
Emerald Art Gallery kitchen cabinet upgrade	Emerald	$13,000	Completed	Completed.
Yamala Kindy	Emerald	$10,000	On track.	Awaiting one final component to be delivered to site to achieve completion.
Borilla Kindy	Emerald	$10,000	Completed	Completed
Blackwater Art Society replacement building	Blackwater	$150,000	Monitor	RFQ has been released for the construction of the replacement demountable buildings. Awaiting the receipt of the quotations. RFQ was released for the appointment of a Project Manager to deliver the project for Council. No responses were received. An alternative option will be implemented.

Carryover projects from 2017/18 Financial Year budget:

Project Name	Location	Budget	Status	Status
Emerald office solar upgrade	Emerald	$111,208	Completed	Completed.

170kw system				
Rolleston transaction centre internal upgrade	Rolleston	$5,900	Completed	Completed.
Emerald office - refit & refurbishment	Emerald	$200,000	Completed	Completed. The majority of the budget was moved over to the McIndoe Park Amenities project.
Blackwater Civic Centre - Toilet Upgrade/Access Upgrade	Blackwater	$108,523	Completed	Completed

Parks Team

ECGT	Location	Budget	Status	Status
Vicki Peters - Local Park	Emerald	$195,000	On track	The playground has been ordered and will be delivered and installed in May, as well as the new shade structure for over the playground.
Centenary Park - Local Park Softfall renewal	Emerald	$45,000	Completed	Completed.
Lions Park - Neighbourhood Park	Emerald	$145,000	On track	The playground equipment has been ordered and will be delivered and installed in May.
Moreton Park - Emerald Skate Park	Emerald	$350,000	On track	Shade structures to be installed in April. Trial concrete repairs to the Skate Park concrete surfaces have been successful. Full repairs will occur in April/May.
Emerald Botanic Gardens - Eastside pathway improvements - W4Q	Emerald	$200,000	Completed	Completed
Emerald Showgrounds Upgrade to Pipeworks system	Emerald	$40,000	Completed.	Completed.
Emerald Botanical Gardens (east part 1) - Regional Park	Emerald	$70,000	On track	RFQ to be released mid-April. Works to be completed by the end of May.
Emerald Aquatic Centre - 25m pool area investigations	Emerald	$35,000	Monitor	Company has been engaged to investigate the structural integrity of the concrete lid on the balance tank to determine if further works are required to the area. Two RFQ's have been released for the design of the spa area renewal with no response. A direct approach to local a designer has now occurred.
Emerald Botanical Gardens (east part 2) - Regional	Emerald	$100,000	On track	The landscape design company has provided the first draft of the concept design. Community Consultation has been requested to help further develop

Park				the design which closed on 25 March 2019. The findings have been provided to the company to finish the design.
Refurb Water Slide & retaining wall	Capella	$50,000	On track	Water slide refurbished has been completed. The retaining wall will be addressed in April/May.
Capella Aquatic Centre - pump replacement	Capella	$40,000	Completed	Completed.
Roy Day Park - District Sports Park	Gemfields	$55,000	On track	Infrastructure Services to assist with the project to construct a gravel entry lane. Works to occur in April.
Roy Day Park Upgrade of Pipework systems	Gemfields	$75,000	Completed	Completed.
Sapphire Pool car park area sealing - W4Q	Sapphire	$50,000	On track	Working with Infrastructure to deliver the project and confirm a start date based on other works in the area. Expected to be delivered in April.
Sapphire - Upgrade to Toilet / Dump Point Disposal Area	Sapphire	$130,000	At risk	The preferred location for the dump point between Sapphire and Rubyvale was rejected by DNRME due to Native Title requirements. An alternative site has been identified by DNRME for Council to potentially purchase. Council officers are waiting on receiving price from DNRME so that a report can be presented to Council regarding the possible purchase. The design of the new system has been completed and once a location has been secured it will be able to be installed promptly. Given the need for the purchase of a suitable parcel of land for the project it is unlikely that it will be delivered prior to the end of the financial year.
Bogantungan Cemetery Fence	Bogantungan	$15,000	On track	The contractor is working towards completion to occur by the end of April.

BDSR	Location	Budget	Status	Status
Blackwater Cemetery	Blackwater	$30,000	On track.	Additional bollards have been purchased for the site and will arrive in April for installation in April/May. The front garden is also being reconstructed and will be finished prior to the end of the Financial Year.
All Abilities Park - security cameras	Blackwater	$10,000	On track	The grant application under the Safer Communities Program was unsuccessful. The replacement camera was ordered in March. New poles are to be priced to determine if this will be the preferred way forward noting the manufacturer is not willing to extend the current poles on

				site.
Hunter Street Sports fields Irrigation storage tanks	Blackwater	$15,000	On track	The identified supplier of the preferred foundation materials has not provided a quotation. As a result, foundation earthworks will be installed instead and completed in April. The tanks at the old Aquatic Centre will then be moved to Hunter Street in May.
Blackwater Aquatic Centre - various minor capital improvements	Blackwater	$20,000	On track	The office blind has been installed. Improved CCTV and a new Air Conditioner in the Kiosk are being installed in April.
Blackwater Skate Park	Blackwater	$30,000	On track	The skate park design consultant conducted a community consultation in March and the online survey closed at the end of March. The feedback is currently being considered to then inform the development of the first draft concept design.
Irrigation upgrades	Blackwater	$50,000	On track	A priority list of upgrade areas has been established and contractors appointed to deliver the works. Works have commenced with the completion of Bluff cemetery automation. The remaining upgrades will be delivered prior to the end of the Financial Year.
Old Aquatic centre and Lions park development in Blackwater	Blackwater	$100,000	Monitor	$50,000 has been allocated towards the development of the master plan for the site. The remaining $50,000 will be used for the completion of additional removal and demolition works at the old Aquatic Centre site in preparation for future improvement works.
Rich Park playground replacement	Springsure	$150,000	On track	The new playground has been ordered following community consultation and installation is expected to occur in April.
Springsure Lawn Cemetery	Springsure	$30,000	On track	Ergon electrical investigation has been completed and Council officers are waiting on Ergon installing the electrical infrastructure and pole. An application for water access to the site is pending approval.
Zamia Parkland Project	Springsure	$130,000	On track	The shade structure building application has been lodged. The slab and footings for the solar light poles will be installed at the same time in April.
Skate Park Upgrade	Springsure	$105,000	On track	The installation of a half-court basketball court has been completed. Quotations have been obtained for a shade shelter at the southern end of the skate park and a building application is pending. Works on the irrigation system on the northern side of the park will occur in the coming months.
Rolleston Transaction Centre -	Rolleston	$15,000	Monitor	The tank base to now be constructed on site via earthworks. Irrigation materials and the tank were purchased in March

irrigation, landscaping - W4Q				and will be installed by the end of April.

Regional items	Location	Budget	Status	Status
Softfall replacement/ replenishment	All	$100,000	On track	The detailed playground audit has been received. $20,000 was allocated towards the McIndoe Park Amenities project due to a funding shortfall as part of BR1. As part of BR2 $63,500 was allocated towards the Springsure Rich Park playground project to provide rubberised softfall throughout the whole area to provide a high-quality finish.
Aquatic Centres - Regional emergency renewal fund	Regional	$100,000	On track	The following projects have been identified for expenditure thus far: • Springsure Aquatic Centre - address concrete entry slip risk issues, pool side guttering and a ride-on lawn mower. • Replacement of shade sails at the Capella Aquatic Centre. • The remaining funds will be considered for the replacement of the Capella Aquatic Centre fence which is no longer secure.

Parks Carryover projects from 2017/18 Financial Year budget:

	Location	Budget	Status	Status
Blackwater Pool - demolition of old pool	Blackwater	$485,389	Completed	Completed
Emerald Family Riding Park - Planning	Emerald	$22,011	Completed	A report will be presented to Council at the April Council Meeting for consideration regarding the item.
Emerald Botanical Gardens (west) - Regional Park	Emerald	$662,024	On track	Delivered elements: • Playground equipment • Fitness equipment • Footpaths and culverts • Turf and irrigation • Picnic area shade shelters • Solar lighting • BBQ's Elements to be delivered in the coming months: • Shade shelters over the play equipment and BBQ's • Sealed of the car parking area
Signage manual roll-out (Parks)	All	$30,000	Completed	The funds have been committed to regional signage projects for Capella.
Duaringa McKenzie Park - Replacement of water feature, garden and new interpretive signage (Works	Duaringa	$120,000	On track	Tank bases will be constructed on site via earthworks in April, along with irrigation improvements and the installation of water fall materials. Investigation is occurring to determine if the remaining budget will sufficient to

for Queensland 17-19)				install rubberised softfall around the play equipment and to install a shade shelter and seating in the area.
Capella Bridgeman Park - Replacement of disability access to the main sports pavilion (Works for Queensland 17-19)	Capella	$40,000	Completed	Completed.
McIndoe Park - Facility Upgrade Planning and construction	Emerald	$367,768	On Track	The project is on schedule to be completed by the agreed completion date of 12 April 2019.
Springsure Showgrounds - Carpark and bus bay seal/pavement works (Works for Queensland 17-19)	Springsure	$30,000	On Track	The installation of a ramp and car parking spaces has been completed. A consultation session occurred on site in March which identified the need for an additional access drop off point and path at the rear of the building, as well as the installation of a door at the front of the Dining Hall. These additional works are scheduled to be completed prior to the Show in May.

Sport & Recreation Team

	Location	Budget	Status	Status
Sporting Field Upgrades	Emerald	$220,000	Completed	Completed.
Springsure Showgrounds Electrical Upgrade	Springsure	$30,000	On track	Audits completed on five facilities and a priority listing made. HDE engaged to project manage and are designing a scope of works.
Rolleston Sports Grounds/Camp draft Power Upgrade	Rolleston	$250,000	On track	Audits completed on five facilities and a priority listing made. HDE engaged to project manage and are designing a scope of works.
Regional Electrical Upgrade - metering	Emerald	$160,000	On track	Audits completed on five facilities and a priority listing made. HDE engaged to project manage and are designing a scope of works.
Hunter Street Multipurpose Clubhouse	Blackwater	$70,000	Completed	The project was completed under budget. The remaining funds have been proposed for allocation within the Sport & Recreation Capital Works budget.
McIndoe Park - Regional Sports Park	Emerald	$200,000	Completed	All of the budget item was required to be allocated to the McIndoe Park Amenities project dur to the tender price and variations exceeding the available budget.
Regional Water Upgrade - metering and irrigation	Regional	$160,000	On track	Roy Day Park – complete. Bridgeman Park – Complete. Springsure Showgrounds to commence on 01 April 2019.
Rolleston Community Oval upgrade canteen & kitchen - W4Q	Rolleston	$100,000	Monitor	Delayed were experienced getting the designs completed for the project. The call for quotation has been released and has needed to be extended due to

				needing to provide interested builders with sufficient time to quote.

Carryover projects from 2017/18 Financial Year budget:

	Location	Budget	Status	Comments
Installation of new Insulation to roofing at PCYC	Emerald	$4,365	Completed	Completed.

Grant projects

	Location	Budget	Status	Status
Emerald Town entrance beautification (east) - W4Q	Emerald	$250,000	Monitor	One rock garden bed has been installed at the approach to the Vince Lester Bridge. Water connection points have been installed at the location also. Further works are being investigated following a Councillor Workshop at the beginning of April.
Emerald Town entrance beautification (south)- W4Q	Emerald	$250,000	Monitor	Three rock garden beds have been installed along the Gregory Highway. Water connection points have been installed at the locations also. Further works are being investigated following a Councillor Workshop at the beginning of April.
Gindie Town entry statement - W4Q	Gindie	$25,000	Monitor	Community consultation occurred in January and designs are being developed from the feedback received. The draft designs will be released for further community feedback in April to finalise them for production. TMR approvals have been applied for, and quotations have been called for the installation of the garden beds.
Bauhinia Town entry statement - W4Q	Bauhinia	$25,000	Monitor	As above.
Tieri Town entry statement - W4Q	Tieri	$25,000	Monitor	As above
Bluff Entrance Statement		$100,000	Monitor	As above.
Anakie Town entry statement - W4Q	Anakie	$25,000	On track	Concrete work, drainage and bollard installation has been completed. Waiting for topsoil to be delivered. Electrical work for the up lights has not started yet but is included in the project. Plants have not been purchased due to the drought conditions.
Emerald Park Run Rotunda - Stronger Communities Programme	Emerald	$22,500 ($11,250 grant, $11,250 CHRC)	Completed	Completed.

Planning and Environment

Project Name	Location	Total Proposed Budget (BR1)	Comments
Planning and Environment Manager			
Fairbairn Dam Masterplan	Emerald	$120,000	Progressing. Preliminary drawings taken to Strategy on 23/10/2018.

			April 2019: Strategy discussion including Geoffrey Kavagnah. **Meeting with SunWater held on 3 May 2019 with Mayor and CEO.**
Regional Waste facility	Regional	$120,000	7 May 2019: Consultants engaged to undertake the work
Meatworks proposal	Emerald		Progressing. Awaiting finalisation of due diligence process with between BMA and Sojitz.
Development and Planning			
Major amendment flooding	Emerald	$90,000	Purchase order raised 29 October 2018. KBR are on track delivering the flood modelling by end June 2019. **The major amendment to be completed in draft by 30 June 2019.**
Yamala enterprise area structure plan	Emerald	$60,000	Consultants have been engaged with Structure Plan development underway, stormwater modelling required prior to the structure plan taking place. Yamala amendment meeting held 18/10/2018 to outline Yamala amendment requirements. **No update for May 2019, project being undertaken by the PMO led by Mike Donald.**
LGIP planning	All	$20,000	Project underway. Consultant on track to delivering project by end December/early 2019 including the Open Space and Recreation Plan. Optimal solution is to combine Blackwater Priority Development Area Revocation project to avoid having to do a LGIP 3. Workshop with network providers scheduled week beginning 3 December 2018. Meeting with consultant to identify bottlenecks scheduled week ending 25 January **Project on track. Consultant in Emerald week beginning 7/5/2019 to finalise key points.**
Emerald Town Centre Beautification Stage 2	Emerald	$20,000	Project Management Office (PMO) assisting Coordinator Strategic Land Use with this project. Scoping finalized, PMO call for tenders, Consultants evaluated December 2018. Consultants (Jim Gall Architects/Deicke Richards) engaged early January 2019, Inception discussions held 24 January; Inception visit planned for 4 February 2019; Community engagement forum planned for March. **May 2019: Draft report completed. Consultants to present final draft 11 June 2019 Strategy and Briefing**
Blackwater Town Centre Beautification	Blackwater	$100,000	Project Management Office (PMO) assisting Coordinator Strategic Land Use with this project. Scoping finalized, PMO call for tenders, Consultants evaluated December 2018. Consultants (Jim Gall Architects/Deicke Richards) engaged early January 2019, Inception discussions held 24 January; Inception visit planned for 4 February 2019; Community engagement forum planned for March. **May 2019: Draft report completed. Consultants to present final draft 11 June 2019 Strategy and Briefing**
Capella Town Centre Beautification	Capella	$130,000	Project Management Office (PMO) assisting Coordinator Strategic Land Use with this project. Scoping finalized, PMO call for tenders, Consultants evaluated December 2018. Consultants (Jim Gall Architects/Deicke Richards) engaged early January 2019, Inception discussions held 24 January; Inception visit planned for 4 February 2019; Community engagement forum planned for March. **May 2019: Draft report completed. Consultants to**

			present final draft 11 June 2019 Strategy and Briefing
Emerald Liveability Strategy Implementation	Emerald	$50,000	Draft Liveability Strategy to be reviewed to address comments received. Major redraft completed to address comments and ensure the document conforms with the new State Planning Policy. Final draft now with the Communications – production team. Final draft with new graphics will be circulated internally (including ELT), changes made based on comments and presented to the Strategy Meeting of 11 March. April 2019 – Liveability Strategy adopted. **Budget to rollover to 2019/20 due to the timeliness of adoption**
Springsure Town Centre Beautification	Springsure	$80,000	Project Management Office (PMO) assisting Coordinator Strategic Land Use with this project. Scoping finalized, PMO call for tenders, Consultants evaluated December 2018. Consultants (Jim Gall Architects/Deicke Richards) engaged early January 2019, Inception discussions held 24 January; Inception visit planned for 4 February 2019; Community engagement forum planned for March. **May 2019: Draft report completed. Consultants to present final draft 11 June 2019 Strategy and Briefing**
Ranger Services			
Security Camera Installation - Emerald AMC	Emerald	$10,000	To be scoped and completed. 31/10/2018 – quotes being sought from 3 providers. Project has been awarded and cameras are set for installation before the new year. Cameras installed 17/12/2018 project finalised. **May 2019 – Tender documentation being prepared by the PMO. Expected completion date mid June for this to be put out to tender inhouse. Expected completion mid July 2019. Budget rollover identified.**
Emerald pound replacement	Emerald	$150,000	Project Management Office (PMO) assisting with this project. On 29 October 2018, a detailed meeting was held with Project leads (Coordinator) and PMO Officers. - Work undertaken about updating Kingower Masterplan (from the February 2015 draft stage) - Kingower identified as optimal site, pending the workshop and depots super depot concept. Met with consultants 15/10/2018 to advise them of our position. - Project scope drafted by the PMO and approved by Manager Planning and Environment. - **On 6 December 2018, project was workshopped with Council for consideration and it was determined that this is not going ahead.**
Emerald Washdown Facilities future upgrade	Emerald	$100,000	Project Management Office (PMO) assisting with this project. On 29 October 2018, a detailed meeting was held with Project leads (Coordinator) and PMO Officers. - Existing plan to be revisited and a meeting about the future of the Emerald Washdown to be considered. - Tenderer approved, works commencing in mid January 2019 **May 2019: Works underway at the washdown. Slight**

			delay due to insurances needing to be provided.
Signage manual rollout - Ranger Services	Regional	$30,000	Original scope completed. Under budget. May be required to utilise remaining budget to increase signage i.e. flying fox signage in the Botanics. **Awaiting the last of the signs to arrive.**
Stock Route Facility Upgrades	Regional	$85,000	Ongoing project
~~Springsure pound upgrade~~	~~Springsure~~	~~0~~	~~Not required, no longer a project.~~
~~Pound upgrades Capella~~	~~Capella~~	~~0~~	~~Not required, no longer a project.~~
Pound upgrades Blackwater	Blackwater	$3,569	Project now 95% complete subject to finalisation of fencing. Troubles with getting fencing quotes. Failing any willing suppliers to complete the job Rangers may undertake this project in house.
Duaringa Washdown Facility Design and Future Planning	Duaringa	$46,803	Project Management Office (PMO) assisting with this project. On 29 October 2018, a detailed meeting was held with Project leads (Coordinator) and PMO Officers. **May 2019: Recommendation report and design finalised. Tender documentation being prepared to ensure this is a shovel ready project.**
Mining Common/Stock Route Fencing	Regional	$13,350	As above – Mining Common/Stock Route fencing
Lockable 1080 Shed at Blackwater	Blackwater		Completed - additional requirements were a carryover from 2017/18
Environment and Waste			
Blackwater Weigh bridge	Blackwater	$450,000	Project Management Office (PMO) assisting with this project. PMO Officers advise the project is at the tender stage, closing on 11th Jan 2019. - Waste levy funding received in December 2018. - Jan 2019, PMO advise the project is at the tender evaluation stage. **May 2019: Contractors engaged, work commencing. Expected completion mid July 2019.**
Rolleston Transfer station	Rolleston	$238,747	Completed - 31 August 2018
Surveillance cameras at unmanned Waste Facilities	Regional	$28,440	Quotes provided. • Waste levy funding received for eligible sites in December 2018. Project progression pending review of specifications expected January 2019. - Waste Levy commencement date extended to 1 July 2019 from 4 March 2019. - In December Council received confirmation of funding to finalise levy readiness - Expressions of interest sent out Dec 2018 - In Jan 2019, PMO advise strong interest from potential suppliers. **May 2019 – Tender documentation being prepared by the PMO. Expected completion date mid June for this to be put out to tender inhouse. Expected completion mid July 2019. Budget rollover identified.**
Unmanned Waste Facilities - fencing	Regional	$110,000	Project Management Office (PMO) assisting with this project. - Waste Levy commencement date extended to 1 July 2019 from 4 March 2019. - In December Council received confirmation of

			funding to finalise levy readiness. **May 2019: Quotes received. Project awaiting final survey information**
Dingo Landfill Closure	Dingo	$250,000	Project Management Office (PMO) assisting with this project. - Estimated completion date as end March 2019. - Project scope drafted by the PMO and approved by Manager Planning and Environment. - As of 10th Jan. 2019 site meeting held with PMO and contractors looking to tender. **May 2019: Contractors engaged, pre start meeting scheduled for 7 May 2019.**
Duaringa Site Improvements Closure Plan	Duaringa	$179,806	Work required following DES inspection 26/9 with enforcement activities required. - Works delayed until 2019 dry season. - Drainage issues identified and discussion on remedy began Dec 2018. **Project brief under review due to resourcing issues. Expected 80% completion date by 30 June 2019.**
Emerald Transfer Station Security Cameras	Emerald	$50,000	Project Management Office (PMO) assisting with this project. - Quote requires updating. Seeking Waste levy funding. - Funding allocation is now expected to be announced January 2019. - In December Council received confirmation of funding to finalise levy readiness - Expressions of interest sent out Dec 2018 - In Jan 2019, PMO advise strong interest from potential suppliers **May 2019 – Tender documentation being prepared by the PMO. Expected completion date mid June for this to be put out to tender inhouse. Expected completion mid July 2019. Budget rollover identified.**
Lochlees Landfill Security Cameras	Emerald	$35,000	Project Management Office (PMO) assisting with this project. - Quote requires updating. Seeking Waste levy funding. - Waste Levy commencement date extended to 1 July 2019 from 4 March 2019. - In December Council received confirmation of funding to finalise levy readiness - Expressions of interest sent out Dec 2018 - In Jan 2019, PMO advise strong interest from potential suppliers **May 2019 – Tender documentation being prepared by the PMO. Expected completion date mid June for this to be put out to tender inhouse. Expected completion mid July 2019. Budget rollover identified.**
Signage manual rollout - Waste	Regional	$40,000	Project delayed for changes to corporate branding and closing time agreements to be finalised. Budget may be required to better inform users regarding waste separation. **May 2019: Draft signs provided. Project on track to completion by mid July 2019.**
Blackwater Landfill - Site Improvements	Blackwater	$94,000	Project Management Office (PMO) assisting with this project. - On 29 October 2018, a detailed meeting was held with Project leads (Coordinator) and PMO

			Officers. - Clarification being sought about scope of improvements. **May 2019: Budget being utilised for the Dingo landfill closure project**
Capella Landfill - Site Improvements	Capella	$120,000	Project Management Office (PMO) assisting with this project. - Project underway. Surveyor engaged to survey area for a boundary realignment to capture all of the waste on our site due to historic poor landfilling practices. - Discussion with State Government to be progressed to enable realignment. - Project at discussion stage with landowner adjoining the site re compensation for landfill activity encroachment. **May 2019: Project being managed by Gary Scott Holland. Not going to be delivered by June 30 2019.**
Lochlees Landfill Compound for Drum Muster	Emerald		Completed. This was a carryover item previously budgeted in 2017/18 but monies not spent.
Emerald Transfer Station Structural Repairs to ramps, veranda and wall	Emerald		Completed. This was a carryover item previously budgeted in 2017/18 but monies not spent.
Emerald Transfer Station Roofing Structure over Regulated Waste Storage Bays	Emerald		Completed. This was a carryover item previously budgeted in 2017/18 but monies not spent.

	$6,909,812.00	65%
	$3,515,221.00	30%
	$593,000.00	5%
Total Projects	$11,018,033.00	100%

2. Wild dog trapping

On 3 and 4 April 2019, Ranger Service team members attended wild dog trapping course run by Department of Agriculture Forestry and Fisheries. The course was aimed at learning all the current techniques associated with tracking and trapping of wild dogs.

3. New Ranger team members

On 8 March 2019, Ranger Services welcomed new arrivals to the team with the acquisition of mannequins for the purpose of educational activities throughout CHRC region. The mannequins include “Brutus” the wolf, “Princess” the Corgi, “Porky” the wild boar, Little Red and big Black the flying fox twins. The additions will be feature representatives at all community events including PetPep at schools throughout the region.

4. Communities combating pests and weed impacts during droughts

On 9 April 2019, Ranger Services were notified of the successful application for funding made available through the Minister for Agriculture and Water Resources Federal Member for Maranoa. Ranger Services has been successful in receiving funding to the value of up to $67,500.00 to tackle pest plants in the CHRC area.

5. Soil erosion control seminar

On 11 April 2019, Ranger Services Trainees participated in Fitzroy Basin Association soil erosion control training held at the Emerald Agricultural college.

6. Rubyvale 'who are we'

On 13 April 2019, Ranger Services staffed a stall at the 'Who are we' at Rubyvale recognising volunteers and their importance throughout the region. The Ranger stall was well received with attendees all welcoming the new Ranger mascots of 'Brutus', 'Princess', 'Porky', little red and big black.

7. Development & Planning – "Functional teams" workshop

On 4 April 2019, Development & Planning and Strategic Land Use staff attended a "Functional Teams" one-day workshop with an external facilitator to promote team development. The team exercises sought to improve relationships within the team and promote staff engagement and empowerment by establishing a behaviour's framework to drive performance. The team are currently finalising their trademark.

8. Development & Planning – Standard conditions workshop

On 10 April 2019, development assessment staff held a team workshop to work through the first draft of the standard conditions package. Feedback will be used to progress the standard conditions package to final draft.

9. Development & Planning – Development & Planning forum

On 15 April 2019, Development & Planning, and Strategic Land Use staff held a forum with the community to showcase some of the business improvements the team are making to improve customer service. The event concluded with an open forum which allowed attendees to ask questions and provide feedback. The event was a success with some great learnings achieved.

10. Development & Planning – "Functional teams" catch-up

On 17 April 2019, Development & Planning and Strategic Land Use staff held a functional teams' catch-up, to involve staff who were unable to attend and discuss the outcomes from the 4 April workshop. Regular catch-ups will continue to refresh staff on the agreed framework or revisit when new staff commence in the team.

11. Beautification Project - Capella

On 26 and 27 March 2019, Development & Planning and Strategic Land Use staff held two (2) Beautification Design Scoping Meetings at Capella Old Peak Downs Council Chambers with Jim Gall, to involve residents and stakeholders to the progress of the Town Centre Beautification Projects in Capella.

12. Beautification Project - Springsure

On 27 and 28 March 2019, Development & Planning and Strategic Land Use staff held two (2) Beautification Design Scoping Meetings at Springsure Old Council Chambers with Jim Gall, to involve residents and stakeholders to the progress of the Town Centre Beautification Projects in Springsure.

13. Beautification Project - Blackwater

On 3 April 2019, Development & Planning and Strategic Land Use staff held 2 Beautification Design Scoping Meetings at Blackwater Aquatic Centre Meeting Room with Jim Gall, to involve residents and stakeholders to the progress of the Town Centre Beautification Projects in Blackwater.

14. Beautification Project - Emerald

On 4 April 2019, Development & Planning and Strategic Land Use staff held 2 Beautification Design Scoping Meetings at Emerald Town Hall Meeting Room with Jim Gall, to involve residents and stakeholders to the progress of the Town Centre Beautification Projects in Emerald.

15. Development & Planning – Clean Growth Choices - Emerald

On 4 and 5 April, Strategic Land Use staff hosted a Clean Growth Choices – Sustainability & Resilience workshop and held at the McIndoe Park Function Centre. The Central Highlands have been selected as one of six regions from across Queensland to be part of the Communities in Transition program: Barcaldine Region Council; Charters Towers Regional Council; Cook Shire Council; Goondiwindi Shire Council; and Rockhampton Regional Council. There are some unique opportunities in the Central Highlands for cleaner growth, but we also have particular vulnerabilities where actions are needed to increase our resilience. We want to hear from community members and representatives about priority challenges and to discuss your ideas of what is needed for our future.

16. Long Term Planning Strategy

On 1 April 2019, Development & Planning and Strategic Land Use staff held a strategy day with the Councillors in the EMD Council Chambers. Matter that were discussed included: planning Scheme amendments, Temporary Local Planning Instrument's, Future development trends and requirements, facilitating specific land use growth areas and types, and next steps. Various documents have been saved to DocsOnTap.

17. Waste Roadshow

On 8, 9, 10 and 16 April 2019, the Manager Planning and Environment went on a waste roadshow to have 14, 2 hour drop in sessions at each of the communities to discuss the changes to the operating hours at Council's waste facilities based on the imposition of the Queensland Waste Levy commencing on 1 July 2019. The proposed changes are:

1. Reduction in hours of operation across all manned sites introduced by 1 July 2019
2. Introduction of key access to bin stations by 31 July 2019
3. Closure of Fernlees, Dingo and Comet by 30 June 2020

Further information sessions will be held in June and then in October 2019 to ensure that all of the community are across the changes.

18. Appointment of the Technical Officer - Resource Recovery

On 8 April 2019, the Environment and Waste team welcomed the appointment of the Technical Officer Resource Recovery. This position was approved in February 2018 however recruitment of this was not held until Q3 2018/2019.

19. Edward De Bono's Six Thinking Hats

The library service now has Edward de Bono's six thinking hats in kits available in all library branches. These hats were discussed in council's recent SeaChange sessions attended by all staff. The kits include the six coloured hats, instructions on their meaning and an activity sheet to assist with their use.

20. Library Offers Streaming Service

The library service now provides free access to the movie streaming app and Website '*Kanopy*'. This also includes access to *'Kanopy Kids'* for children's content. Through partnership with State Library of Queensland, the region's library members can stream a wide variety of films including classics, documentaries, professional development training videos and mainstream films. Contact your nearest library for a demonstration in the *'Kanopy'* app.

21. Domestic Violence Candlelight Vigil

Council partnered with Centacare Central Queensland, Queensland Police and the Queensland Government to host the annual Domestic Violence Candlelight Vigil on Wednesday 1st May 2019.

This event was held at the front courtyard of the Emerald council office. The vigil remembers those who have lost their lives as a result of domestic and family violence. There were 30 attendees.

22. Community Reference Group (CRG) membership marketing campaign

Community development officers have completed the following marketing activities promoting and encouraging Community Reference Group membership.

Communication Strategy:
Continued preparations to roll out marketing via the following mediums:
- Radio, including advertisements, community announcements and interviews.
- Newspaper.
- Flyers.
- Media Releases and eNews.
- Facebook posts.

Advertisements in Community Newsletters:
Published in April 2019
- Bauhinia Bulletin (Springsure).
- Bauhinia Chatter (Bauhinia).

Planned to be published in May 2019
- Blackwater Banter (Blackwater)

Comet, Emerald, Capella and Gemfields are preparing information they wish to share to be inserted in newsletters, posters on noticeboards and on social media to be then readying for publishing.

Advertisement in School Newsletters:
Planned to be published in May 2019
- Blackwater State School
- Bluff State School
- Dingo State School
- Duaringa State School
- Blackwater North State School
- Blackwater State High School
- Springsure State School (meeting reminder)
- Our Lady of the Sacred Heart (meeting reminder)
- Bauhinia State School (meeting reminder)

Notices on community noticeboards:
Planned for display in May - Blackwater Community Noticeboard
Planned for display in June - Dingo Community Noticeboard

Community Events:
The Gemfields CRG held a stall at their Who We Are Volunteer recognition event on 13 April 2019 to encourage membership.
CRG Information will be available at council Stalls at the following local agricultural shows:
- Springsure – 31 May 2019
- Emerald – 5 June 2019

23. Emerald Art Gallery – annual Sunflower Exhibition

The annual Sunflower Festival is a major local Emerald event held in the Emerald Gallery over the Easter period. As part of the annual program the Sunflower Queen and Princess speeches were delivered in the forecourt of the Emerald Gallery on Wednesday 17 April 2019 with over 100 attendees present. In conjunction was the opening of the annual Sunflower exhibition where local

Emerald arts and crafts groups have their works on display. The Sunflower Exhibition is on display for the month of April 2019 at the Emerald Art Gallery.

24. Bauhinia Bicentennial Art Gallery

The Bauhinia Bicentennial Art Gallery in Springsure has a fresh new look now that the refurbishment is complete. Council's Springsure and Rolleston art collection are currently on display. A Youth Photographic competition and exhibition will be held in the gallery during the month of May 2019.

25. Heritage Training – Capella and Emerald

Central Queensland Museum Development Officer, Dr. Melanie Piddocke, conducted Heritage Training in Capella and Emerald between 27-28 April 2019. The session in Capella was conducted on 27 April 2019 at the Capella Pioneer Village with nine participants attending. The session in Emerald was conducted on 28 April 2019 at the Emerald Art Gallery. All participants enthusiastically thanked council for funding this training opportunity.

26. Blackwater State High School (BSHS) Annual Art Competition

BSHS are holding their 43rd Annual Art Competition on 24, 25 and 26 May 2019 with the opening night on 24 May at 6:30 pm.

27. Have Your Say Central Highlands

Have Your Say, Central Highlands is an interactive website that enables community members to express their views on issues that affect them. People can register, indicate their interests and in turn receive invitations to provide their feedback on council projects. The following provides the latest statistics on recent projects and responses received.

Active registrations: 470 people

Closed engagements:
Smart Community Framework
Open 21 January - 18 April 2019
Completed surveys: 18

Springsure Aquatic Centre
Open 11 March - 8 April 2019
Completed surveys: 51

Blackwater Skate Park (Pre-design Stage)
Open 11 March - 8 April 2019
Completed surveys: 40

Active engagements:
Blackwater Library
Open 5 April - 3 May 2019
Completed surveys: To be advised

Community Consultations - Emerald
Open 1 April – 22 April 2019
Submissions: 0

Community Consultations - Tresswell, Buckland, Arcadia Valley, Carnarvon Gorge, Rolleston, Orion, Toprain
Open 8 April - 8 May 2019
Submissions: To be advised

Community Consultations - Blackwater
Open 23 April - 22 May 2019
Submissions: To be advised

Town entrance signage designs
Open 3 - 24 May 2019

Submissions: To be advised

Emerald Visitors Information Centre & Parklands
Open 7 May - 7 June 2019

28. Gemfields Volunteer Recognition "Who We Are" event

The second "Who We Are" volunteer recognition event was held at the Sapphire Gemfields on Saturday 13 April 2019. This free community event hosted at Rubyvale Flats from 3.00pm-6.00pm was attended by approximately 65 adults and 40 children.

Activities included live music, a sausage sizzle, laser tag, face painting, and a petting zoo. Stalls were held by the State Emergency Service, Gemfields Rural Fire Brigade, Queensland Ambulance, Central Highlands Wildlife Carers, Gemfields Community Reference Group, Wheel of Wellbeing (WOW), and Gemfields Community Support Association.

Council staff assisted on the day. The Coordinator Disaster Management and his team set up a meeting tree at the event for feedback on preferred locations for installation. The Coordinator Ranger Services assisted by another Ranger held a stall promoting responsible pet ownership with free give-aways. The Senior Youth Officer, partnered with the Emerald Police Citizens Youth Club to deliver a laser tag activity, and later hosted a movie night, which was well attended.

The "Who We Are" event is a community-led project that seeks to celebrate the commitment and generosity of local volunteers. This includes profiling in community newsletters, and a special booklet was produced for the occasion. The event was funded by council through the Regional Project Funding initiative. The event was also supported by members of council's Community engagement team.

29. Local level Alliance

The Emerald Local Level Alliance (LLA) met 3 April 2019 and was attended by 10 people representing the Department of Child Safety, Youth and Women, Central Queensland Indigenous Development, Uniting Care and council. The purpose of the LLA is to strengthen connections between local services that are involved with vulnerable families to ensure families receive the right service at the right time.

The group identified three priorities to work on through the year being:

- Housing: Many challenges around housing were discussed and included availability for both staff and clients of service providers, suitable affordable housing for families, and private housing availability for families with complex issues.
- Documenting challenges in providing services in Emerald and surrounding areas. Many services highlighted the challenges with the lack of public transport and or available transport for clients or families trying to access services and support. By documenting background information, these statistics can be used when advocating for the need in the community.
- LLA membership: Their connection to other forums including the Emerald Interagency Network.

The next Emerald LLA meeting is scheduled for 29 May 2019.

30. National Disability Insurance Scheme (NDIS) - Sharing the Journey Forum

Community services in the Central Highlands had the opportunity to learn from another organisation's journey in transitioning to the NDIS. After four years, Belconnen Community Services (BCS) and their clients are experiencing the benefits of NDIS with client focused practice and financial sustainability for the organisation. BCS Executive Manager Programs and Services met with service providers 11-13 May 2019 to share their experience and problem solve local service providers' challenges with implementing NDIS.

31. Get Out Get Active 50 Plus

This program is delivered in partnership with the Emerald and District Social Development Association and provides physical activity sessions to seniors. The program in Capella commenced on the 30 April 2019 and will continue weekly of a Monday.

The Emerald Get Out Get Active 50 plus program resumed in February 2019 and is delivered weekly Friday mornings and has averaged 21 attendees each week.

Similar programs are held in Blackwater and Springsure, delivered by the Blackwater and Springsure Hospital Multipurpose Health Services.

32. Youth Development Program

Social media

There were 15 individual posts on the Youth Development Facebook page from 30 March to 30 April 2019, with a reach of 16,020 people.

Staff development

The Queensland Youth Housing Coalition Inc. sponsored Senior Youth Development Officer to attend the Platform 1225 Forum 2019: Social Inclusion - How do we fare? in Brisbane on 5 April 2019. The forum featured high calibre keynote speakers, panellists and the direct voices of young people, with the aim to begin the complex conversation about social inclusion for all young people.

Previous events:

- 4-5 April 2019 - Blackwater Wheel of Wellbeing Hub in partnership with Coronado (Curragh Mine) and council hosted Building Resilience in our Youth forum. The guest speaker and facilitator was Nicole Gibson. Nicole Gibson is a social entrepreneur and change maker who is also the youngest Commonwealth Mental Health Commissioner. Ms Gibson's message focused on connection and self belief to build resilience and the importance of loving yourself and caring for one another. Thirty people attended the community forum and 300 students attended at the high school presentation.

- 17 April 2019 - The youth development team partnered with Anglicare Central Queensland, Emerald Police Citizens Youth Club and the Emerald Neighbourhood Centre to create and distribute via social media a resource (poster) for youth who are homeless or at risk of becoming homeless to acknowledge the 2019 Youth Homelessness Matters Day.

- 5-18 April 2019 - Queensland Youth Week. The youth development team partnered with the following stakeholders to deliver the youth week program; Anglicare Central Queensland, Police-Citizens Youth Club, Capella Tieri Middlemount Links, Oaky Creek Coal, Emerald Park Run, Wheel of Wellbeing, Emerald Skate Mates, Blackwater International Coal Centre and Yarrabee. The program comprised 28 activities during the school holiday period 5-18 April 2019 with a total of 1,789 people attending the events.

Future events:

- 23 May 2019 - partnering with the Queensland Police Service to deliver a Queensland Police Recruiting Seminar

- 15 June 2019 - partnering with Anglicare Central Queensland and Emerald Police-Citizens Youth Club to deliver a Youth Yard Sale.

33. Central Highlands Headspace

The online petition to establish a headspace facility in the Central Highlands Region had 3,182 supporters by 30 April 2019. The Facebook page, 'Central Highlands goes GREEN' had 373 likes by 1 May 2019.

The Green Colour Run was the first official GREEN event held during Central Highland's Youth Week. Central Highlands Regional Council in partnership with Anglicare Central Queensland and Emerald Police-Citizens Youth Club delivered the very successful event with over 300 people attending.

The next GREEN event planned is on the 20 July 2019. The Clarke Project is hosting "Headfusion + Runway Show" at the Emerald Town Hall, 6.30pm to 8pm. Local hairdressing salons are supporting the event by showcasing their own unique theme or style.

Headspace meetings continue to be held monthly with continued support from government/non-government agencies and the community.

34. 2019 Central Queensland Regional Arts Services Network (CQRASN) Summit

The 2019 CQ RASN Summit is being held in Brisbane on 24 May 2019. CQ RASN are funding two attendees. One will be council's Arts and Cultural Officer and the other will be from the Central Highlands Arts and Cultural Advisory Committee (CHACAC). This summit promotes cross-regional connections to strengthen the arts across the wider Central Queensland region. CQ RASN intend to invite many 'state' arts organisations and entities to attend this session.

35. Blackwater Library project consultation

The Blackwater Library design consultation was conducted from 15 to 17 April 2019. Chris Pritchett, the appointed architect was in the region connecting with stakeholders for the project. Over the 3 days consultation was held with 56 people in Blackwater. The opportunity to give feedback via online or hard copy survey was also made available until 3 May 2019. The Blackwater Library project includes consideration of all the Blackwater Community Centre users, including Anglicare and the Blackwater Toy Library. Development, design and location options are still being developed for council consideration.

36. Topology Orchestral

Topology, a five-piece ensemble orchestral group will be performing in the Emerald Art Gallery on Monday 13 May 2019 commencing at 7 pm. Topology will be performing their show titled 'Queensland at Home' which comprises of historical footage with a live five-piece ensemble playing the soundtrack.

ATTACHMENTS:

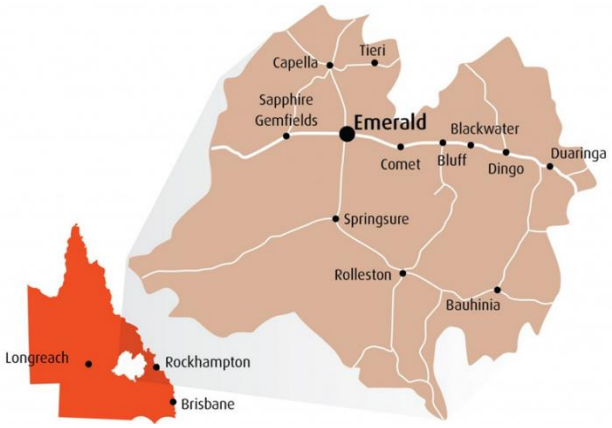
1. Letter to CHRC participants - Clean Growth Choices **[11.2.1.1]**
2. Planning and Environment Monthly Report - April 2019 **[11.2.1.2]**

– END OF REPORT –

Clean Growth Choices

for

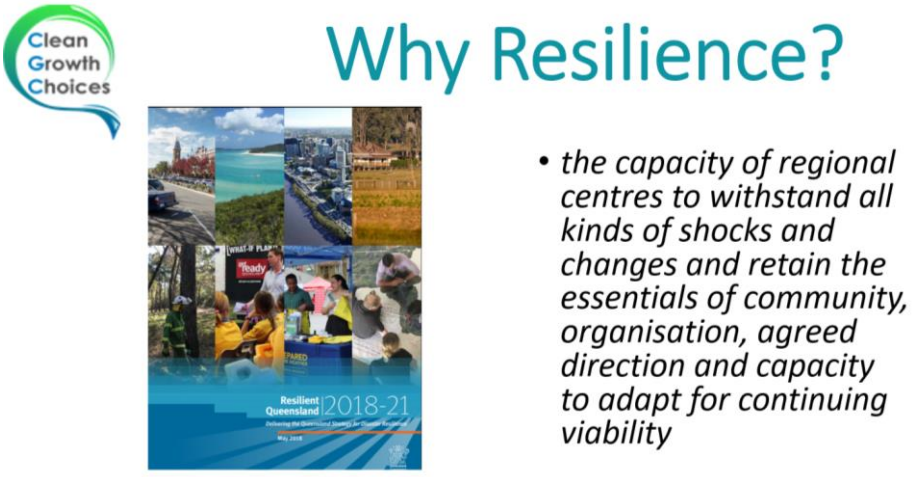
The Central Highlands Region Community Workshop 4 – 5 April 2019



1. Introduction

Thank you for participating in the Clean Growth Choices (CGC) workshop at Emerald held on 4 and 5 April. The Clean Growth Choices program is a voluntary community-based regional development initiative supported by the Queensland Government and links to the State's "Pathways to a clean growth economy" strategy.

The purpose of the workshop was to launch the Clean Growth Choices program in Central Highlands. Our aim was to start with your region's vision and values and consideration of likely possibilities for the future before focusing on several priority fields of focus from which development pathways strengthening regional economic resilience could be created.



Your input at the workshop helped establish the foundations to the Clean Growth Choices development process for the Central Highlands region and community.

As the CGC program unfolds, there will be much potential for collaboration between different levels of government and the private sector. The aim will be to strengthen Central Highlands' economic resilience. CGC will do this by providing you and other community members with the opportunity to prove up the business case for projects shaping your region's economic transition over the next 20-30 years – taking account too of broader global shifts to an eventual low carbon economy.

2. Workshop reflections

Our workshop began by grounding the Clean Growth Choices process in the values and vision of the Central Highlands regional community.

The quality of our reflection was helped in large part by the diversity of people in the room and with a portfolio of well–established work undertaken by Council and the Central Highlands Development Corporation.

A number of participants had recently moved to the Central Highlands, while others had lived in the area for most of their lives, or had moved away but returned for family or work reasons. Our workshop confirmed that a key reason why people loved living in the Central Highlands was the community. Participants reported locals as warm, inclusive and welcoming, enabling deep family and friendship bonds. The region is a safe and supportive place for families with ample options for education, sport, recreation and community engagement.

Workshop participants noted the diverse business and employment opportunities in the region, particularly in agriculture (from broadacre to horticulture), AgTech, tourism, services and resources. Our workshop acknowledged the Central Highlands Regional Council as being well organized and supported by the Central Highlands Development Corporation. Strategic discussions regarding the regional future are aided by a wealth of information, data, and an array of economic, infrastructure and community plans. While the region offers a laid-back rural lifestyle, Emerald is considered a vibrant town with a diverse and energetic population who want to make a difference through volunteering and community engagement.

As participants, you presented as proactive, progressive, highly capable and well-networked – all essential leadership ingredients for making the CGC program a success in your community.

The group's preparedness to challenge and discuss perspectives that did not necessarily reflect everyone's experiences ensured a level of candour that will be essential for robust testing of ideas downstream in the process.

In this the first of three formal CGC workshops, participants:

- Revisited the foundations of the Central Highlands region and its community

- Considered Central Highlands today and what the future seemed likely to present
- Explored what it meant for the region and the aspirations of its people
- Identified the key themes that emerged from discussion and did an elementary check on the thinking behind preferences
- Identified a couple of fields from which might be developed pathways for regional economic and social development and resilience.

3. Key message from the workshop

The key message from the workshop was that Central Highlands was a vibrant community passionate about its future and quality of life, supported by good amenities and civil infrastructure that was meriting further investment and improvement.

Specific points mentioned included:

Positives -

- The community is 'growing up' and becoming more ambitious, for example in agribusiness, but it is still riding on the resources sector too;
- The towns are becoming busier and livelier;
- There is improved liveability, better connectivity, services and facilities;
- AgTech is providing new opportunities locally;
- Integration between the rural and mining communities is growing.

Challenges -

- More people are moving to the cities for work and education opportunities;
- For FIFO and DIDO workers with 9-day fortnights, people now tend to go away during their leave rather than spending time in the region;
- Emerald has become a more diverse community, but mining has changed the rural nature of towns such as Blackwater;
- The mines initially employed many locals, but now there are more FIFO and DIDO employees;
- Civil infrastructure needs improving to cater for tourism and other service sectors;
- Increasing metro-regional disparities in population and political influence negatively impact regional development;
- There are limits to what local government can deliver meaning the community has to rethink how some goals can be achieved and who might be involved.

Central Highlands was up to the challenge of utilising the Clean Growth Choices program to create opportunities for building economic and social resilience.

While the 30-year Central Highlands Economic Vision was supported, it was also acknowledged that the CGC program provided an opportunity for the region to rewrite the Central Highlands narrative – "how we see and describe ourselves "to emphasise the region's excellence in agriculture, engineering, resources and energy industries.

Workshop participants emphasised social innovation, education and new skills and community development as being vital to the vision for regional economic development, possibly more than had been acknowledged in previous planning.

Graphic: Regional economic vision from Central Highlands Economic Master Plan 2017-2021

4. What's involved in the CGC process

The CGC process rolls out in three stages and this first workshop was all about identifying possible pathways that might frame Central Highlands' further economic development against the backdrop of regional, national and international trends. The aim of the first stage is to establish foundations, define the process and move toward establishing an 'innovation platform' which will be the focus of further work, meetings and workshops.

Three stages of the Clean Growth Choices Process and Timeframe

5. Grounding CGC in Central Highlands' values and vision

In a wide-ranging discussion about the region, its people and their values, the workshop settled on the following key descriptors as reflecting Central Highlands' core values:

- Community – inclusive and welcoming, engaged;
- People - safe, supportive, family friendly;
- Economically diverse, innovative, energetic and enterprising;
- Rural and regional character.

6. Ideas on change and feedback on the opportunity for regional innovation

Reflecting on areas where change was needed, the workshop identified the **priorities** to be:

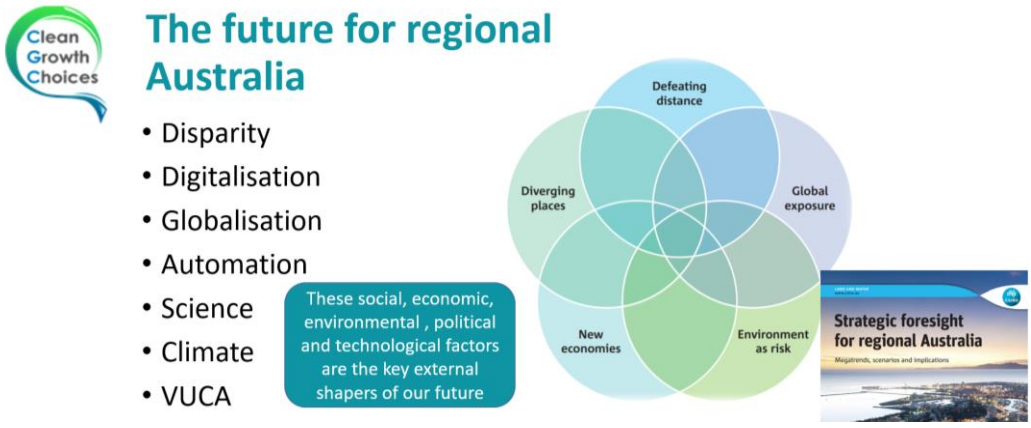
- Creating opportunity for young people to retain them in the region;
- Securing greater economic diversification beyond resources dependence;
- Upgrading and extension of mobility and communications infrastructure beyond towns;
- Ensuring health and social infrastructure supported the full life course to enable older people to live in the region;
- Sustainable management of the region's natural resources;
- Achieving greater efficiency in energy, water and waste and building circular economy opportunities.

The group's **visioning** discussion aligned fairly well with the values that had been articulated and emphasised:

- Building a future drawing on our strengths
- the need for growth to be gradual and sustainable
- the essential role of agriculture as a basis for regional development
- community and regional pride as a source of social energy
- quality of life as a core element of regional vision.

7. Setting a 'destination longer term' view

In canvassing future possibilities for Central Highlands, the workshop considered the implications of CSIRO work depicting the major themes and factors most likely to impact and shape regional Australian communities**.**

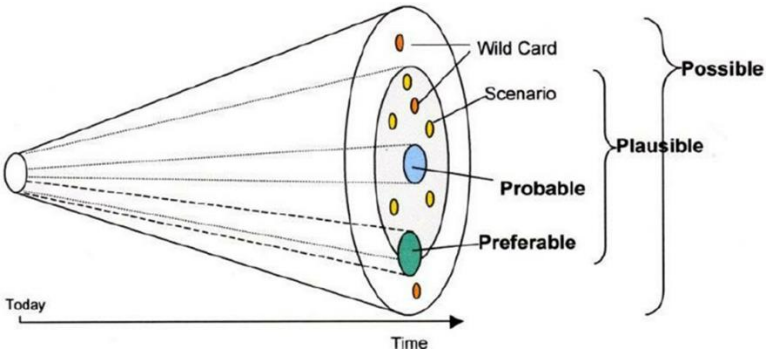


Of the seven points noted workshop participants pointed to "automation" as a disruptive impactor on key local industries and employment and "disparity" between metropolitan and regional economies as critical factors shaping the region's future.

The Clean Growth Choices process is place-based, developed from the ground up, tailored to local needs and is not "a one size-fits all" process. To help participants get into the mode of thinking beyond normal economic and community planning horizons, a number of discussions and exercises are conducted to fill out the information available to the group. Key questions include:

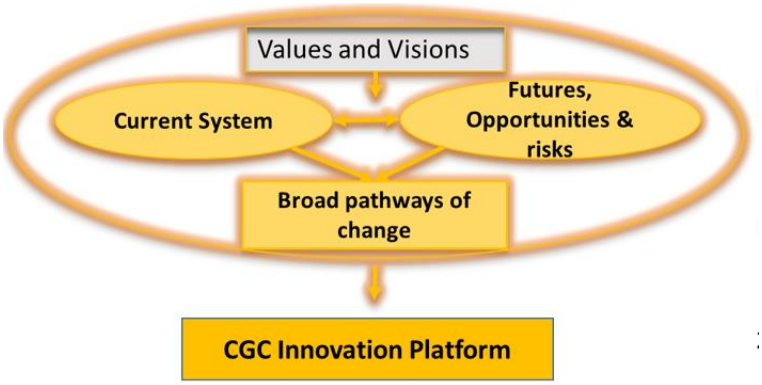
- What will our region, communities and economy look like in 15-20 years?
- What new industries will we be supporting?
- How will our existing industries have changed?
- How do we position ourselves over the next few years to capitalise – with new skills, new goods and services, new business models?

Depending on what strategic decisions or choices are made (including what resources to innovate are at hand) a region could end up at quite different destinations - including in the low carbon transition.



So mindful of a future that presents many possible destinations, the work of the Central Highlands CGC team is to determine the **"preferred" future** for the region and then how best to achieve it and/or maximise the chances of reaching it. This will involve identifying key fields of focus and subsequently pathways for ideas to develop to realisation – and that is a process that is called the **CGC Innovation Platform.**

8. **Getting down to business – linking values, vision, present and future in an innovation process**



The workshop shared ideas around Central Highlands' pressures and issues emerging from a mix of regional, national and global changes. These were considered in the context of existing strengths and resilience as well as barriers and opportunities to change.

Central Highlands' key pressures and concerns shaping the region and its capacity to change were reported as:

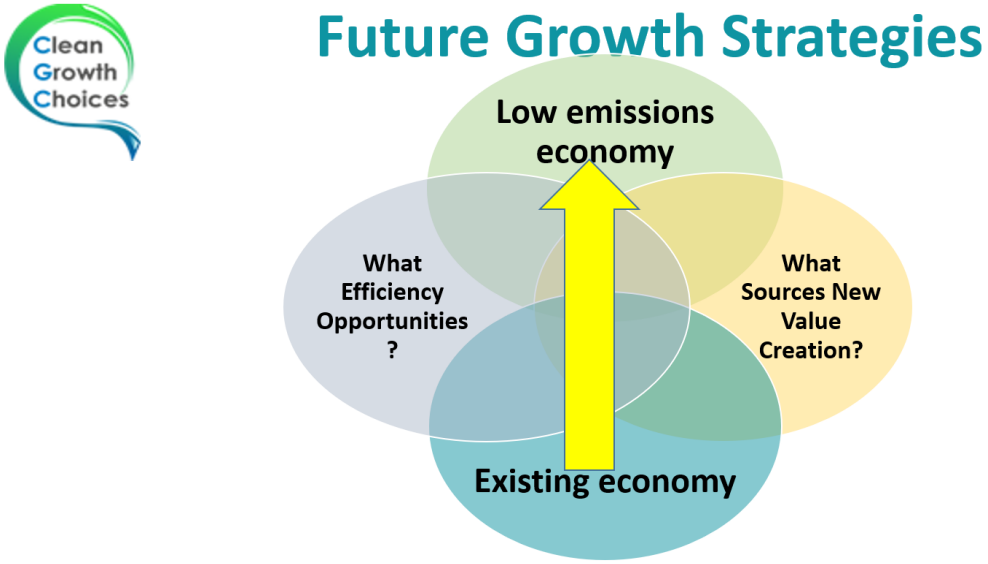
- increasing labour mobility and need for new skills;
- attraction and retention of workers;
- inadequate transport and communications infrastructure;
- global trends with local impacts;
- commodity price volatility;
- rising transport costs;
- high energy costs;
- need for stronger social and health services.

These were considered to be the main barriers to the region's growth relevant for consideration when building a regional development innovation platform and clean growth pathways approach.

Having identified existing barriers to growth in the region, the next step in the workshop was a discussion and consideration of opportunities, starting with possibilities within specific fields and moving from there to preferred broad pathways.

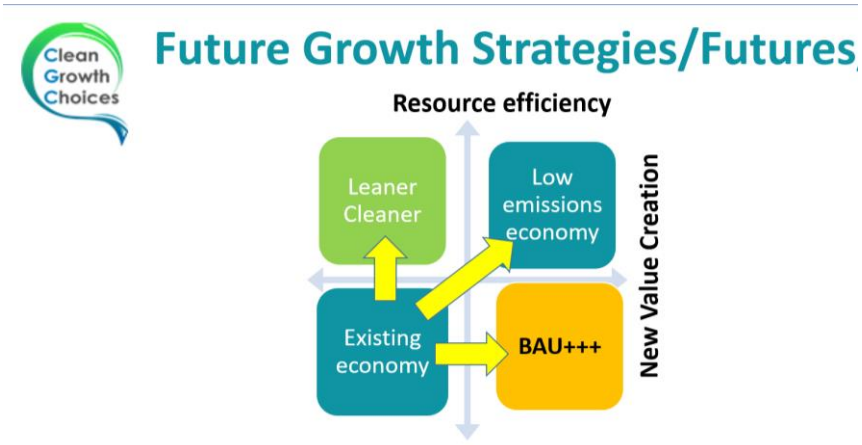
To stimulate deep consideration of the issues and opportunities behind addressing these challenges, workshop participants were asked to consider a future involving a 30-year

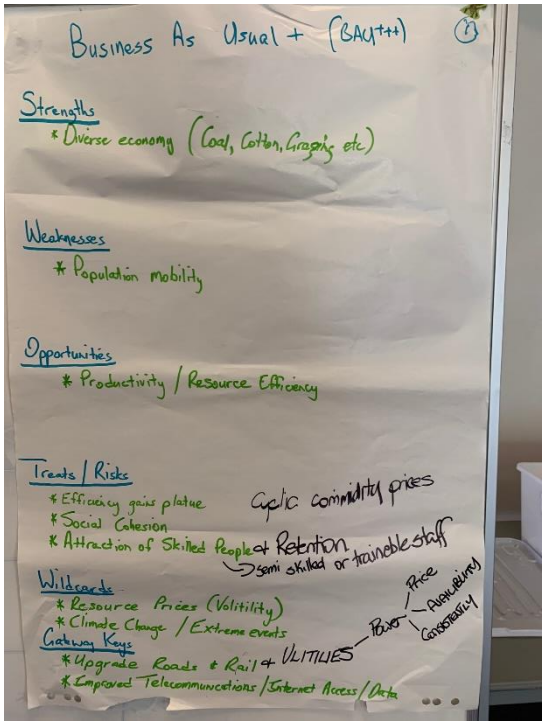
transition to a low emissions economy focussing particularly on identifying opportunities for resource and economic efficiency and also opportunities for creating new sources of economic and social value.



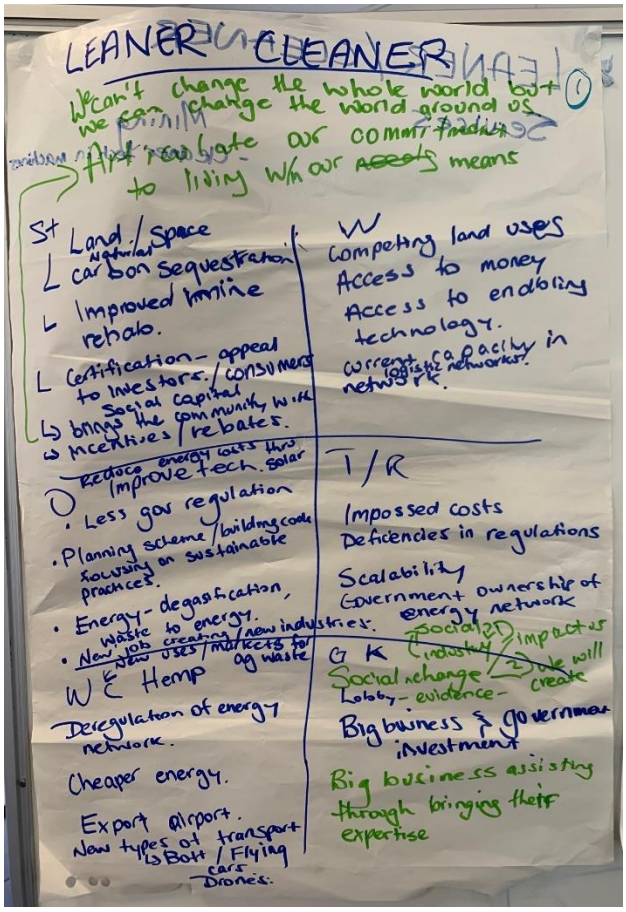
To generate and process a breadth of perspectives and issues emerging from these questions, workshop participants broke into three groups - each assigned a particular pathway to explore in generating dividends from efficiency and a new value creation. They were asked also to perform a SWOT analysis as well as identify potential wildcard disruptors and the key priorities for starting along the future pathway.

- Group 1 explored a Business-as-Usual (BAU) pathway emphasising new value by creating much more of what was already being produced in the region.
- Group 2 explored the implications of the existing economy remaining pretty much the same but exploiting industrial and economic opportunities in science and technological efficiencies especially in energy, water, and materials utilisation.
- Group 3 explored a more ambitious pathway involving both achievement in resource efficiency as well as new value creation in products and services not particularly strong in the region now.

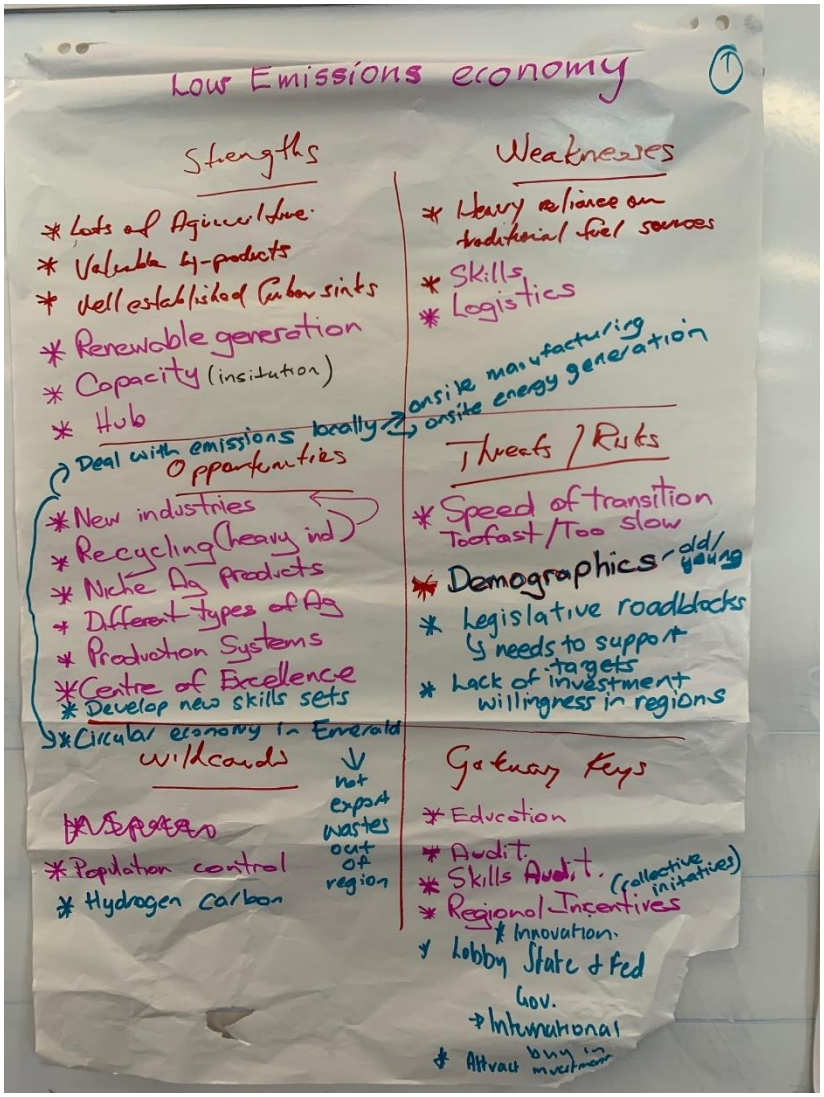




Expanding the Central Highlands regional economy on a **business as usual model** grounded the future on regional strengths, recognised opportunities in improved productivity, identified infrastructure investment as crucial, and acknowledged the risks associated with commodity cycles and labour mobility. This group identified market volatility and climate change as the wildcards shaping the region's future.



The **Leaner and Cleaner CH Futures** Group acknowledged competing land use, access to capital, and inadequate logistics could constrain future development in the region. This group identified a cleaner value chain for mining and closed-loop agriculture emphasising bio-energy and waste and waste minimisation as real opportunities. A greater role for private sector energy generation was seen as crucial to reducing energy costs and the region's experience with large corporates was seen as a gateway key for securing investment in new ventures.



Group 3 with its focus on **a low emissions Central Highlands' economy** saw strengths in agriculture and renewable energy, potential for carbon sinks, and existing logistics and location. They saw opportunities in recycling, strategic diversification and smarter production as well as emphasising excellence and quality in skills and services. Heavy reliance on emissions intensive industries, existing skills and logistics was also seen as a constraint to development along the low emissions path. A mix of regulatory, demographic and financial impediments was seen as a threat/risk as was the speed of the low emissions transition. Investment in skills, better mobilising of existing regional skills, and incentives for regional investment were seen as vital gateway keys to this pathway.

Key themes crucial to the future of Central Highlands emerging from the group scenario work which can be organised into fields of focus for further development:

- Population size, composition, and mobility
- Education, skills and leadership
- Community capacity for innovation and collaboration
- Ensuring social diversity and inter-generational opportunities and amenity
- Role of government, especially regulation in shaping regional economy
- Energy innovation, renewables and distributed networks
- Closed loop and cleaner leaner regional production
- Infrastructure and enabling logistics investment
- Investment in economic diversification
- New markets regional, national, international
- Productivity and value creation from science and technology
- Water
- Climate variability

- Closed loop and cleaner leaner production
- Infrastructure and enabling logistics investment
- Niche market development
- Making agriculture attractive as a sector for investment & employment
- Productivity and value creation from science and technology

Three broad fields of focus were identified which encapsulated the workshop's preferred opportunities, taking account too of some of the risks and uncertainties involved that could shape the outcome.

Figure: Three fields of focus for building economic resilience in the Central Highlands region

9. Working towards a Central Highlands CGC Innovation Platform

What will each of these fields of focus be like in the Central Highlands in 5, 10, 20 years? What are the risks and opportunities associated with each? Finding the answers could be the work of the small specialist community working groups yet to be established.

As well as the start of a global shift to a low carbon economy, other changes are similarly large and fast happening, for example, population, science and technological advances and

the rise of new business models disrupting established norms and practice. How will these play out in central Queensland?

The next stage is to fill in the detail. The potential project fields and pathways have been

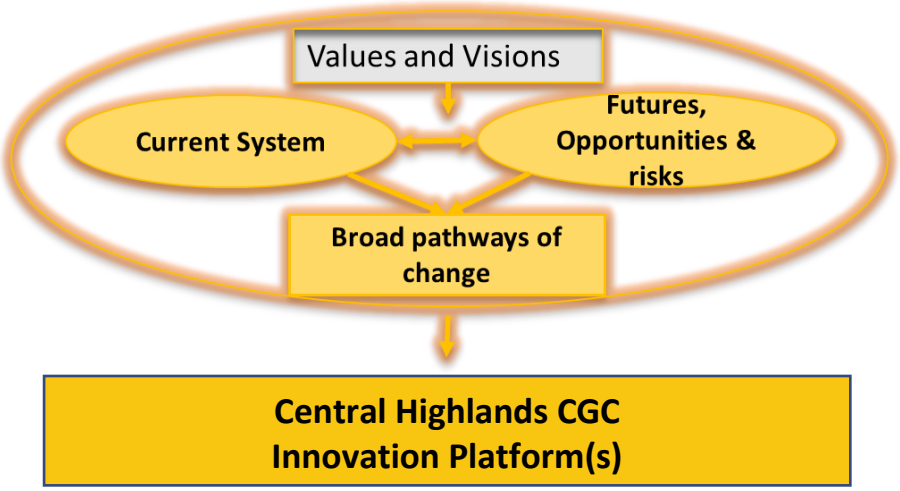
identified, now the focus in the CGC process moves to testing the rigour of ideas, checking evidence and building the business case for projects.

This means:

1. Projects advancing sustainable world class agriculture through agtech and cleantech innovation and leadership for the region with relevance to the national and global economies;
2. Projects strengthening existing and creating new governance systems and value chains supporting development of a circular economy in the region; and
3. Projects strengthening economic resilience by building regional human capacity through skilling and attraction and retention of a broader range of skilled technical and professional services people and well as projects supporting regionally based entrepreneurs and projects extending community capacity to consider, deliberate and innovate as a community.

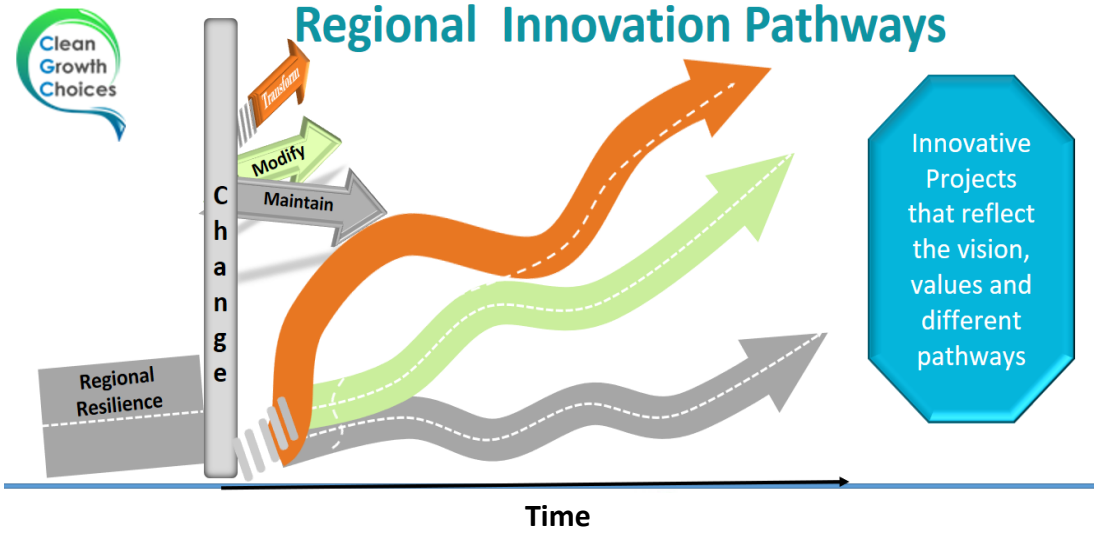
Reflection: The scope and impact of the CGC program is very much dependent on how creatively the Central Highlands community will use the process and the assistance provided by the CGC team. It will depend too on how energetically the CGC Central Highlands project leverages resources from other sources and links the CGC work to existing and other initiatives at different levels of government and with the private sector.

Setting up the Innovation Platform



Going forward: Working Groups will review these factors in detail building on the discussions of early April

Reflection: As each broad pathway or field of focus is explored and projects developed, working groups will need to be very mindful of what can and cannot be managed by the region itself. Close account will also have to be made of the many things beyond the region's control, but which we need to be aware of and understand because of their impact here. Change is like a 'wheels within wheels' process happening at various levels local to global and in different forms. None can be addressed effectively without strategy. It is worth remembering too that not all change has to be disruptive.



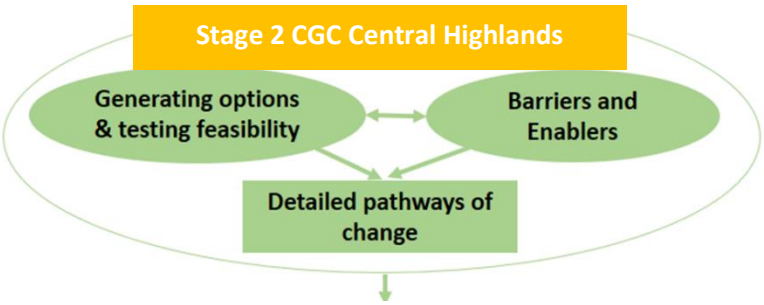
Reflection: Some projects will involve maintaining a business as usual approach, others will require modification through incremental innovation, and yet for other ideas to be realised there will need to be transformative innovation involving a disruption and break from existing approaches.

So for each broad pathway there will be within each a maintenance lane, a modification lane, and a transformation lane.

10. So where did we end up? Three fields for CGC pathway development in Central Highlands

- **PATHWAY 1:** Projects advancing sustainable world class agriculture through AgTech and cleantech innovation and leadership for the region with relevance to the national and global economies;
- **PATHWAY 2:** Projects strengthening existing and creating new governance systems and value chains supporting development of a circular economy in the region; and
- **PATHWAY 3:** Projects strengthening economic resilience by building regional human capacity through skilling and attraction and retention of a broader range of skilled technical and professional services people and well as projects supporting regionally based entrepreneurs and projects extending community capacity to consider, deliberate and innovate as a community.

11. Next Steps between now and June 2019



To take the Clean Growth process forward the next step involves the establishment of working groups focussed particularly on each of the three broad pathways or fields of focus. This means at least three working groups focussed firstly on **generating possible options** for inclusion in the innovation platform. At the broadest level, the working groups will have to consider what is the type and extent of innovation or change required to achieve the goal at the end of the pathway.

Andrew Chamberlin will be in contact with you shortly to begin organising the three working groups.

Useful questions to apply to ideas and potential projects raised in working group meetings could include:

1. What is the problem/opportunity the idea (innovation) proposes to fix/improve/transform/exploit?
2. Why is it a problem, opportunity or issue?
3. Why is the solution (innovation) offered the best option for Central Highlands
4. Why does it matter for economic resilience and growth in Central Highlands?
5. How would the change make a difference, especially in CGC terms and community?
6. Who would benefit most and are there any losers if it went ahead?
7. What would it cost?
8. Who would be the most likely funding source?
9. Who would be the collaborators and partners on the project?
10. When would the project start?
11. When would it end?
12. What would success look like?

Of course, some ideas and projects are going to be more complex than others which is why there are three lanes in the pathway – maintenance, modification and transformation

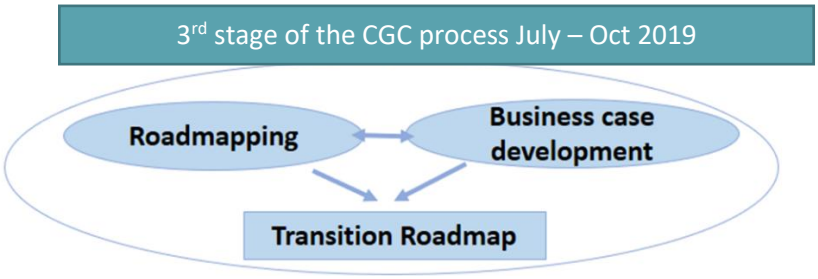
In considering the ideas and opportunities working groups are going to have to assign their recommended projects to one of the three lanes on the pathway and justify why that level of innovation would be necessary. Specially, the pathways working groups should explore in detail why and how each level of innovation or change is going to contribute to the goal at the end of the pathway.

Once the preferred proposals and approaches are agreed the working group will have to ask itself: “If we put all these innovations together will they deliver the changes needed to achieve our goal?”

Then after the options have been identified and agreed upon, the CGC process will move on to feasibility testing each proposal through a technique called rapid prototyping. This step involves a quick assessment of each proposal to check for any showstoppers that might refine or rule out any of the options.

For those proposed projects where feasibility has been confirmed, its then onwards to developing the detailed business case that will inform the final roadmap for Barcaldine’s Clean Growth Choices. That’s a stage that will be conducted between July and October 2019 and which ends in the regional clean growth choices roadmap.

With your interest, active participation and input, not only will it be an interesting journey but it should also be a most productive venture for your region.

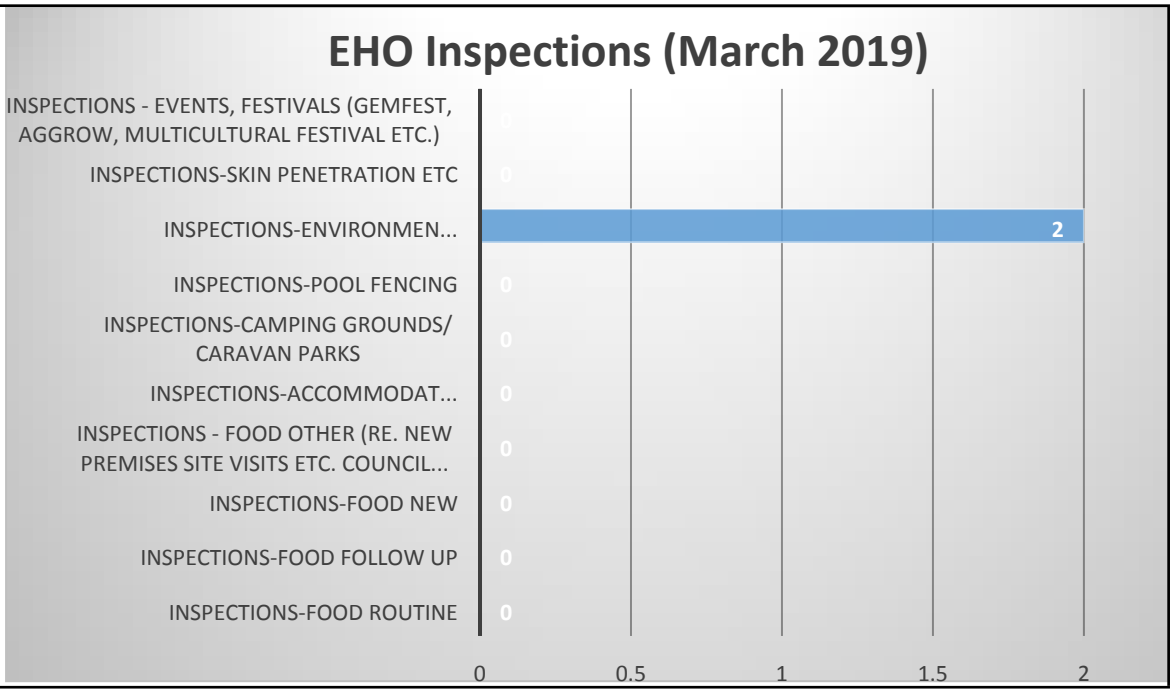


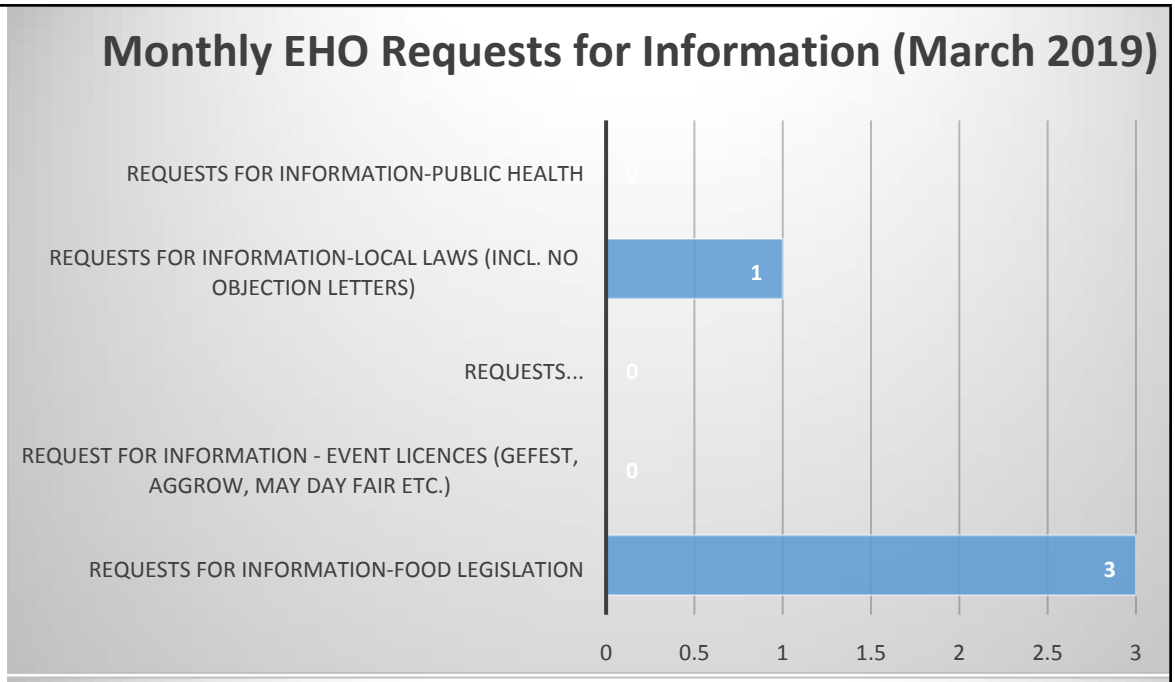
We all look forward to working closely with the Central Highlands Clean Growth Choices working parties, the Central Highlands Regional Council, Central Highlands Development Corporation, the State Government agencies and all other interested stakeholders to make this program in the Central Highlands region a great success.

Chair Clean Growth Choices Consortium & CHRC CGC Workshop Facilitator
28 April 2019

Authorising Officer: Daniel Fletcher, General Manager Communities

REPORT:

Manager, Planning and Environment	**Achievements for the Month – March 2019** • Finalise close out reports for Council for Nogoa November. • Continue to recruit for vacancies –Compliance Officer, Coordinator Strategic Land Use, Environmental Health Officer, Building Certifier. • Successful deliver of Clean Up Australia Day. • EOI evaluation for waste consultant to assist with the Blue Sky Project and updating Council's closure plans for waste. • 25 March 2019 – submission completion date for the kerbside caollection contracts due. • TOTO training and meeting attendance. • Preparations to be finalised for the DA Forum • Preparations to be finalised for the drop in sessions for the waste roadshow. **Targets for next month – April 2019** • TOTO meetings and ongoing work. • Waste roadshow – 14 communities, 4 days and lots of changes. • Finalisation of interviews for the Waste contract • Development and Planning Forum • Councillor Workshop – first one in Emerald in 7 years. • Continue to fulfil recruitment • Target outstanding CRM's and ECM's • Progression and finalisation of some CapEx projects.
Waste and Environmental Services	


Monthly EHO Requests for Information (March 2019)
REQUESTS FOR INFORMATION-PUBLIC HEALTH
REQUESTS FOR INFORMATION-LOCAL LAWS (INCL. NO OBJECTION LETTERS)
REQUESTS...
REQUEST FOR INFORMATION - EVENT LICENCES (GEFEST, AGGROW, MAY DAY FAIR ETC.)
REQUESTS FOR INFORMATION-FOOD LEGISLATION
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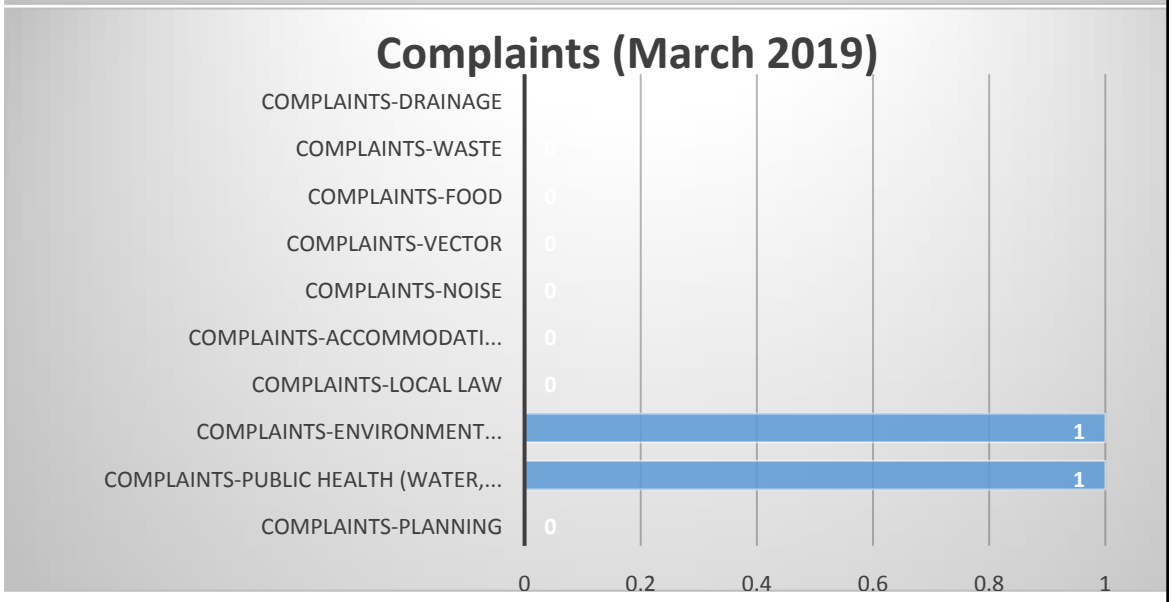
Complaints (March 2019)
COMPLAINTS-DRAINAGE
COMPLAINTS-WASTE
COMPLAINTS-FOOD
COMPLAINTS-VECTOR
COMPLAINTS-NOISE
COMPLAINTS-ACCOMMODATI...
COMPLAINTS-LOCAL LAW
COMPLAINTS-ENVIRONMENT...
COMPLAINTS-PUBLIC HEALTH (WATER,...
COMPLAINTS-PLANNING
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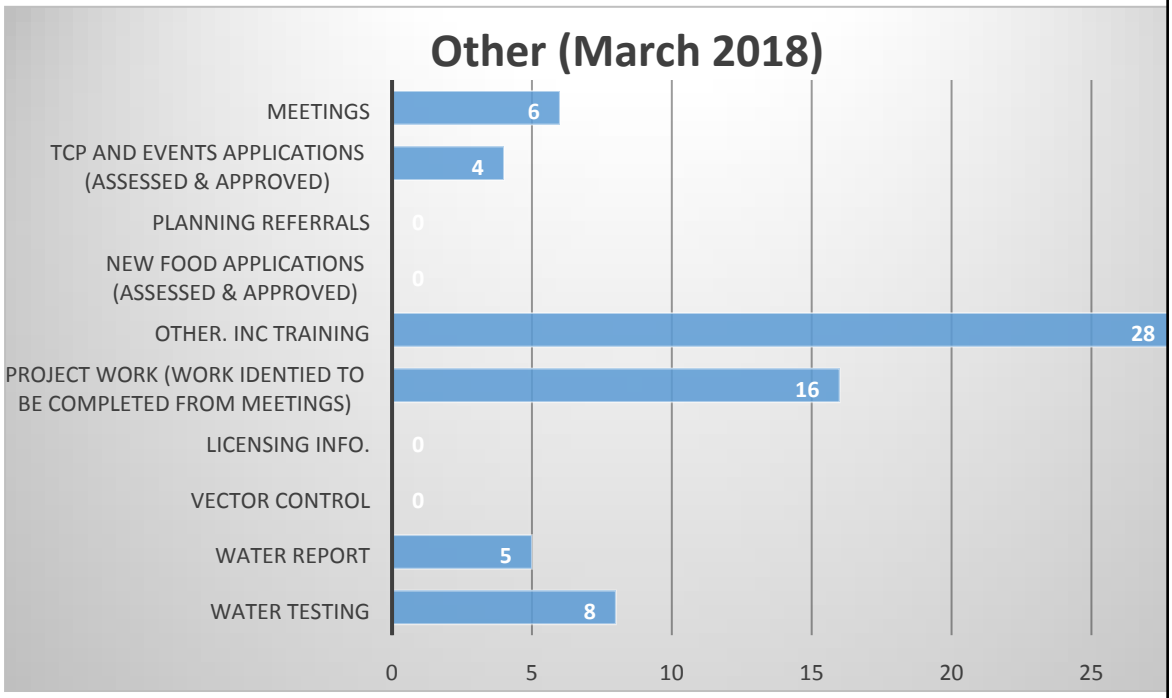
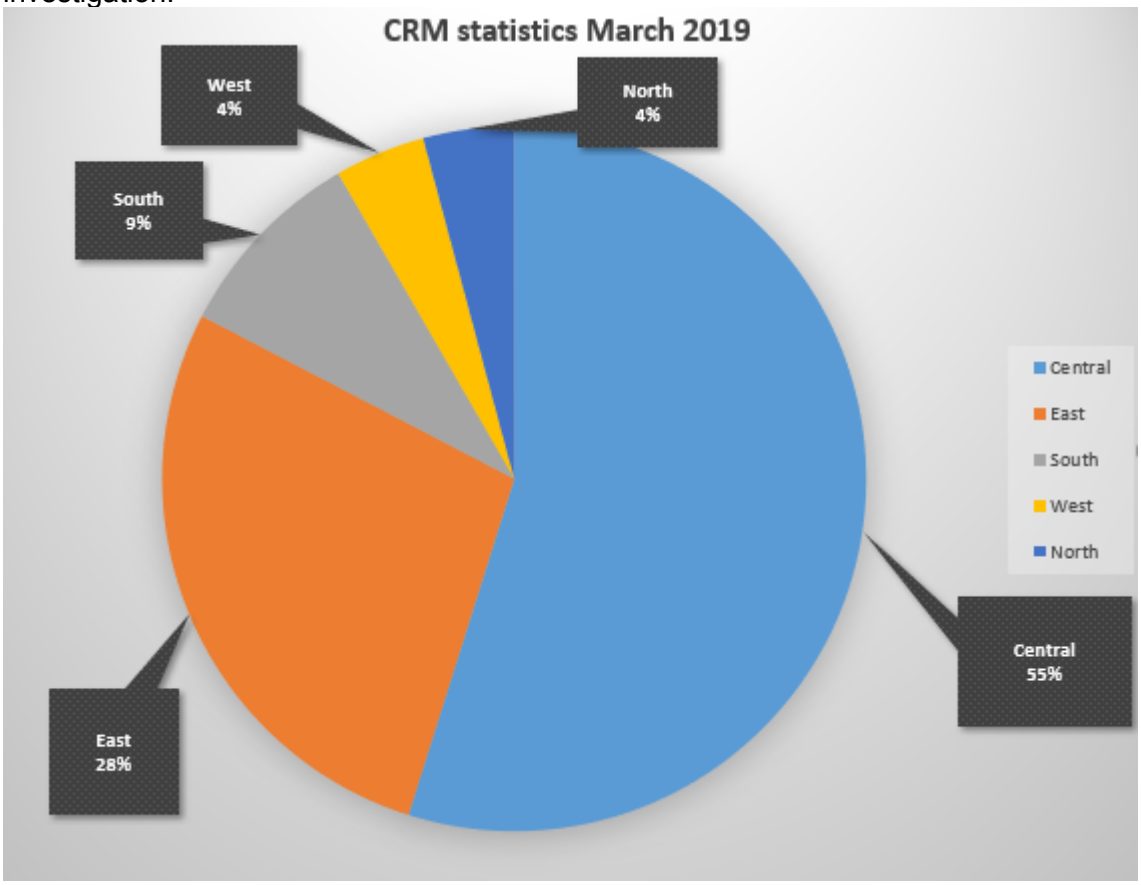

Other (March 2018)
MEETINGS
TCP AND EVENTS APPLICATIONS (ASSESSED & APPROVED)
PLANNING REFERRALS
NEW FOOD APPLICATIONS (ASSESSED & APPROVED)
OTHER. INC TRAINING
PROJECT WORK (WORK IDENTIED TO BE COMPLETED FROM MEETINGS)
LICENSING INFO.
VECTOR CONTROL
WATER REPORT
WATER TESTING
6
4
28
16
5
8
5
10
15
20
25

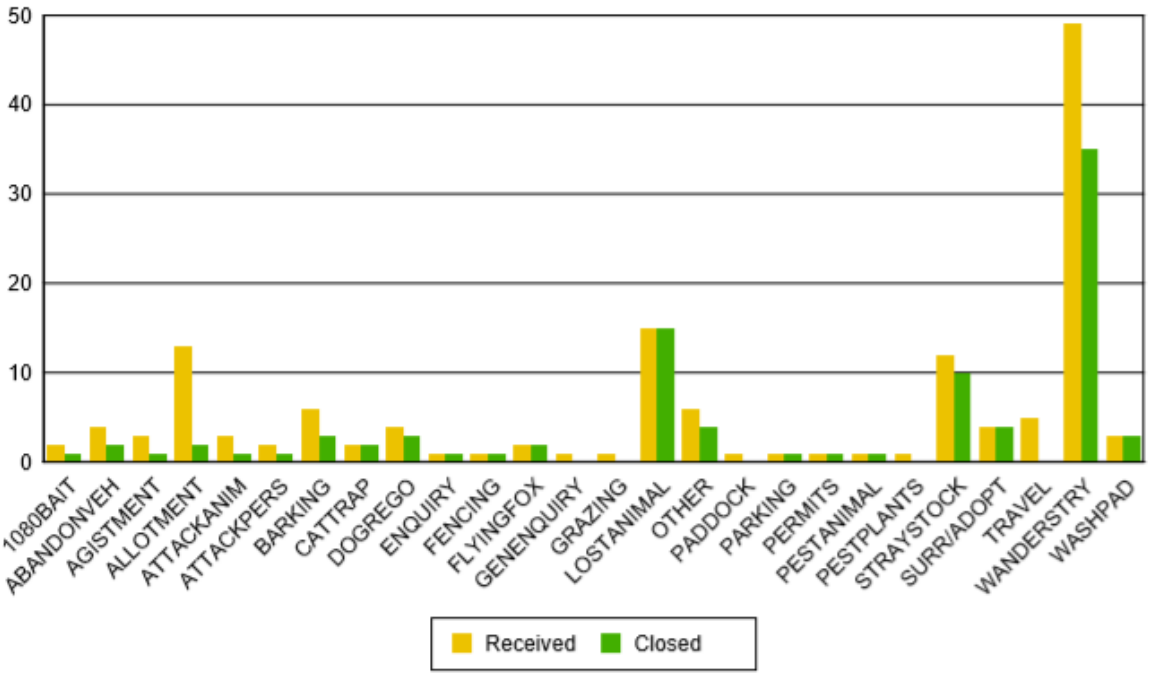
Ranger Services

Statistics

Customer Requests

Ranger Services received a total of 144 CRM's for the month of March 2019 and in response to those requests the team has closed off 94 resulting in 120 (85%) matters being responded to within desired timeframes only 24 matters remain overdue still under investigation.





Impounded Animals for March, 35 animals collected. Rehoming remains a key focus for Ranger Services despite a stricter control approach to what can be rehomed particularly with dogs, with minimal euthanasia taking place, cat trapping continues with 5 disposed of this month.

Impounded animals for March

2019 March	New Animals:		Impounded:		Adopted:		Released:		Euthanised:	
Blackwater	6	9%	1	11%	0	0%	2	15%	0	0%
Emerald	29	91%	8	89%	5	100%	11	85%	5	100%
Total:	35	100%	9	100%	5	100%	13	100%	5	100%

Achievements for the Month - March 2019

On 3 March 2019, Ranger participated in the recent Clean up Australia day event held at Emerald botanic gardens. Rangers staffed a stall at the event communicating with members of the public around responsible pet ownership and other issues faced by the Ranger Services team.

On 4 – 5 March 2019, Rangers and Parks and Gardens collaborated to tackle tree trimming at McKenzie park Duaringa. This was undertaken to minimise the likelihood of flying fox returning to the park after an influx of numbers from 150 to approximately 4,000. Preliminary evidence suggests that this was a success with the animals relocating to trees on the outer edge of the town and not returning to McKenzie park.

On 8 March 2019, Rangers attended Future Food and Fibre forum staffing a stall at the event focussing on pest management issues throughout the CHRC region. Attendees were able to approach and speak directly to members of the team and have concerns answered and discuss in detail the direction of pest management and other Ranger related topics.

On 13 March 2019, Ranger Service officers attended Comet school and delivered discussions to children around the importance of responsible pet ownership. Topics included registration, microchipping, caring for your pet and how to stay safe around dogs.

On 18 March 2019, Ranger Services attended the Gemfields to commence data collection related to current stock numbers at the Gemfields with regard to common agistments. The Muster will conclude on the week ending 29 March. Ranger Services concluded the common muster at the Gemfields on 26 March, all cattle were rounded up and all tags accounted for, 94 cattle in total presently on the common.

On 20 March 2019, Ranger Services attended Gladstone to participate in a Local Government Compliance Group meeting around local law enforcement and other related matter. Topics included regulated parking, dog registration enforcement activities and initiatives related to in field recording of investigation on mobile data units.

On 21 March 2019, Coordinator Keys attended Duaringa to participate in CRG meeting and presented information related to flying fox management in the area. Discussions focused on the current management strategy for flying fox roosts at McKenzie park and what Ranger Services are undertaking as far as future management strategies.

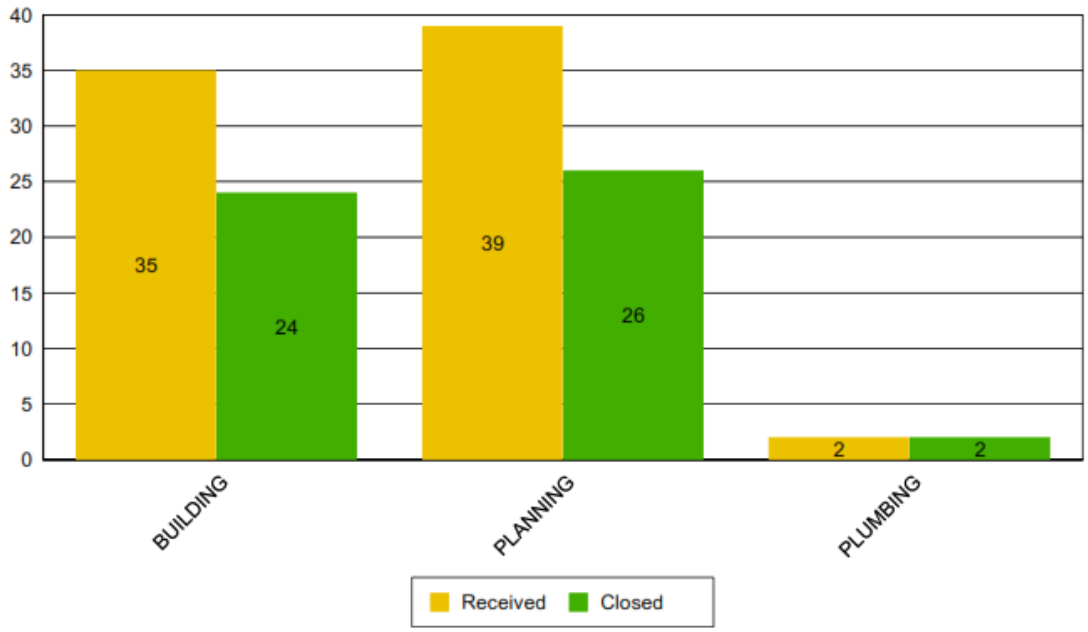
On 29 March 2019, Ranger Services held the first Rural land meeting since 2017 at Emerald town hall. Representatives from state departments such as Department Natural Resources Mines and Energy, Department of Agriculture Forestry and Fisheries as well as representatives from Fitzroy Basin Association and Central Highland Regional Resource Use Planning Cooperative. In excess of 600 invites were distributed with the assistance of CHRRUP. At this meeting landholders responded with three attendees and eight apologies.

Targets for Next Month – April 2019

Reduction of outstanding reports and delivering improved customer service
Ranger Services continue to deliver on reducing time delays in officer response to customer enquiries and reduce the back log of CRMs.

	Pest management of Reserves Ranger Services continue spraying of reserves and will continue to target other hotspots throughout the area as a day to day business approach. Including spraying around water facilities as well as upkeep of water facilities on the stock route. **Increased focus on roaming dogs** Ranger services will focus on roaming dogs and effective control of dogs in public due to an increase in notifications around the Botanic gardens and other areas.
Strategic Land Use	**Achievements for the Month – March 2019** • Final agreement negotiated and establishment of the date for the Clean Growth Choices Workshop planned for 5 April 2019. • Progress of strategic planning projects: Liveability Strategy – production version ready for Strategy Meeting, early March, Major Amendment 1 (rezoning) - confirmed no-change in ownership of land, finalise responses and refer to DSDMIP; Blackwater Revocation (Major Amendment 2) – push EDQ for receipt of Infrastructure Audit, monitor progress of required legislative changes; LGIP2 Planning Scheme amendment – address bottlenecks, Major Amendment 3 (Business Improvement and Innovation) – consultant engaged and Minor Amendment to the Planning Scheme to improve the mapping (new GIS map layers confirmed), progress to DSDMIP; review of KBR Flooding scenario modelling strategy – to inform progress of TLPI. **Targets for Next Month – April 2018** • Finalisation of the beautification reports for the street beautification • Engagement of experts for the Major Amendment Business Improvement and Innovation – Agronomists and Economists. • Progression of Major amendments

Development & Planning	**Achievements for the Month – March 2019** • On 18 March 2019, the Coordinator Development and Planning attended a workshop with CHDC, held by the Coordinator Strategic Land Use on the Major Amendment No.3 Business Improvement and Innovation work. • On 19 March 2019, the development assessment team attended a brainstorming workshop with the Strategic Planning team on the Major Amendment No.3 Business Improvement and Innovation work. • On 27 March 2019, a catch-up meeting was held between the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) and Council to discuss legislative changes and proposed amendments to the planning scheme. **Targets for Next Month – April 2019** • Development and Planning team to contribute on Long Term Planning Strategy workshop, to be held 1 April 2019. • Functional teams' workshop to be held on 4 April 2019, with an external facilitator to promote team development. • Continuing work on the standard conditions project with a workshop to be held on 10 April 2019, with development assessment planners. • Development and Planning forum to be held on 15 April 2019. • Continuing work on full suite of zone cards factsheets to progress to second draft. • To continue to streamline processes to enable staff to maximise productive time. • Investigate training options for staff to improve professional skills. • To continue to improve response times for outstanding ECM and CRMs. **Statistics – Customer Requests – Development & Planning**

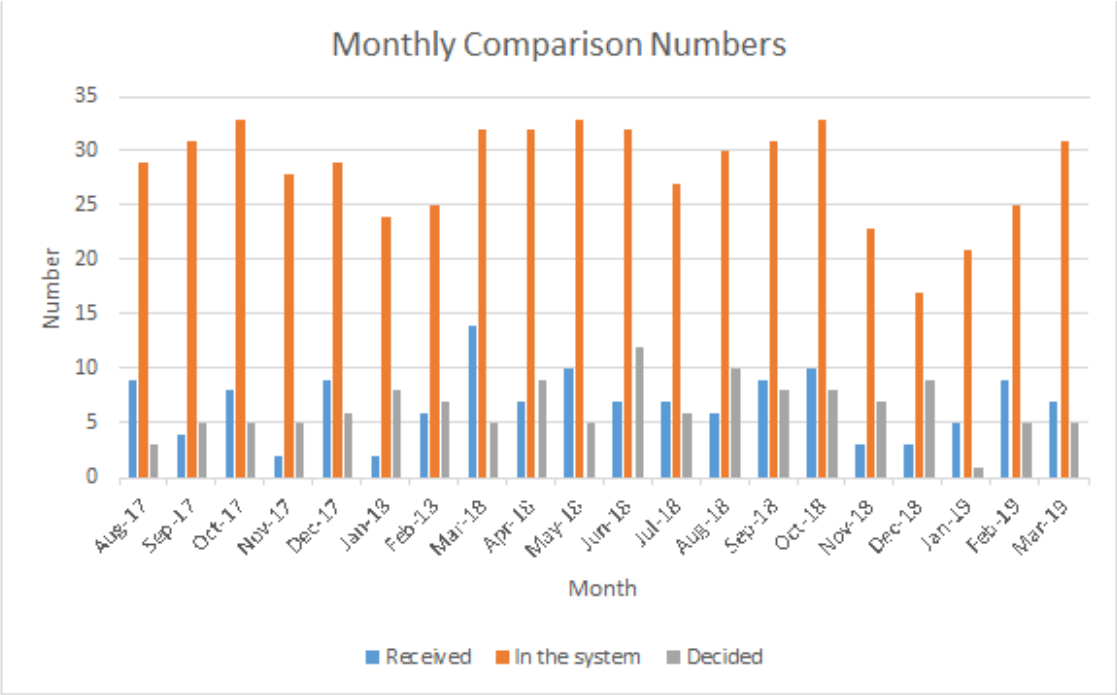


CATEGORY CODE	Received	Closed	Within Tgt	Overdue	%
BUILDING	**35**	**24**	**35**	**0**	*0*
APPLICAT	1	1	1	0	*0*
COMPLIANCE	5	5	5	0	*0*
ENQUIRY	29	18	29	0	*0*
PLANNING	**39**	**26**	**33**	**6**	*15*
COMPLIANCE	4	0	2	2	*50*
ENQUIRY	33	24	29	4	*12*
MEETAPLNER	2	2	2	0	*0*
PLUMBING	**2**	**2**	**2**	**0**	*0*
COMPLIANCE	1	1	1	0	*0*
ENQUIRY	1	1	1	0	*0*
Totals for this Report	**76**	**52**	**70**	**6**	

The Development and Planning team received a total of 76 CRMs for the month of March, representing an decrease of -27.5% from the previous month.

The team closed-off 52 (68%) of the 76 CRMs received before the end of month report, with 92% of CRMs within target. Planning (67% closed; 85% within target); Building (68% closed; 100% within target) Plumbing (100% closed; 100% within target).

Statistics – Development Assessment



The number of applications received in comparison to the previous month has decreased from nine (9) to seven (7), and the number of applications decided has remained at five (5). This has resulted in an overall increase in the number of applications in the system (31 total).

Development & Planning

Building

Statistics

Inspections by Council Certifier March 2019	
Pool Compliance Inspections	4
Pool Compliance Re-Inspections	3
Inspections (on behalf of Private Certifiers)	0
CHRC Applications - Inspections	4
Other (Sheds, Carport, Dwellings, Frame, Footings etc.)	1
Audit Inspections	0
Total Inspections for January 2019	**12**

Council Building Approvals – March 2019		
Description of Structure	**$ Value**	**Location**
New Restump	20,000	Emerald
Record Searches completed in March 2019 = 14		

Privately Certified Building Approvals – March 2019		
Description of Structure	**$ Value**	**Location**
New Swimming Pool & Fence	10,000	GINDIE
New Carport and New Shed	31,430	EMERALD
New Carport	0	EMERALD
New Storage Building	3,960	EMERALD
New Dwelling	394,500	DUARINGA
New Carport and New Patio	0	EMERALD
New Dwelling and New Shed	250,000	EMERALD
New Carport	8,400	EMERALD
New Shed	14,000	BLACKWATER
Alterations to Amenities & Office	0	EMERALD
New Shed	12,500	EMERALD
New Shed	25,000	EMERALD
New Shed	57,000	EMERALD

	Total PC Approvals =	Total: $806,790	

Pool Immersion Incidents
March 2019 - 0

Development & Planning

Plumbing

Statistics

Plumbing Applications – March 2019	
Description	**Quantity**
Residential - New	3
Residential - Alterations	0
Commercial - New	0
Commercial - Alterations	0
Services - New	0
Services - Alterations	0
Mining Camps	0
Disconnections	0
Form 4 Applications (QBCC)	38

Plumbing Inspections – March 2019	
Inspection Type	**Quantity**
Under-slab	1
Rough In	0
House Drain	3
Plumbing Final	12
Elevated Drain	1
Audit/TW	72
Other	162
Meetings	61
TOTALS	**312**

– END OF REPORT –

11.2.2 Overview of Parks & Gardens

INFORMATION REPORT

Date:	14 May 2019	Presentation Duration: Approx. 10 minutes
To:	Communities Standing Committee Meeting	
Author:	Rollo Davey, Coordinator Parks & Facilities EGCT	
Authorising Officer**:**	Daniel Fletcher, General Manager Communities	
File Reference:	TBA	

EXECUTIVE SUMMARY:

This report is a covering report to provide an overview snapshot of the Central Highlands Regional Council Parks & Gardens team.

OFFICER RECOMMENDATION:

That Central Highlands Regional Council receive this report.

REPORT:

Coordinator Parks & Gardens EGCT was contacted with the request to provide a PowerPoint presentation to introduce the members of the team and provide a brief snapshot of the team's work activities.

The attached PowerPoint will contain an introduction to the team members by name, and provide a rundown of some of the activities and projects undertaken over the last six (6) months, and moving forward.

ATTACHMENTS:

1. Overview of Parks & Gardens **[11.2.2.1]**

– END OF REPORT –

Parks & Recreation EGCT

Overview of the Team

Meet the teams - Emerald

- Heath Parker - Supervisor

- Jeffery Thomas
- Martin Hermin
- Tony Stanton
- Kate Russel
- Andrew Jeffery
- Lindsay Jurd
- Toby Greenbury

- Mark Dellaway
- Nathan Horsfall
- Rocco Christiano
- Tess Batts
- Chris Geater
- Dale Hand
- 1 Position Vacant

Meet the teams - Capella

- Sonya Mitaros - Supervisor

- Mark Price
- Allen Hudson
- Claudia Waschien
- Rick Sheriff
- John Blee
- Harry Richert (Gemfields)
- 1 Position Vacant

Meet the teams - Tieri

- Casey Gooden - Supervisor

- Andrew Chandler
- Judy Wroe
- Judy Irwin
- Allen Hancock
- Gay Wrathmall

Snapshot of what we do

- Mulching garden beds, mowing streets, parks and playing fields.
- Looking at better ways to manage our watering systems (installing scape line in all gardens and medians).
- Responding to and prioritising CRMS.
- Weekly playground audits.
- Clean and maintain 22 amenity blocks in EGCT.
- Setting up for Events (including Anzac Day, National Tree Planting Day, Clean up Australia Day).
- Irrigation maintenance and tree maintenance, hedging and weeding.

Projects (budget) 2018/19

- Install new solid roof structure at Centenary Park.
- New play equipment in Lions Park Emerald – to start 25 May 2019.
- Install solid roof structure at Vicki Peters Park with new play equipment and softfall.
- Refurbish amenity block at Bridgeman Park, Capella.
- Redevelopment works Emerald Skate Park.
- West side Botanic Gardens upgrade (playground, shelters, pathways and BBQ).
- W4Q southern, eastern and northern entry statements.

Botanic Gardens

Botanic Gardens

- Since upgrading the west side with new play equipment, gym equipment, 4 mono rail cars, BBQs and shelters and solar lighting on 800 meters of pathway people attending the gardens have increased significantly.
- Installation of 3 km of walking tracks 2.5 meters wide.
- Every Monday Yumba Bimbi are running an educational program for children under 4 years of age (back to nature program) for 2 hours.
- We have noticed a large increase in birthday parties and school visits.
- Park Run every Saturday with an average of 150 participants with a top of 352 runners.
- We have 12 weddings booked between May and September.

Sapphire Wetlands

- Featuring a 20 meter board walk out to see Fairy shrimp
- Bird hide designed for all bird watchers
- Good directional signage
- Large car park
- 2.7 klm of walking tracks (gravel)

Bridgeman Park

- This is a very high usage facility within CHRC with events ranging from:
  - Rugby union, Rugby league
  - Cricket
  - Various types of horse sports
  - Rodeos
  - Music festivals and the Capella show
- These events take place out doors or under the fantastic covered arena.
- The crew in Capella focus on keeping this facility to a high standard as any given day or weekend there will be a event happening.

THANK YOU

Central Highlands Regional Council

65 Egerton Street, Emerald QLD 4720 T. 1300 242 686

centralhighlands.qld.gov.au

12 GENERAL BUSINESS

13 CLOSURE OF MEETING