



Office of Mayor and CEO

Monthly Review

Period - April 2021

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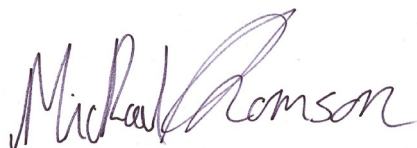
GREATER WHITSUNDAY COUNCILS OF MAYORS (GWCoM'S) 16

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OVERVIEW

This report is for the Office of the Mayor and CEO for April 2021.

- There were no LTI's during April, however the cumulative days for existing LTI's continues to increase, and whilst significantly lower than the 2019/20 total is higher than the three (3) preceding years.
- Legal services continue to manage a range of matters, with 266 open files currently.
- Now that the final aspects of the Dalrymple Road Landslip project has been undertaken, this now sees completion of all works covered by the QRA funded NQ & FNQ Monsoon Trough disaster restoration funding.
- The Council in Community (CIC) Day took a bit of a different tact this month, with a behind the scenes look at the key Council facilities of the MECC, Artspace, and the Botanic Gardens. This was a great opportunity for Councillors to understand the operations of these key Council assets.
- The COVID outbreak in Queensland in early April saw the Council meeting of 14 April relocated to the MECC to allow distancing in line with restrictions, however the 28 April meeting was able to return to the Council Chambers.
- Council briefing days throughout April were each underpinned by Budget options being presented to Councillors in preparation of the ultimate adoption of the Budget in June.



Michael Thomson
Chief Executive Officer

SAFETY

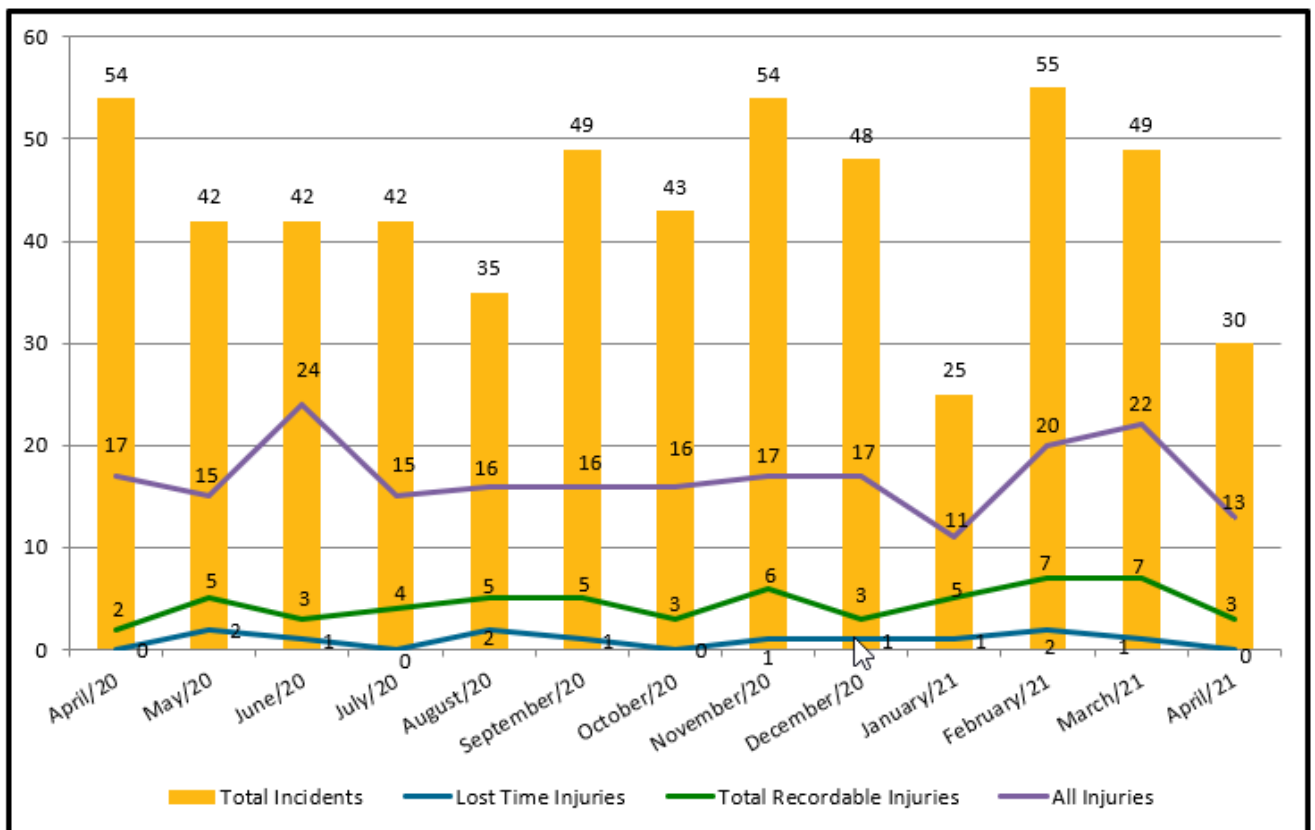
1.1. Overview

In April 2021:

- Forty-six safety interactions were undertaken.
- Thirty-nine safety inspections were undertaken.
- 95% of monthly action plans activities were carried out.

Thirty incidents were reported involving MRC employees, contractors, and members of the public.

Incidents and Injuries



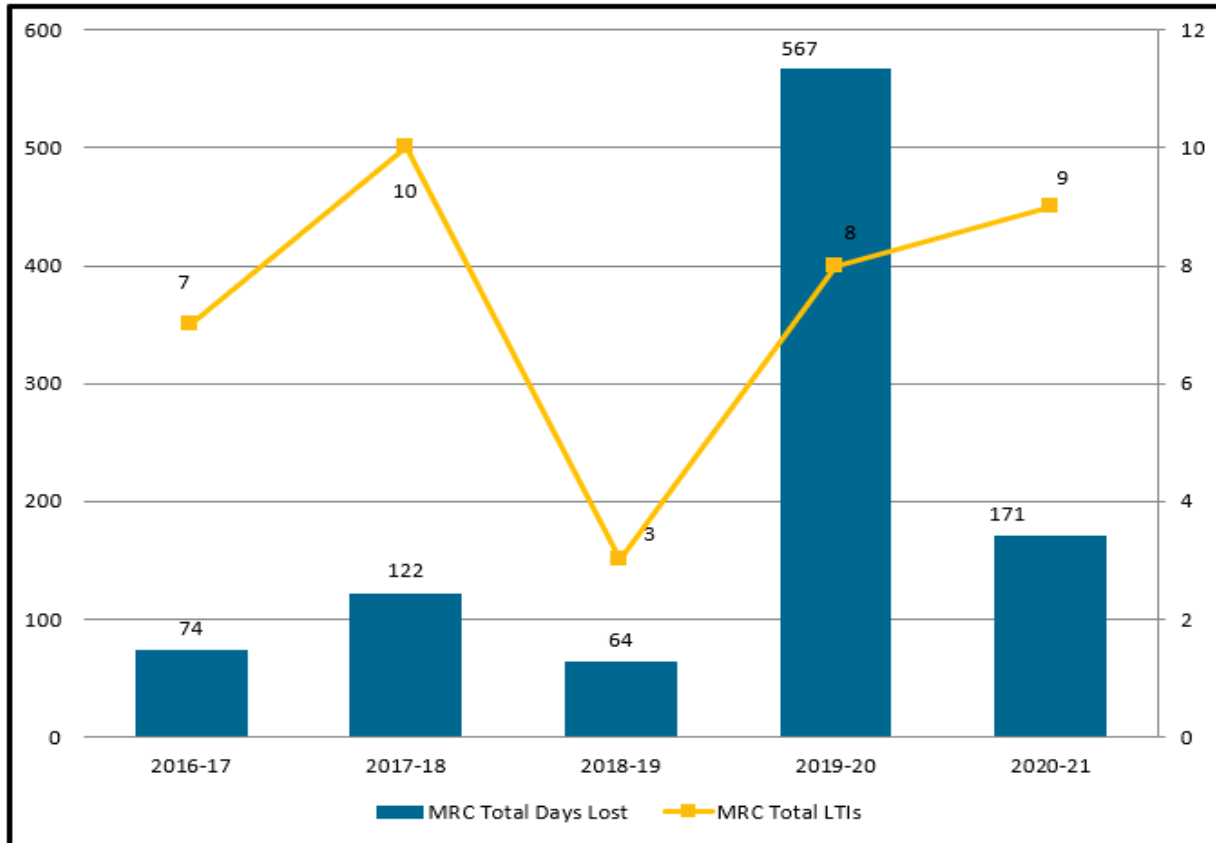
The following injuries to MRC employees were reported in April:

- Suitable duties and medical treatment injuries:
 - Knee injury after slipping on wet grass while walking around parked vehicle.
 - Minor elbow strain while lifting equipment out of truck tray.
 - Knee injury while walking on steep road.
- First aid and non-treatment injuries:
 - Two officers were verbally abused by a member of the public, and were threatened with physical violence.
 - A worker was bitten by an insect.
 - Minor cut finger while working on play equipment.
 - While line trimming rock flicked up and hit under the eye. Safety glasses were worn at the time.

- While performing dual person lift, hand was caught between item and truck tray.
- Tripped over a hose and fell to ground, landing on knee.
- Puncture wound on forearm while removing debris from the street sweeper tube.
- Placing a bin under an overhanging shelf and hit head on shelf.
- While visiting residence, over excited dogs jumped up, causing scratches on torso.
- Knee injury after boots became stuck in mud.

Each incident is investigated, and appropriate corrective measures implemented to reduce future risks.

Lost Time Injuries and Days Lost

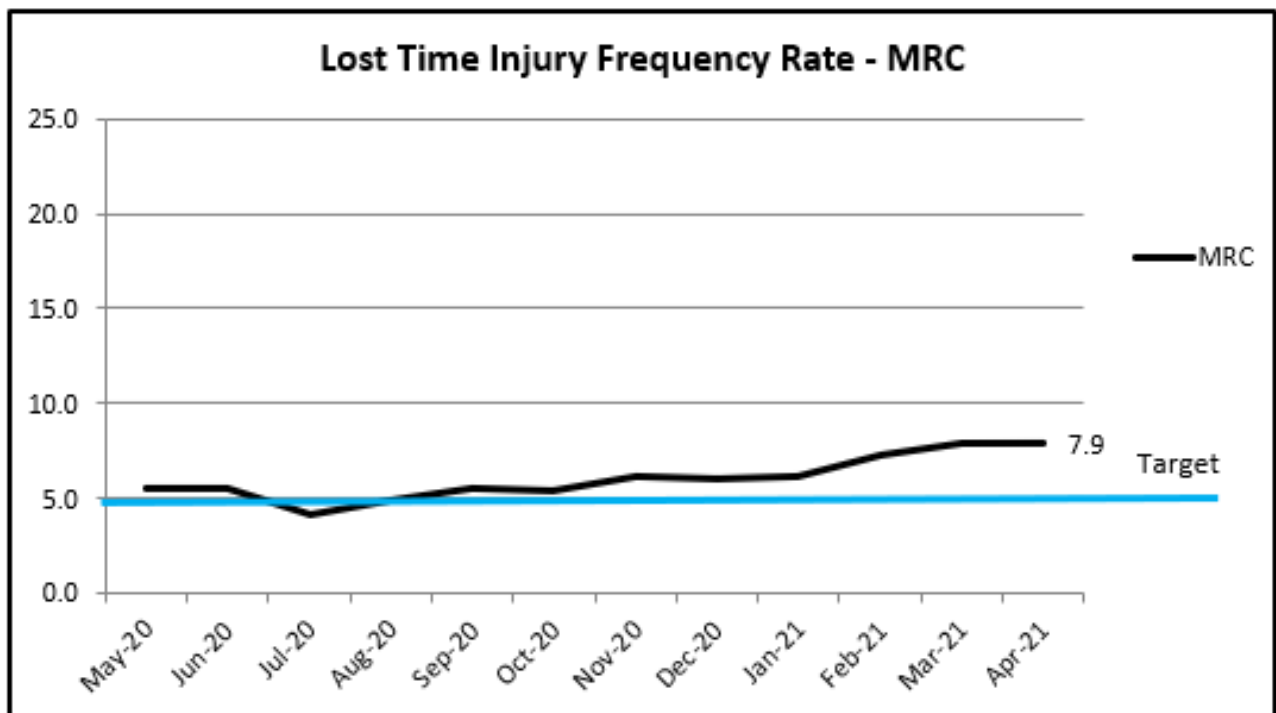


Department	2016-17		2017-18		2018-19		2019-20		2020-21	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Capital Works										
Community & Client Services	3	6	1	1	1	18	1	3	2	14
Organisational Services			2	25						
Development Services	3	55	1	13	1	33	4	154	2	27
Engineering & Commercial Infrastructure	1	13	6	83	1	13	3	410	5	130
Mackay Regional Council	7	74	10	122	3	64	8	567	9	171

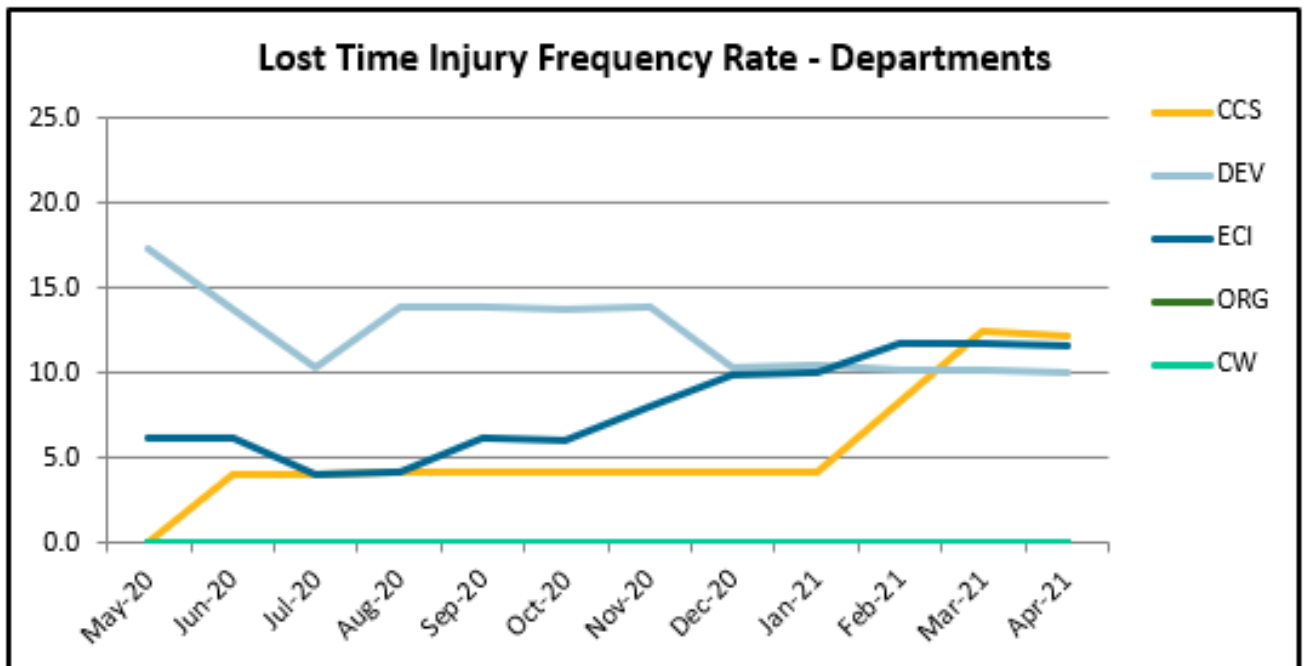
For the 2020-21 year, Nine lost time injuries have been recorded:

- In August 2020, a worker injured their shoulder while performing gardening duties. Twenty days have been lost as the worker recovers.
- In August 2020, an upper arm and shoulder injury was sustained after arm was over extended after minor fall from same level. Twenty-six days have been lost whilst the person recovers.
- In September 2020, a lower back injury was sustained whilst operating a roller. One day was lost as the worker recovered.
- In November 2020, a worker injured their knee after tipping a mower. Fifty-five days have been lost while the worker recovers.
- In December 2020, a worker suffered a knee strain while loading a tyre into ute tray. Two days were lost in January as they received treatment.
- In January, a worker sustained burns to fingers / hand, when a fire broke out while refuelling a mower. Seven days were lost as the worker recovered.
- In February 2021, a worker suffered a mild concussion after they bumped their head on a closing door. One day was lost as they recovered.
- In February 2021, a worker suffered a knee injury after stepping from vehicle that was parked on road edge on slightly sloping ground. Forty-six days have been lost as they receive treatment. In April they returned to work undertaking suitable modified duties.
- In March 2021, a worker fell and bruised their knee. Thirteen days over March and April were lost as they recovered. Afterwards, they returned to work undertaking suitable modified duties.

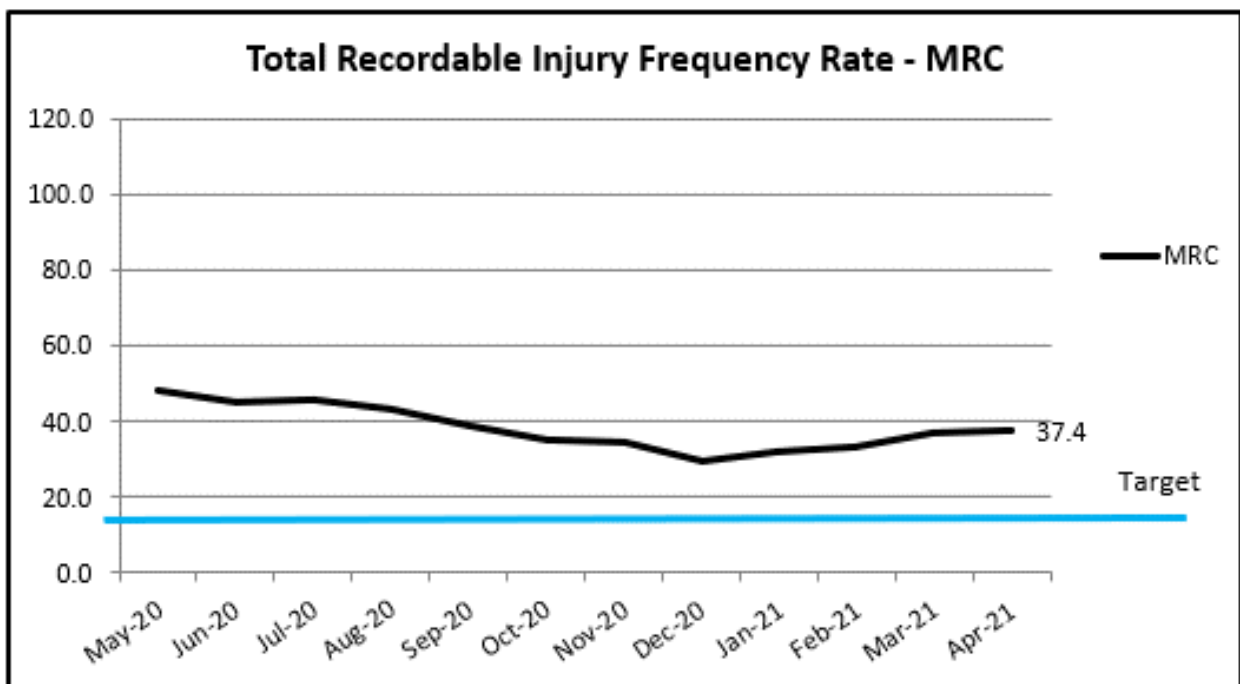
Injury Frequency Rates 12 month rolling average



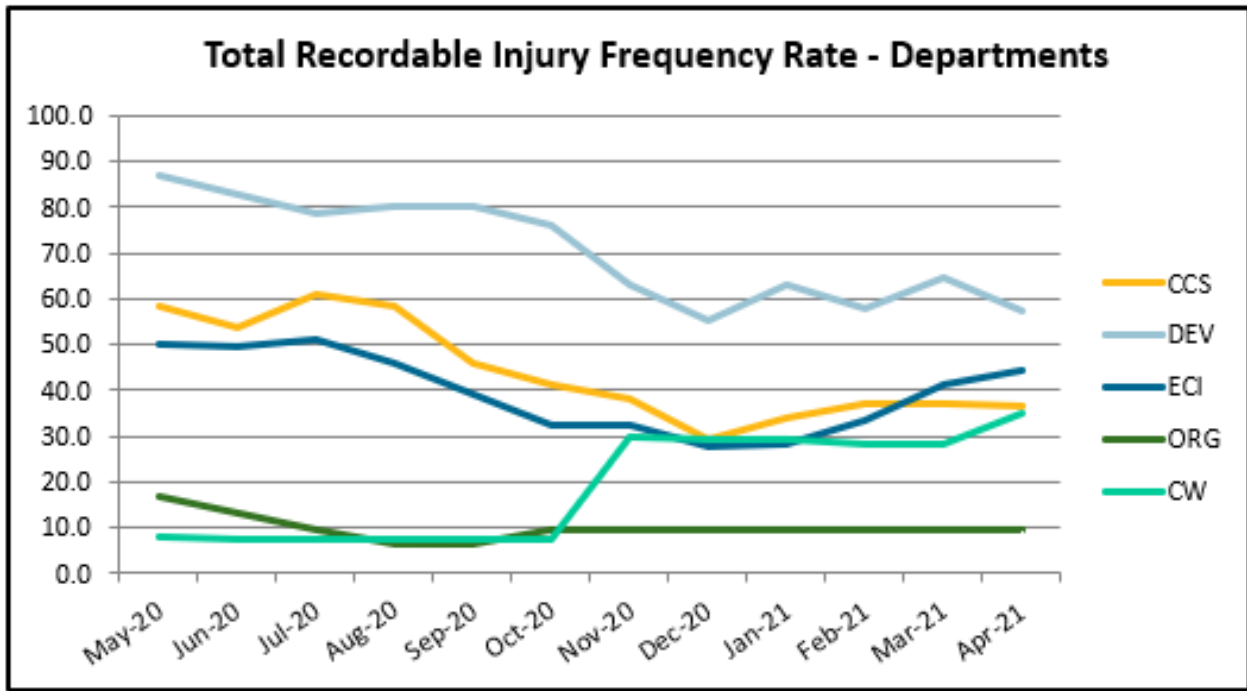
Nine lost time injuries have been recorded in the 2020-21 year.



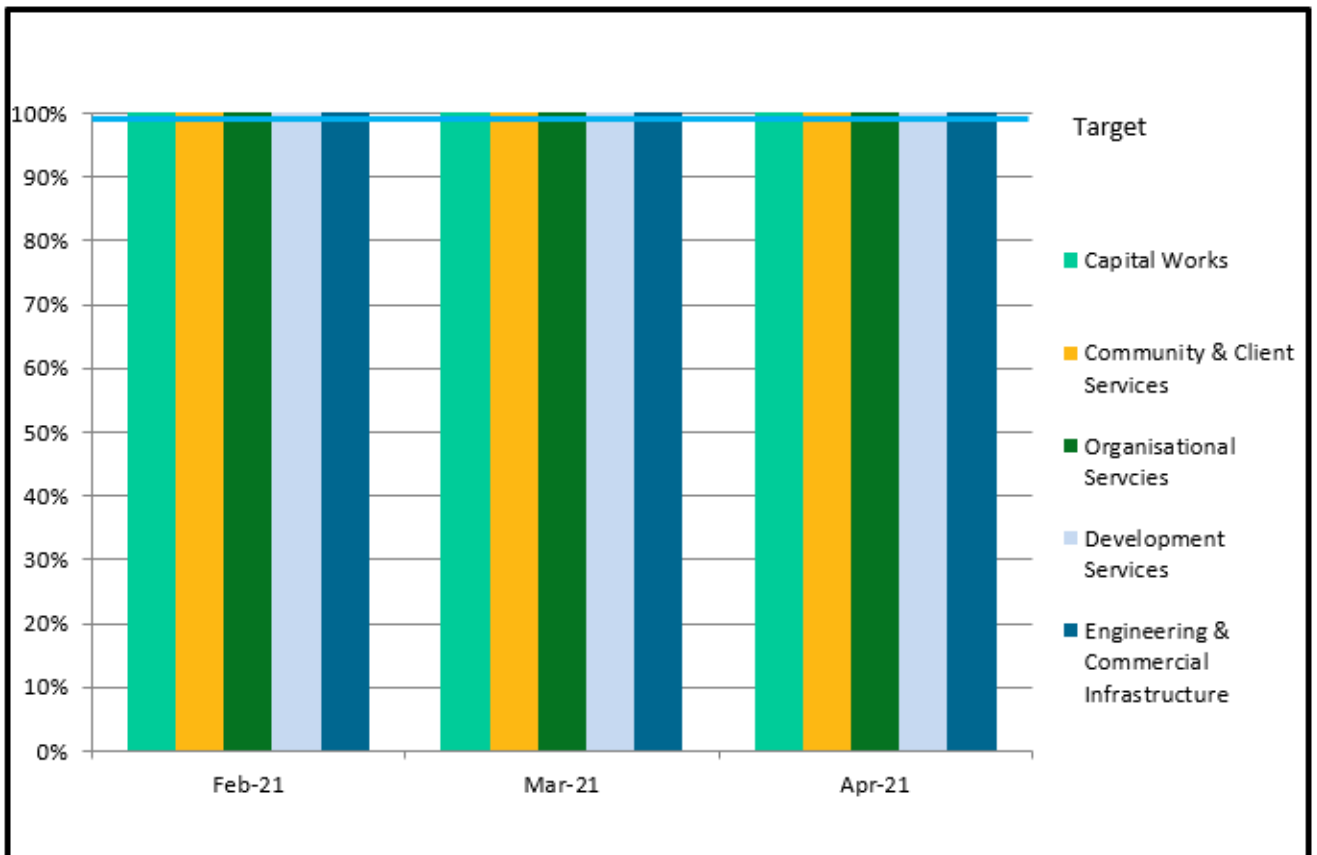
Total Recordable Injury Frequency Rates 12 month rolling average



Detailed analysis is undertaken to identify ways to reduce the number of injuries requiring medical treatment. Most of the injuries involve ‘muscular stress’. Areas of focus include: pre-employment checks; new employee inductions; fitness for work; hazardous manual task identification & management; and improved incident investigation. Further analysis will be undertaken to evaluate the effectiveness of interventions and to identify other measures to reduce incidents and injuries.

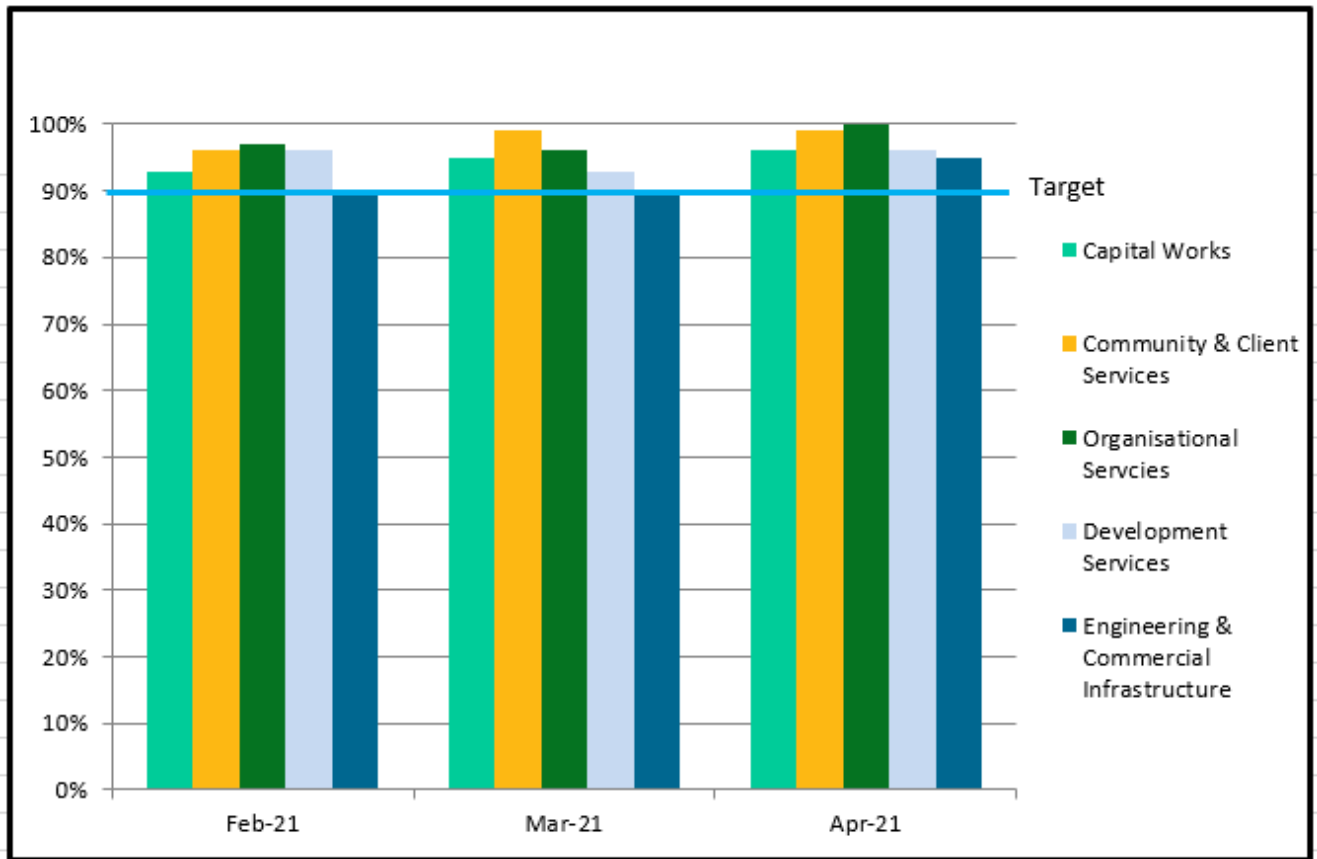


Site Safety Inspection Checklists



All inspections were completed on time.

Monthly Action Plans



Monthly Action Plans (MAP) are planned safety-related actions allocated to work groups over a 12-month schedule and are developed in response to identified risks.

Glossary

Group E	Councils with wages greater than \$50 million
Incident	Any unplanned event resulting in, or having a potential for injury or ill health.
Lost Time Injury (LTI)	Incidents that resulted in a fatality, permanent disability or time lost from work of one day / part of a day or more
Lost time incident frequency rate (LTIFR)	<p>The number of lost-time injuries per million hours worked.</p> <p>Calculated as follows:</p> $\frac{\text{No of LTI} \times 1,000,000}{\text{total hours worked during period}}$
Total Recordable Injuries (TRI)	Incidents that result in a Lost Time Injury (LTI), Suitable Duties Injury (SDI) and Medical Treatment Injury (MTI)

KEY INITIATIVES

2.1. Summary of key projects and initiatives

This section provides a summary of key initiatives linked directly to the Office of the Mayor and CEO for 2020/21.

Councillor Activities

Council in Community

Planning for the May Council in Community day was undertaken, with the visits centred on the Mackay area and undertaken on Wednesday 5 May 2021.

The following were included in site visits –

- ✓ Artspace – Including a behind the scenes tour
- ✓ Linked Group – Inspecting renewable energy initiatives and their premises which is supported totally off-grid
- ✓ Botanic Gardens – Inspect the desilting trial project, and nursery operations
- ✓ Mackay Entertainment and Convention Centre (MECC) – Including a behind the scenes tour

This month's tour took a slightly different tact and well as an enlightening visit to Linked Group who are showing the commerciality of providing a total off-grid industrial operation, the balance of the day was spend looking behind the scenes are some key Council facilities.

Artspace was an opportunity to not only inspect current exhibitions, but also understand what goes into curating and preparing these.

The Botanic Gardens visit witnessed firsthand the desilting trial project beds, being used to better understand the process for a potential larger desilting project.

A behind the scenes tour of the MECC was fascinating to see the enormous amount of equipment needed to run events, and the many things needed that no-one sees in producing what is presented on the stage.



Photo 1: Inspecting the stored artworks with Artspace Director Tracey Heathwood



Photo 2: Cr Bonaventura making a donation at the newly installed Artspace tap and go donation station



Photo 3: Inspecting the desilting trial beds at the Botanic Gardens



Photo 4: Getting prepared in the "Green Room" at the MECC



Photo 5: Corby Stuart, Technical Services Co-ordinator at the MECC, showing Councillors the ropes

Meetings/Briefings

For the month of April (May CIC Day), the following Council meetings/briefings were co-ordinated:

- Council in Community Day – 5 May
- Ordinary Council meetings 14 and 28 April
- Briefing Days – 14, 21 and 28 April

Meetings had been held back in the Council Chambers since January 2021 under a COVID safe plan with a restriction limit to five (5) attendees who have pre-registered. However, with the COVID outbreak in Queensland in early April the meeting of 14 April was relocated back to the MECC to allow distancing and excluded public attendance. The meeting of 28 April moved back to the Council Chambers with the easing of restrictions.

On 28 April 2021 there was one (1) registered member of the public.

Regardless of venue, live streaming of Council meetings continues to ensure public access.

Details of Council meeting minutes, and recorded live streaming, are all available on Council's website.

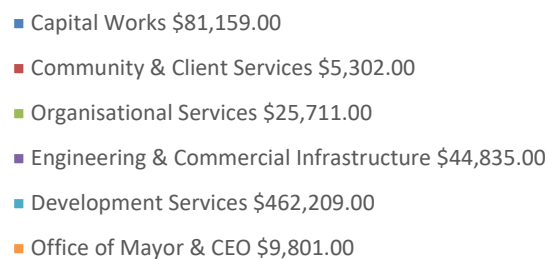
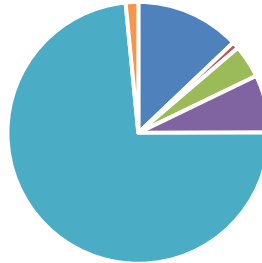
Legal Services

Legal Services is currently working on 266 Matters spread across all Directorates as follows:

Directorate	Matter Type	No.	No.
Capital Works	Disputes/Litigation	2	26
	Drafting/Reviewing	3	
	General Advice	7	
	Land Acquisition	9	
	Land Tenure	1	
	Native Title	4	
CCS	Disputes/Litigation	2	42
	Drafting/Reviewing	6	
	Regulatory Compliance & Enforcement (<i>particularly Warrants for overgrown properties and dangerous dogs</i>)	24	
	Leasing/Licencing	1	
	General Advice	9	
Development Services	Disputes/Litigation	2	41
	Infrastructure Agreements	6	
	P&E Appeals	1	
	General Advice	19	
	Land Acquisition/Disposal	2	
	Drafting/Reviewing	10	
	Regulatory Compliance & Enforcement	1	
ECI	Land Acquisition	13	50
	Disputes/Litigation	4	
	General Advice	13	
	Drafting/Reviewing	16	
	Land Tenure	2	
	Native Title	2	
OM&CEO	Land Acquisition/Conveyancing	4	25
	Disputes/Litigation	4	
	General	16	
	Regulatory Compliance & Enforcement	1	
Organisational Services	Disputes/Litigation	9	82
	General Advice	25	
	Drafting Reviewing	12	
	Land Acquisition	2	
	Leasing/Licensing	32	
	Native Title	1	
	Land Tenure	1	
TOTAL CURRENT MATTERS			266

Total external legal fees and outlays paid for the financial year to date are **\$629,017.00** broken down by Directorate as follows:

Fees Paid Financial Year to Date



External Grant Funding

2020/21 external funding monies for 2020/21 year to date to 30 April 2021 being actually received by payments to Council is \$26,217,724.07.

The major components received in April being:

- Waste Levy Funding - \$968,728.00
- QWRAP Nitrogen Sensor – PHD Student - \$30,000

Funding applications successful during April include –

- State Library of Queensland – 2 x Micro Grants at \$5,000 each
- Good Things Foundation – Digital Literacy Skills for Seniors \$2,500
- QWRAP Bid-Pool Funding – Nitrogen Sensor \$45,000
- QWRAP Bid-Pool Funding – Collaboration Tour \$2,203
- Department of Children, Youth Justice & Multicultural Affairs – Sarina & Valley District Youth Services for 3 years \$269,997

2.2 NQ & FNQ Monsoon Trough Update - Road Restoration Works

The linemarking on the Dalrymple Road Landslip project has been undertaken. This completes all works covered by the NQ & FNQ Monsoon Trough disaster restoration funding.

GREATER WHITSUNDAY COUNCILS OF MAYORS (GWCoM'S)

3.1. Greater Whitsunday Council of Mayors (GWCoM's) – formerly Whitsunday Regional Organisation of Councils (WROC)

Joint group in conjunction with the Councils of Isaac and Whitsunday.

Membership involves the Mayor and CEO of each of the three (3) Councils, supported by various staff.

A CEO's Group has been established as part of the GWCoM's. The intent of this group is to handle the 'business' matters and look for possible synergies between Councils at CEO level and allowing focus on higher level and strategic issues for the region by the wider group.

The last CEO's Group meeting was held 19 March 2021 as a precursor to the GWCoM's meeting with discussion on key agenda items.

The latest GWCoM's meeting was held on 22 April 2021, in Mackay, and attended by all Mayors and CEO's. It saw the last meeting for Isaac Regional Council CEO Gary Stevenson, who was wished a fond farewell and thanked for his significant and positive contribution. Jeff Stewart-Harris, as new CEO, was officially appointed and will take on a role as a Director of GWCoM's.

Updates were also given by the following groups either in person or by videoconference -

- Department of Premier and Cabinet
- Greater Whitsunday Alliance (GW3)
- Department of State Development, Infrastructure, Local Government and Planning

Regional Development Australia Mackay-Isaac-Whitsunday Inc. (RDA) in the absence of being able to attend in person provided an update report.

The Local Government Association of Queensland (LGAQ) attended in person and presented on key matters including –

1. April Policy Executive Meeting Update
2. State Budget
3. COI Legislation update
4. Consultation Report – Post-implementation review of the Strong & Sustainable Resources Communities Act 2017
5. 2021 ROC Assembly
6. Senate Select Committee – insurance and digital connectivity
7. Senator Malcolm Roberts call for a Senate Inquiry into corruption allegations in Queensland local government
8. Goondiwindi Regional Council v Tait
9. LGAQ 2021 Advocacy Action Plan Progress Report
10. Rural & Remote Councils Compact
11. Queensland Climate Resilient Councils (Q CRC) Program Grants
12. Waste Update

13. Natural Assets and Natural Resource Management Update
14. Translating Biodiversity Conservation Research into Local Action Project
15. Planning & Development Update
16. QCoast2100 Project Update
17. QWRAP Project Update – Funding Round 5 (July 2018 – June 2022)
18. Skills shortage presentation to COAG Ministers
19. LGAQ Submissions Update

The meetings are held bi-monthly with the next GWCoM's meeting is scheduled for Tuesday 6 July 2021 in Mackay, on a different meeting schedule to avoid a clash with the Australian Local Government Association (ALGA) Conference being held in Canberra.