



# **ORDINARY MEETING**

## **MINUTES**

**2 JULY 2019**

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**REPORT OF THE ORDINARY MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 2 JULY 2019 COMMENCING AT 9.03AM**

## **1 OPENING**

9:04AM Councillor Wickerson attended the meeting

The opening prayer presented by Reverend Matthew Hogg, Fitzroy Parish Uniting Church.

## **2 PRESENT**

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor M D Wickerson  
Councillor S J Schwarten  
Councillor A P Williams  
Councillor R A Swadling  
Councillor N K Fisher

In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – Deputy Chief Executive Officer  
Mr P Kofod – General Manager Regional Services  
Mr T Cullen – General Manager Advance Rockhampton  
Ms C Worthy – General Manager Community Services  
Mr S Gatt – Manager Planning and Regulatory Services  
Ms A Pearce – Manager Tourism, Events and Marketing  
Mr A Russell – Manager Strategy and Planning  
Mr D Stevenson – Manager Corporate and Technology Services  
Mr A Pont – Manager Parks  
Mr M Mansfield – Acting Executive Coordinator to the Mayor  
Ms A Brennan – Coordinator Legal and Governance  
Ms K Barrett – Project Officer  
Mr B Koelmeyer – Planning Officer  
Ms K Talbot – Senior Media Officer  
Ms E Brodel – Media Officer  
Ms G Dwyer – Media Officer  
Ms K Walsh – Committee Support Officer  
Ms L Leeder – Senior Committee Support Officer

## **3 APOLOGIES AND LEAVE OF ABSENCE**

## **4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

### **COUNCIL RESOLUTION**

THAT the minutes of the Ordinary Meeting held on 18 June 2019 be taken as read and adopted as a correct record.

THAT the minutes of the Special Meeting held on 26 June 2019 be taken as read and adopted as a correct record.

**Moved by: Councillor Swadling**

**Seconded by: Councillor Smith**

**MOTION CARRIED**

## **5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

### **9:08AM**

Councillor Ellen Smith informed the meeting of an interest in Item 9.4.2 – Poison Creek Road Immunity, and declared the following:

“I declare that I have a material personal interest in the matter due to my brother John McEvoy, sister Trish McKinnon and brother-in-law Don McKinnon owning all property on the northern side of Poison Creek Road and will leave the meeting when the matter is discussed and voted on.”

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil



## **9 COMMITTEE REPORTS**

### **9.1 AUDIT AND BUSINESS IMPROVEMENT COMMITTEE MEETING - 20 JUNE 2019**

#### **COUNCIL RESOLUTION**

THAT the Minutes of the Audit and Business Improvement Committee meeting, held on 20 June 2019 as circulated, be received and that the recommendations contained within these minutes be adopted.

**Moved by:** Councillor Smith  
**Seconded by:** Councillor Rutherford

**MOTION CARRIED**

(**Note:** The complete minutes are contained in the separate Minutes document)

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.1 FINANCE SECTION UPDATE**

**File No:** 8151  
**Attachments:** Nil  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*Chief Financial Officer providing a Financial Update in preparation for the end of financial year on 30 June 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Finance Section Update be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.2 INTERIM MANAGEMENT REPORT 2018/19**

**File No:** 8151

**Attachments:**

1. **Audit and Business Improvement Committee Briefing Note**
2. **RRC Interim Management Letter**

**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer

**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*Council's auditors, Thomas Noble and Russell (TNR) have finalised the Interim Management Report for the 2018/2019 audit.*

**COMMITTEE RECOMMENDATION**

THAT the Interim Management Report prepared by Thomas Noble and Russell (TNR) for the 2018/2019 audit be received.

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**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.3 NCA REVALUATION SUMMARY**

**File No:** 8151  
**Attachments:** Nil  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*The purpose of this report is to inform the Audit and Business Improvement Committee regarding the Asset Revaluation for the 2018/19 reporting year.*

*Key items included are summary comments/highlights regarding the outcome of the land revaluation, water and sewer revaluation and indices analysis for 2018/19.*

*Performance by service providers was responsive and conciliatory. Council staff members extended themselves to meet the planning requirements and have done a remarkable job with limited resources to achieve the outcomes to date.*

**COMMITTEE RECOMMENDATION**

THAT the members of the Audit and Business Improvement Committee note the contents of this report.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.4 SHELL FINANCIAL STATEMENTS 2018/19**

**File No:** 8151  
**Attachments:** 1. Shell Financial Statements 2018-2019  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Alicia Cutler - Chief Financial Officer

---

**SUMMARY**

*In readiness for the annual Financial Report for 2018/19 and in accordance with the agreed audit timetable a 'Shell' Financial Report for 2018/19 has been compiled. Preparation of the Shell Financial Report enables early consideration of reporting and disclosure requirements of any new or amended accounting standards and/or other proposed changes to the Financial Report.*

**COMMITTEE RECOMMENDATION**

THAT the Shell Financial Report and information as per this report be received.

---

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.5 POSITION PAPERS****File No:** 8151**Attachments:**

1. Provision for Restoration – AASB137
2. Property, Plant and Equipment and Fair Value Measurement- AASB116 and AASB13
3. Financial Instruments - AASB9 (effective 1 July 2018)
4. Leases- AASB16 (effective 1 July 2018)
5. Revenue – AASB15 and AASB1058 (effective 1 July 2019)

**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*In readiness for the annual Financial Report for 2018/19 and in accordance with the agreed audit timetable, Position Papers on known accounting issues and new Accounting Standards have been compiled. Preparation of Position Papers provides a key record of decisions for accounting matters material to the Financial Statements.*

**COMMITTEE RECOMMENDATION**

THAT the listed Position Papers and information as per this report be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.6 PLACEHOLDER - CEO INTRODUCTION**

**File No:** 5207  
**Attachments:** Nil  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The CEO will update the Committee on any matters of importance.*

**COMMITTEE RECOMMENDATION**

THAT the CEO's introduction and update be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.7 ANNUAL AUDIT PLAN 2019-2020**

**File No:** 5207  
**Attachments:** 1. Annual Audit Plan 2019-2020 - CEO Endorsed  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The proposed Annual Audit Plan 2019-20 (financial year), attached, is submitted for the Committee's review.*

**COMMITTEE RECOMMENDATION**

THAT the CAE provide an alternate Audit Plan to the CEO for consideration.



**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.8 ANNUAL AUDIT PLAN 2018-19 PROGRESS**

**File No:** 5207  
**Attachments:** 1. Audit Plan 2018-19 Progress Report  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

---

**SUMMARY**

*The progress of the Annual Audit Plan is presented for quarterly review by the Committee.*

**COMMITTEE RECOMMENDATION**

THAT the report and outlook to 30 June 2019 be received.

---

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.9 ACTION PROGRESS REPORT**

**File No:** 5207  
**Attachments:** 1. ACTION PROGRESS REPORT at 4 June 2019  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The Quarterly requested Action Progress Report of Audit Open Items is presented for the information of the Committee.*

*This report is a requirement of the Local Government Regulation 2012.*

*The Action Progress Report represents Actions Agreed by management to address audit recommendations, consulting advice and guidance or identified business process improvement activities, from a number of sources.*

*This report provides a single simple picture across the whole of Council based on a standard reporting format, and is part of the coordination function provided by the internal audit activity.*

**COMMITTEE RECOMMENDATION**

THAT the quarterly Action Progress Report be received and progress of actions noted:

- A total of 21 items will be deleted following this meeting being fully actioned by management.
- This represents 21/113 or 19% of total open items actioned/to be removed (this % is a moving target as new items are continually added and deleted).
- Overall movement indicated in the QAO/TNR 5 December 2017 Final Management Report (Appendix A) has seen total open items decrease from 216 to 92 as at 6 June 2019.
- High Risk items have correspondingly decreased from 44 to 7.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.10 REVIEW OF - BUSINESS CONTINUITY PLANS**

**File No:** 5207  
**Attachments:** 1. Business Continuity Plan Review  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The planned audit of Business Continuity Plan(s) – Desktop Review is presented to the Committee for information and comment.*

**COMMITTEE RECOMMENDATION**

THAT the Review of Business Continuity Plans report be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.11 REVIEW OF CONTRACTING EXCEPTIONS**

**File No:** 5207  
**Attachments:** 1. Audit 2019-4B Contracting - Other Exceptions Final Report  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The planned compliance review of Contracting – Other Exceptions (based on S235 of the Local Government Regulation 2012) is presented as a final report.*

**COMMITTEE RECOMMENDATION**

THAT the Review of Contracting Exceptions be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.12 REVIEW OF TENDER CONSIDERATION PLANS**

**File No:** 5207  
**Attachments:** 1. Tender Consideration Plans Review  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The planned review of Tender Consideration Plans is presented for the information of the Committee.*

**COMMITTEE RECOMMENDATION**

THAT the review of Tender Consideration Plans be received.

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**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.13 ANNUAL AUDIT & BUSINESS IMPROVEMENT COMMITTEE SELF-ASSESSMENT**

**File No:** 5207  
**Attachments:** 1. Self-Assessment#1  
2. Self-Assessment#2  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The required Annual Self-Assessment is provided for information to the committee as per the Audit and Business Improvement Committee Policy.*

*This Policy requires that the committee self-assesses annually and reviews and monitors whether the audit process is effective.*

*These matters are covered within the self-assessment presented.*

**COMMITTEE RECOMMENDATION**

THAT the completed Annual Committee Self-Assessments be received and members' comments noted for improvement or action where relevant and appropriate.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.14 CHANGES TO INTERNAL AUDIT REPORTING AUTHORISATION**

**File No:** 5207  
**Attachments:** Nil  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*In line with organisational changes to Internal Audit for Administrative Reporting, the CAE is now authorising, as final authoriser, all internal audit and related reports to this committee. This provides an added level of independence to IA activities to compensate for organisational structure administrative changes.*

**COMMITTEE RECOMMENDATION**

THAT the information update on internal audit independence arrangements be received and noted.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.15 RISK REGISTERS - QUARTERLY UPDATE AS AT 26 APRIL 2019****File No:** 8780**Attachments:**

1. Corporate Risk Register - Quarterly Update as at 26 April 2019
2. Operational Risk Register - Quarterly Update as at 26 April 2019
3. Comparison of Current and Potential Exposure Risk Ratings Broken Down by Level of Consequence as at 26 April 2019

**Authorising Officer:** John Wallace - Chief Audit Executive  
Ross Cheesman - Deputy Chief Executive Officer**Author:** Kisane Ramm - Senior Risk and Assurance Advisor

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**SUMMARY**

*Submission of the quarterly risk register updates, as at 26 April 2019, for the Committee's consideration.*

**COMMITTEE RECOMMENDATION**

THAT the Committee "receives" the quarterly risk register updates as at 26 April 2019, as presented in the attachments to this report, and recommends that they be adopted by Council.



**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.16 FRAUD AND CORRUPTION RISK CHECKLIST - UPDATE**

**File No:** 8780

**Attachments:** 1. Extracts from the Fraud and Corruption Risk Checklist adopted by Council 5 March 2019

**Authorising Officer:** John Wallace - Chief Audit Executive  
Ross Cheesman - Deputy Chief Executive Officer

**Author:** Kisane Ramm - Senior Risk and Assurance Advisor

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**SUMMARY**

*Advising of the adoption of the Fraud and Corruption Risk Checklist.*

**COMMITTEE RECOMMENDATION**

THAT the Committee “receives” the report providing an update on the Fraud and Corruption Risk Checklist.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.17 PLACEHOLDER - ASSET MANAGEMENT**

**File No:** 5207  
**Attachments:** Nil  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The Committee has requested periodic updates on IT project status. The Manager Corporate & Technology Services will update the Committee on the progress of the RAMP (Asset Management) Project.*

*Additional Discussion may occur on asset management.*

**COMMITTEE RECOMMENDATION**

THAT the reports be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.18 PLACEHOLDER - ENVIRONMENTAL MANAGEMENT**

**File No:** 5207  
**Attachments:** Nil  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The Chair has requested a Placeholder be included in the agenda for future meetings for – Environmental Management.*

**COMMITTEE RECOMMENDATION**

THAT the Environmental report/update be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.19 INVESTIGATION AND LEGAL MATTERS PROGRESS REPORT**

**File No:** 5207  
**Attachments:** 1. Legal Matters as at 31 March 2019  
**Authorising Officer:** Tracy Sweeney - Manager Workforce and Governance  
**Author:** Travis Pegrem - Coordinator Industrial Relations and Investigations

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**SUMMARY**

*Coordinator Workforce Relations and Ethics presenting an update of financial year to date Investigative Matters and the current Legal Matters progress report.*

**COMMITTEE RECOMMENDATION**

THAT the update of investigative and legal matters for Rockhampton Regional Council be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.20 LOSS / THEFT ITEMS - JANUARY TO MAY 2019**

**File No:** 3911  
**Attachments:** 1. Loss/Theft Report - 1 January to 31 May 2019  
**Authorising Officer:** Drew Stevenson - Manager Corporate and Technology  
Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Kellie Anderson - Coordinator Property and Insurance

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**SUMMARY**

*Presenting details of the Loss / Theft register for the period 1 January to 31 May 2019*

**COMMITTEE RECOMMENDATION**

THAT the Committee 'receives' the Loss/Theft Report for the period 1 January to 31 May 2019.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.21 PLACEHOLDER - COMMITTEE CHAIR UPDATE**

**File No:** 5207  
**Attachments:** Nil  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The Chair will update the Committee on matters of importance.*

**COMMITTEE RECOMMENDATION**

THAT the Chair's update be received.

**9.2 PLANNING AND REGULATORY COMMITTEE MEETING - 25 JUNE 2019****COUNCIL RESOLUTION**

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 25 June 2019 as circulated, be received and that the recommendations contained within these minutes be adopted.

**Moved by:** Councillor Smith  
**Seconded by:** Councillor Wickerson

**MOTION CARRIED**

(**Note:** The complete minutes are contained in the separate Minutes document)

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**Recommendation of the Planning and Regulatory Committee, 25 June 2019****9.2.1 D/41-2018 - MINOR CHANGE TO DEVELOPMENT PERMIT FOR OPERATIONAL WORKS FOR AN ADVERTISING DEVICE (BILLBOARD SIGN)**

**File No:** D/41-2018

**Attachments:**

1. Locality Plan
2. Site Plan
3. Elevations Plan

**Authorising Officer:** Amanda O'Mara - Acting Coordinator Development Assessment  
Steven Gatt - Manager Planning and Regulatory Services  
Colleen Worthy - General Manager Community Services

**Author:** Bevan Koelmeyer - Planning Officer

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**SUMMARY**

*Development Application Number:* D/41-2018

*Applicant:* Matzin Capital Pty Ltd C/- Jensen Bowers Group Consultants Pty Ltd

*Real Property Address:* Lots 0, 1 and 2 on BUP100002, Parish of Rockhampton

*Common Property Address:* 102, 1/102 and 2/102 Denham Street, Rockhampton City

*Area of Site:* 696 square metres

*Planning Scheme:* Rockhampton Region Planning Scheme 2015

*Planning Scheme Zone:* Specialised Centre Zone

*Planning Scheme Overlays:* None Applicable

*Existing Development:* Two (2) office units

*Existing Approvals:* Various building approvals

*Approval Sought:* Minor Change to Development Permit D/41-2018 for Operational Works for an Advertising Device (Billboard Sign)

*Level of Assessment:* Code Assessable

*Referral Agency(s):* None Applicable

*Infrastructure Charges Area:* Charge Area 1

**COMMITTEE RECOMMENDATION****RECOMMENDATION A:**

THAT in relation to the application for a request for a Minor Change to Development Permit D/41-2018 for Operational Works for an Advertising Device (Billboard Sign), made by Matzin Capital Pty Ltd, on land located at 102, 1/102 and 2/102 Denham Street, Rockhampton City, described as Lots 0-2 on BUP100002, Parish of Rockhampton - Council resolves that:



**1. Item 5 and Condition 2.1 be amended by replacing:**

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Site Plan	Espin Capital Pty Ltd	2 July 2018	S1 of 2	Rev 3
Site and Plan View	Espin Capital Pty Ltd	2 July 2018	S2 of 2	Rev 3
Traffic Engineering Assessment	Pekol Traffic & Transport	19 July 2018	18-403	Version 2
Material Selection	Maarch*	13 July 2018	18021	-

**With**

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Site Plan	Espin Capital Pty Ltd	17 May 2019	S1 of 2	Rev 4
Site and Plan View	Espin Capital Pty Ltd	17 May 2019	S2 of 2	Rev 4
Traffic Engineering Assessment	Pekol Traffic & Transport	19 July 2018	18-403	Version 2
Material Selection	Maarch*	13 July 2018	18021	-

**2. Condition 7.5 be amended by replacing:**

*The Advertising Device (Digital Billboard Sign) must be designed and certified by a Registered Professional Engineer of Queensland and constructed in accordance with the requirements of the Queensland Development Code and the Building Code of Australia.*

**With**

The Advertising Device (Billboard Sign) must be designed and certified by a Registered Professional Engineer of Queensland and constructed in accordance with the requirements of the Queensland Development Code and the Building Code of Australia.

**3. Condition 7.8 be amended by replacing:**

*The Advertising Device (Digital Billboard Sign) must be maintained in a safe, clean, tidy and sightly condition at all times.*

**With**

The Advertising Device (Billboard Sign) must be maintained in a safe, clean, tidy and sightly condition at all times.

**RECOMMENDATION B:**

That in relation to the above changes, Council resolves to issue an Amended Decision Notice:

**1.0 ADMINISTRATION**

1.1 The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.

- 1.2 Where these Conditions refer to “Council” in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- 1.4 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
- 1.4.1 Building Works.
- 1.5 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.

## 2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Site Plan	Espin Capital Pty Ltd	17 May 2019	S1 of 2	Rev 4
Site and Plan View	Espin Capital Pty Ltd	17 May 2019	S2 of 2	Rev 4
Traffic Engineering Assessment	Pekol Traffic & Transport	19 July 2018	18-403	Version 2
Material Selection	Maarch*	13 July 2018	18021	-

- 2.2 A set of the above approved plans are returned to you as the Consultant. The Consultant is to supply one (1) Approved set to the contractor to be retained on site at all times during construction.
- 2.3 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.
- 2.4 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for endorsement by Council prior to the submission of a Development Application for Building Works.
- 2.5 The Developer is responsible for ensuring compliance with this approval and the Conditions of the approval by an employee, agent, contractor or invitee of the Developer.
- ## 3.0 OPERATING PROCEDURES
- 3.1 All text and images displayed on the billboard must be static, not imitate a traffic control device or include traffic instructions (for example ‘stop’), and not involve moving parts or flashing lights.
- 3.2 Any lighting devices associated with the signage, such as sensory lighting, must be positioned on the site and shielded so as not to cause glare or other nuisance to nearby residents or motorists. Night lighting must be designed, constructed and operated in accordance with ‘*Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting*’.

#### 4.0 DIGITAL SCREEN DISPLAY FEATURES

- 4.1 The digital display screen of the Advertising Device must incorporate an automatic error detection system which will turn off the screen display or display a blank screen should the Advertising Device malfunction.
- 4.2 The Advertising Device display screen must incorporate a minimum of two (2) automated ambient light sensors capable of supporting a minimum of five (5) levels of stepped dimming to ensure display screen luminance can adjust automatically in response to surrounding ambient light conditions from dark of night to fully sunlit conditions.
- 4.3 The Advertising Device display screen must provide for on-site, operation, configuration and diagnosis of the screen display.
- 4.4 Messages must remain static for a minimum dwell time of 10 seconds and are not to scroll across the screen or incorporate flashing, blinking, revolving, pulsating, high contrast or rotating effects animation.
- 4.5 Each change of advertisement is to be completed instantaneously (i.e. within 0.1 of a second).

#### 5.0 DIGITAL SCREEN ADVERTISEMENTS AND MOVEMENT

- 5.1 The Advertising Device display screen must not be split to display multiple advertisements on the one display screen.
- 5.2 Advertisements must not display text, photographs or symbols depicting, mimicking or that could be reasonably interpreted as a traffic control device.
- 5.3 Advertisements must not invite traffic to move contrary to any traffic control device, or turn where there is fast moving traffic.
- 5.4 Advertisements must only promote a single, self-contained advertising message that is clear, succinct, legible and easily understood at a glance. The use of text components in a sequential manner, whereby text refers to or is reliant on previous or successive screen displays in order to convey an advertising message is not permitted.
- Note: An advertising message refers to the main point the advertisement is attempting to convey to its target audience. This condition seeks to ensure that drivers in particular are not required to spend an excessive amount of time reading and interpreting advertisements.
- 5.5 Changeover animation effects such as 'fade', 'zoom', or 'fly-in' between advertisements must not be used.
- 5.6 A blank black, white, or any coloured screen must not be displayed between advertisements.
- 5.7 Advertisement that comprise of, or incorporate moving visual images, such as videos or animations must not be displayed.

Note: Video refers to a recording or the streaming of moving visual images captured by or using a video camera. Animation refers to a simulation of movement created by displaying a series of pictures or frames either digitally or otherwise.

- 5.8 The Advertising Device must not be capable of playing audio nor synchronised with any outdoor sound system utilised for advertising purposes.

#### 6.0 ASSET MANAGEMENT

- 6.1 Any damage to, or alterations necessary, to electricity, telephone, water mains, sewerage mains, stormwater drains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken immediately at full cost to the Developer.

## 7.0 ADVERTISING DEVICE CONSTRUCTION AND MAINTENANCE

- 7.1 Council reserves the right for uninterrupted access to the site at all times during construction.
- 7.2 All Construction work and other associated activities are permitted only between 0630 hours and 1800 hours Monday to Saturday. No work is permitted on Sundays or public holidays. All requirements of the Environmental Protection Act 1994 and Environmental Protection Regulations 2008 must be observed at all times.
- 7.3 Construction materials, waste, waste skips, machinery and contractors' vehicles must not be located and stored or parked in George Street.
- 7.4 Any proposed works within the vicinity (or zone of influence) of existing Council infrastructure will not adversely affect the integrity of the infrastructure. Any restoration works required on existing Council infrastructure as a result of proposed works will be at developer's expense.
- 7.5 The Advertising Device (Billboard Sign) must be designed and certified by a Registered Professional Engineer of Queensland and constructed in accordance with the requirements of the Queensland Development Code and the Building Code of Australia.
- 7.6 All conduits, wiring, switches or other control apparatus installed on an Advertising Device must be concealed from general view, with control apparatus secured in a manner to prevent unauthorised entry and display setting tampering.
- 7.7 All electrical services and systems must comply with 'Australian and New Zealand Standard AS/NZS 3000:2007 - Electrical Installations'.
- 7.8 The Advertising Device (Billboard Sign) must be maintained in a safe, clean and tidy condition at all times.

## ADVISORY NOTES

### NOTE 1. Aboriginal Cultural Heritage Act, 2003

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal Cultural Heritage legislation. The information on Aboriginal Cultural Heritage is available on the Department of Aboriginal and Torres Strait Islander and Multicultural Affairs website: [www.datsima.qld.gov.au](http://www.datsima.qld.gov.au).

### NOTE 2. Asbestos Removal

Any demolition and/or removal works involving asbestos materials must be undertaken in accordance with the requirements of the *Workplace Health and Safety* legislation and *Public Health Act 2005*.

### NOTE 3. General Environmental Duty- *Environmental Protection Act 1994, sec.319*

A person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm (the *general environmental duty*).

In deciding the measures required to be taken, regard must be had to, for example—

- a) the nature of the harm or potential harm; and
- b) the sensitivity of the receiving environment; and
- c) the current state of technical knowledge for the activity; and

- d) the likelihood of successful application of the different measures that might be taken; and
- e) the financial implications of the different measures as they would relate to the type of activity.

NOTE 4. General Safety Of Public During Construction

The *Workplace Health and Safety Act* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 5. Trees on Public Land

Please note that if the billboard sign is obscured by trees on public land, the trees will not be removed.

**COMMITTEE RECOMMENDATION**

THAT Council workshop billboard and digital signs in the Rockhampton Region.

**Recommendation of the Planning and Regulatory Committee, 25 June 2019****9.2.2 DECISIONS UNDER DELEGATION - MAY 2019**

**File No:** 7028  
**Attachments:** Nil  
**Authorising Officer:** Steven Gatt - Manager Planning and Regulatory Services  
Colleen Worthy - General Manager Community Services  
**Author:** Tarnya Fitzgibbon - Coordinator Development Assessment

---

**SUMMARY**

*This report outlines the properly made development applications received in May 2019 and whether they will be decided under delegation or decided by Council.*

**COMMITTEE RECOMMENDATION**

THAT this report into the applications lodged in May 2019 be received.

**Recommendation of the Planning and Regulatory Committee, 25 June 2019****9.2.3 MONTHLY OPERATIONS REPORT FOR PLANNING & REGULATORY SERVICES - MAY 2019**

**File No:** 1464

**Attachments:** 1. **Monthly Operations Report for Planning & Regulatory Services - May 2019**

**Authorising Officer:** **Colleen Worthy - General Manager Community Services**

**Author:** **Steven Gatt - Manager Planning and Regulatory Services**

---

**SUMMARY**

*The Monthly Operations Report for the Planning & Regulatory Services Section for May 2019 is presented for Councillor's information.*

**COMMITTEE RECOMMENDATION**

1. THAT the Planning & Regulatory Services Monthly Operations Report for May 2019 be 'received'.
2. Council expressed its thanks and congratulations to Manager Steven Gatt, noting that this is the last report that he will present to Council, and the report is a fitting summary of outstanding achievements under his leadership and thanked him for his service.

**9.3 AIRPORT, WATER AND WASTE COMMITTEE MEETING - 25 JUNE 2019****COUNCIL RESOLUTION**

THAT the Minutes of the Airport, Water and Waste Committee meeting, held on 25 June 2019 as circulated, be received and that the recommendations contained within these minutes be adopted.

**Moved by:** Councillor Fisher  
**Seconded by:** Councillor Williams

**MOTION CARRIED**

(**Note:** The complete minutes are contained in the separate Minutes document)



**Recommendation of the Airport, Water and Waste Committee, 25 June 2019****9.3.1 ROCKHAMPTON AIRPORT MONTHLY OPERATIONS REPORT - MAY 2019****File No:** 7927**Attachments:** 1. Rockhampton Airport Monthly Operational Report - May 2019**Authorising Officer:** Tony Cullen - General Manager Advance Rockhampton**Author:** Tracey Baxter - Manager Airport

---

**SUMMARY**

*The Monthly Operations and Annual Performance Plan Report for the Rockhampton Airport for May 2019 is presented for information of Councillors.*

**COMMITTEE RECOMMENDATION**

THAT the Rockhampton Airport Operations and Annual Performance Plan Report for May 2019 be 'received'.

**Recommendation of the Airport, Water and Waste Committee, 25 June 2019****9.3.2 PROJECT DELIVERY MONTHLY REPORT - MAY 2019**

**File No:** 7028  
**Attachments:** 1. Project Delivery Monthly Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for May 2019 be received.

**Recommendation of the Airport, Water and Waste Committee, 25 June 2019****9.3.3 ROCKHAMPTON REGIONAL WASTE & RECYCLING MONTHLY OPERATIONAL REPORT MAY 2019**

**File No:** 7927  
**Attachments:** 1. RRWR Monthly Operational Report May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Charlie Sotiris - Acting Manager Rockhampton Regional Waste and Recycling

---

**SUMMARY**

*The purpose of this report is to provide Council with an overview of Rockhampton Regional Waste & Recycling (RRWR) for May 2019*

**COMMITTEE RECOMMENDATION**

THAT the RRWR Monthly Operational Report for May 2019 be received.

**Recommendation of the Airport, Water and Waste Committee, 25 June 2019****9.3.4 FRW MONTHLY OPERATIONS REPORT - MAY 2019**

**File No:** 1466  
**Attachments:** 1. FRW Monthly Operations Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Jason Plumb - Manager Fitzroy River Water

---

**SUMMARY**

*This report details Fitzroy River Water's financial position and other operational matters for the Council's information as at 31 May 2019.*

**COMMITTEE RECOMMENDATION**

THAT the FRW Monthly Operations Report for May 2019 be received.

**9.4 INFRASTRUCTURE COMMITTEE MEETING - 25 JUNE 2019****COUNCIL RESOLUTION**

THAT the Minutes of the Infrastructure Committee meeting, held on 25 June 2019 as circulated, be received and that the recommendations contained within these minutes be adopted, excluding Item 9.4.2 – Poison Creek Road Immunity.

**Moved by:** Councillor Williams

**Seconded by:** Councillor Swadling

**MOTION CARRIED**

(**Note:** The complete minutes are contained in the separate Minutes document)

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.1 LIFTING MATTERS FROM THE TABLE**

**File No:** 11979  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

---

**SUMMARY**

*Items laid on the table require a report to be lifted from the table before being dealt with. This report is designed to lift all necessary reports from the table to be dealt with at the Infrastructure Committee meeting on 25 June 2019.*

**COMMITTEE RECOMMENDATION**

THAT the following matter be lifted from the table and dealt with accordingly:

- Poison Creek Road Immunity

---

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.3 ROCKHAMPTON REGION FLOOD STUDIES****File No:** 1743**Attachments:**

1. **Moores Creek Executive Summary**
2. **Splitters Creek Executive Summary**
3. **Limestone Creek Executive Summary**
4. **Ramsay Creek Executive Summary**
5. **South Rockhampton Catchment Executive Summary**
6. **West Rockhampton Catchment Executive Summary**
7. **Mount Morgan Catchment Executive Summary**

**Authorising Officer:** **Martin Crow - Manager Infrastructure Planning**  
**Peter Kofod - General Manager Regional Services****Author:** **Stuart Harvey - Coordinator Strategic Infrastructure**

---

**SUMMARY**

*This report presents updated flood studies for the North side Creek catchments originally prepared in 2014 and new flood studies for South Rockhampton, West Rockhampton and Mount Morgan catchments. This report seeks Council's endorsement of these flood studies.*

**COMMITTEE RECOMMENDATION**

THAT Council endorse the Draft Flood Studies as listed below:

1. The Moores Creek Local Catchment Study (October 2018)
2. The Splitters Creek Local Catchment Study (October 2018)
3. The Limestone Creek Local Catchment Study (October 2018)
4. The Ramsay Creek Local Catchment Study (October 2018)
5. The South Rockhampton Local Catchment Study (October 2018)
6. The Wandal and West Rockhampton Local Catchment Study (October 2018)
7. The Mount Morgan Local Catchment Study (December 2018)

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.4 PLANNING ASSUMPTIONS REPORT VERSION 3**

**File No:** 11344  
**Attachments:** 1. Executive Summary PAMv3  
**Authorising Officer:** Martin Crow - Manager Infrastructure Planning  
Peter Kofod - General Manager Regional Services  
**Author:** Stuart Harvey - Coordinator Strategic Infrastructure

---

**SUMMARY**

*Officers have reviewed and updated Council's Planning Assumptions Model to a Version 3. This version includes updated population forecasts, development approvals and developments constructed since Version 2 was completed in 2014. This updated model and report will inform the upcoming amendment to the Local Government Infrastructure Plan (LGIP). This report and its findings are presented to Council for their consideration.*

**COMMITTEE RECOMMENDATION**

THAT Council adopt the Planning Assumptions Report (Version 3).



**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.5 CIVIL OPERATIONS MONTHLY OPERATIONS REPORT**

**File No:** 7028  
**Attachments:** 1. Civil Operations Monthly Operations Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Michael O'Keeffe - Acting Manager Civil Operations

---

**SUMMARY**

*This report outlines Civil Operations Monthly Operations Report on the activities and services in May 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Civil Operations Monthly Operations Report on the activities and services in May 2019 be received.

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.6 REPLACEMENT OF GAVIAL CREEK BRIDGE**

<b>File No:</b>	<b>363</b>
<b>Attachments:</b>	<b>1. Bowlin Road Access Report (in confidential) 2. Gavial Creek Bridge Level 3 Inspection</b>
<b>Authorising Officer:</b>	<b>Peter Kofod - General Manager Regional Services</b>
<b>Author:</b>	<b>Martin Crow - Manager Infrastructure Planning</b>

---

**SUMMARY**

*Gavial Creek Bridge on Bowlin Road is in poor condition and has reached the end of its useful life. This report looks at options that are available to Council to maintain public access to Bowlin Road.*

**COMMITTEE RECOMMENDATION**

THAT Council proceed with the replacement of the Gavial Creek Bridge and retain the old bridge as a fishing platform.

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.7 INFRASTRUCTURE PLANNING MONTHLY OPERATIONS REPORT - MAY 2019**

**File No:** 7028  
**Attachments:** 1. Infrastructure Planning Monthly Operations Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Martin Crow - Manager Infrastructure Planning

---

**SUMMARY**

*This report outlines Infrastructure Planning Monthly Operations Report for the period to the end of May 2019.*

**COMMITTEE RECOMMENDATION**

1. THAT the Infrastructure Planning Monthly Operations Report for May 2019 report be received.
2. THAT a report be prepared with indicative costs to improve access at Hanrahan's Crossing.

**Recommendation of the Infrastructure Committee, 25 June 2019**

**9.4.8 PROJECT DELIVERY MONTHLY REPORT - MAY 2019**

**File No:** 7028  
**Attachments:** 1. Project Delivery Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for May 2019 be received.

---

**Recommendation of the Infrastructure Committee, 25 June 2019**

9:18AM Councillor Smith left the meeting room having earlier declared an interest in this matter.

**9.4.2 POISON CREEK ROAD IMMUNITY**

**File No:** 377  
**Attachments:** 1. Cross Drainage Locations  
**Authorising Officer:** Martin Crow - Manager Infrastructure Planning  
Peter Kofod - General Manager Regional Services  
**Author:** Stuart Harvey - Coordinator Strategic Infrastructure

---

**SUMMARY**

*This matter was laid on the table at the Infrastructure Committee meeting on 28 May 2019 with the following resolution:*

*\*THAT this matter lay on the table until the next Infrastructure Committee meeting.\**

*A subsequent investigation has been conducted into the works required to improve the flood immunity of the existing low level floodways on Poison Creek Road and the immunity of the wider Razorback Road route to Mount Morgan.*

**COUNCIL RESOLUTION**

1. THAT the Poison Creek Road Immunity Report be 'received'.
2. THAT the item be raised for consideration in the revised budget.

**Moved by:** Councillor Williams

**Seconded by:** Mayor Strelow

**MOTION CARRIED**

9:19AM Councillor Smith returned to the meeting room

**9.5 COMMUNITY SERVICES COMMITTEE MEETING - 26 JUNE 2019****COUNCIL RESOLUTION**

THAT the Minutes of the Community Services Committee meeting, held on 26 June 2019 as circulated, be received and that the recommendations contained within these minutes be adopted, excluding Item 9.5.1 – The Gold Award 2018 Artwork Purchases and Sole Supplier Provision with this item referred to Closed Session.

**Moved by:** Councillor Swadling

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

(Note: The complete minutes are contained in the separate Minutes document)

---

**Recommendation of the Community Services Committee, 26 June 2019****9.5.2 SOLE SUPPLIER PUBLIC ARTWORK BARRAMUNDI**

**File No:** 7104  
**Attachments:** Nil  
**Authorising Officer:** John Webb - Manager Communities and Culture  
Colleen Worthy - General Manager Community Services  
**Author:** Bianca Acimovic - Gallery Director

---

**SUMMARY**

*Under Chapter 6 Part 3 Division 3 Clause 235 of the Local Government Regulation 2012 to have Council resolve both or either “that it is satisfied that there is only one supplier who is reasonably available” and “because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders”.*

*Under this clause this report seeks to engage artists, cultural advisors and specialist contractors to be engaged for the development and implementation of a large scale public artwork.*

**COMMITTEE RECOMMENDATION**

1. THAT the report be accepted.
2. THAT the artists, cultural advisor and lighting specialist be approved as a sole supplier to Council in accordance with s.235(a) of the *Local Government Regulation 2012*.

---

**Recommendation of the Community Services Committee, 26 June 2019****9.5.3 SOLE SUPPLIER THE BAYTON AWARD 2019**

**File No:** 7104  
**Attachments:** Nil  
**Authorising Officer:** John Webb - Manager Communities and Culture  
Colleen Worthy - General Manager Community Services  
**Author:** Bianca Acimovic - Gallery Director

---

**SUMMARY**

*Rockhampton Art Gallery presents a biennial Award, The Bayton Award. The Bayton Award is open to artists residing in the Central Queensland region. The Bayton Award is valued at \$17,000 and comprises of cash and in-kind contributions awarded to the Winner. Due to the nature of an Award this report seeks the Winner of The Bayton Award 2019 to receive The Bayton Award prize value under the sole provider provision.*

**COMMITTEE RECOMMENDATION**

1. THAT Council accept the report.
2. THAT The Bayton Award winning artist be approved as a sole supplier to Council in accordance with s.235(a) of the *Local Government Regulation 2012* to receive The Bayton Award 2019 prize value.



**Recommendation of the Community Services Committee, 26 June 2019****9.5.4 COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - MAY 2019**

<b>File No:</b>	<b>1464</b>
<b>Attachments:</b>	<b>1. Community Assets and Facilities Report - May 2019</b>
<b>Authorising Officer:</b>	<b>Richard Dunkley - Manager Community Assets and Facilities Colleen Worthy - General Manager Community Services</b>
<b>Author:</b>	<b>Sophia Czarkowski - Coordinator Facilities</b>

---

**SUMMARY**

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

**COMMITTEE RECOMMENDATION**

THAT the Community Assets and Facilities monthly operational report for May 2019 be received.

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**Recommendation of the Community Services Committee, 26 June 2019****9.5.5 MOUNT MORGAN RODEO ASSOCIATION LEASE**

<b>File No:</b>	<b>374</b>
<b>Attachments:</b>	<b>1. Lot 86 on P42282 Proposed Mount Morgan Rodeo</b>
<b>Authorising Officer:</b>	<b>Colleen Worthy - General Manager Community Services</b>
<b>Author:</b>	<b>John Webb - Manager Communities and Culture</b>

---

**SUMMARY**

*That Council enter into a Trustee Lease with the Mount Morgan Rodeo Association for a parcel of land, wholly contained within the Mount Morgan Showgrounds to allow the installation of a temporary building to support the associations operation and annual Rodeo.*

**COMMITTEE RECOMMENDATION**

## THAT:

1. Pursuant to section 236(1)(b)(ii) of the *Local Government Regulation 2012*, Council approve the issuing of a Trustee Lease to the Mount Morgan Rodeo Association for part of Lot 86 on P42282 (Mount Morgan Showgrounds) shown as on the plans attached to the report;
2. Council authorises the Chief Executive Officer (General Manager Community Services) to negotiate suitable terms and conditions of the agreement for a period of three years; and
3. Council waive the lease fee.

**Recommendation of the Community Services Committee, 26 June 2019****9.5.6 COMMUNITIES AND CULTURE OPERATIONAL REPORT FOR MAY 2019**

**File No:** 1464  
**Attachments:** 1. Monthly Report May 2019  
**Authorising Officer:** Colleen Worthy - General Manager Community Services  
**Author:** John Webb - Manager Communities and Culture

---

**SUMMARY**

*The report provides information on the programs and activities of the Communities and Culture section for May 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Communities and Culture Operational Report for May 2019 be 'received'.

**Recommendation of the Community Services Committee, 26 June 2019****9.5.7 PROJECT DELIVERY MONTHLY REPORT - MAY 2019**

**File No:** 7028  
**Attachments:** Nil  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for May 2019 be received.

**9.6 PARKS, RECREATION AND SPORT COMMITTEE MEETING - 26 JUNE 2019****COUNCIL RESOLUTION**

THAT the Minutes of the Parks, Recreation and Sport Committee meeting, held on 26 June 2019 as circulated, be received and that the recommendations contained within these minutes be adopted, excluding 9.6.3 – Removal of Saddle Water Tank and Installation of Permanent Water Dispenser on Pilbeam Drive.

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Wickerson

**MOTION CARRIED**

(Note: The complete minutes are contained in the separate Minutes document)

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**Recommendation of the Parks, Recreation and Sport Committee, 26 June 2019****9.6.1 LIFTING MATTERS FROM THE TABLE**

**File No:** 11979  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

---

**SUMMARY**

*Items laid on the table require a report to be lifted from the table before being dealt with. This report is designed to lift all necessary reports from the table to be dealt with at the Parks, Recreation and Sport Committee meeting on 26 June 2019.*

**COMMITTEE RECOMMENDATION**

THAT the following matters be lifted from the table and dealt with accordingly:

- Gracemere Cemetery – Pre-Purchase of Burial Rights
- Removal of Saddle Water Tank and Installation of Permanent Water Dispenser on Pilbeam Drive

---

**Recommendation of the Parks, Recreation and Sport Committee, 26 June 2019****9.6.2 GRACEMERE CEMETERY - PRE-PURCHASE OF BURIAL RIGHTS**

<b>File No:</b>	<b>11979</b>
<b>Attachments:</b>	<b>1. Draft Cemetery Related Activities Policy 2. Draft Cemetery Related Activities Policy with tracked changes</b>
<b>Authorising Officer:</b>	<b>Richard Dunkley - Manager Community Assets and Facilities Colleen Worthy - General Manager Community Services</b>
<b>Author:</b>	<b>Sophia Czarkowski - Coordinator Facilities</b>
<b>Previous Items:</b>	<b>8.1 - Gracemere Cemetery - Pre-purchase of Burial Rights - Parks, Recreation and Sport Committee - 29 May 2019 12.30pm</b>

---

**SUMMARY**

*This matter was laid on the table at the Parks, Recreation and Sport Committee meeting on 29 May 2019 with the following resolution:*

*“THAT this matter lay on the table until the next Parks Recreation and Sport Committee meeting.”*

*In August 2017 Council resolved to make provision for the pre-purchase of burial rights at Gracemere Cemetery. This report recommends changes to the existing Cemetery Policy to enable this.*

**COMMITTEE RECOMMENDATION**

THAT the matter be laid on the table pending a workshop.

**Recommendation of the Parks, Recreation and Sport Committee, 26 June 2019****9.6.4 PARKS OPERATIONAL REPORT - MAY 2019**

**File No:** 1484  
**Attachments:** 1. Operational Report - May 2019  
**Authorising Officer:** Colleen Worthy - General Manager Community Services  
**Author:** Aaron Pont - Manager Parks

---

**SUMMARY**

*This report provides information on the activities and services of the Parks section for May 2019.*

**COMMITTEE RECOMMENDATION**

THAT the report on the activities and services of the Parks section for May 2019 be received.



**Recommendation of the Parks, Recreation and Sport Committee, 26 June 2019****9.6.5 PROJECT DELIVERY MONTHLY REPORT - MAY 2019**

**File No:** 7028  
**Attachments:** 1. Project Delivery Monthly Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for May 2019 be received.

---

**Recommendation of the Parks, Recreation and Sport Committee, 26 June 2019****9.6.3 REMOVAL OF SADDLE WATER TANK AND INSTALLATION OF PERMANENT WATER DISPENSER ON PILBEAM DRIVE**

<b>File No:</b>	<b>1464</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Authorising Officer:</b>	<b>Colleen Worthy - General Manager Community Services</b>
<b>Author:</b>	<b>Aaron Pont - Manager Parks</b>
<b>Previous Items:</b>	<b>8.6 - Removal of Saddle Water Tank and Installation of Permanent Water Dispenser on Pilbeam Drive - Parks, Recreation and Sport Committee - 29 May 2019 12.30pm</b>

---

**SUMMARY**

*This matter was laid on the table at the Parks, Recreation and Sport Committee meeting on 29 May 2019 with the following resolution:*

*“THAT the matter lay on the table until the next Parks, Recreation and Sport Committee meeting.”*

*The purpose of this report is to provide information supporting the removal of the Pilbeam Drive Saddle Water tank and installation of a permanent water dispenser to potable water.*

**COUNCIL RESOLUTION**

THAT Council approve the removal of the existing water tank in conjunction with the installation of a drinking water fountain.

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Swadling

**MOTION CARRIED**

Councillors Smith, Fisher and Williams recorded their vote against the motion

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## 10 COUNCILLOR/DELEGATE REPORTS

### 10.1 REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR ROSE SWADLING - 8 JULY 2019 TO 4 AUGUST 2019 INCLUSIVE

**File No:** 10072  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Lyn Brill - Administration Officer

---

#### SUMMARY

*Councillor Rose Swadling is seeking leave of absence, on similar terms as that granted recently to Councillor Neil Fisher, from Monday 8 July 2019 to Sunday 4 August 2019 inclusive.*

9:36AM Councillor Schwarten left the meeting  
9:39AM Councillor Schwarten returned to the meeting

#### COUNCIL RESOLUTION

THAT Councillor Rose Swadling be granted leave of absence from Monday 8 July 2019 to Sunday 4 August 2019 inclusive and that Council and Councillor Swadling be exempt from section 8.3 paragraphs 4 and 5 of Council's Meeting Procedures Policy.

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Smith  
**MOTION CARRIED**

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## 11 OFFICERS' REPORTS

### 11.1 COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER FOR LOCAL LAW NO. 8 (WASTE MANAGEMENT) 2018

<b>File No:</b>	<b>12660</b>
<b>Attachments:</b>	<b>1. Delegations Register - Local Law No. 8 (Waste Management) 2018</b> <b>2. Local Law No. 8 (Waste Management) 2018</b>
<b>Authorising Officer:</b>	<b>Tracy Sweeney - Manager Workforce and Governance</b>
<b>Author:</b>	<b>Allysa Brennan - Coordinator Legal and Governance</b>

---

#### SUMMARY

*Council approval is sought to delegate the exercise of the powers contained within the new Local Law No. 8 (Waste Management) 2018.*

#### COUNCIL RESOLUTION

THAT:

1. Council resolves as per section 257 of the *Local Government Act 2009* to delegate to the Chief Executive Officer the exercise of powers contained within Schedule 1 of Attachment 1; Delegations Register – Local Law No. 8 (Waste Management) 2018.
2. These powers must be exercised subject to any limitations contained in Schedule 2 of the Delegations Register attached to the report.

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Fisher  
**MOTION CARRIED**

## 11.2 REGIONAL ARTS DEVELOPMENT FUND CATEGORY 1 OUT OF ROUND APPROVAL

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

### SUMMARY

*An application received out of round for the Regional Arts Development Fund has been assessed by the RADF Committee and is recommended for funding.*

### COUNCIL RESOLUTION

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

Applicant	Purpose of Grant	Grant Recommended
Jodie Van de Wetering	The grant will be used towards the costs of attending the Arts Ablaze conference from 2-4 October, 2019.	\$350
	Total	\$350

**Moved by:** Councillor Swadling  
**Seconded by:** Councillor Wickerson  
**MOTION CARRIED**

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**11.3 PROPOSED FEES AND CHARGES 2019-2020**

**File No:** 7816

**Attachments:**

1. Community Halls 18/19
2. Heritage Village 18/19
3. Parks Bookings 18/19
4. Major Venues (Showgrounds) 18/19

**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer

**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*A report providing the status of fees and charges and confirming that for those fees that were not adopted for the 2019/20 year, the 2018/19 fees will continue.*

**COUNCIL RESOLUTION**

THAT Council continue to apply the 2018/19 fees for the following areas:

- Community Halls
- Heritage Village
- Parks Bookings

And that the discounted fees for Showgrounds from the 2018/19 year continue to apply.

**Moved by:** Mayor Strelow

**Seconded by:** Councillor Swadling

**MOTION CARRIED**

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**11.4 PRIORITY PROJECTS FOR THE 2019-20 YEAR**

**File No:** 8785,12534  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Ross Cheesman - Deputy Chief Executive Officer

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**SUMMARY**

*An amount of \$450,000 has been allocated in the 2019-20 Operational Budget for the purpose of progressing the planning of strategic projects or priorities for Council. This report is seeking to set those priority projects for the 2019-20 year.*

**COUNCIL RESOLUTION**

THAT the following priority projects and subsequent budget allocation be made from the 2019-20 planning monies budget:

- Fireclay Caverns - \$ 80,000
- Sports & Events Precincts - \$ 200,000
- Airport Apron Extension - \$ 100,000
- Airport Flood Mitigation - \$ 70,000

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Fisher

**MOTION CARRIED**

**11.5 ADVANCE ROCKHAMPTON OPERATIONAL REPORT MAY 2019**

**File No:** 12614  
**Attachments:** 1. Advance Rockhampton Monthly Operations Report for May 2019  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Tony Cullen - General Manager Advance Rockhampton

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**SUMMARY**

*The monthly operations report for the Advance Rockhampton Unit over the month of May 2019 is presented for Councillors' information.*

**COUNCIL RESOLUTION**

THAT the Advance Rockhampton Operational Report for May 2019 be received.

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Smith  
**MOTION CARRIED**



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**11.6 APPROVAL FOR INTERNATIONAL TRAVEL - COMMUNITY SERVICES**

**File No:** 3559  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Colleen Worthy - General Manager Community Services

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**SUMMARY**

*General Manager Community Services seeking approval for a candidate to fly from New Zealand to Rockhampton for an interview with Community Services.*

**COUNCIL RESOLUTION**

THAT approval be granted for the applicant to fly from New Zealand to Rockhampton on Thursday 4 July 2019 for an interview with Community Services.

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Williams

**MOTION CARRIED**

**12 NOTICES OF MOTION**

Nil

**13 QUESTIONS ON NOTICE**

Nil

## **14 URGENT BUSINESS QUESTIONS**

### **14.1 PROVISION OF DRINKING WATER IN REMOTE LOCATIONS**

**File No:** 1276

**Responsible Officer:** Peter Kofod – General Manager Regional Services

#### **COUNCIL RESOLUTION**

THAT a report on options for the provision of drinking water in remote locations be prepared.

**Moved by:** Councillor Fisher

**Seconded by:** Councillor Williams

**MOTION CARRIED**

## 15 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

### COUNCIL RESOLUTION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

#### 16.1 Chief Executive Officer Monthly Report

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

**Moved by:** Councillor Swadling

**Seconded by:** Councillor Smith

**MOTION CARRIED**

### COUNCIL RESOLUTION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

#### 9.5.1 The Gold Award 2018 Artwork Purchases and Sole Supplier Provision

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

**Moved by:** Councillor Swadling

**Seconded by:** Councillor Wickerson

**MOTION CARRIED**

### COUNCIL RESOLUTION

**10:06AM**

**THAT** pursuant to s5.11 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

**Moved by:** Councillor Swadling

**Seconded by:** Councillor Smith

**MOTION CARRIED**

10:06AM Mayor Strelow declared a 10 minute recess

10:17AM The meeting resumed

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor M D Wickerson  
Councillor S J Schwarten  
Councillor A P Williams  
Councillor R A Swadling  
Councillor N K Fisher

In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr R Cheesman – Deputy Chief Executive Officer  
Mr P Kofod – General Manager Regional Services  
Mr T Cullen – General Manager Advance Rockhampton  
Ms C Worthy – General Manager Community Services  
Mr A Russell – Manager Strategy and Planning  
Mr D Stevenson – Manager Corporate and Technology Services  
Mr M Mansfield – Acting Executive Coordinator to the Mayor  
Ms K Talbot – Senior Media Officer  
Ms E Brodel – Media Officer  
Ms L Leeder – Senior Committee Support Officer

## COUNCIL RESOLUTION

**10:54AM**

**THAT** pursuant to s5.11 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

**Moved by: Councillor Smith**

**Seconded by: Councillor Fisher**

**MOTION CARRIED**

## 16 CONFIDENTIAL REPORTS

### 16.1 CHIEF EXECUTIVE OFFICER MONTHLY REPORT

**File No:** 1830  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

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

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#### SUMMARY

*Chief Executive Officer presenting monthly report for the period ending 24 June 2019.*

#### COUNCIL RESOLUTION

THAT the monthly report from the Chief Executive Officer for the period ending 24 June 2019 be received.

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Fisher  
**MOTION CARRIED**

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**Recommendation of the Community Services Committee, 26 June 2019****9.5.1 THE GOLD AWARD 2018 ARTWORK PURCHASES AND SOLE SUPPLIER PROVISION**

**File No:** 7104

**Attachments:**

1. Acquisition submission form - Dale Frank
2. Acquisition submission form - Tony Albert
3. Acquisition submission form - Richard Lewer

**Authorising Officer:** John Webb - Manager Communities and Culture  
Colleen Worthy - General Manager Community Services

**Author:** Bianca Acimovic - Gallery Director

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**SUMMARY**

*This report seeks endorsement for the acquisition of three artworks from The Gold Award 2018 to Rockhampton Art Gallery collection under the sole provide provision*

**COUNCIL RESOLUTION**

1. THAT Council accept the report.
2. THAT Council approve the recommendation from Rockhampton Art Gallery Philanthropy Board for the acquisition of the Dale Frank artwork and the Richard Lewer artwork to the Rockhampton Art Gallery collection.
3. THAT Council seek further advice on copyright of the remaining artwork and if not impaired approve the recommendation from Rockhampton Art Gallery Philanthropy Board to acquire the artwork to the Rockhampton Art Gallery collection.
4. THAT the Artists or their representing Gallery be approved as a sole supplier to Council in accordance with s.235(a) of the *Local Government Regulation 2012*.

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Swadling

**MOTION CARRIED**



**17 CLOSURE OF MEETING**

There being no further business the meeting closed at 10:55am.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE