



# **PLANNING AND REGULATORY COMMITTEE MEETING**

## **AGENDA**

**15 NOVEMBER 2016**

*Your attendance is required at a meeting of the Planning and Regulatory Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 15 November 2016 commencing at 9.00am for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be the initials "C R" followed by a long horizontal stroke.

**CHIEF EXECUTIVE OFFICER**  
8 November 2016

Next Meeting Date: 06.12.16

**Please note:**

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

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**1 OPENING**

**2 PRESENT**

Members Present:

Councillor C E Smith (Chairperson)  
The Mayor, Councillor M F Strelow  
Councillor N K Fisher  
Councillor C R Rutherford  
Councillor M D Wickerson

In Attendance:

Mr M Rowe – General Manager Community Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

**4 CONFIRMATION OF MINUTES**

Minutes of the Planning and Regulatory Committee held 18 October 2016

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

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

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## 8 OFFICERS' REPORTS

### 8.1 MONTHLY OPERATIONS REPORT FROM PLANNING AND REGULATORY SERVICES FOR OCTOBER 2016

|                             |                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File No:</b>             | <b>1464</b>                                                                                                                                                                                                                                                                                                                      |
| <b>Attachments:</b>         | <ol style="list-style-type: none"><li><b>1. Monthly Operations Report From Planning and Regulatory Services for October 2016</b></li><li><b>2. October 2016 Traffic Light Report for Planning and Regulatory Services</b></li><li><b>3. Planning and Regulatory Services Financial Matters Report for October 2016</b></li></ol> |
| <b>Authorising Officer:</b> | <b>Michael Rowe - General Manager Community Services</b>                                                                                                                                                                                                                                                                         |
| <b>Author:</b>              | <b>Steven Gatt - Manager Planning &amp; Regulatory Services</b>                                                                                                                                                                                                                                                                  |

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#### SUMMARY

*The monthly operations report for the Planning and Regulatory as at 31 October 2016 is presented for Councillors information.*

#### OFFICER'S RECOMMENDATION

THAT the Planning and Regulatory Section report for October 2016 be received.

#### COMMENTARY

The monthly operations report for the Planning and Regulatory Section is attached for Council's consideration. The performance information contained within the attached report relates directly to the adopted 2016/17 Operational Plan Key Performance Indicators.

The Coordinator's and Manager's performance summary for each unit is provided below.

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The Coordinator's and Manager's performance summary for each unit is provided below.

#### Environment and Public Health

Currently preparing for Food Safety Week from the 6th to the 12th November. Environmental Health, Vector and Pest management Officers manned information stalls at the Pet Micro chipping event held on 30 October 2016.

#### Local Laws

Preparations for the micro-chipping event were progressed this month with media marketing including newspaper advertising and social media posts. The social media posts reached over 25,000 people. Officers prepared for a large crowd.

Pet Microchipping Event held on the 30 October 2016 at Cedric Archer Park in Gracemere. 227 microchips were implanted on the day and another 42 microchip vouchers were pre-purchased for future use. Council promotional gift packs were also issued to the public that day.

RSPCA returned feedback regarding Operation Wanted held in August for the Rockhampton Region. Capricorn Vet Clinic was our only participating vet who desexed 283 animals. Council contributed \$5000.00, which equated to around \$17.66 per animal.

By comparison, Cairns had four participating vets with only 400 animals being desexed. This is an excellent result.

Two Local Laws Officers attended the Australian Institute of Animal Management Workshop this month held in Adelaide between 19th and 21st October 2016.

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Pest Management

An inspection by Vector Management on the 12 October 2016, found numerous breeding sites and possible breeding sites at the Heritage Village. Some of these sites were treated with methoprene pellets at the time of the inspection. Sites were mapped if breeding was occurring and species of mosquitoes were identified. An action plan will reduce the amount of mosquito breeding and decrease the level of risk. Treatment has begun and recommendations were made to eliminate and prevent mosquito breeding from occurring.

**CONCLUSION**

It is recommended that the monthly operations report for the Planning and Regulatory Section be received.

**MONTHLY OPERATIONS REPORT  
FROM PLANNING AND REGULATORY  
SERVICES FOR OCTOBER 2016**

**Monthly Operations Report From  
Planning and Regulatory Services  
for October 2016**

**Meeting Date: 15 November 2016**

**Attachment No: 1**

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**MONTHLY OPERATIONS REPORT**  
**PLANNING AND REGULATORY SERVICES**  
**Period Ended 31 October 2016**

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**VARIATIONS, ISSUES AND INNOVATIONS*****Innovations***

*Nil*

***Improvements / Deterioration in Levels of Services or Cost Drivers***Environment and Public Health

Currently preparing for Food Safety Week from the 6th to the 12<sup>th</sup> November.

Environmental Health Officers manned an information stall at the Pet Microchipping event held on 30 October 2016.

Local Laws

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By comparison, Cairns had four participating vets with only 400 animals being desexed.

This is an excellent result.

Regulated parking exemption at the Pilbeam Theatre Car Park for Dance Festival held between the 22nd September and 3rd October 2016.

Two Local Laws Officers attended the Australian Institute of Animal Management Workshop between 19th and 21st October 2016.

28 days lost to leave. Multiple staff are on light duties due to injury and illness.

Pest Management

An inspection by Vector Management on the 12 October 2016, found numerous breeding sites and possible breeding sites at the Heritage Village. Some of these sites were treated with methoprene pellets at the time of the inspection. Sites were mapped if breeding was occurring and species of mosquitoes were identified. An action plan will reduce the amount of mosquito breeding and decrease the level of risk. Treatment has begun and recommendations were made to eliminate and prevent mosquito breeding from occurring.

There were 21 properties in October where vermin was identified. Mosquito breeding was occurring at 20 residential properties and 2 commercial properties. One case of Ross River virus for September and one case for October. These inspections are to determine the presence of Mosquitoes mainly *Aedes aegypti* and rats or mice. Vector Management also provides education to residents on the prevention and control of these designated pests to remove/and or reduce the risk of disease transmission.

**LINKAGES TO OPERATIONAL PLAN****1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS**

The response times for completing the predominant customer requests in the reporting period up to and including 31 October 2016 are outlined in Attachment 2.

***Comments & Additional Information***

This month the Traffic Light Report has expanded to include all Planning and Regulatory Services. The following departments fall under this unit: Development Assessment, Building Compliance, Local Laws, Pound, Environment and Public Health, Pest Management, Vector Management and Support Services.

## **2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS**

### ***Safety Statistics***

The safety statistics for the reporting period are:

|                                           | August | Sept | Oct |
|-------------------------------------------|--------|------|-----|
| <b>Number of Lost Time Injuries</b>       | 0      | 0    | 0   |
| <b>Number of Days Lost Due to Injury</b>  | 0      | 0    | 0   |
| <b>Total Number of Incidents Reported</b> | 1      | 3    | 1   |
| <b>Hazard Inspections Not Completed</b>   | 2      | 1    | 0   |

### ***Risk Management Summary***

Example from Section Risk Register (excludes risks accepted/ALARP)

| <b>Risk</b>                                                                                                                                                                                                                                                                                              | <b>Current Risk Rating</b> | <b>Future Control &amp; Risk Treatment Plans</b>                                                                                                                                                                                | <b>Due Date</b> | <b>% Completed</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------|
| <b>Pest Management</b> -Council does not have appropriate and implemented pest management planning for pest plants and pest animal management leading to public complaints about service delivery, localized damage to Council's reputation, temporary redirection/addition of staff/resources required. | Moderate                   | Legislative changes occurring in 2016.<br><br>Review and realign plan with newly identified changes.<br><br>Review of service level arrangements/requirements                                                                   | 2016            | 5%                 |
| <b>Local Laws</b> – Council does not meet its legislative and service delivery responsibilities for Local Laws' community compliance leading to the possibility of legal action, significant damage to Council's reputation with multiple complaints, and general public dissatisfaction.                | Very High<br>3             | 1. Effective infringement financial management process to be put in place.<br><br>2. Internal Process Review                                                                                                                    | 30/06/14        | 10%                |
| <b>Local Laws</b> – Inconsistent regulation and enforcement of local laws and legislation resulting in poor service and considerable public dissatisfaction.                                                                                                                                             | High<br>4                  | 1. Review to be completed: Internal Audit, Process Review, Legal review of Local Laws<br><br>2. Membership subscription to LGAQ's Legislation Compliance Section.<br><br>3. Join SEQ Regional Animal Management Group (SEQRAM). | 31/12/14        | 5%                 |

**Legislative Compliance & Standards**

| Legislative Compliance Matter                                   | Due Date     | % Completed | Comments                   |
|-----------------------------------------------------------------|--------------|-------------|----------------------------|
| Council's Ground Distribution Contract Licence outdated         | 6 April 2017 |             | Not due until 6 April 2017 |
| Pest Management Officers AC/DC Licenses                         | Various      | 100%        | Completed                  |
| Vector Management Officers Pest Management Technicians Licenses | Various      | 100%        | Completed                  |
| Local Laws Power of Entry Training                              | Various      | 100%        | Completed                  |
| Investigation Skills                                            | Various      | 9%          | Not completed              |
| Animal Management                                               | Various      | 100%        | Completed                  |

**3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME**

No capital projects are relevant to the Community Standards and Compliance Section.

**4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME**

| Project                            | Revised Budget | Actual (incl. committals) | % Budget Expended | Explanation                                                                               |
|------------------------------------|----------------|---------------------------|-------------------|-------------------------------------------------------------------------------------------|
| Issue of Dog Registration Renewals | \$20 000.00    | \$12783.68                | 63.9%             | Renewals issued                                                                           |
| Micro Chipping Days                | \$17 000.00    | \$3600.00                 | 21.17%            | Microchip Day 30/10/16 (Figures includes microchips only. Vet fees reflected next month). |

**5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS****Adopted/Operational Service Level Standards & Performance**

| Service Level                                                                                             | Target | Current Performance |
|-----------------------------------------------------------------------------------------------------------|--------|---------------------|
| Annual inspection of licensed food businesses undertaken                                                  | 100%   | 39%                 |
| Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken | 100%   | 11%                 |
| Annual inspection of devolved licensed environmentally relevant activities undertaken                     | 100%   | 0%                  |

Please note the service levels depicted in the above table are operational standards only and have not been formally adopted by Council.

**Registered Dogs/Declared Dog Totals**

| Description     | Registrations<br>August | Registrations<br>September | Registrations<br>October | Current<br>total |
|-----------------|-------------------------|----------------------------|--------------------------|------------------|
| Dogs Registered | 6833                    | 1571                       | 468                      | 12675            |
| Dangerous Dogs  | 2                       | 3                          | 0                        | 29               |
| Menacing Dogs   | 0                       | 1                          | 0                        | 44               |
| Restricted Dog  | 0                       | 0                          | 0                        | 1                |

**Infringements Issued**

| Description             | August | September | October | Financial<br>YTD |
|-------------------------|--------|-----------|---------|------------------|
| Parking Infringements   | 798    | 568       | 861     | 3328             |
| Animal Infringements    | 89     | 55        | 49      | 353              |
| Local Law Infringements | 9      | 8         | 5       | 34               |
| Total                   | 896    | 631       | 915     | 3715             |

**FINANCIAL MATTERS**

The Financial Matters report is outlined in Attachment 3.

**MONTHLY OPERATIONS REPORT  
FROM PLANNING AND REGULATORY  
SERVICES FOR OCTOBER 2016**

**October 2016 Traffic Light Report for  
Planning and Regulatory Services**

**Meeting Date: 15 November 2016**

**Attachment No: 2**





## All Monthly Requests (Priority 3) Planning & Regulatory Services 'Traffic Light' report October 2016

|                                                    | Balance B/F | Completed in Current Mth | Current Month NEW Requests |           | TOTAL INCOMPLETE REQUESTS BALANCE | Under Long Term Investigation | Completion Standard (days) | Avg Completion Time (days) Current Mth | Avg Completion Time (days) 6 Months | Avg Completion Time (days) 12 Months | Avg Duration (days) 12 Months (complete and incomplete) |
|----------------------------------------------------|-------------|--------------------------|----------------------------|-----------|-----------------------------------|-------------------------------|----------------------------|----------------------------------------|-------------------------------------|--------------------------------------|---------------------------------------------------------|
|                                                    |             |                          | Received                   | Completed |                                   |                               |                            |                                        |                                     |                                      |                                                         |
| Dog Registration Enquiry                           | 39          | 38                       | 234                        | 226       | 6                                 | 0                             | 10                         | ● 2.06                                 | ● 4.64                              | ● 4.80                               | 3.95                                                    |
| Animals (more than permitted number)               | 6           | 6                        | 10                         | 6         | 1                                 | 0                             | 30                         | ● 1.67                                 | ● 6.72                              | ● 9.01                               | 6.67                                                    |
| Building Inspection Booking                        | 1           | 1                        | 0                          | 0         | 0                                 | 0                             | 1                          | ● 0.00                                 | ● 7.50                              | ● 14.71                              | 0.56                                                    |
| Building Enquiry - General Info/Admin etc          | 72          | 25                       | 31                         | 24        | 54                                | 0                             | 5                          | ● 1.46                                 | ● 11.34                             | ● 21.22                              | 5.07                                                    |
| Living in Illegal Premises                         | 7           | 1                        | 0                          | 0         | 6                                 | 0                             | 4                          | ● 0.00                                 | ● 0.00                              | ● 87.00                              | 0.00                                                    |
| Other Building Compliant Issue                     | 55          | 2                        | 4                          | 3         | 54                                | 0                             | 1                          | ● 3.00                                 | ● 23.65                             | ● 43.96                              | 12.00                                                   |
| Poor Condition of Building                         | 27          | 5                        | 1                          | 0         | 23                                | 0                             | 4                          | ● 0.00                                 | ● 40.78                             | ● 53.65                              | 19.33                                                   |
| Pool Fence Issues                                  | 39          | 4                        | 2                          | 1         | 35                                | 0                             | 4                          | ● 0.00                                 | ● 29.43                             | ● 34.53                              | 36.59                                                   |
| Retaining Wall Issues                              | 5           | 1                        | 0                          | 0         | 4                                 | 0                             | 4                          | ● 0.00                                 | ● 38.00                             | ● 22.75                              | 7.50                                                    |
| Storm Water Complaint                              | 51          | 10                       | 2                          | 2         | 41                                | 0                             | 4                          | ● 1.00                                 | ● 20.30                             | ● 31.55                              | 15.62                                                   |
| Comm Compliance Barking Letter/Visitors Advice     | 0           | 0                        | 7                          | 6         | 0                                 | 0                             | 5                          | ● 1.67                                 | ● 2.56                              | ● 2.42                               | 1.46                                                    |
| Complaints MGM Landuse. (Section Use Only)         | 0           | 0                        | 0                          | 0         | 0                                 | 0                             | 10                         | ● 0.00                                 | ● 0.00                              | ● 0.00                               | 0.00                                                    |
| Planning Compliance Request/Enquiry                | 61          | 13                       | 8                          | 2         | 53                                | 0                             | 45                         | ● 2.00                                 | ● 14.27                             | ● 18.58                              | 13.12                                                   |
| Dog Attack on Animal (Confirmed)                   | 0           | 0                        | 0                          | 0         | 0                                 | 0                             | 10                         | ● 0.00                                 | ● 0.00                              | ● 0.00                               | 0.00                                                    |
| Dog Attack on Person (Fear) CSO                    | 13          | 4                        | 7                          | 3         | 13                                | 0                             | 20                         | ● 8.67                                 | ● 15.85                             | ● 21.09                              | 10.51                                                   |
| Dog Attack on Animal (Alleged) CSO                 | 2           | 1                        | 19                         | 6         | 12                                | 0                             | 20                         | ● 6.50                                 | ● 14.88                             | ● 20.45                              | 10.14                                                   |
| Dog Attack on Person (Bite) CSO                    | 3           | 2                        | 4                          | 1         | 3                                 | 0                             | 20                         | ● 5.00                                 | ● 16.00                             | ● 18.87                              | 8.39                                                    |
| Duty Planner (New Enquiry)                         | 5           | 5                        | 92                         | 91        | 1                                 | 0                             | 1                          | ● 0.41                                 | ● 0.73                              | ● 1.09                               | 0.77                                                    |
| Temporary Relocation of Business DueTo Disaster    | 0           | 0                        | 0                          | 0         | 0                                 | 0                             | 5                          | ● 0.00                                 | ● 0.00                              | ● 0.00                               | 0.00                                                    |
| Plan Sign Sealling - Contributions                 | 0           | 0                        | 1                          | 1         | 0                                 | 0                             | 10                         | ● 1.00                                 | ● 2.00                              | ● 1.67                               | 1.67                                                    |
| Telephone Enquiry (Existing Application/Call Back) | 1           | 1                        | 13                         | 12        | 1                                 | 0                             | 1                          | ● 0.83                                 | ● 1.11                              | ● 1.88                               | 1.70                                                    |
| Environmental Planning Enquiry                     | 0           | 0                        | 0                          | 0         | 0                                 | 0                             | 3                          | ● 0.00                                 | ● 0.00                              | ● 0.00                               | 0.00                                                    |
| GIA Moratorium (Compliance)                        | 0           | 0                        | 0                          | 0         | 0                                 | 0                             | 45                         | ● 0.00                                 | ● 0.00                              | ● 0.00                               | 0.00                                                    |
| Heavy Vehicle Parking                              | 1           | 1                        | 1                          | 0         | 1                                 | 0                             | 10                         | ● 0.00                                 | ● 3.27                              | ● 4.03                               | 3.38                                                    |
| Overgrown Allotments                               | 32          | 22                       | 45                         | 9         | 34                                | 0                             | 45                         | ● 1.44                                 | ● 13.59                             | ● 15.21                              | 12.04                                                   |
| Regulated Parking                                  | 4           | 2                        | 27                         | 22        | 6                                 | 0                             | 10                         | ● 4.09                                 | ● 12.89                             | ● 9.35                               | 6.09                                                    |
| Dust Complaint                                     | 0           | 0                        | 0                          | 0         | 0                                 | 0                             | 10                         | ● 0.00                                 | ● 5.00                              | ● 6.27                               | 2.67                                                    |
| Litter/Illegal Dumping                             | 1           | 1                        | 7                          | 2         | 3                                 | 0                             | 20                         | ● 2.50                                 | ● 3.39                              | ● 5.29                               | 4.24                                                    |
| Noise Complaint                                    | 0           | 0                        | 4                          | 4         | 0                                 | 0                             | 10                         | ● 1.50                                 | ● 3.17                              | ● 5.61                               | 2.30                                                    |
| Plumbing Inspection Booking                        | 0           | 0                        | 1                          | 1         | 0                                 | 0                             | 1                          | ● 0.00                                 | ● 0.67                              | ● 0.64                               | 0.62                                                    |
| P&D Works without a Plumbing Permit                | 3           | 0                        | 0                          | 0         | 3                                 | 0                             | 5                          | ● 0.00                                 | ● 0.00                              | ● 6.00                               | 2.67                                                    |
| Requests for Toilet Counts                         | 1           | 0                        | 1                          | 0         | 2                                 | 0                             | 5                          | ● 0.00                                 | ● 14.67                             | ● 17.00                              | 33.00                                                   |
| Onsite (Private) Treatment Plant Odours            | 1           | 1                        | 3                          | 0         | 3                                 | 0                             | 5                          | ● 0.00                                 | ● 30.00                             | ● 63.00                              | 0.00                                                    |
| P&D Waste Water Leaking to Adjoining Properties    | 1           | 0                        | 0                          | 0         | 1                                 | 0                             | 5                          | ● 0.00                                 | ● 10.50                             | ● 23.80                              | 12.50                                                   |
| Plumbing and Drainage - Quote Required             | 0           | 0                        | 0                          | 0         | 0                                 | 0                             | 5                          | ● 0.00                                 | ● 0.00                              | ● 0.75                               | 0.75                                                    |
| Plumbing and Drainage - Sanitary Drainage Plan     | 2           | 1                        | 32                         | 30        | 3                                 | 0                             | 5                          | ● 0.77                                 | ● 0.82                              | ● 1.76                               | 0.83                                                    |

|                                               | Balance B/F | Completed in Current Mth | Current Month NEW Requests |           | TOTAL INCOMPLETE REQUESTS BALANCE | Under Long Term Investigation | Completion Standard (days) | Avg Completion Time (days) |          | Avg Completion Time (days) 12 Months (complete and incomplete) |      |
|-----------------------------------------------|-------------|--------------------------|----------------------------|-----------|-----------------------------------|-------------------------------|----------------------------|----------------------------|----------|----------------------------------------------------------------|------|
|                                               |             |                          | Received                   | Completed |                                   |                               |                            | Current Mth                | 6 Months |                                                                |      |
| Plumbing Issues General                       | 9           | 0                        | 10                         | 8         | 11                                | 0                             | 5                          | ● 1.75                     | ● 6.75   | ● 6.10                                                         | 4.05 |
| Planning Scheme Enquiry                       | 0           | 0                        | 0                          | 0         | 0                                 | 0                             | 5                          | ● 0.00                     | ● 0.00   | ● 3.00                                                         | 3.00 |
| Strategic Planning Enquiry                    | 0           | 0                        | 4                          | 4         | 0                                 | 0                             | 3                          | ● 1.00                     | ● 0.83   | ● 2.55                                                         | 2.55 |
| Barking Dog Complaint - Stage 1               | 13          | 12                       | 51                         | 41        | 7                                 | 0                             | 3                          | ● 1.07                     | ● 2.60   | ● 2.87                                                         | 0.71 |
| Barking Dog Complaint - Stage 2 LLEO Use Only | 3           | 3                        | 17                         | 7         | 7                                 | 0                             | 30                         | ● 1.57                     | ● 10.21  | ● 12.37                                                        | 9.47 |
| Vector Misting                                | 3           | 3                        | 11                         | 11        | 0                                 | 0                             | 7                          | ● 1.73                     | ● 1.47   | ● 1.23                                                         | 1.31 |
| Nuisance Vehicle                              | 5           | 5                        | 24                         | 16        | 3                                 | 0                             | 10                         | ● 3.13                     | ● 8.09   | ● 6.93                                                         | 5.29 |
| Wandering Animals (dogs, cats, poultry)       | 18          | 18                       | 75                         | 56        | 10                                | 0                             | 10                         | ● 0.54                     | ● 0.83   | ● 0.93                                                         | 0.69 |
| Wandering Stock                               | 2           | 2                        | 19                         | 18        | 1                                 | 0                             | 10                         | ● 1.67                     | ● 4.52   | ● 4.54                                                         | 1.96 |

**MONTHLY OPERATIONS REPORT  
FROM PLANNING AND REGULATORY  
SERVICES FOR OCTOBER 2016**

**Planning and Regulatory Services  
Financial Matters Report  
for October 2016**

**Meeting Date: 15 November 2016**

**Attachment No: 3**



End of Month General Ledger - (Operating Only) - Planning and Regulat

As At End Of October

Report Run: 03-Nov-2016 15:03:32 Excludes Nat Accs: 2802,2914,2917,2924

|                                                                | Adopted Budget   | Revised Budget   | EOM Commitments  | YTD Actual      | Commit + Actual  | Variance     | On target          |
|----------------------------------------------------------------|------------------|------------------|------------------|-----------------|------------------|--------------|--------------------|
|                                                                | \$               | \$               | \$               | \$              | \$               | %            | 33.3% of Year Gone |
| <b>COMMUNITY SERVICES</b>                                      |                  |                  |                  |                 |                  |              |                    |
| <b>Planning and Regulatory Services</b>                        |                  |                  |                  |                 |                  |              |                    |
| <i>Development Assessment</i>                                  |                  |                  |                  |                 |                  |              |                    |
| Revenues                                                       | (726,750)        | (726,750)        | 0                | (263,673)       | (263,673)        | 36%          | ✓                  |
| Expenses                                                       | 1,608,204        | 1,695,152        | 257,463          | 411,852         | 669,315          | 42%          | ✘                  |
| Transfer / Overhead Allocation                                 | 35,000           | 35,000           | 0                | 9,296           | 9,296            | 27%          | ✓                  |
| <b>Total Unit: Development Assessment</b>                      | <b>916,454</b>   | <b>1,003,402</b> | <b>257,463</b>   | <b>157,475</b>  | <b>414,937</b>   | <b>45%</b>   | <b>✘</b>           |
| <i>Building Compliance</i>                                     |                  |                  |                  |                 |                  |              |                    |
| Revenues                                                       | (745,000)        | (745,000)        | 0                | (263,250)       | (263,250)        | 35%          | ✓                  |
| Expenses                                                       | 975,699          | 774,730          | 0                | 246,822         | 246,822          | 25%          | ✓                  |
| Transfer / Overhead Allocation                                 | (220,920)        | (220,920)        | 16,236           | (75,948)        | (59,711)         | 27%          | ✘                  |
| <b>Total Unit: Building Compliance</b>                         | <b>9,779</b>     | <b>(191,190)</b> | <b>16,236</b>    | <b>(92,376)</b> | <b>(76,140)</b>  | <b>-779%</b> | <b>✓</b>           |
| <i>Environment Health</i>                                      |                  |                  |                  |                 |                  |              |                    |
| Revenues                                                       | (177,750)        | (177,750)        | 0                | (54,903)        | (54,903)         | 31%          | ✘                  |
| Expenses                                                       | 2,378,254        | 2,297,465        | 196,303          | 422,938         | 619,241          | 26%          | ✓                  |
| Transfer / Overhead Allocation                                 | 317,400          | 317,400          | 0                | 63,513          | 63,513           | 20%          | ✓                  |
| <b>Total Unit: Environment Health</b>                          | <b>2,517,904</b> | <b>2,437,115</b> | <b>196,303</b>   | <b>431,548</b>  | <b>627,851</b>   | <b>25%</b>   | <b>✓</b>           |
| <i>Local Laws</i>                                              |                  |                  |                  |                 |                  |              |                    |
| Revenues                                                       | (1,379,700)      | (1,379,700)      | 0                | (711,768)       | (711,768)        | 52%          | ✓                  |
| Expenses                                                       | 2,569,848        | 2,477,322        | 925,347          | 545,381         | 1,470,728        | 57%          | ✘                  |
| Transfer / Overhead Allocation                                 | 251,600          | 251,600          | 0                | 66,917          | 66,917           | 27%          | ✓                  |
| <b>Total Unit: Local Laws</b>                                  | <b>1,441,748</b> | <b>1,349,222</b> | <b>925,347</b>   | <b>(99,469)</b> | <b>825,878</b>   | <b>57%</b>   | <b>✘</b>           |
| <i>Planning and Regulatory Services Management</i>             |                  |                  |                  |                 |                  |              |                    |
| Expenses                                                       | 682,948          | 653,133          | 77,377           | 357,592         | 434,969          | 64%          | ✘                  |
| Transfer / Overhead Allocation                                 | 0                | 0                | 0                | 1,100           | 1,100            | 0%           | ✘                  |
| <b>Total Unit: Planning and Regulatory Services Management</b> | <b>682,948</b>   | <b>653,133</b>   | <b>77,377</b>    | <b>358,692</b>  | <b>436,069</b>   | <b>64%</b>   | <b>✘</b>           |
| <b>Total Section: Planning and Regulatory Services</b>         | <b>5,568,834</b> | <b>5,251,682</b> | <b>1,472,725</b> | <b>755,871</b>  | <b>2,228,596</b> | <b>40%</b>   | <b>✘</b>           |
| <b>Total Department: COMMUNITY SERVICES</b>                    | <b>5,568,834</b> | <b>5,251,682</b> | <b>1,472,725</b> | <b>755,871</b>  | <b>2,228,596</b> | <b>40%</b>   | <b>✘</b>           |

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|                     | Adopted<br>Budget<br>\$ | Revised<br>Budget<br>\$ | EOM<br>Commitments<br>\$ | YTD Actual<br>\$ | Commit + Actual<br>\$ | Variance<br>% | On target<br>33.3% of Year Gone |
|---------------------|-------------------------|-------------------------|--------------------------|------------------|-----------------------|---------------|---------------------------------|
| <b>Grand Total:</b> | 5,568,834               | 5,251,682               | 1,472,725                | 755,871          | 2,228,596             | 40% *         |                                 |

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## 8.2 NUMBER OF DEVELOPMENT APPLICATIONS RECEIVED DURING THE MONTH OF SEPTEMBER 2016

**File No:** 7028

**Attachments:** Nil

**Authorising Officer:** Steven Gatt - Manager Planning & Regulatory Services  
Michael Rowe - General Manager Community Services

**Author:** Tarnya Fitzgibbon - Coordinator Development Assessment

### SUMMARY

*This report outlines the new development applications that have been received during September 2016 and how the applications will be decided.*

### OFFICER'S RECOMMENDATION

THAT the report on the number of development applications received during the month of September 2016 be received.

### BACKGROUND

Matters are referred to Committee for decision where:

- The application is being recommended for refusal;
- The development is inconsistent with the intent of the zone; and
- Submissions are received during the notification period.

The following applications were received during September 2016. They will be decided in the following manner:

| Application type                                                                                                                                                                | Address                                          | Decision                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-----------------------------------|
| D/145-2015 – MCU for Medium Impact Industry                                                                                                                                     | Lot 14 Kabra Road, Kabra                         | Delegation                        |
| D/146-2016 – MCU for Dwelling Houses (11 Dwelling Houses)                                                                                                                       | 2 Pilbeam Drive, Frenchville                     | Delegation                        |
| D/147-2016 – Operational Works for road works, stormwater, water infrastructure, earthworks, sewerage infrastructure, Landscaping and inter-allotment drainage works – Stage 13 | Edenbrook – Lot 252 McLaughlin Street, Parkhurst | Already approved under delegation |
| D/148-2016 – Operational Works – stormwater works, earthworks and site works                                                                                                    | 276 Carlton Street, Kawana                       | Delegation                        |
| D/150-2016 – Operational Works – road works, stormwater works, drainage works and sewerage infrastructure                                                                       | 32 Bolsover Street, Rockhampton City             | Already approved under delegation |
| D/151-2016 – Operational Works – advertising device                                                                                                                             | 36 East Street, Rockhampton City                 | Delegation                        |

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| <b>Application type</b>                                                                             | <b>Address</b>                       | <b>Decision</b> |
|-----------------------------------------------------------------------------------------------------|--------------------------------------|-----------------|
| D/152-2016 – Operational Works – stormwater and access works                                        | 125 Main Street, Park Avenue         | Delegation      |
| D/153-2016 – Operational Works – road works, stormwater, water works, drainage works and earthworks | Lot 6 Canoona Road, West Rockhampton | Delegation      |
| D155-2016 – Operational works – advertising device (billboard sign and fascia sign)                 | 27 Ross Street, Allenstown           | Delegation      |

For some matters it is not possible to determine if they will go to Committee until the notification period ends or the matter is into the assessment stage.

### **CONCLUSION**

The above applications were lodged during September 2016 and will be decided as outlined above.

**9 NOTICES OF MOTION**

Nil



**10 URGENT BUSINESS/QUESTIONS**

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

**11 CLOSURE OF MEETING**