



COMMUNITIES COMMITTEE MEETING

AGENDA

2 JUNE 2015

Your attendance is required at a meeting of the Communities Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 2 June 2015 commencing at 12.30pm for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C. R.", is positioned above the printed name of the Chief Executive Officer.

CHIEF EXECUTIVE OFFICER
26 May 2015

Next Meeting Date: 07.07.15

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.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT	1
3	APOLOGIES AND LEAVE OF ABSENCE	1
4	CONFIRMATION OF MINUTES.....	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA	1
6	BUSINESS OUTSTANDING	2
6.1	BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE	2
7	PUBLIC FORUMS/DEPUTATIONS	5
	NIL	5
8	OFFICERS' REPORTS	6
8.1	REGIONAL ARTS DEVELOPMENT FUND - RECOMMENDATION FROM 2014-15 ROUND FOUR	6
8.2	COMMUNITY ASSISTANCE PROGRAM - CHALLENGE THE MOUNTAIN	10
8.3	DRAFT COMMUNITY GRANTS AND SPONSORSHIP POLICY AND COMMUNITY ASSISTANCE PROGRAM PROCEDURE	29
8.4	NATIVE TITLE AND CULTURAL HERITAGE FRAMEWORK.....	41
9	STRATEGIC REPORTS	51
9.1	COMMUNITIES AND FACILITIES MONTHLY OPERATIONAL REPORT	51
9.2	LOCAL RECOVERY PLAN.....	72
9.3	ARTS AND HERITAGE MONTHLY OPERATIONS REPORT FOR MARCH AND APRIL 2015.....	131
10	NOTICES OF MOTION	142
	NIL	142
11	URGENT BUSINESS/QUESTIONS	143
12	CLOSED SESSION	144
13.1	UPDATE ON THE ROCKHAMPTON ART GALLERY FUTURE DIRECTIONS PROJECT	144
13	CONFIDENTIAL REPORTS.....	145
13.1	UPDATE ON THE ROCKHAMPTON ART GALLERY FUTURE DIRECTIONS PROJECT	145
14	CLOSURE OF MEETING.....	146

1 OPENING

2 PRESENT

Members Present:

Councillor R A Swadling (Chairperson)
The Mayor, Councillor M F Strelow
Councillor S J Schwarten
Councillor C E Smith
Councillor C R Rutherford

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 Communities Committee held 7 April 2015

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE

File No: 10097

Attachments: 1. Business Outstanding Table for Communities

Responsible Officer: Evan Pardon - Chief Executive Officer

Author: Michael Rowe - General Manager Community Services

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Communities Committee is presented for Councillors' information.

OFFICER'S RECOMMENDATION

THAT the Business Outstanding Table for the Communities Committee be received.

BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE

Business Outstanding Table for Communities

Meeting Date: 2 June 2015

Attachment No: 1

Date	Report Title	Resolution	Responsible Officer	Due Date	Notes
30 September 2014	Dump point revised budget allocation	THAT Council resolves to seek funding in the revised capital budget of \$80,000 to allow for the installation of a new dump point at the North Rockhampton Sewer Treatment Plant.	Sharon Sommerville	14/10/2014	Awaiting outcome of budget allocation through revised budget.
03 February 2015	Rockhampton Art Gallery Future Directions	THAT the report be received and Council conduct a workshop on the matter.	Tracy Cooper-Lavery	17/02/2015	

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 REGIONAL ARTS DEVELOPMENT FUND - RECOMMENDATION FROM 2014-15 ROUND FOUR

File No: 8944

Attachments: 1. Regional Arts Development Fund Recommendations from 2014-15 Round Four

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Peter Owens - Manager Arts and Heritage

SUMMARY

Applications received for round four of the 2014-15 Regional Arts Development Fund have been assessed by the RADF Committee and three are recommended for funding.

OFFICER'S RECOMMENDATION

THAT

- Council approves the following applications for funding from the Regional Arts Development Fund

Applicant	Purpose of Grant	Grant Recommended
Capricornia Arts Festival	Employing four professional tutors to conduct art and silversmith workshops during the Arts Festival	\$4,532
Rockhampton Regional Council	Commissioning a professional textile artist to create bespoke cushions for an interactive art installation constructed out of recycled materials.	\$3,959
Rockhampton Musical Union Choir Inc	To engage theatre artist Kara Lane to conduct master classes in preparation for the Choir's musical production Anything Goes to be held in the Pilbeam Theatre in October 2015	\$16,081

- Council approves the allocation of the balance of the 14/15 financial year fund, \$15,167, towards the development of a Cultural Plan for the region by contractor Creative Regions.

COMMENTARY

The Regional Arts Development Fund is a joint program of the Queensland Government (administered by Arts Queensland) and the Rockhampton Regional Council that focuses on the development of quality art and arts practice in our region.

Three applications were received for a requested amount of \$26,252 in the fourth round of funding for 2014-15.

The RADF Committee has assessed the applications and recommends to Council that funding be applied as per the attached spreadsheet.

Currently in the 2014-15 financial year \$39,739 remains in the funding pool for distribution in this, the final round for current financial year.

Additionally and following advice from Arts Queensland that it would not be in Council's best interest to request the roll-over of surplus funds from the current financial year into the new financial year, the RADF committee at its meeting also considered a Council Strategic

Initiative project to engage Creative Regions to develop an Arts and Cultural plan to compliment Council's existing Arts and Cultural Policy using the balance of the current financial year grant funds.

The committee supported this request and has recommended that the balance of the fund, \$15,167, be allocated towards the project, noting that given the period that Creative Regions project officer, Rod Ainsworth has already spent in Rockhampton as the Creative Producer of the Creative Capricorn project, this organisation is arguably well placed to develop this important cultural planning document for our region.

REGIONAL ARTS DEVELOPMENT FUND - RECOMMENDATION FROM 2014-15 ROUND FOUR

Regional Arts Development Fund Recommendations from 2014-15 Round Four

Meeting Date: 2 June 2015

Attachment No: 1

REGIONAL ARTS DEVELOPMENT FUND
2014-15 ROUND FOUR RECOMMENDATIONS

APPLICANT	CATEGORY OF FUNDING	PROJECT NAME	PROJECT DESCRIPTION	ART FORM	PROJECT START DATE	PROJECT END DATE	COMMITTEE ASSESSMENT COMMENTS	TOTAL PROJECT COST	RADF GRANT REQUESTED	AMOUNT APPROVED
Capricornia Arts Festival	Building Community Cultural Capacity	Capricornia Arts Festival Workshops	Employing four professional tutors to conduct art and silversmith workshops during the Arts Festival	Visual Arts	16/10/2015	24/10/2015	Committee offered an alternative to the applicant to move the Yeppoon workshop into the Rockhampton region, with ability to add travel costs in revised budget, or remove the cost of this workshop from the application. Applicant choose the latter.	\$12,437	\$6,212	\$4,532
Rockhampton Regional Council	Regional Partnerships	Rockhampton River Festival - Pallet Palace	Commissioning a professional textile artist to create bespoke cushions for an interactive art installation constructed out of recycled materials.	Craft	10/05/2015	13/07/2015	Innovative and interesting way to display and use local artists. A complementary project to other activities at the festival.	\$8,354	\$3,959	\$3,959
Rockhampton Musical Union Choir Inc	Building Community Cultural Capacity	Anything Goes Workshops	To engage theatre artist Kara Lane to conduct master classes in preparation for the Choir's musical production Anything Goes to be held in the Pilbeam Theatre in October 2015	Theatre	04/10/2015	29/10/2015	Exciting project that will benefit many local performers. The experience of a professional is highly regarded. Committee were satisfied with budget amendments.	\$24,740	\$16,081	\$16,081
										\$24,572

8.2 COMMUNITY ASSISTANCE PROGRAM - CHALLENGE THE MOUNTAIN**File No:** 7822**Attachments:**
1. Challenge the Mountain Application Form
2. Assessment spreadsheet**Authorising Officer:** Michael Rowe - General Manager Community Services**Author:** Cheryl Haughton - Manager Community Services

SUMMARY

An application to the Community Assistance Program has been received from Challenge The Mountain. The application has been assessed and recommended for funding for a total amount of \$4800.

OFFICER'S RECOMMENDATION

THAT Council approves the following application for funding from the Community Assistance Program:

Applicant	Purpose of Grant/Sponsorship	Amount
Challenge The Mountain	2015 Challenge The Mountain	\$4,800

COMMENTARY

An application to the Community Assistance Program has been received for the Challenge the Mount event to be held on 29 August, for the requested amount of \$19,800. The attached spreadsheet gives details of the application.

As per application the event is designed to educate the community about the benefits of increasing physical activity by means of an annual event on a notable landmark in CQ. The race will include both running and cycling, with entertainment, food and drinks provided at the car park after the race. This is the first time an event like this has been coordinated on Mt Archer with both runners and cyclists competing together. It is anticipated that there will be 200 participants.

The application states that Challenge the Mountain is committed to the ongoing education of recreational users of the mountain, and that the event will raise funds to assist with the erection of signage, water stops and shelter at various locations along Pilbeam Drive.

The event organizer is seeking \$15,750 cash sponsorship and \$4,050 in-kind assistance for the event.

Sponsorship will be acknowledged by website, flyers, and signage at the event and the organizer hopes to have a Water Station named after a significant sponsor such as the RRC Hydration Station. Sponsorship packages offered for the event are Gold \$3,000, Silver \$1,000 and Bronze \$500 as per the attached budget. It is noted that this budget does not match the budget included in the Application. The event costs include \$17,600 for prize money and \$17,290 for equipment hire, \$4,000 for a celebrity guest, and \$5000 as seed funding for the 2016 event.

The application has been assessed in accordance with the Community Grants Procedure and recommendations provided based on the assessment criteria, with the grant matrix applied to indicate the recommended funding level.

The panel recommends to Council that funding of \$4,800 be allocated to the Challenge the Mountain event.

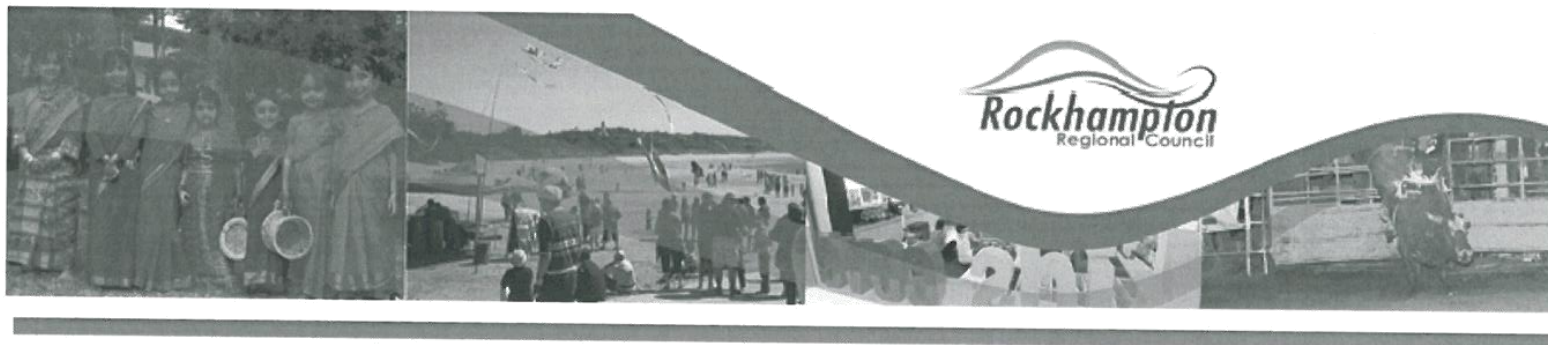
COMMUNITY ASSISTANCE PROGRAM - CHALLENGE THE MOUNTAIN

Challenge the Mountain Application Form

Meeting Date: 2 June 2015

Attachment No: 1

1



Community Assistance Program

Corporate Sponsorship Scheme

CCD DIRECTORATE	
DOC NO:	7825236
KFC:	
LINKS:	
CCD FILE REF:	
DATE:	
INITIALS:	

PRIVACY NOTICE Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of receiving and considering your organisation's request for funding under Council's Community Assistance Program. Personal details will not be disclosed to any other person or agency external to Council without individual consent, unless required or authorised by law. Program funding details will be published by Council and summarised in Council's annual report.

Application Form

2

3

NOTES

Your activity or event may already have a special name, if not please give it one for working purposes

If applying for in-kind assistance such as bin services and traffic management, please obtain and attach quotes.

Please give the full name of your organisation.

This will be the address Council will use for all formal correspondence.

If you are not incorporated please include the details of the incorporated body who will take financial and legal responsibility for any funds granted. **A letter of consent must be attached.**

Council will adjust any funds granted depending on your organisation's GST status.

You should name a representative who has the authority and knowledge to answer questions about this application.

Council may need to make contact urgently. Put

PROJECT OVERVIEW

Q1	What is the name of your project?			
A1	Challenge the Mountain			
Q2	Indicate the amount of assistance you require from Council (excluding gst)			
A2	Sponsorship	\$15,950	Inkind	\$4,050

APPLICANT DETAILS

Q3	What is the name of your organisation?	
A3	Challenge the Mountain	
Q4	What is your organisation's mailing address?	
A4	361 Fenlon Ave , Frenchville 4701	
Q5	Is your organisation an incorporated body? No	
A5	Incorporation number, _____ If no, provide the name and incorporation number of the sponsoring organisation. Name _____ Incorporation number _____	
Q6	What is your ABN number?	
A6		
Q7	Who is your organisation's designated contact for this application?	
A7	Sharon Kearney	
Q8	What are the contact details?	

4. Council may need to make contact agency, put down the telephone number where the contact can usually be found during office hours.

A8

Phone (office hours)0419749545 Email sharon.reclaim@gmail.com

5

ABOUT YOUR ORGANISATION**NOTES**

Only include financial members.

Summarise in one sentence the main reason your organisation has come together.

Do you have a base? Do you operate in one township or all over the region?

Funds will not be provided to uninsured organisations. Council will require a copy of the Certificate of Insurance from successful applicants.

List all bodies that give your organisation support. Please indicate whether it is financial or *in-kind*.

Council may request a copy of your last financial report.

Do **not** include any grants received under the

Q9	How many members does your organisation have?			
A9	Full members	nil	Associate or social members	6 committee members
Q10	What is the primary purpose of your organisation?			
A10	To educate the community about the benefits of increasing physical activity by means of a goal based event. Training Programme Will be Provided . Participation is key , along with educating the users of this particularly well known landmark of Rockhampton. The event will raise funds to support this desired outcome of education , awareness signage on Pilbeam Drive.			
Q11	Where does your organisation normally operate?			
A11	361 Fenlon Ave , Frenchville			
Q12	What company carries your Public Liability Insurance and how much cover do you have?			
A12	Frenchville Sports club	Level of Cover	\$ 20	million
Q13	Do you receive financial or <i>in kind</i> support from other sources? Yes No			
A13	<p>Our Events Patron - Bill Byrne MP - \$500 to get started, \$2,500 for advertising. \$1,000 as a silver sponsor. Frenchville Sports club - Insurance .</p> <p>Prize money and operational cost from Sponsors</p> <p>2 gold @ \$3,000 each - Frenchville Sports Club and Rockhampton Building Approvals</p> <p>13 Silver @ 1,000 each - Bill Byrne, A2Z dentist, Cap Investment partners, Kelco Accountants,</p> <p>Bronze - in kind or cash - Neil Fisher \$500, ASM \$500.</p> <p>Micheal McLaughlin - all electrical work.</p> <p>Funzone - provision of tables, chairs, generators</p>			
Q14	Does your organisation have its own gaming machine revenue? No			

6 Do not include any grants received under the Gambling Community Benefit Fund or a similar scheme. If no machines are owned or leased please put a zero in both columns.

A14

Number of machines	\$	Revenue last financial year	\$
--------------------	----	-----------------------------	----

Q15

Has your organisation previously received grant funding from Council? Yes No

A15

If yes, please provide details

Has this grant been successfully acquitted? Yes No

7

PROJECT DETAILS, OUTCOME MEASURES, AND BUDGET

Council needs to know the details of your project, how its success will be measured, and your project budget

Q16	When do you intend to start your project? 29 / 8 /2015
Q17	When do you intend to finish your project? 29/ 8 / 2015
Q18	What is your project about? (Describe the project and its objectives)

NOTES

To assess your application Council needs to know:

8

to assess your application Council needs to know what your project is going to do and what outcomes you expect to achieve

A18

Project description:

A running and cycling race up Mt Archer, attracting athletes from all over the state. Prize money for two categories.

Entertainment, food, drinks provided at carpark after race.

This event is motivated by :

1. Increasing community involvement in a local annual sporting event, making participation exciting , unique (limited numbers) on a well known landmark within the CQ area.
2. Education of all users of this public area , in terms of safety , awareness, consideration of other recreational users along with the permanent residents.
3. Optimum long term outcome is to raise funds to assist with the erection of signage , water stops , shelter at various locations along Pilbeam Drive.

Project objectives:

Increasing community physical activity by means of an annual event on a notable landmark in CQ , tourism opportunity attracting competitors to Rockhampton as this Mountain offers unique degree of difficulty , due to it's length and incline. Challenge being the operative description. Fortunately Rockhampton has a number of world class athletes that will participate / promote this event and beautiful region.

Raise funds to increase safety for all users on Mt Archer.

Provide access to water for walkers, runners & cyclists.

Provide seating and shade at various locations along the roadside.

Signage for safety awareness for all users of the mountain. (recreational & residents)

How does your project align with the objectives of the Community Assistance Program?

Enhances the infrastructure of Mt Archer while creating an iconic event attracting athletes and their families to the region.

Increasing users awareness of safety on the mountain and setting up a committee consisting of various community groups such as Residents of Mt Archer, Rockhampton Road Runners & Rockhampton Cycling Club.

This committee works together to development harmony amongst all users of our Mountain.

9

Q19 **How will you measure the success of your project?**

- A19
1. By funds raised - which directly provides signage, water fountains and seating.
 2. Number of athletes participating
 3. Ongoing education of recreational users of the mountain - Safety is our main objective . Enhancing the experience allowing all users of this location to enjoy the adventure in a safe manner. While reducing the impact to the residents in terms of traffic laws being adhered to by the recreational users by being better educated in the use of this roadway.
 4. Sponsors recommitting for following year.
 5. Competitors feedback.

Will a satisfaction survey be distributed at the conclusion of your project/event? Yes

10

PROJECT BUDGET

Q20 Please complete the budget template below where applicable. Total income for the project must equal total expenditure. Show all budgetary items including gst.

What is the total budget for the project? \$43310			Amount of sponsorship requested \$20,000		
INCOME			EXPENDITURE		
Item	Description	\$	Item	Description	\$
Organisation Funds	Your organisation's contribution to this project:	Nil	Staff	Paid wages to organisational staff and contractors:	\$7254
Other Grants	Detail other grants obtained for this project:	nil	Hire Charges	Specify hire charges associated with your project:	
				Venue hire	216
				Equipment hire	17290
				Catering	250
Other Support	Detail other cash donations:		Travel/Transport	Specify travel charges:	
				Airfares	
				Car hire	
	Detail in-kind assistance: Park Hire , Traffic Management Plan , Road Closure , Bins.	\$4,050		Freight	
	Bill Byrne	3,000			
Income derived from this project	Admission, entry fees and other charges deriving income:	12000	Marketing and Promotion	Specify promotional expenses that will be incurred:	
	Sponsorship	\$19,000		Media	3500
				Other advertising platform	1690
			Other	Prizemoney	17,600

11

				Seeding for 2016	5,000
Council Contribution	Amount of sponsorship you have requested from Council:	15,750	Administration	Admin expenses eg. Phone, postage, stationery:	1000
TOTAL INCOME		53,800	TOTAL EXPENDITURE		53800

SHOW AMOUNTS INCLUDING GST

ABOUT YOUR CORPORATE SPONSORSHIP APPLICATION**NOTES**

Who are the people who are going to benefit from your project?

Tell us what you are going to spend on promotion and where (e.g.: promotional events, TV, radio, newspaper, State newspaper, National TV etc.). Make sure this amount matches the budget item in your answer to Q20

Council is more likely to support innovative projects that show a new approach to problems rather than ones that have previously failed to produce long lasting results.

How many people are going to be drawn to visit the region and for how long? What are they likely to spend money on – accommodation, food, fuel?

Q21	List the target group(s) for whom the project is designed.
A21	All residents and visitors of various age groups to Rockhampton .
Q22	How are you going to reach your target group (s)?
A22	Facebook Newspaper Radio Flyers Website Running & cycling magazines - Qld networks
Q23	What is new and different about your project?
A23	<p>This is the first time an event like this has been co-ordinated on Mt Archer - both runners & cyclists competing together . Part of the focus is involvement with other community organisations who will provide food , water , entertainment (raising funds for their causes by assisting this event). Furthermore and most importantly we are committed to the ongoing education of recreational users of the mountain - Safety is our main objective . Enhancing the experience allowing all users of this location to enjoy the adventure in a safe manner. While reducing the impact to the residents in terms of traffic laws being adhered to by the recreational users in the use of this roadway.</p>
Q24	What are the short term community benefits of your project?
A24	<p>Number of anticipated participants? 200, max event capacity is 500</p> <p>Number of participants who will require paid accommodation? 50</p> <p>Number of nights that participants will require paid accommodation? 2 nights</p> <p>Endeavouring to link Cap tourism to this event by website links in terms of accommodation and tourism attractions in the CQ area.</p>

13

What is the potential for your project to attract business investment or growth in business activity in the region?

Q25	What are the long term community benefits of your project?
A25	Long term planning is that the vision of our unique event is to expand on this format in keeping with health and fitness incorporating other events throughout the whole weekend - A weekend of sport and recreation in the Rockhampton Locality. Benefits to the Rockhampton area include increase trade towards sectors such as accommodation ,restaurants , sight seeing .
Q26	Will your organisation be utilising Council services and facilities for your project? Yes
A26	Require road closure and use of barricades Traffic management Plan, use of venue including ex cafe, rubbish bins, use of a park for car parking .
Q27	If successful with your application for assistance, describe how your organisation will acknowledge Council's contribution to the project/event.
A27	Invitation for Council Representatives to attend the event . Acknowledgment will also be clearly visible on website, flyers, signage at event. MC will acknowledge during event. Hoping to have a Water Station named after a significant sponsor i.e.RRC Hydration Station.

CERTIFICATION

I make this application for assistance from the Rockhampton Regional Council Community Assistance Program for the stated project in accordance with a resolution of the management committee/board of the above applicant organisation, such resolution having noted that:

- 1 further details may be sought concerning this application from the contact officer nominated in this application, and that the nominated contact officer is specifically authorised to respond to any and all such requests from Council;
- 2 conditions will apply to any funding support provided, including the provision to Council of organisational financial and insurance details, or evidence of experience in the management of similar projects, or any other related matter;
- 3 reports on the expenditure of any funds allocated, and the success of the activity to which they were applied, will be required; with any unexpended funds allocated returned to Council;
- 4 Rockhampton Regional Council is collecting the personal information supplied on this form for the purpose of receiving and considering my organisation's request for funding under Council's Community Assistance Program. Personal details will not be disclosed to any other person or agency external to Council without individual consent, unless required or authorised by law. Program funding details will be published by Council and summarised in Council's annual report.

Name: Sharon Kearney	Name: Brett Williams
Position: Co-ordinator	Position: Committee Member
Organisation: Challenge the Mountain	Organisation: Challenge the Mountain
Signature:	Signature:
Date: 11/3/2015	Date: 11/3/15

Page (26)

COMMUNITY ASSISTANCE PROGRAM - CHALLENGE THE MOUNTAIN

Assessment spreadsheet

Meeting Date: 2 June 2015

Attachment No: 2

Community Assistance Program							
Attachment to report to Council - 2 June 2015							
Applicant	Project Name	Start Date	End Date	Total Project Cost	Amount Requested	Amount Recommended	Assessment Comments
Challenge The Mountain	Challenge The Mountain	29/08/2015	29/08/2015	53,800	\$4,050 (In-kind) \$15,750 (Cash)	4,800	variances in budgets presented; sponsorship package offered has Gold as the highest at \$3,000; high costs for prizes
						4,800	

8.3 DRAFT COMMUNITY GRANTS AND SPONSORSHIP POLICY AND COMMUNITY ASSISTANCE PROGRAM PROCEDURE**File No:** 7822**Attachments:**

1. Community Grants and Sponsorship Policy
2. Community Grants and Sponsorship Procedure - Community Assistance Program

Authorising Officer: Michael Rowe - General Manager Community Services**Author:** Cheryl Haughton - Manager Community Services

SUMMARY

Following previous discussion a draft Community Grants and Sponsorship Policy and Community Assistance Program Procedure is presented for consideration by Council.

OFFICER'S RECOMMENDATION

THAT Council adopts the Community Grants and Sponsorship Policy and Community Assistance Program Procedure, with both documents referred to Corporate Improvement and Strategy for finalisation.

COMMENTARY

In accordance with Part 5 of the Local Government Regulation 2012 Section 195 "a local government must prepare and adopt a policy about local government grants (a community grants policy), which includes the criteria for a community organisation to be eligible for a grant from the local government."

Council's current policy and procedure adopted in 2011 is due for review, and following direction from Council a report was presented to the Communities Committee meeting held on 2 December 2014 and subsequently referred to the Council meeting of 9 December 2014, where it was resolved that a workshop be held early in the new year.

This workshop has not been held and a request was made at the Council meeting on 12 May for the Policy and Procedure to be reviewed and presented to the June 2015 meeting of the Community Services Committee.

The policy and procedure have been updated to reflect Council's current Corporate Plan and more clearly identify the categories of funding available.

CONCLUSION

The attached drafts of the Community Grants and Sponsorship Policy and Community Assistance Program Procedure are presented for Council consideration. Due to the timeframe the draft Policy and Procedure have not yet been reviewed by the Corporate Improvement and Strategy unit as required in accordance with Council's policy development framework.

DRAFT COMMUNITY GRANTS AND SPONSORSHIP POLICY AND COMMUNITY ASSISTANCE PROGRAM PROCEDURE

Community Grants and Sponsorship Policy

Meeting Date: 2 June 2015

Attachment No: 1



COMMUNITY GRANTS AND SPONSORSHIP POLICY (STATUTORY POLICY)

1 Scope:

This Policy applies to all Council employees and elected representatives in relation to the provision of grants, donations, and sponsorship to eligible community organisations within the Rockhampton Regional Council area.

This Policy does not apply to the following financial assistance and grants programs:

- Remission of Rates - this is addressed under a separate policy and budget allocation
- Regional Arts Development Fund - this is addressed under a separate program and budget allocation

2 Purpose:

The purpose of this Policy is to ensure a fair, equitable and transparent framework in relation to the provision of community grants, donations and sponsorship for initiatives within the Rockhampton Regional Council area.

3 Related Documents:

Primary

Local Government Act 2009

Local Government (Finance, Plans and Reporting) Regulation 2012

Secondary

Public Sector Ethics Act 1994

The Crime and Corruption Act 2001

Rockhampton Regional Council Code of Conduct for Staff

Rockhampton Regional Council Code of Conduct for Councillors

Financial Delegations Policy

Supply Chain – Ethical Behaviour and Disclosure of Information Relation to

Procurement Policy

Council Purchasing Policy – Acquisition of Goods and Services

4 Definitions:

To assist in interpretation, the following definitions apply:

Corporate	Term used to describe Rockhampton Regional Council as an entity undertaking Local Government related business/functions
Council	Rockhampton Regional Council
Donation	Contribution of goods or cash without an expectation of direct counter-supply or serviceable deliverables, given unconditionally and voluntarily
Grant	Financial payment for a non-commercial project usually tied to specific eligibility criteria for the applicant or project
In-kind	Products or services provided in lieu of cash, valued at full commercial rate, also known as 'contra'

Corporate Improvement and Strategy use only

Adopted/Approved: Draft

Version:

Reviewed Date:

Department:

Section:

Page No.: Page 1 of 2

Non-profit	An organisation that is not operating for the profit or gain of its members
One-Off funding	Financial or in-kind assistance that is provided as a one-off allocation, with no obligation to provide additional assistance in subsequent grant and sponsorship rounds or on a recurrent ongoing basis
Recurrent funding	An agreement to provide financial or in-kind assistance on more than one occasion over a specified time period to achieve a specific outcome
Region	Area defined by the electoral boundaries of Rockhampton Regional Council
Sponsoring Body	An incorporated community organisation that agrees to sponsor an application for assistance for a non-incorporated community organisation
Sponsorship	Mutually beneficial contract involving the purchase of usually intangible, exploitable potential, associated with an event, organisation or project which results in tangible benefits for the sponsoring organisation

5 Policy Statement:

To help achieve its mission to make the Rockhampton region a place that our community values and others admire, Council is committed to supporting eligible community organizations undertaking projects or events that contribute to building:

- A safe, caring and healthy community
- A healthy and livable environment
- A strong, resilient and diversified economy

Council will allocate funds within its annual budget for the provision of assistance through the Community Assistance Program and Councillors Discretionary Fund. The eligibility criteria and processes for applying and administering these funds have been adopted as Procedures to this Policy (Community Grants and Sponsorship Procedure – Community Assistance Program and Community Grants Procedure - Councillors Discretionary Fund).

All requests will be subject to application, assessment, approval, acknowledgement and acquittal requirements, specific to the type of support and appropriate for the level of funding provided. These requirements will facilitate a fair, accountable and transparent process for the distribution of funds across the community and ensure that Council's contribution is recognised and recorded, as required by the *Local Government (Finance, Plans and Reporting) Regulation 2010*.

6 Review Timelines:

This policy will be reviewed when any of the following occur:

- 6.1. As required by legislation
- 6.2. The related information is amended or replaced; or
- 6.3. Other circumstances as determined from time to time by the Council

7 Responsibilities:

Sponsor	Chief Executive Officer
Business Owner	General Manager <Department>
Policy Owner	Manager <Section>
Policy Quality Control	Corporate Improvement and Strategy

EVAN PARDON
CHIEF EXECUTIVE OFFICER

Corporate Improvement and Strategy use only

Adopted/Approved: Draft
Version:
Reviewed Date:

Department:
Section:
Page No.: Page 2 of 2

DRAFT COMMUNITY GRANTS AND SPONSORSHIP POLICY AND COMMUNITY ASSISTANCE PROGRAM PROCEDURE

Community Grants and Sponsorship Procedure - Community Assistance Program

Meeting Date: 2 June 2015

Attachment No: 2



COMMUNITY GRANTS AND SPONSORSHIP PROCEDURE

Community Assistance Program

1 Scope:

This Procedure applies to all Council employees and elected representatives in relation to the provision of grants, donations, and sponsorship from the Community Assistance Program (CAP) to eligible community organisations within the Rockhampton Regional Council area.

2 Purpose:

The purpose of this Procedure is to ensure a fair, equitable and transparent framework in relation to the provision of community grants, donations and sponsorship from the Community Assistance Program for initiatives within the Rockhampton Regional Council area.

3 Related Documents:

- Local Government Act 2009
- Local Government (Finance, Plans and Reporting) Regulation 2012
- Public Sector Ethics Act 1994
- The Crime and Corruption Act 2001
- Rockhampton Regional Council:
 - Community Grants and Sponsorship Policy
 - Community Grants Procedure: Councillors Discretionary Fund
 - Code of Conduct
 - Financial Delegations Policy
 - Ethical Behaviour and Disclosure of Information Relating to Procurement Policy
 - Purchasing Policy – Acquisition of Goods and Services
 - Recordkeeping Policy

4 Definitions:

To assist in interpretation, the following definitions apply:

Corporate	Term used to describe Rockhampton Regional Council as an entity undertaking Local Government related business/functions
Council	Rockhampton Regional Council
Donation	Contribution of goods or cash without an expectation of direct counter-supply or serviceable deliverables, given unconditionally and voluntarily
Grant	Financial payment for a non-commercial project usually tied to specific eligibility criteria for the applicant or project
In-kind	Products or services provided in lieu of cash, valued at full commercial rate, also known as 'contra'
Non-profit	An organisation that is not operating for the profit or gain of its members

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Adopted/Approved: Draft
Version:
Reviewed Date:

Department:
Section:
Page No.: Page 1 of 7

One-Off funding	Financial or in-kind assistance that is provided as a one-off allocation, with no obligation to provide additional assistance in subsequent grant and sponsorship rounds or on a recurrent ongoing basis
Recurrent funding	An agreement to provide financial or in-kind assistance on more than one occasion over a specified time period to achieve a specific outcome
Region	Area defined by the electoral boundaries of Rockhampton Regional Council
Sponsoring Body	An incorporated community organisation that agrees to sponsor an application for assistance for a non-incorporated community organisation
Sponsorship	Mutually beneficial contract involving the purchase of usually intangible, exploitable potential, associated with an event, organisation or project which results in tangible benefits for the sponsoring organisation

5 Procedure:

5.1 Community Assistance Program Classifications

The Community Assistance Program consists of the following areas of assistance:

5.1.1 Community Grants Scheme

This scheme provides financial assistance to non-profit community organizations for up to 50% (with a cap of \$20,000) of the costs of projects that are capital/asset in nature, and have a lasting benefit to the broad community. An organization may only be funded for one such project per annum, and preference will be given to projects that provide for multi-purpose or multi-organization use.

Applications to the Community Grants Scheme will not be accepted from private enterprise or for projects that are related to a Government funded agency such as schools.

5.1.2 Corporate Sponsorship Scheme

This scheme provides provide financial assistance for events that provide identified economic or community development outcomes for the broad community, and tangible benefits to Council through enhanced corporate image or revenue potential.

The Corporate Sponsorship Scheme is open to not-for-profit incorporated Community organisations and private enterprise. Applicants will be limited to funding for one event per year, and there is no guarantee that Council will fund the same event in subsequent years.

5.1.3 Multi-year Sponsorship Scheme

Under this scheme Council may commit to providing sponsorship on a recurrent basis for a specified number of years for events that are considered to provide significant ongoing community benefit.

5.1.4 Small Projects Scheme

This scheme provides assistance not exceeding \$1000 in value to non-profit organizations for small community projects and events. The maximum funding amount may be cash or in-kind support (such as payment of Council venue hire charges).

5.1.5 Awards

Council will offer funding support to local organizations for the provision of awards or trophies for high achievement in tertiary education; regional community, cultural and sporting pursuits. There will be a maximum of \$500 per award, with a limit of one award per organization per year.

Corporate Improvement and Strategy use only

Adopted/Approved: Draft
Version:
Reviewed Date:

Department:
Section:
Page No.: Page 2 of 7

5.1.6 Community Hall Insurance Scheme

This scheme provides funding to assist hall committees with the cost of maintaining insurance cover on identified community halls under their control. Council will provide up to \$500 per annum towards insurance of community halls that are deemed to be primarily for hire to the public.

5.2 Funding Rounds

Applications for assistance under the Community Assistance Program will be invited as follows:

- There will be three funding rounds per annum for the Community Grants and Corporate Sponsorship Schemes. Each round will be advertised publicly at appropriate times of the year and at least four weeks prior to a round closing. Applications received outside of these rounds will only be assessed at the next round.
- Applications for the Multi-year Sponsorship Scheme will be invited once in each financial year to allow for inclusion in Council's annual budget
- Applications for the Small Projects Scheme and Awards will be accepted at any time.

The amount of funds available under each scheme and at each round will be determined following the adoption of the annual budget, and Council may set a maximum funding amount per application to ensure equitable distribution of the overall grant quantum.

Application forms will be available on Council's website or by contacting the Customer Service Centre.

5.3 Eligibility

To be eligible to receive funding from the Community Assistance Program organizations, projects and events must meet the following criteria:

- the organisation must:
 - be properly constituted and incorporated, or if not incorporated be sponsored by an incorporated association;
 - hold appropriate public liability cover for the project/event for which assistance is sought;
 - have properly acquitted any previous grants and/or sponsorship provided by Council;
 - have the capacity to successfully manage the project including meeting deadlines for grant expenditure and acquittal requirements;
- the project or event must:
 - support one or more of the objectives outlined in Council's Community Grants and Sponsorship Policy, and a need or aspiration within the Regional Council area;
 - be for projects or events that are not-for-profit making purposes and for the benefit of communities within the Regional Council area;
 - be for projects or events that are inclusive of diverse social and cultural groups and equitable access practices, non-political and non-discriminatory in nature;

5.3.1 Ineligible Applications and Activities

Ineligible applications and/or activities include:

Corporate Improvement and Strategy use only

Adopted/Approved: Draft
Version:
Reviewed Date:

Department:
Section:
Page No.: Page 3 of 7

- applicant organisations that have:
 - no certified legal status or an appropriate sponsor
 - insufficient insurance cover
 - outstanding acquittals for a previous grant or sponsorship agreement with Rockhampton Regional Council;
 - an inability to meet 50% of the costs for requested capital/asset related items including building renovations, equipment and furnishings
- projects or events that:
 - do not meet Policy guidelines and support at least one or more of the Community Assistance Program objectives
 - provide no, or limited benefit to communities within the Regional Council area, being primarily for an individual, or small group of individuals,
 - are for profit making (re business venture);
 - are directly funded by Government or undertaking a project related to a government funded agency, e.g. schools;
 - have already commenced or have been completed, or are occurring outside of the Rockhampton Regional Council area;
 - support political or discriminatory ideologies or practices and/or do not abide by the laws and regulations of the Commonwealth, State and Council;
 - are currently or will be funded by another grant or income source, or where a duplication of a service or project may arise;
- project costs that are:
 - establishment costs, ongoing and current maintenance, salary or operating costs associated with the operations of an organisation or enterprise;
 - a request for remission of Council Rates

5.4 Applications

All applications must be made on the current application form applicable to the funding being sought, be completed fully, and submitted with any requested attachments by the stated closing date for applications where applicable.

All applications received will be acknowledged within ten (10) working days of receipt of the application.

Applications will be checked to ensure all application conditions have been met prior to forwarding to the relevant internal Assessment Panel for consideration. Incomplete applications or applications that are deemed ineligible will not be assessed and the applicant advised accordingly.

Applicants may not make more than one application under more than one of Council's Grant Programs for the same project or event in the same financial year.

5.4.1 Goods and Services Tax and Australian Business Number

Depending on the applicant's status with the Australian Tax Office (ATO), Community Assistance Program funding may attract goods and services tax (GST). Organisations requesting financial assistance are therefore required to declare whether or not they are GST registered and provide an Australian Business Number (ABN).

Corporate Improvement and Strategy use only

Adopted/Approved: Draft
Version:
Reviewed Date:

Department:
Section:
Page No.: Page 4 of 7

Organisations which do not have an ABN must supply a 'Statement of Supplier' form indicating the reason for not quoting an ABN. Without an ABN or a Statement of Supplier form, Council will be required to withhold and forward 48.5% of any approved grant to the ATO.

5.5 Assessment

5.5.1 Assessment of applications

Applications received under the Community Grants and Corporate Sponsorship Schemes will be assessed by a panel of three senior officers of Council.

Assessment of applications under the Small Projects Scheme or Awards will be undertaken by a panel consisting of the General Manager Community Services and the Manager Communities and Facilities, with delegated authority to approve the funding.

Pursuant to the *Local Government Act 2009*, *Public Sector Ethics Act 1994*, and Council's Code of Conduct, members of the CAP Assessment Panel, the Small Projects Assessment and Awards Panels are required to declare any conflict of interest in relation to applications to be assessed, and if necessary withdraw from any assessment of a particular application, or a round of applications. In such case another officer will be appointed to the panel for the assessment process.

Should an Assessment Panel consider it appropriate, it may seek advice from other appropriate officers of Council on specialist matters relating to individual applications, but such officers will not take part in the decision making processes of the panel.

The Assessment Panel will undertake an assessment of all eligible applications in accordance with Council's Community Grants Policy, the Assessment Criteria listed below, and the allocated budget. Individual panel members will document and sign their individual assessments of applications against the criteria. Scores will then be aggregated and the Panel as a whole will make a recommendation in relation to which applications, if any, should be funded.

For all applications received under the Community Grants and Corporate Sponsorship Schemes in excess of \$1,000, the Manager Communities and Facilities will prepare a report detailing the assessment panel's recommendations for Council's determination. The outcome of all projects approved under the Small Projects Scheme will be reported to Council on a regular basis.

All records will be retained by Council in accordance with Council's Recordkeeping Policy.

5.4.2 Assessment Criteria

Applications will be assessed in accordance with the following criteria:

- (a) The Applicant's capacity to undertake the project or event including:
 - physical and financial resources;
 - realistic budget
 - realistic timeframe to complete
 - experience with similar project or event;

Corporate Improvement and Strategy use only

Adopted/Approved: Draft
Version:
Reviewed Date:

Department:
Section:
Page No.: Page 5 of 7

- evidence of relevant approvals and permissions, or ability to obtain these
- (b) The community need for the project or event including:
 - evidence of a community need relative to the size and scope of the project or event, and how this was determined;
 - how the project or event will be inclusive of all social and cultural groups within the community
 - consultation and collaboration in the design of the project or event
 - evidence of innovation
- (c) The community outcomes expected from the successful completion of the project or event including:
 - number of participants at the event or benefitting from the project, including number of out of area visitors for events
 - support for local business
 - contribution to healthy and livable environment
 - contribution to development of social cohesion and capacity
- (d) The promotional outcomes attributable to the successful completion of the project or event including:
 - positive local promotion of the area and community
 - positive regional, state, national or international promotion of the area and community
 - recognition of Council support for the project or event

5.5 Offers of Funding

Following Council approval of funding recommendations applicants will be advised in writing within ten (10) working days of the outcome of their application.

A Community Assistance Program Funding Agreement will be forwarded to successful applicants, setting out the conditions for receipt and acquittal of the approved funds, and acknowledgement of Council's funding. This Agreement will need to be signed in accordance with the Articles of Incorporation Rules for the incorporated body or sponsoring body, and returned by the specified due date prior to any funds being provided. Organisations will be advised that failure to comply may result in the funding offer being revoked.

Details of all approved projects, including the project description, name of the applicant organisation and the amount funded, will be made public via Council's website.

Funding decisions are final (subject to any appeal to the Queensland Civil and Administrative Tribunal (QCAT)). Appeals for reassessment will not be considered by Council. Applicants however may seek feedback in relation to how to improve future applications. Where any appeal is made to QCAT over a funding decision, Council will fund all other successful applications in that round while awaiting the outcome of any appeal.

Depending on the quantum subject to any QCAT appeal, Council may suspend or delay further rounds under the Community Grants and Corporate Sponsorship Schemes, and cease accepting applications under the Small Projects Scheme, to allow it to maintain the program within budget.

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Adopted/Approved: Draft
Version:
Reviewed Date:

Department:
Section:
Page No.: Page 6 of 7

6 Review Timelines:

This procedure will be reviewed when any of the following occur:

- 6.1** The related information is amended or replaced; or
- 6.2** Other circumstances as determined from time to time by the <Insert CEO/GM>.

7 Responsibilities:

Sponsor	Chief Executive Officer
Business Owner	General Manager Community Services
Procedure Owner	Manager Communities and Facilities
Procedure Quality Control	Corporate Improvement and Strategy

GENERAL MANAGER NAME
GENERAL MANAGER TITLE

Corporate Improvement and Strategy use only

Adopted/Approved: Draft
Version:
Reviewed Date:

Department:
Section:
Page No.: Page 7 of 7

8.4 NATIVE TITLE AND CULTURAL HERITAGE FRAMEWORK**File No:** 3033**Attachments:**

1. Native Title and Cultural Heritage Policy
2. Extinguishment of Native Title by a public work

Authorising Officer: Michael Rowe - General Manager Community Services**Author:** Cheryl Haughton - Manager Community Services

SUMMARY

Council consideration is sought regarding the Native Title and Cultural Heritage framework.

OFFICER'S RECOMMENDATION

THAT Council resolves to:

- (1) rescind the existing Native Title and Cultural Heritage (Community Policy); and
- (2) Advise Gilkerson Legal that it would prefer to rely on the "catch all" clause in the proposed consent determination in relation to Native Title Determination Application QUD6131/1998 (Darumbal People)

COMMENTARY

Native Title is the recognition of the communal, group or individual rights and interests of Aboriginal and Torres Strait Islander people in land and waters according to their traditional laws and customs. The concept resulted from the Mabo decision of 1992, with both the Commonwealth Native Title and Native Title (Queensland) Acts commencing on 1 January 1994.

As local government undertakes works in relation to land and waters these may affect Native title rights and interests, and Council is required to consider these impacts in accordance with the Acts. The attached Native Title and Cultural Heritage (Community Policy) was adopted at the Council meeting held on 16 December 2008. The policy adopted the previous Rockhampton City Council approach to provide a coordinated approach to native title matters across Council. However, since that time Council has undergone structural reorganization and there is no dedicated resource to monitor Native Title and Cultural Heritage issues across Council, with each department being responsible of managing the process for any projects to be undertaken. The existing policy is therefore no longer applicable or required, and it is recommended that it be rescinded.

Along with a number of local governments in Queensland Council engages Gilkerson Legal to act on its behalf in relation to Native Title matters. Deanna Cartledge from Gilkerson Legal has recently advised that negotiations towards a consent determination in relation to Native Title Determination Application QUD6131/1998 (Darumbal People) have commenced in accordance with a Court approved timetable.

In response the State has provided some details about the land parcels affected by the Darumbal claim, identifying the assets where:

- (1) Native title has been wholly or partially extinguished
- (2) "Authority of NTA" where the relevant section of the Native Title Act 1993 (or Court decision) was relied on to assert extinguishment

Council is now required to provide instructions in relation to areas where it may hold an interest. Council has two options:

1. Provide details of any areas where it believes native title has been wholly or partially extinguished:

- Details of any parcels where the State has not identified that native title is wholly extinguished, but where Council is aware that an historical tenure grant will have extinguished native title over the entire parcel. The historical tenure grant would be freehold, special leases under earlier Land Acts or a perpetual lease. Council would be required to provide copies of the relevant grants.
 - Details of any parcels not included in the State document where Council considers native title has been extinguished by a public work as per Attachment 2.
2. Rely on the “catch all” clause in the proposed consent determination. This clause states that native title is extinguished by tenure grants or public works in accordance with the Native Title Act 1993. Council would still need to provide evidence of extinguishment if required.

Gilkerson Legal has advised that for many public works that have a small footprint (for example a toilet block), this clause would apply as there would be no real benefit in undertaking all the work to have the footprint of the public work removed from the determination area. It is important to note that if Council decides to rely on the “catch all” clause it will still have the opportunity to provide any additional supporting evidence if the State’s extinguishment assertions were to be contested.

CONCLUSION

As the Deputy Registrar has requested that all parties provide evidence of public works and extinguishing tenure by 9 June 2015, Council direction is required.

Based on initial review of the spreadsheets provided by the State, and the fact that there is no dedicated resource to undertake further investigation of Council documentation to identify any further areas of extinguishment of native title, it is recommended that Council rely on the “catch all” clause for any remaining parcels.

NATIVE TITLE AND CULTURAL HERITAGE FRAMEWORK

Native Title and Cultural Heritage Policy

Meeting Date: 2 June 2015

Attachment No: 1



POLICY NO. POL.C6.1

NATIVE TITLE AND CULTURAL HERITAGE (COMMUNITY POLICY)

1. Policy Scope:

This policy applies to all Council employees and elected members.

2. Policy Purpose:

To confirm Council's commitment to the preservation of native title and cultural heritage within the region wherever it exists and to outline management and administrative protocols for matters arising relative to legislative compliance.

The policy has been developed to ensure a coordinated approach to consideration of native title and cultural heritage compliance across Council.

3. Policy Reference (eg Legislation, related documents):

Native Title Act (Queensland) 1993
Aboriginal Cultural Heritage Act 2003
Torres Strait Islander Cultural Heritage Act 2003
 LGAQ Native Title and Cultural Heritage Guidelines
 Rockhampton Regional Council Compliance Checklist

4. Policy Context:

The policy has been developed in order to ensure a coordinated approach to native title and cultural heritage matters across Council. This will enable all departments to fulfill the requirements of the Acts, meet duty of care provisions and follow a process of compliance that will reduce the possibility of penalties being incurred due to non-compliance.

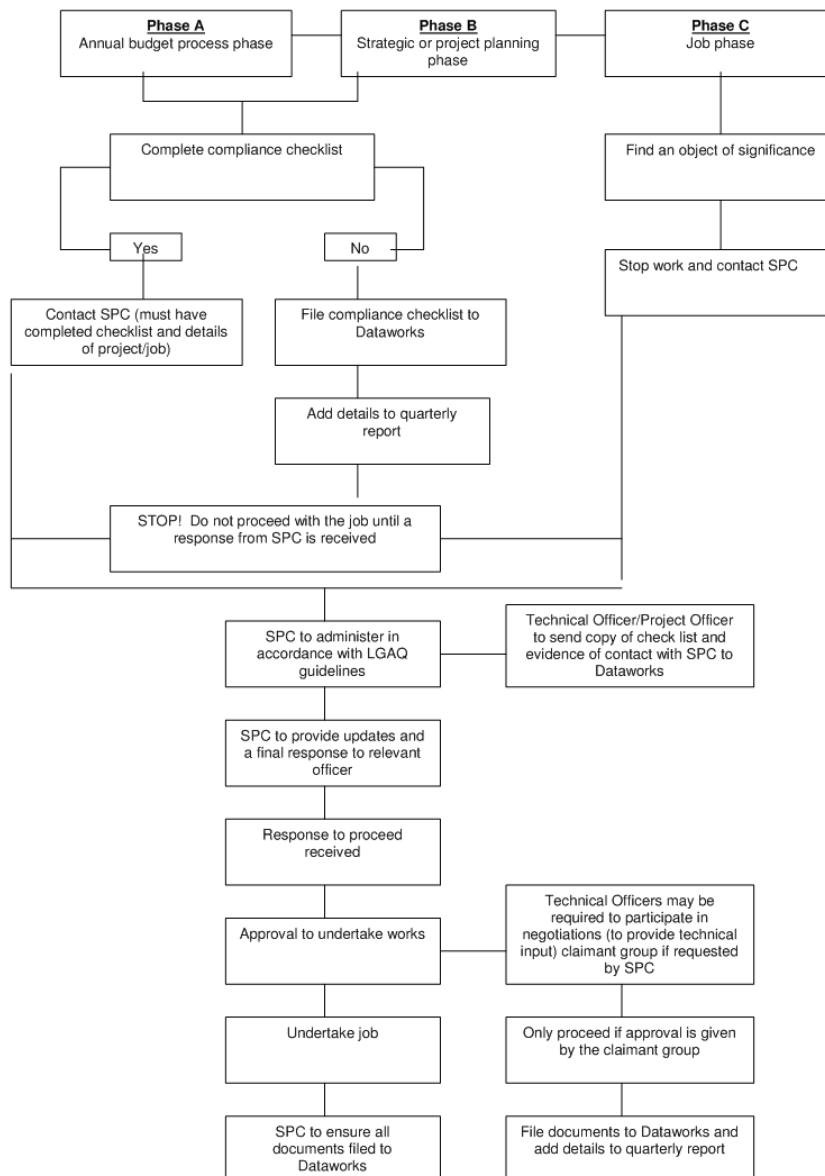
Diagram 1 is a flowchart which includes the steps for native title and cultural heritage compliance and outlines subsequent administrative processes required. The process adopted ensures that all departments are meeting their duty of care and establishes a coordinated approach to the administration and management of native title and cultural heritage matters.


4.1 Quarterly reporting requirements:

- 4.1.1** The relevant project manager / technical officer is required to provide information pertaining to checklists completed, to their Supervisor / Manager for inclusion in a quarterly report. The Supervisor / Manager will collate all such information and provide this detail to the responsible officer (SPC).

File	Address	Job Detail	Check List Comp Y/N

ADOPTED/APPROVED:	Council Meeting 16/12/2008	Policy No: POL.C6.1/Page 1
AMENDED:	Version No. 1	
DUE FOR REVISION:	November 2009	
REVOKED/SUPERSEDED:		
GROUP:	Community and Customer Service	
SECTION:	Community Development	

Diagram 1. The Compliance Process

* Note that each  represents a step or alternative step in the compliance process.

ADOPTED/APPROVED:
AMENDED:
DUE FOR REVISION:
REVOKED/SUPERSEDED:
GROUP:
SECTION:

Council Meeting 16/12/2008
Version No. 1
November 2009
Community and Customer Service
Community Development

Policy No: POL.C6.1/Page 2

- 4.1.2** The SPC will provide quarterly collated reports to General Managers and CEO regarding native title and cultural heritage compliance across Council. This provides each department with feedback as to meeting their duty of care.

4.2 Responsibilities

- 4.2.1** All Council employees are responsible for completing checklists for all projects. Ideally, the checklist should be completed at the time of budget preparations so that the budget can be adjusted if native title / cultural heritage compliance becomes an issue for that project.
- 4.2.2** The checklist could also be completed at project planning phase following the budget process or prior to commencement of the work itself. However, it should be noted that there would not have been adequate consideration in terms of a budget item for compliance expenses related to the project if the checklist is completed in phase B or C (see flowchart).
- 4.2.3** All Council employees are responsible for adhering to this policy and procedure.

5. Policy Principles:

This policy complies with relevant legislation and confirms a process for the management and monitoring of native title and cultural heritage matters. Further, it provides corporate direction in terms of Council's commitment to ensuring that duty of care is met and native title and cultural heritage is maintained throughout the region.

6. Policy Definitions:

CEO	Chief Executive Officer
Council	Rockhampton Regional Council
Region	Area defined by the electoral boundaries of Council
SPC	Social Planning Coordinator.

7. Policy Evaluation Process:

This policy is to be reviewed when any of the following occur:

1. The related information is amended or replaced
2. Other circumstances as determined from time to time by the CEO
3. Annually by delegated officers

8. Responsibilities:

Sponsor	Chief Executive Officer
Business Owner	General Manager, Community and Customer Service
Policy Implementation	Strategic Manager, Community Development delegated to Social Planning Coordinator
Policy Compliance	Reform and Innovation

ADOPTED/APPROVED:	Council Meeting 16/12/2008	Policy No: POL.C6.1/Page 3
AMENDED:	Version No. 1	
DUE FOR REVISION:	November 2009	
REVOKED/SUPERSEDED:		
GROUP:	Community and Customer Service	
SECTION:	Community Development	

9. Changes to Policy:

This policy is to remain in force until otherwise determined by the Council.

ALISTAIR DAWSON
CHIEF EXECUTIVE OFFICER

ADOPTED/APPROVED:	Council Meeting 16/12/2008	Policy No: POL.C6.1/Page 4
AMENDED:	Version No. 1	
DUE FOR REVISION:	November 2009	
REVOKED/SUPERSEDED:		
GROUP:	Community and Customer Service	
SECTION:	Community Development	

NATIVE TITLE AND CULTURAL HERITAGE FRAMEWORK

Extinguishment of Native Title by a public work

Meeting Date: 2 June 2015

Attachment No: 2

Extinguishment of Native Title By A Public Work

1. A public work, as defined in the Native Title Act 1993, extinguishes native title

2. The definition of a public work only refers to the following works

- (a) A work that was validly constructed i.e. the government had legal power to do so
- (b) A work for which construction commenced on or before 23 December 1996
- (c) A work constructed by or on behalf of the Commonwealth, State or local government or a statutory authority
- (d) The work constructed fits one of the following categories:-
 - a. a building, or other structure (including a memorial), that is a fixture; or
 - b. a road, railway or bridge; or
 - c. a stock-route (with some conditions); or
 - d. a well, or bore, for obtaining water; or
 - e. any major earthworks; or
 - f. a building that is constructed with the authority of the Crown, other than on a lease.

Evidence that the public work in question fits within each of the 4 limbs of the definition must be provided.

3. Native title is extinguished over the footprint of the work and adjacent land used when constructed

- (a) The NTA includes in the area "*any adjacent land or waters the use of which is or was necessary for, or incidental to, the construction, establishment or operation of the work*".
- (b) As a consequence, it may be that some public works only extinguish native title over a portion of a parcel and not the entire parcel.

Excerpts from Native Title Act 1993**23A Overview of Division**

- (1) In summary, this Division provides that certain acts attributable to the Commonwealth that were done on or before 23 December 1996 will have completely or partially extinguished native title.
- (2) If the acts were *previous exclusive possession acts* (involving the grant or vesting of things such as freehold estates or leases that conferred exclusive possession, or the construction or establishment of public works), the acts will have completely extinguished native title.

23B Previous exclusive possession act

Construction of public works commencing on or before 23.12.1996

- (7) An act is a *previous exclusive possession act* if:
 - (a) it is valid (including because of Division 2 or 2A); and
 - (b) it consists of the construction or establishment of any public work that commenced to be constructed or established on or before 23 December 1996.

253 Other definitions

major earthworks means earthworks (other than in the course of mining) whose construction causes major disturbance to the land, or to the bed or subsoil under waters.

public work means:

- (a) any of the following that is constructed or established by or on behalf of the Crown, or a local government body or other statutory authority of the Crown, in any of its capacities:
 - (i) a building, or other structure (including a memorial), that is a fixture; or
 - (ii) a road, railway or bridge; or
 - (iia) where the expression is used in or for the purposes of Division 2 or 2A of Part 2—a stock-route; or
 - (iii) a well, or bore, for obtaining water; or
 - (iv) any major earthworks; or
- (b) a building that is constructed with the authority of the Crown, other than on a lease.

Note: In addition, section 251D deals with land or waters relating to public works.

251D Land or waters on which a public work is constructed, established or situated

In this Act, a reference to land or waters on which a public work is constructed, established or situated includes a reference to any adjacent land or waters the use of which is or was necessary for, or incidental to, the construction, establishment or operation of the work.

9 STRATEGIC REPORTS

9.1 COMMUNITIES AND FACILITIES MONTHLY OPERATIONAL REPORT

File No: 1464

Attachments: 1. Monthly operational report for March, April 2015

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Cheryl Haughton - Manager Community Services

SUMMARY

This report provides information on the activities of the Communities and Facilities Section for the months of March and April 2015.

OFFICER'S RECOMMENDATION

THAT the Monthly Operational Report on the activities of the Communities and Facilities section for the months of March and April 2015 be received.

COMMENTARY

The Communities and Facilities section has responsibility for the following community service areas:

1. Community Programs
2. Libraries
3. Home Assist Secure
4. Child Care
5. Facilities

The attached report contains information on the activities of these program areas for the months of March and April 2015.

COMMUNITIES AND FACILITIES MONTHLY OPERATIONAL REPORT

Monthly operational report for March, April 2015

Meeting Date: 2 June 2015

Attachment No: 1

**MONTHLY OPERATIONS REPORT
COMMUNITIES AND FACILITIES SECTION**

Period Ended 30 April 2015

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

A Sun Smart grant will assist with the construction of a permanent shade structure over the large playground area at the City Child Care Centre.

Improvements / Deterioration in Levels of Services or Cost Drivers

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for March and April 2015 are as below:

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	Under Long Term Investigation	Avg W/O Issue Time (days) 12 months	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	Avg Completion Time (days) Q3
			Received	Completed										
Cemeteries (Asset)	4	1	4	2	5	2	0	14.22	30	● 4.00	● 5.60	● 22.63	26.52	● 8.00
Childcare (Asset)	6	2	5	3	6	2	0	0.43	30	● 2.00	● 8.30	● 5.89	11.36	● 13.00
Community Halls (Asset)	9	1	9	6	11	2	0	3.37	30	● 7.00	● 13.32	● 15.20	22.22	● 4.74
Admin and Depots (Asset)	15	4	9	4	16	5	0	17.79	30	● 3.50	● 15.89	● 20.83	28.79	● 16.19
Disaster Management (DED Buildings) (Asset)	0	0	0	0	0	0	0	0.02	30	● 0.00	● 0.00	● 40.50	0.00	● 0.00
Dog Pounds (Asset)	3	0	2	0	5	1	0	15.68	30	● 0.00	● 10.86	● 27.69	31.17	● 12.00
Gardens (Asset)	0	0	0	0	0	0	0	0.03	30	● 0.00	● 0.00	● 48.00	48.00	● 0.00
Libraries (Asset)	41	5	22	15	43	7	0	2.22	30	● 4.27	● 9.74	● 10.93	21.37	● 6.91
Leased Premises - Maintenance (Asset)	4	0	0	0	4	0	0	0.48	30	● 0.00	● 0.00	● 11.43	50.00	● 0.00
Sport and Recreation (Asset)	13	4	8	2	15	5	0	27.02	30	● 4.00	● 25.24	● 29.59	39.37	● 11.00
TV Black Spot - Reception (Asset)	0	0	0	0	0	0	0	0.00	● 0.00	● 0.00	● 0.00	0.00	0.00	● 0.00
Venue & Events (Asset)	66	11	37	14	78	23	0	8.46	30	● 5.36	● 14.90	● 22.07	27.55	● 16.22

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	Under Long Term Investigation	Avg W/O Issue Time (days) 12 months	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	Avg Completion Time (days) Q3
			Received	Completed										
Cemeteries (Asset)	6	2	7	2	9	5	0	14.04	30	● 1.50	● 21.29	● 16.65	21.62	● 13.84
Childcare (Asset)	6	1	5	5	5	0	0	0.41	30	● 0.80	● 8.73	● 6.30	13.84	● 13.84
Community Halls (Asset)	10	1	11	4	16	7	0	4.89	30	● 5.25	● 12.08	● 13.91	20.11	● 20.11
Admin and Depots (Asset)	10	1	11	4	16	7	0	19.15	30	● 13.75	● 13.84	● 18.44	26.96	● 26.96
Disaster Management (DED Buildings) (Asset)	0	0	1	0	1	1	0	0.14	30	● 0.00	● 0.00	● 40.50	2.00	● 2.00
Dog Pounds (Asset)	5	0	0	0	5	0	0	19.40	30	● 0.00	● 7.33	● 27.69	37.28	● 37.28
Gardens (Asset)	0	0	0	0	0	0	0	0.03	30	● 0.00	● 0.00	● 48.00	48.00	● 0.00
Libraries (Asset)	36	5	40	15	56	22	0	2.67	30	● 5.20	● 13.08	● 12.81	22.43	● 22.43
Leased Premises - Maintenance (Asset)	4	0	0	0	4	0	0	0.59	30	● 0.00	● 0.00	● 13.60	69.25	● 69.25
Sport and Recreation (Asset)	14	1	13	5	21	7	0	21.99	30	● 3.20	● 27.48	● 25.46	33.16	● 33.16
TV Black Spot - Reception (Asset)	0	0	0	0	0	0	0	0.00	● 0.00	● 0.00	● 0.00	0.00	0.00	● 0.00
Venue & Events (Asset)	61	6	22	10	67	12	0	8.79	30	● 4.20	● 16.75	● 20.37	27.55	● 27.55

Comments and Additional Information

The areas showing completion times slightly over the required standard resulted from consideration of use of the assets.

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

The safety statistics for the reporting period are:

	THIRD QUARTER		
	Mar	Apr	May
Number of Lost Time Injuries	1	0	
Number of Days Lost Due to Injury	1	0	
Total Number of Incidents Reported	1	4	
Number of Incomplete Hazard Inspections	1	3	

Risk Management Summary

Items from Section Risk Register requiring treatment plans (excludes risks accepted/ALARP)

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Child Care Centre does not meet the National Quality Standard and is unable to operate resulting in loss of service to community, loss of income and reputation for Council.	Moderate 6	Ensure policies, procedures and programs are compliant with NQS for 2014 assessment	30/06/14	80%	Work undertaken by staff to review procedures and programs, but Department of Education and Training has not yet completed the second assessment
Council fails to maintain, train and supervise adequate numbers of volunteers to assist with operations across its sites resulting in inability to deliver some services, or injury to volunteers or public.	High 4	1. Training procedures for volunteers being updated 2. Responsibility for volunteers at some sites being transitioned to community organizations.	30/06/15	50%	Policy and procedure to be finalised

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Damage or failure of Council facilities, plant and equipment resulting in injury to staff or public, potential litigation, and inability to deliver services.	Moderate 5	1. Complete the process of incorporating maintenance plans into Asset Register and Management Plan. 2. Develop a 5-10 year maintenance and renewal strategy based on valuations and condition assessments. 3. Develop forward budget submissions with reference to risk register, corporate plan and legislative requirements.	31/03/15	90%	Project being worked on, but hampered by lack of resource and impact of cyclone Marcia
Inability to retain amenity of public buildings resulting in community concern and loss of reputation, with possible injury.	High 4	1. Review cleaning and maintenance schedules. 2. Develop forward budget submission with reference to risk register, corporate plan and legislative requirements.	30/04/15	90%	Schedules adjusted to align with current 2014-15 budget. Service levels to be developed for adoption.
Inability to comply with regulatory obligations and conservation of heritage assets, asbestos inspections and treatment, resulting in facilities being non-compliant and deemed unsafe and unusable, with loss of service to community, possible injury to staff and public, and damage to reputation of Council.	High 4	1. Complete the process of incorporating maintenance plans into Asset Register and Management Plan. 2. Develop a 5-10 year maintenance and renewal strategy based on valuations and condition assessments. 3. Develop forward budget submission with reference to risk register, corporate plan and legislative requirements.	30/06/15	70%	Project being worked on as resources permit

Legislative Compliance and Standards

Legislative Compliance Matter	Due Date	% Completed	Comments
Outdated employee immunisations, tickets, and/or licenses	Various	97%	As at 30 April 2015 Council records indicate that 3 employees were yet to supply a copy of a license deemed necessary for the role
Outdated legislative compliance mandatory training and/or qualifications	Various	99%	As at 30 April 2015 Council records indicate that 1 employee is non-compliant in this regard
Overdue performance reviews	29/08/2014	98%	As at 30 April 2015 2 casual staff performance reviews were due to be completed
Checking of Emergency lighting in Council buildings	6 monthly	100%	Sites inspected as per Inspections Schedule
Fire systems tested in Council buildings	Monthly	100%	Sites with systems in place inspected as per contract
Fire hose reel and blankets inspected	6 monthly	100%	Sites inspected as per Inspections Schedule
Maintain staff to child ratios in accordance with the Education and Care Services National Regulations	Daily	100%	Ratios are maintained per age grouping
Engage an early childhood teacher at the Centre for at least 6 hours per day	Daily	100%	Early childhood teacher employed, with other staff with Advanced Diplomas able to cover periods of leave

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

With the addition of rollovers the section has a capital budget as follows:

\$3,076,433 for Facilities with current expenditure and committals of \$1,538,651, representing 50% committal

\$84,154 for Libraries with current expenditure of \$47,406, representing 56% committal

\$130,000 for Community Programs with current expenditure of \$39,545, representing 30% committal

The following abbreviations have been used within the table below:

CEO	Chief Executive Officer
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Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
COMMUNITIES AND FACILITIES CAPITAL WORKS PROGRAM					
October 2014					
Mt Morgan Caretaker's Cottage stabilisation	2/07/2014	16/07/2014	Completed	\$21,000	\$18,993
Comment: The building has had the damaged verandahs removed to leave the brick shell as recommended by					
Office of CEO refurbishments	14/07/2014	3/09/2014	Completed	\$75,000	\$74,085
Comment: All original scope of works and variation completed					
City Hall refurbishment	21/07/2014	30/04/2015	In progress	\$300,000	\$302,442
Comment: minor variation work to be completed					
Bauhinia House – replace box gutters	1/09/2014	05/12/2014	Completed	\$60,000	\$52,999
Comment: All original scope of works and variation completed					
Bauhinia House – resurface parquet flooring	1/09/2014	16/01/2015	Completed	\$22,000	\$15,260

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
Comment: resurfacing or parquet flooring to hall area					
Dooley St Administration building – replace box gutters	31/07/2014	28/02/2015	Completed	\$47,500	\$46,277
Comment: completed replacement of box gutters to prevent water ingress to building, replacement of some roof sheets, repair of damaged walls and ceilings; internal repainting commenced on 21 January					
Gracemere Admin - air-conditioning	31/07/2014	7/08/2014	Completed	\$14,000	\$10,315
Comment: replacement of air-conditioning unit to meeting room at Gracemere Administration building					
Ann St residence defects	21/07/2014	30/08/2014	Completed	\$30,000	\$29,998
Comment: works include new concrete to front of driveway to remove trip hazard; new stringers to front step; and replacement of roofing, ridge capping, barge mould, guttering, and flashing.					
Botanic Gardens – garage and workshop upgrade	28/07/2014	01/12/2014	Completed	\$35,500	\$17,733
Comment: replacement of doors, guttering, and treatment of rusted purlins completed, additional works to include installation of security cameras to depot and replacement of termite damaged retaining wall					
Botanic Gardens – workshop amenities upgrade	28/07/2014	31/05/2015	Completed	\$59,500	\$30,191
Comment: work to date has included interior repainting; installation of new kitchen, seamless flooring, new toilets, shower rails and curtains					
Botanic Gardens kiosk defect rectification	13/10/2014	02/12/2014	Completed	\$32,000	\$27,195
Comment: repair termite damaged walls and external repaint					
Tourist Information Centre	12/08/2014	05/01/2015	Completed	\$100,000	\$56,653
Comment: repaint of sides and rear of building; seamless flooring to toilets; new kitchenette; replacement of rusted air-conditioning package unit and structural roof mount, rusted roof sheets, guttering, and rusted termite barrier					

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
James Lawrence Pavilion, Rockhampton Showground	26/08/2014	11/09/2014	Completed	\$62,000	\$49,782
Comment: removal of asbestos sheeting from parapet, soffit, patio ceiling and replacement: replacement of defective timber battens and downpipes; painting of required areas; installation of signage					
Walter Peirce Pavilion, Rockhampton Showground	01/11/2014	30/04/2015	Completed	\$135,000	\$129,878
Comment: pre-paint maintenance, external repaint, and replacement of asbestos roof					
Multimedia upgrade - Libraries	01/07/14	31/5/2015	In progress	\$20470	\$6714
Comment: upgrade of equipment					
Partition to café area Rockhampton Regional Library	01/07/2014	19/09/2014	Completed	\$20,000	\$8963
Comment: installation of folding glass doors to provide for security of area					
Rockhampton Showground Switchboard enclosure upgrade	30/09/2014	20/02/2015	Completed	\$60,000	\$57,468
Comment: high voltage switchboard and two DSB boards completed, two still to be replaced					
Old Southside Library (History Centre) – repairs to leaking roof	30/09/2014	01/05/2015	Completed	\$55,000	\$36,527
Comment: remove and replace skylights with roof sheets and exhaust fans; repair damaged ceiling and wall sheeting; install paint membrane to roof					
Pilbeam Theatre – leaking roof	01/04/2015	19/06/2015	In progress	\$75,000	\$56,462
Comment: replace rusted gutters to various areas; supply and install paint membrane to roof					
Amenities program – renew and upgrade	01/10/2014	30/04/2015	In progress	\$77,250	\$49,705

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
Comment: cleaning and relining old drainage pipes at Botanic Gardens amenities; installation of new AES sewage system at Kershaw Gardens to replace existing septic system which has ongoing problems with blocked pipes and failed soakage trench; repairs to Ski Gardens amenities block					
Walter Reid Cultural Centre – façade refurbishment	02/06/2015	16/10/2015	In design	\$250,000	\$5,485
Comment: tenders out for pricing					
Rockhampton Regional Library – roof over outdoor area	03/11/2014	30/04/2015	Order placed	\$70,000	\$20,125
Comment: work commenced on roof cover to prevent water ingress; Building Compliance approval received					
Mt Morgan Library – structural upgrade	16/03/2015	31/07/2015	In progress	\$221,720	\$82,645
Comment: Library to operate from School of Arts building during works to commence 18 May					
Heritage Village entrance bridge and fence replacement	01/10/2014	31/03/2015	Completed	-	\$101,210
Comment: removal of damaged bridge to main entrance and replacement of perimeter fencing					
Mt Morgan SES – various defects	01/08/2014	01/10/2014	On hold	\$35,000	\$3,709
Comment: Maintenance and painting, with pre-paint maintenance completed. Work ceased due to relocation to new site.					
Cardax system Gracemere Community Hall	12/01/2015	28/02/2015	Completed		\$19,537
Comment: installation of Cardax access					
Gracemere Community Hall – defects to car park area	02/03/2015	30/06/2015	In progress	\$80,000	\$57,301
Comment: existing paving blocks removed and replaced with concrete					

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
Heritage Village Hydrant system upgrade	01/02/2015	30/06/2015	In progress	\$240,000	\$208,747
Comment: tender has been let for internal works					

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

As at the period ended 30 April 2015 – 83.3% of year elapsed, for funded programs

Project	Revised Budget	Actual (incl. committals)	% budget expended	Explanation
Home Assist	(\$1,951,082)	\$1,785,755	91.5%	<p>Client services:</p> <ul style="list-style-type: none"> 1243 home maintenance or minor modification services were provided during March for HAS and HACC eligible clients, and 1172 during April 5 major home modification was completed during the period, with 4 occupational therapist assessments completed for review and prioritisation 108 new clients were added (March 56, April 52), bringing the total number of active clients to 10592 as at 30 April <p>Some requests were still coming in for assistance with clearing debris and fallen trees, minor maintenance with roofs, guttering and fences following Cyclone Marcia. Quarterly performance reporting was completed for State and Federal funding bodies as required by Service Agreements. Presentations were made to various groups to provide information about the services available. April saw the first anniversary of the move of the Home Assist office to Schotia Place. The relocation has proved successful, offering people attending other senior functions at the site the opportunity to access HAS and HACC services at the same time.</p>
LAMP Program	\$87,815 Grant (\$42,849)	\$64,161	73%	<p>46 people attended the International Women's Day celebrations held in March, and around 400 people participated in the Harmony Day celebrations, with many Library clients taking the opportunity to enjoy the various activities on offer, enjoying seeing the Chinese Baby Lion dance and other entertainment.</p> <p>12 people from 8 countries enjoyed the April Cultural Teashop with the opportunity to learn about Chinese culture and traditions. Support was also provided for the Citizenship ceremonies held during the months of March and April.</p> <p>37 people and 7 service providers attended the Faith and Funeral Services information session held in the Fitzroy Room in April. The session organized in collaboration with Carers Queensland and the Sisters of Mercy received positive feedback.</p>



Highlights of other program areas included the following:

Community Assistance Program

11 applications to the Community Assistance Program were received during the months of March and April 2015, and following assessment all were recommended for funding for the total amount of \$7,855 as follows:

Applicant	Project	Amount
Central Queensland Family History Association	Remembering World War 1 project	\$350
Darumbal Community Youth Services Inc.	Youth Week events 2015	\$4,500
Cancer Council Queensland	DC Motors Masquerade Ball	\$1,605
Camp Quality	Camp Quality Charity Golf Day	\$300
CQ Forward Thinkers	TEDx Rockhampton 2015	\$1,000
Rockhampton Club-Rok Inc.	Dykes on Bikes Equality Rally	\$100
TOTAL		\$7,855

Community Capacity Building

Parenting programs during March and April included:

- '123 Magic' offered in partnership with Anglicare CQ
- 'Where do I start' offered in partnership with Queensland Family Planning
- 'Winning my child's heart' offered in partnership with Newstart Psychology and Counselling

Libraries

During March and April the libraries recorded 75,344 loans and 43,415 visits. Activities offered during the months attracted 2151 participants. These included the regular story time sessions for different age groups and book clubs as well as other events:

- Lively Babies program continues to be very popular with 386 participants during the March and April period



- Techno Tots program commenced at the Mt Morgan library as well during March, giving children and carers there the opportunity to experience hands on learning with new technology
- Lively Stories attracted 397 participants during March and April sessions
- Cultural Dance program featured African dance during March and Chinese dance in April
- Knitting and crochet groups continue to meet weekly, enjoying the social aspect as well as the chance to help others
- Harmony Day celebrations at the Rockhampton Regional Library on Saturday 21 March saw colour, music and vibrant action as members of culturally diverse community organisations shared a particular activity at stations throughout the library and invited engagement from members of the public. Participants had the opportunity to try on a sari, taste some Filipino or Japanese tea, cut a Chinese card, bang on a djembe drum, play a round of cards, tweak a stone or rubber band in a traditional game, talk to community members, and watch some traditional dancing from different groups. Cr Swadling opened the official proceedings, with a cutting of the Harmony Day cake and a guest appearance of Chinese Lion Dancers delighting participants. Children in traditional dress paraded their outfits and highlighted special features of their costume. A screening of the Colourfest short films was aired in the Fitzroy Room at the close of the Harmony Day celebrations.



- A Ghosts and Ghouls Trivia Challenge was successful in targeting the intended teen demographic at an evening event at the Regional Library during National Youth Week.
- Members of the Rockhampton Retired English Teachers' Association visited the Rockhampton Regional Library during the month to learn more about the library service. A highlight was a visit to the Rockhampton History Centre where participants discovered the strengths of the regionally significant Central Queensland collection.
- Year 1 students from St Mary's Primary School came to the North Rockhampton Library for a series of library visits.

- Remote students from the Grove Distance Education service visited the Rockhampton Regional Library to investigate the resources and services on offer
- children from the City Childcare Centre visiting the Regional Library during April to view the ANZAC exhibition and listen to an online story in the 'StoryBox' collection to complement the heritage theme

School Holiday program

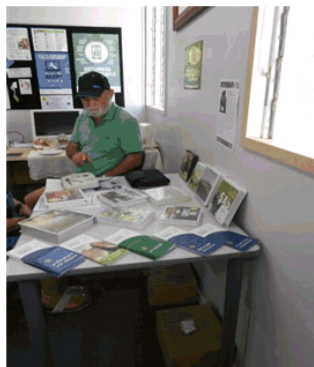
A heritage themed holiday program inspired learning activities as part of Heritage Month at the Libraries. Sessions focusing on primary school children and teenagers included Exploring ANZAC themes through online activities at the Mount Morgan Library, and creating Memory Crafts and Family History Trees at the Rockhampton libraries.

Queensland Writers' Centre

Seventeen keen local writers visited the North Rockhampton Library to take part in a free writing workshop with visiting QWC Marketing Manager Aimee Lindorff. The 'Agile Writer: research methodologies for local writers' information seminar focused on new initiatives for authors using social media and other innovative technologies to market their product. Feedback from the session was positive, with many writers looking forward to the next QWC workshop in June.

DAISY Introduction

Local reader Col Black shared his experiences of using the DAISY player over a morning tea at the Mount Morgan Library. DAISY stands for Digital Accessible Information System, and is a digital talking book format that offers many advantages over traditional audio books on a traditional audio CD. Col's passion and enthusiasm for the use of the device was infectious with participants able to interact with the technology in a relaxed, informal setting.

**NBN Introduction**

Two free seminars featuring information about the NBN rollout were presented at the Rockhampton Regional Library, with representatives from NBN Co, Telstra and Optus on hand to talk to members of the public about the national broadband network.

Digging In: The Great War and the Rockhampton Region Exhibition

Cr Rose Swadling opened the specially developed ANZAC Exhibition at the Rockhampton Regional Library on Sunday 26 April as part of the centenary of ANZAC commemorations. Over 150 people attended the on a beautiful Sunday afternoon.





The exhibition featured a range of topics to tell the story of the war experience, both at home in the Rockhampton region, and further afield on the battlefields of Gallipoli and abroad in other theatres of war. Archives from the Central Queensland collection, Australian collection and online resources were used extensively to research and interpret stories from this region. A call for donations of material from the community to complement the exhibition resulted in the loan of items from the Bartlem family, Shirley Jones, Paxia Lucke, Darren Blackwood, Liz Mahood, Clinton Connolly, Margaret Dyer, Virginia Latty-Weir and Lesley McPherson as well as the permanent donation of a number of items to the library's special collections. These represent an important addition to the collection and will continue to greatly increase the integrity and value of the regionally significant collection. Items donated included the following:

Lynette and David Morrison	<ul style="list-style-type: none"> • 13 Volumes of the book series "Great War" by H W Wilson. These were given to Lynette's father Eric Norman Pitman on 2-2-1935 when he was 18 years old by his mother Louise Elizabeth Pitman in memory of his Grandfather
Dorothy Preston (nee Bartlem)	<ul style="list-style-type: none"> • Application for war gratuity (Henry John Bartlem) • Certificate of Discharge (Henry John Bartlem) • Photo "Merry Xmas & Happy New Year from Henry to Grandmother" on silk embroidery bought by H J Bartlem in Cairo (original donated to Gangalook Museum. • Photo of H J Bartlem signed with love • Photo H J Bartlem in hospital • 1 medal # H J Bartlem in yellow box and lid • 4 x red slouch hat buttons • Folder of material relating to H J Bartlem
Catherine McIntosh	<ul style="list-style-type: none"> • 1 folder that includes letters and photographs from Allan Foster Stubbs back to his family in Mount Morgan • Photo of Allan Foster Stubbs • Article on board from the Mount Morgan Argus April 2015 about Allan Foster Stubbs



Lyn and David Morrison with the donation of the The Great War set

The launch of the exhibition on the Sunday afternoon featured musical items performed by the Sapphire String Quartet from The Cathedral College, as well as songs of the War era from the community musical choir Unisong, conducted by Janet Stephenson, with piano accompaniment by Mary Steer. A special screening of the heritage DVD *The Hero of Dardanelles* (restored and distributed by the National Film and Sound Archive of Australia) at the conclusion of the exhibition launch provided a fascinating visual insight into the soldiers' lives.

Unisong performing at afternoon tea



The exhibition includes a slide show of a digital honour roll of WWI soldiers projected on to the exterior wall of the Fitzroy Room, with each slide including a photo of the soldier with documents and certificates to complement his story. Images of modern day Gallipoli and the battlefields of northern France and Belgium are shown on a rotating slideshow in the exhibition space.

White Gloves Tours

Two more white gloves tours of the Rockhampton History Centre in April were well attended, with excellent feedback from participants..

White Gloves Tour - Rockhampton History Centre



Council Archives

Over the last two months History Centre staff have been steadily working on the conservation of a significant collection of old letter boxes containing correspondence to the Rockhampton City Council from the 1940s to the 1960s which were located in the old Carpenter's Shed at the Dooley Street depot. The over 1000 stacked letterboxes were moved to a donga located nearby where History Centre can assess, clean and sort the sizeable collection for transfer to the archival storage area at the History Centre.



The letters are mostly in remarkable condition considering how they have been stored. Staff have been carefully removing rusted pins, staples and paperclips from the files and depositing the cleaned files into archival boxes. To date, approximately 73 archive boxes have been accessioned into the Collection and will complement the existing Rockhampton City Council archives held in the History Centre.

Technology Centre

- 3069 hours of public access was provided to 3914 clients during the March – April period
- 1016 contact hours of community training was provided to 250 participants
- 28 people participated in 172 contact hours of commercial training
- The community "Tech Troubles" sessions are proving to be very popular with 23 people accessing the trainers in the Wednesday and Friday sessions
- The "Practice Makes Perfect" sessions on Tuesday morning are being fully utilised by community clients wanting to practice what they have learned in the training courses
- Course manuals have been updated to include suggested readings, practice exercises and extension materials, and are being well received by course participants with a noticeable improvement in the quality of the outcomes achieved by students
- Trivia.NET continues to be well attended with Easter being the theme in March and the ANZAC spirit alive and well in the April session. Participants learned more about the significance of this day and enjoyed an interactive game of two-up – without actually gambling of course!

- Volunteer Trainers were introduced to the new library resource – Lynda.com, which will prove invaluable for both the trainers and clients, and is now being advertised through all the courses. The clients who attended the Project training immediately joined the library when told about the availability of this new training package.

Child Care

- The Centre was successful with a sun smart grant application and a permanent shade structure will be installed in the large playground area.
- Long day care remained at 100% with occasional care at 52% in March and 42% in April, with April figures impacted by school holidays.

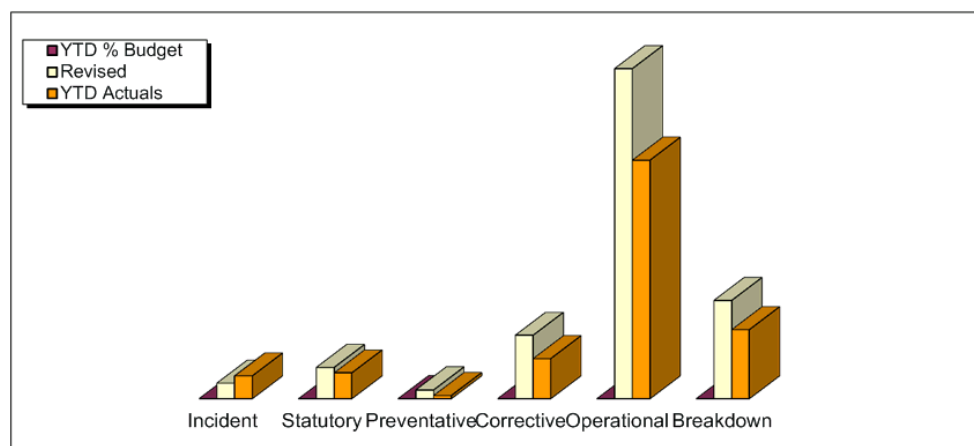
Facilities

Of the 336 work orders completed during March and April 234 related to breakdown and incident maintenance, including:

- Repair of collapsed ceiling in the bar at the Pilbeam Theatre
- Repairs to window at Gracemere Community Centre following break-in
- Replacement of ladder in 50m pool at Southside pool
- Replacement of air circulation fan at Southside Pool
- Replacement of head pressure unit to air-conditioning plant in IT backup server at the Agnes St Reservoir site
- Repair and re-gassing of air-conditioning unit at Robert Schwarten Pavilion at Show grounds
- Replacement of faulty fire panel at Rockhampton Heritage Village
- Repair and replacement of faulty fire detectors and emergency lights at various locations
- Repair of faulty RCD equipment at Show grounds

Electrical work included traffic light inspections and repairs across the city; repairs to the Frank Forde Park waterfall; power at Rigalsford Park and Kershaw Gardens; replacement of weatherproof outlets and lighting around the amphitheatre area on the river bank; street lighting repairs at Col Brown Park, Victoria Parade and East St CBD precinct, as well as statutory testing.

Work continued on scoping and repair of damage to buildings as a result of Cyclone Marcia.



Activity	Revised	YTD Actuals	YTD % Budget
Incident	\$ 129,745	\$ 190,650	146.94%
Statutory	\$ 262,212	\$ 216,223	82.46%
Preventative	\$ 73,432	\$ 26,409	35.96%
Corrective	\$ 531,863	\$ 335,708	63.12%
Operational	\$ 2,769,072	\$ 2,000,802	72.26%
Breakdown	\$ 824,115	\$ 578,649	70.21%

5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS

Service Delivery Standard	Target	Current Performance YTD
Deliver services and activities that support and build the capacity of people from CALD backgrounds to connect with and live in the local community, with a target of 400 participants per annum	100%	690 participants, 172.5%
Deliver a range of family literacy, learning and development programs to 7500 participants per annum	100%	8971 participants, 120%
Provide the community with access to a collection of relevant library resources in a range of formats by maintaining an annual acquisition rate of 0.25 items per capita in accordance with the Queensland Standard	100%	0.21 per capita
Provide community access to technology and deliver 2000 contact hours of computer training each year	100%	4206 hours, 210%
Deliver child care in accordance with the National Quality Standard, with 100% utilisation rate of long day care places	100%	100%
Provide the community with access to occasional child care places with an average utilisation rate of 50%	50%	48%
Provide 11625 hours of home maintenance services to eligible Home Assist clients per annum	90%	9149 hours, 79%
Deliver 5612 hours of home maintenance services for HACC eligible clients per annum	90%	8925hours, 159%
Complete 17 major modification projects for HACC eligible clients per annum	100%	37 projects, 217%
Complete all planned capital and maintenance projects in accordance with agreed schedule and budget	90%	76%
Respond to all reactive maintenance requests in accordance with adopted response schedule, budget, availability of materials and contractor if required	90%	90%

Service levels have been developed in accordance with identified standards or program funding requirements.

FINANCIAL MATTERS

Overall section budget is on target for this time of year.

	Adopted Budget \$	Adopted Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target 83.3% of Year Gone
COMMUNITIES & FACILITIES						
Community & Cultural Development						
2 - Expenses	499,941	416,618	60,079	95,615	19%	✓
Total Unit: Community & Cultural Development	499,941	416,618	60,079	95,615	19%	✓
Libraries Client Services						
1 - Revenues	(427,109)	(355,924)	(541,571)	(541,571)	127%	✓
2 - Expenses	2,875,824	2,396,520	2,168,022	2,241,738	78%	✓
3 - Transfer / Overhead Allocation	20,460	17,050	11,737	11,737	57%	✓
Total Unit: Libraries Client Services	2,469,175	2,057,646	1,638,188	1,711,903	69%	✓
City Child Care						
1 - Revenues	(736,180)	(613,483)	(609,252)	(609,252)	83%	✗
2 - Expenses	707,422	589,519	573,060	575,010	81%	✓
3 - Transfer / Overhead Allocation	0	0	151	151	0%	✗
Total Unit: City Child Care	(28,758)	(23,965)	(36,041)	(34,091)	119%	✓
Community Programs						
1 - Revenues	(2,103,784)	(1,753,153)	(2,201,322)	(2,201,322)	105%	✓
2 - Expenses	3,358,674	2,798,895	2,286,061	2,685,883	80%	✓
3 - Transfer / Overhead Allocation	32,015	26,679	79,761	79,761	249%	✗
Total Unit: Community Programs	1,286,905	1,072,421	164,500	564,321	44%	✓
Facilities						
1 - Revenues	(19,481)	(16,234)	(66,858)	(66,858)	343%	✓
2 - Expenses	13,105,834	10,921,528	8,746,381	10,015,046	76%	✓
3 - Transfer / Overhead Allocation	238,751	198,959	114,394	114,394	48%	✓
Total Unit: Facilities	13,325,104	11,104,253	8,793,918	10,062,582	76%	✓
Grand Total:	17,552,368	14,626,973	10,620,643	12,400,330	71%	✓

9.2 LOCAL RECOVERY PLAN**File No:** 2662**Attachments:**

1. RRC Human and Social Recovery Plan
2. Tropical Cyclone Marcia Recovery Plan
3. Rockhampton Cyclone Business Recovery Plan

Authorising Officer: Michael Rowe - General Manager Community Services**Author:** Cheryl Haughton - Manager Community Services

SUMMARY

A report is presented regarding the Local Recovery Plans prepared for Tropical Cyclone Marcia and their alignment to the Queensland Government Recovery Plan.

OFFICER'S RECOMMENDATION

THAT the Local Recovery Plan report be received.

COMMENTARY

At the meeting of the Human and Social Recovery Committee held on 14 April 2015 the State Disaster Recovery Coordinator suggested that it would be useful to map the Local Plans against the State Plan. As a result it was resolved as an action of the meeting that "a report be referred to Council that looked for correlation and missing gaps between State Government and Council for each of the sub-group Plans."

The State Plan was published by the Department of Infrastructure, Local Government and Planning in March 2015, and a copy is attached to this report. The Plan contains general information about the aim and scope of the plan as well as brief details of the recovery process. The plan also includes four annexures which detail the roles of the functional recovery groups, and the key tasks and metrics to be applied in the recovery process.

State Structure

The State Plan presents a structure for the governance of recovery through five distinct groups:

- Human and Social Recovery Group: coordinates the effective and efficient delivery of human and social recovery activities and is chaired by the Director-General of the Department of Communities, Child Safety and Disability Services (DCCSDS)
- Economic Recovery Group: coordinates the effective and efficient delivery of economic recovery activities and is chaired by the Director-General of the Department of State Development (DSD)
- Environment Recovery Group: coordinates the effective and efficient delivery of environment recovery activities and is chaired by the Director-General of the Department of Environment and Heritage Protection (EHP)
- Building Recovery Group: coordinates the effective and efficient delivery of building recovery activities and is chaired by the Director-General of Department of Housing and Public Works (HPW)
- Roads and Transport Recovery Group: coordinates the effective and efficient delivery of road and transport recovery activities and is chaired by the Director-General of the Department of Transport and Main Roads (TMR).

Local Structure

The Rockhampton Regional Council Local Disaster Management Plan lists Recovery as one of the five sub-committees of the Local Disaster Management Group. The Recovery sub-committee is chaired by the Mayor, and in accordance with Section 5.4 of the Disaster Management Plan is charged with governance of recovery in four areas:

- Community (including psychosocial recovery)
- Infrastructure (services and lifelines)
- Economy (including financial and political considerations and business continuity)
- Environment

This is different to the state approach as outlined above, which has a Recovery sub-committee coordinating the planning and implementation of recovery through the five functional groups of:

- Human and social
- Economic
- Environment
- Building
- Roads and transport

Local Plans

At the local level recovery plans have been developed for the following areas:

- Human and Social – developed by staff and adopted at the Recovery Functional Sub-group meeting
- Economic – developed by external consultants

The table below shows a comparison of key tasks articulated by the State and Local Plans:

1. Human and Social

State	Local
Provide information and advice to support local human and social recovery	Facilitate access to financial support to assist residents: <ul style="list-style-type: none"> • Provision of Recovery Hubs • Provision of information
	Facilitate access to accurate and targeted information to assist residents
	Engage with community to provide relevant information and assess the disaster response and recovery process
Deliver personal support and counselling services in Rockhampton, Livingstone, Banana and North Burnett local government areas	Ensure adequate provision of psychological first aid and counselling services for community
	Ensure the provision of support for food, material goods and other practical issues to assist people with recovery

Monitor the capacity of services to respond to the needs of vulnerable individuals and community groups who require support	Identify vulnerable groups and support required
Provide appropriate accommodation for impacted social housing tenants	<p>Ensure cyclone affected residents have appropriate places to live:</p> <ul style="list-style-type: none"> • Provision of information about structural assistance grants • Development of Council funding package • Subsidy for eligible HAS/HACC clients • Referral to Housing for accommodation
Deliver health services	
Develop a long-term community recovery fund	

The table shows that the only gaps in the Local Plan are in relation to health services and the development of a long-term community recovery fund.

Within the Local Disaster Management Plan there are two sub-plans for the health area:

- Environment and Public Health
- Medical Services

As this area was not specifically included in the operations of the Recovery sub-committee for this event, it was not included in the functional plan for Recovery.

Council has not previously established a long-term recovery fund, with this role usually taken by the State Government.

2. Economic

The State Plan provides for a high level response through the provision of:

- Support to local government to deliver economic recovery tasks
- Direct support to primary producers and small businesses
- Investigation of ways to improve resilience in power and telecommunications
- Marketing of tourism

The Local Businesses Recovery and Resilience Plan aligns well with these higher level strategies through a number of actions:

- Support for local business through promotion of local supply chains and contractors; "Buy Local" Campaign; small business and volunteer awards; business improvement incubator and accelerator programs; and encouraging major banks to establish an assistance fund
- Support for primary producers through agricultural repair to help clear fences of debris and damage
- Development of an events calendar to provide positive message for tourism
- Supporting investigation of ways to improve resilience in power and other infrastructure
- Assisting major employers and critical business to develop disaster recovery plans

CONCLUSION

While there are some differences between the State and local approaches to the organizational structure of recovery, there appears to be little difference in the recovery plans.

Both the Human and Social, and Business Recovery Plans, appear to be quite well aligned with the State Recovery Plan.

LOCAL RECOVERY PLAN

RRC Human and Social Recovery Plan

Meeting Date: 2 June 2015

Attachment No: 1



Local Recovery Plan
(Human and Social)
for
Tropical Cyclone Marcia
March 2015

1. Introduction

This Local Human and Social Recovery Plan has been prepared by Rockhampton Regional Council to outline the priorities and actions for Community Recovery following Tropical Cyclone Marcia which hit Rockhampton on Friday 20 February 2015.

Council priority to date has been to effectively respond to the immediate and short-term recovery needs of the community. We now need to progress to medium and long-term recovery issues to return our community to normal functioning, while at the same time creating awareness and preparedness for any future disaster events.

2. Background

The Rockhampton Regional Council area covers some 6.575 square kilometres around the city of Rockhampton. The larger regional centres are Gracemere and Mt Morgan, with smaller townships being Marmor, Bajool, Bouldercombe, Kabra, Stanwell, Westwood, Wycarbah, Alton Downs and Ridgeland.

Rockhampton is a major regional hub servicing the local resource, energy, agricultural and defence industries; and offering a broad range of services in the medical, community and educational sectors.

The area has a total population of 82551 with a spread of ages as follows:

Under 24 years	35.9%
25 – 34	13.4%
35 – 49	19.5%
50 – 59	12.4%
60 +	18.8%

This includes 5% from a non-English speaking background. Approximately 78% of the population lives in the city, with the Gracemere area housing 11%, Mt Morgan 3.9%, the rural south east area 3.7% and rural west 3.4%.

Damage to buildings, infrastructure and vegetation was sustained from the winds and rain associated with Cyclone Marcia. With widespread loss of power across the Regional Council area for an extended period of time the local economy has also been significantly impacted.

3. Initial Response

The Local Disaster Management Group (LDMG) was activated prior to the event to monitor the progress of the cyclone and inform the local community of the need to prepare for this event. The Local Disaster Coordination Centre commenced operation on the day of the cyclone to coordinate the multi-agency response, and operated for a period of 3 weeks.

An Evacuation Centre was established in the Robert Schwaren Pavilion at the Rockhampton Showgrounds after the Cyclone, to cater for people requiring short term accommodation. Council has also made space available for the Department of Communities to establish Recovery Hubs for the processing of funding packages available to the community. Insurance Companies also established mobile offices in Rockhampton to deal with the large number of claims to be processed.

With the widespread loss of power and the hot weather conditions following the cyclone Council extended the opening hours of the Rockhampton Regional Library to

10pm each day to provide an air-conditioned venue for people to be able to spend time and recharge medical equipment, telephones and other electronic equipment. Staff from Qld Health and Red Cross was also on hand to provide general health and emotional support.

A generous donation of 40 generators allowed Council to make these available to residents during the lengthy period without power. Staff of CQHHS assisted with the initial prioritisation of requests received for loan of the generators.

4. Current Situation

5 houses were destroyed, and rapid damage assessments undertaken by QFES officers indicated that 85 properties had severe damage, 165 had moderate damage, and 497 received minor damage.

Immediate and short term recovery has been coordinated through Council's existing disaster management operations. Significant progress has been made with clean up and repair works to roads and other infrastructure. Power has been restored to all but a few homes, and work has commenced on the cleaning of vegetation from creeks and waterways. Council staff has been assisted in this work by Defence Force personnel, staff of neighbouring Councils, SES and contractors.

With the shutdown of the Local Disaster Coordination Centre calls continue to be received through Council's Customer Service Centre. Since the cyclone Council has received over 6225 calls for assistance.

The Economic and Human and Social Recovery Committees have continued to meet to progress the medium and long-term recovery effort.

5. Scope of Local Plan

This plan is prepared in accordance with Section 57 of the Qld Disaster Management Act 2003 as a post-event operational recovery plan for Tropical Cyclone Marcia. It provides a framework for Council, government and local community to facilitate human and social recovery within the Rockhampton Regional Council area.

5.1 Objectives

The objectives are to:

- Identify appropriate recovery measures
- Allocate responsibility for actions and tasks to Council and key agencies
- Establish times frames for actions

5.2 Guiding Principles

The plan is based on the understanding that successful recovery relies upon:

- Coordination of activities - with skilled leadership, utilisation of existing relationships to prevent working in isolation, clearly articulated and shared goals, and flexibility to adapt to change in community needs or stakeholder expectations
- Effective communication and engagement - clear, relevant, timely and credible two-way communication, accessible to all intended audiences
- Acknowledging and building capacity - allowing and enabling people and communities to manage their own recovery to build resilience and sustainability, identifying and mobilising relevant community skills and resources

Human and Social Recovery Sub-Group						
Issue/Need	Action	Support	Timeframe	Responsibility	Assessed Benefits	Supporting Information
Access to Support Services	Facilitate access to financial support to assist residents: <ul style="list-style-type: none"> Provision of Recovery Hubs Provision of information 	DHS DoCS SVDP SA UCCQ Red Cross	Immediate and ongoing	Council <ul style="list-style-type: none"> Provision and maintenance of space for Recovery Hubs Preparation and distribution of information State and Federal Government <ul style="list-style-type: none"> Funding Processing of applications Agencies <ul style="list-style-type: none"> Distribution of vouchers 	<ul style="list-style-type: none"> Community has access to support for basic needs Stimulation of local economy 	Information provided through Recovery Newsletters, Council website and venues, (Libraries, Customer Service)
	Ensure cyclone affected residents have appropriate places to live <ul style="list-style-type: none"> Provision of information about structural assistance grants Development of Council funding package Subsidy for eligible HAS/HACC clients Referral to Housing for accommodation 	DoCS (Housing) HAS/HACC programs	Immediate and ongoing	Council <ul style="list-style-type: none"> Funding for assistance package for specific groups Processing of requests for assistance, HAS/HACC State Government <ul style="list-style-type: none"> Housing stock Processing of requests for assistance 	<ul style="list-style-type: none"> People able to remain in residences or local accommodation options Retention of population Support for local building industry 	Council developing package of financial assistance Information provided through Recovery Newsletters, Council website and venues (Libraries, Customer Service)
	Ensure adequate provision of psychological first aid and counselling services for community	Red Cross UCCQ CQHHS Converge	Ongoing	Council <ul style="list-style-type: none"> engagement of Converge for staff counselling Agencies <ul style="list-style-type: none"> Support at Recovery Hubs Outreach services 	<ul style="list-style-type: none"> Social and emotional wellbeing of community Staff able to perform effectively 	Agencies providing support at Recovery Hubs and outreach services throughout region; Council provided additional visits by Converge to staff worksites

Access to Support Services	Ensure the provision of support for food, material goods and other practical issues to assist people with recovery	DoCS SVDP UCCQ Red Cross SA - 'Fill a Fridge' GIVIT Anglicare CQ	Immediate and ongoing	<p>Council</p> <ul style="list-style-type: none"> Processing of requests marketing of 'Fill a Fridge' project <p>State and Federal Government</p> <ul style="list-style-type: none"> Funding for vouchers Processing requests for assistance <p>Agencies</p> <ul style="list-style-type: none"> Processing requests for assistance Emotional support 	<ul style="list-style-type: none"> Primary care needs of community are supported Stimulation of local economy 	Agencies have vouchers for distribution, work with GIVIT for specific requests
	Identify vulnerable groups and support required	Community agencies SES QPS Volunteers Community Groups DoCS	Ongoing	<p>Council</p> <ul style="list-style-type: none"> Processing of requests for welfare checks and assistance Contact with identified residents/groups <p>Agencies</p> <ul style="list-style-type: none"> Client contact 		Council staff targeted vulnerable groups (e.g. CALD, elderly) for checking and support. Assistance provided with clean up after cyclone
Information and Community Engagement to build resilience and capacity	Facilitate access to accurate and targeted information to assist residents	DoCS CQHHS Red Cross	Ongoing	<p>Council</p> <ul style="list-style-type: none"> Prepare and distribute recovery newsletters <p>DoCS</p> <ul style="list-style-type: none"> Operation of Recovery Hubs and Recovery Information Centre 		<ul style="list-style-type: none"> Information provided through newsletters, website, Council and public venues, letter box drops Community Recovery Information Centre opened in Rockhampton
	Engage with community to provide relevant information and assess the disaster response and recovery process		Community catch up sessions in April 2015	<p>Council</p> <ul style="list-style-type: none"> Councillors and senior management 	<ul style="list-style-type: none"> Community feels heard Information about future disaster planning 	Community Catch Up Sessions are held across the Regional Council Area

Information and Community Engagement to build resilience and capacity	Facilitate and support community events that promote social interaction and help the region regain normal functioning	Community organisations	Next 6 months	Council <ul style="list-style-type: none"> • Organisation of events • Sponsorship grants for community disaster events • Promotion of events 	<ul style="list-style-type: none"> • Enhanced community reconnection and involvement in community • Stronger social capital • Stimulation of local economy • Potential aid for environmental rehabilitation 	<ul style="list-style-type: none"> • River Festival, Cultural Festival being planned • ANZAC Centenary Celebrations • Youth Week Event • Community Clean Up Day – 18 April • Funding support for Beef 2015 event, Golden Mount Festival, Local Agricultural Shows, Cultural and Sporting Events
	Find ways to commemorate or celebrate the achievement of recovery milestones	SES QFES Agencies	Next 3 months	Council <ul style="list-style-type: none"> • Organisation of events 	<ul style="list-style-type: none"> • Community wellbeing • Sense of achievement and recognition of effort • Positive economic impact • Improved environmental amenity 	<ul style="list-style-type: none"> • Rocky Road to Recovery event held • SES 'Thank You' morning tea held • BBQ for emergency services, Army Personnel held
Coordinated and collaborative approach	Communicate and collaborate to strengthen partnerships and ensure more efficient program delivery	All Agencies DoCS	Ongoing	Council <ul style="list-style-type: none"> • Organisation of Recovery sub-group meetings • Maintain relevant recovery information and make accessible to the community • Coordinate requests for material assistance 	<ul style="list-style-type: none"> • One point of accurate information for community • Integrated recovery effort • Well defined referral pathways 	<ul style="list-style-type: none"> • Coordination of requests to GIVIT

GLOSSARY

CQHHS	Central Queensland Health and Hospital Services
DHS	Department of Human Services
DoCS	Department of Community Services
HAS/HACC	Home Assist Support, Home and Community Care
QFES	Queensland Fire and Emergency Services
QPS	Queensland Police Service
SA	Salvation Army
SES	State Emergency Service
SVDP	Saint Vincent de Paul Society

LOCAL RECOVERY PLAN

Tropical Cyclone Marcia Recovery Plan

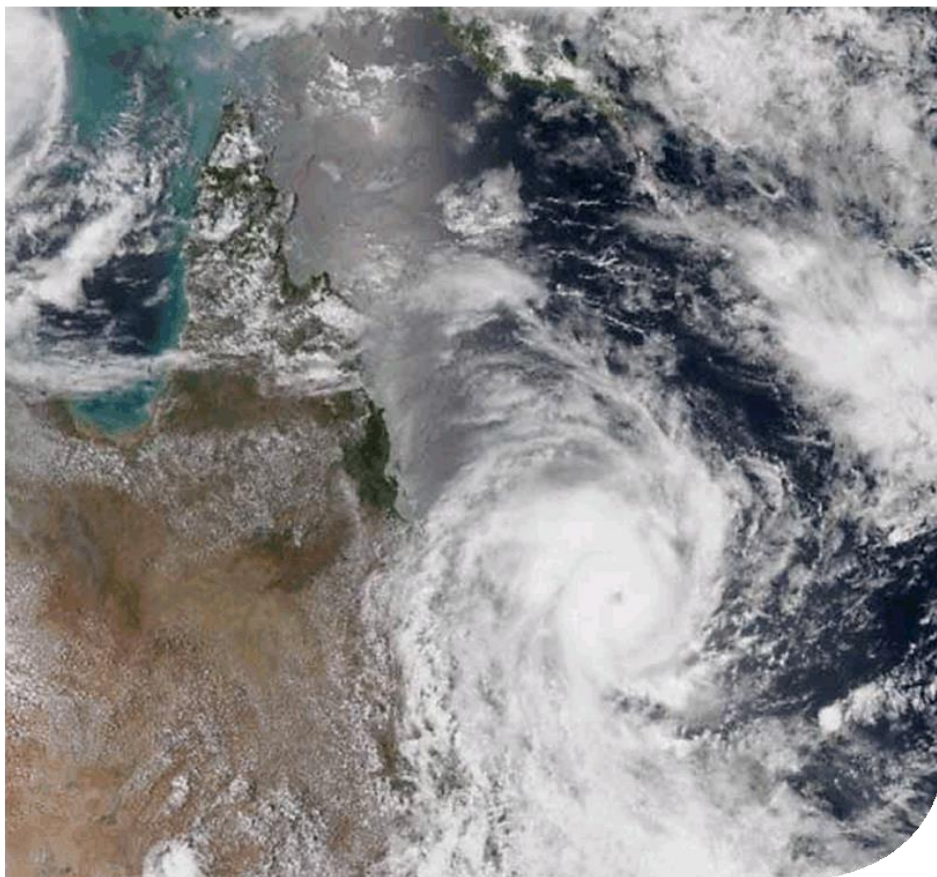
Meeting Date: 2 June 2015

Attachment No: 2

Severe Tropical Cyclone Marcia

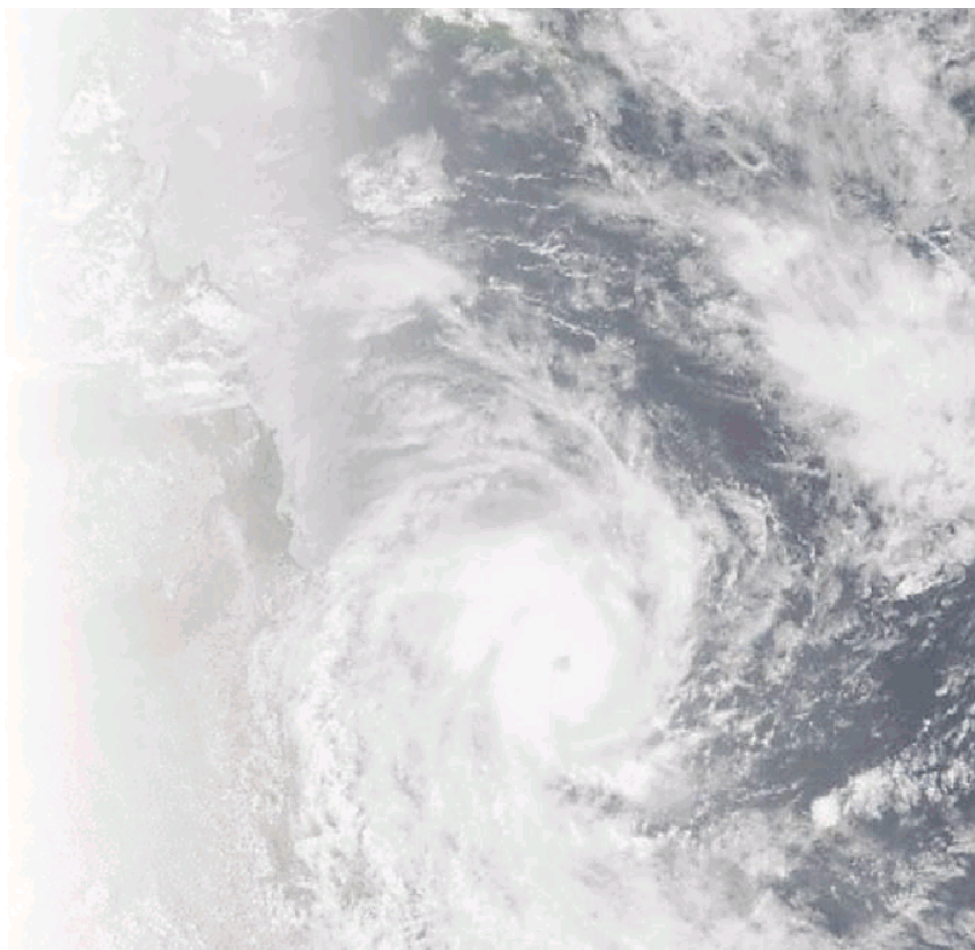
Recovery Plan

March 2015



(Credit: NASA Earth Observatory, February 2015)





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Message from the Premier

Queenslanders are once again dealing with the heartache and devastation wrought by a major natural disaster.

The destruction inflicted by Tropical Cyclone Marcia not only tore homes apart, it turned lives upside down.

I witnessed first-hand the cyclone's destruction in communities big and small and could see the tough road ahead to rebuild. But people in those shattered towns and cities will not face the recovery alone.

I recognise that local governments have the knowledge, resources, skilled employees, community support and plans to lead recovery in their own areas.

This Plan provides strategic guidance for the coordination of recovery activities across local government boundaries, throughout the entire area impacted by Tropical Cyclone Marcia.

While we all know Queensland communities are resilient, the Queensland Government stands with those who do need help to come back stronger than ever.

Annastacia Palaszczuk MP



Message from the Deputy Premier

When I visited Central Queensland, only days after Tropical Cyclone Marcia crossed the coast, it was clear to me there were many families doing it tough.

I saw local communities working together and supporting each other during a very trying and stressful time.

The Palaszczuk Government responded swiftly to ensure those most in need had immediate assistance, but we understand the rebuild is far from over.

The Severe Tropical Cyclone Marcia Recovery Plan sets a clear direction forward to ensure people in Central Queensland can rebuild their lives, homes, businesses and communities.

Our government recognises the importance of kick-starting the local economy by investing in critical infrastructure and supporting local industries and we will work side-by-side with local councils to make sure the reconstruction effort will make our communities stronger and more resilient than ever before.

Jackie Trad MP

Table of Contents

Section One – Introduction	4
Aim.....	4
Scope	4
TC Marcia.....	4
Extent of known damage	5
Impacted regions.....	6
Section Two – Recovery	8
Governance Framework	8
Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning and Minister for Trade.....	9
Disaster Recovery Coordinator	9
Reporting	9
Resourcing	10
Concept of operations	10
Local recovery planning	10
Assistance to business and industry.....	10
Building disaster resilience after TC Marcia	11
Assistance to communities.....	12
Building resilience into damaged essential public assets (betterment).....	12
Annex A: Functional Recovery Groups	13
Human and Social Recovery Group	14
Economic Recovery Group	15
Environment Recovery Group.....	16
Building Recovery Group	16
Roads and Transport Recovery Group.....	17
Annex B: Key Tasks	18
Annex C: Key Metrics	24
Annex D: List of Abbreviations	26

Section One – Introduction

Aim

The aim of the Severe Tropical Cyclone Marcia Recovery Plan (the Recovery Plan) is to guide the activities which will help ensure that impacted communities recover as quickly as possible from the devastating and widespread effects of this natural disaster.

The Recovery Plan will provide strategic guidance for the coordination and management of recovery, reconstruction and disaster resilience activities and initiatives undertaken by the Queensland Government, local governments, industry and other stakeholders after Severe Tropical Cyclone Marcia (TC Marcia). It will also offer strategies to work with affected communities in their recovery process.

The Recovery Plan recognises many areas impacted by TC Marcia have suffered multiple disaster events in recent years. With this in mind and in recognition that individuals, communities and businesses must be better prepared for, be able to respond to, and recover from future disasters, the Recovery Plan aligns with the goals, outcomes and guiding principles of the Queensland Strategy for Disaster Resilience (the Strategy). This approach will ensure that disaster resilience is embedded in the recovery activities.

Scope

The scope of the Recovery Plan is restricted to areas directly impacted by TC Marcia and covers the period 20 February 2015 through to 30 June 2017, when funding timelines for the Natural Disaster Relief and Recovery Arrangements (NDRRA) expire for this event.

This Recovery Plan identifies key recovery tasks, recovery milestones and estimated completion dates of the projects to be undertaken by Queensland Government lead and support agencies.

The Recovery Plan acknowledges that the impacted local governments have quickly responded to the damage and impacts caused by TC Marcia. It further recognises that recovery efforts are already underway throughout the impacted regions.

The Recovery Plan does not include initiatives that are not directly related to TC Marcia, disaster response activities or activities being delivered as part of core business of the Queensland and Australian Governments.

It is acknowledged the 2014-15 severe storm and cyclone season will continue until 30 April 2015. The Recovery Plan can be updated to incorporate recovery from any subsequent disaster events during this time.

TC Marcia



Yeppoon (Credit: ABC News, 20 February 2015)

On Sunday, 15 February 2015, a tropical low was observed on the monsoon trough southeast of Papua New Guinea in the Coral Sea. By Wednesday, 18 February 2015 the tropical low had tracked east and then south and developed into Category 1 TC Marcia. Throughout the following day, TC Marcia rapidly intensified to a Severe Category 4 system as it continued towards the central Queensland coast.

TC Marcia crossed the Queensland coast near Shoalwater Bay, north of Yeppoon as a Category 5 cyclone at approximately 8.00 am on the morning of Friday, 20 February 2015. With very destructive sustained winds near the centre of 205 kilometres per hour and wind gusts up to 285 kilometres per hour, TC Marcia moved in a southerly direction overland close to the coast, weakening to a Category 4 cyclone about one hour after landfall. Throughout the day the cyclone moved in a southerly direction while weakening further, impacting Rockhampton as a Category 3 cyclone in the afternoon. TC Marcia then tracked south south-easterly bringing very heavy rainfall, destructive winds and abnormally high tides to many communities within its path, until it was downgraded to a tropical low at approximately 2.00 am on Saturday, 21 February 2015 (Figure 1 refers).

The destructive winds, heavy rainfall and flood events of TC Marcia have had a catastrophic effect on many Queensland communities. Fortunately there were no deaths related to this weather event; however TC Marcia's wrath and fury severely impacted several population centres such as the city of Rockhampton and the towns of Biloela, Yeppoon, Byfield, Jambin (and other parts of the Callide Valley), Marmor and Monto.

(Source: Bureau of Meteorology, 5 March 2015)

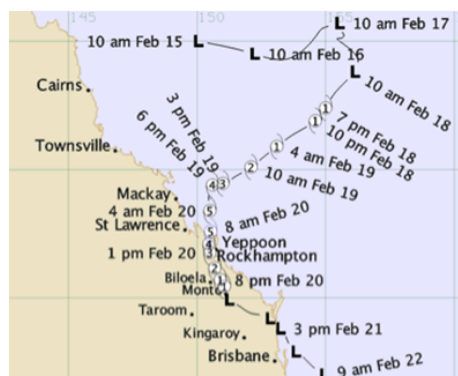


Figure 1: Path of TC Marcia (Source: Bureau of Meteorology, 2015)

Extent of known damage

As a result of TC Marcia, Queensland has again experienced extensive damage and disruption to its communities, businesses, environment and infrastructure. As at 20 March 2015:

- 1,938 properties (commercial and residential) damaged, including 1,271 with minor damage, 415 with moderate damage, 238 with severe damage and 14 with total damage
- 8,114 requests for assistance (excluding Brisbane City Council area) to the State Emergency Service from 18 February – 6 March 2015. As at 19 March, over 96 per cent of these requests have been completed, with work continuing
- Power supply cut to approximately 69,000 customers, with major outages in Rockhampton, Yeppoon and Biloela
- Abbot Point, Mackay, Gladstone, Bundaberg, Port Alma and Hay Point ports closed
- Hamilton Island Airport, Thangool Airport, Yeppoon Airport, Mackay Airport, Rockhampton Airport, Gladstone Airport, Mackay Airport and Hervey Bay Airport closed
- Four passenger lines and two freight lines on the state rail network closed and the Spirit of Queensland, Spirit of the Outback, Rockhampton Tilt Train and the Inlander services disrupted. There was significant damage to rail corridor infrastructure from Rockhampton north to Mackay
- Evacuation centres opened in Yeppoon, Emu Park, Rockhampton, Biloela, Jambin, Agnes Water, Gladstone, Murgon, Woodford, Bribie Island, North Lakes and Cleveland
- 117 schools, 219 early childhood education and care services and 32 TAFEs were closed
- 245 Queensland Government assets damaged, including 129 social housing properties, schools and hospital and health facilities in Central Queensland
- Flooding at the Mount Chalmers and Mount Morgan Mines and beach erosion along the coast



Bridge damage near Monto (Credit: John Bolger, 22 February 2015)

- Extensive disruption and damage to the road network including 980km of state-controlled roads closed, including key routes such as the Bruce, Burnett, Leichhardt and Wide Bay Highways
- Impacts across a wide range of economic, tourism and primary production industries such as beef, dairy, citrus, sugar, cotton and cropping industries, and significant farm infrastructure and production loss reported, particularly in the Capricorn Coast and Callide Valley areas (an estimated \$150 - \$200 million in production loss and infrastructure damage to the agriculture, fisheries and forestry industries)
- Over 80 per cent of businesses surveyed in the Livingstone Shire Council, Rockhampton Regional Council, Banana Shire Council, Gladstone Regional Council, Woorabinda Aboriginal Shire Council and North Burnett Regional Council local government areas impacted



SES volunteers in Central Queensland (Credit: ABC News, 21 February 2015)

- Damage to 77 national parks, of which one was still closed and eight only partly open as at 20 March 2015
- Damage to telecommunications resulting in a loss of services across parts of Rockhampton Regional Council, Livingstone Shire Council, Isaac Regional Council, Banana Shire Council and North Burnett Regional Council
- \$13.77 million in financial assistance provided to affected community members, including more than 38,000 people accessing food vouchers, 27,760 people accessing Immediate Hardship Assistance payments and 643 Essential Household Contents Grants payments.

Impacted regions

The scale and scope of damage has seen the activation of the NDRRA in the following local government areas (Figure 2 refers):

- Banana Shire Council
- Central Highlands Regional Council
- Fraser Coast Regional Council
- Gladstone Regional Council
- Gympie Regional Council
- Isaac Regional Council
- Livingstone Shire Council
- Mackay Regional Council
- Moreton Bay Regional Council
- North Burnett Regional Council
- Noosa Shire Council
- Rockhampton Regional Council
- Somerset Regional Council
- Sunshine Coast Regional Council.



Figure 2: NDRRA activations as at 13 March 2015 (Source: Queensland Reconstruction Authority)

Section Two – Recovery

Governance Framework

The Queensland Disaster Management Committee (QDMC), chaired by the Premier and Minister for Arts (the Premier) during the response phase and the Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning and Minister for Trade (the Deputy Premier) as recovery progresses, governs the recovery at a strategic level, with regular reporting on recovery progress from the Deputy Premier and the Director-General, Department of Infrastructure, Local Government and Planning (DILGP).

Reporting through the CEO Leadership Team (CLT) Sub-committee – Community Recovery to the Deputy Premier and Premier, five Functional Recovery Groups (FRGs) are responsible for leading and coordinating the planning and implementation of State whole-of-government recovery across the functional lines of recovery as follows:

- Human and Social Recovery Group: coordinates the effective and efficient delivery of human and social recovery activities and is chaired by the Director-General of the Department of Communities, Child Safety and Disability Services (DCCSDS)
- Economic Recovery Group: coordinates the effective and efficient delivery of economic recovery activities and is chaired by the Director-General of the Department of State Development (DSD)
- Environment Recovery Group: coordinates the effective and efficient delivery of environment recovery activities and is chaired by the Director-General of the Department of Environment and Heritage Protection (EHP)
- Building Recovery Group: coordinates the effective and efficient delivery of building recovery activities and is chaired by the Director-General of the Department of Housing and Public Works (HPW)
- Roads and Transport Recovery Group: coordinates the effective and efficient delivery of road and transport recovery activities and is chaired by the Director-General of the Department of Transport and Main Roads (TMR).

The CLT Sub-committee – Community Recovery, chaired by the Deputy Premier and Director-General, DILGP, also comprises the Under Treasurer, the Queensland Reconstruction Authority (QRA) CEO and representatives from the Department of the Premier and Cabinet. It was established to mirror the functions of the QDMC, have oversight of the FRGs and govern recovery progress at an operational level.

FRGs include representatives from State and local governments, the not-for-profit sector and the private sector. Further information on the governance arrangements and membership of the groups is provided at annex A.



Yeppoon (Credit: ABC News, 24 February 2015)

Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning and Minister for Trade

The Deputy Premier, working closely with the Disaster Recovery Coordinator, local governments and the FRG lead agencies, will lead recovery efforts.

The Deputy Premier's role is to:

- monitor recovery progress
- direct action to ensure recovery is delivered efficiently and effectively
- resolve any issues and impediments to recovery progress
- ensure community resilience is at the forefront of recovery activities.

The QRA, which falls within the Deputy Premier's portfolio responsibility, will continue to work in partnership with local governments and State agencies to manage and coordinate the reconstruction of essential public assets.



Great Keppel Island (Credit: Jenna Hudson, 20 February 2015)

Disaster Recovery Coordinator

On 23 February 2015, Acting Commissioner Katarina Carroll, Queensland Fire and Emergency Services was appointed as the interim Disaster Recovery Coordinator for two weeks before Acting Assistant Commissioner Brian Codd, Queensland Police Service took over the rebuilding task.

The primary roles of the Disaster Recovery Coordinator are to:

- coordinate the recovery process for affected areas
- represent the Premier and Deputy Premier during discussions with local governments
- coordinate the recovery and reconstruction efforts of government and non-government agencies
- report to the Premier and Deputy Premier about recovery operations.

Reporting

Recovery progress of Queensland Government agency key tasks (annex B) will be monitored against key metrics nominated by the agencies (refer to annex C) through regular recovery status reporting.

The Deputy Premier will provide monthly reports to Cabinet on recovery progress and the achievement of key milestones in the recovery effort, as measured against the agreed recovery measures and metrics. These reports will be developed by DILGP, with input from all FRGs, the QRA and the Disaster Recovery Coordinator. Public reporting of these recovery achievements will be published on the QRA website along with other statutory public reporting requirements for NDRRA funding.

If necessary, the Deputy Premier will liaise with relevant ministers to resolve any recovery issues that may arise in these reports.

The Deputy Premier and the Director-General, DILGP will update QDMC as required on recovery progress and the work undertaken by the CLT Sub-committee – Community Recovery and the FRGs.

Resourcing

The full extent of the damage from TC Marcia has yet to be finalised. The funds to implement this Recovery Plan will be obtained from several sources:

- the Australian and Queensland Governments will contribute funds allocated under the NDRRA in accordance with the provisions of the NDRRA 2012 Determination
- the Queensland Government may consider additional funds as part of the usual budgetary processes
- corporate and private contributions and offers of assistance from individuals and not-for-profit organisations
- insurance payments for the loss of property and business interruption, including private businesses, individuals and government agencies.

Concept of operations

The recovery activities for TC Marcia (refer to annex B for State Government agency key tasks), will be undertaken across three broad phases:

- **Phase one:** post-impact and early recovery. Commenced 20 February 2015.
- **Phase two:** recovery and reconstruction. This phase is underway and will conclude 30 June 2017.
- **Phase three:** transition. This phase will commence prior to 30 June 2017.

Local recovery planning

This Recovery Plan recognises that local governments are responsible for the preparation of a disaster management plan in the local government's area (*Queensland Disaster Management Act 2003* refers). It acknowledges that local governments have the local knowledge, resources, skilled employees, community connectedness and plans to lead the recovery. This is in recognition of the importance of communities being actively involved in their own recovery.

Impacted local governments have a coordinated leadership role in the local recovery process and are encouraged to develop a local recovery plan to document their recovery strategies and objectives. Where possible, these plans should consider the guiding principles and goals for disaster resilience detailed in the Strategy.

Assistance to business and industry

The Queensland Government worked with several industry organisations and the University of Central Queensland to commission and implement a survey on 4 March 2015 of tourism and local businesses affected by TC Marcia. The purpose of the survey is to assess economic impacts of businesses affected by this recent disaster and build a case for the Australian Government to consider Category C assistance to businesses which meet the criteria for that category.

As of 9 March 2015, over 300 businesses across the Rockhampton, Livingstone, Banana, Gladstone, Woorabinda and North Burnett local government areas (LGAs) had responded to the survey. Of these businesses, over 80 per cent across the six LGAs indicated they had been impacted by TC Marcia.

Of the 231 adversely affected businesses that responded across the Rockhampton, Livingstone and Banana LGAs only, almost half experienced structural and water damage, with almost a quarter reporting loss of access to premises and a third reporting loss of trade and damaged or perished stock.

While there were fewer businesses affected in other local government areas, it is acknowledged the impacts on those businesses were often significant.

Led by the Department of State Development, the Queensland Government will support business, industry and regional recovery and renewal through targeted support and assistance.

This support includes:

- information to assist business recovery, including online information packages
- Regional Economic Recovery Teams to support affected businesses and councils
- NDRRA funded freight subsidies, essential working capital loans and concessional loans for primary producers
- encouraging tourism to affected areas through the Where Great Begins campaign
- seeking Australian Government approval for primary producer, small business and not-for-profit assistance under the NDRRA Category C
- seeking Australian Government approval for primary producer assistance under the NDRRA Category D including a grant and loan package and industry recovery officers
- utilising planning instruments, powers and funding for project, land and infrastructure development activities to support economic reconstruction priorities
- utilising, as required, the Co-ordinator-General's broader powers under the State Development and Public Works Organisation Act 1971 to ensure effective and efficient delivery of economic recovery activities.

Building disaster resilience after TC Marcia

The Queensland Strategy for Disaster Resilience (the Strategy) was developed with the vision of making Queensland the most disaster resilient state in Australia. The Strategy acknowledges that building resilience is ongoing and is the responsibility of all Queenslanders.

The Strategy also recognises that empowering local governments and communities enables them to bring their skills, knowledge and experience to the forefront of disaster preparedness, response and recovery efforts.

Queensland's guiding principles for disaster resilience, as articulated in the Strategy, emphasise that disaster resilience initiatives must be locally owned, continual, comprehensive across all phases of disaster management (Prevent, Prepare, Respond and Recover) and

adaptable. Importantly, these principles also acknowledge and promote resilience initiatives that are innovative, reflect best-practice and are based on experience from previous disaster events; TC Marcia provides an opportunity to build the state's disaster resilience using such experiences and findings from post-event analysis.

A post-recovery review will be conducted to develop a lessons report. This lessons report will ensure that the experiences during the recovery from TC Marcia are captured and, where necessary, recommendations are developed that can be implemented to enhance the state's capacity and capability to recover from future disaster events.

The Inspector-General Emergency Management will review the circumstances of the Callide Creek flood event during TC Marcia to determine whether disaster management arrangements and Callide Dam planning and operations were effective, and identify opportunities to improve disaster management outcomes.

The Inspector-General and staff have visited the region over the past three weeks and have met with a number of residents, Council and SunWater stakeholders. An independent company has been engaged to provide hydrology and hydraulic advice to inform the review and provide a factual account of dam operations and options.

The review is due to be provided to the Minister for Police, Fire and Emergency Services on 22 May 2015.

As detailed in the Strategy, disaster resilience is dependent on understanding risks and proactively preparing for disasters. Queensland Government agencies will continue to work with communities to enhance their understanding of the risks associated with natural disasters, including the risk of bushfires that may occur once fallen trees and other green debris has dried out. These agencies will also undertake and promote initiatives that can be implemented to mitigate disaster risks. For example, Queensland Fire and Emergency Services and the Rural Fire Service Queensland, will work with impacted communities to minimise the risk of rural fires through risk assessment, community engagement and the construction and clearing of firebreaks.

Assistance to communities

Led by the Department of Communities, Child Safety and Disability Services, the Queensland Government will continue to support communities and residents with human and social recovery activities. This includes:

- establishment of Community Recovery Referral and Information Centres in Yeppoon and Rockhampton, providing information and referral to support services, access to Red Cross and Lifeline services and access to case workers for financial assistance
- establishment of a case coordination approach by funded agencies to support vulnerable people impacted by the disaster
- outreach visits to residents in impacted areas
- subject to Australian Government approval, establishment of a Community Recovery Fund to employ community development officers to assist with longer term recovery within communities and to build community resilience as well as the provision of additional counselling services to impacted residents
- immediate and longer-term temporary accommodation services (Department of Housing and Public Works).

Funding of \$1 million has also been provided to four non-government organisations to support residents suffering financial hardship, provide social and emotional support and operate community engagement activities.



Community recovery staff in Rockhampton
(Credit: DCCSDS, March 2015)

The Department of National Parks, Sport and Racing (DNPSR) has activated the Sport and Recreation Disaster Recovery Program which provides funding to eligible organisations of up to \$5,000 for immediate clean up and \$20,000 for repair, restoration and mitigation support. Eligible organisations that are able to access Category C grants for not-for-profits (not yet activated and subject to Australian Government approval) will be supported initially in seeking assistance from this funding before additional assistance from DNPSR.

Building resilience into damaged essential public assets (betterment)

The Queensland Government may seek an allocation of betterment funding from the Australian Government through Category D of the NDRRA to allow local governments and state agencies to rebuild more resilient infrastructure following TC Marcia. Category D is specific assistance to alleviate distress or damage in circumstances that are considered exceptional. This funding requires the approval of the Prime Minister.

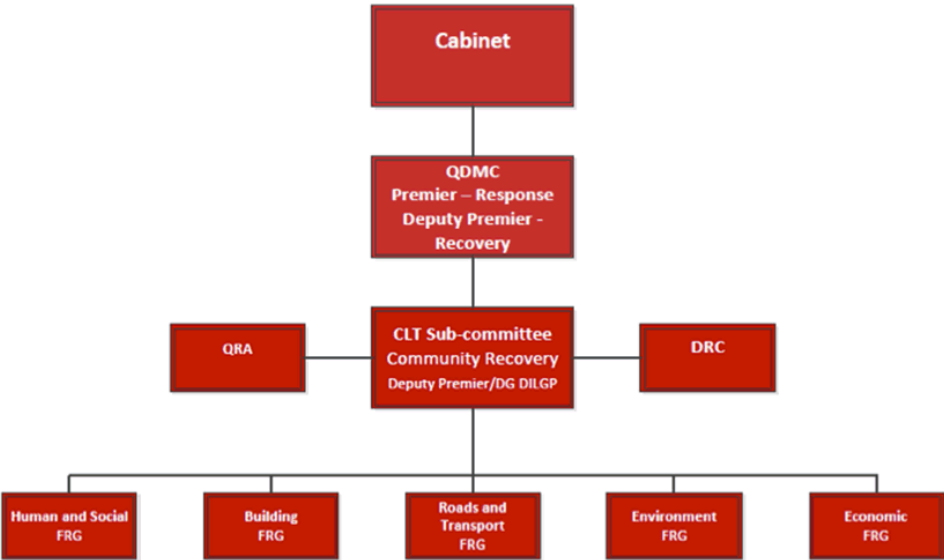
A joint betterment fund would allow for damaged local government and state assets to be built back with increased resilience during the reconstruction of the asset to reduce future restoration costs. This approach is consistent with the recommendations of the *Productivity Commission's draft report for the Inquiry into Natural Disaster Funding Arrangements* (Volume 1, Draft Recommendations 3.1 and 3.2, pages 35 and 37).

The \$80 million 2013 Betterment Fund, developed after Tropical Cyclone Oswald, has already proven itself, with a number of completed projects withstanding subsequent events, including in 2014 and, most recently, TC Marcia. Extending this framework to the assessment of state assets will provide additional future recovery savings for both levels of government.

Department of Transport and Main Roads (TMR) will assess and undertake complementary works on NDRRA reconstruction projects to improve the flood immunity and resilience of road assets where funding is available and the project provides value for money.

Annex A: Functional Recovery Groups

The five Functional Recovery Groups report to the CLT Sub-committee – Community Recovery, which reports to the Deputy Premier. In turn, the Deputy Premier and the Director-General, DILGP will update QDMC as required on recovery progress and the work undertaken by CLT and the FRGs.



TC Marcia Recovery Governance Arrangements

Human and Social Recovery Group

The **role** of the Human and Social Recovery Group is to lead and coordinate the planning and implementation of health and social recovery activities inline with this recovery plan. To maximise efficient and effective allocation of resources, it coordinates human and social recovery activities and facilitates information exchange, the identification of issues and, where possible, resolves these within the recovery group.

Within the human and social area of recovery, this recovery group is **responsible** for the provision of strategic advice to the Deputy Premier on human and social recovery issues and services, including the operational status of human and social infrastructure or services. The group coordinates human and social services to support the recovery effort delivered by state, local and Australian Government agencies, non-government organisations and other relevant service providers. These services include ongoing medical, health, housing and other human services required during the recovery and reconstruction phases to preserve the general health and wellbeing of the community. The Human and Social Recovery Group ensures the synchronisation of human services and community development with housing recovery activities. This recovery group also coordinates continuity strategies for critical health and community services.

The Human and Social Recovery Group is also **responsible** for the resolution of human and social operational issues and the coordination of financial assistance to eligible applicants for the Personal Hardship Assistance Scheme and the Essential Services Safety and Reconnection Scheme under the NDRRA or State Disaster Recovery Arrangements. Coordination of the provision of personal support, counselling and specialised mental health services and the facilitation of the redevelopment of social networks and community infrastructure to strengthen and build resilience are also central functions of

the Human and Social Recovery Group. The Functional Recovery Group is supported by the State Human and Social Recovery Group which is responsible for supporting recovery service delivery arrangements and has an expanded membership, including Volunteering Queensland.

Chair: Department of Communities, Child Safety and Disability Services

Other members:

- Department of Infrastructure, Local Government and Planning
- Department of the Premier and Cabinet
- Queensland Treasury
- Department of Housing and Public Works
- Department of Education and Training
- Queensland Health (including Mental Health)
- Department of Human Services (Centrelink)
- Australian Red Cross
- St Vincent de Paul
- Salvation Army
- UnitingCare Community
- Local Government Association of Queensland
- Queensland Council of Social Services.

Economic Recovery Group

The **role** of the Economic Recovery Group is to advise the Queensland Government on the economic impacts of current disaster events and to provide information on the needs of local government and industry in responding to the events and getting the economy back to full production.

Within the economic area of recovery this group is **responsible** for the provision of strategic advice to the Queensland Government on economic recovery issues and services and the identification of economic impacts and key issues that inform recovery efforts. This recovery group coordinates activities to assist in restoring the economy. This includes assisting business, industry and regional recovery and renewal through targeted support and assistance. Membership of the group varies from disaster to disaster, and includes representatives from relevant peak bodies and industry groups, affected local governments and Australian and Queensland Government representatives from economic agencies.

Chair: Department of State Development

Other members:

- Disaster Recovery Coordinator
- AgForce
- Australian Bankers' Association
- Australian Industry Group
- Australian National Retail Association
- Australian Petroleum Production and Exploration Association
- Banana Shire Council
- Bundaberg Regional Council
- Central Highlands Regional Council
- Certified Practising Accountants Australia
- Chamber of Commerce and Industry Queensland
- Cherbourg Aboriginal Shire Council
- Department of Employment (Australian Government)
- Fraser Coast Regional Council
- GasFields Commission Queensland

- Gladstone Ports Corporation
- Gladstone Regional Council
- Gympie Regional Council
- Institute of Chartered Accountants
- Insurance Council of Australia
- Isaac Regional Council
- Local Government Association of Queensland
- Livingstone Shire Council
- North Burnett Regional Council
- Queensland Farmers Federation
- Queensland Reconstruction Authority
- Queensland Resources Council
- Queensland Rural Adjustment Authority
- Queensland Tourism Industry Council
- Queensland Treasury
- Rockhampton Regional Council
- South Burnett Regional Council
- Tourism and Events Queensland
- Department of the Premier and Cabinet
- Department of Agriculture and Fisheries
- Department of Infrastructure, Local Government and Planning
- Department of Natural Resources and Mines
- Department of Transport and Main Roads
- Department of Environment and Heritage Protection
- Department of Education and Training
- Department of Energy and Water Supply
- Department of Science, Information Technology and Innovation
- Department of Tourism, Major Events, Small Business and the Commonwealth Games

Environment Recovery Group

The **role** of the Environment Recovery Group is to guide the Queensland Government in achieving environmental recovery and to coordinate activities which make the best use of resources. This recovery group is responsible for sustainable and resilient environmental recovery and identifies and resolves critical issues, including cost effective solutions for reducing community vulnerability.

This group is **responsible** for the identification and monitoring of impacts on the environment and the provision of strategic advice to inform recovery efforts. It facilitates cross-sector solutions to address immediate and longer-term impacts and coordinates and prioritises the rehabilitation of impacted (or at risk) terrestrial, aquatic and marine ecosystems, wildlife, natural resources, cultural heritage values and heritage places. This recovery group also ensures communities, environmental bodies and interest groups are effectively engaged in recovery efforts. A further responsibility of the Environment Recovery Group is the consideration of strategies to reduce future impacts on the environment focusing on long term resilience and sustainability.

Chair: Department of Environment and Heritage Protection

Other members:

- Department of Science, Information Technology and Innovation
- Queensland Reconstruction Authority
- Department of Transport and Main Roads
- Department of National Parks, Sport and Racing
- Department of Aboriginal and Torres Strait Islander Partnerships
- Department of Agriculture and Fisheries
- Department of the Premier and Cabinet
- Department of State Development
- Department of Infrastructure, Local Government and Planning
- Department of Natural Resources and Mines
- Department of Energy and Water Supply

Building Recovery Group

The **role** of the Building Recovery Group is to lead, coordinate and action temporary accommodation solutions for displaced people; the repair and reconstruction of state building assets including public housing; along with the provision of building advisory services in order to support the community in its recovery.

Within the building area of recovery this group is **responsible** for the facilitation of solutions to address immediate and longer-term temporary accommodation needs of community members and the recovery workforce. Additionally, the Building Recovery Group is responsible for the assessment and coordination of the repair and restoration of state public buildings (schools, housing, sporting facilities and other). It supports and provides advice related to the building recovery to the district recovery operations and general community and liaises with utility providers to assist with the coordination and prioritisation of utility provision.

The Building Recovery Group supports and provides advice to the recovery supply chain including contractors, subcontractors and material suppliers. As required, this group coordinates, building safety inspection services and securing damaged buildings and structures as well as the demolition, repair or rebuilding of unsafe buildings and structures and the disposal of hazardous building material and debris. The Building Recovery Group also ensures flood risk reduction is considered in rebuilding and reconstruction planning.

Chair: Department of Housing and Public Works

Other members:

- Department of Housing and Public Works (Building and Asset Services)
- Department of Housing and Public Works (Housing Services)
- Department of Housing and Public Works (Strategic Asset Management)
- Department of Housing and Public Works (Disaster Preparedness)

- Department of Education and Training
- Public Safety Business Agency
- Master Builders Queensland
- Master Electricians Australia
- Queensland Building and Construction Commission
- Housing Industry Association
- Queensland Reconstruction Authority
- Department of Infrastructure, Local Government and Planning
- Insurance Council of Australia
- Queensland Health
- Local Government Association of Queensland
- Department of the Premier and Cabinet

Roads and Transport Recovery Group

The **role** of the Department of Transport and Main Roads (TMR) is the lead agency for the Roads and Transport Recovery Function and is responsible for the response, recovery and reconstruction of the State's road and transport assets. It has responded to the disaster by providing safe access and re-connecting communities state-wide. By the end of the early recovery phase TMR will ensure the road network is open to normal speeds and normal load limits.

TMR is **responsible** for delivering the state-controlled roads and transport response and reconstruction, and transitioning outstanding tasks as part of usual business. During the recovery and reconstruction phase TMR is responsible for assessing damage to the state's road and transport infrastructure assets and coordinating the recovery and reconstruction of roads and other transport infrastructure and systems. It prioritises repair and reconstruction activities and considers resilience and disaster mitigation measures as part of the recovery and reconstruction works. TMR also ensures community and industry consultation and involvement is included in the recovery and reconstruction process.

Chair: Department of Transport and Main Roads

Other members:

- Department of Transport and Main Roads (Corporate Operations)
- Department of Transport and Main Roads (Safety and Regulation)
- Department of Transport and Main Roads (Infrastructure Management and Delivery)
- Department of Transport and Main Roads (Maritime Safety Queensland)
- Agforce
- Queensland Rail
- Queensland Trucking Association
- Queensland Resources Council
- Local Government Association of Queensland
- Queensland Reconstruction Authority
- Department of Agriculture and Fisheries

Annex B: Key Tasks

Purpose: To identify key tasks necessary to achieve successful recovery outcomes in the areas impacted by TC Marcia.

	Task	Description	Lead Agency	Key Milestones and Outcomes	Estimated Completion Date
Human and Social	Provide information and advice to support local human and social recovery	Information and advice will be provided to support local governments and other recovery partners to deliver: <ul style="list-style-type: none"> – practical and material support to assist in clean up – health and wellbeing responses to assist emotional recovery – recovery information to individuals and communities – resilience and capacity building strategies. 	DCCSDS	<ul style="list-style-type: none"> • Personal support services are provided to help individuals and families with their own recovery. 	<ul style="list-style-type: none"> • December 2015
	Deliver personal support and counselling services in Rockhampton, Livingstone, Banana and North Burnett local government areas	Extend non-government partner agencies to deliver personal support and counselling services to individuals directly impacted by TC Marcia to alleviate their personal hardship or distress.	DCCSDS	<ul style="list-style-type: none"> • Service Agreement signed. • Personal support services are provided to help individuals and families make decisions to support their own recovery. 	<ul style="list-style-type: none"> • March 2015 • June 2015
	Monitor the capacity of services to respond to the needs of vulnerable individuals and community groups who require support	Work with partner agencies, funded services and local Human and Social Recovery Groups to monitor community capacity. Respond to emerging needs and escalate issues when required.	DCCSDS	<ul style="list-style-type: none"> • Community capacity is maintained to help individuals and families with their own recovery. 	<ul style="list-style-type: none"> • December 2015
	Provide appropriate accommodation for impacted social housing tenants	Transitional accommodation arrangements in place for social housing tenancies, pending rectification of property damage.	HPW	<ul style="list-style-type: none"> • Short term accommodation provided. • Damaged properties rectified and tenants returned to properties. 	<ul style="list-style-type: none"> • March 2015 • May 2015
	Deliver health services	Provide public information and advice on community and public health issues. Provide specialised mental health services.	QH	<ul style="list-style-type: none"> • Advice is delivered and the community is aware of risks. • The community is supported through local Hospital and Health Services' clinical mental health teams. 	<ul style="list-style-type: none"> • March 2015 • December 2015
	Develop a long-term community recovery fund	Subject to approval from the Australian Government, develop and implement long-term community recovery programs under the NDRRA Category C. The community recovery fund is designed to assist communities severely affected by a disaster with their medium to long term recovery by providing funding for activities/projects aimed at community recovery, community development, community resilience and capacity building for the future.	DCCSDS	<ul style="list-style-type: none"> • Obtain Australian Government approval. • Develop and implement programs. 	<ul style="list-style-type: none"> • April 2015 • June 2015

	Task	Description	Lead Agency	Key Milestones and Outcomes	Estimated Completion Date
Economic	Maintain consultation and intelligence gathering with economic stakeholders and peak industry bodies	Activate Economic Recovery Group and work with relevant industry groups.	DSD	<ul style="list-style-type: none"> Meeting of the Economic Recovery Group held – 25 February 2015. 	<ul style="list-style-type: none"> 31 March 2015
	Support local government capacity to deliver economic recovery tasks	Participate in local economic recovery committees. Provide targeted support to work with councils on economic recovery planning and delivery Work with affected councils to address planning impacts identified through flooding events.	DSD	<ul style="list-style-type: none"> Meeting times determined by councils. Development of local economic recovery plans. 	<ul style="list-style-type: none"> 2 April 2015
	Utilise high resolution aerial photography to assist with damage estimates.	Acquire imagery across 15 priority sites identified in the TC Marcia impact zone.	DNRM	<ul style="list-style-type: none"> Up to 7000 km² to be acquired. Highest priority and largest area (Callide Dam to Mt. Morgan) complete. Completion of all areas dependent on weather and aircraft availability. 	<ul style="list-style-type: none"> Complete
	Provide economic recovery support to primary producers and business	Deploy regional economic development staff to support affected businesses and local governments.	DSD	<ul style="list-style-type: none"> Regional Economic Recovery teams deployed to regions. 	<ul style="list-style-type: none"> April 2015
		Deliver targeted information to assist business recovery including online information packages.	DTEBS	<ul style="list-style-type: none"> Website page views. 	<ul style="list-style-type: none"> April 2015
		Collate data to assess impacts on small business, through the development of an online survey, to build a case for activation of Category C assistance for small business under the NDRRA. Industry organisations, local government, DSD and Central Queensland University are finalising a detailed survey that will collect the data required, and will start surveying businesses in the immediate future. Category C assistance will also be sought for primary producers and not-for-profit organisations	DSD	<ul style="list-style-type: none"> Online tool developed. Survey data analysed. Consideration and activation of NDRRA Category C. 	<ul style="list-style-type: none"> 4 March 2015 9 March 2016 30 June 2015
	Provide NDRRA Category B assistance to primary producers and small business	Category B assistance for primary producers includes freight subsidies available from the Department of Agriculture and Fisheries of up to \$5,000 for emergency fodder and livestock transport, or the transport of equipment and materials needed to help with repairs. Category B assistance for primary producers also includes concessional loans available from QRRA of up to \$250,000 at an interest rate of 1.92 per cent to repair or replace damaged plant and equipment, or meet carry-on requirements such as purchase of replacement livestock, replanting, re-establishment of fields, continuation of essential property operations or paying rent and rates. NDRRA Category B assistance provides primary producers with access to Essential Working Capital loans of up to \$100,000 at a concessional rate of 1.92 per cent. The loans can assist primary producers that have suffered a significant loss of income as a result of TC Marcia. The loan is to be used as essential working capital; money that is necessary to continue the normal operation of the primary production enterprise and can be used for covering costs like paying salaries or wages or paying rent or rates.	DAF	<ul style="list-style-type: none"> Number of NDRRA applications approved for primary producers and small business under each relevant activated category. Amount of NDRRA payments made to primary producers and small business under each relevant activated category. 	<ul style="list-style-type: none"> When eligibility for NDRRA assistance to primary producers and small business has expired or when all applications have been considered.
		Category B Loans for small business re-establishing viable operations – low interest loan of up to \$250,000 to assist repairing or replacing damaged plant and equipment, repairing or replacing building, supplying stock for up to one month to replace lost stock and maintain liquidity of the business, meeting carry-on requirements including sustenance, paying rent and rates. (New program) Category B Essential Working Capital Loans for small business – low interest loan of up to \$100,000 to cover salaries and wages, paying creditors, paying rent or rates, buying goods, including for example, fuel and other supplies essential to the business.	DTEBS	Number of NDRRA applications approved for primary producers and small business under each relevant activated category. Amount of NDRRA payments made to primary producers and small business under each relevant activated category.	When eligibility for NDRRA assistance to primary producers and small business has expired or when all applications have been considered.

	Task	Description	Lead Agency	Key Milestones and Outcomes	Estimated Completion Date
Economic	Implement a marketing campaign providing positive messages about Queensland tourism	Undertake an intrastate tourism campaign for the Southern Great Barrier Reef destination including publicity and social media activities to promote that it is business as usual in many locations, particularly in the lead up to Easter.	DTEB	<ul style="list-style-type: none"> Tourism campaign- Where Great Begins, started 8 March 2015. 	<ul style="list-style-type: none"> 8 March 2015
	Assess and, where necessary, utilise planning instruments and powers for project, land and infrastructure development activities to support economic reconstruction priorities	Seek to amend where appropriate the planning and development programs for industrial land in flood affected areas.	DILGP	Respond to requests from councils to prepare and adopt Temporary Local Planning Instruments (TLPI).	<ul style="list-style-type: none"> April 2015
	Consult with relevant government departments and industry to investigate ways to improve resilience in power and telecommunications infrastructure to minimise economic impacts	Investigate ways to improve resilience in power and telecommunications, including taking the opportunity for telecommunications improvements within the regions.	DSITA DEWS	Commence consultation to identify possible resilience solutions.	<ul style="list-style-type: none"> April 2015
	Use online social networking tools to share information with business	Utilise online social networking tools including Facebook and Twitter, to disseminate key information about recovery tools and government services.	DTEB	Distribution of key messages.	<ul style="list-style-type: none"> April 2015
Environment	Re-open and repair protected areas (National Parks and Forests)	<p>On-ground reporting immediately after the event detailed that 77 national parks were impacted.</p> <p>There is known severe damage to Byfield NP, Stockyard Point, Middle Percy Island, with Capricornia/Central Coast the most heavily hit area.</p> <p>At Byfield a large number of trees were downed and tourist facilities destroyed, roads and tracks have been blocked and beaches eroded.</p> <p>Situational awareness will be enhanced once damage assessments have been undertaken; access limitations are preventing accurate knowledge at this stage, as staff have been unable to get on site.</p> <p>Damage to nesting sites and foreshore at Mon Repos also recorded.</p>	DNPSR	<ul style="list-style-type: none"> In the immediate aftermath QPWS staff and rangers have been engaged in community assistance, as directed by local disaster management groups. In the week beginning 2 March 2015, this assistance was scaled back and rangers are now employed in recovery for parks. Re-opening parks to pre-cyclone levels, and restoring any damaged infrastructure. One park (Keppel Bay Islands) remained closed as of Friday, 20 March 2015. Ensuring successful turtle season for 2014/2015 at Mon Repos. 	<ul style="list-style-type: none"> March 2016 March 2016 Community assistance for Middle Percy Island, Byfield NP and Stockyard Point completed by late March 2015.

	Task	Description	Lead Agency	Key Milestones and Outcomes	Estimated Completion Date
Environment	Manage environmental risk associated with recovery activities whilst expediting recovery	Expedited permitting, fee relief and/or granting exemptions for carrying out on-ground recovery works for: <ul style="list-style-type: none"> Waste disposal and transport Green waste stockpiling and disposal Built heritage repairs Water discharges due to flooding Gravel extraction for repairs to road and bridge approaches Reparation to damaged jetties, pontoons and other infrastructure Carrying out inspections / assessments of damage to help inform local government and community recovery operations in the above areas. Advising on appropriate waste (including green waste) management options to mitigate environmental risk.	EHP TMR DNRM DAF	<ul style="list-style-type: none"> Assisted councils, LDMGs, State Government agencies and operators to ensure effective and rapid recovery. Facilitation of temporary permitting or exemptions needs to ensure lawful recovery is achieved, while managing environmental risk. 	<ul style="list-style-type: none"> Complete
	Monitoring discharges from impacted mine sites	Mount Morgan abandoned mines back to pre-cyclone condition and all seepage interception systems fully functional.	DNRM	<ul style="list-style-type: none"> Power returned to site and all pumps operational by 27 February 2015. Seepage being pumped back to open cut pit and all water treatment facilities are on line. 	<ul style="list-style-type: none"> Complete
	Repair critical infrastructure to support flood warning and monitoring and water resource management	Repair and/or replace damaged infrastructure aligned to the approved departmental surface and groundwater monitoring network. Conduct assessment of the level of damage to the Department's surface and groundwater monitoring infrastructure, including possible need to undertake new cross-sectional surveys to amend rating curves for flow calculations.	DNRM	<ul style="list-style-type: none"> Completion of field assessments of damage to monitoring infrastructure. Monitoring infrastructure repaired and fully operational. 	<ul style="list-style-type: none"> 27 March 2015 (access and weather permitting). March 2016.
	Repair infrastructure on DNRM-managed State land	Damage to access tracks, fire trails and fire breaks on DNRM-managed State land due to cyclone damage and associated flooding. Re-establish access tracks and fire trails and breaks that are essential to fire and land management programs to reduce risk to neighbouring property and infrastructure. Conduct assessment of the level of damage to critical infrastructure and develop and implement repair and reconstruction program.	DNRM	<ul style="list-style-type: none"> Initial assessment of damage completed by 27 March 2015 Implementation of track repair program commenced by 30 March 2015. Track and fire trail repair program completed by 30 June 2015. 	<ul style="list-style-type: none"> 30 June 2015 (High priority restoration and repair works completed)
	Riparian restoration and erosion mitigation works in Fitzroy catchment	NDRRRA Category D funding for local groups to undertake works to stabilise and repair flood-affected waterways, including: <ul style="list-style-type: none"> removal of flood waste and debris, particularly those threatening the local or downstream environment or infrastructure repairing, stabilising and rehabilitating flood damaged riparian areas building understanding and capacity about managing flood water among landowners improving flood and vegetation mapping at regional, local and property levels. 	DNRM	<ul style="list-style-type: none"> Due to the scale of the environmental impact from this event - annual budget allocations will enable this work to be conducted over the next 2 to 3 years. However, the allocation of Category D funding will expedite this work and enable the bulk of it to be undertaken in the next two years (within the NDRRA timeframe). This would enable the timely undertaking of works to minimise the impact on the Great Barrier Reef Marine Park from the damage from suspended sediment in the catchment. On-ground assessments of priority areas to be complete within 3 - 4 months. Schedule for delivery of on-ground works to be determined by assessments. 	<ul style="list-style-type: none"> August 2016

	Task	Description	Lead Agency	Key Milestones and Outcomes	Estimated Completion Date
Environment	Water quality monitoring in Fitzroy catchments	Undertake water quality monitoring/ sampling in affected catchments to inform environmental and land use management decisions post-event and allow comparison to EHP water quality objectives: (www.ehp.qld.gov.au/water/policy/schedule1/fitzroy_scheduled_evs_wqos.html). Event or ambient monitoring to be undertaken in the following locations: <ul style="list-style-type: none"> – Fitzroy River at Rockhampton – Dawson River at Taroom. 	DSITI	<ul style="list-style-type: none"> • Ongoing water quality monitoring: <ul style="list-style-type: none"> – March 16: Gladstone and Rockhampton region; Wide Bay region – April 20: Gladstone and Rockhampton region; Wide Bay region – May 18: Gladstone and Rockhampton region; Wide Bay region – Monthly thereafter. • Event monitoring (co-funded by DNRM). All event monitoring will be in response to further rainfall events. However if areas do not experience any such events, an ambient sample is taken at least once a month at each site. These are analysed for total suspended solids (indicative of soil erosion), nutrients and pesticides. 	• August 2015
	Rural and bush fire hazard mitigation	Establishment of a locality specific Fire Management Group which involves all stakeholders of the risk to develop a mitigation plan for dealing with the risk generated by the amount of fallen vegetation resulting from TC Marcia.	QFES RFSQ	<ul style="list-style-type: none"> • Locality Specific Fire Management Groups are formed to minimise the risk of rural fires • Conduct of risk assessments, community engagement and the construction and clearing of firebreaks 	<ul style="list-style-type: none"> • April 2015 • Underway, completion date to be advised once Fire Management Plan developed
Building	Provision of immediate and longer-term temporary accommodation	Facilitate solutions to address immediate and longer-term temporary accommodation needs of community members. Interface with Human and Social Recovery Group functions.	HPW	All identified displaced persons requiring housing assistance provided appropriate solutions.	• 20 March 2015
	Provision of assistance and advice to support the repair and restoration of State owned public buildings	Assess and coordinate the repair and restoration of State owned public buildings (schools, housing, hospitals, police stations, cyclone shelters and other). Coordinate, as required, building safety inspection services and securing damaged buildings and structures. Ensure buildings used as evacuation centres and places of refuge have been cleaned and returned to pre-event status. Ensure the Public Cyclone Shelter in Yeppoon has been restored to pre event status.	HPW	<ul style="list-style-type: none"> • Assessment of structural damage to public assets completed. • All Queensland Government buildings are made safe and operational. • All schools able to open and operate. • Government operations able to continue with very little disruption to business. • Damage to social housing and Government Employee Housing residences identified quickly and temporary repairs conducted to allow for occupation of residences. • Completion of major structural damage repairs to State owned public buildings. • Yeppoon Public Cyclone Shelter fully operational. 	<ul style="list-style-type: none"> • 1 March 2015 • 6 March 2015 • 9 March 2015 • 6 March 2015 • 6 March 2015 • 30 June 2015 • 9 March 2015
	Provision of building advice and information to support the community in its recovery	Update to Queensland Building and Construction Commission (QBCC) website. Media releases releasing QBCC contact details and referring consumers to the QBCC website. Messaging developed and implemented in relation to the safe disposal of asbestos. Data base of available contractors.	HPW	<ul style="list-style-type: none"> • QBCC website includes information relating to building recovery activities. • QBCC to distribute information through factsheets and booklets to homeowners who have been impacted. • All State agencies with a role in the safe handling, management and disposal of asbestos containing material provide agreed community messaging to inform the affected population. • QBCC maintains and makes available its normal state -wide contractor database for use by local residents. 	<ul style="list-style-type: none"> • Ongoing • Ongoing • Ongoing • Ongoing

	Task	Description	Lead Agency	Key Milestones and Outcomes	Estimated Completion Date
Building	Provision of advice to the recovery supply chain including contractors, subcontractors and material suppliers	Support and provide advice to the recovery supply chain including contractors, subcontractors and material suppliers. QBCC to facilitate an information session with interested contractors in Biloela, Rockhampton and Yeppoon.	HPW	<ul style="list-style-type: none"> Meetings with local contactors undertaken in Yeppoon, Rockhampton and Biloela. No outstanding issues raised by industry in relation to the recovery of built assets. 	<ul style="list-style-type: none"> 13 March 2015 31 March 2015
	Reconnect people and communities	Deliver the State-controlled roads and transport recovery and reconstruction: <ul style="list-style-type: none"> Identify communities isolated and assign resources by priority to recovery works Develop regional reconstruction projects and activities in collaboration with stakeholders Develop implementation plans for recovery and reconstruction Develop, review and submit NDRRA submissions for approval Implement recovery and reconstruction plans, including monitoring and reporting Program closure, including completing program documentation and transferring learnings into continuing department structures and operations. 	TMR	<ul style="list-style-type: none"> Priority resources assigned. Regional reconstruction projects developed. Implementation plans developed. NDRRA submissions developed, reviewed and submitted. Recovery and reconstruction plans implemented (practical completion). Program closure. 	<ul style="list-style-type: none"> March 2015 April 2015 May 2015 October 2015 December 2016 (Except Burnett River Bridge washed away) June 2017
Roads and Transport	Investigate an allocation of betterment funding from the Australian Government through Category D of the NDRRA	A joint betterment fund would allow for damaged local government and State assets to be built back with increased resilience during the reconstruction of the asset to reduce future restoration costs. This approach is consistent with the recommendations of the Productivity Commission's draft report for the Inquiry into Natural Disaster Funding Arrangements.	QRA	<ul style="list-style-type: none"> Subject to relevant approvals, submission developed and presented to the Australian Government. Possible program implementation. 	<ul style="list-style-type: none"> March 2015 30 June 2015

Annex C: Key Metrics

	Metric	Measure	Description
Human and Social	Communities are supported by additional counselling services	<ul style="list-style-type: none"> Number of new clients receiving support from funded services as direct result of TC Marcia. Number of hours of service provision from funded services as a direct result of TC Marcia. 	<ul style="list-style-type: none"> Personal support services provided to help individuals and families make decisions to affect their own recovery. Counselling helps people assess their circumstances and relationships, and to make choices, decisions and plans for the future. Help is provided by discussions with trained counsellors in individual and group sessions.
	Communities are provided with financial support under the Personal Hardship Assistance Scheme within activated zones	<ul style="list-style-type: none"> Number of received calls at hotline, number of referred calls returned. Number, status and total value of individuals/families provided with: <ul style="list-style-type: none"> Immediate Hardship Assistance (IHA) Essential Household Contents Grants (EHCG) Structural Assistance Grants (SAG) Essential Services Safety Reconnection Scheme Grants (ESSRSG) Food vouchers (administered by Australian Red Cross) Food vouchers (administered via DCCSDS Emergency Relief funding program). Direct Client Service Delivery <ul style="list-style-type: none"> Total number of outreach visits Total number of clients receiving personal support through outreach visits Total number of phone calls to clients Estimated cumulative total of direct client face to face service contact hours Total number of referrals of clients to services. 	<ul style="list-style-type: none"> Financial assistance provided to individuals and families in need and hardship as a result of the disaster event. Direct psycho-social counselling support (not related to the provision of financial assistance) provided to individuals and families as a result of a disaster event.
	Communities are provided clinical mental health services supported through local Hospital and Health Services (HHS) clinic mental health teams	<ul style="list-style-type: none"> Number of additional community FTE staff established. Number of new clients receiving support from clinical mental health services provided by the HHS as direct result of TC Marcia. Number of hours of service provision from clinical mental health services provided by the HHS as direct result of TC Marcia. 	<ul style="list-style-type: none"> The Central Queensland Hospital and Health Service will provide specialist mental health services to individuals as a result of the disaster event. The Mental Health Service provides assessment, treatment and support to people with a mental illness. Services are provided depending on individual need and ranges from inpatient treatment to support in the community.
Economic	Tourism Industry Impact	<ul style="list-style-type: none"> Tourism visitation numbers reported by Tourism and Events Queensland (TEQ) quarterly. 	<ul style="list-style-type: none"> Domestic and International tourist numbers to Queensland regions are measured. The visitor numbers for the regions affected are compared to visitor numbers for the same period in the previous year.
	Agricultural Production – Gross Value of Production (GVP)	<ul style="list-style-type: none"> Queensland AgTrends* provides GVP forecasts for each of Queensland's major primary industry commodities. Initial forecasts for the financial year are published in October and updated in April. 	<ul style="list-style-type: none"> This metric is a measure of state-wide agricultural production and is a broad indicator of health of this sector of the economy. AgTrend figures will identify any significant changes in GVP.
	NDRRA financial assistance to primary producers and small business	<ul style="list-style-type: none"> Number of NDRRA applications approved for primary producers and small business under each relevant activated category. Amount of NDRRA payments made to primary producers and small business under each relevant activated category. 	<ul style="list-style-type: none"> Financial assistance is made available to affected small businesses and primary producers in the form of grants and loans.

	Metric	Measure	Description
Environment	Number of national parks reopened to the public	<ul style="list-style-type: none"> QPWS has used dashboard reporting to capture information on the Parks impacted, broken down by: <ul style="list-style-type: none"> Total number affected % of total protected area Total hectares Region Parks remaining closed Parks partially open Park fully open. 	<ul style="list-style-type: none"> Used for NDRRA reporting. QPWS deploys staff and resources to reopen national parks and reserves within the protected area estate once safety and access issues are resolved. Monthly reporting
	Restoration of infrastructure on DNRN-managed State Land	<ul style="list-style-type: none"> Kilometres of high priority access track, fire trails and fire breaks repaired and re-established. 	<ul style="list-style-type: none"> On DNRN managed State land, re establish access tracks and fire trails and breaks that are essential to fire and land management programs to reduce risk to neighbouring property and infrastructure. Reporting to be by exception only (data may not be available on a monthly basis).
	Restoration of critical infrastructure to support flood warning and monitoring and water resource management	<ul style="list-style-type: none"> Sites repaired and operational. Data on-line. 	<ul style="list-style-type: none"> Repair and/or replace damaged infrastructure aligned to the approved departmental surface and groundwater monitoring network. Monthly reporting. This includes surface water monitoring sites downstream of Mt Morgan which are aligned to management of releases from the site.
	Water quality recovery – Fitzroy catchments discharging to the Reef	<ul style="list-style-type: none"> Data collected and analysed to assess recovery of waterways: <ul style="list-style-type: none"> Ambient Monitoring (monthly) <ul style="list-style-type: none"> conductivity turbidity chlorophyll-a nutrients Events monitoring (as required) <ul style="list-style-type: none"> nutrients pesticides and total suspended solids. 	<ul style="list-style-type: none"> Water quality sampling and analysis will be undertaken to assess recovery of waterways. Chemical analysis will typically require 2 months, for a period of up to six months post-cyclone. All data to be stored on corporate databases. Assessment of the rate of recovery will be benchmarked to the pre-event conditions and comparison to previous significant events. Recovery progress can also be compared to EHP water quality objectives (see above). <p><i>NB: Reef lagoon monitoring is conducted by Australian Institute of Marine Science (AIMS) and Great Barrier Reef Marine Park Authority, not State agencies. Reef recovery reporting will be made available via AIMS/GBRMPA annual reporting where it becomes available during the reporting period.</i></p>
Building	Provision of immediate and longer-term temporary accommodation	<ul style="list-style-type: none"> Timely procurement of adequate numbers of accommodation units. Number of households assisted into temporary accommodation. 	<ul style="list-style-type: none"> Facilitate solutions to address immediate and longer-term temporary accommodation needs of community members. Interface with Human and Social Recovery Group functions.
	Provision of assistance and advice to support the repair and restoration of State-owned public buildings	<ul style="list-style-type: none"> Number of significantly affected State owned public buildings and extent of damage. Number of significantly affected State owned public buildings repaired / restored to service 	<ul style="list-style-type: none"> Assess and coordinate the repair and restoration of State owned public buildings (schools, housing, hospitals, police stations, cyclone shelters and other). Coordinate, as required, building safety inspection services and securing damaged buildings and structures. Ensure the Public Cyclone Shelter in Yeppoon has been restored to pre event status.
	Provision of building advice and information to support the community in its recovery	<ul style="list-style-type: none"> QBCC website updated with factsheets relevant to natural disaster recovery. Regular status updates by industry associations to the Building Recovery Group (BRG). 	<ul style="list-style-type: none"> Update to QBCC website. Media releases releasing QBCC contact details and referring consumers to the QBCC website. Messaging developed and implemented in relation to the safe disposal of asbestos. Database of available contractors.
	Provision of advice to the recovery supply chain including contractors, subcontractors and material suppliers	<ul style="list-style-type: none"> Regular status updates by industry associations to BRG. 	<ul style="list-style-type: none"> Support and provide advice to the recovery supply chain including contractors, subcontractors and material suppliers. QBCC to facilitate an information session with interested contractors in Biloela, Rockhampton and Yeppoon.
Roads and Transport	Damaged State-controlled roads to be reconstructed arising from TC Marcia	<ul style="list-style-type: none"> Total length of damaged roads (km). Total length of damaged roads under reconstruction (km). Total length of damaged roads reconstructed (km). Number of structures damaged. Number of structures under reconstruction. Number of structures reconstructed. 	<ul style="list-style-type: none"> Damaged state-controlled roads are reconstructed.

Annex D: List of Abbreviations

AIMS	Australian Institute of Marine Science
BRG	Building Recovery Group
CEO	Chief Executive Officer
CLT	Chief Executive Officer Leadership Team
DAF	Department of Agriculture and Fisheries
Deputy Premier	Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning and Minister for Trade
DET	Department of Education and Training
DILGP	Department of Infrastructure, Local Government and Planning
DNPSR	Department of National Parks, Sport and Racing
DNRM	Department of Natural Resources and Mines
DSD	Department of State Development
DSITI	Department of Science, Information Technology and Innovation
DTESB	Department of Tourism, Major Events, Small Business and the Commonwealth Games
EHCG	Essential Household Contents Grants
EHP	Department of Environment and Heritage Protection
ESSRSG	Essential Service Safety Reconnection Scheme Grants
GBRMPA	Great Barrier Reef Marine Park Authority
GVP	Gross Value of Production
HPW	Department of Housing and Public Works
IHA	Immediate Hardship Assistance
LDMG	Local Disaster Management Group
LGA	Local Government Area
NDRRA	Natural Disaster Relief and Recovery Arrangements
NP	National Park
Premier	Premier and Minister for Arts
QBCC	Queensland Building and Construction Commission
QDMC	Queensland Disaster Management Committee
QFES	Queensland Fire and Emergency Services
QH	Queensland Health
QLD	Queensland
QPWS	Queensland Parks and Wildlife Service
QRA	Queensland Reconstruction Authority
QRAA	Queensland Rural Adjustment Authority
Recovery Plan	Severe Tropical Cyclone Marcia Recovery Plan
RFSQ	Rural Fire Service Queensland
RP	Regional Park
SAG	Structural Assistance Grants
Strategy	Queensland Strategy for Disaster Resilience
TAFE	Tertiary and Further Education
TC	Tropical Cyclone
TC Marcia	Severe Tropical Cyclone Marcia
TEQ	Tourism and Events Queensland
TMR	Department of Transport and Main Roads



**Severe Tropical
Cyclone Marcia**
Recovery Plan
March 2015



LOCAL RECOVERY PLAN

Rockhampton Cyclone Business Recovery Plan

Meeting Date: 2 June 2015

Attachment No: 3

Cyclone Marcia **Business Recovery and Resilience Plan**

ROCKHAMPTON REGIONAL COUNCIL



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Cyclone Marcia Business Recovery and Resilience Plan

Rockhampton Regional Council

CONTENTS

Introduction2

Cyclone Marcia3

Impacts Of The Cyclone4

The Rockhampton Business Community6

Before and after Cyclone Marcia6

From Recovery To Resilience8

Relationship With The Rockhampton
Region Economic Development Strategy9

A Way Forward.....10

Target Areas.....11

Key Initiatives, Actions And Projects12

FIGURES

Figure 1 Cyclone Marcia Tracking Map.....3

Figure 2 Business by Employment size.....7

Figure 3 Business by Industry Classification7



Rockhampton Regional Council

INTRODUCTION

Natural disasters and extreme weather events can have damaging and destructive impacts on local and regional communities. The cost of repair and reconstruction of damaged infrastructure, facilities and homes can run into the 100s of millions of dollars. Coupled with the personal costs to residents and families from the temporary loss of power and other utilities and services, the destruction of personal possessions, injury and even, in extreme cases, loss of life; the impact of a natural disasters on a community can be profound.

And these impacts extend far beyond immediate, short-term need for recovery and reconstruction. The economic impacts from natural disasters can have lasting, structural implications on the profitability of local businesses, the creation of employment opportunities and the broader prosperity of the region. The closure of businesses during and in the immediate aftermath of a disaster can damage the sustainability of business operations, making it more challenging to recover. It can also delay and even halt the economic momentum of a region, as resources and effort shift from growth and development, to recovery and reconstruction.

Regions with strong and dynamic economies are also more resilient and responsive in times of need. The value add and prosperity generated by businesses and industry in the economy provides Government, community groups and broader society with the resources, initiative and capacity to respond to and recover from natural disasters, building upon local and regional economic and social resilience.

This Business Recovery Plan for Rockhampton recognises the importance the recovery of business and industry after Cyclone Marcia is to the region's economic and social wellbeing and prosperity. It not only establishes a framework for role of Rockhampton recovery and reconstruction activities in the short-term, but recommends a series of actions and initiatives to enhance the resilience of the Rockhampton economy and community to withstand and recover from natural disasters in the future.

CYCLONE MARCIA

Cyclone Marcia, one of only five recorded category 5 cyclones to cross the Queensland coast, tracked through the Rockhampton Region on Friday 20 February 2015. With sustained winds in excess of 200km per hour and gusts of up to 285km, Cyclone Marcia crossed the Capricorn Coast at 8am (AEST) north of Yeppoon near Shoalwater Bay and tracked south towards Yeppoon and Rockhampton at 20km per hour.

The centre of the cyclone travelled between Yeppoon and Rockhampton, by which time it had been downgraded to a Category 3 cyclone. The Cyclone caused significant rain, wind and flood damage to houses, businesses, infrastructure and the environment in both centres and surrounding communities. Cyclone Marcia then continued south, tracking to the east of Biloela where it caused widespread damage and the largest flooding on record. The last time a Tropical Cyclone tracked as far inland as Biloela was in 1974.

By 1am Saturday 21 February, Cyclone Marcia was downgraded to an Ex-Tropical Cyclone low pressure system forty kilometres east north east of Biloela, after which the system continued to track south bringing torrential rain to many parts of South East Queensland, including Brisbane.

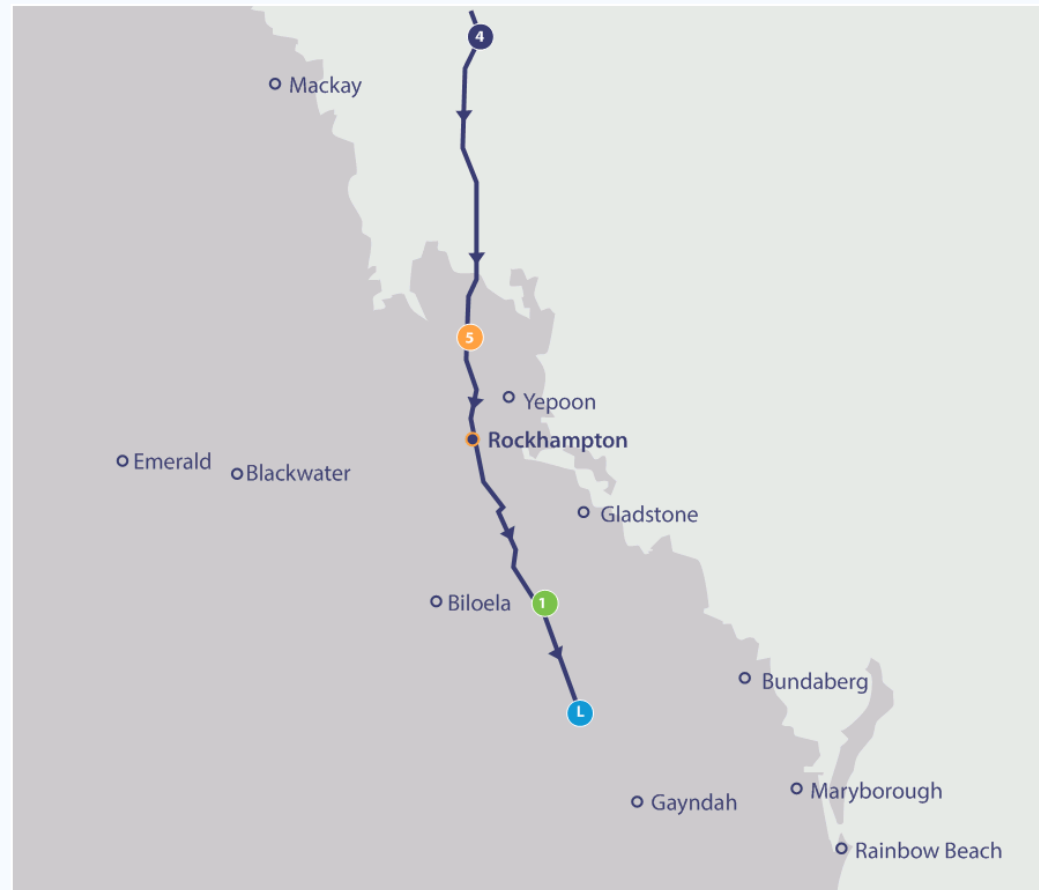
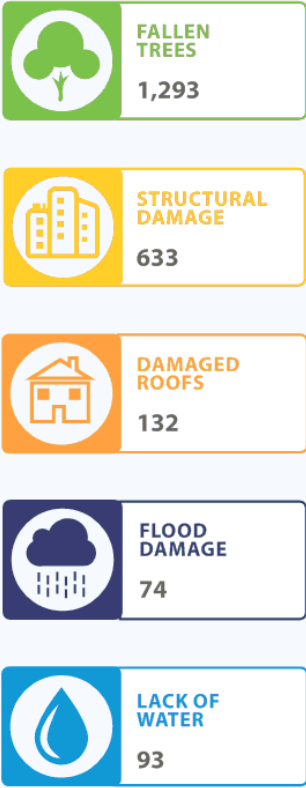


Figure 1 Cyclone Marcia Tracking Map



Cyclone Marcia Business Recovery and Resilience Plan



Rockhampton Regional Council

IMPACTS OF THE CYCLONE

Cyclone Marcia caused widespread damage to the Rockhampton region. Cyclonic wind gusts, torrential rain and flash flooding and water damaged homes, businesses and infrastructure in the city and surrounding region. The cost of this damage is expected to run into the tens of millions of dollars

Over 4,000 incidents of damage requiring repair were reported by the community to the Rockhampton Local Disaster Coordination Centre. The nature of the damage varied considerably in type and severity and included the incidents to the left.

This only covers reported incidents. As is often the case during natural disasters, the full extent of damage to community, residential and business assets and infrastructure is not fully captured by reported statistics.

Additional impacts are evident from the final condition assessment conducted by Queensland Fire and Emergency Services' Rapid Damage Assessment team. The RDA team follows a state wide criteria to report the status of dwellings after a disaster. The structural damage mainly involved residences and was based on an initial drive-by inspection.

Based on this assessment, 631 homes within the Rockhampton Local Government Area were damaged by Cyclone Marcia. The extent and severity of this damage varied from minor superficial impacts to full destruction of the family home.

The destruction of the energy infrastructure was a particularly severe problem with 1900 lines down in the Region due to heavy winds

Cyclone Marcia Business Recovery and Resilience Plan

and fallen trees bringing down power lines across Rockhampton and Central Queensland. As of the evening of Saturday 21 March 2015, almost 60,000 homes in Central Queensland were without power, including 34,500 within the Rockhampton depot area. Power supplies returned to some residents and businesses within two days, though other households in the region were without power for over a week.

Significant and widespread damage was also incurred to Council's urban forests, including significant and widespread damage to Council's parks and open spaces. The Rockhampton Botanical Gardens and Zoo were extensively damaged and the Zoo remains closed to visitors. Cyclone Marcia also caused major damage to Kershaw Gardens while Mount Archer remains closed for recreational purposes. At the time of this Plan Council officers were working with the Army to clear fallen debris and make repairs in these areas.

The damage to the business community from the Cyclone has been extensive and multi-faceted. A large number of businesses premises experienced physical damage. Major damage was incurred by JBS Meatworks, which lost part of its roof, while many business premises along Quay Street and East Streets and in Gracemere were also damaged. Compounding this damage is the presence of asbestos in many of the older buildings, complicating and extending repair times and costs as the health and safety of business workers and customers is assured.

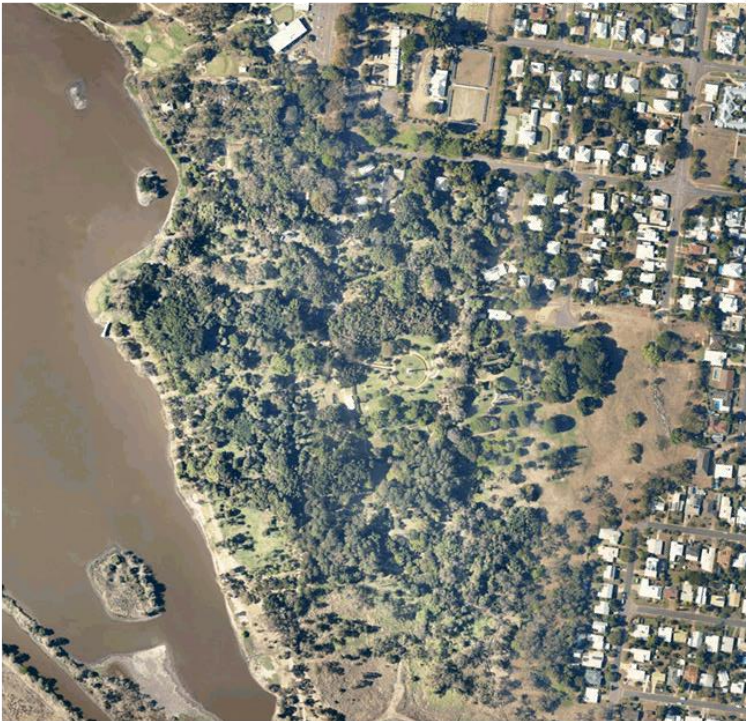
The passage of the Cyclone forced many businesses to close for a number of days. RPS estimates that the locally registered businesses in Rockhampton have an average annual

turnover of \$475,000 each. This means that for every day businesses were forced to close due to the Cyclone and the damage caused, the Rockhampton local business community and economy lost over \$33 million in sales and turnover over a 5 day period. While it is expected that some of this lost turnover will be recovered in coming months, in the form of pent up demand, there is expected to remain a net impact on the annual turnover of most businesses in Rockhampton from the Cyclone.

This combination of costly damage and reduced revenue and turnover from decreased sales, has the potential to seriously undermine the profitability and sustainability of Rockhampton's small and micro business community. Effort is required to help support the recovery of businesses from Cyclone Marcia and enhance the resilience of the Rockhampton economy to future natural disasters and extreme weather events.



BEFORE AND AFTER CYCLONE MARCIA



Aerial photo of the Botanic Gardens before the Cyclone



Aerial photo of damaged Botanic Gardens after the Cyclone

THE ROCKHAMPTON BUSINESS COMMUNITY

Rockhampton already possesses a stable, resilient and increasingly dynamic business community. The combination of core foundation industries – namely agriculture and construction – are supplemented by a diversified service sector that meets the needs of a critical mass of residents in Rockhampton and Central Queensland. This combination of a solid economic foundation and a large residential population makes Rockhampton relatively unique, particularly compared to many other regional communities in Australia that have suffered the impacts of natural disasters in recent decades.

The most recent data on businesses indicates that there were approximately 5,000 businesses registered within Rockhampton in 2013. Over half of these businesses (57.8%) were non-employing – single person businesses such as construction sub-contractors. A further 40% of businesses had less than 20 employees and are classed as small businesses. Only 3.5% of locally registered businesses were medium or large in size (up to and above 200 employees).

However, Rockhampton is also home to operations of a large number of businesses with their headquarters in other parts of the State and country. This includes businesses in retail, transport and logistics, property development and health and education that use Rockhampton as a base to service the broader Central Queensland region. Non-locally registered businesses tend to be larger in size – usually medium and large businesses in terms of

employment – and therefore play a critical role in local employment generation and regional supply chains.

Local business growth within Rockhampton was relatively stable between 2009 and 2013, with an increase of 140 businesses or 2.9% over this period. Given the economic volatility and uncertainty during this period, this growth and stability is positive and points to a strong and resilient economic base and a lack of significant exposure to more cyclical sectors.

In 2012, Construction accounted for almost a fifth of all businesses in the Rockhampton (19.7%), with Agriculture, Forestry and Fishing second at 13.8%. These two industries alone made up a third of businesses in the Rockhampton Region, reflecting the predominance of single person sub-contractors and family businesses in these sectors, Rental, Hiring and Real Estate Services, Professional, Scientific and Technical Services and Transport, Postal and Warehousing round out the top 5 industries, revealing the importance of property development, services and transport and logistics to local employment generation.

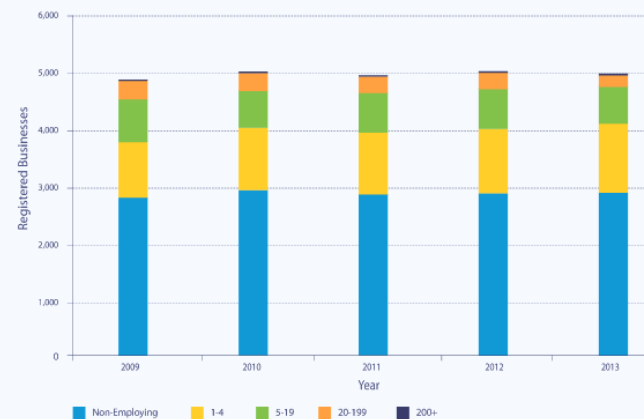


Figure 2 Business by Employment size

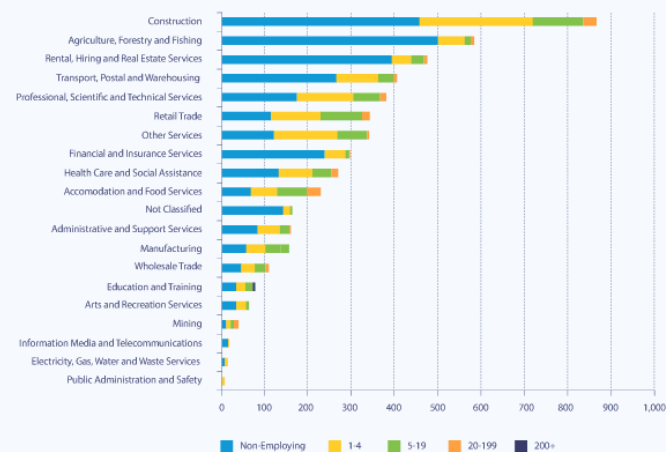


Figure 3 Business by Industry Classification



Rockhampton Regional Council

FROM RECOVERY TO RESILIENCE

Australia has long been the target of damaging and devastating natural disasters. From bush fires and droughts to floods and cyclones, the frequency and severity of natural disasters in Australia has forced communities to face these threats head on. This has made Australian communities some of the best in the world at planning for, managing and recovering from emergency situations, such as major tropical cyclones.

A key lesson learnt from past experience across Australia in natural disaster impact management and recovery is the need to focus not just on the short-term reconstruction. Instead, effective recovery plans, whether they are for the community, Government or business and industry, must balance short-term needs with the long-term opportunities to enhance economic and social resilience.

Resilient communities – defined as those that are able to maintain their quality of life and prosperity in the face of external pressures and shocks – are characterised by high levels of prosperity, strong forward strategic planning, an entrepreneurial and engaged community and the effective integration of all levels of Government.

Community resilience can be enhanced through effective and targeted investment in a wide range of assets, facilities and services. These can include:

- Upgrade and enhancement to power infrastructure (e.g. undergrounding power lines) to make the power network less at risk of damage during extreme weather events;
- Upgrade and expansion of bridges and arterial roads that are subject to regular flooding, to improve and maintain the ability of goods and services to continue to be delivered to the community;
- Investment in water management infrastructure, such as suitable drainage and water retention basins to manage and mitigate the risks of flash flooding; and
- Establishment of strong digital connectivity in the region, to maintain active and engaged communication between the community and emergency service providers.

Opportunities exist to leverage the disaster and its impacts to revitalise key economic and community assets in Rockhampton. The revitalisation of the CBD and riverfront – currently a major focus of Council – take on new and greater meaning in the aftermath of the Cyclone. The need for revitalisation not only has important long-term benefits for the Rockhampton business and residential community, but may also prove to be an effective stimulus to the region to help businesses recovery and even prosper after the Cyclone.



Cyclone Marcia Business Recovery and Reconstruction Plan

Rockhampton Regional Council

RELATIONSHIP WITH THE ROCKHAMPTON REGION ECONOMIC DEVELOPMENT STRATEGY

Investments in resilience-enhancing infrastructure and facilities that help to improve the capacity of the Rockhampton community respond to and recover from future natural disasters, can also act as significant stimulus to local and regional economies.

For example, investments in the establishment and take up of digital communication technologies will not only enhance the responsiveness and resilience of the community to natural disasters but also have the potential to support small business establishment and growth, innovation and research, export market access and labour force skills development.

The Rockhampton Regional Council is preparing an Economic Development Strategy for the region at the time of this Business Recovery Plan. The Economic Development Strategy seeks to establish an aspirational, evidence-based vision for the future development of the Rockhampton economy in the medium to long term. Achieving this vision for Rockhampton will require local businesses, industry and the general community to leverage emerging global megatrends (e.g. growing food demand, Asian Century, climate change) using the Region's inherent competitiveness and comparative advantages.

Key economic opportunities and imperatives, based on these megatrends and advantages are then identified as are discrete actions and investments for Council, State and Federal Government, business and industry and community groups. This includes both new initiatives and existing priorities, such as the CBD and riverfront revitalisation, which take on new meaning and importance in the aftermath of the Cyclone.

This Business Recovery Plan seeks to establish initiatives and actions that look beyond the immediate reconstruction and repair efforts and focus on enhancing the resilience of Rockhampton, its economy and the local business community. The initiatives proposed are therefore aligned with the future economic development potential of the region, maximising the benefits and value-for-money of investments by private and public sector stakeholders.

A WAY FORWARD

This Plan for the recovery of the Rockhampton business community from the impacts of Cyclone Marcia establishes the framework for recovery efforts and investments being made by public, private and community stakeholders. It focuses on three timeframes – short, medium and long-term – that recognise the transition the region will go through in the aftermath of the cyclone.

The three phases of this Business Recovery Plan are illustrated in the figure below.

Immediate attention and investment must be focused on emergency repair to core enabling infrastructure and services to allow life to return to normal for businesses and residents as soon as possible. This includes the reconnection of power, water, telecommunication and other utilities, reopening of key transport corridors and emergency repairs to homes, facilities and business accommodation.

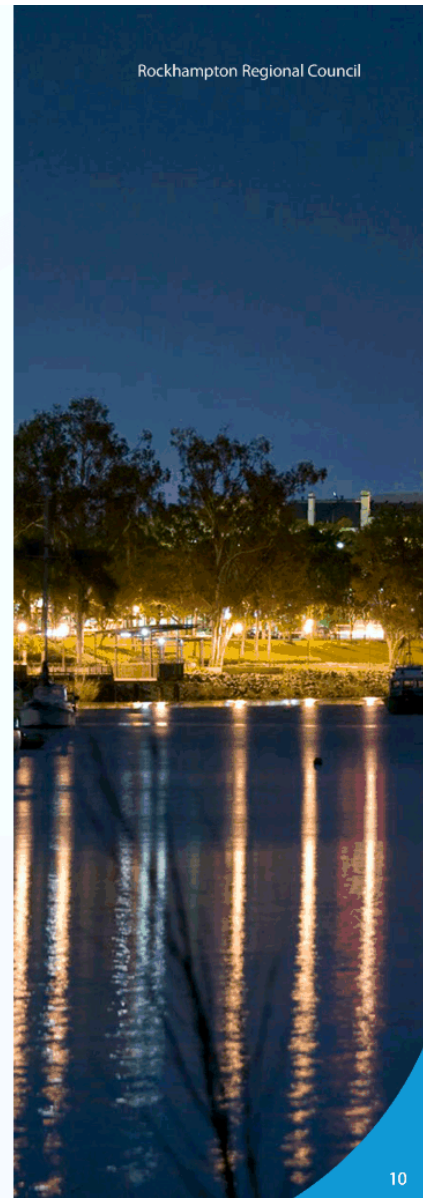
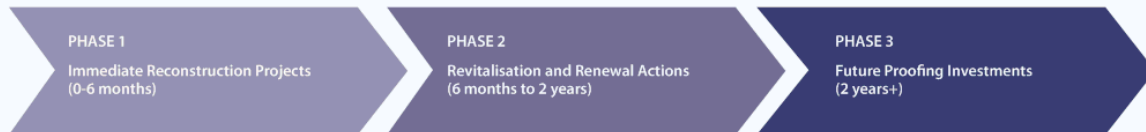
After this initial focus on reconstruction and repair, attention will need to focus on renewal and revitalisation actions. The revitalisation

of key economic and community assets is already a major focus of Council with proposed programs and initiatives designed to enhance the long-term dynamism and prosperity of the region. These revitalisation efforts should now seek to help businesses operations and profitability recover after the Cyclone by stimulating economic activity and supporting the revitalisation of economic and business assets and facilities.

The final phase of the recovery plan focuses on enhancing the resilience of Rockhampton economic and business community to withstand the impacts of any future extreme weather events and natural disasters. This includes potential major investments in critical and productive infrastructure, the establishment of a business-supporting policy and regulatory environment and delivery of programs and services that support long-term business growth and profitability.

It is important that each of these phases of the recovery process is implemented. While

each individual phase would provide benefit to the Rockhampton business community, the cumulative impacts of all three phases helps to maximise the benefit while aligning the Plan with the medium and long-term vision for the Rockhampton economy.





Cyclone Marcia Business Recovery and Resilience Plan

Rockhampton Regional Council

TARGET AREAS

The resources available to Government, businesses and the community are inherently limited. It is not possible for all actions and initiatives that can be identified to be implemented. Instead, efforts to support the recovery of the Rockhampton business community must be targeted to those areas, sectors and locations most in need and where the largest benefit can be secured for the lowest cost.

Consultation with business and industry stakeholders, Government agencies and the community, undertaken by RPS as part of the preparation of the Economic Development Strategy identified five Target Areas for the Business Recovery Plan. These include:

- CBD Repair and Revitalisation:** immediate repairs and reconstruction efforts to infrastructure and buildings within the CBD, transitioning to a medium and long-term focus on initiatives to revitalise business and economic activity;
- Core and Enabling Infrastructure:** long-term investments to de-risk core and enabling infrastructure: such as power, water, waste water and telecommunications – from the impacts of natural disasters, while considering the capacity and technological requirements of Rockhampton's future economic potential;
- Environment and Vegetation:** repair and enhancements to public open space and natural vegetation and environmental assets damaged by the Cyclone Marcia, reflecting the importance of such assets to the attractiveness and amenity of Rockhampton as a place to do visit, live and do business;
- Agriculture:** efforts to support the recovery of agricultural activity impacted by the Cyclone including short-term support and long-term market development and growth;
- Small Business Support and Growth:** establishment of policies, programs and initiatives to support the recovery and growth of small businesses in Rockhampton.

Projects, actions and initiatives identified in this Plan target these areas of focus, in order to maximise the benefit of the investment on the Rockhampton business community.



CBD REVITALISATION

CORE & ENABLING
INFRASTRUCTUREENVIRONMENT &
VEGETATION

AGRICULTURE

SMALL BUSINESS
SUPPORT & GROWTH

KEY INITIATIVES, ACTIONS AND PROJECTS

Effective Business Recovery Plans establish a suite of complementary initiatives, actions and projects that support business recovery, growth and profitability across short, medium and long-terms. Investment should be spread as wide as possible across a diverse range of actions and projects in order to maximise the potential benefit, while minimising the risk to Government and society from an over-concentration of scarce resources in one or two projects.

Rockhampton Regional Council, supported by RPS, has identified and profiled a suite of initiatives that collectively form Rockhampton's Cyclone Marcia Business Recovery Action Matrix. Each initiative is profiled in the Action Matrix and includes the following information:

- Name of the Action;
- Description of the Action;
- Relevant Target Area;
- Relevant Recovery Phase;
- Nominated Stakeholders;
- The Benefit of the Action/Specific Cyclone Impact Targeted;
- The Benefit of the Action to the economy/ business community in the long-term.

This information provides a comprehensive profile of each action, its relationship to the identified Target Areas and Recovery Phases. It also seeks to establish a strong connection between the action and any long-term benefits and contributions it can make to the resilience and dynamism of the Rockhampton economy.



Rockhampton Regional Council

Cyclone Marcia Business Recovery and Resilience Plan

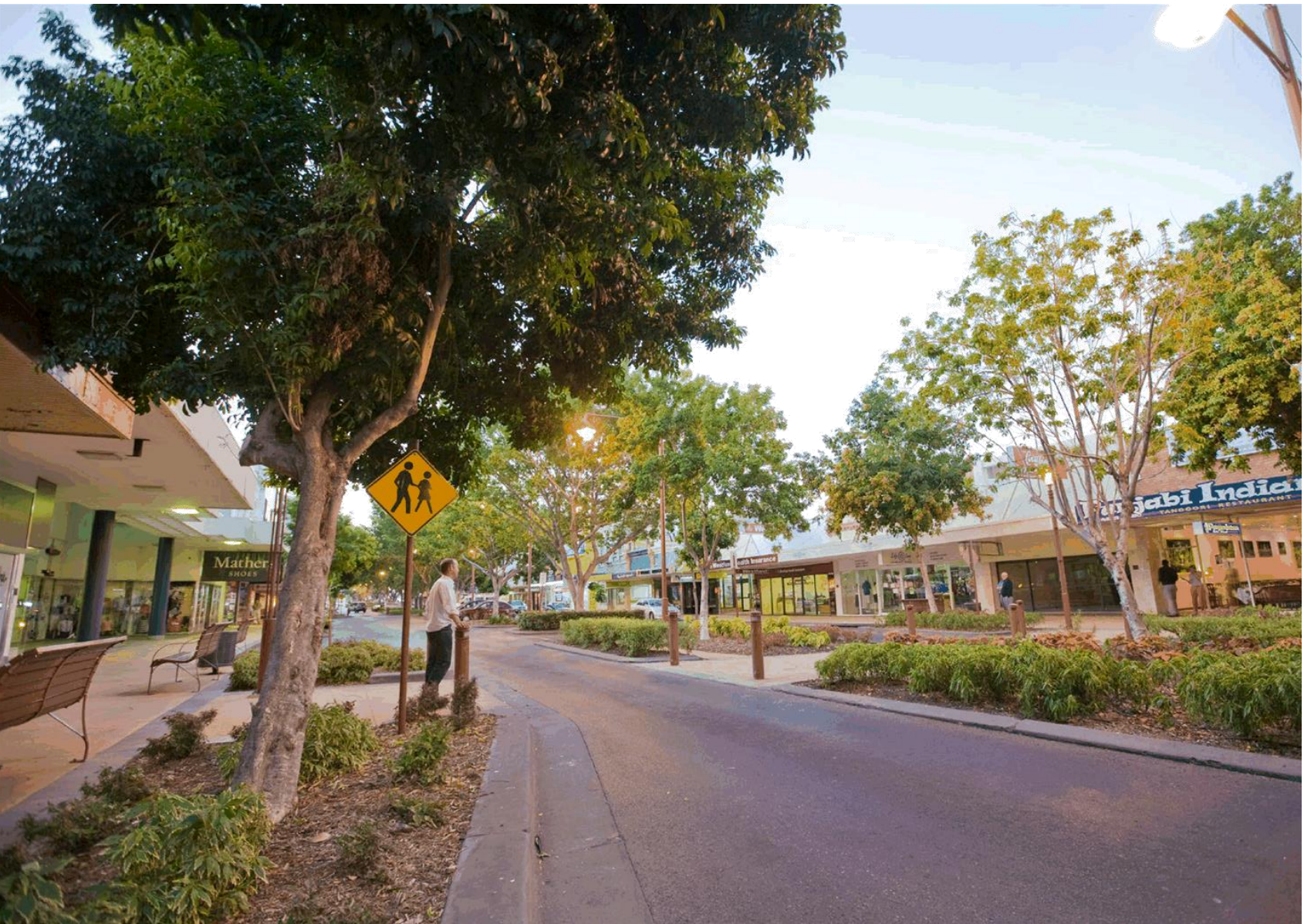
Rockhampton Regional Council

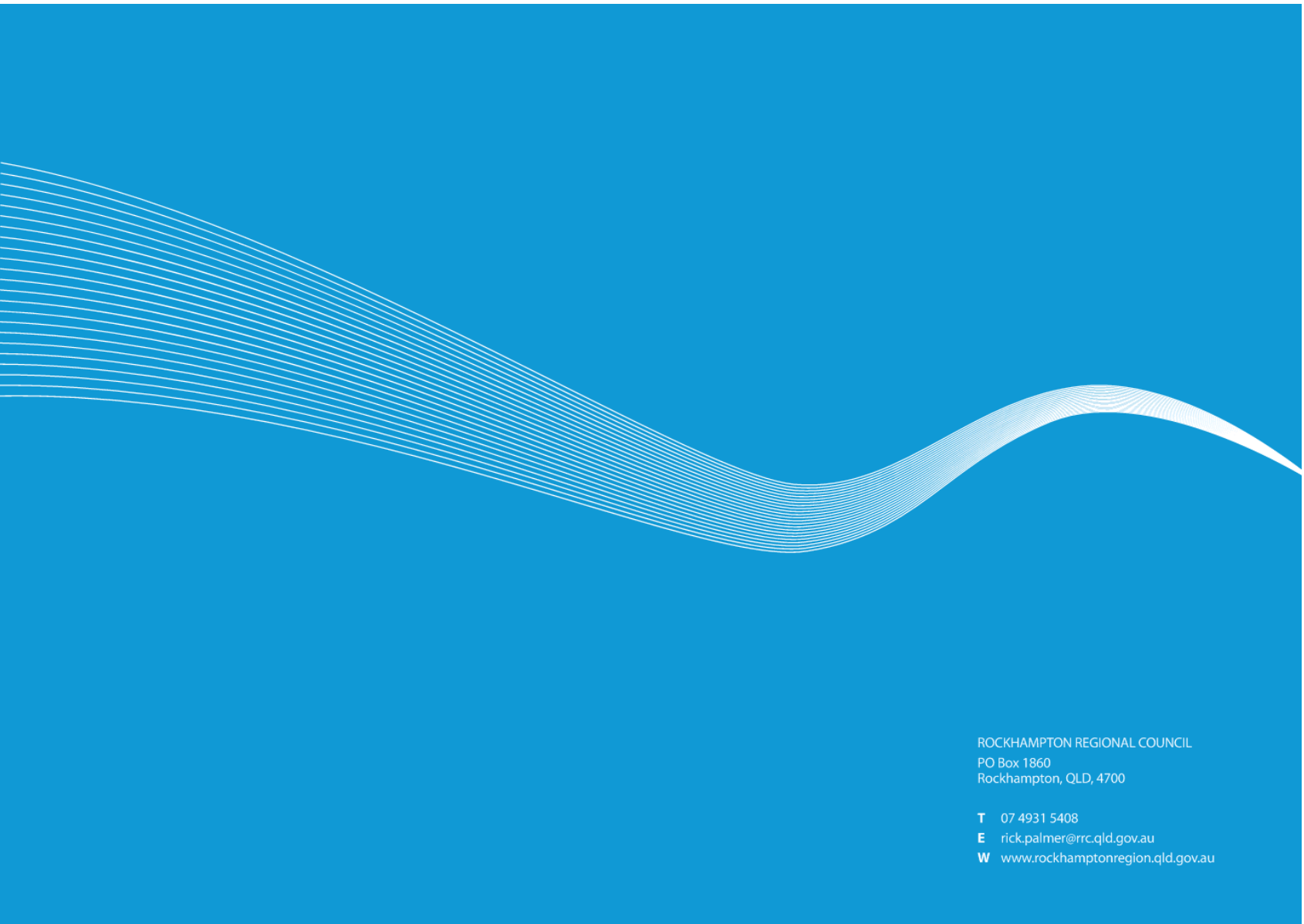
Recovery Phase	Action Name	Description	Target Area	Potential Stakeholders	Economic Benefit
Phase 1	Procurement application	An online, interactive register of Rockhampton-based business and industry that provides information to potential procurers of local supply chains and capabilities. Supports future procurement of disaster recovery and reconstruction services as well as support for future mining, infrastructure and major procurement projects.	Small Business Support and Growth	Council Rockhampton Business Community	Increased local supply chain capture from major project expenditure. Attraction of major industry and business investment, supported by existing local supply chain.
Phase 1	Agricultural Repair	Help primary producers clear their fences of debris and damage from the Cyclone so they are stockproof.	Agriculture	Council Landholders/farmers Blaze Aid	Minimise loss of agricultural output from Cyclone Return agricultural producers to prosperity as soon as possible.
Phase 1	Encourage a 'Buy Local' Campaign	A marketing campaign to promote local residents to purchase goods and services from local businesses rather than the larger chain stores. This advertising campaign should aim at local purchases not only during the aftermath of disasters, but leverage into a long term focus of local business sustainability and local purchases.	Small Business Support and Growth	Council Rockhampton Business Community Local Residents	Increase in retail trade through local businesses. Capture local supply chains from disaster recovery.
Phase 1	Local Procurement for Domestic Repair Work	Allowing and encouraging local contractors to bid for the repair work of insurance companies, as well as lobbying insurance companies to not only look at the price, but the location of contractors to ensure as many local contractors are engaged as possible.	Small Business Support and Growth	Council Insurance Companies Rockhampton Business Community	Retention of repair work within Rockhampton, rather than the activity being lost to outside companies. Value of money spent locally during recovery phase.
Phase 1	Kershaw and Botanical Gardens and Zoo Repair and Recovery	The redevelopment and recovery of the Kershaw and Botanical Gardens as a result of the damage sustained by the Cyclone. This includes immediate repair of Garden structures and facilities and general enhancement to support reopening of the Gardens in the short-term.	Environment and Vegetation	Council State and Federal Governments Rockhampton Business Community	Minimise impacts of Cyclone damage on local and tourist visitation to gardens.
Phase 1	Clearing of Waterways	During regular flooding events, creeks tend to back up as a result of vegetation and debris accumulating in waterways. Clearing now and more frequently in future will result in less destructive runoff. Greater attention is also required to address illegal dumping and construction within designated drainage ways.	Environment and Vegetation	Council State Government Fitzroy River Water	Decreased future economic losses associated with potential flooding scenarios. Reduced house flooding.
Phase 1	Major Bank Support	Encourage major banks to establish a fund to assist small and micro businesses impacted by Cyclone	Small Business Support and Growth	Council Capricorn Chamber of Commerce	Assist and support micro and small businesses survive the impacts on businesses as a result of the Cyclone
Phase 1	Corporate engagement for connecting and maximising industry local content	Engaging with corporates of local significance in order to optimise mutually beneficial outcomes. This could include investment attraction, increased employment opportunities and a strengthened local business community	Small Business Support and Growth	Council Rockhampton Business Community	Interest and continued commitments of corporates in the local business community, job creation and sustained local economic growth.
Phase 2	Major Business Disaster Recovery Plans	Council works with major employers and business that are critical to the Rockhampton economy to establish disaster recovery plans for those businesses.	Small Business Support and Growth	Large and major Rockhampton Businesses Council	Increases in resilience of major businesses/ industry which has significant flow on resilience benefits for the wider economy.
Phase 2	Volunteer Awards	An annual awards program recognising the contribution of volunteers to the community including a category on emergency assistance and support. Potentially integrated with Small Business Awards	Small Business Support and Growth	Council Rockhampton Residents	Improve and promote community engagement and volunteering as a mechanism for improving disaster responsiveness and recovery.

Cyclone Marcia Business Recovery and Resilience Plan

Rockhampton Regional Council

Recovery Phase	Action Name	Description	Target Area	Potential Stakeholders	Economic Benefit
Phase 2	Small Business Incubator and Accelerator Program	Tailored and innovative facility and programs to support and accelerate small business growth. Focus on identifying and supporting high growth potential small businesses with management, IT, business development/marketing, ecommerce and networking training and support. Potential to integrate small business participant selection into a Small Business of the Year Awards.	CBD Repair and Revitalisation	Council AIC Rockhampton Business Community State and Federal Government Industry Departments	Increasing the size of small businesses can improve their resilience in the face of natural disasters while also helping to promote and entrepreneurial culture needed in Rockhampton.
Phase 2	Small Business Awards	Work with media to stage annual awards recognising innovative, dynamic and successful small businesses in Rockhampton for their contribution to the Rockhampton economy.	Small Business Support and Growth	Council Media organisations Rockhampton Business Community State and Federal Government Industry Departments	Promote strong successful small businesses and encourage their growth and development.
Phase 2	Events Calendar	Promotion of an integrated calendar of events to help address potential perceptions of risk across Australia of visiting, living or doing business in Rockhampton. Use to assist revitalise the CBD as well as promote the region's agricultural production.	CBD Repair and Revitalisation Agriculture	Council	Increase in retail trade and visitor expenditure as a result of event attendance.
Phase 2	Business Improvement Programs	Develop a program in which brings small businesses, with a strong desire to grow, together. This will provide the small businesses with education and training in how the owners can sustainably grow their businesses and manage work flows.	Small Business Support and Growth CBD Repair and Revitalisation	Council	Increased sharing of knowledge between businesses, resulting in more efficiently run businesses and sustainable business growth.
Phase 2	Botanic Gardens and Kershaw Gardens Development Master Plans	Take the opportunity caused by the Cyclone to develop a master plan for redesign and upgrade of the Botanical Gardens and Kershaw Gardens that will maximise visitation, diversify attractors and activities, increase integration with surrounding uses and enhance resilience to extreme weather events.	Environment and Vegetation	Council	Increase visitation and associated expenditure to the Botanical Gardens.
Phase 2	Stabilisation of Creeks and Mountains	The cyclone has highlighted stability issues with local creeks and steep slopes. The integrity of these needs to be evaluated to inform necessary remedial action.	Environment and Vegetation	Council State Government	Reduced flooding for business and homes
Phase 2	Streetscape Improvement Scheme	Street scaping of major streets has been severely impacted by the cyclone. Beautification of these streets is essential to the city's image, local quality of life, and reduction in traffic speeds.	Environment and Vegetation	Council Rockhampton Business Community	Increased visitation and greater appeal of Rockhampton
Phase 2	CBD Rejuvenation	The CBD, mainly East Street, is visually unappealing. The Cyclone Recovery should leverage this and use it as a catalyst to bring forward a rejuvenated, master planned CBD, incorporating retail and dining precincts, which will encourage small and medium sized businesses to relocate into the CBD.	CBD Repair and Revitalisation	Council Rockhampton Business Community	Increase in number of businesses wanting to establish within the CBD, increase in retail trade and flow on rejuvenation projects for surrounding streets.
Phase 3	Undergrounding of Power to Core Infrastructure	Power infrastructure was greatly impacted as a result of the cyclone. Undergrounding of power should be examined in the future, as a minimum to core infrastructure and services within Rockhampton so core infrastructure and services don't potentially end up with interrupted power.	Core and Enabling Infrastructure	Power Infrastructure Providers	Decreased future economic losses associated with power outages.
Phase 3	Flood Mitigation and Water Security	Rockhampton currently has only one water source. An examination of alternative drinking water sources, or linking neighbouring water resources should be examined in the future to improve water security throughout the wider Central Queensland Region.	Core and Enabling Infrastructure	Council Fitzroy River Water	Decreased future economic losses associated with potential flooding scenarios.
Phase 3	Proofing of Water and Sewerage Infrastructure	An examination of trunk infrastructure should be conducted to identify any ways to proof water and sewerage infrastructure, should an event like this, or even flooding, occur again in the future.	Core and Enabling Infrastructure	Fitzroy River Water	Decreased future economic losses associated with potential flooding scenarios.





9.3 ARTS AND HERITAGE MONTHLY OPERATIONS REPORT FOR MARCH AND APRIL 2015**File No:** 1464**Attachments:** 1. Arts and Heritage Monthly Operations Report for March and April 2015**Authorising Officer:** Michael Rowe - General Manager Community Services**Author:** Peter Owens - Manager Arts and Heritage

SUMMARY

The report provides information on the programs and activities of the Arts and Heritage section for March and April 2015.

OFFICER'S RECOMMENDATION

THAT the Monthly Operations Report of the Arts and Heritage section for March and April 2015 be received.

COMMENTARY

The Arts and Heritage section has responsibility for the following areas:

1. Art Gallery
2. Heritage Services
3. Venue Operations
(Pilbeam Theatre, Walter Reid Cultural Centre, Rockhampton Showgrounds)

ARTS AND HERITAGE MONTHLY OPERATIONS REPORT FOR MARCH AND APRIL 2015

Arts and Heritage Monthly Operations Report for March and April 2015

Meeting Date: 2 June 2015

Attachment No: 1

MONTHLY OPERATIONS REPORT
ARTS AND HERITAGE SECTION
Period Ended 30 April 2015

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

Nil to report

Improvements / Deterioration in Levels of Services or Cost Drivers

Nil to report

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for 30 April 2015 are as below:



All Monthly Requests (Priority 3) Arts and Heritage 'Traffic Light' report April 2015

	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										
Community Events & Arts	0	0	2	1	1	0	10	●	0.00	●	2.50	●	1.75	2.20
Heritage Village General	0	0	0	0	0	0	1	●	0.00	●	0.00	●	16.00	39.00
Showgrounds	0	0	0	0	0	0	5	●	0.00	●	0.00	●	10.25	8.50

Comments & Additional Information

There are now no outstanding customer requests for Arts and Heritage. The one incomplete request listed above relates to a request awaiting the action of other units not Arts and Heritage staff.

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

Safety Statistics

The safety statistics for the reporting period are:

	SECOND QUARTER		
	Apr	May	Jun
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Reported	1	0	0
Number of Incomplete Hazard Inspections	0	0	0

Risk Management Summary

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

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Damage to Council facilities and equipment due to non-compliance by Hirers resulting in financial loss and loss of reputation	Moderate 6	Standardization of hirer agreement process across all venues. Purchase and installation of industry standard venue hire system	30/06/15	40%	Project is with ITC – specification has been developed

Legislative Compliance & Standards - #

Legislative Compliance Matter	Due Date	% Completed	Comments
Outdated employee immunisations, tickets, and/or licenses	Various	95%	As at 30/4/15 Council records indicate that 2 Arts and Heritage employees have not lodged copies of their current C class driver's licence with W&S
Outdated legislative compliance mandatory training and/or qualifications	Various	100%	As at 30/4/15 all Arts and Heritage employees are compliant in this regard
Overdue performance reviews	29 August 2014	100%	As at 30/4/15 Council records indicate that all Arts and Heritage performance reviews have been completed.

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

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (incl committals)
ARTS AND HERITAGE CAPITAL WORKS PROGRAM					
Art Gallery Replace Track Lighting	01/10/14	30/06/15	Complete	30,000	29,454
Comment: Project complete					
Theatre - Upgrade Sound System	01/10/14	30/06/15	Complete	20,000	18,346
Comment: Project complete					
Concept Plans Art Gallery/Theatre site	01/10/14	30/06/15	Underway	30,000	0
Comment: Project transferred to Operational Budget					
Resheet Pilbeam Theatre Stage Floor	01/01/15	30/06/15		15,000	887
Comment: Material to be ordered during June					
Replace AV Equipment and Screen	01/10/14	30/06/15	Complete	15,000	15,105
Comment: Project Complete					
Replace Stage Lighting Equipment	01/10/14	30/06/15	Complete	32,000	31,609
Comment: Project Complete					
Replace Screen for Twilight Movies	01/10/14	30/06/15		10,000	0
Comment: Funds to be used for other event related equipment					
Replace Security System and Rekey	01/10/14	30/06/15	Complete	35,000	38,915
Comment: Project complete – revised budget pending approval					
Box Office Kiosks & Scanners	01/10/14	30/06/15	Complete	15,000	15,153
Comment: Project completed					
Replace dishwasher – Shearing Shed	01/10/14	30/06/15	Complete	12,000	10,730
Comment: Project complete					
Install Venue Management System	01/08/14	30/06/15	Underway	40,000	0
Comment: Specification developed and now with ITC for approval – procurement to comment 6/2015					

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

The Arts and Heritage has no discrete operational projects in the current financial year however highlights of program activities are detailed below

Art Gallery

March and April at the Gallery saw the continuation of *The Bayton Award* for Central Queensland artists. At the close of the exhibition on the 15th of March, the winner of the People's Choice Award was announced. This year the most popular work voted by visitors was *Capricornia still life* by Mark Savage. The winner was awarded \$1000 and a member of the public also won \$500 for entering the People's Choice. These awards were generously sponsored once again by CQUniversity Australia.

Council staff assisted with the installation of the Gallery's newest acquisition; a sculpture titled *Under the hammer* by sculptor Daniel Clemmett. The work represents a bull and is made from recycled automotive panels. It has been installed outside the Gallery entrance from Victoria Parade just in time for the forthcoming Beef Week and is proving popular with visitors.

Two new exhibitions were also launched in March. *Women of the Gallery*, an exhibition from the permanent collection curated by Collections Officer Thomas Degotardi, has proven popular not only with Gallery visitors but has created much interest on social media including editorial in a European online fashion and lifestyle website as well as other art sites. Opening in late March was the major Gallery exhibition *Dreaming of Deco: Style in the modern age*, curated by the Gallery Director. The exhibition features furniture and design, advertising, art and fashion that celebrate the Art Deco period from the 1920s to the 1940s. The exhibition is divided into a series of 'rooms' and includes loans from numerous private and public collections as well as works from the Gallery's permanent collection.



Installation view of *Dreaming of Deco: Style in the modern age*

The opening weekend included two successful events: *Meet the Collectors* which featured an exhibition preview and discussion with collectors Warren Joel and Charlotte Smith and the *Antiques and Collectables Valuation Day*. Both events were hosted by the Friends of the Gallery and raised more than \$1500 which will be used for future Gallery acquisitions and programs.

During the Easter school holidays the Gallery staff once again hosted a children's program at Stockland Rockhampton. *Kids on Tour. Jemima Wyman: Pattern Bandits* encouraged younger visitors to explore the transformative and immersive qualities of camouflage and kaleidoscopes, and how patterns are used as a marker of personal and group identity. Activities included bandanna making, collage and kaleidoscope as well as digital art creation. Over the five days the activities were enjoyed by 956 visitors.

The Gallery Director travelled to Tweed Regional Gallery & Margaret Olley Art Centre to undertake the previously postponed guided tour of *Cream: Four decades of Australian art*. At the close of the exhibition at Tweed our collection had been viewed by more than 56,000 visitors across five venues. The exhibition then travelled to Gladstone Regional Art Gallery & Museum where the Gallery Director was guest speaker at the official exhibition launch.

Rockhampton Heritage Village

During the month main electricity was connected to the Kianga Shearing Shed with the result that a DVD of a shearing demonstration can now be displayed. Heritage Village volunteers sourced the TV and DVD player at no cost to the unit.

With the changes at the Heritage Village over the past 18 months, it has become increasingly important to document the daily operations on the site. Over the past three months procedures manuals have been compiled and are now in use on the site, these include

- Tour Guide Manual. – with 17 volunteers attending the first Tour Guide training session
- Site specific Induction Kit – this kit has been provided to all new and existing volunteers

While work has commenced on a 'Driving Manual' which will cover the 'rules of the road' on the site as well as providing start-up procedures for vehicles in use. Volunteers will have to attend a Driving School before being allowed to drive the vintage vehicles on the site.

Also in development is an Animal Handling work procedure designed to cover off the safe handling of animals on site and the conduct of the pony rides to ensure the safety of the general public.

The sandstone and picket fence at the Hospital has been completed.

While April's school holiday activities got off to a slow start, over the six days, 901 visitors enjoyed the activities on site.

The first Country Music Morning Tea for 2015 was held in late March. Bookings for this event remain steady with approximately 120 - 140 people attending each event.

Following the repeated requests of the Arts and Heritage Communications and Marketing Officer, Trip Advisor has changed the location of the Heritage Village on their site from Parkhurst to Rockhampton with the result that the site is now listed at number 4 on the list of the top 22 things to do in the city.

Trip Advisor Reviews

Reviewed 25 March 2015

"Sweet and historic...."

What a lovely way to see how the pioneers of Rockhampton lived back in the day.

I was particularly impressed with the homesteads and Miriam's doll collection- bless!

I loved the chapel which has the most amazing acoustics and the school which showed how lessons were learnt and manners instilled back in the day. There is a small fee for entry and all staff were volunteers .. So well done them for making the afternoon good. Only disappointment was that the coffee shop closed up at 1.30 and we were dying for a cuppa!

"Step back in time & imagine past eras!"

Reviewed 2 April 2015

Fabulous to see the restored building & artefacts in a realistic setting. The volunteers do a great job - it's terrific history is able to be presented in such a living & natural way

"A blast from the past"

Reviewed 17 April 2014

A travel back in time, to the good old days, watching black smithing, having a turn milking a cow, walking through shack how they used to live. And the old school house and hospital, they had it tough..... Best to go when all attractions are open, we went for Australia Day, and people walking around in costume, pony and horse drawn carriage rides. It was excellent for the price. Food is available, or take your own picnic. A wonderful way to show the young generation how things were.

Venue Operations**Pilbeam Theatre**

Former member of The Seekers, Keith Potger, started off the 2015 Morning Melodies concert series in March, with a concert of nostalgic songs, interspersed with anecdotes from his own career as a member of the Seekers and solo musician.

In April, theatre and TV actress and popular singer Colleen Hewett entertained audiences with a morning of hits of the 1970s, music theatre numbers and memories of her four decade long career

The popular 360 Allstars returned to Rockhampton with their 'urban circus'. 360 Allstars reinvented the traditional circus with contemporary performance styles including break dancers, a BMX flatlander, a roué cyr artist, a beat boxer and more. Dozens of Local young people took advantage of the opportunity to learn from the 360 Allstars team through free workshops.

The Pilbeam Theatre also hosted a number of commercial shows in March-April including Ross Noble's Tangenteman, The Moscow Ballet's production of Sleeping Beauty, The Ten Tenors and Drumstruck.

Evita

The Pilbeam Theatre's annual musical production opened at the Pilbeam Theatre in March. EVITA was directed by Wayne Scott Kermond and choreographed by his wife, Katie Kermond. It was the first time the couple had worked on a Rockhampton Regional Council-produced musical. The production received very good reviews and feedback from theatregoers.

Walter Reid Cultural Centre

The resident arts groups at the Walter Reid Cultural Centre opened their Reid's Gallery and Gifts shop in April and May. Rockhampton Little Theatre performed their production of Short Attention Span in the auditorium in March.

Showground

The Rockhampton Showgrounds were the venue for a number of events over March-April including the Finch and Parrot Show, Callide Valley Dog Show, Handmade Expo, and Speedway.

5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS

Service Delivery Standard	Target	Current Performance
<i>Deliver an annual program of Visual Arts exhibitions and program activities, with a target of 20,000 Art Gallery visits per annum</i>	20,000	14903
<i>Operate a range of performing arts, event and function venue in a cost effective and effective manner delivering on budget services, with a target of 100 performances at the Pilbeam Theatre per annum</i>	100	78
<i>Operate the Pilbeam Theatre Box Office as a profit centre for the unit with a target of 60,000 tickets sold per annum</i>	60,000	63,844
<i>Operate the Rockhampton Heritage Village, with a target total site visitation of 40,000 per annum</i>	40,000	29,227
<i>Deliver a range of Community events and celebrations on budget and to meet the expectations of Council and the community.</i>	90%	90%
<i>Complete all planned capital projects in accordance with agreed schedule and budget</i>	100%	75%

Note: The above Service Delivery Standards have not been formally adopted by Council but form operational standards for the unit inline with industry best practice.

FINANCIAL MATTERS

Period ended 30 April 2015 report shows income and expenditure within expect trend for the unit.

End of Month General Ledger - (Operating Only) - ARTS & HERITAGE**As At End Of April**

Report Run: 19-May-2015 08:29:34 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	Adopted Budget (Pro Rata YTD) \$	Commit. \$	YTD Actual \$	YTD Commit + Actual \$	Var. %	target 83.3%
ARTS & HERITAGE								
1 - Revenues	(4,620,003)	(4,893,515)	(3,850,003)	0	(3,859,822)	(3,859,822)	84%	✓
2 - Expenses	7,559,407	7,679,587	6,299,506	204,491	5,235,451	5,439,942	72%	✓
3 - Transfer / Overhead Allocation	111,109	108,015	92,591	0	121,393	121,393	109%	✗
Total Unit: Arts & Heritage	3,050,513		2,542,094	204,491	1,497,023	1,701,513	56%	✓
Grand Total:	3,050,513		2,542,094	204,491	1,497,023	1,701,513	56%	✓

10 NOTICES OF MOTION

Nil

11 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

12 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.

RECOMMENDATION

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.

13.1 Update on the Rockhampton Art Gallery Future Directions project

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

13 CONFIDENTIAL REPORTS

13.1 UPDATE ON THE ROCKHAMPTON ART GALLERY FUTURE DIRECTIONS PROJECT

File No: 456

Attachments: Nil

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Peter Owens - Manager Arts and Heritage

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

SUMMARY

Council having previously 'received' a report on the Future Directions for the Rockhampton Art Gallery and approved reallocation of capital funds for the purpose of commissioning a Feasibility Study to advance the project, an update on the project. is now provided.

14 CLOSURE OF MEETING