



# **ORDINARY MEETING**

## **AGENDA**

**24 NOVEMBER 2020**

*Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 24 November 2020 commencing at 9:00am for transaction of the enclosed business.*

*In line with section 277E of the Local Government Regulation 2012, it has been determined that it is not practicable for the public to attend Council meetings in person at the current time. Until further notice, Council meetings will instead take place via videoconference and will be livestreamed online.*

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

**CHIEF EXECUTIVE OFFICER**  
19 November 2020

Next Meeting Date: 08.12.20

**Please note:**

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

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**1 OPENING**

1.1 Acknowledgement of Country

**2 PRESENT**

Members Present:

Acting Mayor, Councillor N K Fisher (Chairperson)  
Councillor S Latcham  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor M D Wickerson  
Councillor D Kirkland

In Attendance:

Mr E Pardon – Chief Executive Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

Councillor Tony Williams - Leave of Absence from 23 November 2020 to 25 November 2020

**4 CONFIRMATION OF MINUTES**

Minutes of the Ordinary Meeting held 10 November 2020

Minutes of the Special Meeting held 17 November 2020

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

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil

## 9 COMMITTEE REPORTS

### 9.1 AUDIT AND BUSINESS IMPROVEMENT COMMITTEE MEETING - 19 NOVEMBER 2020

#### RECOMMENDATION

THAT the Minutes of the Audit and Business Improvement Committee meeting, held on 19 November 2020 as circulated, be received and that the recommendations contained within these minutes be adopted.

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

#### Recommendation of the Audit and Business Improvement Committee, 19 November 2020

##### 9.1.1 CEO UPDATE [STANDING PLACEHOLDER]

<b>File No:</b>	<b>5207</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Authorising Officer:</b>	<b>John Wallace - Chief Audit Executive</b>
<b>Author:</b>	<b>John Wallace - Chief Audit Executive</b>

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#### SUMMARY

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

#### COMMITTEE RECOMMENDATION

THAT the CEO's update be received.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.2 FINAL MANAGEMENT REPORT FOR ROCKHAMPTON REGIONAL COUNCIL 2019/20**

**File No:** 8151  
**Attachments:** 1. Final Management Report 2019/20  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Michael Clerc - Acting Chief Financial Officer

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**SUMMARY**

*Following the certification of the Financial Statements for the period ended 30 June 2020, the Final Management Report was received from Thomas Noble & Russell (as delegate of the Auditor-General of Queensland). As required by the Local Government Regulation 2012, this was presented to the next ordinary meeting of Council held 27 October 2020.*

**COMMITTEE RECOMMENDATION**

THAT the Final Management Report for the 2019/20 Financial Statements for Rockhampton Regional Council be received.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.3 REPORT FROM EXTERNAL AUDITORS**

**File No:** 8151  
**Attachments:** 1. Audit and Business Improvement Committee Briefing Paper  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Michael Clerc - Acting Chief Financial Officer

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**SUMMARY**

*Council's auditors, Thomas Noble and Russell (TNR) have provided a briefing paper regarding the status of the 2019/20 audit and other audit matters.*

**COMMITTEE RECOMMENDATION**

THAT the briefing paper be received.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.4 WATER BILLING PROCESS REVIEW**

**File No:** 5207  
**Attachments:** 1. Summary Audit Results  
2. Supplementary Memo  
3. Final Report-Water Billing Process  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The planned Review of Urban Consumption Water Billing Process is provided for review by the Committee.*

**COMMITTEE RECOMMENDATION**

THAT the Water Billing Process Review be received.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.5 PURCHASE CARDS REVIEW**

**File No:** 5207  
**Attachments:** 1. Purchase Cards Review  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The planned review of Purchase Cards is provided for review by the Committee.*

**COMMITTEE RECOMMENDATION**

THAT the Purchase Cards Review be received.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.6 ANNUAL AUDIT PLAN 2020-21 PROGRESS UPDATE**

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

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**SUMMARY**

*An update is provided on progress against the Annual Audit Plan for the period 1 October to 9 November 2020.*

**COMMITTEE RECOMMENDATION**

THAT the Annual Audit Plan update report be received.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.7 ACTION PROGRESS REPORT**

**File No:** 5207  
**Attachments:** 1. GM Response-FRW Aecom Open Items x 28  
2. NLR Items showing Management Comments  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The Action Progress Report update is provided as requested by the Committee.*

**COMMITTEE RECOMMENDATION**

THAT the Action Progress Report be received.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.8 INTERNAL AUDIT & ERM 2019-2020 ACHIEVEMENTS**

**File No:** 5207  
**Attachments:** 1. Highlights of IA & ERM Achievements 2019-20  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*2019-2020 Internal Audit and Enterprise Risk Management Highlights Report, demonstrating annual achievements.*

**COMMITTEE RECOMMENDATION**

THAT the 2019-2020 Internal Audit and Enterprise Risk Management Highlights Report be received.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.9 ANNUAL SELF-ASSESSMENT BY AUDIT AND BUSINESS IMPROVEMENT COMMITTEE - 2019-20 FINANCIAL YEAR**

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

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**SUMMARY**

*Audit and Business Improvement Committee's annual self-assessment for the 2019-20 financial year is presented for the information of the committee.*

**COMMITTEE RECOMMENDATION**

THAT the completed annual Audit and Business Improvement Committee's self-assessment, covering the 2019-20 financial year be received and the members' comments noted for improvement or action where relevant and appropriate.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.10 COMMITTEE CHAIR UPDATE [STANDING PLACEHOLDER]**

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

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**SUMMARY**

*The Chair will update the committee on any matters of importance.*

**COMMITTEE RECOMMENDATION**

THAT the Chair's report / update be received.

**Recommendation of the Audit and Business Improvement Committee, 19 November 2020****9.1.11 ENVIRONMENTAL MANAGEMENT [STANDING PLACEHOLDER]**

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

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**SUMMARY**

*An update will be provided on Environmental Management.*

**COMMITTEE RECOMMENDATION**

THAT the Environmental Management update be received.



**Recommendation of the Audit and Business Improvement Committee, 19 November 2020**

**9.1.12 ASSET MANAGEMENT [STANDING PLACEHOLDER]**

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

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**SUMMARY**

*An update on Asset Management will be presented/discussed.*

**COMMITTEE RECOMMENDATION**

THAT the Asset Management update be received.

**10 COUNCILLOR/DELEGATE REPORTS****10.1 LEAVE OF ABSENCE FOR COUNCILLOR DREW WICKERSON - 7 TO 11 DECEMBER 2020**

**File No:** 10072  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Megan Careless - Executive Support Officer

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**SUMMARY**

*Councillor Drew Wickerson is seeking leave of absence from Monday 7 December 2020 to Friday 11 December 2020 inclusive.*

**OFFICER'S RECOMMENDATION**

THAT Councillor Drew Wickerson be granted leave of absence from Monday 7 December 2020 to Friday 11 December 2020 inclusive.

**BACKGROUND**

Councillor Drew Wickerson has advised the Chief Executive Officer that he wishes to take leave of absence from Monday 7 December 2020 to Friday 11 December 2020 inclusive.

He will therefore be unable to attend the Council meeting on Tuesday 8 December 2020.

**10.2 LEAVE OF ABSENCE FOR COUNCILLOR SHANE LATCHAM - 23 TO 25 NOVEMBER 2020**

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

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**SUMMARY**

*Councillor Shane Latcham requesting leave of absence from 23 to 25 November 2020 inclusive.*

**OFFICER'S RECOMMENDATION**

THAT Councillor Shane Latcham be granted leave of absence from 23 to 25 November 2020 inclusive.

**BACKGROUND**

Councillor Shane Latcham has advised the Chief Executive Officer that he would like to take leave of absence from 23 to 25 November 2020 inclusive to attend the Developing Northern Australia conference, which is a 3-day conference being held in Rockhampton.

Councillor Latcham states he believes this conference is critical to the future of Rockhampton and Rockhampton Regional Council and he intends to attend most of the sessions over the three days.

Councillor Latcham believes it is important in particular that Councillors attend the session on Tuesday 24 November 2020 led by CQU Vice-Chancellor to demonstrate our ongoing support for the University and its relationship with RRC.

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## 11 OFFICERS' REPORTS

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### ADVANCE ROCKHAMPTON – ECONOMIC DEVELOPMENT AND EVENTS

*Councillor Portfolio – Acting Mayor Councillor Fisher Assistant Portfolio – Councillor Williams*

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#### 11.1 MOUNT MORGAN MOUNTAIN BIKE TRAIL NETWORK NAMING PROCESS

File No:	12721
Attachments:	1. <a href="#">Mount Morgan Mountain Bike Trail Network</a>
Authorising Officer:	Greg Bowden - Executive Manager Advance Rockhampton
Author:	Wade Clark - Senior Executive Economic Development

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#### SUMMARY

*Stakeholder engagement on the naming of the Mount Morgan Mountain Bike Trail Network has been completed and Officers are seeking Council endorsement for five trail names that are reflective of the townships culture, history and appeal to Mountain Bike enthusiasts.*

#### OFFICER'S RECOMMENDATION

THAT Council endorses these names for the Mount Morgan Mountain Bike Trail Network: The Gangulu Trail, The Bungoona Trail, Miners Mercy, Mundagarra and Cutters Run.

#### COMMENTARY

Stakeholder engagement on the naming of the five trails for the Mount Morgan Mountain Bike Trail Network has been undertaken by Advance Rockhampton with the Gangulu Elders and the Rockhampton Mountain Bike Club. Through a collaborative engagement model the following names have been developed and are put forward for Council endorsement:

Waterfront trail – The Gangulu Trail (provides respect to the local indigenous people)  
Trail A – The Bungoona Trail (the Gangulu name for where Mount Morgan was built)  
Trail B – Miners Mercy (acknowledges the mining background of Mount Morgan)  
Trail C – Mundagarra (the Gangulu creation spirit which created the Dee River)  
Trail D – Cutters Run (connects mining history, Morgan Street and the mountain bike trails)

The names above will be included into signage for the W4Q funded Mount Morgan Mountain Bike Trail network pending Council approval. Names will also be utilised in marketing campaigns and feature in mountain bike trail apps such as Trailforks.

#### BACKGROUND

The Mount Morgan Mountain Bike Trail Network is a key activation initiative within the Advancing Mount Morgan Strategy endorsed by Council on the 5 November 2019.

#### PREVIOUS DECISIONS

On 25 August 2020 Council resolved:

*“THAT Council undertake a targeted consultation to include Native Title claimants Gaangalu Nation People, sport representatives and Advance Rockhampton to obtain a proposal for the naming of the Mount Morgan Mountain Bike Trails for Council’s further consideration”.*

Moved by: Councillor Rutherford

Seconded by: Councillor Smith

MOTION CARRIED UNANIMOUSLY

**CORPORATE/OPERATIONAL PLAN**

*Economic – Community Expectation – Regional Profile and Services*

*2.1 A destination sought for lifestyle, community events and tourism.*

**CONCLUSION**

The recommended trail names have been developed as per the Council resolution. They reflect the townships culture, history and people and appeal to mountain bike enthusiasts.

# **MOUNT MORGAN MOUNTAIN BIKE TRAIL NETWORK NAMING PROCESS**

## **Mount Morgan Mountain Bike Trail Network**

**Meeting Date: 24 November 2020**

**Attachment No: 1**

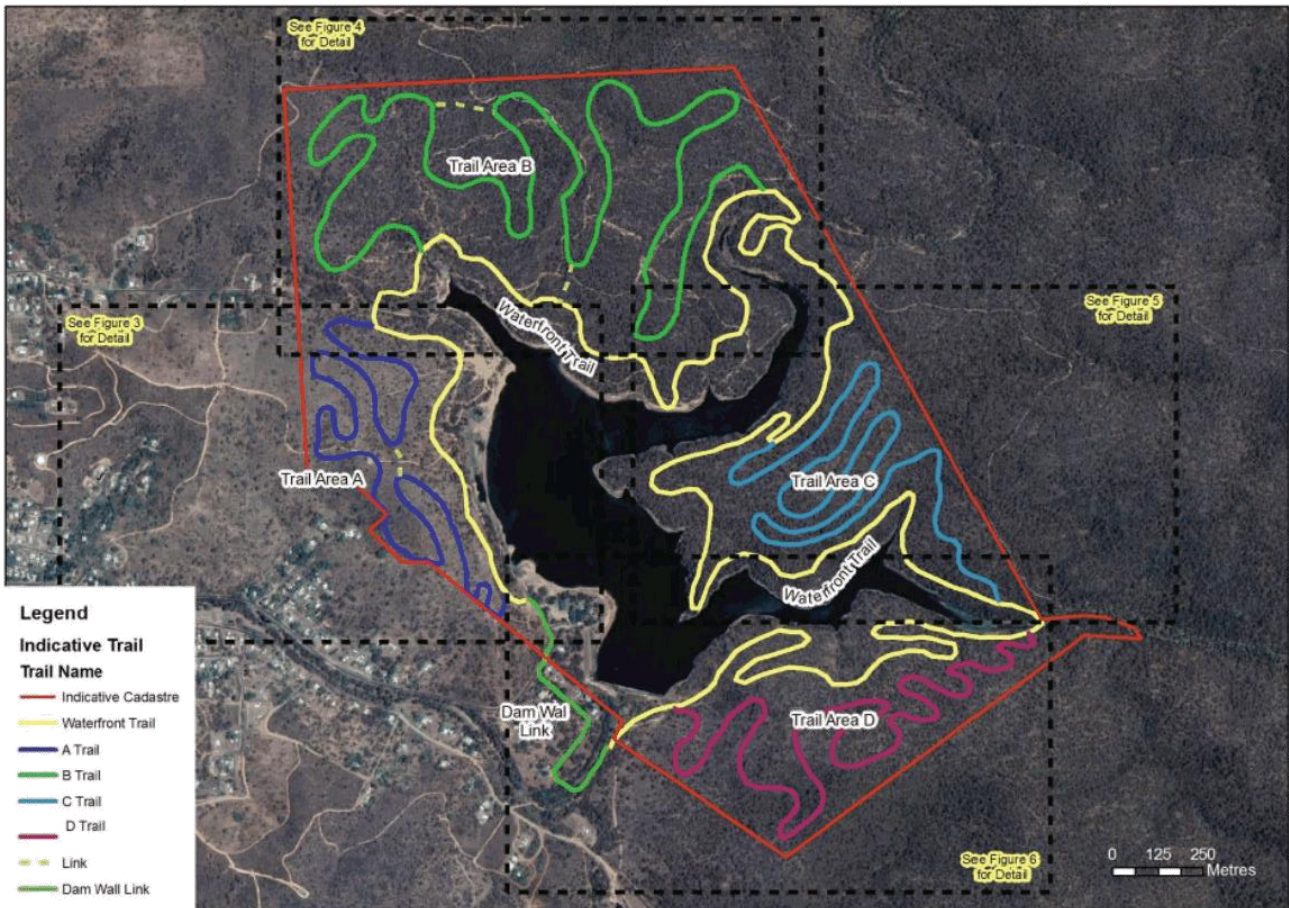


Figure 1: Location Map - Indicative Trail Network

**11.2 CONTINUED OPERATION OF THE CBD DINING PLATFORM PROGRAM**

**File No:** 11359  
**Attachments:** Nil  
**Authorising Officer:** Graham Sheppard - Senior Executive Economic Development  
Greg Bowden - Executive Manager Advance Rockhampton  
**Author:** Joanna O'Neill - Centres Activation Coordinator

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**SUMMARY**

*Further to the most recent Council decision on the matter, this report proposes to change Council's CBD dining platform program from a 'pilot' initiative to an ongoing operational program of at least three years.*

**OFFICER'S RECOMMENDATION**

THAT Council adopt an operational CBD Dining Platform Program of at least three years, including limiting availability to specific boundaries of the CBD, as well as allowing fees and charges to be reviewed in accordance with annual adoption of Council's Fees and Charges Schedule.

**COMMENTARY**

The CBD dining platform program has been running as a 'pilot' initiative since Council first approved the program in 2017.

There are currently six platforms, and all current agreements are due to expire in the six months from December 2020 to May 2021.

**Operational Program:**

It is proposed that the dining platforms located in the CBD move to a continued operational program within Council's Advance Rockhampton Directorate.

The following outlines the operational intent of the program, in line with the original intentions of the pilot:

- Locations be formally limited to 'CBD Heart' and its fringe blocks, in line with the CBD Redevelopment Framework's intention to activate this area. This includes a boundary of Archer Street to Derby Street and Quay Street to Alma Street.
- Each location to take up one car space, and must be assessed on a case by case basis, including but not limited to traffic and engineering assessment, and consideration of bollards
- Twelve month agreements, with a new expression of interest to be issued each year to ensure all businesses have the opportunity to apply.
- Review fee structure each year in accordance with Council's *Fees and Charges Schedule* adopted each year.
- The operational program to be formally reviewed after three years to assess highest and best use of the assets.

Any unoccupied platforms are to be used at Advance Rockhampton's discretion for other means (e.g. event stages or activation purposes).



**BACKGROUND**

The CBD Redevelopment Framework (endorsed in January 2017) identified the opportunity to extend the use of the footpath and road reserve to create new places for dining platforms that can create new and interesting public places, or safely extend the service area of food and beverage businesses.

In September 2017 Council adopted the Pilot Dining Platform Program for three dining platforms and use of car spaces in the Rockhampton CBD for a six month period. These were installed at Coffee Society, Artisan Gluten Free Bakery and Ginger Mule.

Council subsequently reviewed the success of the dining platforms and approved an additional three platforms and use of car spaces currently installed at Café 45, Hero Kebabs and Renny's Café. These new locations were an extension of the activation footprint within the CBD.

**PREVIOUS DECISIONS**

- In September 2017 Council adopted the Pilot Dining Platform Program for three dining platforms in the Rockhampton CBD for a six month period, which were then designed, constructed and installed in 2018. These are currently at Coffee Society, Artisan Gluten Free Bakery and Ginger Mule.
- In April 2019 Council approved for the platform program to be extended for another 12 months.
- Council subsequently reviewed the success of the dining platforms, and in October 2019 approved the construction of additional three platforms, which are currently installed at Café 45, Hero Kebabs and Renny's Café.
- In November 2019, Council adopted the motion that there were an adequate amount of platforms in the CBD, and not to accept any additional applications until the current leases start to expire in December 2020.

**BUDGET IMPLICATIONS**

- The current fee for the dining platforms is \$500.00 + GST per platform for six (6) months.
- There are ongoing maintenance costs involved with the platforms included in Council's operational budget.
- There are fees involved with relocating the dining platforms to new business locations. These fees are dependent on what is required to safely install at the new location, however not expected to be more than \$5,000 + GST.

**LEGISLATIVE CONTEXT**

Nil

**LEGAL IMPLICATIONS**

Nil

**STAFFING IMPLICATIONS**

Nil

**RISK ASSESSMENT**

Risk is assessed on an operational basis per location.

**CORPORATE/OPERATIONAL PLAN**

The Advance Rockhampton Directorate has a key task of driving and encouraging future investment in Rockhampton's CBD and uses the adopted CBD Redevelopment Framework as a guide to implement initiatives.

The CBD Redevelopment Framework identifies the opportunity to extend the use of the footpath and road reserve to create new places for public dining platforms that can create new and interesting public places, or safely extend the service area of food and beverage businesses.

**CONCLUSION**

The CBD dining platform program has been running as a pilot for three years. Due to its ongoing success, Council has continued to make decisions to extend and expand the program.

It is recommended that the program, having stabilised in its current form, changes from a 'pilot' to an ongoing operational program of at least three years. The operational program will be managed within the Advance Rockhampton Directorate, and in accordance with original intentions of the pilot, being to extend and activate dining space within the CBD.

**AIRPORT GROWTH AND DEVELOPMENT*****Councillor Portfolio – Councillor Fisher***

No items for consideration

**COMMUNITIES*****Councillor Portfolio – Councillor Wickerson*****11.3 COMMUNITY ASSISTANCE PROGRAM**

**File No:** 12535

**Attachments:** Nil

**Authorising Officer:** Alicia Cutler - General Manager Community Services

**Author:** Kerri Dorman - Administration Supervisor

**SUMMARY**

*Eight applications for funding were received for the second round of the Community Assistance Program for the current financial year. One application was deemed ineligible. Seven applications have been assessed and recommendations for funding are presented for Council consideration.*

**OFFICER'S RECOMMENDATION**

THAT Council considers the Assessment Panel's recommended allocation of funding from the Community Assistance Program for the following and approve the below:

<b>Applicant</b>	<b>Purpose of Grant/Sponsorship</b>	<b>Amount</b>
Brothers Australian Football Club	Provide more seating at Kele Park.	\$3,154.80
Fitzroy River Fish Stocking Association Inc	Restocking of Barramundi in the Fitzroy River	\$5,000.00
Multicultural Australia Limited	Kitchen for Tucker Time Program	\$2,220.00
Multicultural Australia Limited & Queensland Police Service	Multi Faith Dinner	\$1,500.00
Narnia Kindergarten & Preschool	New Flooring	\$4,981.50
The Corporation of the Synod of the Diocese of St Paul's Cathedral	St Pauls Dressed for Christmas Fair	\$1,000.00
Zonta Club of Rockhampton Inc	Sexual Assaults Kits	\$2,500.00
		<b>\$20,356.30</b>

**COMMENTARY**

Round two of the Community Assistance Program for the 2020 - 2021 financial year closed on 26 October 2020. Applications were assessed for seven events/projects for the requested amount of \$23,676.80

- 3 related to community organisation support
- 2 related to minor sponsorship
- 2 related to grant funding for capital/equipment projects

**Assessment**

In accordance with the adopted Policy and Procedure applications received were assessed against the following criteria with an average funding amount recommended from the four independent assessments undertaken:

Community Organisation Support

- Applicant's capacity to sustain and deliver the service or activity beyond the support provided by Council:
- Inability to source other funding for the service or activity:
- Community need for the service or activity; and
- Value for money in the delivery of the service or activity.

Minor Sponsorship Scheme

- Applicant's capacity to undertake the event including any experience with similar events and ability to obtain relevant approvals and permissions:
- Wide community need for the event and how this was determined:
- Community outcomes expected from the event, including number of participants'
- Positive promotional outcomes for the local area; and
- Value for money, including realistic budget and cost recovery, with quotes for all items to be funded.

Community Grants Scheme

- Community need for the project and potential for use by other groups;
- Community outcomes expected from the project, including any positive promotion of the local area; and
- Value for money with realistic scope and at least two quotes for all works.

**PREVIOUS DECISIONS**

No previous decisions.

**BUDGET IMPLICATIONS**

Independent assessment by a panel of 4 have indicated an average sponsorship amount for each of the projects/events, which is within Council's Community Assistance Program Operational Budget, as well as taking into consideration the community value of events.

**LEGISLATIVE CONTEXT**

Administered under the Grants and Minor Sponsorship Policy and Procedure.

**LEGAL IMPLICATIONS**

No legal implications for this non-Council project.

**STAFFING IMPLICATIONS**

No staffing implications for this non-Council project.

**RISK ASSESSMENT**

Non-Council projects therefore risk assessment will be conducted by the organising bodies.

Successful applicants will be required to contact Council's Rocky Advanced Events Supervisor for COVID-19 requirements pertaining to their event.

**CORPORATE/OPERATIONAL PLAN**

1.4.1 – Streamline Council's funding for community not for profit organisations to ensure fairness and equity.

**CONCLUSION**

Upon assessment of the information provided in the application against the rating tool it is recommended Council approve the Assessment Panel's recommended average allocation for each event/project. A copy of the applications have been supplied separately to Councillors for consideration, along with the rating tool as adopted by Council and spreadsheet of recommendations.

## 11.4 REGIONAL ARTS DEVELOPMENT FUND 2020-21 ROUND 1 FUNDING RECOMMENDATIONS

**File No:** 8944  
**Attachments:** Nil  
**Authorising Officer:** John Webb - Manager Communities and Culture  
 Alicia Cutler - General Manager Community Services  
**Author:** Louise Hales - Supervisor Major Venues

### SUMMARY

*Applications received for Round 1 of the 2020-21 Regional Arts Development Fund have been assessed by the RADF Committee and five applications 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
Rockhampton Symphony Orchestra	Orchestral Strings Workshops culminating in a performance titled Symphony of Space, with a professional guest conductor.	\$4,795
Capricorn Film Festival	Film maker workshop and mentoring for emerging and practicing film artists in Rockhampton Region.	\$8,500
Arts Central Qld Inc	Commission of a full length comedy playtext by playwright Catie Fry, set on a CQ dairy farm.	\$7,500
Capricorn Printmakers	Printmakers Workshops - Seduction of Collagraphs and Layered Printmaking	\$3,400
Rockhampton Art Gallery	Emerging Retail Scholarship, an award program, designed to support emerging artist, creatives and makers take a leap into retail.	\$2,280
<b>TOTAL</b>		<b>\$26,475</b>

### COMMENTARY

The Regional Arts Development Fund (RADF) is a joint funding 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.

Nine applications were received with a total requested amount of \$49,879.

Two of the applications were deemed ineligible as they did not meet the criteria in the RADF Guidelines. The Stitchery Collective applied for a project which has already commenced. Melissa Murphy applied for equipment purchases, and has been directed to the SmartHub for assistance in small business and start-up grants.

The eligible applications totaled a requested amount of \$40,335. The Committee has recommended five of these for immediate funding support totaling \$26,475.

The application from Rockhampton Art Gallery included funding to cover staff wages of Rockhampton Regional Council staff in their professional capacity. The committee recommends to fund only portion of the grant not allocated to these wage costs.

The recommended applications provide a mixture of arts genres including theatre, visual art, music and new media. Development Grants represent 46% and Project Grants 54% of the total pool.

One of the applications identified a target for the local priority group of young people, with the remainder of applications appealing to many facets of the community and representing a broad appeal.

As per the Key Priority Objectives in the RADF Guidelines, the values of Quality, Reach, Impact and Viability are all strongly evident in the recommended applications.

The Committee noted that several applicants from both this round and previous rounds may benefit from guidance on how to seek funding from other sources, such as sponsorships and partnerships. A motion was passed to seek appropriate personnel and quotations to deliver workshops on securing such funding sources. This information will be sent to the Committee for their consideration, and if approved, funds would be used from the remaining RADF Community Grant pool for the 2020-2021 funding year.

### **BUDGET IMPLICATIONS**

The recommended funding amount for Round 1 is \$26,475. The total Community Grant Funding pool for RADF 2020-2021 is \$60,000, therefore this represents 44% of the total available, leaving a remaining amount of \$33,525 for the 2020/21 funding year.

### **CONCLUSION**

The Regional Arts Development Fund Committee recommends five applications for funding, with a total recommended funding amount of \$26,475.

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**INFRASTRUCTURE****Councillor Portfolio – Councillor Williams**

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**11.5 PROPOSED RENAMING OF BLACK GIN CREEK ROAD**

<b>File No:</b>	<b>394</b>
<b>Attachments:</b>	<b>1. <a href="#">Location Plan</a></b>
<b>Authorising Officer:</b>	<b>Peter Kofod - General Manager Regional Services Martin Crow - Manager Infrastructure Planning Stuart Harvey - Coordinator Infrastructure Planning</b>
<b>Author:</b>	<b>Stuart Singer - Infrastructure Planning Engineer</b>

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**SUMMARY**

*The purpose of this report is to provide a summary of the targeted community engagement undertaken in August for the proposal to rename Black Gin Creek Road to Dundula Creek Road and to provide a recommendation in relation to the renaming of Black Gin Creek Road, Alton Downs.*

**OFFICER'S RECOMMENDATION**

THAT Council rename 'Black Gin Creek Road' to 'Dundula Creek Road'.

**COMMENTARY**

At its meeting on 14 July 2020, Council resolved to undertake public consultation with property owners located along Black Gin Creek Road on a proposal to consider renaming the road to Dundula Creek Road, subject to the Queensland Government renaming of Black Gin Creek.

As per AS4819:2011 Rural and Urban addressing, a name shall not be offensive, racist, derogatory or demeaning. It is understood that the Darumbal People Aboriginal Corporation (Native Title Holders) have the view that the reference to 'Black Gin Creek' is a derogatory term. They are aware of the proposal to rename this road and have stated in correspondence to Council that "This action reinforces the message of reconciliation, appreciation of history pre-European and takes the power away from reminders of a negative and traumatic past for many Aboriginal and Torres Strait islander people. Your leadership in this matter is of particular interest to the seriousness to the path of reconciliation".

The Darumbal People's Elders have proposed the new name of Dundula Creek; Dundula (pronounced 'doon-doo-la') means gum tree in Darumbal language. The name 'Dundula' was assessed against the naming criteria set out in the Naming of Infrastructure Assets Policy and scored 43 from a maximum 45 points. This assessment supports 'Dundula' as a suitable name with regards to the Naming of Infrastructure Assets Policy criteria.

Letters containing a 'Potential Renaming of Black Gin Creek Road Survey' were sent to all affected property owner/occupiers advising of the proposed road name change and its impact on service provider's associated with a road name change. The survey contained three questions:

- Question 1 - Are you aware of the consultation from DNRME to rename Black Gin Creek to Dundula Creek? (yes/no)
- Question 2 - If Black Gin Creek is renamed as part of the DNRME process, would you support the renaming of Black Gin Creek Road to Dundula Creek Road? (yes/no)
- Question 3 - What would you like Council to take into consideration if the creek is renamed and Council considers renaming the road to Dundula Creek Road?



In terms of responses, 21 property occupiers/owners out of a possible 32 completed the survey, this is a response rate of 66%. 17 out of 21 respondents were aware of the consultation from DNRME to rename Black Gin Creek to Dundula Creek.

With regard to support for a name change to Dundula Creek Road, 6 respondents indicated support, 14 respondents indicated that they did not support the change and 1 respondent did not indicate either way. These responses equate to 30% for a yes vote and 70% for no vote which indicates a relatively low level of support for the proposed change from adjacent properties.

The Main issues against the proposal appear to be:

- Better things to achieve than renaming a road
- Spend money on road not renaming
- Time, money and energy better directed to other areas
- Current name has local history
- No alternative names given – consult residents to propose a name
- Burden to change addresses and potential costs involved

It should be noted that, as this renaming process is a unique situation, the process followed to date hasn't strictly adhered to Council's Naming of Infrastructure Assets Policy and Procedure.

Consultation has been based on the proposed name "Dundula Creek Road" rather than calling for suggested names from the community. Ordinarily, Council would advertise this on Council's website and in The Morning Bulletin newspaper. In this instance it was suggested that Council make direct contact with the property owners along Black Gin Creek Road as the property owners should be aware of the State's proposal and advise them that should the creek be renamed by the State, then Council is considering renaming the road to Dundula Creek Road.

Council have not received a formal request from the community regarding the name change, however Council Officers have considered the communities support of the DNRME creek renaming as being applicable to the potential road renaming.

On 2 October 2020 the Queensland Government announced the decision to change the creek name to Dundula Creek. DNRME have confirmed to Council that they received 723 submissions, 714 which were in support of the creek name change.

Council's Naming of Infrastructure Assets Policy states that:

*"Renaming is discouraged however an infrastructure asset may be renamed upon request if:*

- *The person or body or entity after which the infrastructure asset was named has been discredited or dishonoured;*
- *There is very strong community desire (for example over 100 submissions) for a name change;*
- *The name is duplicated elsewhere in the Council area;*
- *It has been found that the information submitted regarding the naming of the infrastructure asset is factually incorrect; or*
- *The name does not comply with AS/NZS 4819.2011 Rural and Urban Addressing.*

Officers believe that the renaming of Black Gin Creek Road aligns with the second and last dot points of the policy. The DNRME renaming process has identified a strong community desire to rename the creek which can reasonably be applied to the renaming of the road as well.

Additionally AS/NZS 4819.2011 Rural and Urban Addressing states that a road name shall not be offensive, racist, derogatory or demeaning and the Darumbal People consider this name to be derogatory.

Notwithstanding the above, Council may wish to consider seeking formal road name recommendations from current Black Gin Creek Road residents or the wider community for consideration in renaming Black Gin Creek Road.

## **BACKGROUND**

Council had received correspondence from the Department of Natural Resources Mines and Energy (DNRME) advising that public consultation would be undertaken for the proposed renaming of Black Gin Creek to a traditional indigenous name of Dundula Creek as a response to a request from the Darumbal People Body Corporate to remove the negative connotations associated with the current name. DNRME had indicated that renaming of the creek may have implications for the current name of Council's Black Gin Creek Road.

## **PREVIOUS DECISIONS**

Council meeting 14 July 2020: Council resolved to undertake public consultation with property owners located along Black Gin Creek Road on a proposal to consider renaming the road to Dundula Creek Road, subject to the Queensland Government renaming of Black Gin Creek.

## **BUDGET IMPLICATIONS**

There are minimal budget implications associated with administrative effort and the cost of signage is dependent on size, but is estimated to be under \$500.00 including installation.

## **LEGISLATIVE CONTEXT**

Renaming of the road would be undertaken under the *Local Government Act 2009*.

## **LEGAL IMPLICATIONS**

There are no known legal implications.

## **STAFFING IMPLICATIONS**

There are no staffing implications.

## **RISK ASSESSMENT**

The varying views and high percentage of "no" votes for the road name change to "Dundula Creek Road" by directly affected property owners/occupiers could cause discontent amongst the residents of Black Gin Creek Road. The owners/occupiers are the most affected by the name change as they are required to notify service providers (insurance providers, banks, licenses, etc.) of their address change and bear any associated costs with changing the property address.

## **CORPORATE/OPERATIONAL PLAN**

One of Council's goals under the Corporate Plan is to have a connected community that values a sense of belonging; where residents celebrate their diversity and have modern services available to support a safe, healthy and engaged lifestyle now and into the future. Outcomes sought in support of this goal include an inclusive, connected and informed community and our sense of place, diverse culture, history and creativity are valued and embraced.

## **CONCLUSION**

Consultation with residents of Black Gin Creek has concluded with low support for the name change from directly affected owner/occupiers. However the DNRME consultation on the renaming of the creek has indicated a strong broader community desire for a name change. As per AS4819:2011 rural and urban addressing, a name shall not be offensive, racist, derogatory or demeaning and according to the Darumbal people, the term 'Black Gin Creek' is considered derogatory. The name "Dundula Creek Road" meets criteria set in Council's Naming of Infrastructure Assets Policy and it is recommended that Council endorse the name "Dundula Creek Road" for the renaming of Black Gin Creek Road.

# **PROPOSED RENAMING OF BLACK GIN CREEK ROAD**

## **Location Plan**

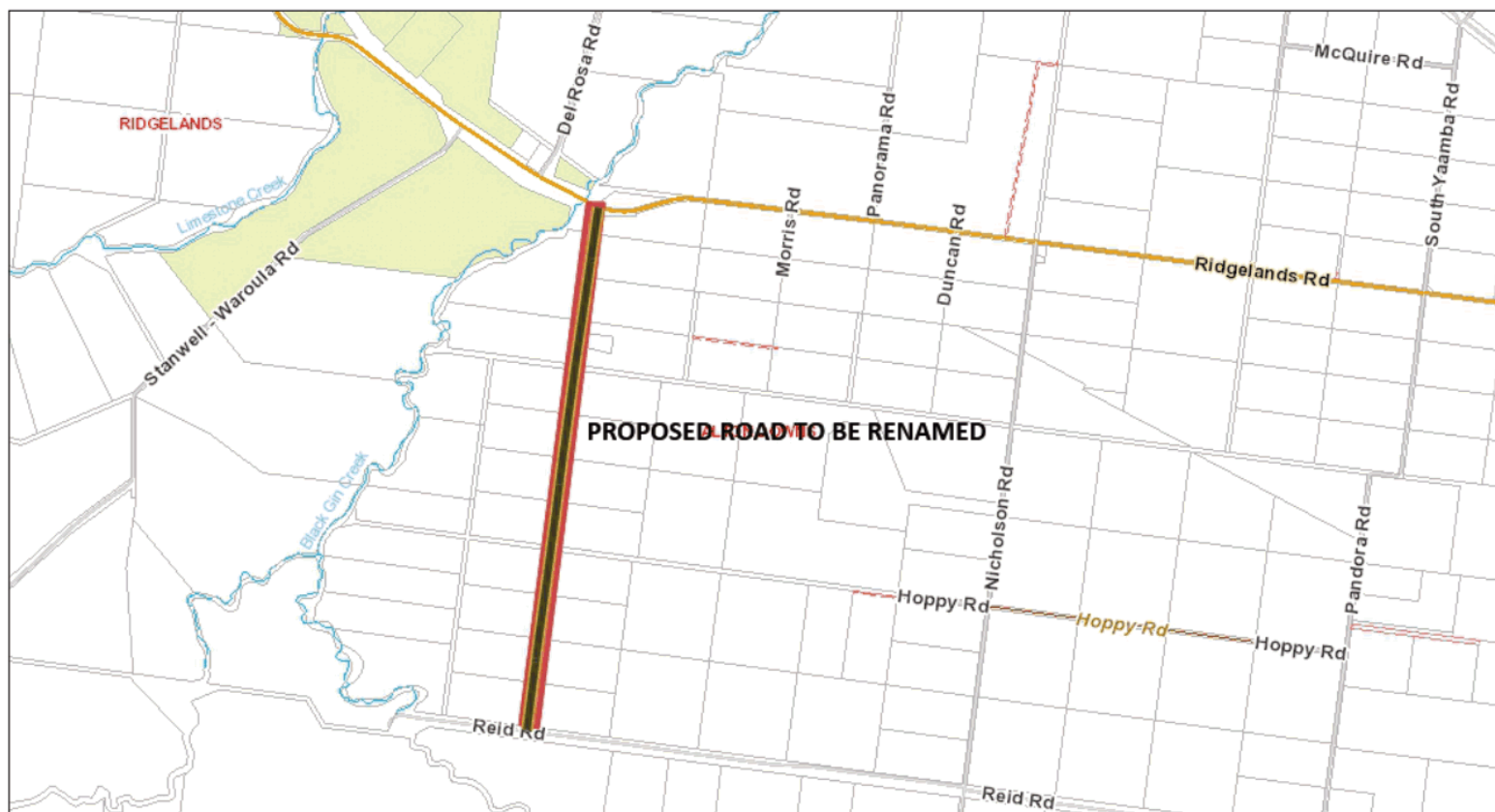
**Meeting Date: 24 November 2020**

**Attachment No: 1**

## Black Gin Creek Road Location



A4 Page scale at 1: 25,000.00  
Printed from GeoCortex on 14/10/2020



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**PLANNING AND REGULATION****Councillor Portfolio – Councillor Smith**

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**11.6 PROPOSED ANIMAL INSPECTION PROGRAM****File No:** 11741**Attachments:** 1. Notice of Proposed Inspection Program for all Non-Renewed Animals from the 2019/2020 Registration Period [↓](#)**Authorising Officer:** Doug Scott - Manager Planning and Regulatory Services  
Alicia Cutler - General Manager Community Services**Author:** Clint Swadling - Coordinator Local Laws

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**SUMMARY**

*This report presents an Animal Inspection Program for consideration by Council. Prior to Rockhampton Regional Council officers undertaking an inspection program, the Selective Inspection Program, to monitor compliance with the Animal Management (Cats and Dogs) Act 2008, Rockhampton Regional Council Local Law 1 (Administration) 2011, and Rockhampton Regional Council Local Law 2 (Animal Management) 2011 must be approved by Council.*

**OFFICER'S RECOMMENDATION**

THAT in accordance with the *Animal Management (Cats and Dogs) Act 2008* and *Local Government Act 2009*, Council approves an inspection program, the Selective Inspection Program for all properties within the Rockhampton Regional Council where a dog had been registered up to 31 August 2020 that Council has not received a renewal for that registration to be undertaken between 11 January 2021 and 12 March 2021.

**COMMENTARY**

The *Animal Management (Cats and Dogs) Act 2008* places a mandatory requirement throughout Queensland for all dogs over the age of twelve weeks to be registered with the Local Authority in which the dog(s) reside. The *Act* also requires that registrations be renewed.

Dog registration identifies the animal owner and their key contact information together with a description of the registered dog on the corporate animal management system. In the event the dog escapes, gets lost or wanders, identification (registration tag and microchip) is vital to ensuring prompt reunification with the owner. Registration also assists to identify the number and type of dogs residing within the Rockhampton Regional Council and their demographic location.

Under Section 113 of the *Animal Management (Cats and Dogs) Act 2008* and Section 134 of the *Local Government Act 2009*, Council may, by resolution approve a program (an approved inspection program) under which an authorised person may enter a place to monitor compliance with, or aspect of, the *Act* and *Local Government Act*.

It is proposed to undertake a selective inspection program of all properties within the Rockhampton Regional Council area where a dog had been registered up to 31 August 2020, and Council has not received a renewal for that registration. The program is to be undertaken between 11 January 2021 and 12 March 2021 by visiting, and if necessary entering yards of premises to monitor compliance with the *Animal Management (Cats and Dogs) Act 2008* with regards to registration and microchipping requirements, *Rockhampton Regional Council Local Law 1 (Administration) 2011*, and *Rockhampton Regional Council Local Law 2 (Animal Management) 2011* in relation to the keeping of animals (dogs) requirements including number of animals kept.

Notice is required to be given of the proposed inspection program at least 14 days, but no more than 28 days before an inspection program commences. Notice of the program must be published in a newspaper circulating generally in the local government's area and must be placed on Council's website (see attached notice).

If non-compliance's are identified, compliance notices and/or infringement notices may be issued.

### **BUDGET IMPLICATIONS**

Increased registration will generate additional income to offset operating expenditure associated with delivering the community's expectation for an animal control program.

The program is funded within the 2020/2021 Local Laws operational budget.

### **LEGISLATIVE CONTEXT**

Local Government is responsible for the administration of the *Animal Management (Cats and Dogs) Act 2008* (the Act) and Council's Local Laws.

### **STAFFING IMPLICATIONS**

The Systematic Inspection Program will utilise current Local Laws Officers to carry out the inspections.

### **RISK ASSESSMENT**

An assessment regarding Workplace Health and Safety considerations has identified all activities associated with the implementation of the Selective Inspection Program as low risk.

### **CORPORATE/OPERATIONAL PLAN**

There are no corporate or operational plan requirements.

### **CONCLUSION**

This report presents to Council a Selective Inspection Program for consideration and approval. The implementation of this Selective Inspection Program assists Council to fulfill its responsibilities under the *Animal Management (Cats and Dogs) Act 2008* and *Local Government Act 2009* by allowing Council to monitor compliance with the requirements of the *Animal Management (Cats and Dogs) Act 2008*, *Rockhampton Regional Council Local Law 1 (Administration) 2011*, and *Rockhampton Regional Council Local Law 2 (Animal Management) 2011*.

# **PROPOSED ANIMAL INSPECTION PROGRAM**

**Notice of Proposed Inspection  
Program for all Non-Renewed Animals  
from the 2019/2020 Registration Period**

**Meeting Date: 24 November 2020**

**Attachment No: 1**



**PUBLIC NOTICE OF APPROVED SYSTEMATIC INSPECTION PROGRAM  
ROCKHAMPTON REGIONAL COUNCIL**

*Animal Management (Cats and Dogs) Act 2008 Section 113 Local Government Act 2009 Section 134.*

**Survey Area:** Property inspections will be conducted throughout the Rockhampton Regional Council area where a dog had been registered up to 31 August 2020 and Council has not received a renewal for that registration.

**Area Selection Criteria:** The focus area is a portion of Rockhampton Regional Council for which inspection by authorised persons is feasible within nine weeks and are considered a high priority for monitoring compliance with the *Animal Management (Cats and Dogs) Act 2008, Rockhampton Regional Council Local Law 1 (Administration) 2011 and Rockhampton Regional Council Local Law 2 (Animal Management) 2011.*

**Program Purpose:** To monitor compliance with the *Animal Management (Cats and Dogs) Act 2008, Rockhampton Regional Council Local Law 1 (Administration) 2011 and Rockhampton Regional Council Local Law 2 (Animal Management) 2011* in relation to the keeping of dogs.

**Properties Inspected:** Inspections will be conducted on all properties within the above stated areas.

**Commencement and Duration of Survey:** This survey will commence on 11 January 2021 and will be in force for a period of nine weeks expiring on 12 March 2021. Properties will be inspected from 7:00 am to 6:00 pm Monday to Sunday.

A copy of the program may be purchased at the public offices of Rockhampton Regional Council until the end of the program. The price of a copy of the program is \$2. By resolution of Rockhampton Regional Council Meeting on **DATE**.

**CHIEF EXECUTIVE OFFICER ROCKHAMPTON REGIONAL COUNCIL**



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**SPORTS, PARKS AND PUBLIC SPACES****Councillor Portfolio** – Councillor Rutherford

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No items for consideration

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**WASTE AND WASTE TO RESOURCE IMPLEMENTATION****Councillor Portfolio** – Councillor Latcham **Assistant Portfolio** – Councillor Fisher

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No items for consideration

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**WATER AND SUPPORTING A BETTER ENVIRONMENT****Councillor Portfolio** – Councillor Kirkland

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**11.7 MOUNT MORGAN NO. 7 DAM REACHES TRIGGER FOR LEVEL 5 WATER RESTRICTIONS**

**File No:** 1466  
**Attachments:** 1. Excerpt from Drought Management Plan [↓](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Jason Plumb - Manager Fitzroy River Water

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**SUMMARY**

*Following further hot, dry weather, the storage level in No. 7 Dam has decreased and is now beneath the trigger for the implementation of Level 5 Water Restrictions. This report describes the current status of the dam storage level and the implications associated with implementing this increased level of water restrictions in order to maximise the availability of the remaining storage volume for the community.*

**OFFICER'S RECOMMENDATION**

THAT Level 5 Water Restrictions are implemented for the Mount Morgan Water Supply Scheme as per the drought management plan and that relevant information is communicated to the Mount Morgan community to clarify requirements for all water users in order to maximise the available raw water supply.

THAT the date of commencement of restrictions be delegated to the Chief Executive Officer.

**COMMENTARY**

A further decrease in the storage level in No. 7 Dam has occurred since Level 4 Water Restrictions were implemented in February 2020. With limited rainfall and significant evaporation losses and water consumption since that time, the dam storage level is now approximately 15% of full capacity having decreased 10% since February 2020. At this level, the dam has now reached the trigger for the implementation of Level 5 Water Restrictions as outlined in Council's Drought Management Plan.

Level 1 Water Restrictions were implemented by Council following a decision made in May 2019. In September 2019 Council decided to implement Level 2 Water Restrictions and during November and December, the average daily water consumption was approximately 1.1 ML/d and beneath the Level 2 demand target of 1.3 ML/d. This outcome reflects the great efforts being made by the Mount Morgan community to conserve water and extend the life of the available supply.

In early December 2019, the storage level in No. 7 Dam decreased passed the 30% trigger for Level 3 Water Restrictions, however, since that time the average daily water consumption has remained at approximately 1.15 ML/d which is lower than the Level 3 demand target of 1.2 ML/d, but above the demand target of 1.1 ML/d for managing demand when the storage level decreases below 25%.

The gradual decrease in the No. 7 Dam storage level from 25% to 15% over the last 9 months was due to the receipt of periodic rainfall and the great water conservation efforts of the Mount Morgan community throughout this period (e.g. average 0.91 ML/day during October). Despite the declaration of a La Nina event which has the potential for higher than average rainfall in the coming months, there is no guarantee that the Dee River catchment will receive sufficient rainfall to create streamflows to fill the No. 7 Dam. It is therefore appropriate that Level 5 Water Restrictions are implemented to help limit water usage and conserve the remaining raw water supply. A description of the restriction measures for water use at each of the restriction levels is provided in the attached document. If Level 5 Water Restrictions are implemented they are to remain in place until the dam storage level increases significantly above the 15% trigger level, or until the 10% trigger level for the next level of water restrictions is reached.

## **BACKGROUND**

Based on the recently completed Regional Water Supply Security Assessment (RWSSA) for Mount Morgan, the No. 7 Dam holds greater than two years of water supply when full with good evidence that with water restrictions implemented, the storage is able to supply water to the community for almost five years with little to no substantial inflow to No. 7 Dam. This assessment was based on the period from 2003-04 to 2007-08 during which at one point the dam level reduced to approximately 3%. The current remaining supply volume is expected to ensure available water supply for at least the next 6 months and probably and long as 9 months with water restriction measures in place, with the use of water tankers to transport water from Gracemere to Mount Morgan already being planned if it is required in the future.

The Mount Morgan community has not been subjected to water restrictions for most of the last decade with the dam filling on average almost once a year during this period. Even during these years of more abundant water supply, the Mount Morgan community has demonstrated continued water-wise behaviour with average annual residential water usage per property in Mount Morgan almost 50% lower than that in Rockhampton in recent years. This ongoing water-wise behaviour will be important in helping to ensure that the implementation of water restrictions is an effective means of reducing water demand and maximizing the remaining dam storage volume.

As indicated above, Council's Drought Management Plan includes a range of measures to control or restrict water use by the community, including Council sites. Measures for Level 5 Water Restrictions that are over and above what is currently in place for Level 4 restrictions include for private gardens, the prohibition of all hand watering using a hose with only hand watering using a bucket permitted from 7am - 8am or from 5pm - 6pm in accordance with the odd or even numbered properties allocated watering days already in place. The topping up of swimming pools is no longer permitted. Further details of these and other measures are contained in the attachment to this report.

The Drought Management Plan provides a process for customers to seek an exemption to the proposed restrictions, with the customer to provide supporting information for review prior to any decision to grant an exemption being made by Fitzroy River Water. The implementation of Level 5 Water Restrictions is intended to increase the means by which water consumption can be reduced and remaining water resources conserved, whilst trying to minimize the impacts on customers where possible.

## **PREVIOUS DECISIONS**

On 7 May 2019 Council adopted the recommendation to implement Level 1 Water Restrictions for the Mount Morgan Water Supply Scheme. On 3 September 2019 Council adopted the recommendation to implement Level 2 Water Restrictions for the Mount Morgan Water Supply Scheme.

On 28 January 2020, Council adopted the recommendation to implement Level 4 Water Restrictions. In each instance, determining the date for commencement of the Water Restrictions was delegated to the Chief Executive Officer.

**BUDGET IMPLICATIONS**

The implementation of Level 5 Water Restrictions is expected to further reduce water consumption through the coming months and this is likely to cause a slight reduction in revenue received through consumption based charging in Mount Morgan.

**LEGISLATIVE CONTEXT**

Under s41 of the *Water Supply (Safety and Reliability) Act 2008* water service providers have the power to restrict water supply based on considerations where continued unrestricted use is not in the public interest or where it relates to part of a comprehensive strategy for demand management.

**CONCLUSION**

The decreasing storage level in No. 7 Dam requires careful management of water demand to ensure that this important water supply can meet the needs of the community for as long as possible. The implementation of Level 5 Water Restrictions is now required in order to achieve this outcome.

# **MOUNT MORGAN NO. 7 DAM REACHES TRIGGER FOR LEVEL 5 WATER RESTRICTIONS**

## **Excerpt from Drought Management Plan**

**Meeting Date: 24 November 2020**

**Attachment No: 1**

Table 14: Mt Morgan Trigger Levels & Consumption Targets

Restriction Level	Trigger Guide (Capacity)	Target Consumption (ML/d) (average)
0 – no restrictions	>50%	N/A
1	<50%	1.4
2	40%	1.3
3	30%	1.2
4	25%	1.1
5	15%	1.0
6	10%	0.8

Table 15: Restriction Levels

Purpose	Restrictions on Use of Water					
	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
PRIVATE GARDENS (Single Dwellings, Duplexes and Multi-Unit Developments)	<p>No watering permitted during the hours of 9.00am to 4.00pm.</p> <p>No restrictions for recycled water or bores.</p>	<p>No watering permitted during the hours of 9.00am to 4.00pm.</p> <p><u>Hand held</u> watering on any day of the week between 4.00pm and 9.00am.</p> <p>Irrigation systems and sprinklers can only be used as follows:</p> <ul style="list-style-type: none"> <li>o Odd numbered properties – Tuesday, Thursday &amp; Saturday;</li> <li>o Even numbered properties – Wednesday, Friday &amp; Sunday;</li> <li>o No watering permitted on Mondays.</li> </ul> <p>No restrictions for recycled water or bores.</p>	<p>Irrigation systems and sprinklers banned.</p> <p>No watering of existing turf/lawns permitted.</p> <p>New turf by limited exemption.</p> <p><u>Hand held</u> watering permitted only during the hours of 6.00am-9.00am and 5.00pm-8.00pm.</p> <p>No restrictions for recycled water or bores.</p>	<p>Irrigation systems and sprinklers banned.</p> <p>No watering of existing turf/lawns permitted.</p> <p>New turf by limited exemption.</p> <p><u>Hand held</u> watering permitted only during the hours of 6.00am-9.00am and 5.00pm-8.00pm as follows:</p> <ul style="list-style-type: none"> <li>o Odd numbered properties – Tuesday, Thursday &amp; Saturday;</li> <li>o Even numbered properties – Wednesday, Friday &amp; Sunday;</li> <li>o No watering permitted on Mondays.</li> </ul> <p>No restrictions for recycled water or bores</p>	<p>Irrigation systems and sprinklers banned.</p> <p>No watering of existing turf/lawns permitted.</p> <p>No watering of new turf.</p> <p>Bucket watering only permitted during the hours of 7.00am-8.00am and 5.00pm-6.00pm as follows:</p> <ul style="list-style-type: none"> <li>o Odd numbered properties – Tuesday, Thursday &amp; Saturday;</li> <li>o Even numbered properties – Wednesday, Friday &amp; Sunday;</li> <li>o No watering permitted on Mondays.</li> </ul> <p>No hoses to be connected to taps</p> <p>No restrictions for recycled water or bores</p>	<p>No outside use of potable water permitted.</p> <p>No restrictions for recycled water or bores.</p>
CAR & BOAT WASHING	Hose fitted with a trigger or twist nozzle or bucket anytime	Hose fitted with a trigger or twist nozzle or bucket anytime	Hose fitted with a trigger or twist nozzle or bucket during the times permitted for hand watering Exemption required otherwise	By bucket during the times permitted for hand watering Exemption required otherwise	Not permitted except at commercial car washing facilities	▪ Not permitted except at commercial car washing facilities

Purpose	Restrictions on Use of Water					
	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
SWIMMING POOLS – EXISTING	No restrictions apply	No restrictions apply	Top-up permitted during hand watering times	Top-up permitted during hand watering times	No top-up permitted	No filling permitted
SWIMMING POOLS – NEW	No restrictions apply	No restrictions apply	No filling permitted	No filling permitted	No filling permitted	No filling permitted
DRIVEWAYS/FOOTPATHS/HOUSES	Allowable	Only with high pressure equipment	No wash down permitted	No wash down permitted	No wash down permitted	No wash down permitted
COMMERCIAL BUSINESSES	No restrictions apply for businesses that use potable water outside as part of their core business (eg builders, dog washers, bricklayers, concrete cutters, pressure cleaners, landscapers, car and boat detailers)	No restrictions apply for businesses that use potable water outside as part of their core business (eg builders, dog washers, bricklayers, concrete cutters, pressure cleaners, landscapers, car and boat detailers)	No restrictions apply for businesses that use potable water outside as part of their core business (eg builders, dog washers, bricklayers, concrete cutters, pressure cleaners, landscapers, car and boat detailers)	No restrictions apply for businesses that use potable water outside as part of their core business (eg builders, dog washers, bricklayers, concrete cutters, pressure cleaners, landscapers, car and boat detailers)	No restrictions apply for businesses that use potable water outside as part of their core business (eg builders, dog washers, bricklayers, concrete cutters, pressure cleaners, landscapers, car and boat detailers)	No restrictions apply for businesses that use potable water outside as part of their core business (eg builders, dog washers, bricklayers, concrete cutters, pressure cleaners, landscapers, car and boat detailers)
BOWLING GREENS, GOLF GREENS ONLY, TURF CRICKET PITCHES	Restrictions as for private gardens No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores
COMMERCIAL NURSERIES	No restrictions apply No restrictions for recycled water or bores	No restrictions apply No restrictions for recycled water or bores	Restrictions as per private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as per private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as per private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as per private gardens Exemption required otherwise

Purpose	Restrictions on Use of Water					
	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
						No restrictions for recycled water or bores
COUNCIL PARKS & GARDENS & SPORTS GROUNDS	Restrictions as for private gardens for potable water No restrictions for recycled water or bores	Restrictions as for private gardens for potable water No restrictions for recycled water or bores	Restrictions as for private gardens for potable water No restrictions for recycled water or bores	Restrictions as for private gardens for potable water No restrictions for recycled water or bores	Restrictions as for private gardens for potable water No restrictions for recycled water or bores	Restrictions as for private gardens for potable water No restrictions for recycled water or bores
SCHOOLS	Restrictions as for private gardens for potable water No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores	Restrictions as for private gardens Exemption required otherwise No restrictions for recycled water or bores
PUBLIC HEALTH PURPOSES	No restrictions apply	No restrictions apply	No restrictions apply	No restrictions apply	No restrictions apply	No restrictions apply
DEVELOPMENT SITES	No restrictions apply, however, use of non-potable water is preferred	No restrictions apply, however, use of non-potable water is preferred	No restrictions apply, however, use of non-potable water is preferred	No use of non-potable water permitted No restrictions for recycled water or bores	No use of non-potable water permitted No restrictions for recycled water or bores	No use of non-potable water permitted No restrictions for recycled water or bores
STOCK WATERING	No restrictions apply	No restrictions apply	No restrictions apply	No restrictions apply	No restrictions apply	No restrictions apply
BEACH SHOWERS	Beach showers connected	Beach showers connected	Beach showers connected but on timed discharge	Beach showers connected but on timed discharge	Beach showers connected but on timed discharge	Beach showers connected but on timed discharge



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**BUDGET, GOVERNANCE AND OTHER MATTERS**

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**11.8 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 OCTOBER 2020**

**File No:** 8148

**Attachments:** 1. [Income Statement - October 2020](#)  
2. [Key Indicator Graphs - October 2020](#)

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

**Author:** Michael Clerc - Acting Chief Financial Officer

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**SUMMARY**

*The Acting Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 October 2020.*

**OFFICER'S RECOMMENDATION**

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 October 2020 be 'received'.

**COMMENTARY**

The attached financial report and graphs have been compiled from information within Council's TechnologyOne system. The reports presented are as follows:

1. Income Statement (Actuals and Budget for the period 1 July 2020 to 31 October 2020), Attachment 1.
2. Key Indicators Graphs, Attachment 2.

The attached financial statement provides Council's position after four months of the 2020/21 financial year. Results should be approximately 33.3% of the revised budget on an even monthly distribution basis.

The following commentary is provided in relation to the Income Statement:

Total Operating Revenue is at 42% of the revised budget. Key components of this result are:

- Net Rates and Utility Charges are at 45% of budget. Council's rates and utility charges for the first six months ending 31 December 2020 of the financial year have been raised.
- Fees and charges are at 27% of budget due to the impacts of COVID-19 on airport operations, venues and events. It is anticipated that these areas will return to more normal operations as the financial year progresses and COVID-19 restrictions ease.
- Rent and lease revenue is behind budget at 28%. This is due to year end accrual adjustments processed back to the 2019/20 financial year. Actual revenue will align more closely with budget as the year progresses.
- Interest revenue is ahead of budget at 47%. Interest revenue historically remains ahead of budget for the first six months of the financial year and then moves closer to budget during the second half of the financial year.
- All other revenue items are in proximity to budget.

Total Operating Expenditure is at 30% of the revised budget. Key components of this result are:

- Contractors and consultants are at 28%. Professional consultancies and other contractors are below budget due to the timing of works planned during the year. It is expected as the year progresses these works will be completed and paid.

- Administrative expenses are at 19% as the estimated timing for the majority of this account group is later in the financial year for events managed by Community and Culture Units and Advance Rockhampton.
- All other expenditure items are in proximity to budget.

The following commentary is provided in relation to capital income and expenditure, as well as investments and loans:

Total Capital Income is at 22% of the revised budget and in line with expectations at this stage of the financial year.

Total Capital Expenditure is at 20% of the revised budget. Major projects such as the Art Gallery construction and the Airport Terminal refurbishment are making good progress. The rate of capital expenditure has increased in recent months.

Total Investments are \$86.9M as at 31 October 2020.

Total Loans are \$134.6M as at 31 October 2020.

## **CONCLUSION**

Total operational revenue is ahead of budget at 42% due to the levying of the General Rates and Utility Charges for the six months ending 31 December 2020.

The capital program saw \$13.0M spent during October and this momentum will need to continue in the coming months to deliver the projects budgeted in 2020/21.

# **SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 OCTOBER 2020**

## **Income Statement - October 2020**

**Meeting Date: 24 November 2020**

**Attachment No: 1**



**Income Statement**  
**For Period July 2020 to October 2020**  
**33.3% of Year Gone**

	Adopted Budget	Monthly Budget Review	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Monthly Budget Review
	\$	\$	\$	\$	\$	
<b>OPERATING</b>						01 04
<b>Revenues</b>						
Net rates and utility charges	(153,000,167)	(153,000,167)	(69,503,189)	0	(69,503,189)	45% A
Fees and Charges	(22,458,987)	(22,503,557)	(6,023,905)	0	(6,023,905)	27% A
Private and recoverable works	(5,989,487)	(5,989,487)	(2,315,134)	0	(2,315,134)	39% A
Rent/Lease Revenue	(3,017,353)	(3,000,743)	(832,459)	0	(832,459)	28% A
Grants Subsidies & Contributions	(14,150,094)	(13,929,520)	(4,413,075)	0	(4,413,075)	32% A
Interest revenue	(508,000)	(508,000)	(237,013)	0	(237,013)	47% A
Other Income	(6,020,926)	(5,706,982)	(2,148,172)	0	(2,148,172)	38% A
<b>Total Revenues</b>	<b>(205,145,014)</b>	<b>(204,638,455)</b>	<b>(85,472,948)</b>	<b>0</b>	<b>(85,472,948)</b>	<b>42% A</b>
<b>Expenses</b>						
Employee costs	85,489,929	85,394,938	27,046,440	138,205	27,184,644	32% A
Contractors & Consultants	17,952,970	17,803,551	4,974,808	7,007,493	11,982,102	28% A
Materials & Plant	13,518,209	13,451,431	4,310,212	2,993,035	7,303,247	32% A
Asset Operational	25,808,718	26,097,889	7,078,118	2,489,882	9,567,800	27% A
Administrative expenses	15,170,473	15,176,410	2,948,188	2,531,975	5,480,162	19% A
Depreciation	54,969,352	54,969,352	18,323,117	0	18,323,117	33% A
Finance costs	5,373,800	5,373,800	1,863,112	0	1,863,112	35% A
Other Expenses	1,797,295	1,796,495	477,822	11,179	488,801	27% A
<b>Total Expenses</b>	<b>219,880,746</b>	<b>220,063,866</b>	<b>67,021,418</b>	<b>15,171,569</b>	<b>82,192,986</b>	<b>30% A</b>
<b>Transfer / Overhead Allocation</b>						
Transfer / Overhead Allocation	(9,303,324)	(9,267,501)	(3,191,199)	0	(3,191,199)	34% A
<b>Total Transfer / Overhead Allocation</b>	<b>(9,303,324)</b>	<b>(9,267,501)</b>	<b>(3,191,199)</b>	<b>0</b>	<b>(3,191,199)</b>	<b>34% A</b>
<b>TOTAL OPERATING POSITION (SURPLUS)/DEFICIT</b>	<b>5,432,409</b>	<b>6,157,911</b>	<b>(21,642,730)</b>	<b>15,171,569</b>	<b>(6,471,161)</b>	<b>-35% A</b>
<b>CAPITAL</b>						
<b>Total Developers Contributions Received</b>	<b>(2,940,300)</b>	<b>(2,719,800)</b>	<b>(236,245)</b>	<b>0</b>	<b>(236,245)</b>	<b>9%</b>
<b>Total Capital Grants and Subsidies Received</b>	<b>(61,409,409)</b>	<b>(60,550,070)</b>	<b>(13,519,928)</b>	<b>0</b>	<b>(13,519,928)</b>	<b>22%</b>
<b>Total Proceeds from Sale of Assets</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Total Capital Income</b>	<b>(64,349,709)</b>	<b>(63,269,870)</b>	<b>(13,756,171)</b>	<b>0</b>	<b>(13,756,171)</b>	<b>22%</b>
<b>Total Capital Expenditure</b>	<b>170,583,964</b>	<b>177,862,081</b>	<b>35,880,574</b>	<b>49,137,265</b>	<b>84,817,839</b>	<b>20%</b>
<b>Net Capital Position</b>	<b>106,234,255</b>	<b>114,592,211</b>	<b>21,924,402</b>	<b>49,137,265</b>	<b>71,061,667</b>	<b>19%</b>
<b>TOTAL INVESTMENTS</b>				<b>86,873,193</b>		
<b>TOTAL BORROWINGS</b>				<b>134,592,328</b>		

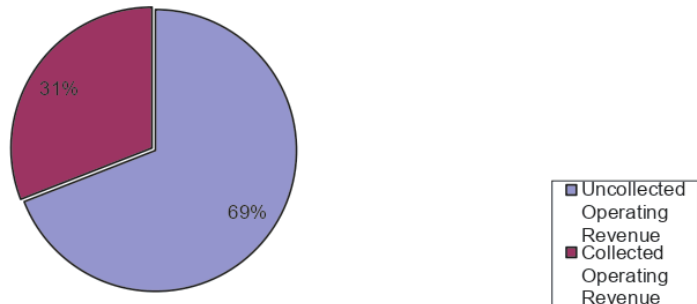
# **SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 OCTOBER 2020**

## **Key Indicator Graphs - October 2020**

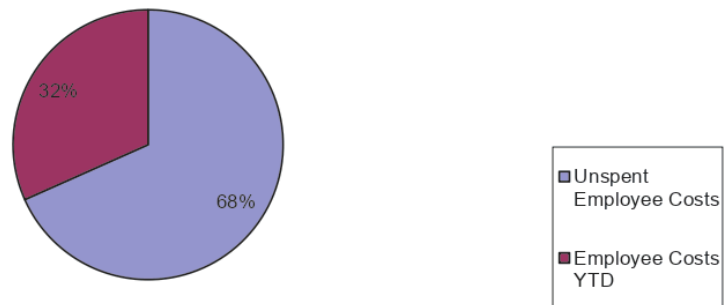
**Meeting Date: 24 November 2020**

**Attachment No: 2**

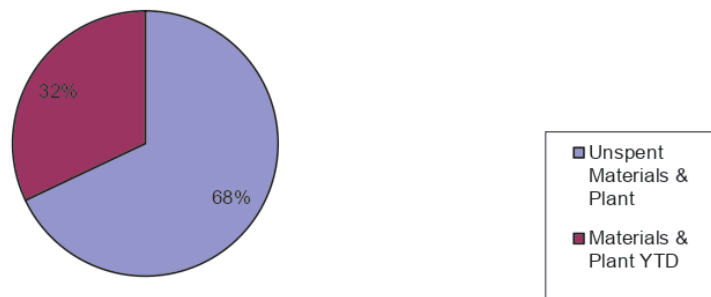
**Operating Revenue**  
**(Excluding Net Rates and Utility Charges)**  
**(33.3% of Year Gone)**

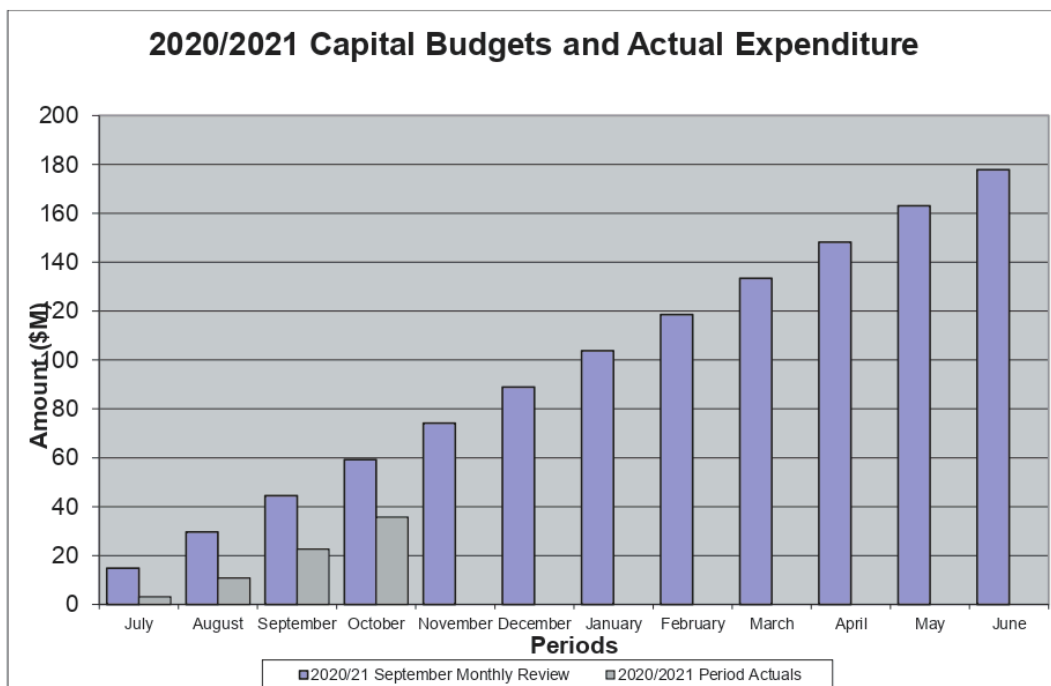
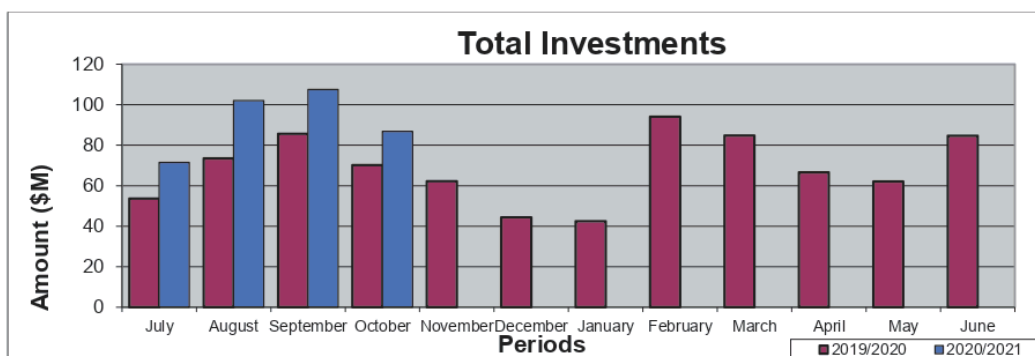
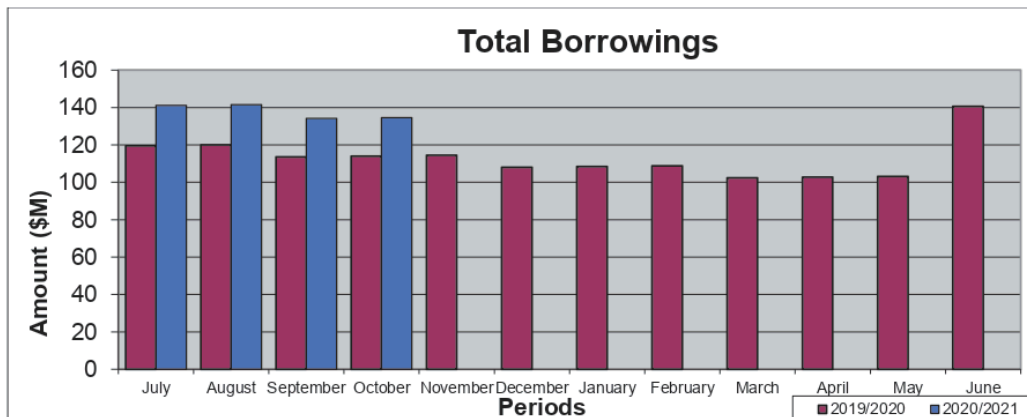


**Operating Employee Costs**  
**(33.3% of Year Gone)**



**Operating Materials & Plant**  
**(33.3% of Year Gone)**





**11.9 2020-21 OPERATIONAL PLAN QUARTERLY REPORT - QUARTER ONE AND MINOR AMENDMENTS TO 2020-21 OPERATIONAL PLAN****File No:** 8320**Attachments:** 1. 2020-21 Operational Plan Quarterly Report - Quarter 1 [↓](#)**Authorising Officer:** Tracy Sweeney - Executive Manager Workforce and Governance**Author:** Allysa Brennan - Coordinator Legal and Governance

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**SUMMARY**

*The 2020-21 Operational Plan Quarterly Report for quarter one as at 30 September 2020, pursuant to section 174(3) Local Government Regulation 2012 is presented for Council endorsement together with some proposed minor amendments to the 2020-21 Operational Plan for Council's adoption.*

**OFFICER'S RECOMMENDATION**

THAT Council receive the 2020-21 Operational Plan Quarterly Report for quarter one as at 30 September 2020 and adopt the amendments to the 2020-21 Operational Plan outlined in this report.

**COMMENTARY****2020-21 Operational Plan Quarterly Report – Quarter One**

The 2020-21 Operational Plan Quarterly Report – Quarter One (1 July 2020 to 30 September 2020) is presented for Council's consideration (**Attachment 1**).

The attached report displays key statistics and performance summaries against each Councillor Portfolio including commentary on the relevant Key Focus Areas and Significant Capital Projects. In addition, the report records the status of each Operational Plan target using a 'completed', 'on track', 'not on track' and 'watching' mechanism and includes progress comments from responsible managers.

The attached report includes a Quarterly Performance Plan Report for each commercial business unit of Council. Details of how each commercial business unit has performed against its financial and non-financial performance targets are included as detailed in each business unit's adopted Annual Performance Plan for 2020-21.

Overall the majority of Operational Plan targets are on track or have been completed for this quarter. Approximately 19% of Council's Operational Plan targets have not been met. Comments have been provided in the report against those items.

**Amendments to 2020-21 Operational Plan**

Council's Operational Plan for financial year 2020-21 was adopted by Council on 14 July 2020.

The 2020-21 Operational Plan outlines the actions Council will undertake throughout 2020-21 financial year to address the outcomes contained in the 2017-22 Corporate Plan.

Three minor amendments to the 2020-21 Operational Plan are presented to Council for adoption. The proposed three amendments include the following:

1. Identify Operational Plan Action 1.1.18 as a duplication of Operational Plan Action 5.3.3:



Current actions:

Action		Target	Portfolio
1.1.18	Ensure the Asset Management System is implemented per the Project Plan.	Finalise system implementation including associated Payroll Projects.	Whole of Council
5.3.3	Implementation of Council wide Asset Management System.	Complete implementation in accordance with agreed timeframes.	Whole of Council

Proposed actions:

Action		Target	Portfolio
1.1.18	<del>Ensure the Asset Management System is implemented per the Project Plan.</del> Duplicated in 5.3.3	<del>Finalise system implementation including associated Payroll Projects.</del>	Whole of Council
5.3.3	Implementation of Council wide Asset Management System.	Complete implementation in accordance with agreed timeframes.	Whole of Council

2. Update Operational Plan Action 3.1.2 as per changes discussed at Council Workshop held on 6 August 2020:

Current action:

Action		Target	Portfolio
3.1.2	Increase the Region's tree canopy coverage by 1000 trees through planting projects of key corridors and recreational areas.	1. Submit a planting program for endorsement by 1 August 2020. 2. Deliver planting projects by May 2021. 3. Develop five year planting program by June 2021.	Sports, Parks and Public Spaces

Proposed action:

Action		Target	Portfolio
3.1.2	Increase the Region's tree canopy coverage through planting projects of key corridors and recreational areas.	1. Submit a planting program for endorsement by 1 December 2020. 2. Deliver planting projects including 250 shade trees by June 2021. 3. Develop five year planting program by June 2021.	Sports, Parks and Public Spaces

3. Insert Customer Service Standard 17 to the Non-Financial Performance indicators in the Fitzroy River Water 2020-2021 Performance Plan. This Customer Service Standard was missed from the original draft of the 2020-21 Operational Plan.

Proposed insertion:

CSS Reference	Performance Indicator	Rockhampton and Gracemere Water Supply Scheme	Mt Morgan Water Supply Scheme
CSS17	Sewage overflows – total (number per 100km main)	<30	<10

**PREVIOUS DECISIONS**

The 2020-21 Operational Plan was adopted by Council on 14 July 2020.

**BUDGET IMPLICATIONS**

In accordance with section 175 of the *Local Government Regulation 2012*, the Operational Plan must be consistent with the budget. The detail in the 2020-21 Operational Plan Quarterly Report indicate some over and under budget expenditure expectations due primarily to the impacts of COVID-19.

**LEGISLATIVE CONTEXT**

Section 174(4) of the *Local Government Regulation 2012* states:

A local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.

Section 174(3) of the *Local Government Regulation 2012* states:

The Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.

**LEGAL IMPLICATIONS**

Failure to report on Council's progress towards implementing the Operational Plan every quarter will result in legislative non-compliance.

**STAFFING IMPLICATIONS**

There were no implications to Council permanent staffing levels during the reporting period.

**RISK ASSESSMENT**

In accordance with section 175 of the *Local Government Regulation 2012*, the Operational Plan must manage operational risks. The 2020-21 Operational Plan Quarterly Report has identified any risks and how the risks are being managed.

**CORPORATE/OPERATIONAL PLAN**

The purpose of the annual Operational Plan is to advise how Council intends to address the 2017-22 Corporate Plan outcomes over the coming financial year by outlining the actions and targets Council will undertake in accordance with the adopted budget.

The 2020-21 Operational Plan Quarterly Report details the status of the Operational Plan actions against the targets set by Council.

**CONCLUSION**

The 2020-21 Operational Plan Quarterly Report for quarter one as at 30 September 2020 has been prepared and presented to Council for endorsement and some minor amendments to the 2020-21 Operational Plan have been presented to Council for adoption.

**2020-21 OPERATIONAL PLAN  
QUARTERLY REPORT - QUARTER  
ONE AND MINOR AMENDMENTS TO  
2020-21 OPERATIONAL PLAN**

**2020-21 Operational Plan Quarterly  
Report - Quarter 1**

**Meeting Date: 24 November 2020**

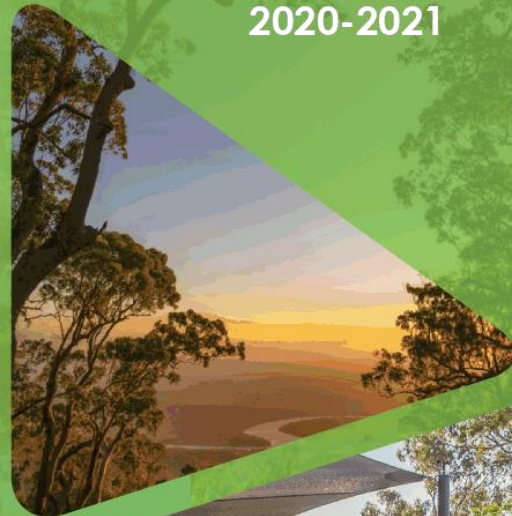
**Attachment No: 1**



# Operational Plan

**Quarterly Report**  
July - September

**2020-2021**



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## Introduction

### About the Operational Plan

The Operational Plan is an annual document which outlines activities and actions Council will undertake for the financial year in accordance with the adopted budget. These activities and actions directly align to Council's five year Corporate Plan strategies and overall themes:



### Reporting on the progress of the Operational Plan

The Operational Plan provides the basis for reporting to Council on the quarterly progress towards achieving the Corporate Plan outcomes through the implementation of the Operational Plan.

Targets have been set for each action within the Operational Plan. Reporting on these targets is based on progress against time, budget-based and other applicable milestones as outlined in reports to Council that are linked to these various initiatives, and may be developed through the course of the operational planning process from time to time.

Each of Council's lead accountability areas will provide performance data and highlights by section in relation to:

- Service delivery;
- Operational activities; and
- Significant projects.

This report for Quarter 1 is presented to Council in accordance with section 174(3) of the *Local Government Regulation 2012* that requires the Chief Executive Officer to present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.



# 1 Community

A connected community that values a sense of belonging; where residents celebrate their diversity and have modern services available to support a safe, healthy and engaged lifestyle now and into the future.

## Key Focus Areas for 2020-21

Community Connectivity (footpaths)

Major Sports and Events Precincts

## Key Statistics – Year to Date Figures



## Portfolio Summary

### Waste and Waste to Resource Implementation

Rockhampton Regional Waste and Recycling (RRWR) has operated in accordance with its objectives and parameters outlined within the performance plan and those identified within Council's 2020-21 Operational Plan. Financial targets are on track against budget expectations. Safety has been a continued focus for the team to ensure the protection of both staff and the community. The operational aspects of waste facilities and waste and recycling collections have operated without issue. Waste and recycling education recommenced in Quarter 1 with some easing of COVID-19 restrictions. This included the re-commencement of the School's Recycling Hero's Programme and the first of the Good Neighbour Street Campaign where Council met with local community members to

discuss challenges regarding recycling and other topics important to the community.

### Airport Growth and Development

Quarter 1 has seen the Airport Terminal operate as a construction site. The Airport Screening Upgrade and Terminal Upgrade and Refurbishment Project is progressing well and the look and feel of the new Airport is starting to shine through. The new screening is open and operating with little complaints from the travelling public.

The contract for the operations of the food and beverage outlets are close to being finalised with a positive outcome which will include a high standard of offerings to be made available.

Overall the Airport is performing well given the current global economic environment. Operational expenditure is at 20% with 25% of the year

# 1 Community

A connected community that values a sense of belonging; where residents celebrate their diversity and have modern services available to support a safe, healthy and engaged lifestyle now and into the future.

completed. Passenger numbers are above projections though fee revenue is currently below the revised Budget percentage of year elapsed due to the impacts of COVID-19 on passenger service charges, security screening, checked bag screening, car rental concessions and commercial revenue. Capital expenditure is also currently below the percentage of year elapsed at 15% due to several capital projects still yet to commence for this financial year.

## Infrastructure

Council's capital projects and maintenance programs are on track for Quarter 1. The two largest projects underway remain the Rockhampton Museum of Art with an expected expenditure of \$21M and the Airport Security Upgrade of \$20M this financial year. There are also a number of significant capital projects which are in the tender preparation or assessment phase. The current Works for Queensland Program is well advanced and remains on track to be completed by 30 June 2021. The renewal programs across the all asset classes are also on schedule.

## Community Connectivity (footpaths)

Key Focus Area

Footpath priorities were workshopped with Council and a Footpath Capital Program has been set for the next three years. During Quarter 1, 830 metres of footpaths were constructed.

## Disaster Resilience

Significant Capital Project

The feasibility study for a levee around the Airport precinct has commenced.

## Communities

During Quarter 1, the Pilbeam Theatre hosted The Scene Project with Queensland Theatre, two Sunday Sessions and the Bard Awards. Walter Reid Auditorium and Gallery Spaces hosted Australian South Sea Islander United Council and Northside Special School Art Showcase. Rockhampton Showgrounds hosted the Gem Expo, Rockhampton Homeshow, CQ Mamma's Markets and Showfest.

## Major Sports and Events Precincts

Key Focus Area

Council's focus on the planning and development of Major Sports and Events Precincts aims to deliver new sporting facilities in the Region's growth areas, as well as developing a standard of social infrastructure that is required to attract and facilitate large scale sporting and entertainment events to the Region. These precincts are the Motorsport Precinct, Rockhampton Showgrounds and Victoria Park Precinct, The Common and the growth areas of North Rockhampton and Gracemere. A number of Council workshops were held in Quarter 1 along with stakeholder meetings.

## Rockhampton Museum of Art

Significant Capital Project

Construction of the Rockhampton Museum of Art is progressing on



# 1 Community

A connected community that values a sense of belonging; where residents celebrate their diversity and have modern services available to support a safe, healthy and engaged lifestyle now and into the future.

schedule with Quarter 1 seeing the completion of the Level 3 Plant Deck and the last major concrete pour of the main structure completed.

## **Water and Supporting a Better Environment**

Significant achievements have been made during Quarter 1 for this portfolio. Fitzroy River Water has performed well in the delivery of water and sewerage services and is compliant with all 22 Customer Service Standards as outlined in its Performance Plan. Significant progress has also been made with important capital projects that are key to achieving the objectives of this portfolio. Key projects include upgrades to treatment plants as described below. Also, the construction of a recycled water scheme at the South Rockhampton Sewage Treatment Plant has commenced and the evaluation of tenders for the construction of a small-scale solar facility at the Glenmore Water Treatment Plant is nearing completion.

## **Glenmore Water Treatment Plant Upgrade**

Significant Capital Project

Following adoption of the 2020-21 Council Budget, the scope of this project was reviewed and updated to include upgrading of the filtration capacity at the Glenmore Water Treatment Plant and public tenders called. Tenders were received on 12 October 2020 and are currently being evaluated.

## **North Rockhampton Sewage Treatment Plant Upgrade**

Significant Capital Project

Detailed design work and tender technical specification documents were completed in June 2020 and are currently being revised to suit the GC21 conditions of contract prior to public tenders being called in late October 2020.

## **Gracemere Sewage Treatment Plant Upgrade**

Significant Capital Project

The remaining design work for the completion of this augmentation project is being progressed using an external design consultant. Completion of this design work is expected in early 2021 with this project to be included in the same contractual engagement as the augmentation of the North Rockhampton Sewage Treatment Plant.

## **Whole of Council**

### **Community Engagement Framework**

Work has commenced on the development of a Community Engagement Framework for Council's consideration to guide the planning, implementation and evaluation of community engagement activities for identified projects, strategies and decision making processes.

### **'Reflect' Reconciliation Action Plan**

Internal and external working groups have been established to help guide the finalisation of Council's 'Reflect' Reconciliation Action Plan for Council's adoption.

# 1 Community

A connected community that values a sense of belonging; where residents celebrate their diversity and have modern services available to support a safe, healthy and engaged lifestyle now and into the future.

Identification of key stakeholders and COVID-19 restrictions have impacted the timetable for presentation of the draft Reconciliation Action Plan for Council endorsement which is now expected to be finalised by Quarter 3.

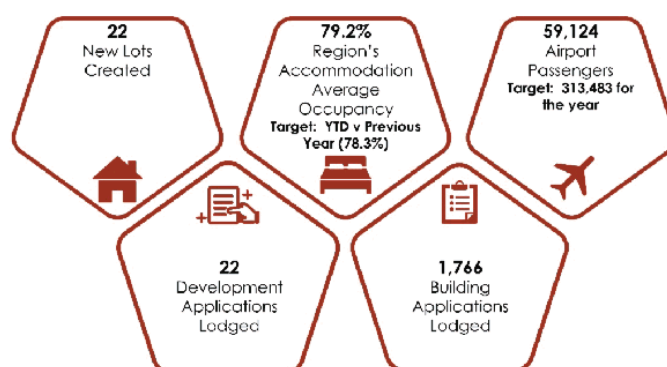
## 2 Economy

A thriving regional capital that creates and nurtures diverse opportunities to balance work, play and growth.

### Key Focus Areas for 2020-21

Regional Development

### Key Statistics – Year to Date Figures



### Portfolio Summary

#### Advance Rockhampton – Economic Development and Events

During Quarter 1, Advance Rockhampton has focused on:

- Tourism and events;
- Industry engagement;
- Infrastructure and resources;
- Recreational fishing development and agribusiness;
- Defence and manufacturing;
- Precinct development and activation;
- Health care and community services;
- Education and training;
- Transport and logistics; and
- International relations and trade.

The main highlights for Quarter 1 include:

- Managing the impacts of COVID-19 on the Region's economy and event management;
- Working with Beef 2021 and Rockynats as key city building events in 2021;
- Resource and Civil Construction Expo;
- Progressing the Advancing Mount Morgan Strategy; and
- Growth in intrastate tourism opportunities.

#### Regional Development

Key Focus Area

Focus in Quarter 1 has been around marketing the Region and the change

## 2 Economy

A thriving regional capital that creates and nurtures diverse opportunities to balance work, play and growth.

in the management of events during COVID-19. A continued focus on resources, agriculture and water management was a highlight of Quarter 1.

### **Airport Growth and Development**

Airport Growth and Development for Quarter 1 is on track with 59,124 passengers through the Airport compared to the Budget of 32,142 passengers.

Council representatives travelled to Barcaldine to meet with surrounding Councils to discuss progress on the East-West Proposal.

### **Rockhampton Airport Terminal Upgrade**

Significant Capital Project

Tenders have been invited for the three Retail/Food Tenancies within the Airport Screening Terminal Upgrade and Refurbishment Project.

### **Whole of Council**

#### **SmartHub**

The SmartHub is continuing to support the Region's small businesses and entrepreneurs through the SmartHub COVID-19 Response Plan. The initial one hour one-on-one Digital Business Capability Program Strategy Sessions are continuing with select local businesses, executing on the agreed tasks with business owners servicing the rural and agricultural industry to reach and sell to customers online. Some statistics summarising the results of the 2018-20 SmartHub Operational Plan:

- SmartHub paying members: 103

- Larger community who identify with SmartHub: approx. 2,000
- Expected revenue for 2020-21: \$70,000
- 35 SmartHub members contributed \$9,200,000 to the local economy
- 35 SmartHub members created 155 jobs
- 253 meetings and events hosted, with 6,078 attendees
- 92 Startups pitched at hosted events

Work has commenced, with stakeholder engagement, in the development of the 2021-23 SmartHub Operational Plan.

### **Planning and Regulation**

The Region has seen a substantial lift in activity through Quarter 1, with significantly increased building and development applications for the year. Many of the building applications relate to the repair of roof damage following the hail storm in April 2020. Even after allowing for this repair work, new housing has increased. Rate searches have also increased, which is an indication of the positive activity in the Region.

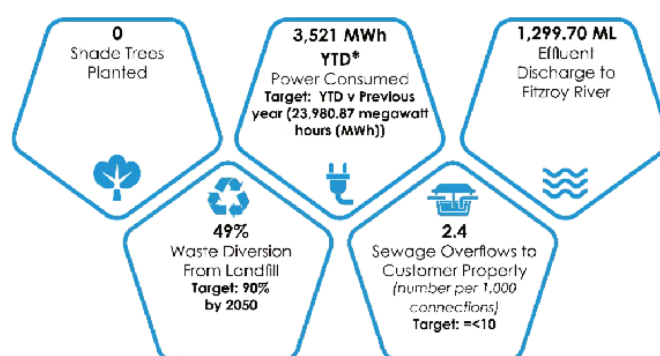
# 3 Environment

An environmentally balanced and aware community, which preserves and maintains our natural environment and incorporates contemporary and proven sustainability principles, as part of all activities for current and future generations.

## Key Focus Areas for 2020-21

Increase the Tree Canopy throughout the Region

## Key Statistics – Year to Date Figures



\* this figure is for July and August 2020/21 v  
3,610 MWh of the same period in 2019/20.

## Portfolio Summary

### Sports, Parks and Public Spaces

Upon re-opening of the Zoo post COVID-19, monthly attendance figures have been well above previous year monthly figures. The draw card is no doubt the two baby chimpanzees, Capri and Gandali.

Councillors participated in a workshop that reviewed the master planning for the Zoo with a number of options presented for re-investment. This workshop presented figures that showed the Zoo is a major attractor in the Region with 150,000 visitors per annum. It is estimated that just more than 50% of visitors are from outside the Region. It has also been identified that 46% of Zoo visitors also visited the

Botanic Gardens which is the subject of a further planning workshop in Quarter 2.

### Increase the Tree Canopy throughout the Region

Key Focus Area

Preliminary project scopes were presented at the Councillor Workshop held on 6 August 2020 and based on feedback provided the Operational Plan targets and actions were proposed to be adjusted to better reflect desired outcomes and achievable timeframes. Officers have since undertaken further planning of planting opportunities to be presented for Council consideration at a future Councillor workshop to be held on 27 October 2020.



## 3 Environment

An environmentally balanced and aware community, which preserves and maintains our natural environment and incorporates contemporary and proven sustainability principles, as part of all activities for current and future generations.

As part of National Tree Day in July 2020, 3,000 native trees were given out to the community and schools.

### **Water and Supporting a Better Environment**

Council endorsed and published the Environmental Sustainability Strategy FY2019-20 Year in Review in September 2020. Council's Sustainability Strategy Executive Group has begun implementation of the FY2020-21 Annual Action Plan.

### **Whole of Council**

#### **Master Planning**

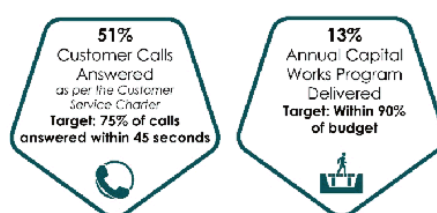
The undertaking of master planning for sport, recreation and community areas continues to be a priority for Council. The delivery of these projects will support the future growth of the Region. The projects are currently within the planning stage and include Motorsports Precinct, Botanic Gardens/Zoo, Heritage Village, Wandal and The Common Master Plans.



## Key Focus Areas for 2020-21

Review of the facilities and service delivery to ensure future sustainability

## Key Statistics – Year to Date Figures



## Portfolio Summary

### Advance Rockhampton – Economic Development and Events

While the COVID-19 pandemic has severely limited the number of events and ticketing opportunities in the Region, Advance Rockhampton has worked with event operators to develop COVID Safe Plans.

Industry engagement within all target sectors has continued to gauge the opportunities and impacts of COVID-19 upon the local economy.

### Communities

The Heritage Village is closed temporarily to undertake a business review. It initially closed due to COVID-19 restrictions, but with the Northern Access Highway roadworks, the opportunity existed to review and potentially revitalise the village. The business review is well underway and it is planned that a way forward will be decided before Christmas. In the

meantime, Council has been working with the volunteers to ensure the grounds and animals continue to be looked after.

Community Education Programs have continued for Quarter 1 including the launch of the Good Neighbour Program for Secondary School students. The addition of a new children's book as part of the Pack Program is being delivered to Primary School students. This program has gained significant popularity and many schools across the Region have shown an interest to be a part of the program. The Animal Management Centre (AMC) are ensuring effective care and quarantine processes for all animals in the centre by engaging with service providers, owners and animal care groups. The AMC is assisting the community in being more responsible by ensuring every animal is microchipped prior to release to owner.

## 4 Service Excellence

A modern thinking, community outcome focused organisation that effectively balances the community's aspirations with the resources available now and in the future.

### **Whole of Council**

#### **Apprentices and Trainees**

Council is offering 21 positions in its 2021 Apprentice and Trainee program.

The Apprentice and Trainee intake is for positions in the following fields: Electrical, Mechanical, Business Administration, Live Production and Services, Treatment Plant Operator and Horticulture. The intake process has attracted over 400 applicants.

A new process involving a variety of shortlisting techniques including written applications, aptitude and ability and interview will help determine the successful applicants for commencement in early 2021.

#### **Customer Service**

The Customer Service target of answering calls wasn't achieved due to a number of reasons. The loss of experienced staff and the recruitment/training of new staff has been one impact. Some issues regarding the rates and dog registration renewals also created a significant impact to the volume of calls received in August and September 2020. The change of due date for rates caused some confusion even though it was heavily marketed. There was also issues with a number of customers not receiving a dog renewal notice. This resulted in a second round of notices being issued and the due date being extended from 31 August 2020 until 30 September 2020.

### **Safety Performance**

There has been a focus in the workplace on health and safety initiatives through Quarter 1 to ensure a higher emphasis on improving safety culture and a positive strategic direction as included in the Health and Safety Strategy and Workplace Health and Safety Performance Plan for 2020-2021. Both of these documents were endorsed by the Peak Safety Committee and approved by the Chief Executive Officer during Quarter 1.

One major focus area is hazard identification and elimination, including a requirement for operational areas to report on two risks per quarter that they have eliminated from their work areas.

The intent is to report on organisational achievements as opposed to focusing on targets. Performance reporting will also include progress on the completion of projects as detailed in the Health and Safety Strategy.

Other key projects in the Strategy include the Workplace Health and Safety Risk Management Framework Review, Health and Wellbeing Program, Workplace Health and Safety Leadership Training and Workplace Health and Safety Work Packages (documentation reviews).

Performance against key performance indicators to date is exceeding the target for incident logging, on target for corrective action completion, however is trending at 85% against a target of 90% for hazard inspections. There has been seven lost time injuries in Quarter 1 which is higher than the same time last





A modern thinking, community outcome focused organisation that effectively balances the community's aspirations with the resources available now and in the future.

year with days lost due to injury sitting at 36. It is encouraging that asset damage is currently recorded at 61 incidents which is trending lower than the previous year.

#### **Corporate and Technology**

The following is a summary of the performance results for the Corporate and Technology priority services over Quarter 1:

- Ensure suppliers are paid within stated trading terms (seven days) – 93% (target 90%).
- Ensure top 100 suppliers by dollar value are under formal purchasing agreements (contracts) – 95% (target 90%).
- Council correspondence processed on the day of receipt as per Recordkeeping Charter – 100% (target 95%).
- Information and Communication Technology support services are provided within Information Technology Service Catalogue service levels – 91% (target 90%).

#### **Review of the facilities and service delivery to ensure future sustainability**

##### *Key Focus Area*

Reviews have commenced with presentations to Council with a number of facilities looking to reduce hours where it can be demonstrated there is not a high customer usage. This project is tracking well that ensures savings to be realised prior to the 2020-21 Budget.



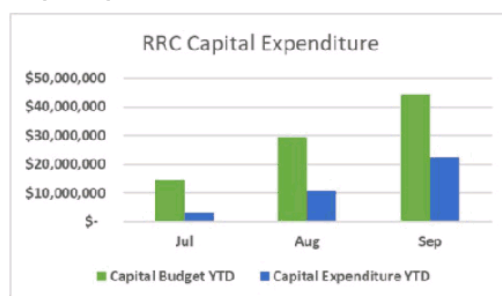
## Key Focus Areas for 2020-21

Project Development and Advocacy

## Key Statistics – Year to Date Figures

Operational Budget Tracker		Capital Budget Tracker	
<b>25%</b>	Budget completed	<b>25%</b>	Budget completed
<b>25%</b>	Operational Expenses V Budget	<b>13%</b>	Capital Expenses V Budget
<b>38%</b>	Operational Revenue V Budget		

## Capital Spend Chart



## Portfolio Summary

### Advance Rockhampton – Economic Development and Events

Advance Rockhampton provides a contact point for economic development, tourism and events in the Region.

Industry and stakeholder engagement is a focus for Advance Rockhampton.

Regular business breakfasts for industry participants in target sectors are facilitated by Advance Rockhampton.

### Water and Supporting a Better Environment

Council had its first workshop in respect to reviewing water pricing. At this workshop, comparisons were shown of water pricing in other areas. Council will now explore whether there can be more than one option available to customers in regards to water pricing.

A workshop was held to discuss the key trunk infrastructure that will facilitate development in the Region. Council is



## 5 Local Government Leader

Delivering a high performing and progressive organisation that leads by example.

contributing towards the funding and construction of numerous trunk works in cooperation with developers. Council still has capacity to further review opportunities as they arise in the future. This was completed by 30 September 2020.

### **Whole of Council**

#### **Budget**

The audit of Council's Financial Report for 2019-20 has been completed with the following sound outcomes:

- Council's overall financial sustainability for 2019-20 has been assessed as Low Risk;
- Council met all the criteria for Financial Report processes, timeliness and quality; and
- Only one internal control deficiency has been identified since the Interim Audit undertaken in March 2020 and nine matters previously reported have been resolved.

The Monthly Budget review process for 2020-21 financial year has commenced to ensure regular monitoring and provide updates as required to Council's Budget.

#### **Asset Management Plan**

A draft Asset Management Plan for Bridges and Major Culverts has been completed and is currently under review.

#### **Legislative Changes**

The *Electoral and Other Legislation (Accountability, Integrity and Other Matters) Amendment Act 2020* received assent on 30 June 2020. The

legislation included a significant number of changes affecting local governments with the majority of these changes commencing on 12 October 2020. Some of the amendments include:

- New registers of interests requirements;
- New and clarified conflict of interest requirements;
- New requirements for Councillor advisors and Councillor administrative support staff; and
- Changes for filling Councillor and Mayor vacancies.

In addition to the amendment Act's requirements, a number of regulatory amendments also come into effect from 12 October 2020, including changes to requirements for meeting agendas, minutes, and when matters can be considered in closed meetings.

Relevant officers have been taking various steps to ensure a smooth transition to comply with the new requirements. Work in this regard has included conducting detailed analysis of the various changes and their potential effects, attending information sessions, reviewing and updating policy documentation to reflect the amendments as well as model procedures and guidelines issued by the Department of Local Government, Racing and Multicultural Affairs.

#### **Project Development and Advocacy**

Key Focus Area

##### Project Development

During Quarter 1, a range of priority projects identified by Council have



actively progressed with a combination of in-house development and input from external consultancies. Work is continuing on refining project identification, development and prioritisation processes.

#### Advocacy

Advocacy for the 2020 State General Election campaign has been undertaken during Quarter 1 with a number of public commitments sought by Council obtained including constructions of Gracemere High School (multiple candidates). Individual commitments obtained for funding of the Motorsport Precinct, Quay Street Floating Pontoon, Airport Redevelopment, Touch of Paradise and Port Alma Boat Ramps. Separate individual commitments have been obtained in line with Council's priority regarding the Northern Suburbs boundary review and designation of State Development Area.





# Operational Plan Targets Progress Report










July - September

**2020-2021**

# 1 Community










## 1. Safe, accessible, reliable and sustainable infrastructure and facilities

Legend:  Not On Track  Watching  On Track  Completed

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
1.1.1	Plan and deliver targeted infrastructure in partnership with the private sector to facilitate residential development.	Evaluate opportunities to bring forward infrastructure to support development within the Region by 30 September 2020.	Infrastructure		A Councillor workshop was undertaken in Quarter 1 in regards to the key trunk infrastructure that will facilitate development in the Region. Council is contributing towards the funding and construction of numerous trunk works in cooperation with developers. Council still has capacity to further review opportunities as they arise in the future. This target was completed by 30 September 2020.	Planning and Regulatory Services
1.1.2	Create community connectivity through the construction of walking circuits and missing links in footpaths.	Complete the construction of a minimum of 3000 metres of new footpaths.	Infrastructure		830 metres of new footpaths have been constructed in Quarter 1.	Civil Operations
1.1.3	Prepare a three year forward maintenance program for roads, pathways and stormwater drainage.	Prepare program by 30 June 2021.	Infrastructure		Preparation for the three year programs have begun for asphalt seals, reseal, flood ways, bridge works and stormwater.	Civil Operations
1.1.4	Continue to source funding for the South Rockhampton Flood Levee.	Secure sufficient funding for the project.	Infrastructure		Discussions with the State and Federal government departments assessing the funding request has continued over Quarter 1.	Regional Services Directorate
1.1.5	Review and update Council's Flood Management Strategy.	Complete by 30 June 2021.	Infrastructure		The review of Council's Flood Management Strategy has been programmed to commence in Quarter 3 of the financial year.	Infrastructure Planning
1.1.6	Prepare a Floodplain Risk Management Study and Plan for Frenchmans and Thozets Creek.	Complete by 30 June 2021.	Infrastructure		The Floodplain Risk Management Strategy for Frenchmans and Thozets Creeks has been programmed to commence in Quarter 3 of the financial year.	Infrastructure Planning
1.1.7	Undertake a study into the feasibility of a flood levee to protect the Rockhampton Airport.	Complete the feasibility study by 30 June 2021.	Infrastructure		The Feasibility Study for a flood levee to protect the Airport precinct has commenced. Preliminary hydraulic analysis of several potential alignments is underway.	Infrastructure Planning
1.1.8	Deliver water supply and sewerage services in accordance with the Fitzroy River Water 2020-21 Performance Plan.	Achieve all financial and non-financial performance targets.	Water and Supporting a Better Environment		Water and sewerage services have been delivered to a high standard meeting all legislative requirements and are compliant with all 22 Customer Service Standards. See Fitzroy River Water Performance Plan Quarterly Report for detailed information about performance.	Fitzroy River Water
1.1.9	Glenmore Water Treatment Plant Electrical and Control Renewal.	Complete procurement and commence construction.	Water and Supporting a Better Environment		The scope of this project was reviewed and updated to include upgrading of the filtration capacity at the Glenmore Water Treatment Plant and public tenders called. Tenders were received on 12 October 2020 and are currently being evaluated.	Fitzroy River Water

# 1 Community

Legend:  Not On Track  Watching  On Track  Completed









Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
1.1.10	North Rockhampton Sewage Treatment Plant Augmentation.	Complete procurement and commence construction.	Water and Supporting a Better Environment		Detailed design work and tender technical specification documents were completed in June 2020 and are currently being revised to suit the GC21 conditions of contract prior to public tenders being called in late October 2020.	Fitzroy River Water
1.1.11	Gracemere Sewage Treatment Plant Augmentation.	Complete procurement and commence construction.	Water and Supporting a Better Environment		The remaining design work for this augmentation project is being progressed using an external design consultant. Completion of this design work is expected in early 2021 with this project to be included in the same contractual engagement as the augmentation of the North Rockhampton Sewage Treatment Plant.	Fitzroy River Water
1.1.12	Deliver waste and recycling services in accordance with Rockhampton Regional Waste & Recycling 2020-21 Performance Plan.	Achieve all financial and non-financial performance targets.	Waste and Waste to Resource Implementation		Financial and non-financial performance targets have been achieved.	Rockhampton Regional Waste and Recycling
1.1.13	Implement remediation plan for Gracemere Landfill.	Complete by 30 June 2021.	Waste and Waste to Resource Implementation		The design for the Gracemere Landfill capping system is in the final stages. Construction is expected to commence in Quarter 2.	Rockhampton Regional Waste and Recycling
1.1.14	Lakes Creek Road Landfill Cell construction.	Complete Cell A1 by 31 October 2020.	Waste and Waste to Resource Implementation		The construction of the Lakes Creek Road Landfill Cell A1 is progressing well. Some potential delays still to be confirmed due to COVID-19 impacts on international material supplies and specialist installers from inter-state.	Rockhampton Regional Waste and Recycling
1.1.15	Implement Landfill Gas Management System.	Complete implementation by 31 October 2020.	Waste and Waste to Resource Implementation		The installation of the Landfill Gas Management System at Lakes Creek Road Landfill is largely complete. Commissioning expected in early October 2020.	Rockhampton Regional Waste and Recycling
1.1.16	Manage the airport in accordance with the Rockhampton Airport 2020-21 Performance Plan.	Achieve all financial and non-financial performance targets.	Airport Growth and Development		The Airport business is rebuilding post COVID-19 and has met passenger targets for Quarter 1. Airport Management is working closely with Airlines to rebuild the schedules and also working on building revenue from other parts of the business. Airport compliance is up to date with outstanding items.	Rockhampton Airport
1.1.17	Implement opportunities for improving energy efficiency in Council facilities.	Implement energy efficient systems in accordance with the Environmental Action Plan.	Water and Supporting a Better Environment		Report tabled at Council and workshop conducted to highlight the benefits of solar installation. The group continues to look at operational efficiencies (for example, solar lighting and LED light replacement).	Community Assets and Facilities
1.1.18	Ensure the Asset Management System is implemented per the Project Plan.	Finalise system implementation including associated Payroll projects.	Whole of Council		Duplicated in 5.3.3	Corporate and Technology Services
1.1.19	Undertake a review of asset utilisation and capability for Council facilities to improve operations.	Deliver Asset Utilisation Report.	Communities		Data collection and validation underway.	Community Assets and Facilities

# 1 Community

Legend:  Not On Track  Watching  On Track  Completed

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
1.1.20	Develop an Open Space Planning Framework that guides the provision and standards of public open spaces.	Develop the program by 30 June 2021.	Sports, Parks and Public Spaces		Framework under development in conjunction with Parks.	Strategy and Planning

## 2. Regional public places that meet our community's needs

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
1.2.1	Identify and pursue securing a suitable site for a Multi-Sports Precinct in North Rockhampton.	Present a report on options and estimated costs by 1 December 2020.	Sports, Parks and Public Spaces		Preliminary site identification and analysis undertaken and preliminary discussions with some stakeholders.	Strategy and Planning
1.2.2	Identify and pursue securing a suitable site for a Multi-Sports Precinct in Gracemere.	Present a report on options and estimated costs by 1 December 2020.	Sports, Parks and Public Spaces		Preliminary site identification and analysis undertaken.	Strategy and Planning
1.2.3	Develop a Master Plan for the Rockhampton Showgrounds and Victoria Park Precinct.	Prepare plan by 31 March 2021.	Sports, Parks and Public Spaces		Site analysis has been undertaken, with development of preliminary concepts and optioning for the site in development.	Strategy and Planning
1.2.4	Plan for the development of a regional Motor Sports Precinct.	Secure an appropriate site, engage with stakeholders and prepare implementation plan by 31 March 2021.	Sports, Parks and Public Spaces		Master planning for a motorsports precinct is currently underway. Draft concept plan completed and community consultation undertaken. Revised master plan, supporting report and technical assessments currently underway.	Strategy and Planning
1.2.5	Develop Master Plan for the Common.	Prepare plan by 31 March 2021.	Sports, Parks and Public Spaces		Preliminary site analysis and concept development has been undertaken, with further development of the master plan underway.	Strategy and Planning
1.2.6	Undertake a feasibility study that addresses options for future use and redevelopment of the Pilbeam Theatre precinct.	Present to Council for adoption by 30 September 2020.	Communities		The feasibility study outlining potential redevelopment opportunities for the Pilbeam Theatre precinct was completed late September 2020. Presentation to Council for adoption is scheduled to occur in October 2020.	Communities and Culture
1.2.7	Develop and commence execution of policy, procedure and processes to ensure successful transition to new Rockhampton Museum of Art.	Complete execution by 30 June 2021 to align with the opening of the Rockhampton Museum of Art.	Communities		The preparation for the transition to the Rockhampton Museum of Art is underway and on track.	Communities and Culture
1.2.8	Undertake future planning for the Botanic Gardens and Zoo.	Complete by 31 March 2021.	Sports, Parks and Public Spaces		Preliminary site analysis and concept development has been undertaken, with further development of the master plan underway in conjunction with Parks, Zoo, Botanic Gardens and Advance Rockhampton staff. Councillor workshop to be held on 4 November 2020 to further develop project brief.	Strategy and Planning





# 1 Community

Legend:  Not On Track  Watching  On Track  Completed

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
1.2.9	Undertake a review of the Kershaw Gardens Master Plan.	Complete by 31 March 2021.	Sports, Parks and Public Spaces		Parks team have undertaken a preliminary review of 2015 Master Plan, with full review to be undertaken prior to Budget build in early 2021. Further capital investment to be considered pending review outcome.	Strategy and Planning

## 3. Safe places for our community

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
1.3.1	Maintain a safe work environment for all employees, volunteers and contractors of Council.	Review actions and priorities in the Safety and Training Strategic Plan and implement actions as per the agreed timeframes.	Whole of Council		No outstanding actions from the Safety and Training Strategic Plan. Community Assets and Facilities section reached a major milestone of 12 months without any Lost Time Injuries. All volunteers at the Rockhampton Heritage Village have had safety inductions with a view of increasing safety awareness for all.	Community Services Directorate
1.3.2	Prepare bushfire evacuation options assessment for Mt Archer and neighbouring suburbs.	Prepare assessment options by 30 September 2020.	Infrastructure		A bushfire evacuation plan draft has been developed for Mt Archer and surrounding areas. The plan is currently under consideration by the Local Disaster Management Group.	Infrastructure Planning

## 4. Healthy living and active lifestyles

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
1.4.1	Streamline Council's funding for community not for profit organisations to ensure fairness and equity.	Carry out a review of Community Assistance Program by 31 October 2020.	Communities		Review in progress. Scheduled to be presented at Councillor Workshop on 1 December 2020.	Community Services Directorate


## 5. Inclusive, connected and informed community

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
1.5.1	Provide the community with information about Council services, policies and projects through the delivery of Community Engagement Strategy actions.	Deliver Community Engagement Strategy actions within agreed timeframes.	Whole of Council		Work on identified actions from Councillor workshop on 30 September 2020 including the development of a community engagement framework has commenced. Annual Community Conversations engagement across the Region has been postponed due to COVID-19 restrictions.	Office of the CEO

# 1 Community

Legend:  Not On Track  Watching  On Track  Completed




## 6. Our sense of place, diverse culture, history and creativity are valued and embraced

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
1.6.1	Promote awareness programs of strong indigenous history and significant cultural representation through the development, adoption and implementation of a Reconciliation Action Plan.	Develop plan for adoption by 31 August 2020 and deliver agreed actions within approved timelines.	Communities		<p>Identification of key stakeholders and COVID-19 restrictions have impacted the timetable for presentation of the draft Reconciliation Action Plan for Council endorsement which is now expected to be finalised by Quarter 3.</p> <p>A significant milestone took place in Quarter 1 with a Civic Ceremony held for the laying of a custom made carpet depicting the Darumbal clans and their journey towards native title consent determination in the Jim Webber Reception room. Plans for the installation of a permanent acknowledgment of Traditional Custodians in the Council Chamber continue to be finalised with civic ceremony planned for November 2020 to coincide with NAIDOC week.</p>	Office of the CEO

## 2 Economy




Legend:  Not On Track  Watching  On Track  Completed

### 1. A destination sought for lifestyle, community events and tourism




Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
2.1.1	Pursue tourism opportunities for the Region that leverage existing assets that provides a strong platform for future visitor and economic growth for the Region.	Update Tourism Action Plan and actions delivered in accordance with adopted timeframes.	Advance Rockhampton – Economic Development and Events		Key actions within Tourism Action Plan delivered by EOY 2019. In process of updating Tourism Action Plan into a new document renamed 'Destination Marketing Strategy' that aligns with the new COVID-19 industry standards and travel trends.	Tourism, Marketing and Events
2.1.2	Develop and deliver structured and targeted marketing campaigns for the Region across Explore, Live and Invest dimensions.	Deliver in accordance with agreed timeframes.	Advance Rockhampton – Economic Development and Events		EXPLORE: The Stop See Stay tourism campaign and Fishing the Fitzroy campaign targeting the four hour drive and South East Corner saw an increased focus on the September School Holiday period. This campaign was on digital (website, social), television, radio and outdoor (billboards). LIVE: Video creation for the 'Relocation' and 'Work from Home' campaigns that were pushed out across social, digital and print mediums. INVEST: Creation of CBD Prospectus brochure (in progress), GROW brochure, BEEF Fact Sheet, Invest Brochure and Industrial Brochure. Advertising promoting investment opportunities in Rockhampton to Sydney/Brisbane areas, property developers, potential investors, across Google Display Network, NewsCorp Network, The Australian and New York Times.	Tourism, Marketing and Events
2.1.3	Develop a calendar of events for the Region to deliver economic growth that positions Rockhampton as the Events Capital of Central Queensland.	Undertake monthly review and update.	Advance Rockhampton – Economic Development and Events		Updated Event Calendar for 2020-21 calendar year due to COVID-19 cancelling/rescheduling many events. Develop and implement a COVID-safe event checklist and strategy in line with approved Queensland Government's COVID-19 Safe Industry Plan. Advance Rockhampton will continue to pursue and deliver key city building events, activities and meetings within the current Budget parameters. Ongoing COVID-19 safe planning for key events in 2021: Rockynats, Rockhampton Show, Capricorn and Rockhampton River Festival. Ongoing conversations regarding COVID-19 safe planning assistance and on ground logistics/infrastructure with Beef Australia.	Tourism, Marketing and Events

## 2 Economy

Legend:  Not On Track  Watching  On Track  Completed

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
2.1.4	Deliver improved wayfinding and signage across the Region to better inform and direct pedestrian and vehicular traffic while also creating a stronger regional identity.	Review progress of delivery of Council's Wayfinding Strategy by 31 July 2020 and develop and implement a program for the current and future years.	Advance Rockhampton – Economic Development and Events		Wayfinding Strategy has been reviewed. Development of a new strategy is now in progress. New entry gateway signage design for the Airport has been completed with installation due by the end of 2020.	Tourism, Marketing and Events
2.1.5	Investigate opportunities to attract direct flights to support tourism growth.	Establish viability by 1 December 2020.	Airport Growth and Development		The Airport has had discussions with Airlines to promote opportunities for new routes. These discussions have been on hold due to COVID-19 restrictions. During COVID-19, positive discussions have been held with Western Councils about East-West flights which would help activate outback tourism and also bring Western communities to have short breaks in our Region.	Rockhampton Airport
2.1.6	Develop a Business Plan for the Heritage Village that rebrands and revitalises the venue that will create a space for events and a facility that attracts visitors to the Region.	Develop Business Plan by 31 December 2020 and deliver Stage 1 by 30 June 2021.	Advance Rockhampton – Economic Development and Events		Business Plan development remains on track with a detailed site assessment and audit completed. Work is well underway on assessing and formulating future options. A draft business plan is scheduled to be completed in November 2020 for consideration by Council and further refinement.	Communities and Culture

### 2. Value add to the strengths of industry to deepen regional economic activity

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
2.2.1	Review and update Council's Economic Development Strategy and Action Plan to deliver tangible economic and social outcomes to the Region (and aligned with COVID-19 Local Recovery Plan ref 5.1.1).	Update Action Plan by 31 August 2020 and deliver actions in accordance with adopted timeframes.	Advance Rockhampton – Economic Development and Events		Initial steps have been taken to update Council's Economic Development Strategy and Action Plan.  Following the appointment of the new Executive Manager Advance Rockhampton, a full review will be performed and proposed new target dates established.  An economic development workshop was held in October 2020.	Economic Development
2.2.2	Council's procurement of goods and services are in line with the Local Preference Policy guiding purchasing decisions that encourage buying locally within the Region.	Annual local goods and services spend analysis is greater than 70% local.	Whole of Council		Annual goods and services spend is analysed and reported in November of the year, covering the period 1 November 2019 to 31 October 2020. Results will be available for the Quarter 2 Report.	Corporate and Technology Services
2.2.3	Deliver capability building initiatives that encourage business and industry development.	Develop and implement activities in-line with Council's Economic Development Strategy and SmartHub Operational Plan.	Advance Rockhampton – Economic Development and Events		Advance Rockhampton has partnered with the Australian Small Business Advisory Services to deliver a variety of online workshops through the Digital Solutions Program. Due to COVID-19, these have been delivered online.	Economic Development





## 2 Economy

Legend:  Not On Track  Watching  On Track  Completed

### 3. The redevelopment and activation of major urban places to attract investment and improved lifestyles

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
2.3.1	Develop strategies and initiatives that promote redevelopment, business attraction and growth and ultimately revitalise all of the Region's commercial centres.	Projects that assist in activating the Region's centres in accordance with Economic Action Plan, CBD Framework and commercial centres strategy (links to ref 4.4.1).	Advance Rockhampton – Economic Development and Events		Ongoing review and industry engagement activities during Quarter 1.	Economic Development
2.3.2	Review progress of implementation of the Advancing Mount Morgan Strategy.	Complete reviews by 31 December 2020.	Advance Rockhampton – Economic Development and Events		The Advancing Mount Morgan Strategy is progressing with several successful outcomes completed. One key project, Mount Morgan Mountain Bike Trail System (25km), is nearing completion. Funding has been received for the feasibility study for the Mount Morgan to Gracemere Rail Trail. The Fireclay Caverns Project is going through a compulsory land acquisition process.	Economic Development
2.3.3	Explore opportunities associated with the results of the Growing Gracemere community engagement.	Complete reviews by 31 December 2020.	Advance Rockhampton – Economic Development and Events		Analysis of the opportunities from the Growing Gracemere Strategy will be complete in December 2020.	Economic Development




### 4. Infrastructure services are driven to deliver future economic growth

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
2.4.1	Continued rollout of smart technologies infrastructure in public spaces as guided by the Smart Way Forward Strategy.	Install community digital engagement banners.	Advance Rockhampton – Economic Development and Events		Currently investigating technology options for the ground-mounted rural digital noticeboards.	Corporate and Technology Services
2.4.2	Identification and pursuit of industrial land opportunities to facilitate large scale, difficult to locate industry.	Confirm options and viability by 30 September 2020.	Advance Rockhampton – Economic Development and Events		Preliminary site identification and analysis has been undertaken.	Strategy and Planning
2.4.3	Pursue funding opportunities for Stage 2 Rockhampton Airport terminal upgrade and apron extension.	Prepare and submit grant applications in accordance with criteria and timeframes.	Airport Growth and Development		Applications submitted to Regional Airports Infrastructure Security Fund. Council has also held discussions with both State and Federal Governments to present the project.	Rockhampton Airport
2.4.4	Rockhampton Airport Terminal Security Upgrade.	Complete Stage 1 by 31 December 2020.	Airport Growth and Development		The Airport Security Upgrade is on track with the Passenger Screening Point completed and operational. The checked bag screening point is still on track to be completed by the due date.	Rockhampton Airport



### 3 Environment

Legend:  Not On Track  Watching  On Track  Completed

#### 1. Contribute to healthy natural ecosystems

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
3.1.1	Develop a program for landscaping improvements in parks and streetscapes.	Develop program by 1 September 2020. Actions delivered by 30 June 2021.	Sports, Parks and Public Spaces		Parks Operations have undertaken an overhaul and improvement of safe work practices on and near roads resulting in a minor delay in program development. Median island and streetscape refurbishments will subsequently be scoped in Quarter 2 in anticipation for delivery prior to Beef Week May 2021.	Parks
3.1.2	Increase the Region's tree canopy coverage through planting projects of key corridors and recreational areas.	1. Submit a planting program for endorsement by 1 December 2020. 2. Deliver planting projects including 250 shade trees by June 2021. 3. Develop five year planting program by June 2021.	Sports, Parks and Public Spaces		Action/Target Updated As Per Council Workshop 6 August 2020 Remains on track with scopes of works being refined by Parks and Civil Design teams. Project endorsement to be sought at Councillor workshop held on 27 October 2020.	Parks
3.1.3	Encourage activities that protect, maintain and enhance our natural environment by fostering strong partnerships to better manage the condition of key natural assets, green corridors and urban waterways.	Support collaborative projects that deliver positive environmental outcomes in accordance with the Environmental Sustainability Strategy Annual Action Plan.	Water and Supporting a Better Environment		Council continues to collaborate with a range of organisations to implement components of the Bringing Nature Back program, including targeted on-ground Natural Resource Management works at a range of sites. The Environmental Sustainability Team is focusing on strengthening long-term delivery arrangements with Parks, Multicultural Australia, Capricornia Catchments and Queensland Corrective Services and is pursuing a range of new partnership opportunities across the Region.	Finance
3.1.4	Encourage the sustainable use of water resources through the promotion of water wise behaviours and practices.	Deliver annual marketing communications plan.	Water and Supporting a Better Environment		Annual Marketing and Communications Plan being finalised in collaboration with the Media team. Waterwise content and media information prepared for release during National Water Week in late October 2020.	Fitzroy River Water


#### 2. Sustainable and innovative environmental practices

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
3.2.1	Facilitate implementation of the Environmental Sustainability Strategy.	Deliver actions in the Environmental Sustainability Strategy in accordance with the annual action plan and report progress in the annual highlights report.	Water and Supporting a Better Environment		Council endorsed and approved public exhibition of the Environmental Sustainability Strategy FY2019-20 Year in Review on 8 September 2020. Council's Sustainability Strategy Executive Group has begun implementation of the FY2020-21 Annual Action Plan and will provide a Quarter 1 progress report to Council in November 2020.	Finance
3.2.2	Support Council's environmental sustainability initiatives through the installation of a Solar Farm at the Glenmore Water Treatment Plant.	Complete installation by 30 June 2021.	Water and Supporting a Better Environment		Evaluation of tenders for the Glenmore Water Treatment Plant Solar Installation is in the final stages with award of the contract expected before the end of November 2020.	Fitzroy River Water

## 3 Environment

Legend:  Not On Track  Watching  On Track  Completed

### 3. Understand Council's and the community's environmental impacts





Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
3.3.1	Prepare for, and build resilience to, local climate variability related impacts.	Priority response measures embedded within Council's normal operating activities.	Water and Supporting a Better Environment		Council adopted the quarterly risk register update on 8 September 2020, including a new entry that addresses the strategic risks associated with local climate change impacts on Council's interests. Recognised State Government climate transition and adaptation references have now been incorporated within the Environmental Sustainability Toolkit on Council's Intranet.	Finance




## 4 Service Excellence

Legend:  Not On Track  Watching  On Track  Completed



### 1. Customer focused services

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
4.1.1	Undertake a review of the facilities and service delivery to ensure future sustainability.	Complete review on identified services and facilities by 31 March 2021.	Whole of Council		Most of the detail has been sourced and Councillor Workshop time has been set in November and December 2020.	Corporate Services Directorate
4.1.2	Undertake a review of key operational areas of the business to enable the identification of service standards.	Develop a Service Delivery Statement that specifies section objectives and service standards by 30 September 2020.	Whole of Council		Not completed by the due date due to competing priorities. It is planned to be completed in Quarter 2.	Corporate Services Directorate
4.1.3	Consider electronic billing options for rates and water charges.	Implement agreed outcomes by 30 June 2021.	Whole of Council		E-Notices have been marketed as part of the recent rates levy.	Finance
4.1.4	Prepare for the implementation of quarterly rates billing.	Preparation completed by 30 June 2021 to allow for the first quarterly bills to be issued in 2021-22.	Whole of Council		Work is progressing.	Finance

### 2. Practical and values based compliance frameworks

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
4.2.1	Ensure employees are appropriately trained, skilled and certified to safely undertake the requirements of their position.	Undertake verification of competency assessment with all identified employees by 30 June 2021.	Whole of Council		To date 571 Verification of Competency assessments have been completed. There is a total of 541 remaining that are on target to be completed by 30 June 2021.	Workforce and Governance

### 3. Accountable and motivated organisation

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
4.3.1	Develop and implement a Volunteer Management Plan.	Deliver approved Volunteer Management Plan actions.	Communities		A standalone software management tool has been purchased following endorsement by the Information Systems Steering Group. A working group consisting of Information Systems, Communities and Culture and Advance Rockhampton has been established to review flow and requirement of engagement and management of volunteers. Set up of system underway.	Community Services Directorate
4.3.2	Develop and implement the Information and Communication Technology Strategic Plan 2021-2025.	Develop the 2021-2025 Information and Communication Strategic Plan and deliver the actions for 2020-21.	Whole of Council		On track for completion in December 2020. Currently undertaking stakeholder engagement meetings.	Corporate and Technology Services



## 4 Service Excellence

Legend:  Not On Track  Watching  On Track  Completed




### 4. Plan for future population and economic growth giving consideration to a diverse range of industries and services

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
4.4.1	Amend the Rockhampton Region Planning Scheme as required to achieve Council's policy objectives and outcomes.	Review and update the Commercial Centres Strategy and develop and implement a rolling program of planning scheme amendments.	Advance Rockhampton – Economic Development and Events		Review of the Commercial Centres Strategy is yet to commence and may be delayed by Budget constraints.	Strategy and Planning
4.4.2	Review and update Council's Development Incentives Policy.	Complete review by 30 September 2020 and update policy by 10 November 2020.	Advance Rockhampton – Economic Development and Events		The review of the current Development Incentives Policy was completed by 30 September 2020. Further discussions and future opportunities to be progressed in November 2020.	Advance Rockhampton
4.4.3	Support the Northern Boundary Review.	Respond to the Boundary Commissioner's requirements within the prescribed timeframes.	Whole of Council		Review not expected to commence until 2021.	Corporate Service Directorate


## 5 Local Government Leader

Legend:  Not On Track  Watching  On Track  Completed

### 1. Productive partnerships with all levels of government and relevant stakeholders

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
5.1.1	Develop a COVID-19 Local Recovery Plan that feeds into the Regional and State Recovery Plans.	Lead and coordinate the formulation and delivery of the plan.	Advance Rockhampton – Economic Development and Events		Opportunities to influence the State's COVID Recovery Plan and Regional Economic Recovery Plans were limited and a number of Council priorities have been advocated separately in the lead-up to the State Election on 31 October 2020. Subject to the outcome of the State Election, a formal and separate COVID-19 Local Recovery Plan may no longer be required to be pursued and instead COVID-19 implications and initiatives can be integrated into the wider economic development strategy referenced in Action 2.2.1 and advocacy efforts in Action 5.1.2.	Office of the CEO
5.1.2	Identify and pursue opportunities for advocacy for regional policy and associated outcomes that benefit the Region.	Develop a formal coordinated approach to advocating at State and Federal levels for Council's priority projects by 31 July 2020.	Advance Rockhampton – Economic Development and Events		Development of a coordinated approach to advocating Council's priorities has commenced but was not completed by the due date as a result of ongoing identification and agreement of priority projects with Council. It is planned to be completed in Quarter 2.	Office of the CEO
5.1.3	Investigate creation of a new Regional Tourism Organisation based on Council's local government area.	Complete by 31 December 2020.	Advance Rockhampton – Economic Development and Events		Review of scope in progress for becoming a Regional Tourism Organisation.	Tourism, Marketing and Events




### 2. Strong leadership that provides quality governance to support and service the community

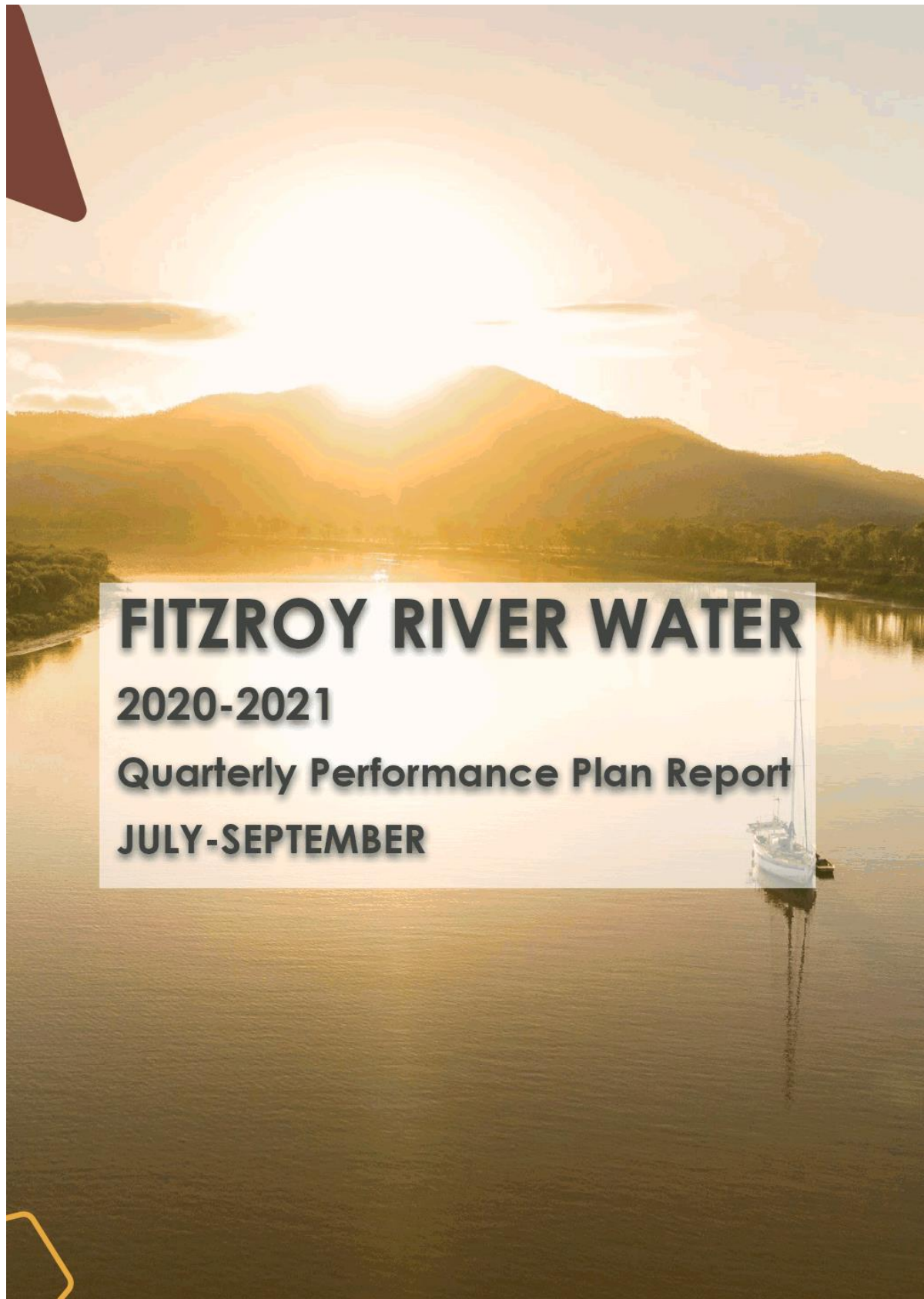
Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
5.2.1	Review the direction and priorities for the organisation, by identifying expectations that the community desires within the Region and what Council will do to achieve these through the development of a five-year Corporate Plan.	Adopt Corporate Plan for 2022-2027 by 30 June 2021.	Whole of Council		Planning for the new Corporate Plan has commenced. A project manager has been assigned to the project and a number of workshops have been undertaken with Council's leadership team to discuss strategic concepts and models. A Council workshop is scheduled for 14 October 2020 to obtain Councillor's feedback on the development of the Corporate Plan. It is expected the deadline for adoption of the new Corporate Plan will be extended to late 2021.	Workforce and Governance
5.2.2	Review of water pricing model.	Complete review by 31 March 2021.	Water and Supporting a Better Environment		Workshop held with Councillors to review options associated with a review of water pricing. Information being gathered from other water service providers to assess the merits of a changed approach based on an option for customers to take-up a sustainable water use pricing model.	Fitzroy River Water

## 5 Local Government Leader

Legend:  Not On Track  Watching  On Track  Completed

### 3. Financially sustainable organisation

Code	Action	Target	Portfolio	On Track	Comments	Responsible Section
5.3.1	Ensure the efficient and effective management of Council's finances.	Long Term Financial Forecast updated at each budget and budget revision.	Whole of Council		2020-21 Budget adopted. Anticipated an amended budget may be presented in Quarter 3.	Finance
5.3.2	Update asset management plans for: <ul style="list-style-type: none"> <li>• Roads</li> <li>• Bridges and Major Culverts</li> <li>• Buildings</li> <li>• Airport</li> <li>• Parks</li> </ul>	Complete by 30 June 2021.	Whole of Council		<p>Infrastructure Planning Assets and GIS – A draft Asset Management Plan has been written for Bridges and Major Culverts and is currently under internal review. The implementation of the new Asset management system and a recent resignation within the team will delay the updating of some plans. A revaluation of Airport assets is to be completed this year and so a review of the Asset Management Plan for Airport assets is not likely to commence until late in Quarter 4.</p> <p>Communities Assets and Facilities – The review of the Buildings Asset Management Plan is underway. The review of the Parks Asset Management Plan has not commenced.</p>	Infrastructure Planning
5.3.3	Implementation of Council wide Asset Management System.	Complete implementation in accordance with agreed timeframes.	Whole of Council		On track to go live on 16 November 2020. Formal consultation with staff and unions has commenced, with feedback due by 9 October 2020. Wide ranging stakeholder training commenced in September 2020 and will continue throughout October 2020.	Corporate and Technology Services



Fitzroy River Water (FRW) is required to provide a quarterly report on its performance against financial and non-financial performance targets as adopted in the Annual Performance Plan for 2020-21.

## Manager's Overview

FRW has performed well during Quarter 1 in accordance with the Performance Plan and delivered water and sewerage services to a very high standard with all legislative requirements met and compliance with all 22 Customer Service Standards.

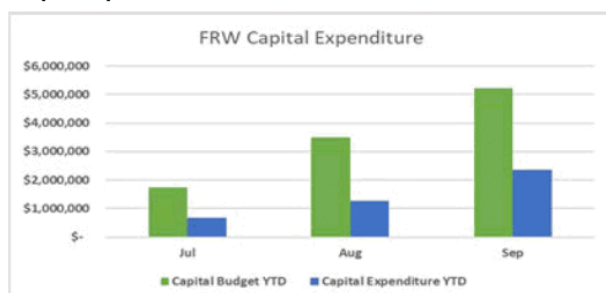
Specific highlights or events during Quarter 1 are as follows:

- **Drinking Water Quality** – 100% compliance with Australian Drinking Water Guidelines and Queensland legislation.
- **Mount Morgan Water Restrictions** – Level 4 water restrictions continue in Mount Morgan with the No. 7 Dam level at 17% and continuing to decrease gradually.
- **Dam Safety Management** – Review and updating of the Emergency Action Plan for No. 7 Dam and completion of regulatory requirements for this referable dam.
- **Bulk Water Supply** – Finalisation of a new five year commercial agreement for the bulk supply of drinking water to Livingstone Shire Council.
- **Water Plan Amendment for Rookwood Weir** – Initiated engagement with the Queensland Government and SunWater via the consultation process for amending the Water Plan (Fitzroy Basin) and associated legislation for the construction and subsequent operation of the Rookwood Weir.
- **Queensland Government Annual Reporting** – Completion of the mandatory Key Performance Indicators reporting for the Queensland Government via the State-wide Water Information Management (SWIM) reporting portal.
- **Gracemere Water Supply Network Expansion** – Construction of new water mains in South-Western Gracemere to enable supply of drinking water to new customers in this part of the community.
- **Recycled Water Scheme Construction** – Commencement of construction of the South Rockhampton Recycled Water Scheme using FRW Network Operations construction crews.

## Financial Performance

Operational Budget Tracker		Capital Budget Tracker	
25%	Budget completed	25%	Budget completed
33%	Operational Expenses V Budget	11%	Capital Expenses V Budget
38%	Operational Revenue V Budget		

## Capital Spend Chart



## Comments

FRW's year to date revenue is at 38% (or 23% after removal of the advance benefit of the rates levy) and expenditure is at 33%. Gross water consumption revenue is 16.4% of Budget. Nine sectors of Quarter 1 have been billed and consumption is fairly static in comparison to the same period last year. Expenditure is exceeding the target, largely influenced by the timing of income tax equivalents and employee costs where timesheet employees remain on exception which is costed to operations.


Capital expenditure is at 11% influenced by some large contractor projects yet to ramp up. Expenditure during September 2020 was almost double in comparison to August 2020 due to some large payments for contractor projects. The areas of prominent activity are the Gracemere Water Main Extensions, Hadgraft Street and Jardine Park Sewage Pump Station electrical renewals, sewer refurbishments and relining and water main replacement programs.

## Non-Financial Performance













## Day to Day Continuity








**Reference Codes** – A blank field should contain one of the following:

- (a) 0 (zero)
- (b) ND (no data is available, although the indicator is relevant)
- (c) NR (not relevant, the indicator is not relevant to that scheme)

CSS Ref	Performance Indicator	Potable Water Supply Schemes				On Track
		Rockhampton & Gracemere (number of access charges – 38,406 as at July 2020)		Mount Morgan (number of access charges – 1,510 as at July 2020)		
		Annual Target	YTD Actual	Annual Target	YTD Actual	
CSS1	Extent of unplanned interruptions – connections based (no. per 1,000 connections per year)	< 80	14	< 80	11	



CSS Ref	Performance Indicator	Potable Water Supply Schemes				On Track
		Rockhampton & Gracemere (number of access charges – 38,406 as at July 2020)		Mount Morgan (number of access charges – 1,510 as at July 2020)		
		Annual Target	YTD Actual	Annual Target	YTD Actual	
CSS2	Extent of unplanned interruptions–incidents based (no. per 100km of main per year) Rockhampton & Gracemere: 777km Mount Morgan: 71km	< 30	21	< 30	4	
CSS3	Time for restoration of service – unplanned interruptions (% restored within 5 hours)	>90%	100%	>90%	100%	
CSS4	Customer interruption frequency:					
	1 interruption per year	12%	2.10%	12%	1.05%	
	2 interruptions per year	2%	0.03%	2%	ND	
	3 interruptions per year	1%	ND	1%	ND	
	4 interruptions per year	0.50%	ND	0.50%	ND	
	5 or more interruptions per year	0.25%	ND	0.25%	ND	
CSS5	Relative incidence of planned and unplanned interruption incidents (% of planned versus total number of interruptions)	>30%	5%	>30%	0%	
CSS6	Average interruption duration –planned and unplanned (hours)	3 hours	1.36 hours	3 hours	0.14 hours	
CSS7	Response time:					
	Priority 1 – 1 hour response	95%	94%	95%	100%	
	Priority 2 – 2 hours response	95%	99%	95%	80%	
	Priority 3 – 24 hours response	95%	99%	95%	100%	

CSS Ref	Performance Indicator	Potable Water Supply Schemes				On Track
		Rockhampton & Gracemere (number of access charges – 38,406 as at July 2020)		Mount Morgan (number of access charges – 1,510 as at July 2020)		
		Annual Target	YTD Actual	Annual Target	YTD Actual	
CSS7	Restoration time:					
	Priority 1 – 5 hours restoration	95%	94%	95%	100%	
	Priority 2 – 24 hours restoration	95%	100%	95%	100%	
	Priority 3 – 5 days restoration	95%	100%	95%	100%	
<b>Legend:</b>  Not On Track  Watching  On Track  Completed						






#### Comments

All performance indicators have been achieved for Quarter 1.






### Adequacy and Quality of Normal Supply of Water Supply

**Reference Codes** – A blank field should contain one of the following:

- (a) **0** (zero)
- (b) **ND** (no data is available, although the indicator is relevant)
- (c) **NR** (not relevant, the indicator is not relevant to that scheme)

CSS Ref	Performance Indicator	Potable Water Supply Schemes				On Track
		Rockhampton & Gracemere (number of access charges – 38,406 as at July 2020)		Mount Morgan (number of access charges – 1,510 as at July 2020)		
		Annual Target	YTD Actual	Annual Target	YTD Actual	
CSS8	Minimum pressure standard at the water meter (kPa)	220 kPa	220 kPa	220 kPa	220 kPa	
CSS9	Minimum flow standard at the water meter	9 L/min	9 L/min	9 L/min	9 L/min	
CSS10	Connections with deficient pressure and/or flow (% of total connections)	<2.5%	0.3%	<2.5%	2.0%	
CSS11	Drinking water quality (compliance with industry standard) <sup>1</sup>	>98%	100%	>98%	100%	
CSS12	Drinking water quality complaints (number per 1,000 connections)	<5	0.33	These figures are combined with the Rockhampton and Gracemere figures to give a total across all water supply schemes.		



CSS Ref	Performance Indicator	Potable Water Supply Schemes				On Track
		Rockhampton & Gracemere (number of access charges – 38,406 as at July 2020)		Mount Morgan (number of access charges – 1,510 as at July 2020)		
		Annual Target	YTD Actual	Annual Target	YTD Actual	
CSS13	Drinking water quality incidents (number per 1,000 connections)	<5	0	<5	0	
<b>Legend:</b>  Not On Track  Watching  On Track  Completed						

1 FRW's Drinking Water Quality Management Plan identifies the following key water quality parameters as reference indicators for customer service purposes: physical and chemical water quality parameters – Target: >99% of all samples tested compliant with Australian Drinking Water Guidelines; E. coli – Target: None detected in > 98% of all samples tested.








### Comments

All performance indicators have been achieved for Quarter 1.

## Long Term Continuity of Water Services

**Reference Codes** – A blank field should contain one of the following:

- (a) 0 (zero)
- (b) ND (no data is available, although the indicator is relevant)
- (c) NR (not relevant, the indicator is not relevant to that scheme)

CSS Ref	Performance Indicator	Potable Water Supply Schemes				On Track
		Rockhampton & Gracemere (number of access charges – 38,406 as at July 2020)		Mount Morgan (number of access charges – 1,510 as at July 2020)		
		Annual Target	YTD Actual	Annual Target	YTD Actual	
CSS14	Water main breaks (number per 100 km main) Rockhampton & Gracemere: 777km Mount Morgan: 71km	<40	2	<40	0	
CSS15	Water services breaks (number per 1,000 connections)	<40	4	<40	1	
CSS16	System water loss (litres per connection per day)	<200 L	94 L	<200 L	98 L	
<b>Legend:</b>  Not On Track  Watching  On Track  Completed						














### Comments

All performance indicators have been achieved for Quarter 1.

## Effective Transportation of Sewage

**Reference Codes** – A blank field should contain one of the following:

- (a) **0** (zero)
- (b) **ND** (no data is available, although the indicator is relevant)
- (c) **NR** (not relevant, the indicator is not relevant to that scheme)

CSS Ref	Performance Indicator	Sewerage Schemes				On Track
		Rockhampton & Gracemere (number of access connections – 52,134 as at July 2020)		Mount Morgan (number of access connections – 558 as at July 2020)		
		Annual Target	YTD Actual	Annual Target	YTD Actual	
CSS17	Sewage overflows – total (number per 100km main) Rockhampton & Gracemere: 727km Mount Morgan: 15km	<30	17.33	<10	ND	
CSS18	Sewage overflows to customer property (number per 1,000 connections)	<10	2.42	<5	ND	
CSS19	Odour complaints (number per 1,000 connections)	<1	0.09	These figures are combined with the Rockhampton and Gracemere figures to give a total across all sewage supply schemes.		
CSS20	Response time:					
	Priority 1 – 1 hour response	>95%	100%	>95%	ND	
	Priority 2 – 2 hours response	>95%	97%	>95%	ND	
	Priority 3 – 24 hours response	>95%	100%	>95%	ND	
	Restoration time:					
	Priority 1 – 5 hours restoration	>95%	100%	>95%	ND	
	Priority 2 – 24 hours restoration	>95%	99%	>95%	ND	
	Priority 3 – 5 days restoration	>95%	100%	>95%	ND	
Legend:  Not On Track  Watching  On Track  Completed						







### Comments

All performance indicators have been achieved for Quarter 1.

## Long Term Continuity of Sewerage Services

**Reference Codes** – A blank field should contain one of the following:








- (a) 0 (zero)
- (b) ND (no data is available, although the indicator is relevant)
- (c) NR (not relevant, the indicator is not relevant to that scheme)

CSS Ref	Performance Indicator	Sewerage Schemes				On Track
		Rockhampton & Gracemere (number of access connections – 52,134 as at July 2020)		Mount Morgan (number of access connections – 558 as at July 2020)		
		Annual Target	YTD Actual	Annual Target	YTD Actual	
CSS21	Sewer main breaks and chokes (number per 100 km main)  Rockhampton & Gracemere: 727km  Mount Morgan: 15km	<50	4.95	<20	ND	
CSS22	Sewer inflow and infiltration (ratio of Peak Day Flow to Average Day Flow)	<5	1.47	<5	1.34	
<b>Legend:</b>  Not On Track  Watching  On Track  Completed						

### Comments

All performance indicators have been achieved for Quarter 1.

## Customer Service Standards

Performance Indicator	2020-21 Target	YTD Actual	On Track
Installation of new water connections (within the water service area)	15 working days	81%	
Installation of sewerage connections (within the sewered area)	15 working days	60%	
Complaints – (excluding maintenance of water and sewerage services) – advise outcome	20 working days	100%	
<b>Legend:</b>  Not On Track  Watching  On Track  Completed			

### Comments

All performance indicators have been achieved for Quarter 1.

## Conclusion

FRW has performed to a high standard during Quarter 1. Further strong performance is expected in Quarter 2 as capital project delivery ramps up. Seasonal changes have the potential to impact operational performance however, FRW will continue to monitor these operational risks accordingly.



# **ROCKHAMPTON REGIONAL WASTE AND RECYCLING**

**2020-2021**

**Quarterly Performance Plan Report**

**JULY-SEPTEMBER**

Rockhampton Regional Waste and Recycling (RRWR) is required to provide a quarterly report on its performance against financial and non-financial performance targets as adopted in the Annual Performance Plan for 2020-21.

## Manager's Overview

RRWR's performance during Quarter 1 has been in accordance with the parameters outlined within the performance plan and those identified within Council's 2020-21 Operational Plan.

Some highlights for RRWR are presented below:

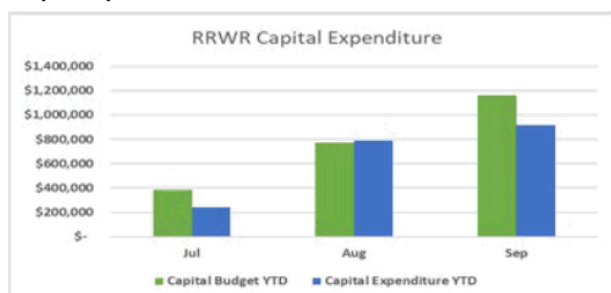
- **Waste Facilities** – All waste and recycling facilities have operated without issue.
- **Waste Collections** – All waste and recycling collections have been completed without issue.
- **Waste Strategy** – Key actions around developing a long-term Community Engagement Plan and an Options Analysis for kerbside recycling (recyclables and organics) has been completed and presented to Council. A Business Case is now being prepared for Council's consideration regarding the kerbside collection options for Garden Organics or Food Organics and Garden Organics.
- **Waste Education** – External facing education has re-commenced with the easing of COVID-19 restrictions. Efforts have been sustained on addressing contamination within the recycling bin. The Good Neighbour Campaign is also kicking off on 1 October 2020.
- **Landfill Development** – The filling of waste continues within the first 'piggyback cell' (Cell A). The construction of 'piggy back' Cell A1, is progressing well, however with some delays due to COVID-19 due to international materials supplies and the availability of interstate specialists.
- **Landfill Gas Management** – Installation works for the landfill gas management at the Lakes Creek Road Landfill System are progressing well. Commissioning and operation of the landfill gas flare expected in early October 2020. This significant environmental project is expected to abate approximately 20,000 tonnes of carbon (CO<sub>2</sub>e) in the first year and is expected to increase year-on-year.
- **Expansion of Kerbside Collection Service to Rural Areas** – Work has been completed with all new services now provided.

## Financial Performance

Operational Budget Tracker		Capital Budget Tracker	
25%	Budget completed	25%	Budget completed
23%	Operational Expenses V Budget	20%	Capital Expenses V Budget
41%	Operational Revenue V Budget		



### Capital Spend Chart



### Comments

RRWR year to date revenue is at 41% (or 23% after removal of the advance benefit of the rates levy) and expenditure is at 23%. Landfill fees and charges, and State Government waste levy rebate revenue are slightly below target at 24%. All expenditure items are on target, or slightly below, apart from overhead allocations which is at 27% due to a timing difference in processing internal landfill charges. Capital expenditure is currently below the percentage of year elapsed at 20% due to some slight delays with the Lakes Creek Road Landfill Life Extension Project at 20%, and several of the smaller projects yet to significantly advance this financial year.

## Non-Financial Performance

Performance Indicator	2020-21 Target	YTD Actual	On Track
Weekly collection of domestic waste on the same day every week	98%	99.96%	
Weekly collection of commercial waste	95%	99.96%	
Fortnightly collection of domestic recyclable waste	98%	99.95%	
Fortnightly collection of commercial recyclable waste	98%	99.95%	
Missed service collection provided within two working days from notification when notification is within one working day of scheduled collection	95%	100%	
Collection services will be made available within four working days upon application by the owner	95%	98.51%	
Provision of assisted services within ten working days from application by the resident	98%	100%	
Repair or replacement of stolen, removed, damaged, vandalised mobile bins within four working days from notification	95%	97.01%	
<b>Legend:</b> Not On Track            Watching            On Track            Completed			

**Comments**

All performance indicators have been achieved for Quarter 1.

**Conclusion**

Performance throughout Quarter 1 has been of a high standard with continued vigilance to ensure performance is not only maintained but with an ongoing focus of continuous improvement. RRWR's performance in safety has been outstanding. RRWR has delivered well against both capital and operational budget targets for Quarter 1.



**ROCKHAMPTON  
AIRPORT**  
**2020-2021**  
**Quarterly Performance Plan Report**  
**JULY-SEPTEMBER**



Rockhampton Airport is required to provide a quarterly report on its performance against financial and non-financial performance targets as adopted in the Annual Performance Plan for 2020-21.

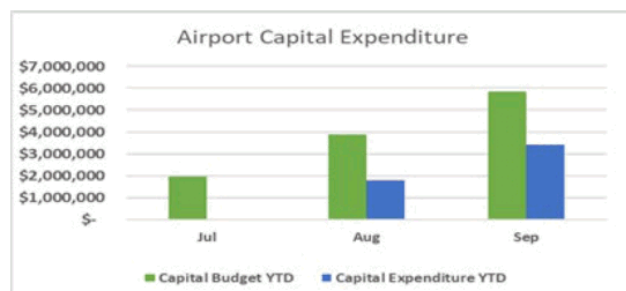
## Manager's Overview

Overall the Airport is performing well given the current environment. Passenger numbers are above projects, there are no compliance issues and schedules are looking solid into the future.

## Financial Performance

Operational Budget Tracker		Capital Budget Tracker	
25%	Budget completed	25%	Budget completed
20%	Operational Expenses V Budget	15%	Capital Expenses V Budget
16%	Operational Revenue V Budget		

### Capital Spend Chart



### Comments

Airport's year to date revenue is at 16% and expenditure is at 20%. Fee revenue is currently below the revised budget percentage of year elapsed due to the impacts of COVID-19 on passenger service charges, security screening, checked bag screening, car rental concessions and commercial revenue. Airport expenditure is slightly below budget due to delays in the receipt of invoices for electricity expenditure, cleaning expenditure and also due to lower than anticipated spend on security screening and contractors – building/construction/maintenance year to date. Capital expenditure is also currently below the percentage of year elapsed at 15% due to several capital projects still yet to commence for this financial year.

## Non-Financial Performance

Performance Indicator	2020-21 Target	YTD Actual	On Track
Passenger Numbers	318,000	59,124	
Bird Strikes	10 per quarter	8	

Performance Indicator	2020-21 Target	YTD Actual	On Track
Lost Time Days – workplace injuries	0	1	
Reported Public Injuries on Airport Precinct	0	0	
Hazard inspections completed on time	100%	100%	
Rectification Action completed	100%	100%	
Improve staff culture survey results	Yes	Yes	
Customer Requests Actioned within set timeframes	100%	100%	
<b>Legend:</b>  Not On Track  Watching  On Track  Completed			

### Comments

All performance indicators have been achieved except for one lost time injury during Quarter 1. Operations are highlighting the importance of safe work procedures.

### Conclusion

Performance indicators reflect a solid start to the year. Passenger numbers were budgeted to increase progressively throughout the year.

## **12 NOTICES OF MOTION**

Nil

## **13 QUESTIONS ON NOTICE**

Nil

## **14 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.*

## 15 CLOSED SESSION

In accordance with the provisions of section 254J(3) 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 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

#### 16.1 Acquisition of Land

In accordance with section 254J(3)(h) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to the taking of land by the local government under the Acquisition of Land Act 1967.

## 16 CONFIDENTIAL REPORTS

### 16.1 ACQUISITION OF LAND

**File No:** 1466

**Attachments:** 1. Plan for Land Acquisition

**Authorising Officer:** Peter Kofod - General Manager Regional Services

**Author:** Jason Plumb - Manager Fitzroy River Water

In accordance with section 254J(3)(h) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to the taking of land by the local government under the Acquisition of Land Act 1967.

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#### SUMMARY

*Manager Fitzroy River Water presents an opportunity for Council to acquire land.*

## **17 CLOSURE OF MEETING**