



ORDINARY MEETING

AGENDA

9 JUNE 2026

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 9 June 2026 commencing at 9:00 AM for transaction of the enclosed business.

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

CHIEF EXECUTIVE OFFICER
2 June 2026

Next Meeting Date: 23.06.26

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
- 1.2 Opening Prayer

2 PRESENT

Members Present:

The Mayor, Councillor A P Williams (Chairperson)
Deputy Mayor, Councillor M D Wickerson
Councillor S Latcham
Councillor E W Oram
Councillor C R Rutherford
Councillor M A Taylor
Councillor G D Mathers

In Attendance:

Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Councillor Elliot Hilse - Leave of Absence from 8 June 2026 to 12 June 2026

4 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting held 26 May 2026

Minutes of the Special Meeting held 27 May 2026

Minutes of the Special Meeting held 4 June 2026

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL

File No: 10097

Attachments: 1. May 2026 [↓](#)

Authorising Officer: Evan Pardon - Chief Executive Officer

Author: Evan Pardon - Chief Executive Officer

SUMMARY

The Business Outstanding Table is used as a tool to monitor outstanding items resolved at previous Council or Committee meetings. The current Business Outstanding Table for Ordinary Council is presented for Councillors' information.

OFFICER'S RECOMMENDATION

THAT the Business Outstanding Table for Ordinary Council be received.

BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL

May 2026

Meeting Date: 9 June 2026

Attachment No: 1

Division: Committee: Officer: Ordinary Council Date From: Date To: Action Sheets Report Printed: Tuesday, 2 June 2026 11:24:23 AM					
Meeting Date	Subject	Resolution	Officer	Target Date	Notes
13/12/2022	Draft Community Engagement Framework	COUNCIL RESOLUTION THAT Council: - Adopts the draft Community Engagement Framework as detailed in the report; and - Approves officers to revise policy and procedure for further consideration by Council.	Yelland, Rebekah	25/08/2026	30 Jan 2026 9:10am Conrad, Trudi - Target Date Revision Target date changed by Conrad, Trudi from 02 March 2026 to 31 March 2026 19 Mar 2026 3:55pm Conrad, Trudi Target date changed from 31 March to 29 May. Waiting for new GM Workforce & Gov to commence and will then take to LT before going to Council. Bek Y 19 Mar 2026 3:56pm Conrad, Trudi - Target Date Revision Target date changed by Conrad, Trudi from 31 March 2026 to 29 May 2026 28 May 2026 2:00pm Conrad, Trudi - Target Date Revision Target date changed by Conrad, Trudi from 29 May 2026 to 25 August 2026
23/07/2024	Telecommunication s Policy Review	COUNCIL RESOLUTION THAT Council review the Telecommunication Facilities on Council Land Policy.	Roberts, Kellie	30/09/2026	28 Jan 2026 2:15pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 28 February 2026 to 31 March 2026 - Policy being presented to Council Briefing on 17 February. Anticipate will go to Council meeting in March for adoption. 26 Feb 2026 7:28pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 31 March 2026 to 30 June 2026 - Policy adoption on hold, pending Council briefing session on Commercial Business Units 29 May 2026 8:40am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 30 June 2026 to 30 September 2026 - Still on hold , pending Council briefing session on Commercial Business Units.

Action Sheets Report		Division: Committee: Officer:	Date From: Date To:
		Ordinary Council	Printed: Tuesday, 2 June 2026 11:24:23 AM
22/07/2025	Property Matter	COUNCIL RESOLUTION THAT: - Pursuant to section 236((1)(b)(i) of the <i>Local Government Regulation 2012(Qld)</i>, Council approves the Lease of Lot 46 Waurn Street, Kawana (Lot 4 on CP900382) to The State of Queensland (represented by the Department of Transport and Main Roads) for a term of 3 years with 2 x 1 year options; and - Council authorises the Chief Executive Officer (Coordinator Property & Insurance) to negotiate the terms and conditions of the lease in preparation for the execution by the delegated officer, subject to the conditions outlined in the report.	Roberts, Kellie 31/07/2026 25 Jul 2025 11:19am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 05 August 2025 to 31 January 2026 26 Nov 2025 10:42am Roberts, Kellie Negotiations still progressing via GM Regional Services to TMR. 28 Jan 2026 2:14pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 31 January 2026 to 30 April 2026 - Target extended to allow for negotiations to be finalised. 02 Apr 2026 2:49pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 30 April 2026 to 01 June 2026 - Timeframe extended due to negotiations with TMR 29 May 2026 8:15am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 01 June 2026 to 31 July 2026 - Additional time for negotiations
26/08/2025	Leases to State of Queensland - part of 10 Pilbeam Drive and 94-140 Agnes Street	COUNCIL RESOLUTION THAT: - Pursuant to Section 236(1)(b)(i) of the Local Government Regulation 2012 (Qld), Council approve the renewal of the freehold lease to the State of Queensland for the premises located at part of 10 Pilbeam Drive, Mt Archer (Lease 'E' and 'H' on SP271513 in Lot 10 on SP246217) for a term of 10 years; - Pursuant to Section 236(1)(b)(i) of the Local Government Regulation 2012 (Qld), Council grant a trustee lease to the State of Queensland for the premises located at part	Roberts, Kellie 31/10/2026 28 Aug 2025 11:52am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 09 September 2025 to 31 December 2025 - To allow time for lease prep, negotiations & registrations 26 Nov 2025 10:41am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 31 December 2025 to 31 January 2026 - Awaiting on response from QPS. Allow additional time over the end of year period. 28 Jan 2026 2:11pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 31 January 2026 to 31 March 2026 - Target extended due to negotiations of lease terms

Action Sheets Report		Division: Committee: Ordinary Council Officer:	Date From: Date To: Printed: Tuesday, 2 June 2026 11:24:23 AM
	of 94-140 Agnes Street, The Range (part Lot 322 on LN2810) for a term of 10 years; and 3. Council authorises the Chief Executive Officer (Coordinator Property & Insurance) to negotiate the terms and conditions of the lease as outlined in the report, in preparation for execution by the delegated Officer.		02 Apr 2026 2:43pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 31 March 2026 to 30 June 2026 - Amended to allow for finalisation and registration of leases. 29 May 2026 8:41am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 30 June 2026 to 31 October 2026 - Mt Archer lease cannot commence until QPS decommission infrastructure on old lease area.
25/11/2025	Proposed sale of Council land - Lot 10 Lucas Street, Berserker (Lot 10 on RP603435) COUNCIL RESOLUTION THAT Council: 1. Authorises the Chief Executive Officer (Property and Resumptions Officer) to: a. Dispose of Council land, situated at Lot 10 Lucas Street, Berserker (Lot 10 on RP603435) to the adjoining owner of 4 Lucas Street, Berserker (Lot 8 on RP603435 and Lot 9 on RP603435) in accordance with section 236(1)(c)(iv) of the <i>Local Government Regulation 2012</i>, subject to the following conditions: (i) The sale price will be determined by an independent valuation report; (ii) The purchaser must amalgamate the land situated at Lot 10 Lucas Street, Berserker (Lot 10 on RP603435) with all their adjoining allotments on purchase; (iii) The purchaser must grant Council a four (4) metre wide sewerage easement, in accordance with	Roberts, Kellie 30/10/2026	29 Jan 2026 2:36pm Mills, Michelle - Target Date Revision Target date changed by Mills, Michelle from 09 December 2025 to 02 April 2026 - Additional time allowed for settlement of contract after contract is entered into. 02 Apr 2026 2:49pm Kellett, Katie-Lea - Reallocation Action reassigned to Roberts, Kellie by Kellett, Katie-Lea 02 Apr 2026 2:54pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 02 April 2026 to 30 October 2026 - Timeframe extended due to Contract timeframes for buyer to comply with conditions.

Action Sheets Report		Division: Committee: Ordinary Council Officer:	Date From: Date To: Printed: Tuesday, 2 June 2026 11:24:23 AM
		Council's standard terms document for easement dealing 718579623, over the sewer infrastructure traversing through the Council land (Lot 10 on RP603435) and all their adjoining allotments (Lot 8 on RP603435 and Lot 9 on RP603435); and (iv) All costs incurred will be paid by the purchaser, including but not limited to the valuation report, stamp duty, survey costs, planning application costs (if applicable), purchaser's legal costs (if applicable) and registration fees. 2. Delegates, pursuant to section 257(1) of the <i>Local Government Act 2009</i>, to the Chief Executive Officer the power to execute the REIQ Contract of Sale on behalf of Council.	
09/12/2025	Commercial Opportunity	COUNCIL RESOLUTION THAT Council adopt the recommendation outlined in the report.	Kann, Justin 23/12/2025 01 Jun 2026 4:04pm Kann, Justin Matter progressing
09/12/2025	Unused Portion of Council's Water Allocation - Fitzroy Barrage Water Supply Scheme	COUNCIL RESOLUTION THAT Council resolves that it will delegate to the Chief Executive Officer to undertake a tender process to pursue water supply agreement opportunities for the unused portion of Council's water allocation, up to a maximum annual allocation of 6,100ML from the Fitzroy Barrage Water Supply Scheme, whilst ensuring long term water security for the region is not compromised.	Taylor, Marnie 30/06/2026 02 Feb 2026 3:52pm Taylor, Marnie - Target Date Revision Target date changed by Taylor, Marnie from 23 December 2025 to 28 February 2026 - Revised date is to allow for the tender document to be prepared and released. 05 May 2026 7:52am Taylor, Marnie - Target Date Revision Target date changed by Taylor, Marnie from 28 February 2026 to 30 June 2026 - Further works continuing in relation to a particular interested party prior to going out to tender for water.

Action Sheets Report		Division: Committee: Officer:	Date From: Date To:	Printed: Tuesday, 2 June 2026 11:24:23 AM
20/01/2026	2024-27 Works For Queensland (Round 5)	COUNCIL RESOLUTION THAT the matter lay on the table until a more detailed report can be presented.	Collins, Andrew 03/02/2026	15 Apr 2026 9:41am Kofod, Peter This additional information will be provided when RSP design is completed.
24/02/2026	Major and Local Community Infrastructure Program (MLCIP) – Application to Deliver Kele Park Modular Female Changerooms	COUNCIL RESOLUTION THAT Council: 1. Delegate, pursuant to section 257(1) of the <i>Local Government Act 2009 (Qld)</i>, to the Chief Executive Officer, the power to apply on behalf of Council to secure an allocated \$1.3 million in Commonwealth funding for the Kele Park sporting facilities under the Major and Local Community Infrastructure Program (Project ID MLCIP079) by the approved due date of 1 March 2026; 2. Delegate, pursuant to section 257(1) of the <i>Local Government Act 2009 (Qld)</i>, to the Chief Executive Officer, the power to exercise the powers of Council to negotiate, execute and manage the Funding Agreement for Project MLCIP079; and 3. Advise the Australian Government and AFL Queensland that any cost overrun will not be borne by Rockhampton Regional Council.	Bulwinkel, Justin 31/08/2026	03 Mar 2026 10:34am Bulwinkel, Justin - Target Date Revision Target date changed by Bulwinkel, Justin from 10 March 2026 to 31 March 2026 - Funding contract negotiations and engagement with the Delegate's Office will continue, ensuring contractual obligations are aligned with the Council resolution, including determining how financial overruns will be managed under the program. 21 Apr 2026 9:06am Bulwinkel, Justin - Target Date Revision Target date changed by Bulwinkel, Justin from 31 March 2026 to 31 May 2026 - Funding Deligates Office confirmed applications and funding contracts wont be completed until April/May 2026. 29 May 2026 10:49am Bulwinkel, Justin - Target Date Revision Target date changed by Bulwinkel, Justin from 31 May 2026 to 31 August 2026 - The Funding Department has confirmed that the application is still under review, with the outcome and contract negotiations to follow. This process may take up to three additional months.
24/02/2026	Heritage Minerals Project - Update	COUNCIL RESOLUTION THAT Council adopts the amended recommendations as outlined in the report.	Clark, Wade 29/06/2026	29 May 2026 1:43pm Clark, Wade All recommendations as outlined in the report have been progressed, a further report is to be presented to Council once technical assessments has been completed.

Action Sheets Report		Division: Committee: Officer:	Date From: Date To:	Printed: Tuesday, 2 June 2026 11:24:23 AM
24/02/2026	Gracemere Saleyards	COUNCIL RESOLUTION THAT Council authorises the Chief Executive Officer: 1. To provide Council's consent to the proposed Trustee Sub-Sub Lease to IOR Pty Ltd ACN 009 653 070 for the purpose of a refuelling station and amenities, over part of Lot 150 on LN2379, subject to all parties entering into a Deed of Consent to Trustee Sub-Sub Lease; 2. (Coordinator Property & Insurance) to negotiate the terms and conditions of the Deed of Consent, in preparation for execution by the delegated Officer; and 3. Provide owner's consent to the necessary development application for the proposed use.	Roberts, Kellie 30/09/2026	26 Feb 2026 7:27pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 10 March 2026 to 30 June 2026 - Time to allow for relevant agreements to be drafted and negotiated by the parties. 29 May 2026 8:39am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 30 June 2026 to 30 September 2026 - Deed of Consent to be provided by the tenant for Council's review.
24/02/2026	Renewal of Lease to Plencove Pty Ltd - 133 Armstrong Street, Gracemere	COUNCIL RESOLUTION THAT: 1. Pursuant to Section 236(1)(c)(iii) of the <i>Local Government Regulation 2012</i> (Qld), Council approve the renewal of the freehold lease to Plencove Pty Ltd ACN 056 028 472 for the premises located at part of 133 Armstrong Street, Gracemere (Lease 'A' and 'B' on SP251122 and Lot 307 on LN2692); 2. Council authorises the Chief Executive Officer (Coordinator Property & Insurance) to negotiate the terms and conditions of the lease renewal as outlined in the report, in preparation for execution by the delegated Officer; and	Roberts, Kellie 31/07/2026	26 Feb 2026 7:28pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 10 March 2026 to 31 July 2026 - Timeframe allowed for Council decision to be implemented - documents drafted and negotiated

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		Ordinary Council	
3. Council authorises the Chief Executive Officer to provide owners consent for any necessary development application.			
10/03/2026	Proposed Tenure for Mount Morgan Squash Courts	COUNCIL RESOLUTION THAT Council: 1. Authorises the Chief Executive Officer (Manager Fleet & Facilities and Coordinator Property & Insurance) to issue a public tender to lease the old Squash Court building situated at 36 Thompson Avenue, Mount Morgan (part Lot 1 on SP187981) in accordance with section 228(4) of the <i>Local Government Regulation 2012</i> ; and 2. Receives a report on the tender submissions for consideration and Council approval.	Dwyer, Emma-Jane 24/03/2026 27 May 2026 6:47pm Dwyer, Emma-Jane Tender scheduled for release 29th May 2026
10/03/2026	Mount Morgan Former Commonwealth Bank Building Options	COUNCIL RESOLUTION THAT Council: 1. Authorises the Chief Executive Officer (Manager Fleet & Facilities and Property & Resumptions Officer) to: a. Issue a public tender to dispose of the former Commonwealth Bank property at Mount Morgan, situated at 38 Morgan Street, Mount Morgan (Lot 18 on RN1545) in accordance with section 228(4) of the <i>Local Government Regulation 2012</i> ;	Dwyer, Emma-Jane 24/03/2026 27 May 2026 6:47pm Dwyer, Emma-Jane Tender scheduled for release 29th May 2026

Action Sheets Report		Division: Committee: Ordinary Council Officer:	Date From: Date To: Printed: Tuesday, 2 June 2026 11:24:23 AM
		b. The sale be subject to all costs incurred being paid by the successful tenderer, including but not limited to, stamp duty, purchaser's legal costs (if applicable) and registration fees. 2. Receives a report on the tender submissions for consideration and Council approval.	
10/03/2026	Proposed Assignment of Sub Lease	COUNCIL RESOLUTION THAT the Chief Executive Officer (Coordinator Property & Insurance) is authorised to proceed with Option 1 as outlined in the report.	Roberts, Kellie 15/07/2026 11 Mar 2026 11:13am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 24 March 2026 to 01 July 2026 - Time extension to allow for required documents to be negotiated and finalised. 29 May 2026 8:14am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 01 July 2026 to 15 July 2026 - Assignment Date to be 1 July 2026
24/03/2026	Secure Communities Partnership Program Round 2 Project Approval	COUNCIL RESOLUTION THAT Council supports the application made through the Secure Communities Partnership Program (SSCP) Round 2.	Barnett, Jack 30/06/2026 02 Apr 2026 8:59am Barnett, Jack - Target Date Revision Target date changed by Barnett, Jack from 07 April 2026 to 30 June 2026 - Grant outcome date expected May to June 2026.
24/03/2026	Proposed renewal of Freehold Licence for use of encroached land	COUNCIL RESOLUTION That: 1. Council approves the renewal of the Freehold Licence over the land to the adjoining owner as identified in the report, for the use of the encroached land for a term of five (5) years with the annual fee	Roberts, Kellie 30/06/2026 02 Apr 2026 2:50pm Kellett, Katie-Lea - Reallocation Action reassigned to Roberts, Kellie by Kellett, Katie-Lea 02 Apr 2026 2:54pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 07 April 2026 to 30 April 2026 - Licence Agreement to be finalised.

Action Sheets Report		Division: Committee: Officer:	Date From: Date To:	Printed: Tuesday, 2 June 2026 11:24:23 AM
		of \$100 + GST per annum, increased annually by CPI; and 2. The Chief Executive Officer (Property & Resumptions Officer) be authorised to negotiate the terms and conditions of the Freehold Licence in preparation for execution by the delegated officer.	30 Apr 2026 11:25am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 30 April 2026 to 31 May 2026 - Licence Renewal issued, waiting for execution and return. 28 May 2026 2:58pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 31 May 2026 to 30 June 2026 - Licence sent to Licensee - waiting for return.	
24/03/2026	Proposed Freehold Licence for use of encroached land - Part 256 Murray Street, Depot Hill	COUNCIL RESOLUTION That: 1. Council authorises the Chief Executive Officer (Property & Resumptions Officer) to negotiate and enter into a Freehold Licence over part of the land, in accordance with the plan shown in Attachment 3 to the adjoining owner identified in report, for the use of the encroached land for a term of five (5) years with the annual fee of \$100 + GST per annum, increased annually by CPI; and 2. The Chief Executive Officer (Property & Resumptions Officer) be authorised to negotiate the terms and conditions of the Freehold Licence in preparation for execution by the delegated officer.	Roberts, Kellie	30/06/2026
			02 Apr 2026 2:50pm Kellett, Katie-Lea - Reallocation Action reassigned to Roberts, Kellie by Kellett, Katie-Lea 02 Apr 2026 2:56pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 07 April 2026 to 29 May 2026 - To negotiate and finalise Licence agreement 28 May 2026 2:58pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 29 May 2026 to 30 June 2026 - Licence area plan received, will send Licence to Licensee.	
15/04/2026	2025/2026 Budget Considerations and Assumptions	COUNCIL RESOLUTION THAT Council considers the information contained in the report to work towards a sound budgetary position for 2026/2027 and beyond.	Simon, Tisin	29/04/2026

Action Sheets Report		Division: Committee: Ordinary Council Officer:	Date From: Date To: Printed: Tuesday, 2 June 2026 11:24:23 AM
28/04/2026	Councillor Discretionary Fund Application - Central Queensland Military Museum	COUNCIL RESOLUTION Gibbins, Tahlee 12/05/2026 THAT Council approves the allocation of Councillor Discretionary Fund (CDF) to support Central Queensland Military Museum Rockhampton totalling \$2,180 as follows: • \$1,000 from Mayor Tony Williams' Councillor Discretionary Fund; • \$880 from Councillor Drew Wickerson's Councillor Discretionary Fund, and • \$300 from Councillor Cherie Rutherford's Councillor Discretionary Fund.	
28/04/2026	Lease Renewal - Bauhinia House and Schotia Place Hairdressing Services	COUNCIL RESOLUTION Dwyer, Emma-Jane 12/05/2026 THAT: 1. Pursuant to section 236(1)(c)(iii) of the <i>Local Government Regulation 2012</i> (Qld), Council approves the renewal of the freehold leases to K M Watson for part of Bauhinia House at 235-239 Berserker Street (Lease 'B' in Lot 1 on SP232666) and part of Schotia Place at 201 Bolsover Street (Lease 'A' in Lot 24 on CP R26314) for the permitted use of the provision of hairdressing services for senior citizens for a term of six years. 2. Council authorises the Chief Executive Officer (Manager Fleet & Facilities) to negotiate the terms and conditions of the lease renewal as outlined in the report, in preparation for execution by the delegated Officer.	

Action Sheets Report		Division: Committee: Officer:	Ordinary Council	Date From: Date To:	Printed: Tuesday, 2 June 2026 11:24:23 AM
28/04/2026	Tree Management Policy – Major Amendment	COUNCIL RESOLUTION	Svenson, Thomas	12/05/2026	28 May 2026 2:56pm Svenson, Thomas Updated Tree Management Policy to be discussed at Briefing Session 02 Jun 26
		THAT the matter lay on the table pending a Briefing Session.			
28/04/2026	Tender Consideration Plan - Edenbrook Open Space Maintenance Services	COUNCIL RESOLUTION	Svenson, Thomas	12/05/2026	
		THAT Council:			
		1. receives this report for the preparation and adoption of the Tender Consideration Plan for Edenbrook Open Space Maintenance Services, pursuant to s230 of the <i>Local Government Regulation 2012</i> ; and			
		2. approves the engagement of Edenbrook Developments to continue to perform open space maintenance services for a period of one (1) year, with option to extend.			
28/04/2026	Commercial Leasing Matter	COUNCIL RESOLUTION	Dwyer, Emma-Jane	12/05/2026	27 May 2026 6:48pm Dwyer, Emma-Jane Quotes currently being sourced for the hydraulic assessment
		THAT Council authorises the Chief Executive Officer (Manager Fleet and Facilities) to proceed with Option A as outlined in the report.			
28/04/2026	Purchase of Land At Parkhurst For Infrastructure Purposes	COUNCIL RESOLUTION	Roberts, Kellie	12/05/2026	01 Jun 2026 7:54am Kellett, Katie-Lea - Reallocation Action reassigned to Roberts, Kellie by Kellett, Katie-Lea
		THAT the Chief Executive Officer (Property & Resumptions Officer) be authorised to proceed with Option 1 as outlined in the report.			
28/04/2026	Commercial Property Matter	COUNCIL RESOLUTION	Roberts, Kellie	30/09/2026	30 Apr 2026 11:25am Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 12 May 2026 to 30 September 2026 - Timeframe extended to allow for Officers to provide Options for Council's further consideration.
		THAT the matter lay on the table pending further information to provide to Council on options.			

Action Sheets Report		Division: Committee: Officer:	Ordinary Council	Date From: Date To:	Printed: Tuesday, 2 June 2026 11:24:23 AM
28/04/2026	Rates Matter	COUNCIL RESOLUTION	Simon, Tisin	12/05/2026	
THAT Council approves the general rates concession for Lot 37 on RP603512 for the 2025–26 rating period, whereby rates are capped at 20% on hardship grounds, in accordance with <i>section 120(1)(d) of the Local Government Regulation 2012</i>.					
29/04/2026	2025/2026 Budget Considerations and Assumptions	COUNCIL RESOLUTION	Simon, Tisin	13/05/2026	
THAT Council considers the information contained in the report to work towards a sound budgetary position for 2026/2027 and beyond.					
12/05/2026	2026 ROCKHAMPTON AGRICULTURAL SHOW - APPROVAL FOR PAYMENT OF PRIZES	COUNCIL RESOLUTION	Lowe, Adam	26/05/2026	
THAT Council approve the payment of prizes in cash for the 2026 Rockhampton Agricultural Show.					
12/05/2026	Council Acquisition of Land from State of Queensland	COUNCIL RESOLUTION	Roberts, Kellie	17/07/2026	14 May 2026 2:16pm Roberts, Kellie - Target Date Revision Target date changed by Roberts, Kellie from 26 May 2026 to 17 July 2026 - Conditions of Offer due by 17th July 2026. 29 May 2026 8:15am Roberts, Kellie Deposit Paid, Acceptance of Offer submitted
12/05/2026	Organisational Structure	COUNCIL RESOLUTION	Caffery, Lisa	26/05/2026	
THAT: 1. The proposed Organisational Structure be endorsed; 2. The proposed Organisational Structure be distributed to impacted staff and relevant unions for consultation; and 3. The Chief Executive Officer be delegated to approve and implement the final Organisational Structure after consideration of feedback received in the consultation process					

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

Nil

10 COUNCILLOR/DELEGATE REPORTS

Nil

11 OFFICERS' REPORTS

11.1 DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR AN OFFICE AND OPERATIONAL WORKS FOR ADVERTISING DEVICES (CANOPY SIGN AND BUSINESS NAME PLATE SIGN X 2)

File No: D/35-2026

Attachments:

1. [Locality Plan](#)
2. [Floor Plans](#)
3. [Advertising Devices](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Karen Moody - Manager Planning & Regulatory Services
Damon Morrison - General Manager Communities and Lifestyle

Author: Kathy McDonald - Principal Planning Officer

SUMMARY

Development Application Number: D/35-2026

Applicant: Opulen Investments Pty Ltd c/- Gideon Town Planning

Real Property Address: Lot 1 on SP289456

Common Property Address: 1/12 Archer Street, Rockhampton City

Area of Site: 38 square metres

Planning Scheme: *Rockhampton Region Planning Scheme 2015 (v5)*

Planning Scheme Zone: High Density Residential Zone

Planning Scheme Overlays: Acid Sulfate Soils Overlay
Airport Environs Overlay
Flood Hazard Overlay

Existing Development: Multiple Dwelling (thirty-one units)

Approval Sought: Development Permit for a Material Change of Use for an Office and Operational Works for Advertising Devices (canopy sign and business name plate sign x 2)

Category of Assessment: Assessable subject to Impact assessment

Submissions: One (1)

Referral Agency: Nil

OFFICER'S RECOMMENDATION

RECOMMENDATION A

THAT in relation to the application for a Development Permit for a Material Change of Use for an Office and Operational Works for Advertising Devices (canopy sign and business

name plate sign x 2), made by Opulen Investments Pty Ltd c/- Gideon Town Planning, located at 1/12 Archer Street, Rockhampton City, described as Lot 1 on SP289456, Council resolves to provide the following reasons for its decision:

STATEMENT OF REASONS

Description of the development	
Material Change of Use for an Office and Operational Works for Advertising Devices (canopy sign and business name plate sign x 2)	
Reasons for Decision	
a) Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; and b) On balance, the application should be approved because the circumstances favour Council exercising its discretion to approve the application even though the development does not comply with an aspect of the assessment benchmarks.	
Assessment Benchmarks	
The development was assessed against the following assessment benchmarks: • Local Government Infrastructure Plan • Strategic Framework • High Density Residential Zone Code • Access, Parking and Transport Code • Landscape Code • Stormwater Management Code • Waste Management Code • Water and Sewer Code • Advertising Devices Code	
Compliance with assessment benchmarks	
The development was assessed against all of the assessment benchmarks listed above and complies with all of these with the exceptions listed below.	
Assessment Benchmark	Reasons for the approval despite non-compliance with benchmark
High Density Residential Zone Code	6.2.3.2 Purpose (2), (c) iii. The proposed development may conflict with the following Overall Outcome of the High Density Residential Zone Code Purpose: (c) non-residential uses occur within the zone where they: i. do not compromise the residential character and existing amenity of the surrounding area.

	ii. are small-scale and consistent with the surrounding urban form. iii. primarily function to service the needs of the immediate local residential community. iv. do not detract from the role and function of centres; and v. do not result in the expansion of a centre zone. The development is for an 'Office' that may provide services to those outside of the local residential community. Despite this, the proposed development can comply with the remaining Overall Outcomes (i), (ii), (iv) and (v) for a non-residential development because: • The development will not compromise the character and amenity of the surrounding area as the 'Office' will reuse the existing approved commercial space of tenancy 1 located on the ground floor of a residential apartment building. • The office is regarded as small-scale due to its limited gross floor area (GFA) of 38 square metres, which falls below the 50 square metre threshold. Under the <i>Rockhampton Region Planning Scheme 2015</i> and <i>Planning Regulations 2017</i>, developments below this threshold within an existing building—regardless of the zone—are classified as Minor Building Work and are therefore considered 'Accepted' development. • As there are no changes proposed to the approved building footprint, height, access arrangements, parking layout, or overall built form, the development will remain consistent with the surrounding urban form and does not compromise the function and viability of nearby centres. The non-compliance with purpose (2) (c), iii. whilst considered a conflict, does not compromise the Strategic Framework as Specific Outcome 3.3.10.1 (5) of Element – Urban infill and intensification states that: 5. Development provides for land uses consistent with the zone outcomes, densities and urban form which supports walkable, self-contained communities that: a. provide choice of housing types and contributes to "affordable living" by including smaller and inexpensive options close to centres. b. reduce vehicle-based trip making and travel costs. c. provide access to employment, retail and commercial services, recreational opportunities and community facilities; and d. protect residential amenity commensurate with its location. Therefore, the proposed development is taken to comply, on balance with the purpose of the High Density Residential Zone Code and is not anticipated to compromise the Strategic Framework of the <i>Rockhampton Region Planning Scheme 2015</i>.
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High Density Residential Zone Code	Performance Outcome (PO) 11 The proposed development may conflict with PO11 (a), and no Acceptable Outcome (AO) is nominated. The PO states that: Non-residential development is a use type that: a. services the day-to-day needs of residents of the local neighbourhood and accommodation guests or is a community or emergency facility that primarily services the needs of the local neighbourhood; b. does not compromise the residential character and existing amenity of the surrounding area; c. is consistent with the surrounding urban form; d. is predominantly at ground floor level; e. does not result in the expansion of a centre zone; f. does not compromise the function and viability of nearby centres; and g. where development is for a shop or food and drink outlet, the use is: i. collocated with a residential use on the same site; and ii. is located predominantly at ground level. The development is for an 'Office' that may provide services to those outside of the local neighbourhood. <i>Please refer to the response to the development's conflict with Overall Outcome (2), (c) iii. of the High Density Residential Zone Code Purpose.</i> The proposed development complies with b., c., d., e., f., and g. of PO11 and is therefore considered on balance to comply with the Performance Outcome.
Advertising Devices Code	Performance Outcome (PO) 1 The proposed Advertising Devices (business name plate signs) do not comply with Acceptable Outcome (AO) 1.1 because the total sign face area of both devices is not in accordance with Table 9.3.2.3.2 being the sign specific outcomes for a Business Name Plate sign to be 0.5 square metres. Despite this, the Business Name Plate sign can achieve the overall requirements of PO 1 which state: a. only two (2) signs are displayed per entry point if a business name plate or one (1) sign per premises if associated with a home-based business; and b. is attached to a fence, window, door or wall. The development proposes two (2) business name plate signs which are both attached to a wall, one (1) being directly opposite the entry on Archer Street frontage with a sign face area of 0.64 square metres and one (1) being proposed on the Quay Lane frontage with a sign face area of 0.5375 square metres. Therefore, the proposed development is taken to comply with PO 1.

Relevant Matters	
The proposed development was not assessed against any relevant matters outside of the matters prescribed by regulation.	
Matters raised in submissions	
The proposal was the subject of public notification between 26 March 2026 and 17 April 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and one (1) submission was received.	
Submitter Concerns	Response
Safety concerns Submitter raised concerns with the design feature of the Advertising Device, specifically the Canopy Sign in which it may pose a security risk to the residence on level 1 of The Loft Apartments by way of a climbing structure, allowing unauthorised entry to the level 1 balconies.	The proposed canopy sign complies with the sign specific outcomes sought by the Advertising Devices Code under the <i>Rockhampton Region Planning Scheme 2015</i>. Residents retain standard and appropriate security measures, including locks, screens, controlled access arrangements and other building security features. The proposal does not alter these arrangements or materially change existing opportunities for access to private areas. Performance Requirements for an awning, sunshade, canopy, blind or shading hood for unit complexes and commercial buildings (Class 2-9 buildings) are contained within National Construction Code (NCC) under the <i>Building Act 1975</i>. A Building works permit for the canopy structure will be required and has been condition. Under these provisions there are design elements that are required to be met including 'non-climbable zones' and minimum vertical clearances.
Matters prescribed by regulation	
• The Rockhampton Region Planning Scheme 2015 (version 5). • Central Queensland Regional Plan 2013. • D/184-2015 - Material Change of Use for a Multiple dwelling (thirty-one units) and a Food and Drink Outlet; and • The common material, being the material submitted with the application.	

RECOMMENDATION B

THAT in relation to the application for a Development Permit for a Material Change of Use for an Office and Operational Works for Advertising Devices (canopy sign and business name plate sign x 2), made by Opulen Investments Pty Ltd c/- Gideon Town Planning, located at 1/12 Archer Street, Rockhampton City, described as Lot 1 on SP289456, Council resolves to Approve the application subject to the following conditions:

MATERIAL CHANGE OF USE FOR AN OFFICE

1.0 ADMINISTRATION

- 1.1 The owner, the owner's successors in title, and any occupier of the premises is responsible for ensuring compliance with the conditions of this development approval.

- 1.2 Where these Conditions refer to “Council” in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken and completed:
- 1.3.1 to Council’s satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the commencement of the use,
- unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of the use, unless otherwise stated.
- 1.5 The following further Development Permit must be obtained prior to the commencement of any works associated with their purposes:
- 1.5.1 Building Works.
- 1.6 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.7 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant Australian Standards and must be approved, supervised and certified by a *Registered Professional Engineer of Queensland*.
- 1.8 All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* should be read as being non-trunk infrastructure conditioned under section 145 of the *Planning Act 2016*, unless otherwise stated.

2.0 APPROVED PLANS AND DOCUMENTS

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

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Ground Level	BUCHAN	16 February 2021	1001	G
Floor Plan	-	-	-	-

- 2.2 Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of this development approval must prevail.

3.0 PLUMBING AND DRAINAGE WORKS

- 3.1 All internal plumbing and drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, *Water Supply (Safety and Reliability) Act 2008*, *Plumbing and Drainage Act 2002* and Council’s Plumbing and Drainage Policies.
- 3.2 The development must remain connected to Council’s reticulated sewerage and water networks.
- 3.3 Alteration, disconnection or relocation of internal plumbing and sanitary drainage works associated with the existing building (proposed development) must be in

accordance with regulated work under the *Plumbing and Drainage Act 2002* and Council's Plumbing and Drainage Policies.

4.0 BUILDING WORKS

- 4.1 A Development Permit for Building Works assessable under the Building Assessment Provisions must be obtained prior to the commencement of any building works on the site.
- 4.2 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with *Australian Standard AS4282 "Control of the obtrusive effects of outdoor lighting"*.

5.0 ASSET MANAGEMENT

- 5.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.
- 5.2 Any damage to existing stormwater, water supply and sewerage infrastructure, kerb and channel, pathway or roadway (including removal of concrete slurry from public land and Council infrastructure), that occurs while any works are being carried out in association with this development approval must be repaired at full cost to the developer. This includes the reinstatement of any existing traffic signs or pavement markings that may have been removed or damaged.

6.0 OPERATING PROCEDURES

- 6.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site. Storage of materials or parking of construction machinery or contractors' vehicles must not occur within Quay Lane or Archer Street.
- 6.2 All waste storage areas must be:
 - 6.2.1 kept in a clean and tidy condition; and
 - 6.2.2 maintained in accordance with *Environmental Protection Regulation 2019*.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

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

NOTE 2. General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 3. General Safety of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to

ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 4. Infrastructure Charges Notice

Council has resolved not to issue an Infrastructure Charges Notice for this development because the new infrastructure charges arising from the development are less than or equal to the credits applicable for the new development.

NOTE 5. Building Works

A Building Works Permit for a change of building classification or new building application may be required in accordance with the *Building Act 1975*. It is recommended a building certifier is engaged for advice.

NOTE 6. Rating Category

Please note, a Material Change of Use approval may result in an adjustment to a property's rating category. Please contact Council's Rates Department should you require further information.

OPERATIONAL WORKS FOR ADVERTISING DEVICES

1.0 ADMINISTRATION

- 1.1 The owner, the owner's successors in title, and any occupier of the premises is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- 1.4 The following further development permits are required prior to the commencement of any works on the site:
 - 1.4.1 Building Works.
- 1.5 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.

2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved advertising device must be completed and maintained generally in accordance with the approved drawings and documents, except where amended by the conditions of this permit.

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Archer Street Advertising Device	-	-	-	-
Quay Lane Advertising Device	-	-	-	-

- 2.2 A set of the above approved plans are returned to you as the Consultant. The Consultant is to supply one (1) Approved set to the contractor to be retained on site at all times during construction.
- 2.3 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must

prevail.

3.0 OPERATING PROCEDURE

- 3.1 All advertising devices must only display or advertise a matter associated with the primary purpose for which the premises are used, or the purpose stated in this approval.
- 3.2 All text and images displayed on the approved advertising device:
- 3.2.1 must be static;
 - 3.2.2 must not imitate a traffic control device, move contrary to any traffic control device or include traffic instructions (for example 'stop'); and
 - 3.2.3 must not involve moving parts or flashing lights.
- 3.3 Any lighting devices associated with the advertising device, such as sensory lighting, must be positioned on the site and shielded so as not to cause glare or other nuisance to nearby residents or motorists. Night lighting must be designed, constructed and operated in accordance with '*Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting*' and '*Civil Aviation Safety Authority (CASA) Guidelines: Lighting in the vicinity of aerodromes: Advice to lighting designers*'.

4.0 BUILDING WORKS

- 4.1 A Development Permit for Building Works assessable under the Building Assessment Provisions must be obtained prior to the commencement of any building works on the site.

Note: It is advised that a Works in Road Reserve Permit (including a fee payment for the works) must be obtained from Council for the installation of the Canopy sign.

5.0 ASSET MANAGEMENT

- 5.1 Any damage to, or alterations necessary, to electricity, telephone, water mains, sewerage mains, stormwater drains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken immediately, at no cost to Council, and completed within the following timeframes:
- 5.1.1 where damage causes a hazard to pedestrian/traffic safety or interrupts a community service, immediately; or
 - 5.1.2 as soon as reasonably possible as agreed with Council.

6.0 ADVERTISING DEVICE CONSTRUCTION AND MAINTENANCE

- 6.1 Council reserves the right for uninterrupted access to the site at all times during construction.
- 6.2 All Construction work and other associated activities are permitted only between 0630 hours and 1800 hours Monday to Saturday. No work is permitted on Sundays or public holidays. All requirements of the *Environmental Protection Act 1994* and the *Environmental Protection Regulation 2019* must be observed at all times, unless otherwise approved by Council in writing.
- 6.3 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site.
- 6.4 Any proposed works within the vicinity (or zone of influence) of existing Council infrastructure will not adversely affect the integrity of the infrastructure. Any restoration works required on existing Council infrastructure as a result of proposed works will be at the developer's expense.
- 6.5 All conduits, wiring, switches or other control apparatus installed on an Advertising Device must be concealed from general view, with control apparatus secured in a manner to prevent unauthorised entry and display setting tampering.
- 6.6 All electrical services and systems must comply with *Australian and New Zealand*

Standard AS/NZS 3000:2007 – “Electrical Installations”.

- 6.7 All advertising devices must be maintained at all times on the premises by the owner of the premises to the same standard as it was when it was installed, and be maintained in a safe, clean, condition that does not adversely impact the visual amenity

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism website <https://www.dwatsipm.qld.gov.au/>

NOTE 2. General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 3. General Safety of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

BACKGROUND

SITE AND LOCALITY

The site is located at tenancy 1/12 Archer Street, Rockhampton City, formally described as Lot 1 on SP289456. Whilst the tenancy is 38 square metres, the subject site forms part of a larger rectangular shaped lot with a total site area of 1005 square metres. The site is improved and fully developed with a Multiple Dwelling (thirty-one units) and commercial space building located on the corner of Archer Street and Quay Lane.

The subject site is immediately bound by:

- North: High Density Residential Zone with established hotel and high density apartments facing Victoria Parade and the Fitzroy River.
- East: Intersection of Archer Street and East Street, both classified as Major Urban Collectors.
- South: Northern end of the Principal Centre Zone and Core Precinct with established commercial uses.
- West: Southern end of the Principal Centre Zone and Business Services Precinct with established commercial uses.

The wider area is characterised by a mix of residential and commercial uses considered to be within the City Business District of Rockhampton City.

PROPOSAL

The Applicant seeks a Development Permit for a Material Change of Use for an Office and Operational Works for Advertising Devices (canopy sign and business name plate sign x 2) over the

subject site. The development will reuse the existing approved commercial space of tenancy 1 which is a total of 38 square metres and located on the ground floor of a ten (10) storey apartment building.

To accommodate the proposed office, the tenancy will undergo an internal fit-out which will comprise a reception and waiting area, open-plan workstations, a meeting room, kitchenette and associated staff amenities. Upgrades to the external façade are also proposed to present an attractive, contemporary interface to the street, incorporating large windows and a glazed front entry door. The Archer Street frontage will feature a board-and-batten treatment with integrated feature lighting, while the Quay Lane elevation will be finished with horizontal-joint cladding panels to remain consistent with the character of the surrounding ground level commercial streetscape.

No changes are proposed to the approved building footprint, height, access arrangements, parking layout, or overall built form. The tenancy will retain its existing ground floor frontage to Archer Street and will have regular business hours, generally Monday to Friday, 8:00am to 6:00pm.

PLANNING ASSESSMENT

MATTERS FOR CONSIDERATION

This application has been assessed by relevant Council planning, engineering, environmental health, and other technical officers as required. The assessment has been in accordance with the assessment process provisions of the Development Assessment Rules, based on consideration of the relevant State Planning Policy; State Government guidelines; the Council's Planning Scheme, Planning Policies and other general policies and procedures, as well as other documents as considered relevant.

Development Engineering Comments

Support, subject to conditions.

Public and Environmental Health Comments

Support, subject to conditions.

TOWN PLANNING COMMENTS

State Planning Policy 2017

Section 2.1 of Rockhampton Region Planning Scheme 2015 noted the State Planning Policy 2017 is integrated in the planning scheme. The State planning interests are therefore addressed as part of this assessment of the development against the Rockhampton Region Planning Scheme 2015.

Central Queensland Regional Plan 2013

The Central Queensland Regional Plan 2013 is a statutory document which came into effect on 18 October 2013. The Regional Plan is identified as being appropriately integrated with the Planning Scheme and therefore an assessment against the Planning Scheme is taken to be an assessment against the Central Queensland Regional Plan 2013.

Rockhampton Region Planning Scheme 2015

Rockhampton Regional Planning Scheme Codes

The following codes are applicable to this application:

- High Density Residential Zone Code
- Access, Parking and Transport Code
- Landscape Code
- Stormwater Management Code
- Waste Management Code
- Water and Sewer Code
- Advertising Devices Code

An assessment has been made against the requirements of the abovementioned codes and the proposed development generally complies with the relevant Performance Outcomes and Acceptable Outcomes. Where the application is in conflict with an Acceptable Outcome and is not otherwise conditioned to comply an assessment of the Performance Outcomes is contained in the Statement of Reasons in **Recommendation A** of this report.

High Density Residential Zone

The subject site is situated within the High Density Residential Zone under the *Rockhampton Region Planning Scheme 2015*. The purpose of the High Density Residential Zone identifies that:

1. *The purpose of the high density residential zone code is to:*
 - a. *provide locations preferred for the consolidation of multiple dwellings developed at the highest densities in the planning scheme area; and*
 - b. *ensure that development within the zone has appropriate standards of infrastructure and essential services.*
2. *The purposes of the zone will be achieved through the following overall outcomes:*
 - a. *development provides for long-term residential development (such as multiple dwellings and the like) and short-term accommodation, being generally a high-rise built form (up to twelve (12) storeys in height) at a higher density than the low and low-medium density zones;*
 - b. *mixed-use development locates non-residential uses at ground level and the non-residential uses are focused towards supporting the convenience needs of the community including uses such as food and drink outlets and shops (limited in scale);*
 - c. **non-residential uses occur within the zone where they:**
 - i. **do not compromise the residential character and existing amenity of the surrounding area;**
 - ii. **are small-scale and consistent with the surrounding urban form;**
 - iii. **primarily function to service the needs of the immediate local residential community;**
 - iv. **do not detract from the role and function of centres; and**
 - v. **do not result in the expansion of a centre zone;**

Editor's note—To remove any doubt a centre zone includes specialised centres.
 - d. *development has a built form that creates an attractive and pedestrian oriented streetscape and is integrated with nearby centres of activity, community facilities, open space and recreation facilities;*
 - e. *development maximises opportunities for surveillance, activation of street fronts, integration with surrounding streetscapes, and presents an attractive appearance to the street with variations in built form, shape and colour;*
 - f. *buildings reflect high density residential living in terms of height and scale;*
 - g. *continued focus on the establishment of food and drink outlets (restaurants and cafes) at the ground floor level within a high quality streetscape;*
 - h. *development along Victoria Parade is designed to address parklands along the Fitzroy River;*
 - i. *development maintains a high level of residential amenity having regard to traffic, noise, dust, odour, lighting and other locally specific impacts;*
 - j. *development is sited and designed to respond to the region's climate (sustainable practices for maximising energy efficiency, water conservation and public/active transport use), local heritage features, natural landscape features and environmental constraints (including but not limited to topography, bushfire and flooding);*
 - k. *development provides connection to pathways, cycle ways, roads and public transport infrastructure commensurate with the needs of the use; and*
 - l. *development is serviced by infrastructure that is commensurate with the needs of the use.*

An assessment of the proposal identifies that the development presents conflicts with the purpose of the High Density Residential Zone. An assessment against the purpose of the zone is contained in the Statement of Reasons in Recommendation A of this report.

Strategic Framework

The subject site is situated within the **Urban Infill and Intensification designation** under the scheme's strategic framework map. The strategic framework themes and their strategic outcomes, as identified within Part 3 of the *Rockhampton Region Planning Scheme 2015* are applicable:

- Settlement Pattern
- Natural Environment and Hazards
- Community Identity diversity
- Access and Mobility
- Infrastructure and Services
- Natural Resources and Economic Development

An assessment of the proposal demonstrates that the development will not compromise the *Rockhampton Region Planning Scheme 2015* strategic outcomes.

INFRASTRUCTURE CHARGES

Charges Resolution (No. 2) of 2025 applies to the application, however Council resolves not to issue an Infrastructure Charges Notice for this development because the charges arising from the development are less than or equal to the credits applicable for the development.

Therefore, no infrastructure charges are payable and an Infrastructure Charges Notice is not required for the development.

CONSULTATION

The proposal was the subject of public notification between 26 March 2026 and 17 April 2026, in accordance with the requirements of the *Planning Act 2016* and the Development Assessment Rules, and one (1) properly made submission was received.

The issues raised and how they were considered and addressed is outlined in the Statement of Reasons in **Recommendation A** of this Report.

CONCLUSION

THAT the proposed development is not anticipated to compromise the Strategic Framework of *Rockhampton Region Planning Scheme 2015*. Furthermore, the proposal generally complies with the provisions included in the applicable codes. The proposal is therefore recommended for approval in accordance with the approved plans and subject to the conditions outlined in the recommendation.

**DEVELOPMENT APPLICATION FOR A
MATERIAL CHANGE OF USE FOR AN
OFFICE AND OPERATIONAL WORKS
FOR ADVERTISING DEVICES
(CANOPY SIGN AND BUSINESS NAME
PLATE SIGN X 2)**

Locality Plan

Meeting Date: 9 June 2026

Attachment No: 1

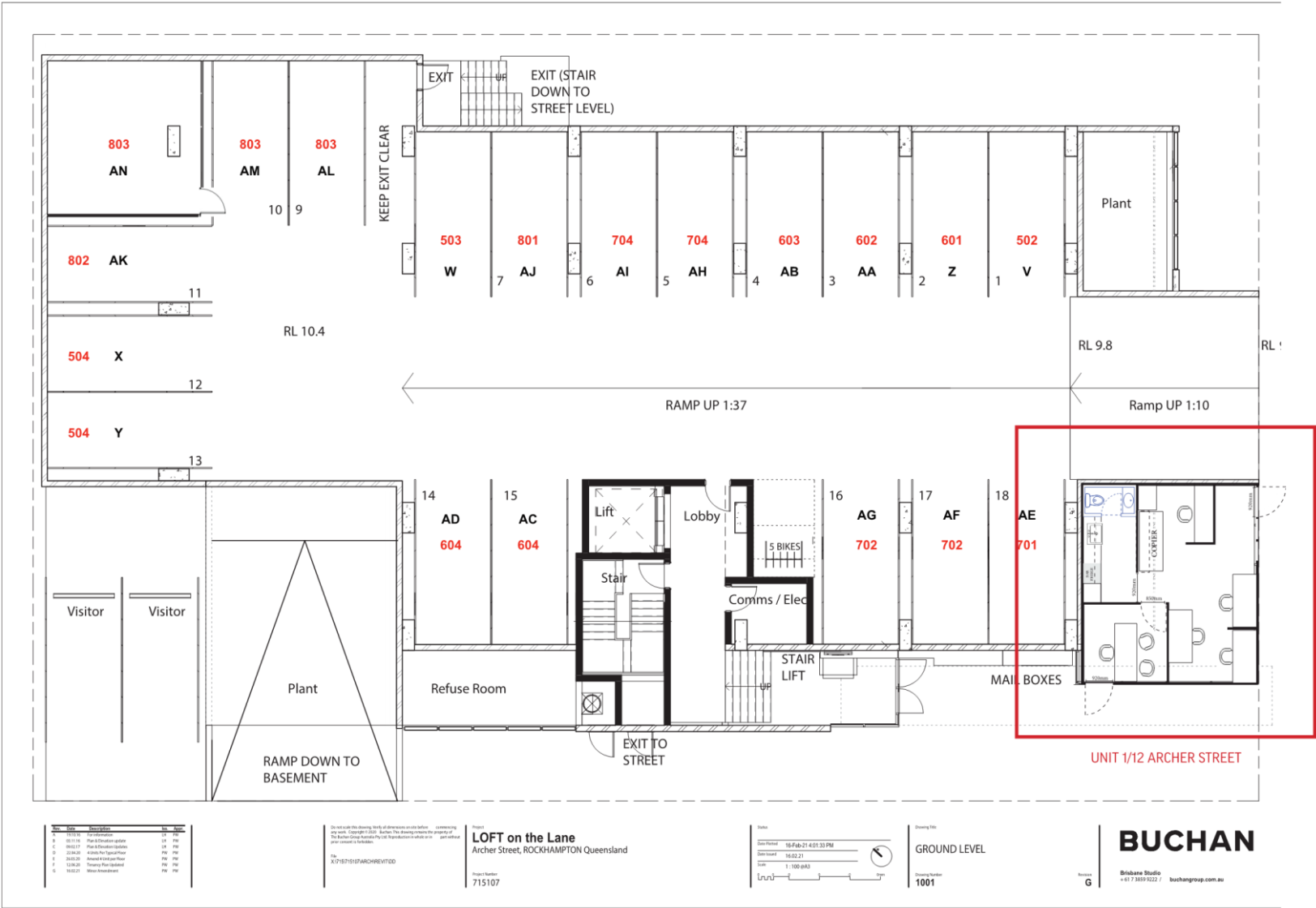


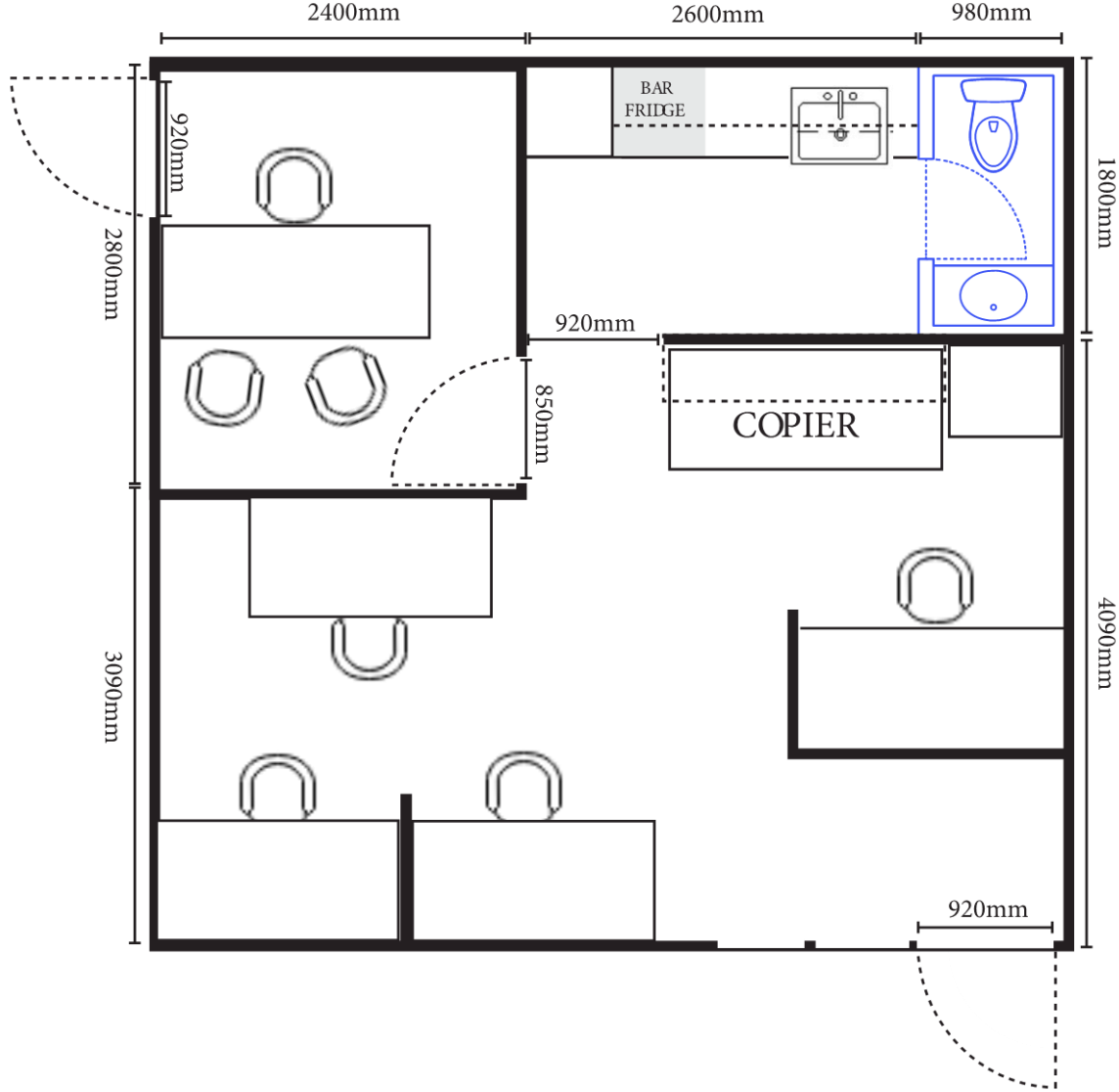
**DEVELOPMENT APPLICATION FOR A
MATERIAL CHANGE OF USE FOR AN
OFFICE AND OPERATIONAL WORKS
FOR ADVERTISING DEVICES
(CANOPY SIGN AND BUSINESS NAME
PLATE SIGN X 2)**

Floor Plans

Meeting Date: 9 June 2026

Attachment No: 2





**DEVELOPMENT APPLICATION FOR A
MATERIAL CHANGE OF USE FOR AN
OFFICE AND OPERATIONAL WORKS
FOR ADVERTISING DEVICES
(CANOPY SIGN AND BUSINESS NAME
PLATE SIGN X 2)**

Advertising Devices

Meeting Date: 9 June 2026

Attachment No: 3

Board and Batten Look with Hardie™ Fine Texture Cladding and Hardie™ Axent™ Trim



Archer Street

James Hardie
Exotec Facade Panel



Quay Lane

11.2 MINOR CHANGE TO A DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE

File No: D/61-2021

Attachments:

1. Locality Plan [↓](#)
2. Site Plan [↓](#)
3. Floor Plans [↓](#)
4. Elevations [↓](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Karen Moody - Manager Planning & Regulatory Services
Damon Morrison - General Manager Communities and Lifestyle

Author: Elaine Bayles - Planning Officer

SUMMARY

Development Application Number: D/61-2021

Applicant: Hotondo Homes Rockhampton

Real Property Address: Lot 1 on SP245873

Common Property Address: 17 Greenwood Close, Frenchville

Area of Site: 1,050 square metres

Planning Scheme: Rockhampton Region Planning Scheme 2015 (Version 2.2)

Planning Scheme Zone: Environmental Management and Conservation Zone, and Low Density Residential Zone

Existing Development: Vacant Land

Approval Sought: Amended Decision Notice for a Development Permit for Material Change of Use for a Dwelling House

Affected Entity: Nil

OFFICER'S RECOMMENDATION

THAT in relation to the application for a Minor Change to Development Permit D/61-2021 for a Material Change of Use for a Dwelling House, made by Hotondo Homes Rockhampton, located at 17 Greenwood Close, Frenchville described as Lot 1 on SP245873, Council resolves to Approve the application subject to the following conditions:

1.0 ADMINISTRATION

- 1.1 The Developer and their employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.
 - 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
 - 1.3 All conditions, works, or requirements of this development approval must be undertaken and completed:
-

- 1.3.1 to Council's satisfaction;
- 1.3.2 at no cost to Council; and
- 1.3.3 prior to the commencement of the use,
unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of use, unless otherwise stated.
- 1.5 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
- 1.5.2 Plumbing and Drainage Works; and
- 1.5.3 Building Works.
- 1.6 All Development Permits for Plumbing and Drainage Works must be obtained prior to the issue of a Development Permit for Building Works.
- 1.7 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.8 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 2.0 APPROVED PLANS AND DOCUMENTS
- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by any condition of this development approval:

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference Number</u>	<u>Version/ Issue</u>
Rehabilitation Plan	Steer Environmental Consulting	9 November 2016	-	
Geotechnical Investigation	Butler Partners	21 December 2015	R15-182A	
Site Plan	Hotondo Homes	25 May 2026	25521 Page No 1 of 15	-
Ground Floor Plan	Hotondo Homes	8 April 2026	25521 Page No 2 of 15	-
Upper Floor Plan	Hotondo Homes	8 April 2026	25521 Page No 3 of 15	-
South Elevation and West Elevation	Hotondo Homes	8 April 2026	25521 Page No 4 of 15	-
East Elevation and North Elevation	Hotondo Homes	8 April 2026	25521 Page No 5 of 15	-
Landslide	CQ Soil	22 April 2026	CQ30859	A

Susceptibility Analysis	Testing			
Bushfire Attack Level Assessment	RBA	2 October 2025	-	

2.2 Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of this development approval must prevail.

2.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for approval by Council prior to the submission of an application for a Development Permit for Building Works.

3.0 OPERATIONAL WORKS

3.1 A change application to the existing Development Approval for Operational Works (D/124-2016) for Stormwater, Drainage Works, Earthworks and Access Works associated with this development site must be submitted, finalised and satisfied prior to commencement of the use.

3.2 The internal driveway must not exceed a slope gradient of 17 percent in any section and must be sealed to the satisfaction of Council.

4.0 PLUMBING AND DRAINAGE WORKS

4.1 A Development Permit for Plumbing and Drainage Works must be obtained for the proposed dwelling on the development site.

4.2 All internal plumbing and drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, *Water Supply (Safety and Reliability) Act 2008*, *Plumbing and Drainage Act 2018*, Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.

4.3 The development must be connected to Council's reticulated sewerage and water networks.

4.4 The existing sewerage and water connection point(s) must be retained to service the development.

4.5 Sewer connections and water meter boxes must be raised or lowered to suit the finished surface levels and must be provided with heavy-duty trafficable lids if located within trafficable areas.

4.6 Adequate domestic and firefighting protection must be provided to the development and must be certified by a hydraulic engineer or other suitably qualified person.

5.0 ROOF AND ALLOTMENT DRAINAGE WORKS

5.1 All roof and allotment drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, and sound engineering practice.

5.2 All roof and allotment runoff from the development must be directed to a lawful point of discharge and must not restrict, impair or change the natural flow of runoff water or cause a nuisance to surrounding land or infrastructure.

6.0 SITE WORKS

6.1 Cut and fill of the subject allotment must be undertaken in accordance with the recommendations of the Geotechnical Investigation (refer to condition 2.1).

6.2 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.

6.3 Site works must be constructed such that they do not, at any time, in any way restrict,

impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.

- 6.4 The owner must ensure that Greenwood Close, including kerb, channels and road pavements remains clear of debris, mud and building materials at all times.

7.0 BUILDING WORKS

- 7.1 A Development Permit for Building Works must be obtained for the proposed Dwelling House on the development site.

- 7.2 The Dwelling House must be constructed to a Bushfire Attack level (BAL) 12.5 standard, in accordance with *AS3959:2018 Construction of buildings in bushfire-prone areas*.

- 7.3 A Development Permit for Building Work assessable under the Building Assessment Provisions must be obtained for any retaining structure over (1) metre in height. Structural engineering plans are to be prepared and endorsed by a *Registered Professional Engineer of Queensland* (Structural Engineer) for all structural components of any retaining wall.

- 7.4 All retaining walls and landscaping must be generally in accordance with the approved plans (refer to Condition 2.1).

8.0 ELECTRICITY AND TELECOMMUNICATIONS

- 8.1 The development must be connected to electricity and telecommunications services in accordance with the standards and requirements of the relevant service providers.

9.0 ASSET MANAGEMENT

- 9.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.

- 9.2 Any damage to existing stormwater, water supply and sewerage infrastructure, kerb and channel, pathway or roadway (including removal of concrete slurry from public land and Council infrastructure), that occurs while any works are being carried out in association with this development approval must be repaired at full cost to the developer. This includes the reinstatement of any existing traffic signs or pavement markings that may have been removed or damaged.

10.0 ENVIRONMENTAL

- 10.1 An Erosion Control and Stormwater Control Management Plan in accordance with the *Capricorn Municipal Design Guidelines*, must be implemented, monitored and maintained for the duration of the development works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped). The plan must be available on-site for inspection by Council Officers whilst all works are being carried out.

11.0 OPERATING PROCEDURES

- 11.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site. Storage of materials or parking of construction machinery or contractors' vehicles must not occur within Greenwood Close.

- 11.2 All land located to the rear of the Dwelling House, as shown on the Approved Plans (refer to condition 2.1), must be established and maintained as a firebreak. This area must only include short-cropped grass maintained at a height of no greater than 10 centimetres above ground level or alternatively must use non-flammable ground covers such as gravel, stone etc.

12.0 REHABILITATION WORKS

- 12.1 The rehabilitation works on Lot 1 on RP618495 (i.e. Council freehold lot) which is

located abutting the northern boundary of the site as per the approved 'Rehabilitation Plan' (refer to condition 2.1):

- 12.1.1 Must be completed in accordance with the 'Rehabilitation Plan' including but not limited to, the activities, monitoring and reporting actions as set out therein to demonstrate the rehabilitation works achieve the associated 'performance criteria';
- 12.1.2 Must be completed prior to the final certification of Building Works for the Dwelling House or within one (1) calendar year of this approval date, whichever comes first; and
- 12.1.3 Practical access to this area must be maintained for the duration of time from the works being completed until Council provides written confirmation that the works have been completed to the satisfaction of Council.

Note: A property note to this effect will be added against the property.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

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

NOTE 2. General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 3. General Safety Of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 4. Infrastructure Charges Notice

Council has resolved not to issue an Infrastructure Charges Notice for this development because the new infrastructure charges arising from the development are equal to the credits applicable for the new development.

NOTE 5. Property Note (Rehabilitation Works)

Rehabilitation works must be completed in accordance with condition 12.1 of this approval. This work must be completed prior to the final certification of Building Works for the Dwelling House or within one (1) calendar year of this approval date, whichever comes first.

NOTE 6. Retaining Wall Certification

Appropriate Design and Construction certification must be obtained for the pre-existing retaining walls along the western property boundary prior to commencement of any work within the subject site.

NOTE 7. Property Note (Building Envelope)

All future structures (Shed and Pool) must be contained generally in accordance with the Approved Plans subject to a Building Permit including footing design completed by a Registered Professional Engineer Queensland (RPEQ) in accordance with the slope stability report recommendations.

NOTE 8. Bushfire Prone Areas

Any buildings in a bushfire prone area are required to be constructed in accordance with AS3959 – *Construction of buildings in bushfire prone areas* and/or the *National Association of Steel-Framed Housing Standard: Steel framed construction in bushfire areas*. Regard should also be had to the *Bushfire Resilient Building Guide for Queensland Homes published by the Queensland Government and CSIRO*.

BACKGROUND

Council at its meeting on 14 December 2021, approved a Development Permit for a Material Change of Use for a Dwelling House located at 17 Greenwood Close, Frenchville described as Lot 1 on SP245873.

The original Dwelling House plans approved were for a two (2) storey, five (5) bedroom Dwelling House with a total Gross Floor Area of 320.23 square metres.

Due to the sloping nature of the land, the approval included earthworks and retaining walls in association with the dwelling. In accordance with the original conditions of approval the existing Development Application for Operational Works (D/124-2016) for Stormwater, Drainage Works, Earthworks and Access Works associated with this development site must be finalised and satisfied prior to commencement of the use. A change application will be required to update this permit to align with the updated plans.

Earthworks to form the building pad for the proposed Dwelling House along with associated retaining walls have been completed and certified under Building Works Permit B/1550-2025-PC.

SITE AND LOCALITY

The site located at 17 Greenwood Close, Frenchville formally described as Lot 1 on SP245873, is a near rectangular shaped lot and has a total site area of 1,050 square metres. The site has recently been improved by retaining wall structures creating a level house pad.

The subject site has two (2) zone designations, being the Low Density Residential Zone toward the road frontage and the Environmental Management and Conservation Zone to the rear (approximately half) of the lot. Neighbouring allotments located at 16 and 18 Greenwood Close are also split between the same two (2) Zones, with the adjoining lot at 18 Greenwood Close currently vacant land and 16 Greenwood Close containing an existing Dwelling House toward the front of the Lot.

The site is surrounded by established residential dwellings to the South, East and West. North of the subject site is a large vacant lot which is over 41 hectares in size wholly located within the Environmental Management and Conservation Zone which is owned by Council and contains State protected vegetation.

PROPOSAL

In accordance with section 78 of the *Planning Act 2016*, the applicant has applied for a 'Minor Change' to the development approval. The applicant has proposed to make the following changes to the development:

- Reduce the scale of the Dwelling House, with a reduction in Gross Floor Area of approximately 77.12 square metres.

- Updated plans are for a two (2) storey, four (4) bedroom dwelling house plus rumpus room on the upper floor, and living areas, alfresco outdoor area and an enclosed garage on the ground level with a total Gross Floor Area of 243.11 square metres.

Consequential changes to conditions of approval are detailed herein.

Table 1 includes the conditions that are to be amended. All conditions to be amended have been requested to or agreed to by the applicant.

Table 2 includes the amended Approved Plans Table; and

Table 3 includes a list of the changes to conditions.

TABLE 1 – PROPOSED CHANGES

Requested By Applicant	Council Officer's Response
Condition 2.1 is to be Amended as shown in Table 2 below.	Changes to the approved plans table reflect the updated design and proposed amendments to the development.
Required By Council	Council Officer's Response
Condition 3.1 is to be Amended: From 3.1 The existing Development Approval for Operational Works (D/124-2016) for Stormwater, Drainage Works, Earthworks and Access Works associated with this development site must be finalised and satisfied prior to commencement of the use. To 3.1 A change application to the existing Development Approval for Operational Works (D/124-2016) for Stormwater, Drainage Works, Earthworks and Access Works associated with this development site must be submitted, finalised and satisfied prior to commencement of the use.	In order to satisfy the requirement of the current Development Application for Operational Works a change application will need to be assessed to align the updated plans with those certified by Dileigh Consulting Engineers and CQ Building Certification as part of this minor change.
New Condition 4.6 to be added: 4.6 Adequate domestic and firefighting protection must be provided to the development and must be certified by a hydraulic engineer or other suitably qualified person.	Condition to be added to align with current standard conditions and ensure compliance with current codes and standards.
New Condition 7.3 to be added: 7.3 A Development Permit for Building Work assessable under the Building Assessment Provisions must be obtained for any retaining structure over (1) metre in height. Structural engineering plans are to be prepared and endorsed by a Registered Professional Engineer of Queensland (Structural Engineer) for all structural components of any retaining wall.	Condition to be added to align with current standard conditions and ensure compliance with current codes and standards.

TABLE 2 – CHANGES TO APPROVED PLANS

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version / Issue</u>
Rehabilitation Plan	Steer Environmental Consulting	9 November 2016	-	-
Geotechnical Investigation	Butler Partners	21 December 2015	R15-182A	-
Site Plan	Hotondo Homes	8 April 2026	25521 Page No 1 of 15	-
Ground Floor Plan	Hotondo Homes	8 April 2026	25521 Page No 2 of 15	-
Upper Floor Plan	Hotondo Homes	8 April 2026	25521 Page No 3 of 15	-
Landslide Susceptibility Analysis	CQ Soil Testing	22 April 2026	CQ30859	A
Bushfire Attack Level Assessment	RBA	2 October 2025	-	-

TABLE 3 – CHANGES TO CONDITIONS

1) Condition 2.1	Changed
2) Condition 3.1	Changed
3) Condition 4.6	New
4) Condition 7.3	New

PLANNING ASSESSMENT

The change application has been assessed in accordance with section 81 of the Planning Act.

In assessing the change application, Council as responsible entity has considered relevant matters including:

- The information the applicant included with the application.
- Any properly made submissions about the development application that was approved.
- Any pre-request response notice or response notice given in relation to the change application.
- All matters Council, as responsible entity, would or may assess against or have regard to, if the change application were a development application.

The proposed changes wholly comply with the applicable assessment benchmarks contained in the **Rockhampton Region Planning Scheme 2015 v2.2** and no further assessment is required.

No changes to the Statement of Reasons contained in **Decision Notice**, issued 21 December 2021.

CONCLUSION

That the proposed development is not anticipated to compromise the Strategic Framework of Rockhampton Region Planning Scheme 2015. Furthermore, the proposal generally complies

with the provisions included in the applicable codes. The proposal is therefore, recommended for approval in accordance with the approved plans and subject to the conditions outlined in the recommendation.

MINOR CHANGE TO A DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE

Locality Plan

Meeting Date: 9 June 2026

Attachment No: 1



**MINOR CHANGE TO A DEVELOPMENT
APPLICATION FOR A MATERIAL
CHANGE OF USE FOR A DWELLING
HOUSE**

Site Plan

Meeting Date: 9 June 2026

Attachment No: 2

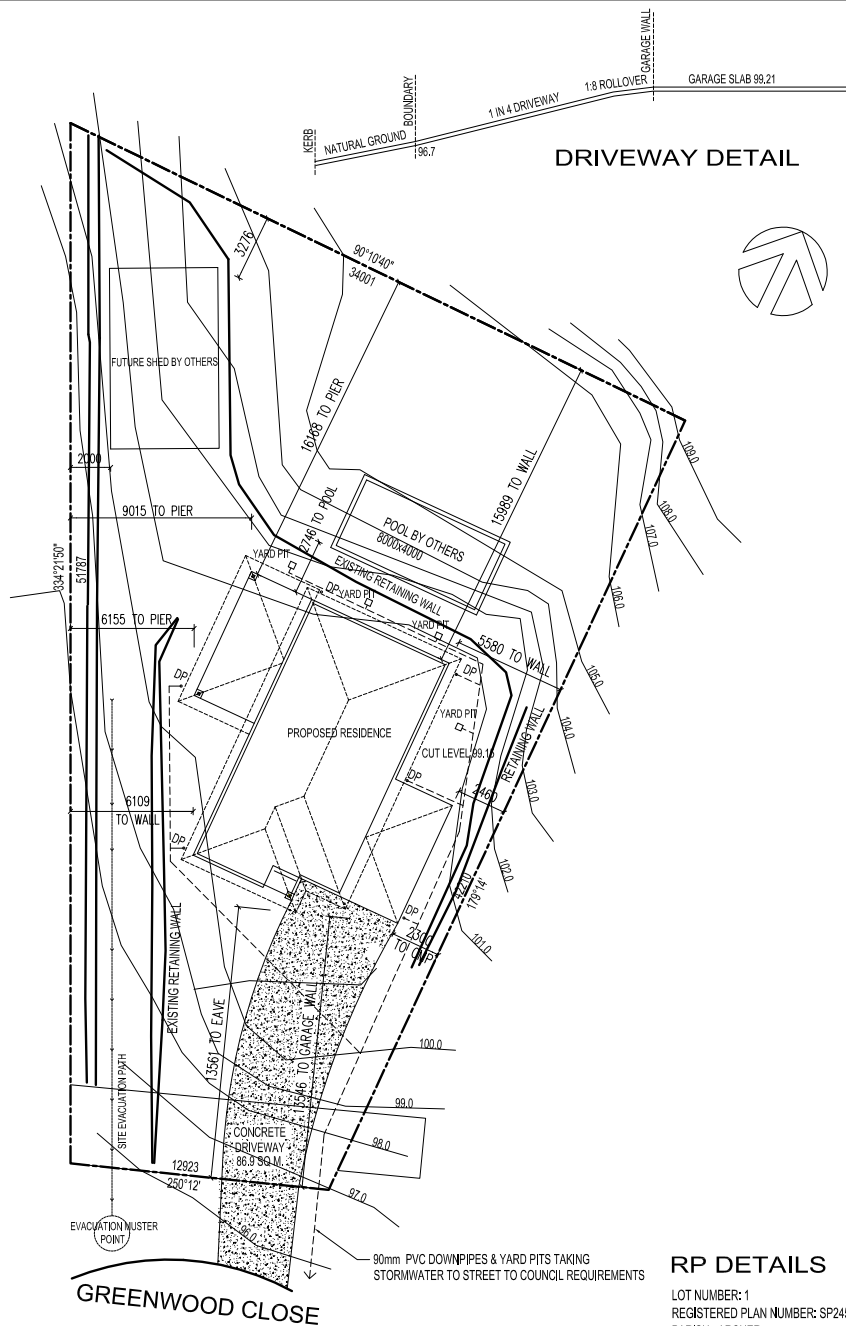
NOTES:

ALL CONSTRUCTION TO COMPLY WITH THE AUSTRALIAN BUILDING CODE REQUIREMENTS & RELEVANT AUSTRALIAN STANDARDS.

CONTRACTOR TO CONFIRM ALL DIMENSIONS & LEVELS ON SITE PRIOR TO COMMENCEMENT OF ANY WORK.

BUILDER MUST CHECK ALL BOUNDARY LINES & PEGS BEFORE COMMENCEMENT OF ANY BUILDING WORK. SHOULD SITE CONDITIONS DIFFER FROM THOSE INDICATED SEEK INSTRUCTIONS FROM DESIGNER.

DIMENSIONS TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING.



AMMENDMENT	DATE:	DETAILS:	CONTRACTOR TO CONFIRM ALL DIMENSIONS & LEVELS ON SITE PRIOR TO COMMENCEMENT OF ANY WORK
	PROPOSED NEW RESIDENCE AT LOT 1 GREENWOOD CLOSE FRENCHVILLE		DATE: 25.05.26 SCALE: 1:200 (A3) DRAWN: PNC DWG No. 25521 PAGE No. 1 of 15



3/93 Bullock St Caloundra 4551 Lic. No. 640598
 Ph/Fax: 07 54912393 Email: cdd79@colouredra.net.au

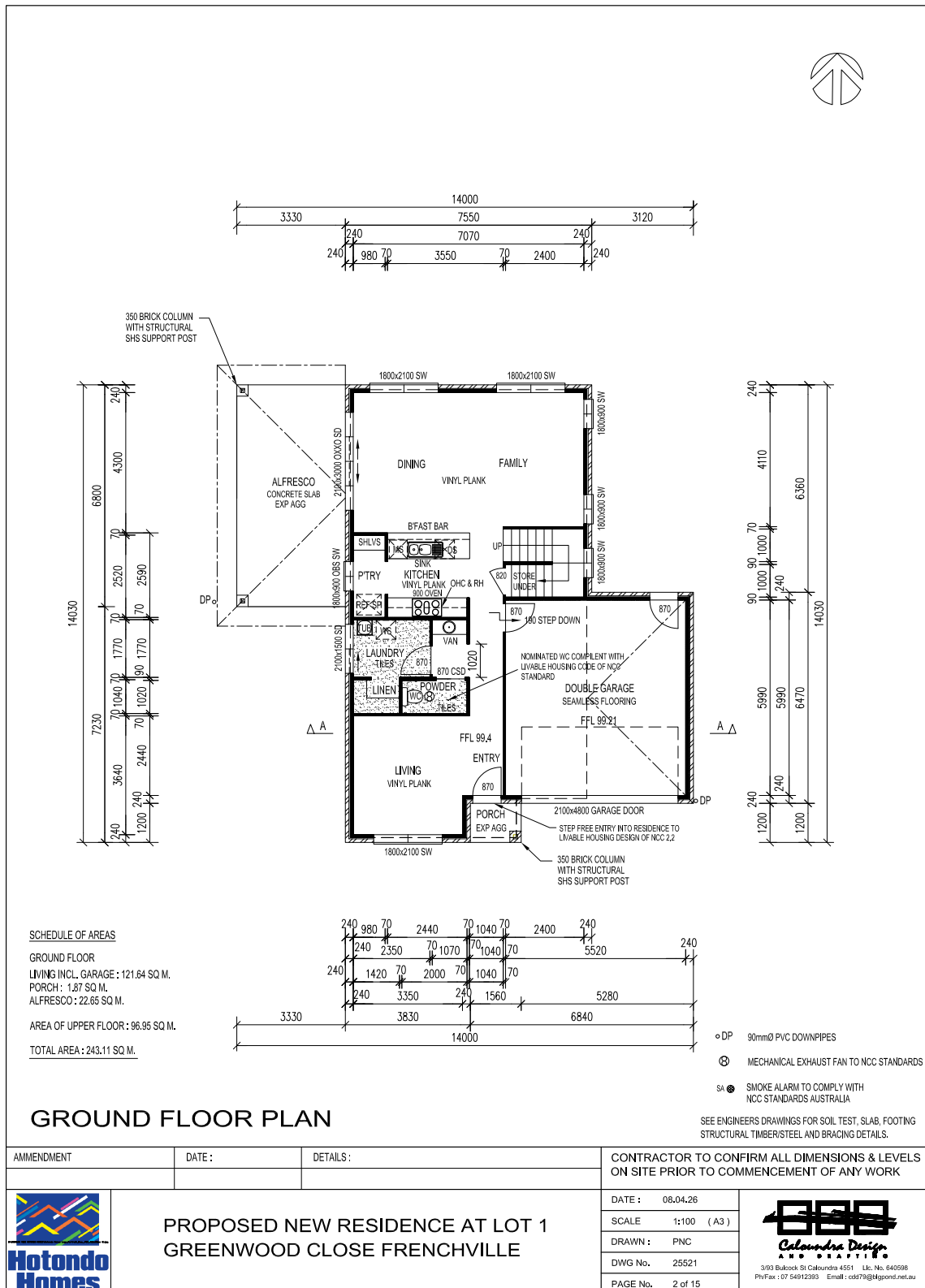
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MINOR CHANGE TO A DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE

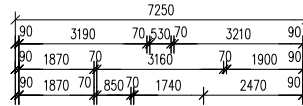
Floor Plans

Meeting Date: 9 June 2026

Attachment No: 3



Document Set ID: 41298797
 Version: 1, Version Date: 23/04/2026



This is a detailed architectural floor plan of a house, showing room layouts, dimensions, and material specifications. The plan includes a front porch, a living area with a fireplace, a dining area, a kitchen, a rumpus, and four bedrooms. It also features a bathroom, a linen closet, and a central hallway. Dimensions are provided for the overall footprint and individual rooms. Material specifications like 'VINYL PLANK', 'TILES', and 'DBL VAN' are noted for various areas.

Overall Dimensions:

- Overall Width: 13730
- Overall Depth: 13730

Room Dimensions and Features:

- Bedroom 1:** 1800x2100 SW, VINYL PLANK
- Bedroom 2:** 1800x1500 SW, VINYL PLANK
- Bedroom 3:** 1000x1800 SW, VINYL PLANK
- Bedroom 4:** 1000x1800 SW, VINYL PLANK
- Bathroom:** 870x700, TILES, DBL VAN, WIC
- Ensuite:** 870x700, TILES, WIC
- Rumpus:** 1800x1500 SW, VINYL PLANK
- Kitchen:** 1800x1500 SW, VINYL PLANK
- Dining:** 1800x1500 SW, VINYL PLANK
- Living:** 1800x1500 SW, VINYL PLANK
- Hallway:** 1800x1500 SW, VINYL PLANK
- Linens:** 1800x1500 SW, VINYL PLANK
- Staircase:** 1800x1500 SW, VINYL PLANK
- Front Porch:** 1800x1500 SW, VINYL PLANK

Other Features:

- Fireplace in Living area
- Wardrobes (ROBE) in Bedrooms 2, 3, and 4
- Sliding doors (SL. DOORS) in Bedrooms 3 and 4
- Windows (W) in various rooms
- Double van (DBL VAN) in Bathroom
- Walk-in closet (WIC) in Bedroom 3 and Ensuite

○ DP 90mmØ PVC DOWNPIPES
 SA SMOKE ALARM TO COMPLY WITH
 NCC STANDARDS AUSTRALIA

SEE ENGINEERS DRAWINGS FOR SOIL TEST, SLAB, FOOTING
STRUCTURAL TIMBER/STEEL AND BRACING DETAILS.

UPPER FLOOR PLAN

AMMENDMENT	DATE :	DETAILS :	CONTRACTOR TO CONFIRM ALL DIMENSIONS & LEVELS ON SITE PRIOR TO COMMENCEMENT OF ANY WORK
	PROPOSED NEW RESIDENCE AT LOT 1 GREENWOOD CLOSE FRENCHVILLE		DATE : 08.04.26
			SCALE 1:100 (A3)
			DRAWN : PNC
			DWG No. 25521
			PAGE No. 3 of 15
			 3/93 Bulcock St Caloundra 4551 Lk. No. 640598 Ph/Fax : 07 54912393 Email : cad7@bigpond.net.au

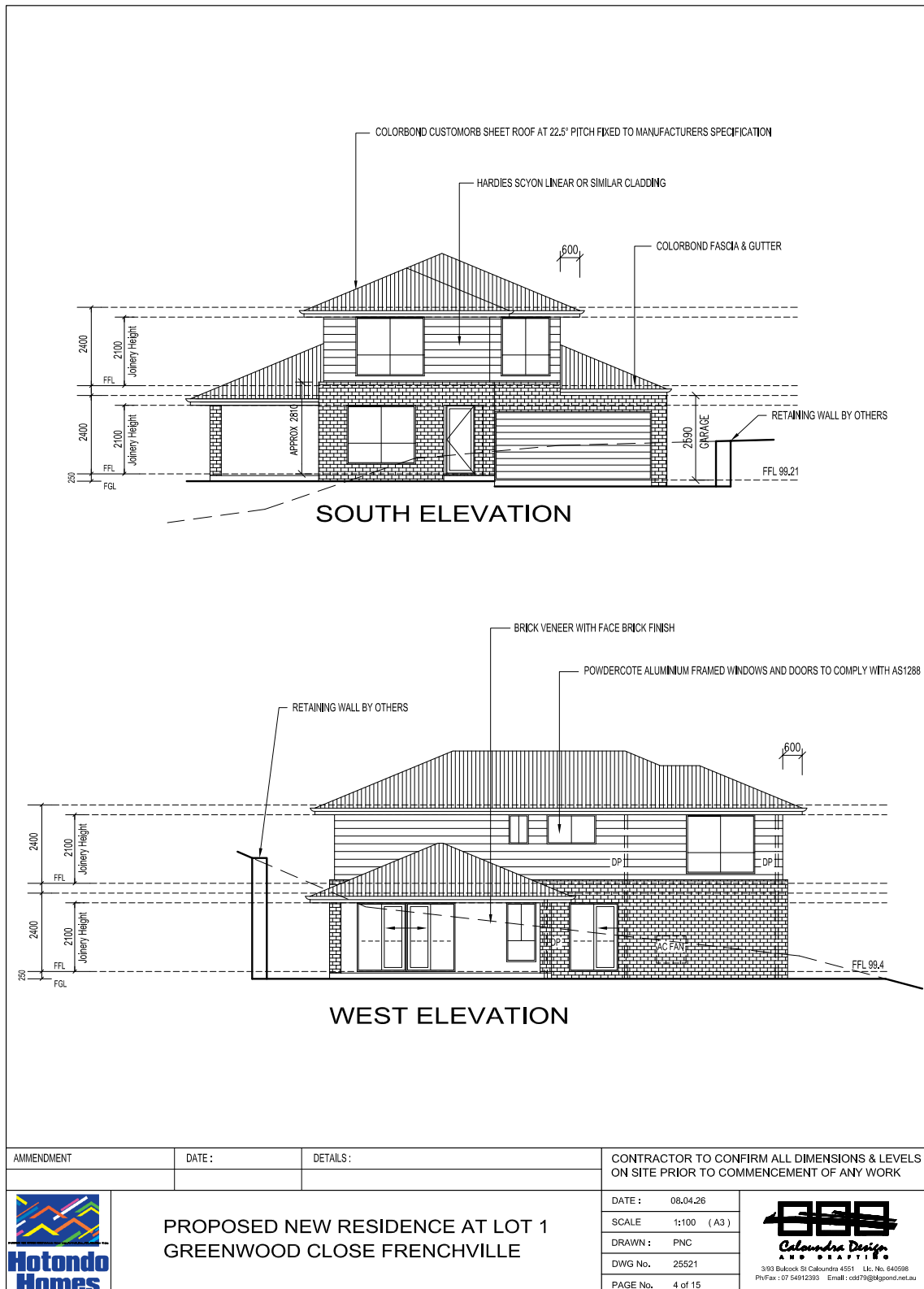
Document Set ID: 41298797
Version: 1, Version Date: 23/04/2026

MINOR CHANGE TO A DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE

Elevations

Meeting Date: 9 June 2026

Attachment No: 4



Document Set ID: 41298797
Version: 1, Version Date: 23/04/2026

11.3 SPONSORSHIP OF THE 2026 AUSCYCLING MTB ENDURO STATE CHAMPIONSHIPS

File No: 11715

Attachments: Nil

Authorising Officer: Steven Ellis - Acting Manager Growth & Community Partnerships
Damon Morrison - General Manager Communities and Lifestyle

Author: Justin Bulwinkel - Sports and Active Communities Coordinator

SUMMARY

This report seeks Council's endorsement to sponsor the 2026 AusCycling MTB Enduro State Championships, to be held at First Turkey Mountain Bike Park on 4–5 July 2026.

The proposal reflects a targeted event attraction opportunity identified through assessment of multiple AusCycling events, with the MTB Enduro Championships demonstrating the strongest alignment based on its tourism potential, regional economic impact, and direct utilisation of Council supported mountain bike infrastructure.

OFFICER'S RECOMMENDATION

THAT Council:

1. Approves a \$10,000 (ex GST) sponsorship for the 2026 AusCycling MTB Enduro State Championships at First Turkey Mountain Bike Park, payable to the Rockhampton Mountain Bike Club Inc. for event delivery and trail works.
2. Authorises the Chief Executive Officer (Sports and Active Communities Coordinator) to negotiate, finalise and execute the sponsorship agreement with AusCycling and the Rockhampton Mountain Bike Club Inc.

COMMENTARY

The 2026 AusCycling MTB Enduro State Championships represents a premier state-level mountain biking event, attracting competitive riders, support crews, and spectators from across Queensland and interstate. Events of this nature typically generate strong visitation outcomes, driven by a high proportion of travelling participants, multi-day formats, and destination-based riding experiences that encourage extended stays and repeat visitation.

Based on event data provided by AusCycling, the Championships are expected to attract approximately 208 participants, with 90% travelling from outside the region. Each participant is accompanied by an average of 1.5 visitors, resulting in approximately 300 accompanying guests, the majority from outside the region.

The event is anticipated to attract an additional 300 spectators, comprising a mix of local attendees and intrastate visitors. The Championships will be delivered as a two-day event aligned with the school holiday period, supporting increased participation and visitation.

Council officers assessed multiple AusCycling events for 2026, with the MTB Enduro Championships identified as the preferred opportunity due to strong alignment with Council's tourism objectives, economic benefit potential, and direct activation of existing mountain bike infrastructure.

The event provides a significant opportunity to showcase First Turkey Mountain Bike Park as a key regional asset, reinforcing Rockhampton's position within the growing mountain biking

tourism market. Such events are directly dependent on the condition and capacity of the trail network on which they are delivered.

The event is forecast to generate approximately 914 visitor bed nights, translating to an estimated \$329,040 in direct visitor expenditure based on Tourism Research Australia benchmarks for sports tourism. This represents a strong return on Council's investment, driven by high levels of out-of-region visitation.

The Rockhampton Mountain Bike Club Inc., as the recognised trail management organisation, plays a critical and ongoing role in trail preparation, course design, volunteer coordination, and maintenance of the trail network. Hosting a state-level event increases demand on this infrastructure, resulting in additional operational pressures both pre and post-event.

The sponsorship model ensures Council's investment supports both visitation outcomes and the sustainability of the local trail network. Accordingly, Council's financial contribution will be directed to the Rockhampton Mountain Bike Club, as the recognised trail manager, to ensure event-related impacts are appropriately resourced.

Council has engaged closely with AusCycling and the Rockhampton Mountain Bike Club in developing this model. AusCycling will remain the event owner and principal delivery partner, responsible for sanctioning, coordination, and overall delivery, and will be the primary contracting party with Council.

AusCycling supports this approach, recognising that the event's success depends on the capacity and sustainability of the locally managed trail network. This model ensures Council investment remains local while maintaining clear accountability for event outcomes.

In addition to the financial contribution, Council will provide targeted marketing and destination promotion through Advance Rockhampton channels to enhance event exposure and maximise visitation outcomes.

PREVIOUS DECISIONS

Council has previously supported cycling and mountain biking events within the region, including earlier MTB Enduro State Championships through funding under the Community Assistance Program and operational assistance, however, no prior council decision relates specifically to a formal sponsorship of this event at First Turkey Mountain Bike Park.

BUDGET IMPLICATIONS

The proposed \$10,000 (ex GST) cash sponsorship will be funded from the 2026–2027 Event Support and Attraction budget.

A consultant's fee and a \$2,500 (ex GST) service fee payable to Sports Marketing Australia will be met from the current Advance Rockhampton Major Event Attraction Operational Budget, supporting event attraction, negotiation and facilitation activities.

No additional in-kind support is required beyond existing staff coordination and marketing activities, and there is no unplanned budget impacts associated with this proposal.

LEGISLATIVE CONTEXT

There are no human rights implications associated with this report or the proposed sponsorship.

The recommendation is consistent with Council's functions under the Local Government Act 2009 and Local Government Regulation 2012, enabling discretionary expenditure that supports economic development, tourism activation, and community wellbeing outcomes.

LEGAL AND RISK IMPLICATIONS

A formal sponsorship agreement will be established between Council, AusCycling, and the Rockhampton Mountain Bike Club Inc., outlining roles, responsibilities, funding allocation, and reporting requirements.

Operational risk: Medium, Trail wear/environmental impacts associated with event usage.

Reputational risk: Low, Event delivery does not meet expected standards.

Financial risk: Low, with funding aligned to existing budget allocations.

The Rockhampton Mountain Bike Club Inc., as the recognised facility operator and trail management organisation, will be responsible for managing all trail preparation, maintenance, and any remediation works required as a result of event impacts.

CORPORATE/OPERATIONAL PLAN

This proposal aligns with Council's Corporate and Operational Plan, including:

Goal 2.1: Our places and spaces enhance the liveability and diversity of our communities

Goal 3.3: We promote our Region as an attractive destination for visitors

Goal 3.3: We design places and deliver events that encourage visitors to come and stay

CONCLUSION

The 2026 AusCycling MTB Enduro State Championships presents a strong opportunity to position Rockhampton as an emerging mountain biking destination while delivering measurable tourism, economic, and community benefits.

The sponsorship model supports both event delivery and the sustainability of the local trail network.

Given the event's strong alignment with Council priorities, its capacity to drive visitation, and the collaborative delivery model, it is recommended that Council approve the sponsorship.

11.4 ROCKHAMPTON AGRICULTURAL SHOW ADVISORY COMMITTEE

File No: 14298
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Doug Scott - Acting General Manager Advance Rockhampton

SUMMARY

This report seeks Council's endorsement of the appointment of members to the Agricultural Show Advisory Committee, following an Expression of Interest process, with the recommended group providing a balanced mix of skills, experience, and community representation to support the successful planning and delivery of the Rockhampton Agricultural Show.

OFFICER'S RECOMMENDATION

THAT Identified Members be appointed as

1. Chairperson
2. Member
3. Member, Advance Rockhampton, Events Coordinator

THAT Aimee Heymans, Benjamin Geddes, India Ault, Jeni Richardson, Karen Butler, Mel Slade & Peter Curtis be appointed as General Advisory Members.

COMMENTARY

Following Council's endorsement of the Agricultural Show Advisory Committee Terms of Reference, officers have undertaken an Expression of Interest (EOI) process to establish a formal and representative Committee. This process has been conducted in accordance with the governance framework outlined in the Terms of Reference, ensuring a transparent and merit-based approach to the selection of members. The establishment of a formally appointed Committee represents an important step in strengthening strategic oversight and enhancing community input into the planning and delivery of the Rockhampton Agricultural Show.

The recommended membership composition reflects a balanced cross-section of skills, experience, connection to the region and community representation, consistent with the intent of the Terms of Reference. The proposed Committee brings together individuals with expertise across agriculture, education, business, and community sectors, along with representation from key stakeholder groups. This diversity is intended to support well-informed advice to Council, strengthen stakeholder engagement and contribute to the ongoing sustainability and success of the Agricultural Show as a key regional event.

In accordance with the Terms of Reference, the Agricultural Show Advisory Committee will comprise:

1. Three identified members, including:
 - A Chairperson and one member, each being a Councillor appointed by the Councillors; and
 - One member being the Advance Rockhampton Events Coordinator.
2. Seven members appointed through the Expression of Interest process, with recommended applicants presented to Council by the Advance Rockhampton Events Unit for formal appointment.

Following the Expression of Interest process, the Events Team has recommended that Aimee Heymans, Benjamin Geddes, India Ault, Jeni Richardson, Karen Butler, Mel Slade, and Peter Curtis be appointed as General Advisory Members.

These applicants represent a diverse cross-section of the community, bringing a broad range of skills, experience, governance capabilities, and strong connections to the region, making them well-suited for appointment to the Agricultural Show Advisory Committee.

PREVIOUS DECISIONS

16 April 2007 – Council adopted the Rockhampton Show Organising Advisory Committee Terms of Reference.

9 December 2025 – Council endorsed updated Terms of Reference to provide improved structure, governance, and consistency in the planning and delivery of the Rockhampton Agricultural Show.

BUDGET IMPLICATIONS

There are no additional budget implications, as nominal costs associated with attending show-specific events and holding meetings are accommodated within the existing Advance Rockhampton operational budget.

LEGISLATIVE CONTEXT

Consideration has been given to the human rights protected under the Human Rights Act 2019 and the application of these rights to this matter. The assessment has determined that no human rights are impacted by the proposed decision

LEGAL AND RISK IMPLICATIONS

Committee members will operate in accordance with the endorsed terms of reference and Local Government Act 2009

CORPORATE/OPERATIONAL PLAN

Contributes to Goal 2.2 of the Corporate Plan 2022-2027 “We support our communities through our activities and Programs”.

CONCLUSION

The recommended membership has been developed in accordance with the endorsed Terms of Reference and through a transparent selection process, providing a balanced and effective advisory body.

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

RECOMMENDATION

THAT Council move into Closed Session pursuant to section 254J(1) of the *Local Government Regulation 2012* and 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 2026/2027 Budget Briefing

In accordance with section 254J(3)(c) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the local government's budget.

16 CONFIDENTIAL REPORTS

16.1 2026/2027 BUDGET BRIEFING

File No: 8785

Attachments: Nil

Authorising Officer: Marnie Taylor - General Manager Organisational Services

Author: Tisin Simon - Manager Finance

In accordance with section 254J(3)(c) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the local government's budget.

SUMMARY

This report will provide an update to Council on the progress of the 2026/2027 Budget.

17 CLOSURE OF MEETING