



ORDINARY MEETING

AGENDA

26 JUNE 2018

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 26 June 2018 commencing at 9.00am for transaction of the enclosed business.

A handwritten signature in dark ink, appearing to be "CR", is positioned above the printed name and date.

CHIEF EXECUTIVE OFFICER
20 June 2018

Next Meeting Date: 10.07.18

Please note:

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

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1 OPENING

2 PRESENT

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting held 12 June 2018

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

Nil

10 COUNCILLOR/DELEGATE REPORTS

Nil

11 OFFICERS' REPORTS

11.1 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 MAY 2018

File No: 8148

Attachments:

1. **Income Statement May 2018**[↓](#)
2. **Key Indicator Graphs May 2018**[↓](#)

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Alicia Cutler - Chief Financial Officer

SUMMARY

The Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 May 2018.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 May 2018 be 'received'.

COMMENTARY

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

1. Income Statement (Actuals and Budget for the period 1st July 2017 to 31 May 2018), Attachment 1.
2. Key Indicators Graphs, Attachment 2.

The attached financial statement provides Council's position after eleven months of the 2017/18 financial year where results should be 91.7% of the budget. The year to date percentages quoted within this report are based on the draft March revised budget which is presented for adoption at today's Council meeting.

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

Total Operating Revenue is reported at 94% of the March revised budget. Key components of this result are:

- Net Rates and Utility Charges are at 98% of budget. Council's rates and utility charges for the second six months of the financial year ending 30 June 2018 have been raised and were due on 28 February 2018.
 - Fees and Charges slightly behind revised budget expectations at 85%. Currently Aviation Services is experiencing lower than expected Passenger Service charges which is impacting this area.
 - Private and recoverable works is at 80% of revised budget. This is mostly due to the normal catch-up period between work completed and the billing cycle.
 - Grants and Subsidies are behind revised budget expectations at 64%. Council has received notification that half of the Federal Assistance Grant for 2018/19 will be received in 2017/18; as such \$3,970,000 grant revenue was added to the March revised budget. This additional grant funding will be received in June.
 - Interest Revenue is ahead of budget at 101% with a further month's interest to be received.
 - Other Revenue is at 124% of revised budget after receipt of insurance proceeds in relation to Tropical Cyclone Debbie.
 - All other revenue items are in proximity to the revised budget.
-

Total Operating Expenditure is at 91% of the March revised budget with committals, or 86% of budget without committals. Key components of this result are:

- Employee Costs are at 85% of revised budget which is partly due to transactions for employee benefits only being completed at end of financial year.
- Contractors & Consultants are ahead of revised budget at 100% due to committals as actual expenditure to date is 76% of revised budget when committals aren't included.
- Materials and Plant is at 105% of revised budget. Similar to Contractors and Consultants, this result is heavily influenced by committals as actual expenditure is at 86% of revised budget.
- Asset Operational is ahead of the revised budget at 96% including committals or 88% without committals.
- All other expense items are in proximity to the adopted budget.

The following commentary is provided in relation to capital income and expenditure, as well as investments and loans. The percentages reported for capital revenue and expenditure are measured against the September revised budget.

Total Capital Income is at 86% of the March revised budget after receiving \$40.2M during the year. As projects are completed and reporting obligations finalised, final payments for grants are expected by end of financial year.

Total Capital Expenditure is at 82% of the March revised budget without committals. This represents an actual spend of \$96.5M as at 31 May 2018. During May \$10.1M was spent on the capital program.

Total Investments are approximately \$92.6M as at 31 May 2018.

Total Loans are \$130.1M as at 31 May 2018. Given the reduction in the net capital expenditure budget for 2017/18 of \$24.2M and the subsequent increase to the level of estimated cash holdings as at 30 June 2018, the borrowings originally proposed for 2017/18 of \$30.6M have been deferred to the 2018/19 financial year.

CONCLUSION

Total operational revenue is ahead of budget at 94% mostly due to the second levy of General Rates and Utility Charges for the year. Operational Expenditure is approximately in line with budget at 91% when committed expenditure is included.

Capital income is progressing well with 86% of the revised budget being received. The capital works program saw \$10.1M spent during May bringing the total expenditure as at 31 May 2018 to \$96.5M of the \$118.0M revised capital budget.

SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 MAY 2018

Income Statement May 2018

Meeting Date: 26 June 2018

Attachment No: 1



Income Statement
For Period July 2017 to May 2017
91.7% of Year Gone

	Adopted Budget	Revised Budget	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Revised Budget
	\$	\$	\$	\$	\$	
OPERATING						
Revenues						
Net rates and utility charges	(138,867,139)	(138,867,139)	(136,379,038)	0	(136,379,038)	98%
Fees and Charges	(24,433,952)	(24,207,630)	(20,692,999)	0	(20,692,999)	85%
Private and recoverable works	(8,859,879)	(8,859,879)	(5,499,036)	0	(5,499,036)	80%
Rent/Lease Revenue	(3,029,760)	(3,049,517)	(2,853,950)	0	(2,853,950)	94%
Grants Subsidies & Contributions	(11,345,807)	(14,186,439)	(9,023,961)	0	(9,023,961)	64%
Interest revenue	(2,290,920)	(2,290,920)	(2,315,265)	0	(2,315,265)	101%
Other Income	(4,084,728)	(4,753,157)	(5,870,775)	0	(5,870,775)	124%
Total Revenues	(190,912,185)	(194,304,682)	(182,635,025)	0	(182,635,025)	94%
Expenses						
Employee costs	75,800,127	76,850,277	65,249,365	161,877	65,411,242	85%
Contractors & Consultants	17,286,762	17,351,420	13,197,300	4,201,353	17,398,652	100%
Materials & Plant	11,369,798	11,443,186	9,898,946	2,140,582	12,039,528	105%
Asset Operational	19,083,885	19,413,621	17,158,240	1,429,478	18,587,718	96%
Administrative expenses	12,932,949	13,440,551	10,440,219	1,684,540	12,124,759	90%
Depreciation	52,868,882	50,769,908	48,557,416	0	48,557,416	92%
Finance costs	7,042,283	7,042,283	7,123,006	0	7,123,006	90%
Other Expenses	1,138,777	1,184,517	1,108,509	38,679	1,147,188	97%
Total Expenses	198,403,461	198,415,763	170,700,999	9,665,509	180,366,508	91%
Transfer / Overhead Allocation						
Transfer / Overhead Allocation	(8,004,800)	(8,081,081)	(8,431,106)	7,317	(8,423,789)	104%
Total Transfer / Overhead Allocation	(8,004,800)	(8,081,081)	(8,431,106)	7,317	(8,423,789)	104%
TOTAL OPERATING POSITION (SURPLUS/DEFICIT)	(513,324)	(3,970,000)	(20,365,132)	9,672,827	(10,692,306)	269%
CAPITAL						
Total Developers Contributions Received	(2,554,854)	(2,590,200)	(819,342)	0	(819,342)	32%
Total Capital Grants and Subsidies Received	(29,900,183)	(43,323,623)	(39,417,249)	0	(39,417,249)	91%
Total Proceeds from Sale of Assets	(1,000,000)	(1,000,000)	0	0	0	0%
Total Capital Income	(33,455,037)	(46,913,823)	(40,236,591)	0	(40,236,591)	86%
Total Capital Expenditure	118,039,150	117,968,811	96,409,262	47,346,015	143,845,277	122%
Net Capital Position	84,584,113	71,074,988	56,262,670	47,346,015	103,608,685	146%
TOTAL INVESTMENTS			92,584,683			
TOTAL BORROWINGS			130,057,860			

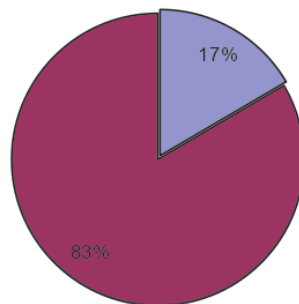
SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 MAY 2018

Key Indicator Graphs May 2018

Meeting Date: 26 June 2018

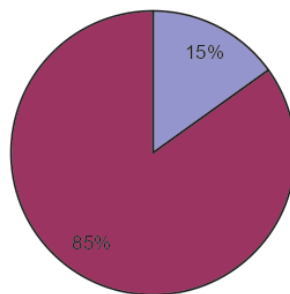
Attachment No: 2

Operating Revenue
(Excluding Net Rates and Utility Charges)
(91.7% of Year Gone)



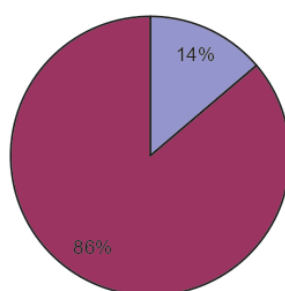
■ Uncollected
Operating
Revenue
■ Collected
Operating
Revenue

Operating Employee Costs
(91.7% of Year Gone)

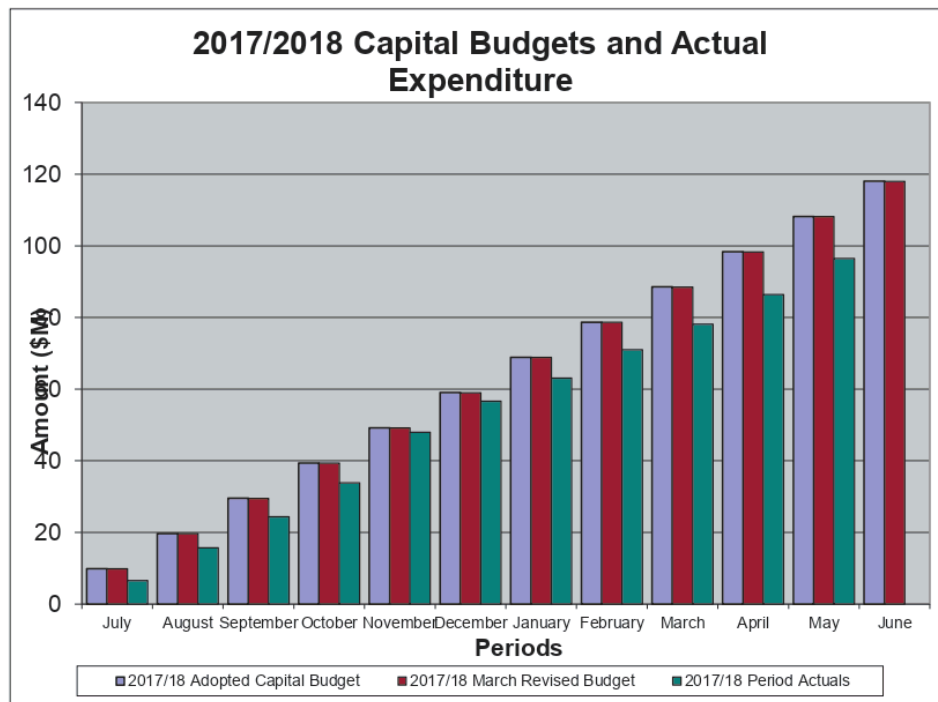
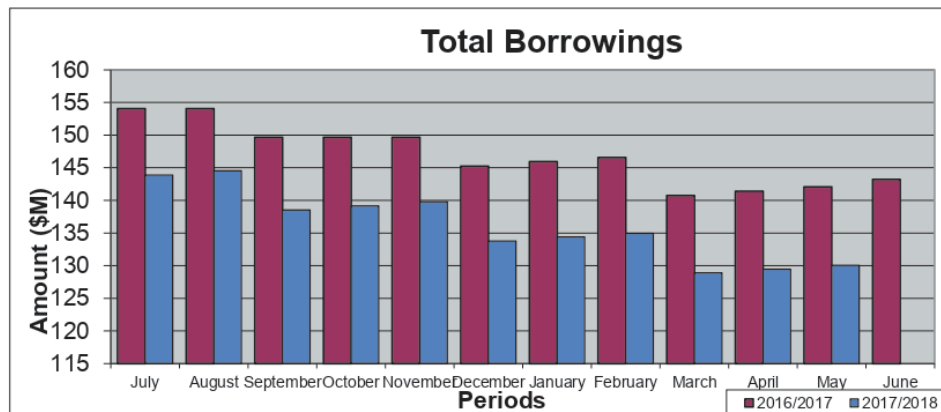
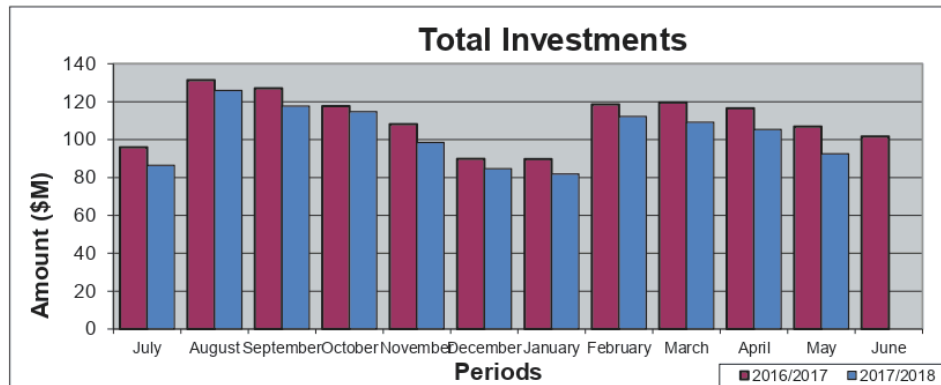


■ Unspent
Employee
Costs
■ Employee
Costs YTD

Operating Materials & Plant
(91.7% of Year Gone)



■ Unspent
Materials &
Plant
■ Materials &
Plant YTD



11.2 FINANCE POLICIES FOR REVIEW

File No: 11979

Attachments: 1. Draft Revenue Policy 2017-2018[↓](#)
2. Draft Revenue Policy 2017-2018 (Track Changes)[↓](#)

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Alicia Cutler - Chief Financial Officer

SUMMARY

Chief Financial Officer presenting reviewed Revenue Policy to Council for adoption. This policy is integral to the Annual Budget and as such is presented prior to the adoption of the Budget.

OFFICER'S RECOMMENDATION

THAT the following policy as detailed in the report be adopted:

- Revenue Policy

COMMENTARY

Section 193 (3) of the Local Government Regulation 2012 states that a local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

As this policy is a very high level there is very little change from previous years. This policy then forms part of the adopted budget.

A summary of the Revenue Policy and its changes is provided below:

Revenue Policy - This policy is Rockhampton Regional Council's strategic Revenue Policy which applies for the financial year 1 July 2018 to 30 June 2019.

Amendments-

- Cost-recovery methods added to Purpose
- Reconfiguration of a Lot Incentives Policy added to Related Documents
- Paragraph 5.5.3 Development Incentives Policies updated

FINANCE POLICIES FOR REVIEW

Draft Revenue Policy 2017-2018

Meeting Date: 26 June 2018

Attachment No: 1

REVENUE POLICY 2018-2019

STATUTORY POLICY



1 Scope

This policy is Rockhampton Regional Council's strategic Revenue Policy which applies for the financial year 1 July 2018 to 30 June 2019.

2 Purpose

The purpose of this policy is to provide Council with a contemporary Revenue Policy to:

- (a) Comply with legislative requirements; and
- (b) Set principles used by Council in 2018-19 for:
 - (i) The making and levying of rates and charges;
 - (ii) Exercising its powers to grant rebates and concessions for rates and charges;
 - (iii) Recovery of overdue rates and charges; and
 - (iv) Cost-recovery methods.

3 Related Documents

3.1 Primary

Local Government Act 2009

Local Government Regulation 2012

3.2 Secondary

Planning Act 2016

Sustainable Planning Act 2009

Debt Recovery Policy

Development Incentives Policy – 1 August 2017 to 31 December 2020

Development Incentives Policy – 1 December 2013 to 31 July 2017

Reconfiguration of a Lot Incentives Policy

Fees and Charges Schedule

Rates Concession Policy

Revenue Statement

4 Definitions

To assist in interpretation, the following definitions apply:

CEO	Chief Executive Officer A person who holds an appointment under section 194 of the <i>Local Government</i>
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	<i>Act 2009</i> . This includes a person acting in this position.
Council	Rockhampton Regional Council
Region	Area defined by the electoral boundaries of Rockhampton Regional Council.

5 Policy Statement

In accordance with the *Local Government Act 2009*, this Revenue Policy is used in developing the revenue budget for 2018-19.

Where appropriate Council is guided by the principles of equity and "user pays" in the making of rates and charges to minimise the impact of rating on the efficiency of the local economy.

5.1 Making and Levying of Rates and Charges

In making rates and charges, Council is required to comply with legislative requirements.

Council will also have regard to the principles of:

- Equity by taking into account the actual and potential demands placed on Council, location and use of land, unimproved and site value of land, and land's capacity to earn revenue;
- Transparency in the making of rates and charges;
- Having in place a rating regime that is simple and efficient to administer;
- National competition principles where applicable (user pays);
- Clarity in terms of responsibilities (Council's and ratepayers) in regard to the rating process; and
- Timing the levy of rates to take into account the financial cycle of local economic activity, in order to assist the smooth running of the local economy.

5.2 Granting Concessions for Rates and Charges

In considering the application of concessions, Council is guided by the principles of:

- Equity by having regard to the different levels of capacity to pay within the local community;
- Transparency by making clear the requirements necessary to receive concessions;
- Flexibility to allow Council to respond to local economic issues;
- The same treatment for ratepayers with similar circumstances; and
- Responsiveness to community expectations of what activities should attract assistance from Council.

Consideration may be given by Council to granting a class concession in the event all or part of the local government area is declared a natural disaster area by the State Government.

5.3 Recovering Overdue Rates and Charges

Council exercises its recovery powers pursuant to the provisions of Chapter 4 Part 12 of the *Local Government Regulation 2012*, in order to reduce the overall rate burden on ratepayers.

Council is guided by the principles of:

- Transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them to meet their financial obligations;
- Clarity and cost effectiveness in the processes used to recover outstanding rates and charges;
- Equity by having regard to capacity to pay in determining appropriate arrangements for different sectors of the community;
- Providing the same treatment for ratepayers with similar circumstances; and
- Flexibility by responding where necessary to changes in the local economy.

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5.4 Principles Used for Cost-Recovery Fees

Section 97 of the *Local Government Act 2009* allows Council to set cost-recovery fees.

Council recognises the validity of fully imposing the user pays principle for its cost-recovery fees, unless the imposition of the fee is contrary to its express social, economic, environmental and other corporate goals. This is considered to be the most equitable and effective revenue approach, and is founded on the basis that the Region's rating base cannot subsidise the specific users or clients of Council's regulatory products and services.

However, in setting its cost-recovery fees, Council is cognisant of the requirement that such a fee must not be more than the cost to Council of providing the service or taking the action to which the fee applies.

5.5 Other Matters

5.5.1 Purpose of Concessions

Statutory provision exists for Council to rebate or defer rates in certain circumstances. In considering the application of concessions, Council is guided by the principles set out in paragraph 5.2.

5.5.2 Physical and Social Infrastructure Costs for New Development

Council requires developers to pay reasonable and relevant contributions towards the cost of physical and social infrastructure required to support the development. Specific charges are detailed in Council's town planning schemes.

Mechanisms for the planning and funding of infrastructure for urban growth are contained within the *Planning Act 2016*. These schemes are based on normal anticipated growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community within the Region, it may be necessary to bring forward physical and social infrastructure projects. Where this occurs, Council expects developers to meet sufficient costs to ensure the availability of facilities is not adversely affected and existing ratepayers are not burdened with the cost of providing the additional infrastructure.

5.5.3 Development Incentives Policies

Council has adopted development incentives policies to stimulate the economic growth of the Region. The development incentives policies can be found on Council's website. The focus of the policies are to provide relief of fees and charges to those applications which:

- (a) Create new jobs and investment;
- (b) Value-add through enhanced service delivery or supply chains;
- (c) Generate growth within identified strategic industrial and commercial locations; and
- (d) Diversify and make the local economy more sustainable.

5.6 Delegation of Authority

Authority for implementation of the Revenue Policy is delegated by Council to the CEO in accordance with section 257 the *Local Government Act 2009*.

Authority for the day to day management of the Revenue Policy is the responsibility of the Deputy Chief Executive Officer/General Manager Corporate Services and/or the Chief Financial Officer.

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6 Review Timelines

This policy is reviewed when any of the following occur:

- (a) As required by legislation – reviewed each financial year at the beginning of the annual budget process;
- (b) The related information is amended or replaced; or
- (c) Other circumstances as determined from time to time by the Council.

7 Document Management

Sponsor	Chief Executive Officer
Business Owner	Deputy Chief Executive Officer
Policy Owner	Chief Financial Officer
Policy Quality Control	Corporate Improvement and Strategy



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FINANCE POLICIES FOR REVIEW

Draft Revenue Policy 2017-2018 (Track Changes)

Meeting Date: 26 June 2018

Attachment No: 2

REVENUE POLICY 2018-2019

STATUTORY POLICY



1 Scope

This policy is Rockhampton Regional Council's strategic Revenue Policy which applies for the financial year 1 July 2018 to 30 June 2019.

2 Purpose

The purpose of this policy is to provide Council with a contemporary Revenue Policy to:

- (a) Comply with legislative requirements; and
- (b) Set principles used by Council in 2018-19 for:
 - (i) The making and levying of rates and charges;
 - (ii) Exercising its powers to grant rebates and concessions for rates and charges;
 - (iii) Recovery of overdue rates and charges; and
 - (iv) Cost-recovery methods.

3 Related Documents

3.1 Primary

Local Government Act 2009

Local Government Regulation 2012

3.2 Secondary

Planning Act 2016

Sustainable Planning Act 2009

Debt Recovery Policy

Development Incentives Policy – 1 August 2017 to 31 December 202019

Development Incentives Policy – 1 December 2013 to 31 July 2017

Reconfiguration of a Lot Incentives Policy

Fees and Charges Schedule

Rates Concession Policy

Revenue Statement

4 Definitions

To assist in interpretation, the following definitions apply:

CEO	Chief Executive Officer A person who holds an appointment under section 194 of the <i>Local Government</i>
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	<i>Act 2009</i> . This includes a person acting in this position.
Council	Rockhampton Regional Council
Region	<u>Area defined by the electoral boundaries of Rockhampton Regional Council.</u>

5 Policy Statement

In accordance with the *Local Government Act 2009*, this Revenue Policy is used in developing the revenue budget for 2018-19.

Where appropriate Council is guided by the principles of equity and "user pays" in the making of rates and charges to minimise the impact of rating on the efficiency of the local economy.

5.1 Making and Levying of Rates and Charges

In making rates and charges, Council is required to comply with legislative requirements.

Council will also have regard to the principles of:

- Equity by taking into account the actual and potential demands placed on Council, location and use of land, unimproved and site value of land, and land's capacity to earn revenue;
- Transparency in the making of rates and charges;
- Having in place a rating regime that is simple and efficient to administer;
- National competition principles where applicable (user pays);
- Clarity in terms of responsibilities (Council's and ratepayers) in regard to the rating process; and
- Timing the levy of rates to take into account the financial cycle of local economic activity, in order to assist the smooth running of the local economy.

5.2 Granting Concessions for Rates and Charges

In considering the application of concessions, Council is guided by the principles of:

- Equity by having regard to the different levels of capacity to pay within the local community;
- Transparency by making clear the requirements necessary to receive concessions;
- Flexibility to allow Council to respond to local economic issues;
- The same treatment for ratepayers with similar circumstances; and
- Responsiveness to community expectations of what activities should attract assistance from Council.

Consideration may be given by Council to granting a class concession in the event all or part of the local government area is declared a natural disaster area by the State Government.

5.3 Recovering Overdue Rates and Charges

Council exercises its recovery powers pursuant to the provisions of Chapter 4 Part 12 of the *Local Government Regulation 2012*, in order to reduce the overall rate burden on ratepayers.

Council is guided by the principles of:

- Transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them to meet their financial obligations;
- Clarity and cost effectiveness in the processes used to recover outstanding rates and charges;
- Equity by having regard to capacity to pay in determining appropriate arrangements for different sectors of the community;
- Providing the same treatment for ratepayers with similar circumstances; and
- Flexibility by responding where necessary to changes in the local economy.

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5.4 Principles Used for Cost-Recovery Fees

Section 97 of the *Local Government Act 2009* allows Council to set cost-recovery fees.

Council recognises the validity of fully imposing the user pays principle for its cost-recovery fees, unless the imposition of the fee is contrary to its express social, economic, environmental and other corporate goals. This is considered to be the most equitable and effective revenue approach, and is founded on the basis that the Region's rating base cannot subsidise the specific users or clients of Council's regulatory products and services.

However, in setting its cost-recovery fees, Council is cognisant of the requirement that such a fee must not be more than the cost to Council of providing the service or taking the action to which the fee applies.

5.5 Other Matters

5.5.1 Purpose of Concessions

Statutory provision exists for Council to rebate or defer rates in certain circumstances. In considering the application of concessions, Council is guided by the principles set out in paragraph 5.2.

5.5.2 Physical and Social Infrastructure Costs for New Development

Council requires developers to pay reasonable and relevant contributions towards the cost of physical and social infrastructure required to support the development. Specific charges are detailed in Council's town planning schemes.

Mechanisms for the planning and funding of infrastructure for urban growth are contained within the *Sustainable Planning Act 2016*. These policies-schemes are based on normal anticipated growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community within the Region, it may be necessary to bring forward physical and social infrastructure projects. Where this occurs, Council expects developers to meet sufficient costs to ensure the availability of facilities is not adversely affected and existing ratepayers are not burdened with the cost of providing the additional infrastructure.

5.5.3 Development Incentives Policies

~~There are two development incentive policies adopted by Council:~~

~~1.—Development Incentives Policy — 1 December 2013 to 31 July 2017~~

~~This policy will be applied to properly made development applications received by Council between 1 December 2013 and 31 July 2017. Within the policy there are infrastructure charges concession and more general incentives such as concession on development application fees as well as CBD parking. Full details can be found within the policy itself.~~

~~2.—Development Incentives Policy — 1 August 2017 to 31 December 2019~~

~~This policy will be applied to properly made development applications received by Council between 1 August 2017 and 31 December 2019. Within the policy there is an infrastructure charges concession and no charge for pre-lodgement meetings. Full details can be found within the policy itself.~~

~~Council adopted the revised Development Incentives Policy 1 December 2013 to 31 July 2017 in June 2017 and the Development Incentive Policy 1 August 2017 to 31 December 2019 in August 2017 to attract investment in qualifying developments in the Region to stimulate sustainable growth, diversify and value add to the regional economy.~~

~~Council has adopted development incentives policies to stimulate the economic growth of the Region. The development incentives policies can be found on Council's website. The focus of the policies are to provide relief of fees and charges to those applications which:~~

~~(a) Create new jobs and investment;~~

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(b) Value-add through enhanced service delivery or supply chains;

(c) Generate growth within identified strategic industrial and commercial locations; and

(d) Diversify and make the local economy more sustainable.

~~The policies are a discretionary scheme which seeks to attract and support projects that will deliver the greatest economic benefits to the Region.~~

5.6 Delegation of Authority

Authority for implementation of the Revenue Policy is delegated by Council to the CEO in accordance with [section 257](#) the *Local Government Act 2009*.

Authority for the day to day management of the Revenue Policy is the responsibility of the Deputy Chief Executive Officer/General Manager Corporate Services and/or the Chief Financial Officer.

6 Review Timelines

This policy is reviewed when any of the following occur:

- (a) As required by legislation – reviewed each financial year at the beginning of the annual budget process;
- (b) The related information is amended or replaced; or
- (c) Other circumstances as determined from time to time by the Council.

7 Document Management

Sponsor	Chief Executive Officer
Business Owner	Deputy Chief Executive Officer
Policy Owner	Chief Financial Officer
Policy Quality Control	Corporate Improvement and Strategy



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11.3 ROCKHAMPTON REGION PLANNING SCHEME MAJOR AMENDMENT - STATE INTEREST REVIEW**File No:** RRPS-PRO-2015/001-01-06**Attachments:**

1. Rockhampton Region Planning Scheme Major Amendment - Register of Changes [↓](#)
2. Rockhampton Region Planning Scheme Major Amendment - State Interest Report [↓](#)
3. Rockhampton Region Planning Scheme Major Amendment Document (provided separately) [↓](#)

Authorising Officer: Tony Cullen - General Manager Advance Rockhampton/
Acting General Manager Aviation Services**Author:** Cameron Wyatt - Manager Strategic Planning

SUMMARY

The purpose of this report is to seek approval from Council to submit the proposed major amendment to the Rockhampton Region Planning Scheme to the Minister for State Development, Manufacturing, Infrastructure and Planning to undertake a State interest review.

OFFICER'S RECOMMENDATION

THAT in accordance with section 18 of the *Planning Act 2016* and the approved tailored major amendment process, Council resolves to submit the proposed major amendment for the Rockhampton Region Planning Scheme to the Minister for State Development, Manufacturing, Infrastructure and Planning to undertake a State interest review and also request agreement to publicly consult on the proposed major amendment.

BACKGROUND

The Rockhampton Region Planning Scheme commenced on 24 August 2015. In response to the introduction of new Queensland planning legislation, the *Planning Act 2016*, a subsequent alignment amendment was undertaken and adopted mid-2017.

Since the adoption of the alignment amendment, work has continued on the planning scheme to include provisions for a new fishing and recreation precinct, temporary short-term accommodation (Airbnb), office activities for Quay Lane, residential and commercial character buildings, new creek catchment overland flow paths (and associated mapping) and stormwater management principles related to water sensitive urban design. In addition, Council officers have undertaken a review of the planning scheme contents to ensure continual improvement is achieved.

Earlier this year, a submission to the State government was lodged and subsequently approved to enable Council to undertake a "tailored" process for this major amendment under section 18 of the *Planning Act 2016*. In summary, the "tailored" process removes Ministerial sign off for the State interest review process and agreement to undertake public consultation. Instead the "sign off" by State Government has been delegated to the Chief Executive of the Department for State Development, Manufacturing, Infrastructure and Planning.

DISCUSSION

The next stage of the major amendment process to the planning scheme is to submit the proposed changes to the Minister for State Development, Manufacturing, Infrastructure and Planning. A State interest review will then be undertaken over sixty (60) business days.

Conditions are likely to be imposed, along with an agreement to publicly consult on the proposed major amendment.

The proposed amendments to the Rockhampton Region Planning Scheme have focused on providing greater clarity and usability (including online) of the scheme. The amendments have resulted from items identified by Council internally (including a review of the neighbourhood character area), an external peer review undertaken by Ethos Urban (previously known as Buckley Vann Town Planning Consultants), updated information from the State government (mainly mapping) and feedback from stakeholders including applicants and the general public.

The proposed changes include the following:

Flood Hazard Overlay Mapping

The flood hazard overlay mapping has been updated to include the following:

- North Rockhampton Flood Management Area (within the current Fitzroy River flood hazard area);
- Revised flood hazard riverine mapping with new hazard categories (H1 – H6);
- Overland flow paths within the creek catchment overlay mapping.

The Fitzroy River hazard overlay mapping has been updated to provide six (6) different hazard categories. In addition, the table of assessment, flood hazard overlay code and planning scheme policy has been updated to reflect the new mapping.

The Creek Catchment mapping now includes overland flow paths, to regulate development that occurs within a drainage corridor / flow path. New provisions under the Flood Hazard Overlay Code have been incorporated as well as an additional section under the table of assessment.

Fishing and recreation precinct

The major amendment includes an area along the Fitzroy River (between Stanley Street and Arthur Street) to allow for fishing, accommodation activities and other service related land use activities. The proposed change will include:

- Amended zoning of Low Impact Industry to Waterfront and marine industry zone – Fitzroy River industry precinct to provide for service industry, marine river related industry, boat storage and servicing and hire; and
- Low density residential zone – Fitzroy River accommodation precinct to provide for short-term accommodation (reuse of existing buildings) and river / fishing related convenience services such as food and drink outlet / bait and tackle shop / small boat storage and the like.

Airbnb / Short-term accommodation

Changes have been undertaken to allow Airbnb's and other similar land use activities across residential zones. Changes include an adjustment to the provisions related to short-term accommodation and the modification of the tables of assessment for residential zones.

High Density Residential Zone and Table of Assessment

Changes have been undertaken to the High Density Residential zone and table of assessment to allow the conversion of existing buildings (such as apartments) to become short-term accommodation, retirement villages, rooming accommodation etc. In line with future demands for aged care living, assisted living and vertical retirement, the planning scheme enables this land use where within an existing building as Accepted development subject to Requirements.

Office activities – Quay Street precinct

Provisions related to office activities along Quay Street to be updated. These changes will allow small scale office accommodation at the ground floor level (currently only allowed above ground floor level) along Quay Lane.

Commercial and residential character overlay and demolition controls

New mapping and provisions have been introduced pertaining to demolition controls for commercial buildings in the Principal centre zone as well as residential character dwellings throughout South Rockhampton (Wandal, West Rockhampton, Allenstown, and The Range). Additional provisions are also to be inserted into the character overlay code.

Stormwater management code and Stormwater Management Planning Scheme Policy

Removal of stormwater provisions specifically related to private ownership of waterways, drainage corridors and the like. The general provisions within the stormwater management code already deal with all aspects of stormwater whether in private or public ownership. The inclusion of Water Sensitive Urban Design (WSUD) principles are reflected strongly in the Planning Scheme Policies which applicants will need to address in development applications, particularly in relation to new subdivisions.

Removal of provisions dealt with by other legislation and guidelines

Current requirements already covered by Commonwealth or State legislation are proposed to be removed from the planning scheme. In addition, some provisions already contained within the Capricorn Municipal Development Guidelines (CMDG) have been removed from the planning scheme (the planning scheme still continues to refer to the CMDG for assessment purposes).

Terminology changes

The planning scheme will use the words 'avoid' or 'minimise' rather than ambiguous terms such as appropriate, suitable, desired and preferred. This proposed change provides more certainty to the user of the planning scheme and ensures clearer policy intent. This change through the strategic framework, zone codes and overlay codes (particularly within codes related to natural hazards) ensures the vertical alignment of policy directions is consistently achieved and removes a potential source of dispute.

Changes with zone / overlay and development codes and mapping

Changes relate to acceptable outcomes becoming performance outcomes or vice versa. This is to ensure a consistent approach throughout the planning scheme. Some acceptable outcomes have also been made more measurable, providing clarity to the user. Otherwise, where the acceptable outcome cannot provide a measurable outcome, no acceptable outcome is nominated to allow more flexibility for performance based outcomes to be achieved in the development assessment process. Overlay mapping has been updated to reflect State Planning Policy and zone mapping updated to reflect agreed changes. A further change is recommended for Riverview Estate (Bradley Place) to include the new allotments as Low density residential to reflect development approvals over the site.

Revised provisions related to advertising devices

The advertising devices levels of assessment have been revised to ensure a clearer understanding of the triggers for development. The advertising devices code has been changed to separate the sign types and specific requirements related to each sign. In addition signage already covered by the existing subordinate local law no. 1.4 (installation of advertising devices), will be removed from the advertising devices code.

STATE INTEREST REVIEW PROCESS

In accordance with the tailored process, after preparing the major amendment, Council must submit the following to the State:

- (1) letter to the Minister requesting a State interest review of the proposed major amendment and the Minister's agreement to publicly consult on the proposed major amendment;
- (2) a written statement (State interest report) outlining how the proposed major amendment reflects all relevant State Planning Instruments; and
- (3) additional information such as reports that informed the preparation of the major amendment.

The approved tailored process allows the State Government a period sixty (60) business days to determine whether Council can proceed to public notification. The State may write to Council requesting additional information or clarification in relation to outstanding matters of State interest. These comments will be required to be addressed, and the planning scheme updated, prior to undertaking public consultation.

During the State interest review process the following tasks will be undertaken:

- (1) further refinement and testing against development applications (planning and development engineering);
- (2) the 'Word' version of the major amendment will be drafted into RockePlan (online planning scheme);
- (3) updating of the RockePlan online planning enquiry system; and
- (4) consultation strategy development and council approval in preparation for the public consultation stage.

Once a response has been received from the State Government, further consultation will be undertaken with Councillors prior to the contents of the draft planning scheme being publicly released via the formal public consultation process. The public consultation process must be undertaken for a minimum of thirty (30) business days.

CONCLUSION

The proposed major amendment to the Rockhampton Region Planning Scheme is presented to Council for referral to the Minister for State Development, Manufacturing, Infrastructure and Planning to undertake a State interest review.

ROCKHAMPTON REGION PLANNING SCHEME MAJOR AMENDMENT - STATE INTEREST REVIEW

Rockhampton Region Planning Scheme Major Amendment - Register of Changes

Meeting Date: 26 June 2018

Attachment No: 1

RRPS Major Amendment Register of Proposed Changes

Summary of major changes

General

Removal of provisions dealt with by other legislation and guidelines

Current requirements already covered by Commonwealth or State legislation are proposed to be removed from the planning scheme. In addition, some provisions already contained within the Capricorn Municipal Development Guidelines (CMDG) have been removed from the planning scheme (the planning scheme continues to refer to the CMDG for assessment purposes).

Terminology changes

Terminology throughout the planning scheme has been changed by using the words 'avoid' or 'minimise' rather than ambiguous terms such appropriate, suitable, desired and preferred. This proposed change provides more certainty to the user of the planning scheme and ensures clearer policy intent. This change through the strategic framework, zone codes and overlay codes (particularly within codes related to natural hazards) ensure the vertical alignment of policy directions is consistently achieved and removes a potential source of dispute.

Changes with zone/overlay and development codes

Revised wording within zone, overlay and development codes, including more consistent terminology, removal of unclear provisions and consolidation of requirements where similar outcomes have occurred. Many changes related to acceptable outcomes becoming performance outcomes or vice versa. This is to ensure a consistent approach throughout the planning scheme.

Some acceptable outcomes have also been made more measurable, providing clarity to the user. Otherwise, where the acceptable outcome cannot provide a measurable outcome, no acceptable outcome is nominated to allow more flexibility for performance-based outcomes to be achieved in the development assessment process.

Planning Scheme

Flood Hazard overlay code mapping

The flood hazard overlay mapping has been updated to include the following:

- Revised flood hazard riverine mapping with new hazard categories (H1 – H6);
- North Rockhampton Flood Management Area (within the current Fitzroy River flood hazard area);

The tables of assessment, flood hazard overlay code and flood hazard planning scheme policy have been updated to align with the new mapping. The Fitzroy River hazard overlay mapping has been updated to provide six (6) different hazard categories instead of four (4) in the current planning scheme.

The Creek Catchment mapping now includes overland flow paths (Planning Area 3) to regulate development that occurs within a flow path. The policy changes relating to flooding regulation are:

- New provisions under 8.2.8 Flood Hazard Overlay Code;
- New provisions under SC6.10 Flood Hazard Planning Scheme Policy; and
- Updated to table of assessment, Table 5.9.78 — Flood hazard overlay.

The flood hazard overlay mapping for creek catchments has also been updated to now include planning area 3 – overland flow.

Fitzroy River accommodation precinct & Fitzroy River industry precinct

The major amendment includes an area along the Fitzroy River (between Stanley Street and Arthur Street) to allow for fishing, accommodation activities and other service-related land use activities. The proposed change will include:

- Amended zoning of Low Impact Industry to Waterfront and marine industry zone – Fitzroy River industry precinct to provide for service industry, marine river-related industry, boat storage and servicing and hire; and
- The inclusion of low-density residential zone – Fitzroy River accommodation precinct to provide for short-term accommodation (reuse of existing buildings) and river/fishing related convenience services such as food and drink outlet/bait and tackle shop / small boat storage and the like.

Airbnb / Short-term accommodation

Changes have been undertaken to allow Airbnb's and other similar land use activities within residential zones. Changes include an adjustment to the provisions related to short-term accommodation and the modification of the tables of assessment for residential zones.

High Density Residential Zone and Table of Assessment

The High Density Residential zone levels of assessment have been reduced to enable the conversion of existing buildings (such as apartments) to become short-term accommodation, retirement villages, rooming accommodation etc. This amendment aligns with future demands for aged care living, assisted living and vertical retirement; the planning scheme enables this land use where within an existing building as Accepted Subject to Requirements.

Office accommodation – Quay Street precinct

Provisions related to office activities along within the Principal Centre zone - Quay Street precinct have been updated. These changes will allow office accommodation at the ground floor level (currently only allowed above ground floor level) along Quay Lane. The table of assessment has also removed the trigger relating to offices being located within a premise containing another use.

Character overlay code and mapping

New mapping and provisions have been introduced pertaining to demolition controls for commercial buildings in the principal centre zone as well as residential character dwellings throughout South Rockhampton (Wandal, West Rockhampton, Allentown, and The Range). Design controls have been refined and also been introduced for residential buildings identified as having character in The Range.

Stormwater management code and Stormwater Management Planning Scheme Policy

New provision in relation to detention systems has been included which regulate the design, location and construction. The Acceptable Outcomes in the code refer to the updated Planning Scheme Policy (SC6.18 Stormwater management planning scheme policy). The inclusion of Water Sensitive Urban Design (WSUD) principles are reflected strongly in the Planning Scheme Policies for which applicants will need to address in development applications particularly in relation to new subdivisions.

Revised provisions related to advertising devices

The advertising devices levels of assessment have been revised to ensure a clearer understanding of the triggers for development. The advertising devices code has been changed with the separation of sign types and specific requirements related to each sign. In addition, signs already covered by the subordinate local law no. 1.4 (installation of advertising devices) will be removed from the advertising devices code.

Table of Proposed Changes – Planning Scheme

PROPOSED CHANGE	JUSTIFICATION
Part 1 About the Planning Scheme	
Updated wording related to the planning scheme horizon, tables of contents, figures and tables and planning scheme components	<ul style="list-style-type: none"> Updated planning horizon to be consistent with changes made within the strategic framework Minor changes in relation to page / table / figure renumbering / administrative changes Renaming and reformatting of the neighbourhood character overlay code to the character overlay code
<p><u>Section 1.6 – Building work regulated under the planning scheme</u> The inclusion of statements related matters applicable to the <i>Building Act 1975</i> and <i>Building Regulations 2006</i>, under the planning scheme.</p> <p><u>Section 1.7 – Local government administrative matters</u> The inclusion of tables identifying the mapping of bushfire prone areas, flood hazard areas (new hazard categories) and creek catchments (Planning Area 1, Planning Area 2 and Planning Area 3) and the transport noise corridors for the purposes of the <i>Building Act 1975</i>, <i>Building Regulations 2006</i> and the Queensland Development Codes.</p>	<ul style="list-style-type: none"> Provide a quick reference for assessment managers involved with building applications (particularly for private certifiers) and what aspects of the planning scheme are applicable under the <i>Building Act 1975</i>, <i>Building Regulations 2006</i> and the Queensland Development Codes.
Part 2 State Planning Provisions	
<p><u>Section 2.4 – Regulated Requirements</u> The Planning Scheme adopts the definitions as stated under the <i>Planning Regulation 2017</i>.</p>	<ul style="list-style-type: none"> Ensuring that the planning scheme now aligns with the land use and administrative definitions stated under the <i>Planning Regulation 2017</i>. This will provide a consistent approach and avoid potential conflicts with definitions used with the <i>Planning Act 2016</i> and planning scheme
Part 3 Strategic framework	
General	
<p>Amendments to wording, less use of unclear/uncertain terms such as:</p> <ul style="list-style-type: none"> Appropriate; Mitigate Suitable Desired Support Preferred 	<ul style="list-style-type: none"> Removed complexity and unnecessary wording within the strategic framework and to ensure more clarity and certainty for users.

PROPOSED CHANGE	JUSTIFICATION
There has been some minor rewording in the strategic framework which establishes or clarifies exactly what the outcome being achieved is.	
There has been an increase in wording to provide clear policy direction by stating “avoided” and “does not occur” which provides a more measurable outcome.	
More consistency in wording when dealing with the same aspect in more than one place (i.e. between the strategic framework themes)	
Removal of duplication and discrepancies in policy. In addition, some similar provisions have been combined.	
Improved tests for whether development should occur in flood/hazard areas (avoiding extreme/high hazard areas and minimising impacts within low/medium hazard areas)	
Amendments to editor’s notes to ensure they are helpful, consistent with policy and not introducing possibly a reason to misinterpret or confuse policy position	
The adoption of the Character overlay results in additional wording pertaining to the commercial character which has been reflected throughout the strategic framework.	<ul style="list-style-type: none"> ▪ To ensure consistency throughout the document and to align with the likely adoption date for the major amendment.
The planning horizon has been removed from all aspects of the planning scheme to limit timeframe issues and to ensure flexibility in relation to different growth scenarios	<ul style="list-style-type: none"> ▪ This will remove outdated timeframes from development applications.
Provisions that are written more as a description of the process (e.g. “will not be supported”, “address natural hazards” “acknowledged by establishing precincts” etc.) have been changed to outcomes. All provisions have been written to state what the actual outcome expected.	<ul style="list-style-type: none"> ▪ Provisions within the strategic framework form the critical tests against which development is to be assessed; therefore some provisions have been changed from a description to an outcome.
The inclusion of additional provisions related to the desired streetscape, built form and creating a quality urban environment.	<ul style="list-style-type: none"> ▪ To ensure consistency between the zone codes and strategic framework – strategic and specific outcomes and to align with the State Planning Policy – State interest – liveable communities, providing for a quality urban environment.
3.1 Preliminary	
No Changes.	N/A
3.2 Strategic intent	
<p>Remove growth rate timeframe reference Minor change to renaming central business district to principal centre.</p> <p>It is accepted that over the next twenty (20) years The changing age demographic and a desire for more affordable and efficient lifestyles will start shifting the preferred dwelling preferences away from suburban dwelling houses towards more compact dwelling styles closer to centres, transport infrastructure and services.</p>	<ul style="list-style-type: none"> ▪ Refer to tracked changes. ▪ Removed from planning scheme to eliminate time damage for future development.

PROPOSED CHANGE			JUSTIFICATION						
3.3.1 Strategic Outcomes									
<p>(1) — The pattern of settlement is reinforced in accordance with the Strategic framework – settlement pattern maps (SFM-1 to SFM-4) and as defined in Table 3.3.2.2 – Strategic map designations and descriptions. Sufficient land has been allocated for residential, commercial, industrial and community uses to meet the needs of the region for at least twenty (20) years.</p> <p>Rewording changes made to Item (9) and (11) for clearer policy direction.</p>		<ul style="list-style-type: none">Remove timeframe reference from this policy outcome.Refer to tracked changes.							
3.3.2 Planning scheme places									
<p>Table 3.3.2.2 — Strategic map designations and descriptions</p> <p>The addition of Parkhurst (Boundary Road) as a District centre and removed as a Local centre.</p> <table><tr><td>District centre</td><td>A concentration of land uses including retail, residential, small-scale offices, administrative and health services, community, entertainment and recreational facilities capable of servicing a catchment area of 5,000 to 8,000 households.</td><td><ul style="list-style-type: none">AllenstownGracemereParkhurst (Boundary Road)</td></tr><tr><td>Local centre</td><td>Provides for the day-to-day convenience needs of the surrounding catchment area of between 3,000 to 5,000 households. The convenience needs include medical and personal services, food and drink outlets, shops and a hotel or other uses that provide a community focal point. Community services that directly support the immediate community and residential development are supported within these centres.</td><td><ul style="list-style-type: none">Frenchville (Dean Street)Norman Gardens (Farm Street)Norman Gardens (Norman Road)Mount MorganParkhurst (Boundary Road)Parkhurst (William Palfrey Road – Lot 5 on SP238731)</td></tr></table>		District centre	A concentration of land uses including retail, residential, small-scale offices, administrative and health services, community, entertainment and recreational facilities capable of servicing a catchment area of 5,000 to 8,000 households.	<ul style="list-style-type: none">AllenstownGracemereParkhurst (Boundary Road)	Local centre	Provides for the day-to-day convenience needs of the surrounding catchment area of between 3,000 to 5,000 households. The convenience needs include medical and personal services, food and drink outlets, shops and a hotel or other uses that provide a community focal point. Community services that directly support the immediate community and residential development are supported within these centres.	<ul style="list-style-type: none">Frenchville (Dean Street)Norman Gardens (Farm Street)Norman Gardens (Norman Road)Mount MorganParkhurst (Boundary Road)Parkhurst (William Palfrey Road – Lot 5 on SP238731)	<ul style="list-style-type: none">Parkhurst (Boundary Road) Local centre has been changed to a District centre.This is based upon the current approval over the land and additionally, the new zone accords to the “Review of Centre Policy and Provisions, Draft Planning Scheme” report undertaken by Buckley Vann and Urban Economics in October 2014. The report recommended that the Parkhurst (Boundary Road) local centre would evolve into a district level centre as population growth occurs in Parkhurst and the surrounding localities. <p>The Parkhurst shopping centre currently aligns with the district centre characteristics with the inclusion of full-line shopping centre.</p> <ul style="list-style-type: none">The report was commissioned to respond to zoning submissions for various commercial centres during the initial planning scheme consultation in 2014.	
District centre	A concentration of land uses including retail, residential, small-scale offices, administrative and health services, community, entertainment and recreational facilities capable of servicing a catchment area of 5,000 to 8,000 households.	<ul style="list-style-type: none">AllenstownGracemereParkhurst (Boundary Road)							
Local centre	Provides for the day-to-day convenience needs of the surrounding catchment area of between 3,000 to 5,000 households. The convenience needs include medical and personal services, food and drink outlets, shops and a hotel or other uses that provide a community focal point. Community services that directly support the immediate community and residential development are supported within these centres.	<ul style="list-style-type: none">Frenchville (Dean Street)Norman Gardens (Farm Street)Norman Gardens (Norman Road)Mount MorganParkhurst (Boundary Road)Parkhurst (William Palfrey Road – Lot 5 on SP238731)							
3.3.3 Nature conservation, open space and natural corridor or link									
<p>(1) Nature conservation and open space areas contain national parks, public open space, environmentally significant areas (including corridors) as shown on strategic framework maps (SFM-1 to SFM-4) and other important ecological and landscape values. These areas are protected from urban development.</p> <p>(6) Environmentally significant areas and corridors as shown on the strategic framework maps (SFM-1 to SFM-4) will be appropriately managed in accordance with best practice methods.</p>		<ul style="list-style-type: none">Consolidated (1) and (6) into 1 specific outcome.							
3.3.4 Townships									

PROPOSED CHANGE	JUSTIFICATION
(4) Development does not occur on or adjacent to land identified on the Agricultural Land Classification (ALC) overlay maps.	<ul style="list-style-type: none"> Removed from the Townships section, as this provision is already stated in the rural section
(5) No expansion or infill of residential development beyond a single dwelling house on a single existing lot (except for a dwelling house, caretaker's accommodation or home based business) within the Kabra and Stanwell townships is to occur due to conflicts with existing and potential future land uses (such as the Gracemere Industrial Area) and the impact of flooding.	<ul style="list-style-type: none"> Reworded for clarity.
3.3.5 Rural Residential	
<p>Specific outcome 3 has been reworked to provide clearer tests.</p> <p>(3) Home based businesses involving (heavy vehicles business) may establish within rural residential areas, where no significant impact occurs subject to mitigating against adverse amenity impacts on adjoining sensitive land uses. However, larger scale transport and freight use (which do not fall within the definition of a are not defined as a home-based business) involving (heavy vehicles business) must be located within the designated industrial areas or areas specifically identified elsewhere within this strategic framework, rather than in rural residential areas.</p>	<ul style="list-style-type: none"> Reworded to be specific that no significant impacts will occur.
(5) New subdivisions within rural residential areas must be serviced to an urban standard (including constructed roads and stormwater drainage). Water and sewer services can be located on site	<ul style="list-style-type: none"> Reference to water and sewer services has been removed given these provisions are listed in the code. It also removes wording of "can be" located on site which is ambiguous.
Editor's note— The current extent of r Rural residential land will continue to be reviewed to reduce the extent within areas that are suitable for limit further expansion into viable rural activities. land and in response to take up rate of identified rural residential land, natural constraints and emerging population and growth trends.	<ul style="list-style-type: none"> The editor's note has been changed to remove ambiguity relating to the expansion of rural residential land. It now ties in with specific outcome 3.3.5.1 (2).
3.3.6 Rural	
Specific Outcome (2) – removal of planning scheme horizon.	<ul style="list-style-type: none"> The removal of the timing enables reliance on the new urban and future urban strategic outcomes for timing as opposed to applicants attempting to justify premature urban development within the rural zone.
Specific Outcome (3) – more concise wording	<ul style="list-style-type: none"> New language specifying that sensitive land uses will not occur when in proximity to incompatible development as opposed to "are not supported" provide for more clear policy direction within the planning scheme.
<p>(4) Development will not alienate or impact on the productive agricultural capacity of rural areas.</p> <p>(a) —there is a significant and demonstrated need and public benefit from the proposal. It must also be demonstrated that the proposal can not be located on alternative sites of lesser</p>	<ul style="list-style-type: none"> Duplication with 3.8.4 Rural Land with provisions related to Agricultural Land Classification overlay and ensuring these areas are protected.

PROPOSED CHANGE	JUSTIFICATION
<p>agricultural value; or (b) the subject land is located so that farming, either alone or in association with surrounding parcels, is not practicable. Editor's note—Productive agricultural land has been identified on the Agricultural Land Classification (ALC) overlay maps.</p>	
<p>(5) Separation areas from existing and future planned residential land uses are provided to maximise, preserve and protect agricultural production capacity and amenity values.</p>	<ul style="list-style-type: none"> ▪ Addition of separation areas to protect the productive capacity and amenity values of rural land.
<p>(6) Subdivision of rural land will be regulated by minimum lot sizes established to maintain land in viable sized parcels (no further fragmentation), aimed at maximising the productive potential of the land. The amalgamation of existing smaller lots into larger proportions is encouraged.</p>	<ul style="list-style-type: none"> ▪ Reworked provision to give a clear direction of minimum lot size within the Rural Zone and its objectives. ▪ In circumstances where applicants have less than the minimum lot size, amalgamation is encouraged. This gives certainty to the user of the planning scheme and ensures clearer policy intent
<p>(8) Dwellings are not established and further subdivision does not occur in historic subdivisions. Residential and rural residential development is directed away from historical subdivisions as these areas are subject to constraints (such as flooding), have limited or no access to services and infrastructure and are isolated from community and other urban facilities.</p> <p>Editor's note—Historical subdivisions throughout the region have been zoned limited development.</p>	<ul style="list-style-type: none"> ▪ Reworked provision to give more clarity of 'historic subdivision' by adding editor's note for the Limited Development Zone. ▪ This new provision gives clear indication that dwellings are not supported in historic subdivisions within Limited Development Zone.
<p>(16) Renewable energy technology uses will be supported where there are no potential adverse impacts on adjoining and nearby uses can be mitigated, including impacts associated with noise, light, emissions, infrastructure requirements or transport movements on transport networks.</p>	<ul style="list-style-type: none"> • Reworded to provide less ambiguous wording • Removal of 'can be mitigated'
<p>(17) Sustainable forestry and processing of forestry products will be encouraged, however, are located in less productive agricultural areas. In preferred locations such as designated state forest areas.</p>	<ul style="list-style-type: none"> • Protection of high-value rural lands.
3.3.7 Industrial (existing, new and future)	
<p>(3) (c) new development does not expand into areas affected by natural hazards, the physical characteristics of the land are suitable for development. If the land is subject to adverse impacts from natural hazards, development is avoided unless the risk can be mitigated to protect people and property to an acceptable level;</p>	<ul style="list-style-type: none"> ▪ Reworded for clarity and simplified/clear policy direction for natural hazards.
<p>(3) (f) development of suitable land within the industrial and new industrial areas occurs prior to is preferred over future industrial areas; and</p>	<ul style="list-style-type: none"> ▪ Clarity purposes – Remove 'preferred over' and adding "occurs prior to" provides clear direction and timing for when and where industrial development should occur.
<p>Editor's note—Unless land is already constrained by natural hazards or environmental constraints and no further land remains within industrial and new industrial areas, development may proceed to future industry areas.</p>	<ul style="list-style-type: none"> ▪ Policy intent to protect planned industrial areas from incompatible land uses and for future industrial development.
<p>(7)—The operational and functional needs of the industrial use prevail over the built form except where</p>	<ul style="list-style-type: none"> ▪ This provision has been reworded to provide clear

PROPOSED CHANGE	JUSTIFICATION
adjoining visually sensitive areas, including residential areas and major road corridors. Ancillary office and sales areas are to be sited and orientated towards the primary street frontage. a residential premise or zone and when located on the edge of the industrial area or adjoining a highway.	intent relating to industrial uses prevailing except where adjoining visually sensitive areas (that include residential areas and major road corridors). This replaces a residential premise which is vague.
(10) To eliminate land use conflicts within and bordering onto throughout the urban areas, it is preferred that historically located, medium impact, high impact and special industries at Lakes Creek, Depot Hill and Port Curtis are relocated to the Gracemere industrial area. In the interim, lawful uses on their current sites can continue to operate; however, increased production or any diversification must address impacts on adjoining sensitive land uses (including environmental nuisances) and maintain appropriate separation distances. and address natural hazards.	<ul style="list-style-type: none"> ▪ Reworked wording for clarity and to provide measurable intent. ▪ Proposed changes replace “throughout” with “within and bordering onto”. This removes ambiguity.
(11) —The Parkhurst and Lakes Creek precincts will continue to accommodate existing high impact industries (acknowledged by establishing precincts within the high impact industry zone). The future expansion of existing industries within these two (2) precincts must be controlled and environmental nuisances such as noise, dust, light and odour are contained onsite to ensure surrounding residential communities (including future residential communities) are not impacted upon.	<ul style="list-style-type: none"> ▪ Provides more clarity for the user.
(12) The Parkhurst and Park Avenue industrial areas (excluding areas zoned high impact industry) will accommodate primarily low and medium impact industries due to their proximity to residential communities.	<ul style="list-style-type: none"> ▪ Provides more clarity for the user.
(13) The Fitzroy River will continue to provide for waterfront and marine industry uses (acknowledged by the waterfront and marine industry zone). These areas will provide for boat storage, maintenance and construction facilities associated with waterfront and marine industry. Replaced with: (15) The Waterfront and marine industry zone and Fitzroy River industry precinct facilitates marine industry related uses. These areas will provide for boat storage, maintenance and marine servicing facilities.	<ul style="list-style-type: none"> ▪ Reworded provision to align with the direction and intent of the new Fitzroy River industry precinct. ▪ This ensures vertical alignment from the zone codes, overall outcomes to the strategic framework.
(17) The Gracemere industrial area is ideally located at the junction of the north, south and western road and rail corridors to function as a significant regional and interregional logistics hub.	<ul style="list-style-type: none"> ▪ Relocated to 3.8.3
(20) Significant regional facilities which are not located within a designated industrial area such as the Bajool explosives reserve are to be buffered from sensitive land use(s). Future expansion of these industries, while supported due to the contribution to the local economy, must minimise mitigate impacts upon nearby or adjoining sensitive land use(s).	<ul style="list-style-type: none"> ▪ Removal of ambiguity in the provision
3.3.8 Urban and new urban	
(1) Urban and new urban areas are characterised by walkability between housing and activity nodes, such as a park, shop or bus stop. They offer a choice of housing types, including dwelling houses, semi-detached or dual occupancy housing, row or terrace houses, some multiple dwellings (in accordance with the specific outcome (6) below) and small-scale live/work buildings (i.e. home based businesses). While	<ul style="list-style-type: none"> ▪ Additional wording for clarity

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dwelling houses are the most common use, many dwelling houses are on a range of smaller lots.	
(2) Urban and new urban areas allow for adaptable small-scale multiple dwellings that provide intergenerational housing options catering to young people, families and support for ageing in place. In this regard, development for multiple dwellings is directed to the low-medium and high-density residential zones or where located in proximity to centres, services and the public transport network.	<ul style="list-style-type: none"> Remove small scale, to reflect all dwelling types. Facilitate intergenerational housing options to cater for young people, families and the aging population; it should not be restrictive to a multiple dwelling use.
(5) Urban development is contained within the urban and new urban areas to achieve the following outcomes: <ul style="list-style-type: none"> (a) the impacts from natural hazards are mitigated or avoided, including the potential future impacts resulting from climate change; (b) biophysical environmental values and green breaks are maintained; (c) land identified on the Agricultural Land Classification (ALC) overlay maps is protected and not compromised by urban development; (d) rural, natural asset, landscape and environmental values are protected; (e) a coordinated sequence that ensures the efficient delivery of infrastructure and services; (f) safe and efficient access to retail goods and services, community and recreational facilities and employment opportunities; (g) a range of housing and lifestyle options consistent with the forecast changing demographic characteristics and expectations; (h) the opportunity for increasingly sustainable and healthy lifestyles, including a reduced dependence on motor vehicles by providing convenient access to public transport, walking and cycling; and (i) infill and intensification is focused around centres and transport facilities. 	<ul style="list-style-type: none"> Delete duplication of ALC mapping as this is reflected under s3.8.4 Rural Land Element.
(6) Housing other than dwelling houses is located preferred on lots with particular attributes, like corner lots, lots with rear lane access, and lots located on higher order roads and with convenient walking distance to centres, parks and major community facilities or public transport. near open space, centres or public transport and are within easy walking and cycling distance to a range of local facilities, like shops, schools and parks.	<ul style="list-style-type: none"> Overall outcome has been reworded to align with the residential zones.
(7) A variety of residential lot sizes and designs is provided to cater for diverse and changing housing needs within the community. The scale of buildings is appropriate to the size of the lot and to the character of the neighbourhood.	<ul style="list-style-type: none">
(8) Urban and new urban areas (excluding neighbourhood centres) contain existing land uses that provide for a localised service function such as small-scale food and drink outlets, community uses and services. These land uses can continue; however, the expansion of these uses or the establishment of new uses must function to service the needs of the immediate local residential community provide for a local convenience function, not conflict with sensitive land uses, not compromise the role and function of designated centres and be consistent with the relevant zone code.	<ul style="list-style-type: none"> Reworded 'local convenience function' to provide a function to service the needs of the immediate local residential community. Provide clarity regarding defining a small-scale centre.
(12) These n New communities are well planned and demonstrate the following: <ul style="list-style-type: none"> a) subdivision occurs in a sequenced manner and coordinated with surrounding land in coordination 	<ul style="list-style-type: none"> The new wording aligns more closely with the zone (e.g. LDR 6.2.1.2(d))

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<p>with future planned infrastructure and services;</p> <p>b) provide for attractive streets that are well-connected to parks, community facilities and centres to support sustainable lifestyles including pedestrian and cycle transport;</p> <p>c) the land does not have significant environmental or ecological values, including but not limited to areas of environmental significance, wildlife and environmental corridors and waterways and wetlands;</p> <p>d) the physical characteristics of the land are suitable for development. If the land is subject to adverse impacts from natural hazards, development in greenfield areas is avoided unless the risk can be mitigated to protect people and property to an acceptable level;</p> <p>e) development will protect significant landscape features and areas of high scenic value not result in visual impacts, loss of scenic values and permanent scarring of the landscape;</p> <p>f) future social and economic needs and characteristics are catered for;</p> <p>g) development does not cause or exacerbate existing land use conflicts with respect to major industrial uses (including the Gracemere and Parkhurst industrial areas) or other land uses such as existing intensive rural land uses or extractive industry;</p> <p>h) development provides for a variety of residential lot sizes and designs;</p> <p>i) the balance of land or future stages of large greenfield sites are retained in large parcels;</p> <p>j) development is sequenced and coordinated occurs in a way that provides for the most efficient connection and maintenance of existing and future trunk infrastructure and services; and</p> <p>k) development is consistent with the strategic framework maps (SFM-1 to SFM-4).</p>	<ul style="list-style-type: none"> ▪ Clear and concise wording which results in the removal of 'mitigated', providing more certainty for the community and developers. ▪ (j) – Cleaned up wording relating to sequencing and coordination
<p>(17) Infill development is encouraged in existing urban areas, particularly within proximity to centres, transport, and community and recreation facilities.</p>	<ul style="list-style-type: none"> ▪ Remove of duplication as this is covered within the Strategic Framework under 3.3.10 Element - Urban Infill and Intensification.
<p>(19) The Fitzroy River accommodation precinct provides for short-term accommodation in the form of the re-use of an existing dwelling and small-scale non-residential uses directly associated with boating activities (for example bait and tackle shops, food and drink outlets), provided they do not adversely affect residential amenity.</p>	<ul style="list-style-type: none"> ▪ The inclusion of an additional provision to reflect the introduction of the Fitzroy River accommodation precinct within the Low Density Residential Zone in the planning scheme.
<p>(25) Mount Morgan currently provides an affordable housing option; however, there will be no expansion of the current urban areas due to insufficient new residential greenfield development will not be supported outside of the current urban area until adequate infrastructure and local employment opportunities are available. Challenges include providing a reliable water supply, sewerage treatment capacity and safe commuter road access to other centres.</p>	<ul style="list-style-type: none"> ▪ Reworded to provide more clarity for this provision.
<p>(25) Residential infill development will be supported within the existing urban area.</p>	<ul style="list-style-type: none"> ▪ Duplication of 3.3.10 for urban infill and intensification.
<h3>3.3.9 Future Urban</h3>	
<p>Gracemere The area immediately adjacent to the landfill site in Lucas Street may be suitable for urban development in the long-term after the landfill function of the facility ceases. If the residential growth experienced prior to the resource industry downturn returns, some residential development in future urban areas may be</p>	<ul style="list-style-type: none"> ▪ The reference to residential growth has already been stated previously. Where a residential need arises, consideration can be given to a future urban area.

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supported earlier than identified, subject to satisfactory arrangements for the supply of trunk infrastructure.	
3.3.10 Urban infill and intensification	
(7) No further expansion of commercial, retail or industrial uses along High Street, and east and west of Musgrave Street (outside of the specialised centre) will occur be supported .	<ul style="list-style-type: none"> Provides more clear intent for no further expansion of commercial, industry and retail outside of the specialised centre.
(8) Residential development in proximity to Moores Creek will be required to be resilient to potential flood events.	<ul style="list-style-type: none"> Duplication provisions within 3.4.3 Natural hazards and climate change.
3.3.11 Centres	
<p>(2) The centre's hierarchy is maintained to ensure a concentration of employment and business activity that services the planning scheme area. This concentration of activities will ensure:</p> <ul style="list-style-type: none"> (a) efficient use of existing infrastructure provided by both the public and private sectors; (b) efficient means of undertaking activities within the one area, reducing the need for multiple trips; (c) co-location of activities to promote choice for users and competition between businesses; (d) public transport networks, based around a concentration of critical mass of activities and people, are supported; (e) business activity is maintained and vacancies and low levels of amenity are reduced; and (f) increased confidence in investment decisions. 	<ul style="list-style-type: none"> The new policy introduced to provide more informative wording around the centre's hierarchy.
(21) The Quay Street precinct will accommodate retail, tourism, markets, short-term and permanent accommodation. This precinct will provide a focal point for active frontages by accommodating food and drink outlets (cafe and restaurants) and entertainment facilities, taking advantage of being located close to the riverbank and access to the Fitzroy River. Other Uses that do not support an active frontage such as offices at the ground floor level are not preferred in this precinct. However, small-scale offices may face Quay Lane where they create fine-grained facades and provide for extensive overlooking of the street.	<ul style="list-style-type: none"> Additional wording under Quay Street precinct specific outcome to reflect policy change that supports offices at ground level in Quay Lane in accordance with Principal centre zone code.
Allenstown, and Gracemere and Parkhurst district centres	
<p>(30) District centres provide for household's major weekly or fortnightly shopping and therefore are the intended location for a full-line supermarket. New full-line supermarkets are to be located in the Gracemere district centre (not the Allenstown district centre) and Parkhurst (Boundary Road) district centre (limited to one (1) full-line supermarket to service the Parkhurst catchment) or higher order level centres and not in lower order centres or out of centre locations, unless specifically provided for elsewhere.</p> <p>Parkhurst (Boundary Road) is deleted from Local and neighbourhood centre.</p>	<ul style="list-style-type: none"> New wording introduced to provide clear direction of the intent for the northern catchment of Rockhampton in relation to centres. Due to the construction of the Parkhurst (Boundary Road) centre that operates as a full-line supermarket. Refer to 3.3.2 Planning scheme places response for further justification.
(36) No additional local centres (beyond those that are zoned) are required within the existing urban areas. and Existing neighbourhood centres are not to expand beyond serving a wider local centre catchment. Greenfield areas may accommodate new centres, with a local centre in North Parkhurst (along William Palfrey Road on Lot 5 SP238731) being required where commensurate with the	<ul style="list-style-type: none"> Removal of the "planned" for the Parkhurst (Boundary Road) centre, as this centre already exists; Clear indication that not full-line supermarkets are

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growth of the immediate catchment and that does not detract from the planned Parkhurst (Boundary Road) district centre. Gracemere may also require a neighbourhood centre in the southern growth area to service the predicted population growth. It is not expected that local or neighbourhood centres will accommodate a full-line supermarket.	expected in local/neighbourhood centres in the life of this planning scheme.
3.3.13 – Specific use	
(5) Development within specific use areas does not detract from the role and viability of centres Rockhampton's principal centre including large-scale offices.	<ul style="list-style-type: none"> ▪ Removal of a land use which has the potential to make this misleading by primarily focusing on large-scale offices. Inconsistent development should not detract from the role and viability of centres.
(6) Development within the Rockhampton Airport area (identified by the Rockhampton airport precinct) provides for airport-related activities and supporting services. Supporting services includes commercial, retail, low impact industry and short-term accommodation that primarily serve the commuting passenger and military activities. Future expansion of commercial uses servicing the airport is supported south of Hunter Street within the airport precinct. All development must be in accordance with the intent of the designated sub-precincts and must not detract from the orderly development of existing centres. The new development will be required to mitigate against known flood impacts through appropriate design and siting to ensure prompt recovery after flood events. Development will only be appropriate where natural hazards and environmental constraints are properly addressed.	<ul style="list-style-type: none"> ▪ The new policy introduced to provide more informative wording around the centre's hierarchy.
(7) Rockhampton Base Hospital and Rockhampton Mater Hospital and associated uses will continue to develop as the regional health services centre. Future growth will be protected from conflicting development. Development that assists the amenity and functionality of this centre for patients and their families, including some short-term accommodation and car parking will be supported provided that the development of these uses does not detract from the role, function and vitality of Rockhampton's principal centre and other nearby centres.	<ul style="list-style-type: none"> ▪ The sentence is ambiguous as there is no clarity of what a conflicting development is in this context. ▪ Surrounding land uses are primarily residential therefore the urban strategic outcomes will cater for conflicting development. ▪ To remove any uncertainty, this sentence has been deleted.
(8) CQUniversity and CQ Tafe will remain the focus of tertiary education and vocational training. Expansion of these se university facilities is supported. Opportunities exist for the future redevelopment of the CQUniversity TAFE site on Canning Street for either community or residential related land uses.	<ul style="list-style-type: none"> ▪ CQUniversity and Rockhampton TAFE have merged.
3.4.3 Natural hazards and climate change	
(1) Development minimises the risk to human life and property (including risks to infrastructure and economic assets) from coastal processes, natural hazards (including flood, erosion, storm tide, bushfire and landslide) and the possible impacts as a result of climate change as established by the best science of the day (precautionary approach). Development in areas subject to natural hazards (including flood, bushfire, steep land, erosion and storm tide) avoids an acceptable increase in the extent or the severity of the natural hazard, and the safety of people is maintained and damage to property is not increased.	<ul style="list-style-type: none"> ▪ Clear and concise wording (use of wording such as avoided as oppose to mitigated) ▪ Removal of <i>mitigate the hazards</i>. ▪ Clear and direct provisions relating to no further development into areas of natural hazards and for the risk not to increase.

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<p>(2) Development occurs in areas where it is commensurate with the identified level of risk to persons, property and infrastructure.</p> <p>(3) Development maximises flood immunity by avoiding planning area 1 in identified creek catchments, high or extreme hazard riverine flooding areas and not increasing flood impacts within existing areas.</p> <p>(4) The identified settlement pattern is adhered to as it has been determined to avoid further expansion of urban and rural residential uses into high and extreme hazard areas and to mitigate the hazard risk in built-up urban areas. Urban and rural residential areas do not expand into areas of natural hazard and the risks in existing built-up areas is not increased.</p> <p>(3) Significant areas of the Rockhampton region are already established within the Fitzroy River floodplain and creek catchment areas. Within these areas, the flood risk will be managed by avoiding the intensification of development and the subdivision of land in high or extreme hazard areas and planning area 1.</p> <p>(4) The creation of new lots within all Fitzroy River flood hazard areas, North Rockhampton flood management area and the creek catchment planning area 1 and 2 will also be avoided.</p> <p>(6) Development must be able to withstand the short-term impacts of cyclones, including high wind loadings, erosion and flash flooding.</p> <p>(7) Land identified in statutory planning instruments as required for future hazard mitigation works is protected from development that compromises these projects.</p>	
3.4.4 Coastal environment	
<p>Editor's note—Coastal dependent land uses refers to a land use that adjoins the waterfront or access to the water is essential to its operation, including industrial and commercial facilities, such as ports, harbours, jetties, pontoons, marinas, ramps and slipways, coastal or marine (boating) tourism facilities and appropriate marine service industries.</p>	<ul style="list-style-type: none"> ▪ A definition has been added within the planning scheme which covers this editor's note. Hence the removal as an editors note. ▪ The planning scheme definition aligns with the State Planning Policy definition
3.4.5 Water resources, catchment management and healthy waters	
<p>(6) Land development enables sustainable stormwater infrastructure which protects water quality, environmental values and maintains or enhances community health, safety and amenity.</p>	<ul style="list-style-type: none"> ▪ The new provision provides support for water sensitive urban design which is reflected in the planning scheme policies and stormwater management code.
<p>(8) Public access and use of the state coastal land, watercourses and water bodies is maintained but does not diminish environmental values, water supply reliability and recreational benefits for future generations.</p>	<ul style="list-style-type: none"> ▪ Introduction of state coastal land in accordance with latest SPP requirements

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3.5.1 Community identity and diversity	
(3) Cultural heritage is conserved and the including character and identity of communities in urban and rural areas is housing and heritage buildings are conserved and enhanced.	<ul style="list-style-type: none"> ▪ Reworded provision for clarity.
(5) Crime prevention through environmental design is achieved in urban areas including public spaces to improve public safety.	<ul style="list-style-type: none"> ▪ The requirement already stated above in outcome (4).
3.5.2 Housing diversity, safe communities and equitable access	
<p>(2) Residential development provides for a range of housing types that recognise a range of income levels, the changing household demographic and physical needs of residents during their lifetime. This is achieved by providing:</p> <ul style="list-style-type: none"> (a) dwellings in a range of sizes at different densities to maximise choice and affordability across the community; (b) adaptable accommodation to suit the needs of residents throughout their lifetime without the need for major adaptation or specialised design This accommodation shall be mainly located within proximity to public transport, community facilities and centres; and (c) a dwelling mix that allows residents to remain living in their preferred community as they age (ageing in place). 	<ul style="list-style-type: none"> ▪ Removal of duplication of urban and new urban outcomes which specifies a location to public transport and other amenities.
3.5.4 Heritage and character	
<p>(4) Rockhampton and Mount Morgan possess specific areas of residential and commercial character. These areas are maintained by retaining specific buildings and ensuring sensitive redevelopment and demolition controls to preserve the streetscape and built form.</p> <p>Specific areas of pre-1946 housing character exist within Rockhampton (particularly in The Range) and Mount Morgan. Housing within these areas is conserved and enhanced and new developments are in keeping with the surrounding streetscape and built form.</p>	<ul style="list-style-type: none"> ▪ Reworded to remove the wording relating to pre-1946 house characters and provide further clarification relating to protection and conservation of the character buildings.
3.5.5 Sport and recreation and open space	
<p>(4) Further development of regional level sporting facilities located at the Rockhampton major sports precinct (Wandal) is encouraged by co-locating community, entertainment, sporting and recreational uses, within current and new multi-use facilities. This will strengthen the Region's capability of holding major sporting and entertainment events, within proximity to existing commercial centres (including accommodation), infrastructure services and community assets.</p>	<ul style="list-style-type: none"> ▪ This provision provides strategic acknowledgement of a regional level sporting level to be located within the major sports precinct in Wandal. The provision reinforces co-location of sporting clubs for the establishment of a multi-use facility to attract larger sporting and entertainment events. ▪ The addition to the strategic framework provides clear indication for sporting growth to be concentrated within the Wandal major sports precinct.

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3.8.3 Industrial development	
(5) The Gracemere industrial area is ideally located at the junction of the north, south and western road and rail corridors to function as a significant regional and interregional logistics hub.	<ul style="list-style-type: none"> Provision relocated from section 3.3.7 – Settlement pattern – Industrial area
3.8.8 Tourism	
(2) Existing and planned tourism developments within areas as shown on the strategic framework maps (SFM-1 to SFM-4), including short-term residential accommodation, are encouraged.	<ul style="list-style-type: none"> The provisions related to tourism are already covered within the strategic framework, and this provision repeats previous requirements. Repeating provisions with different wording can lead to ambiguity within the scheme, hence the removal of this provision.
Part 4 Local Government Infrastructure Plan	
No changes.	
Part 5 Tables of assessment	
General	
Throughout the tables of assessment minor changes have been proposed to provisions related to the reuse of existing buildings and structures where involving an extension and to the gross floor area wording (including removal of the editor's note). This is reflected in the centre's zones.	<ul style="list-style-type: none"> Removed complexity and improve the readability and interpretation of the tables of assessment
Short term accommodation has been in low density and low-medium density residential zones for where they are located within an existing dwelling house.	<ul style="list-style-type: none"> This enables lawful short-term accommodation within existing buildings should applicants comply with the appropriate requirements (eg. Air BnB, Stayz.com).
Low density residential zone, Low density residential zone — Fitzroy River accommodation precinct, Low-medium density residential zone	
<ul style="list-style-type: none"> The Short-term accommodation use becomes accepted subject to requirements if it is for the reuse of existing dwelling(s). 	<ul style="list-style-type: none"> As above.
<ul style="list-style-type: none"> Introduction of Table 5.4.1.1.2 — Low density residential zone — Fitzroy River accommodation precinct 	<ul style="list-style-type: none"> The table of assessment has been updated to reflect the requirements within the Low density residential zone code. This table provides the permitted land uses within the fishing precinct To encourage short-term accommodation in existing buildings and small-scale boating and fishing related land uses.
Low-medium density residential zone	
<ul style="list-style-type: none"> Community-related uses and accommodation activities to be code assessable when located on a road classified minor urban collector or higher. 	<ul style="list-style-type: none"> This aligns with higher level policy intent relating to being accessible and close to public transport.

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	Therefore, should these uses be located on the appropriate road, they remain as code assessable.
High density residential zone	
<ul style="list-style-type: none"> Multiple dwelling, Residential care facility, Retirement facility, Rooming accommodation, Short-term accommodation have become Accepted Subject to Requirements if the reuse of existing building(s) or structure(s) and not involving more than minor building work, otherwise Code. 	<ul style="list-style-type: none"> The table of assessment has been updated to reflect current trends in ageing population and enables apartments, units to be converted into another residential use without being triggered by the planning scheme as assessable development.
Principal centre zone — Quay Street precinct	
<ul style="list-style-type: none"> Office <p><u>If:</u></p> <ul style="list-style-type: none"> (a) the reuse of existing building(s) or structure(s) and not involving more than minor building work; (b) not located at ground floor level when having a frontage to Quay Street; and-or (c) located within premises containing another use the gross floor area is less than or equal to 150 square metres when having a frontage to Quay Lane. 	<ul style="list-style-type: none"> Changes are made to make offices accommodation impact assessable should they be proposed on the ground floor, facing Quay Street within the Quay Street precinct. Amendments encourage offices facing Quay Lane where they are less than 150 square metres or less in gross floor area.
District centre zone, Local centre zone and Neighbourhood centre zone	
<ul style="list-style-type: none"> Editor's note—The gross floor area threshold is calculated for a new use or an extension to an existing use. It is not the cumulative total of the existing centre and the additional gross floor area forming part of the development 	<ul style="list-style-type: none"> The removal of this threshold aligns with the industry categories table of assessment. The site cover for centres is covered under the provisions of the zone code and therefore this requirement is not relevant.
Sport and recreation	
<ul style="list-style-type: none"> Indoor sport and recreation use is accepted (<i>no assessment criteria</i>) where the development is undertaken by a public sector entity, otherwise, Code Assessment is required. Community use has been made accepted development where undertaken by a public sector entity (also reflected in the precinct). 	<ul style="list-style-type: none"> Enables public sector to undertake an indoor sport and recreation without requiring a development permit. Should the development be undertaken by the private sector, these uses will be code assessable; Reduced provisions for community uses undertaken by Council within the sport and recreation and open space zones.
Open space zone	
<ul style="list-style-type: none"> Community use is no longer triggered as impact assessable when not undertaken by a public sector entity. 	<ul style="list-style-type: none"> Reduce processing time for consistent uses on public open zone land.
Low impact industry zone	
<ul style="list-style-type: none"> Removal of Renewable Energy Facility as code assessable 	<ul style="list-style-type: none"> Removal of renewable energy facilities within Low Impact Industry ensures public consultation for development applications. Low impact industry zones are generally within proximity to residential

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	areas, and renewable energy facilities such as wind farm/solar farm will result in a loss of amenity to adjoining residents
<ul style="list-style-type: none"> Where within South Rockhampton Precinct A warehouse use is impact assessable unless reusing an existing building or structure and not involving more than minor building work. 	<ul style="list-style-type: none"> Updated provision to include where involving the reuse of an existing building to align with the flood hazard overlay code requirements.
Waterfront and marine industry zone — Fitzroy River industry precinct	
<ul style="list-style-type: none"> Refer to new Table 5.4.5.1.1 — Waterfront and marine industry zone — Fitzroy River industry precinct. 	<ul style="list-style-type: none"> This new precinct enables new small-scale fishing related industrial development to occur where associated with the Fitzroy River and supports boating and other fishing-related activities. These are the identified suitable land uses the planning scheme will support once adopted.
Rural zone (including both precincts)	
<ul style="list-style-type: none"> Aquaculture is made Accepted subject to a higher threshold and reference update to <i>Accepted development requirements for material change of use that is aquaculture.</i> 	<ul style="list-style-type: none"> Small-scale aquaculture is already regulated by the State government. Changes have been made to align with current State government thresholds. The threshold is now 10 hectares in total water surface area as opposed to 5 hectares in total size under the current planning scheme.
<ul style="list-style-type: none"> Home based business has a threshold of two heavy vehicles and trailers being accepted development. 	<ul style="list-style-type: none"> The table of assessment has been updated to reflect the requirements within the rural zone code.
Rural residential zone	
<ul style="list-style-type: none"> Home based business has a threshold of two heavy vehicles and trailers being accepted development. 	<ul style="list-style-type: none"> The table of assessment has been updated to reflect the requirements within the rural and rural residential zone codes.
Reconfiguring a lot	
<ul style="list-style-type: none"> Relocation of Limited development (constrained land) zone from being grouped with the rural zone to allow for boundary realignments otherwise the creation of additional lots becomes impact assessable. 	<ul style="list-style-type: none"> This aligns with the Reconfiguring of a lot code in Part 9 Development Codes. There is no minimum lot size for the Limited development (constrained land) zone so therefore it is clearer to separate the two zones in the table of assessment.
Building Works	
Removed from Planning Scheme.	<ul style="list-style-type: none"> Removal of triggers associated with class 10a structures or buildings from the planning scheme in relation to zone code requirements. Provisions are to remain within overlay codes in relation to flooding etc.
Operational work associated with an advertising device	

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Operational work associated with an advertising device table of assessment has been reworked.	<ul style="list-style-type: none"> • The changes will improve the useability of the table, showing clearly what is triggered in each zone. • There are changes in the wording of a billboard/pylon sign to be a freestanding sign which has been consequently updated through the Table of Assessment. • The number of signs subject to accepted development has been increased. • Small-scale or temporary signage is no longer triggered for assessment under the planning scheme; these devices may potentially be regulated by Local Laws.
Overlays	
Airport environs overlay	
Refinement of triggers related to animal keeping, cropping, aquaculture, low impact industry and utility installation uses. In addition, some assessments have now been made accepted development under the overlay code and therefore, resulted in changes to the editor's note.	<ul style="list-style-type: none"> ▪ Airport environs overlay table of assessment has been updated with the inclusion of new land uses.
Character overlay	
Two new overlay triggers for Residential character demolition control area and Commercial character demolition control area regarding building work (minor demolition, relocation of a building on the same site / off-site or total demolition). New triggers for Residential character design control areas for external alterations or minor building work.	<ul style="list-style-type: none"> ▪ Allow additional protection for significant commercial character buildings.
Coastal protection overlay	
Table of assessment includes for caretaker's accommodation to become accepted development in the relevant zone.	<ul style="list-style-type: none"> ▪ In any event, it would be highly likely that they would already be triggered by the flood hazard overlay (flood hazard area has a greater extent).
Flood hazard overlay	
<ul style="list-style-type: none"> ▪ Wording changes to the Table of Assessment relating to the new Fitzroy river flood hazard categories (H1 – H6) ▪ Planning area 3 – (Overland flow path) area triggers added (<i>refer to tracked changes</i>) 	<ul style="list-style-type: none"> ▪ New planning area 3 triggers for land uses have been implemented within the Flood Hazard overlay table of assessment. ▪ It is noted that the same earthworks triggers for operational works remains, the ROL trigger does not change
Within the Fitzroy River flood high / extreme hazard and creek catchment flood planning area 1, provision has been made for a dwelling house or dwelling unit where accepted in the relevant zone (mainly within low density residential zone) to be accepted development where involving the replacement or alteration to an existing dwelling.	<ul style="list-style-type: none"> ▪ The Fitzroy River flood high / extreme hazard and creek catchment flood planning area 1 table of assessment includes provisions for a dwelling house as accepted development, providing the opportunity for property owners to replace or undertake minor alterations to an existing dwelling

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	house (subject to freeboard minimum requirements) and not require a material change of use application.
Land uses which are already code or impact throughout all zones, have been removed from the Flood hazard overlay table of assessment, as these land uses are already triggered via the “any other material change of use” section.	<ul style="list-style-type: none"> Reduces the size and complexity of the flood hazard overlay table of assessment.
Heritage place overlay	
Removal of alterations and other aspects already regulated under the <i>Queensland Heritage Act 1992</i> .	<ul style="list-style-type: none"> Remove duplication that is already covered by other legislation.
Special management overlay	
The inclusion of accepted development options for dwelling house and dwelling unit in the special management area overlay.	<ul style="list-style-type: none"> This enables existing dwellings to carry out renovations and replacements of those dwellings are already having use rights. Otherwise, the provisions are implemented to trigger dwelling houses as impact assessable.
Steep land overlay	
Caretaker’s accommodation inclusion.	<ul style="list-style-type: none"> Caretaker’s accommodation currently has no change to the level of assessment should applicants sought carry out this land use within a steep land overlay. The amendment proposed to trigger caretaker’s accommodation (currently dwelling houses are triggered) where within the 25% slope or greater.
Part 6 Zones	
General	
<ul style="list-style-type: none"> Low density and low-medium density overall outcomes relating to short-term accommodation have been added – <ul style="list-style-type: none"> (a) short-term accommodation only occurs where it: <ul style="list-style-type: none"> (i) is established in an existing dwelling; (ii) does not adversely impact on the amenity of the surrounding residential area; (iii) maintains the appearance of an ordinary dwelling that is consistent with the intentions of the zone; and (iv) is limited in scale and duration; <p>Note—Use of a dwelling for short-term accommodation in this context may take the form of short-term rental, Airbnb or similar accommodation. Purpose built commercially run short-term accommodation facilities are not intended. Short-term accommodation does not include a party house, which is separately defined.</p>	<ul style="list-style-type: none"> New provisions relating to the Fitzroy River accommodation precinct which are centred upon reusing existing dwelling houses for short-term accommodation. The overall outcomes further support boating activities and small-scale non-residential as listed in 4 (c). New overall outcomes relating to short-term accommodation for Airbnb and stayz.com.
<ul style="list-style-type: none"> Performance outcomes and Acceptable Outcomes are listed for ‘requirements for accepted development’ throughout low and low-medium density residential zone relating to short-term 	<ul style="list-style-type: none">

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accommodation provisions.	
Low Density Residential Zone	
<ul style="list-style-type: none"> Overall outcome 2(b), the inclusion of the wording “not providing for short-term accommodation except in the circumstances stated in (d)”. 	<ul style="list-style-type: none"> Reference to a new provision relating to short-term accommodation for where they are established within existing dwelling houses (which supports Airbnb developments).
<ul style="list-style-type: none"> Overall outcome 2(c), removal of tourist parks. 	<ul style="list-style-type: none"> The intent of the zone is to provide for permanent long-term residents, whereby a tourist park provides for short-term accommodation only. The relocatable home park definition already covers the long-term accommodation of residents.
<ul style="list-style-type: none"> Overall outcome (4) Fitzroy River accommodation precinct (4) The following overall outcomes of the Fitzroy River accommodation precinct are additional to those of the low density residential zone and take precedence in the event of a conflict: <ul style="list-style-type: none"> (a) due to extreme flood constraints, no new or further intensification of residential uses occur, (except for the reuse of an existing dwelling for short-term accommodation). Note—Short-term accommodation is intended as set out under (2)(d) above. (b) development does not result in a density of more than one (1) dwelling per lot; (c) small-scale non-residential uses directly associated with boating activities (for example bait and tackle shops, food and drink outlets) may be established provided they do not adversely affect the character and amenity of the precinct. 	<ul style="list-style-type: none"> New provisions relating to the Fitzroy River accommodation precinct which are centred upon reusing existing dwelling houses for short-term accommodation. The overall outcomes further support boating activities and small-scale non-residential as listed in 4 (c).
<ul style="list-style-type: none"> PO26: New development within greenfield areas for urban purposes on lots greater than five (5) hectares: 	<ul style="list-style-type: none"> Providing users with more guidance on the applicability of this provision by stating a land parcel size where structure planning is required.
<ul style="list-style-type: none"> PO28 – PO30: New provisions for the Fitzroy River accommodation precinct which provide acceptable outcomes for food and drink outlets, shops, retail uses, outdoor sales and the like. 	<ul style="list-style-type: none"> The new provisions provide applicants measurable gross floor areas to adhere to as well as ensure that any stand-alone offices, shopping centres, showrooms and hardware and trade supplies are not supported.
Centre zones category	
Updated concept plans for the Principal Centres Zone.	<ul style="list-style-type: none"> Concept plans have been updated resulting from the adoption of CBD Redevelopment Framework in 2017. These updates include pedestrian laneways/cross block linkages.
Principal Centres Zone	
<ul style="list-style-type: none"> Quay Street precinct (6) The following overall outcomes of the Quay Street precinct are additional to the overall outcomes of the principal centre zone and take precedence in the event of a conflict: <ul style="list-style-type: none"> (a) the following development is located in the precinct: 	<ul style="list-style-type: none"> The amendment to the overall outcome provides clear direction for office accommodation within the precinct. When fronting Quay Street, offices are to be above ground level and when fronting Quay

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(i) offices only where they are: (A) above ground level with a frontage to Quay Street - (to encourage ensure active uses such as restaurants, cafes or shops at the ground floor level); or (B) small-scale, create a fine-grained façade and provide for extensive overlooking of the street when at ground level in premises with a frontage to Quay Lane;	Lane, they can be at ground level and create a fine-grained façade and provide for extensive overlooking of the street.
<ul style="list-style-type: none"> ▪ Quay Street precinct ▪ The inclusion of PO20 and AO20.1 into Accepted Subject to Requirements provisions. ▪ An editor's note has been added to give the user direction as to what Council prefers to see – "Council's preference that studio and boutique style offices front Quay Lane and larger scale commercial offices reside within the Core Precinct." 	<ul style="list-style-type: none"> ▪ PO20 and AO20.1 provide outcomes specific to office accommodation within the Quay Street precinct fronting Quay Lane.
<ul style="list-style-type: none"> ▪ Quay Street precinct ▪ Removal of AO41.1 and AO41.2 from Acceptable outcomes and reworded into POs as they are not measurable outcomes. ▪ The inclusion of PO43 and PO44 into Table 6.3.1.3.2 — Development outcomes for assessable development 	<ul style="list-style-type: none"> ▪ The current acceptable outcome has been moved to a performance outcome, whereby be allowing flexibility with "no acceptable outcomes" being nominated.
District Centres Zone	
<p>The only amendments in relation to the District Centres Code relate to the Parkhurst (Boundary Road) Centre becoming a District Centre from a Local Centre. A submission was made to Rockhampton Regional Council by the owners in relation to the amending the zone to a higher order centre. Amendments listed as follows:</p> <ul style="list-style-type: none"> ▪ Overall Outcome (2) (f) – reworded to provide more appropriate language: "southern catchment" as oppose to "southern part" ▪ Overall Outcome (2) (g) – delete sections about Parkhurst (Boundary Road) will evolve into a District Centre and reword that it will accommodate for a full-line supermarket. ▪ Add Overall Outcome (8) and (9) – Inclusion of Parkhurst (Boundary Road) district centre. ▪ Throughout the District Centre code, there are consequential changes by way of the inclusion of additional figures for the Parkhurst (Boundary Road) District Centre. The figures are: <ul style="list-style-type: none"> » Parkhurst (Boundary Road) district centre concept plan (accepted subject to requirements and assessable elements) » Parkhurst (Boundary Road) district centre concept plan (assessable elements) 	<ul style="list-style-type: none"> ▪ All the characteristics of this centre align with a District Centre as opposed to a Local Centre. ▪ Refer to 3.3.2 Planning scheme places response for further justification.
Local Centres Zone	
Removal of all references to Parkhurst (Boundary Road) Local Centre.	Consequential amendments throughout the code due to Parkhurst (Boundary Road) becoming a district centre.
Recreation zones category	
No changes	N/A
Environmental zones category	
No changes	N/A
Industry zones category	
Minor wording changes throughout all zone codes.	Removing ambiguity from provisions to ensure there is

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	clear intent of the provisions.
Medium Impact Industry Zone	
<ul style="list-style-type: none"> The inclusions break up PO23 and provide additional performance outcomes which clear policy intent of the Gracemere saleyards precinct. The inclusion of PO24, PO25, PO26 for the Gracemere saleyards precinct 	<ul style="list-style-type: none"> The initial PO23 has been altered and subsequently 3 new PO's have been introduced which provide a clearer intent of this precinct for the users.
High Impact Industry Zone	
<u>Lakes Creek precinct</u> The amendments have combined AO20 and AO21 together which the one PO20 can accompany for. The PO enables a greater range of items under the AOs. Refer to tracked changes for amendments.	<ul style="list-style-type: none"> The AOs allow redevelopment for existing high impact industry uses where they are carried out within an existing building or previous or the use has previously been used for a high impact industry use or it does not increase the gross floor area by greater than twenty-five square metres (25m²). It is acknowledged the tables of assessment states that development must not be greater than minor building works (5% expansion) – therefore any development greater than 5% will be triggered for Code Assessable development.
<u>Parkhurst precinct</u> Similar changes as per the Lakes Creek precinct by consolidating PO22 and PO23 into one new PO and providing all the previous AO's to be either AO21.1 or AO21.2	<ul style="list-style-type: none"> This change provides more clarity within the AO's for when there is non-compliance for AO21.1. To consolidate the provisions into AO21.2 enables users to either comply with AO21.1 or alternatively address AO21.2.
Waterfront and Marine Industry zone	
<ul style="list-style-type: none"> The inclusion of Fitzroy River Industry Precinct within overall outcomes (overall outcome 3). The inclusion of PO14 and AO14.1 – AO14.4 – these relate to developing a home base business within the zone and provide provisions relating to that land use. The inclusion of PO15 and AO15.1 – AO15.3 – these provisions relate to non-industrial land uses (such as food and drink, outdoor sales, and small-scale retail). A new heading for Land Uses which captures new PO17 and PO18 PO17 enables food and drink within the zone only where PO21 is solely based on the Fitzroy River Industry Precinct to ensure that no larger scale development such as shopping centre, showroom or hardware and trade supplies is carried out within the precinct. 	<ul style="list-style-type: none"> The provisions within the Fitzroy River Industry Precinct provide new regulation of land uses that are specific to the precinct. In this instance, a lot of the boating and marine industry land use is dealt with under the existing zone requirements. The new provisions in the assessable development table of the zone code protect existing centres and food and drink outlets to ensure that any development of that nature does not detract from existing land uses.
Other zones category	
Rural Zone <ul style="list-style-type: none"> Alignment of 10-hectare threshold in AO2.1 and AO18.1 for aquaculture land uses. 	<ul style="list-style-type: none"> This aligns with State Planning Policy whereby thresholds for aquaculture are 10 hectares.
Rural Residential Zone <ul style="list-style-type: none"> Overall outcome 2(a) amended sentence structure based upon ancillary uses that do not compromise the residential amenity of the area 	<ul style="list-style-type: none"> Minor changes based on sentence structure. Overall outcome 2(d) echo's the rural zone and additionally, this it is dealt with in the Strategic

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<ul style="list-style-type: none">The inclusion of Overall outcome 2(d) “transport and freight uses, which do not meet the definition of a home-based business, are not established in the rural residential zone;”Deletion of <i>Water and sewer services can be located on site</i> as this does not provide clear scope whether these services must be located on site;	Framework for rural residential. To ensure horizontal alignment, this provision has been added. <ul style="list-style-type: none">The deletion of <i>water and sewer services can be located</i> on site is dealt with by the water and sewer code.
Part 7 Local plans	
No changes.	No local plans exist under the Rockhampton Region Planning Scheme
Part 8 Overlays	
General	
Using the words ‘avoid’ or ‘minimise’ rather than unclear or uncertain terms such appropriate, suitable, desired and preferred.	<ul style="list-style-type: none">This provides for certainty to the user of the planning scheme and ensures clearer policy intent.This change through the strategic framework and overlay codes (particularly within codes related to natural hazards) ensures the vertical alignment of policy directions is more consistently achieved.
The wording of – essential community infrastructure and community facilities have replaced community infrastructure wording.	
Acid sulfate soils overlay	
No changes.	N/A
Airport environs overlay code	
No changes.	N/A
Biodiversity overlay code	
No changes.	N/A
Bushfire hazard overlay code	
<ul style="list-style-type: none">Overall outcome 2(f) has been amended to remove “wherever practical” and reword part of the provision to become more simplified to be essential community infrastructure and community facilities	<ul style="list-style-type: none">The removal of ‘where practical’ removes ambiguity.
<ul style="list-style-type: none">Remove heading “Development within the buffer & medium bushfire hazard areas”Remove PO4, PO5 and PO6 and associated acceptable outcomes	<ul style="list-style-type: none">Currently, the buffer/medium and high/very high have similar requirements (with the exception of one requirement). Rather than repeating these requirements, they have been combined under the one heading.
<ul style="list-style-type: none">AO1.1.1 change of driveway length to 60 metres	<ul style="list-style-type: none">To align with the Capricorn Municipal Development Guidelines
<ul style="list-style-type: none">AO1.1.2 new provisions in relation buffer areas and access	<ul style="list-style-type: none">Provisions have been incorporated to include adequate separation distances from bushfire hazard areas. In addition, driveway length provisions have been reduced to ensure

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	appropriate access for emergency service vehicles and turn around areas.
<ul style="list-style-type: none"> AO2.1.1 the current requirement removed and replaced with specific requirements for residential, commercial and industrial areas. 	<ul style="list-style-type: none"> Provide more flexibility for commercial and industrial areas, rather than a single provision across all areas.
<ul style="list-style-type: none"> AO3.1.1 has been removed (<i>now AO4.1.1</i>) 	<ul style="list-style-type: none"> The mapping already triggers development within high and very bushfire areas
<ul style="list-style-type: none"> PO3 and AO3.1 have been introduced which is based on Activities involving hazardous material. The provisions are as follows: AO3.1 Development does not involve the manufacture or storage of hazardous materials within a bushfire hazard area 	<ul style="list-style-type: none"> Provides clear policy direction that manufacturing or storing hazardous material within a bushfire area does not occur.
<ul style="list-style-type: none"> The inclusion of AO4.1 specifying that development with high and very high bushfire hazards has a BAL level of less than 12.5. 	<ul style="list-style-type: none"> The provision gives clear assessable outcomes for structures within the high and very high hazard areas.
<ul style="list-style-type: none"> PO5 – wording amendment for Essential community infrastructure and community facilities. 	<ul style="list-style-type: none"> This is a consistent approach within the planning scheme and with the State Planning Policy.
<ul style="list-style-type: none"> PO7 to be removed 	<ul style="list-style-type: none"> Bushfire management plans are required to address other provisions within the bushfire hazard overlay code and there is no need for a separate section
<ul style="list-style-type: none"> Remove PO6 to PO9 provide new ROL provisions that relate to urban and non-urban areas 	<ul style="list-style-type: none"> Rather than providing general provisions across all areas, it is important to recognise that urban areas and non-urban areas require different standards in relation to the subdivision of land. Requirements within non-urban areas have greater flexibility as the risk is lower than in urban areas where there is a greater population.
<ul style="list-style-type: none"> Remove PO10 and PO11 regarding Avoiding the hazard. 	<ul style="list-style-type: none"> PO10 and PO11 are repeated from earlier provisions. Therefore, there is no need for them to remain.
Character overlay code (previously Neighbourhood Character Overlay)	
<u>General</u> <ul style="list-style-type: none"> The overlay code has been updated to reflect changes in the demolition extent for residential areas within Wandal, The Range and Allenstown and the introduction of controls for commercial character building in the principal centre. Removal of wording relating to 1946 dwelling houses has occurred throughout the entire code Reworded overall outcomes and performance outcomes which include provisions relating to retaining the traditional streetscape character. Given the increase in mapped residential character houses, the demolition provisions sought to protect character features of the identified 	<ul style="list-style-type: none"> A detailed analysis has been undertaken to determine significant character housing and commercial buildings throughout Rockhampton. The policy direction is to continue to preserve these buildings and areas due to their economic, social and community value.
<ul style="list-style-type: none"> With the inclusion of demolition controls for the residential character demolition control areas as 	<ul style="list-style-type: none"> The updated provisions ensure the protection of

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<p>well as the commercial character demolition control area, additional provisions within the overall outcomes have been added to reinforce the protection of buildings that value-add to the streetscape.</p> <ul style="list-style-type: none"> (d) development (including renovations and extensions) in the residential character design control area ensures: <ul style="list-style-type: none"> (i) that the design is sensitive to the built form, scale and character of the original building and surrounding buildings in the streetscape; (ii) the protection and retention of buildings that contribute to the character and architectural form of the area; (iii) the roof profile and building materials used are consistent with adjoining buildings; (iv) the front façade of buildings is consistent with the predominant front façade profiles of other character dwelling houses in the street and include a verandah which addresses the street; (v) enclosing the ground floor of a building does not have an adverse impact on its character; (vi) carports and garages do not dominate the frontage and are subservient to the predominant building; and (vii) low-rise (up to two (2) storeys) infill dwelling types such as dual occupancies and multiple dwelling units are at a dwelling house scale and incorporate design features that are compatible with the established character within the streetscape; (e) sites within the residential character demolition control area are identified to value-add to the existing streetscape throughout the region. Demolition controls ensure: <ul style="list-style-type: none"> (i) development protects residential buildings (or a part of a building) that forms part of a character streetscape primarily consisting of residential dwellings; (ii) development involving minor demolition work is facilitated through appropriate built form measures; and (iii) development permits demolition or removal of residential character buildings that are structurally unsound and incapable of repair; and (f) development (including renovations and demolition) on sites within the commercial character demolition control area ensure: <ul style="list-style-type: none"> (i) the protection and retention of buildings containing a concentration of character features; (ii) development permits demolition or removal of commercial character buildings that are structurally unsound and incapable of repair; and (iii) retention of facades that contribute to the continuation of facades in the streetscape. 	<p>significant character buildings (residential and commercial) throughout Rockhampton.</p>
<p>New provisions in PO1 and AO1.1 relating to set backs which ensure that front setbacks are consistent with the residential street character.</p> <div> <div>PO1</div> <div>AO1.1</div> </div>	<ul style="list-style-type: none"> ▪ This ensures the protection of the streetscape and urban form by enabling a 20% setback on the average setback of the adjoining houses.

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The front setback of buildings is consistent with the urban form of the surrounding residential character area.	Development for any building which is not on a rear access lot is set back from any road alignment (excluding eaves, awnings, stairs and garage), within twenty (20) per cent of the average front setback of the adjoining houses fronting the same street.	<ul style="list-style-type: none"> This encourages new buildings to be closer to the street which enhances visual amenity and the character buildings. Provisions do not relate to car ports, garages and other enclosed outbuildings.
PO3 – removal of pre-1946 dwelling houses. AO3.1– Provisions reworked to ensure that verandahs are to have an opening to the street, such as windows, louvres or screens. AO3.2 – proposes to add shade hoods if windows do not have roof overhang or a verandah.		<ul style="list-style-type: none"> Provision sought to maintain character elements within the residential design control area in relation to front verandahs and their interaction with the streetscape.
AO4 – new editor's note that relates to fencing for timber picket fencing. Editor's note—Residential character areas mainly contain timber picket fencing and it is recommended that this type of fencing be used throughout the area.		<ul style="list-style-type: none"> There is aspiration by the planning scheme that within the residential design control area timber picket fencing is used throughout. The editor's note gives the users some guidance of what fencing style is sought by Council. This is not enforceable so therefore the editor's note is relevant in this instance.
PO5 – reworked PO to remove pre-1946 dwelling houses AO5.1 / AO5.2 – reworded both provisions.		<ul style="list-style-type: none"> The new provisions sought to achieve a reduction in bulk form through the rewording of the code.
PO4 PO5 Building materials used have a lightweight appearance and assist in reducing bulk and form. for the development are consistent with or replicates those used for the pre-1946 dwelling houses, being primarily timber and tin. Editor's note—Figure 8.2.59.3.1a identifies a typical character streetscape to be achieved.	AO5.1 A minimum of fifty (50) per cent of the walls are clad with lightweight materials with an expressed surface profile. Building materials consist primarily of: (a) roofing of custom orb profile metal roof sheeting and quad or half round guttering; and (b) light weight wall cladding (such as timber or fibre cement sheeting). AND AO5.2 Windows are timber-framed or have the appearance of being timber. Building materials do not consist of: (a) tile roofing; or (b) exterior wall materials made of clay, concrete, stone or the like, that exist in various	

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forms such as bricks, blocks and tiles.		
PO6 – removal of pre-1946 wording that is replaced with Editor's note – the provision of AO6.2 has now become an editor's note as there are not measurable outcomes stated. The provision is relevant and informative and therefore an editor's note is most appropriate.		<ul style="list-style-type: none"> AOs are to provide measurable and assessable outcomes for the assessing officer. AO6.2 did not provide an adequate outcome and therefore it has become an editor's note.
New provisions in PO7 and AO7.1.		<ul style="list-style-type: none"> These provisions continue to uphold the character elements associated within the code. Ground floor stories are to maintain a valance in accordance with the setbacks listed in (a) and (b).
PO7 Enclosing the ground floor storey of an existing character building does not have an adverse impact on the character of the building and ensures the original fabric of the building is identifiable.	AO7.1 Development on any ground floor storey includes a valance and: (a) is set back the full depth of all open or enclosed verandahs; or (b) is set back one (1) metre from the upper level of an exterior wall where there is no verandah.	
<ul style="list-style-type: none"> AO8.1.1 (b) – reworded to ensure garages, carports and outbuildings are equal or of a greater distance from the street as the main building (being the dwelling house). AO8.1.2 – new provisions relating to where an open car port is located in the front of the main building. Refer to tracked changes. 		<ul style="list-style-type: none"> This provision will regulate garages, car ports and outbuildings being built to the boundary. It specifies that they must be located behind the main face of the dwelling house or be equal to greater distance from the main street and no garage door or solid face presented to the street.
<ul style="list-style-type: none"> PO9 – The new heading with PO9 is Commercial character demolition control area This provision removes a lot of the 1946 wording and regulation which is not monitored as part of the major amendment. The provision included incorporating "Relocation of an existing building on site remains consistent with the scale, form and height of nearby buildings in the street" 		<ul style="list-style-type: none"> Reworded to align to the policy direction of commercial character demolition provisions
The inclusion of a new title – Residential character demolition control areas and commercial character demolition control area		<ul style="list-style-type: none"> The new title covers the two demolition control areas for this planning scheme being: <ul style="list-style-type: none"> » Residential character demolition control areas; and » Commercial character buildings demolition control area.
Commercial character demolition control area PO9 – All new provisions from PO9 to PO12 which relate to assessable development within the overlays. The provisions refine the previous code and add numerous provisions relating to relocating a dwelling house,		<ul style="list-style-type: none"> There is currently no regulation from a land use perspective in relation to demolition control for Rockhampton. This provision is based off maintaining the existing streetscape which is to be in keeping with

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Relocation of an existing building on site remains consistent with the scale, form and height of nearby buildings in the street.		surrounding buildings.						
PO10 has been added to reinforce commercial character regulation. PO10 The façade of any commercial character building is protected from being significantly altered except if: <div><div>(a) it is not capable of structural repair; or</div><div>(b) it is proposed to be incorporated into a development that has been designed to retain and enhance the traditional principal centre streetscape character.</div></div> Editor's note—Façade protection may involve retention of traditional parapets, building names, signage and the preservation of continuous shop front awnings.		<div><div>▪ This provision will protect commercial building facades through clear and concise wording.</div></div>						
Additional PO11 and AO11.1 which centres upon protection from total demolition. There is a set of criteria enlisted under PO11. If <table><tr><th colspan="2">Residential character demolition control area and commercial character demolition control area</th></tr><tr><td><div><div>PO11</div><div>The removal, relocation, minor demolition or total demolition of a building only occur if it can be demonstrated that:<div><div>(a) total or partial loss of the building will not contribute to the loss of character values; or</div><div>(b) it is no longer recognisable as having character value; or</div><div>(c) it is a building that does not contribute positively to the character of the street; or</div><div>(d) it is a building incapable of structural repair; or</div><div>(e) is a risk to people and property.</div></div><div>Editor's note—An impact statement produced by a suitably qualified professional may be required to demonstrate that there is no adverse impact to the character of the area due to the loss of the place.</div></div></div></td><td><div><div>AO11.1</div><div>The building proposed to be demolished or altered is the subject of a certificate submitted to Council that is from a registered professional engineer, which states that the building is structurally unsound and is incapable of reasonably being made structurally sound in terms of the financial cost for the required works.</div><div>Editor's note—A suitably qualified professional provides a report on the building's condition, demonstrating that the place is not capable of repair.</div></div></td></tr><tr><td><div><div>PO12</div><div>Integral components of the building are retained including an awning over the footpath and street front entrance, which contribute to its traditional character and architectural style.</div></div></td><td>No acceptable outcome is nominated.</td></tr></table>		Residential character demolition control area and commercial character demolition control area		<div><div>PO11</div><div>The removal, relocation, minor demolition or total demolition of a building only occur if it can be demonstrated that:<div><div>(a) total or partial loss of the building will not contribute to the loss of character values; or</div><div>(b) it is no longer recognisable as having character value; or</div><div>(c) it is a building that does not contribute positively to the character of the street; or</div><div>(d) it is a building incapable of structural repair; or</div><div>(e) is a risk to people and property.</div></div><div>Editor's note—An impact statement produced by a suitably qualified professional may be required to demonstrate that there is no adverse impact to the character of the area due to the loss of the place.</div></div></div>	<div><div>AO11.1</div><div>The building proposed to be demolished or altered is the subject of a certificate submitted to Council that is from a registered professional engineer, which states that the building is structurally unsound and is incapable of reasonably being made structurally sound in terms of the financial cost for the required works.</div><div>Editor's note—A suitably qualified professional provides a report on the building's condition, demonstrating that the place is not capable of repair.</div></div>	<div><div>PO12</div><div>Integral components of the building are retained including an awning over the footpath and street front entrance, which contribute to its traditional character and architectural style.</div></div>	No acceptable outcome is nominated.	<div><div>▪ New PO/AO providing both residential and commercial character buildings protection against total demolition from applicants.</div><div>▪ Alteration, demolition for mapped residential and commercial character buildings are to be subject to certification from an RPEQ which demonstrates that the building is structurally unsound.</div><div>▪ PO12 requires integral aspects to be maintained by the applicants which protect specific streetscapes.</div></div>
Residential character demolition control area and commercial character demolition control area								
<div><div>PO11</div><div>The removal, relocation, minor demolition or total demolition of a building only occur if it can be demonstrated that:<div><div>(a) total or partial loss of the building will not contribute to the loss of character values; or</div><div>(b) it is no longer recognisable as having character value; or</div><div>(c) it is a building that does not contribute positively to the character of the street; or</div><div>(d) it is a building incapable of structural repair; or</div><div>(e) is a risk to people and property.</div></div><div>Editor's note—An impact statement produced by a suitably qualified professional may be required to demonstrate that there is no adverse impact to the character of the area due to the loss of the place.</div></div></div>	<div><div>AO11.1</div><div>The building proposed to be demolished or altered is the subject of a certificate submitted to Council that is from a registered professional engineer, which states that the building is structurally unsound and is incapable of reasonably being made structurally sound in terms of the financial cost for the required works.</div><div>Editor's note—A suitably qualified professional provides a report on the building's condition, demonstrating that the place is not capable of repair.</div></div>							
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PROPOSED CHANGE	JUSTIFICATION
Coastal protection overlay code	
<ul style="list-style-type: none"> Removal of the coastal management district overlay map and defined storm tide event level to information only mapping Introduction of wordings for “to and along state coastal land” in alignment with the SPP. 	<ul style="list-style-type: none"> These maps do not trigger a higher level of assessment are proposed not to be referred to in the recommended changes.
Removal of accepted development provisions	<ul style="list-style-type: none"> It is proposed that the coastal protection overlay no longer triggers accepted development and therefore it is not necessary to have any accepted development requirements. It is important to note, that the areas subject to coastal mapping, are already within the high/extreme hazard flood areas (as a result would most likely be triggered by the flood overlay code in any event)
<p>AO1.1 has been broken up into separate Acceptable Outcomes (AO1.1 – AO1.4) Editor's note to provide for finished floor levels</p> <p>Editor's Note—The following defined storm tide event level applies:</p> <ul style="list-style-type: none"> Rockhampton HAT Zone: 9.90 metres AHD Port Alma HAT Zone: 10.75 metres AHD <p>To determine finished floor level, 500 millimetres is to be added to the DSTE level.</p> <p>Editor's Note— Refer to overlay map OM-16B-1-0 and OM-16C-2-0 for information regarding the defined storm tide event level.</p>	<ul style="list-style-type: none"> Breaking up of the previous AO1.1 provides more weight for assessment for each item that was listed. It further gives more weight for compliance for users The editor's note provides finished floor levels (FFL) which references an information map. It is noted applicants are to be 500mm above the FFL. This is relevant for dwelling houses, caretaker's accommodation that is 'Accepted subject to requirements' under the table of assessment and provides a regulated floor level within the overlay.
PO2 has been edited and reworded.	<ul style="list-style-type: none"> Additional provisions have been added to the performance outcome to provide alternatives when (a) (b) and (c) cannot be achieved.
<p>PO3 has been reworked to remove provisions and summarise into a more simplified PO. AO3.1 added to give measurable outcomes for setbacks of development that is not coastal dependent development</p> <p>AO3.1 provides a 6m setback for permanent structures such as swimming pools and retaining walls to be set back from the seaward boundary of a lot. This gives clarity and clear/concise direction where within this overlay.</p>	<ul style="list-style-type: none"> Some of the current provisions are not relevant (located outside the hazard area) or require more certainty in the outcome being achieved. The inclusion of clearer wording such as, “as far landward as possible” provides intent of the planning scheme and removes ambiguity. The changes provide for more certainty and reduce complexity.
<p>PO4 adds the item (c) which provides another more clarity for coastal dependent development.</p> <p>“Coastal dependent development minimises the risk to people and property from adverse coastal erosion impacts by:</p>	<ul style="list-style-type: none"> Provides more detail relating to coastal-dependent development and how it minimises risk to people and property can be achieved. The changes, however, continue to align with the outcomes contained within the strategic framework

PROPOSED CHANGE	JUSTIFICATION
(a) installing and maintaining coastal protection works; or (b) locating, designing and constructing relevant buildings or structures to withstand coastal erosion impacts; or. (c) allowing for natural fluctuations of the coast to occur, including appropriate allowance for climate change and sea level rise, and avoids the need for additional coastal protection work."	and the overall outcomes of the coastal protection overlay code.
PO6 – the inclusion of item (e) for "allow for natural fluctuations of the coast to occur which minimises the need for additional coastal protection work."	▪
The current PO9 has been removed. PO9 (currently PO10) has been edited. The current PO11 has been removed. PO12 has been removed and PO10 (currently PO13) has been edited	<ul style="list-style-type: none"> ▪ Several provisions have been removed and consolidated into three performance outcomes. ▪ The current performance outcome PO12 duplicates other legislation and not required to be assessed under the planning scheme. PO10 / AO10 have been reduced to provide a clear outcome and provide certainty.
New PO10 for Public Access has been included: "Development ensures public access to and along the state coastal land and coastal waters is provided to a safe and serviceable standard and is not impeded by the private use of the coastal resource."	<ul style="list-style-type: none"> ▪ Adopts SPP wording being "to and along the state coastal land" ▪ PO provides more clarity and certainty and removes AO's enabling flexibility for applicants.
Coastal-dependent development – minor public marine development New PO11. PO12 (previous PO14) and the removal of PO15 The new definition of what Coastal-dependent development under Schedule 1. PO12 provides clear provisions for new development. The AOs have been replaced with no acceptable outcomes being nominated which enables more flexibility.	<ul style="list-style-type: none"> ▪ The two performance outcomes achieve similar outcomes and therefore have been combined to reduce duplication. PO11 has been added to ensure collocation of existing public marine infrastructure where possible or otherwise appropriately located.
Extractive industry overlay code	
No changes.	N/A
Flood hazard overlay code	
<p>General – The entire code has changed its hazard category language in accordance with –</p> <p>Land identified in the following sub-categories: Fitzroy River flood hazard overlay maps:</p> <ul style="list-style-type: none"> ▪ H6 (Extreme hazard area sub-category); ▪ H5 (Extreme hazard area sub-category); ▪ H4 (High hazard area sub-category); ▪ H3 (High hazard area sub-category); ▪ H2 (Medium hazard area sub-category); and ▪ H1 (Low hazard area sub-category). ▪ North Rockhampton food management area 	<ul style="list-style-type: none"> ▪ The new flood hazard overlay mapping adopts the hazard categories. Consequently, the planning scheme has amended its provisions to align with the flood mapping. ▪ Titles have been updated to align with the new hazard categories with the inclusion of overland flow paths as identified as Planning Area 3.

PROPOSED CHANGE	JUSTIFICATION
<p>Creek catchment flood overlay map:</p> <ul style="list-style-type: none"> ▪ Planning Area 1 ▪ Planning Area 2 ▪ Planning Area 3 <p>Floodplain investigation area</p>	
<p>Additional notes have been included in the application section of the code</p>	<ul style="list-style-type: none"> ▪ Further notes have been added to provide guidance to the user including, where the flood hazard overlay code does apply, information regarding mitigation works, and building regulation requirements.
<p>Overall outcomes have been reworded and amended. Refer to tracked changes. New OO – (e) new development within H1 – H2 (low and medium areas), North Rockhampton Flood Management Area, planning area 2 and planning area 3 must not increase the known flood risk through appropriate flood resilient siting and design methods; (f) or the creation of no additional lots are created in the Fitzroy River flood hazard areas, North Rockhampton Flood Management Area or creek catchment planning area 1 and planning area 2. high or extreme flood hazard area or creek catchment – planning area;</p>	<ul style="list-style-type: none"> ▪ The overall outcomes in the flood hazard overlay code have been combined into eight outcomes (currently 15 separate outcomes). The main reason for this change is to improve the terminology, consistency and alignment with the strategic framework and to avoid the duplication of requirements. ▪ It is important to clearly articulate that no subdivision can occur within planning area 1 and 2 yet enable subdivision for Planning Area 3. Planning area 3 is overland flow and the lowest risk. Therefore the overall outcomes need to be amended. ▪ Removal of ambiguous words with the replacement of wording that provides clear and concise direction ▪ New overall outcomes which refer to the Fitzroy River flood area and new hazard categories.
<p>Removal of AO1.1.2 and replaced with AO1.2, and PO2 (including associated acceptable outcomes) AO2.2 reworded</p> <p>Replaced with reference to an RPEQ report to certify that the development does not result in a material increase in flood level or flood hazard upstream, downstream or adjacent properties.</p>	<ul style="list-style-type: none"> ▪ These provisions are either referred to under the building regulations or no longer relevant to this code, as the triggers requiring accepted development when subject to the overlay code have been reduced ▪ RPEQ now referenced to demonstrate compliance for a development. This allows flexibility and removes complexity for Council.
<p><u>Planning Area 3 (overland flow path) provisions for assessable development (MCU's ROLS OPW)</u> PO4 has been included to provide assessment for assessable development and requirements for accepted development where within Planning Area 3. The AO's provide measurable outcomes being:</p>	<ul style="list-style-type: none"> ▪ The new provisions are relevant for development in overland flow paths. ▪ The provision also provides an editor's note which refers to SC6.10—Flood hazard planning scheme

PROPOSED CHANGE	JUSTIFICATION		
<p>The development is to:</p> <ul style="list-style-type: none"> (a) maintains the natural conveyance of flood waters through the subject site up to and including the defined flood event; and (b) development has a finished floor level of a minimum of 300 millimetres above the defined flood level <p>If compliance cannot be achieved, an RPEQ certifies that the development in the flood area will not result in a material increase in flood level or flood hazard on upstream, downstream or adjacent properties, and flow conveyance is maintained</p> <table border="1" data-bbox="208 488 1458 1137"> <tr> <td data-bbox="208 488 831 1137"> <p>AO4 Development (including extensions) does not increase the flood impact, either on-site or to any other property or infrastructure.</p> </td><td data-bbox="831 488 1458 1137"> <p>AO4 AO4.1.1 Development:</p> <ul style="list-style-type: none"> (a) maintains the natural conveyance of flood waters through the subject site up to and including the defined flood event; and (b) development has a finished floor level of a minimum of 300 millimetres above the defined flood level. <p>OR</p> <p>AO4.1.2 A report from a registered professional engineer Queensland certifies that the development in the flood area will not result in a material increase in flood level or flood hazard on upstream, downstream or adjacent properties, and flow conveyance is maintained</p> <p><small>Editor's note—Report being prepared in accordance with SC6.10—Flood hazard planning scheme policy.</small></p> </td></tr> </table>	<p>AO4 Development (including extensions) does not increase the flood impact, either on-site or to any other property or infrastructure.</p>	<p>AO4 AO4.1.1 Development:</p> <ul style="list-style-type: none"> (a) maintains the natural conveyance of flood waters through the subject site up to and including the defined flood event; and (b) development has a finished floor level of a minimum of 300 millimetres above the defined flood level. <p>OR</p> <p>AO4.1.2 A report from a registered professional engineer Queensland certifies that the development in the flood area will not result in a material increase in flood level or flood hazard on upstream, downstream or adjacent properties, and flow conveyance is maintained</p> <p><small>Editor's note—Report being prepared in accordance with SC6.10—Flood hazard planning scheme policy.</small></p>	<p>policy which details all the requirements for engineering reports.</p>
<p>AO4 Development (including extensions) does not increase the flood impact, either on-site or to any other property or infrastructure.</p>	<p>AO4 AO4.1.1 Development:</p> <ul style="list-style-type: none"> (a) maintains the natural conveyance of flood waters through the subject site up to and including the defined flood event; and (b) development has a finished floor level of a minimum of 300 millimetres above the defined flood level. <p>OR</p> <p>AO4.1.2 A report from a registered professional engineer Queensland certifies that the development in the flood area will not result in a material increase in flood level or flood hazard on upstream, downstream or adjacent properties, and flow conveyance is maintained</p> <p><small>Editor's note—Report being prepared in accordance with SC6.10—Flood hazard planning scheme policy.</small></p>		
<p>PO5 – more concise and clear wording. AO5.1.3 – wording that changes the number of bedrooms to no increased gross floor area. AO5.1.4 – wording for class 10a buildings/structures in the rural zone to ensure they do not exceed 50m² and remain setback 20m from all boundaries.</p>	<ul style="list-style-type: none"> ▪ Removal of 'avoid' and replaced with 'does not'. ▪ Providing clear provisions. 		
<p>Development in floodplain investigation area PO7 – reworded PO for clarity. AO7.1 – AO has reduced its length by summarising and simplifying the code.</p>	<ul style="list-style-type: none"> ▪ Simplified AO which removes numerous provisions and editor's notes by rewording as <i>"Flood resilience is optimised by ensuring new habitable rooms are located on the highest part of the site to</i> 		

PROPOSED CHANGE	JUSTIFICATION
	<p><i>minimise entrance of floodwaters</i>".</p> <ul style="list-style-type: none"> ▪ This statement achieves the previous provisions.
AO8.1 (current AO7.1.2) has been amended with the removal of AO7.1.2 as it conflicts with AO7.1.1.	<ul style="list-style-type: none"> ▪ AO7.1.2 enables hazardous manufacturing equipment, and material to be stored on site "only on the highest part". ▪ To provide a simplified approach, the AO is worded to state that material is not hazardous in nature and if applicants propose to store hazardous material, then assessment against the PO can be undertaken which states that hazardous material is not released into floodwaters.
PO9 does not have an acceptable outcome. The PO is as follows: "Development is located to minimise susceptibility to and potential impacts of flooding".	<ul style="list-style-type: none"> ▪ The PO provides flexibility for the user with the statement that can protect Council and subsequently enable applicants to provide justifiable solutions.
PO10 (new PO) is based on underground car parks preventing the intrusion of flood waters. AO10.1 – "Development with underground car parking is designed to prevent the intrusion of floodwaters by the incorporation of a bund or similar barrier a minimum of 500 millimetres above the defined flood level."	<ul style="list-style-type: none"> ▪ The PO provides flexibility for the user with the statement that can protect Council and subsequently enable applicants to provide justifiable solutions. ▪ The AO provides measurable outcomes for 500mm above the defined flood level. This will act as a levee to reduce any intrusion and storage of floodwater.
Remove current PO10	<ul style="list-style-type: none"> ▪ This provision is covered elsewhere within the code and overall outcomes; therefore it is recommended that this provision is removed.
PO11 (previous PO8) the acceptable outcome has been incorporated into the performance outcome	<ul style="list-style-type: none"> ▪ Provide flexibility to the user by removing the acceptable outcome and nominating no acceptable outcome.
PO13 (previously PO11) has been reworded in line with the essential community infrastructure and community facilities. AO13.1 has been reworded to provide more concise and direct AOs.	<ul style="list-style-type: none"> ▪ Remove lengthiness of the AO.
PO15 reworked and a new PO16 provided	<ul style="list-style-type: none"> ▪ The floodplain investigation area is a broad map covering possible areas of flood inundation. For new subdivision, it is important that the applicant demonstrates that access to a road or building area is safe during a flood event. ▪ General requirements have been provided, however, provisions are required to ensure people and property is not at risk during a flood event.

PROPOSED CHANGE	JUSTIFICATION
8.2.7.3.4 have been updated	<ul style="list-style-type: none"> For rural areas, the trafficable access requirements have been made more flexible and to be determined by Council on a case by case basis.
Heritage place overlay code	
No changes	N/A
Special management area overlay code	
The inclusion of accepted development requirements for the alteration and extension to existing dwelling houses (refer to AO1.1 and AO1.2 and PO1).	<ul style="list-style-type: none"> Reduces the current limitations for the alteration or extension to an existing dwelling house in proximity to areas with a high level of amenity impacts.
Steep land overlay code	
PO1 – the inclusion of PO2 into PO1 and additional wording relating to the protection of people and property (as well as adjoining properties) from landslide events. AO1.1 – removed to be no acceptable outcomes.	<ul style="list-style-type: none"> Additional wording to PO1 and the removal of AO1.1 provides direct wording which removes the complexity for all development within the steep land overlay code.
AO3.1 – removal of outcomes and replaced with no acceptable outcomes to maintain the simplicity of the provisions.	<ul style="list-style-type: none"> Removed wording to maintain a concise approach and reduce the complexity.
PO4 (current) – removed. PO5 – relocation of items within PO to place the future building location as item (a). Provisions relating to access requirements incorporated from PO4.	<ul style="list-style-type: none"> Provisions relocated to the reconfiguring a lot section as the vehicle and pedestrian access is better assessed when a ROL application is submitted. Relocation of access provisions for development is more effective during the ROL stage to ensure assessment is carried out prior to future dwellings are proposed on allotments affected by the steep land overlay.
PO6 (current PO8) has merged PO9 to reduce the length and reduce complexity through simplifying the Operational Works provisions. Removal of PO9 (current).	<ul style="list-style-type: none"> Reduced complexity in the provisions. Reference to the Planning Scheme Policy for guidance for applicants.
Water resource catchment overlay code	
No changes	N/A
Part 9 Development codes	
Extractive industry code	
No changes	N/A
Telecommunications facilities and utilities code	
No changes	N/A
Access, parking and transport code	
No changes	N/A
Advertising devices code	
The advertising devices code amendments are summarised below:	<ul style="list-style-type: none"> The proposed change improves the useability of

PROPOSED CHANGE	JUSTIFICATION
<ul style="list-style-type: none"> Sign types have been relocated to Schedule 1, Definitions Specific requirements related to each sign has a new table which provides sign face area as a separate column Sign types specifically related to the road reserve or similar in definition to other sign types have been removed. In addition, signs and requirements already covered by Council local laws have been removed from the planning scheme Additional overall outcome relating to advertising devices not impacting on residents nearby. Additional provisions relating to advertising devices (digital displays) 	<p>the code and removes irrelevant sign types. The separation of sign definitions from their associated requirements will improve the legibility of the code and allow the online environment (Rock-e-plan) to produce a hyperlink that will display the definition for each sign type throughout the scheme.</p> <ul style="list-style-type: none"> In addition, similar sign types such as pylon and billboard signs have been combined (freestanding sign).
<p>The inclusion of new overall outcome (e)</p> <p>(e) advertising devices do not unreasonably impact upon residents on adjoining sites or create a nuisance as a result of flashing or illuminated devices.</p>	<ul style="list-style-type: none"> This aligns with new safety provisions that are implemented in the planning scheme.
<p>AO1.1 – Inclusion of editor's note that explains that planning schemes determination of sign face area.</p>	<ul style="list-style-type: none"> This will align with the planning scheme policy for advertising devices. The editor's note clearly explains the method to establish the permissible sign face area.
<p>Provisions related to illumination (digital signage) – acceptable outcomes AO2.1-AO2.5 AO2.3 and AO2.4 have been deleted as they relate to flashing signs which are not a defined sign.</p> <p>The provisions –</p> <p>AO2.1</p> <p>(a) <i>is not located in a low-density residential zone, low-medium density residential zone, rural residential zone or township zone;</i></p> <p>(b) <i>has a minimum dwell time of eight (8) seconds per advertisement; and</i></p> <p>(c) <i>has an instantaneous transition from one message to the next within 0.5 seconds;</i></p> <p><i>Editor's note— Instant changes for digital displays are recommended to minimise flash distractions. For example, when the display change includes high contrast change.</i></p>	<ul style="list-style-type: none"> The AO2.1 provisions relate to new digital advertising devices which are becoming very prominent in the outdoor media industry. The provisions will provide appropriate regulation that aligns with the outdoor media association best practice and the industry standards.
<p>PO3 / AO3.1, 3.2, 3.3 relate to Safety to pedestrians and vehicles.</p> <p>AO3.1 The advertising device does not physically obstruct the passage of pedestrians or vehicles.</p> <p>AND</p> <p>AO3.2 The advertising device does not restrict sight lines at intersections and site access points into the property. <i>Editor's note—A traffic management statement produced by a registered professional engineer may be required to demonstrate that there is no adverse impact to vehicle and pedestrian safety.</i></p> <p>AND</p> <p>AO3.3 The advertising device does not revolve, contain moving parts or have a moving border.</p>	<ul style="list-style-type: none"> The proposed provisions within the planning scheme provide measurable outcomes that applicants will need to meet to achieve compliance with the planning scheme.


PROPOSED CHANGE	JUSTIFICATION
<p>PO4 - Editor's note added for tradition and appropriate locations for signs for guidance.</p> <p>A04.2 – provides clear indication of what signs are not to be proposed on or adjoining buildings that are mapped within the heritage place overlay or character overlay.</p> <p>The following advertising devices are not proposed on or adjoining premises that are listed as a local heritage place, shown on the heritage place overlay or character overlay map:</p> <ul style="list-style-type: none"> (a) creative awning sign; or (b) free standing sign; or (c) ground sign; or (d) sign written roof sign; or (e) three-dimensional sign. 	<ul style="list-style-type: none"> ▪ The editors provide clarity for positioning of signs. ▪ AO4.2 provides clear direction that these signs are not supported by the planning scheme.
<p>A new table has been introduced which provides the sign specific outcomes as well as sign size areas.</p> <p>Table 9.3.2.3.2 — Sign specific outcomes</p>	<ul style="list-style-type: none"> ▪ This table improves the useability of the code. Currently, when using the planning scheme online, users must scroll between the definitions and requirements. ▪ The major amendment has relocated advertising devices definitions to the definition schedule and solely focused on measurable outcomes within the sign specific outcomes. ▪ Any duplication of advertising devices definitions and sign requirements has been deleted to avoid confusion.
<p>The previous luminance table has been deleted and replaced with a new one under Table 9.3.2.3.4 — Maximum luminance of an advertising device for land use zones.</p>	<p>The new table provides further detail into the luminance output for advertising devices by adopting the outdoor media association suggestions with:</p> <ul style="list-style-type: none"> ▪ Sun on face of signage ▪ Day time (full light conditions) ▪ Day time (dawn, dusk and inclement weather) ▪ Night time <p>Various times of the day require different output levels for digital advertising. The new table seeks to provide measurable outcomes for assessment.</p>
Filling and excavation code	
No changes	N/A
Landscape code	
No changes	N/A
Reconfiguring a lot	


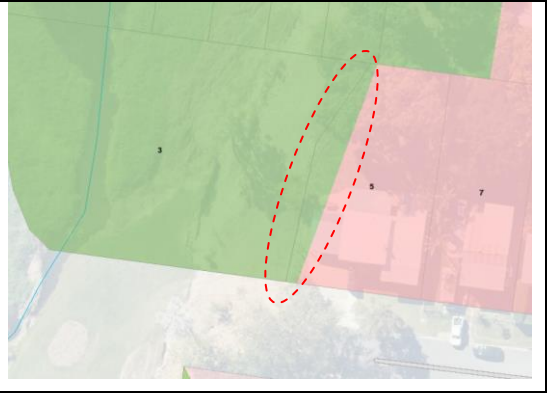
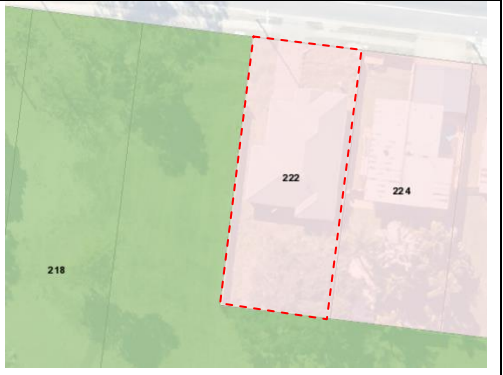
PROPOSED CHANGE	JUSTIFICATION
AO29.1 is relocated as an editor's note to PO29.	This is the relocation of AO29.1 as it is not measurable and is better used as an editor's note for subdivision layout and design.
Stormwater management code	
Update the code in relation to requirements under the Capricorn Municipal Development Guidelines, SC6.19 – stormwater management planning scheme policy and the Queensland Urban Drainage Manual.	Several requirements repeat the contents of the Capricorn Municipal Development Guidelines, SC6.19 – stormwater management planning scheme policy and the Queensland Urban Drainage Manual. Therefore, some provisions have been removed or incorporated into the one outcome.
Removal of stormwater provisions specifically related to private ownership of waterways, drainage corridors and the like.	The general provisions within the stormwater management code already deal with all aspects of stormwater whether in private or public ownership.
Detention Systems have been added from PO7 to PO10 which provide AO's that reference to the updated planning scheme policies.	The new updated PSPs provide detailed provisions relating to detention systems. In addition, the PSPs provide specific requirements for the types of reporting required to satisfy Council requirements.
Waste management code	
No changes	N/A
Water and sewer code	
No changes	N/A
Part 10 Other plans	
No changes	N/A
Schedule 1 Definitions	
All definitions have adopted the <i>Planning Regulation 2017</i> definitions and therefore they have all been amended in alignment with the legislation.	Administrative change
Schedule 2 Mapping Index	
Mapping to be renumbered	Administrative change
Removal and/or relocation of updated maps	Administrative change
Schedule 3 LGIP Mapping & Supporting information	
No Change	N/A
Schedule 4 Notations	
Updated Schedule 4 – Inclusion of decisions which conflict with the planning scheme since the commencement of the Planning Scheme.	Administrative change that incorporated impact assessable development approvals since the alignment amendment.


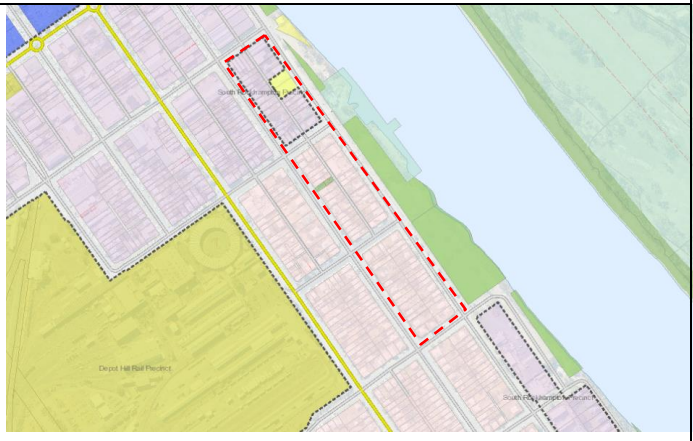

PROPOSED CHANGE	JUSTIFICATION
Schedule 5 Land designated for community infrastructure	
No Change	N/A
Schedule 6 Planning Scheme Policies	
SC6.2 Advertising devices planning scheme policy	
<ul style="list-style-type: none"> Changes relating to clearly articulating what maximum sign face area is versus total sign face area. A new example is included to provide a scenario of how to calculate and differentiate total sign face area and maximum sign face area. 	This removes ambiguity in the planning scheme for the quantity and area of signs that can occur on a single premise. The changes provide more clear direction of Council's position on advertising devices.
SC6.5 Bushfire management planning scheme policy	
<ul style="list-style-type: none"> Update link to State interest—natural hazards: Guidance on flood, bushfire and landslide Hazards pdf file. 	Administrative change.
SC6.6 Coastal protection management planning scheme policy	
<ul style="list-style-type: none"> Inclusion of wording related to projected climate change: "projected climate change impact to 2100 (0.8 metre increase in sea level.)" 	Administrative change.
SC6.10 Flood hazard planning scheme policy	
Additional regulation and new provisions related to flood impact report, diagrams and requirements.	The flood hazard overlay planning scheme policy has been updated to provide additional and updated guidance in relation to flood impact report requirements.
SC6.12 Landscape design and street trees planning scheme policy	
<ul style="list-style-type: none"> Updated policy to include specification around bio-detention basins and the construction and design requirements. The inclusion of Rockhampton CBD Redevelopment Framework, Rockhampton CBD Streetscape Design Manual, Planting Palette into the preferred species and specification section. 	The Capricorn Municipal Development Guideline has requirements in relation to planting in streetscapes, parks and open space.
SC6.18 Stormwater management planning scheme policy	
<p>The planning scheme policy has been reworked to include an updated stormwater regulation:</p> <ul style="list-style-type: none"> High-level amendments relating to water quality and water sensitive urban design have been implemented throughout the entire planning scheme policy. Stormwater infrastructure standards for flow management, stormwater quality management, drainage objectives, inter-allotment drainage, stormwater runoff etc (<i>refer to the Planning Scheme Policy – Tracked Changes</i>) The PSP further provides additional stormwater infrastructure standards and documentation 	<p>The new PSP provides detailed regulation which can be referred to by officers during development assessment of proposals. The PSP adopts water sensitive urban design (WSUD) principles to achieve water quality objectives which are set out by the State Planning Policy 2017.</p> <p>Duplication of QUDM, CMDG has been reduced given the planning scheme refers to these documents already.</p>

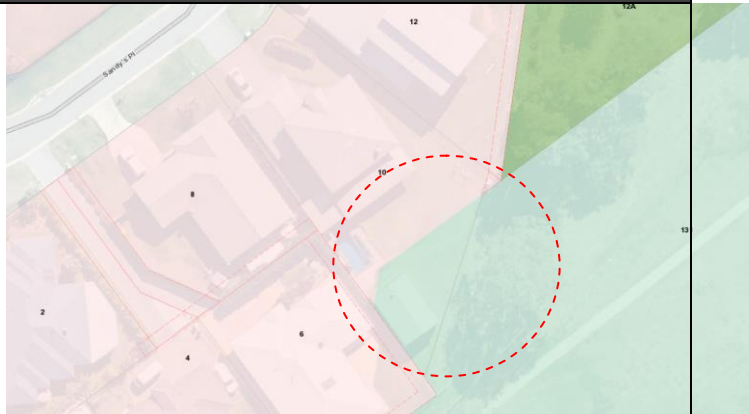


PROPOSED CHANGE	JUSTIFICATION
Appendix 1 Index and glossary of abbreviations and acronyms	
No proposed change	
Appendix 2 Table of amendments	
To be updated to reflect all proposed amendments. These changes haven't been inserted into the document, as they are pending outcomes from the state interest review. It is likely that the table of amendments will align with the summary of major changes (with additional detail) as outlined on page 1 of this document.	Administrative change

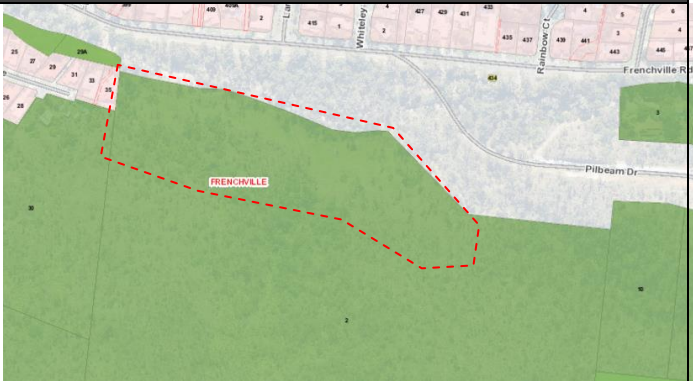
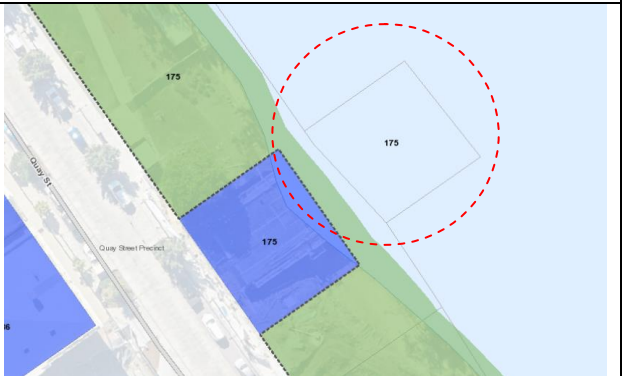

Register of Proposed Changes – Mapping

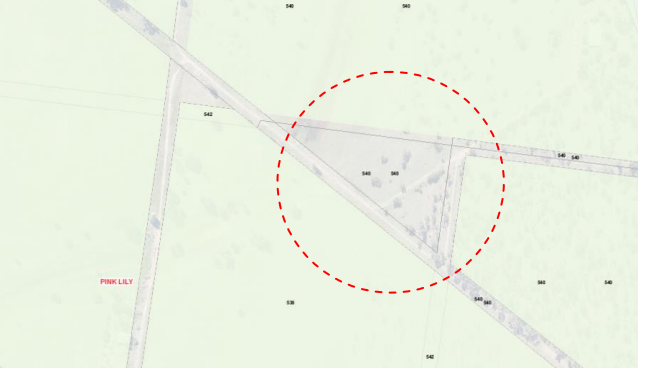


MAP	PROPOSED CHANGE	
Strategic Framework		
Strategic Framework Map – Settlement Pattern	Gracemere – the flood area extent has been updated to reflect 1% AEP	
	Parkhurst Local Centre – identified as District Centre as per zone framework	
	Part of 2 Pilbeam Drive (L1 RP608067) has been included in the urban footprint. The new urban area follows the new zoning line work for consistency.	
Strategic Framework Map – Environmental	Updated to reflect Biodiversity overlay maps	
Strategic Framework Map – Infrastructure	Updated to include Gladstone to Stanwell Infrastructure corridor and Rockhampton ring road alignment change	
Zones		
Zone Map	<p>Address: 100 Diploma Street</p> <p>Lot Plan: Lot 504 SP266441</p> <p>Zone change from: Environmental management and Conservation To: Low density residential</p> <p>Justification: To reflect approved subdivision for eleven lots.</p>	

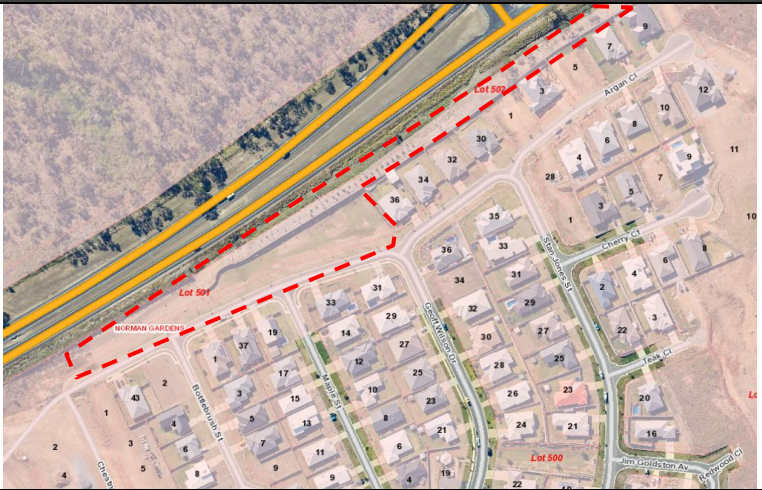
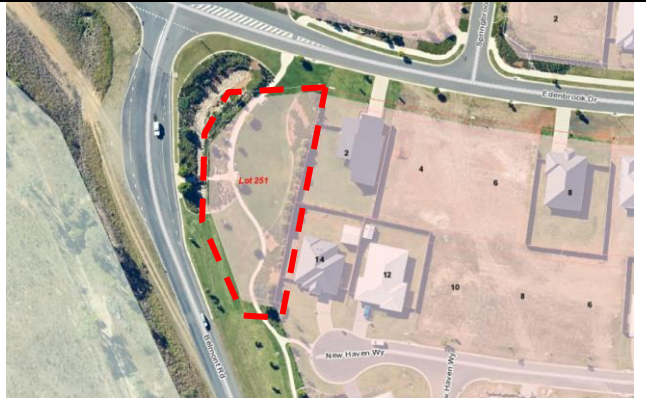
MAP	PROPOSED CHANGE	
Zone Map	<p>Address: 29 Emu Park Road Lot Plan: Lot 1 SP26394 Zone change from: No Zone To: Waterfront and marine industry Justification: Currently no zone as created in 2013 and extends into Fitzroy River.</p>	
Zone Map	<p>Address: 5 Burnett Street Lot Plan: Lot 40 SP284249 Zone change from: Split zone To: Split zone Justification: Boundary realignment has resulted in a split zone of Open space and Low-medium density residential zone. Mapping updated so entire lot is zoned Low-medium density residential.</p>	
Zone Map	<p>Address: 222 Elphinstone Street Lot Plan: Lot 7 RP608686 Zone change from: Low density residential To: Open space Justification: Due to flooding impacts. The property has been purchased by Council and dwelling demolished.</p>	

MAP	PROPOSED CHANGE	
Zone Map	<p>Address: Several</p> <p>Lot Plan: Lot 2 on SP296977</p> <p>Zone change from: Split zone</p> <p>To: Split zone</p> <p>Justification: A strip of Open space zoned land adjacent to SP296977/2 and the Fitzroy River has had a boundary realignment resulting in a portion of the lot being removed from the cadastre and the remainder being zoned Sport and recreation.</p>	
Zone Map	<p>Address: Several, Rockhampton City / Depot Hill</p> <p>Lot Plan: Several</p> <p>Zone change from: Low Impact Industry (South Rockhampton precinct)</p> <p>To: Waterfront and Marine Industry zone – Fitzroy River industry precinct</p> <p>Zone change from: Low density residential</p> <p>To: Low density residential zone – Fitzroy River accommodation precinct.</p> <p>Justification: Mapping updated to reflect the zone framework and introduction of precincts along Fitzroy River encouraging fishing and boating related activities and associated short-term accommodation.</p>	
Zone Map	<p>Address: 888-896 Yaamba Road, Parkhurst</p> <p>Lot Plan: Lot 1 RP609294</p> <p>Zone change from: Sport and Recreation</p> <p>To: Low density residential</p> <p>Justification: Council owned parcel previously used as a tennis court, adjoins residential area and has been zoned Low density residential in the major amendment. Lease for the tennis club over this land has expired.</p>	

MAP	PROPOSED CHANGE
Zone Map	<p>Address: 10 Sandy's Place, Kawana Lot Plan: Lot 118 SP181943 Zone change from: Split zone To: Split zone Justification: Boundary realignment has resulted in a split zone of Sport and Recreation and Low Density Residential. Mapping updated so an entire lot is zoned Low density residential.</p> 
Zone Map	<p>Address: 800 & 810-818 Yaamba Road, Parkhurst Lot Plan: Lot 2 RP609987, Lot 15 SP224442 Zone change from: Local Centre To: District Centre Justification: The owner has requested a zone change to District Centre. Council decision to zone District Centre based on catchment area and population growth in this area and accords to the Commercial Centres Study.</p> 
Zone Map	<p>Address: 12 Platen Street, Gracemere Lot Plan: Lots 708 & 709 AP15654 Zone change from: Community Facilities To: Open Space Justification: Land is used as an overland flow path and is vacant state-owned land. These lots have been changed to the Open space zone in the major amendment.</p> 

MAP	PROPOSED CHANGE
Zone Map	<p>Address: 2 Pilbeam Drive, Frenchville</p> <p>Lot Plan: Lot 1 RP608067</p> <p>Zone change from: Environmental management and conservation</p> <p>To: Split zone with Low density residential and Environmental management and conservation</p> <p>Justification: An approval for an eleven-lot subdivision at the front of the lot adjacent to Frenchville Road has been given. The applicant has requested that the zoning in the major amendment reflects this approval and therefore a portion of the lot has been changed to the Low density residential zone.</p> 
Zone Map	<p>Address: 175 Quay Street, Rockhampton City</p> <p>Lot Plan: Lot 1 SP294309</p> <p>Zone change from: No zone</p> <p>To: Principal centre zone – Quay Street precinct</p> <p>Justification: The lot on which the newly constructed Boathouse Restaurant 'sits' is currently unzoned.</p> 
Zone Map	<p>Address: 45 Lucas Street, Gracemere</p> <p>Lot Plan: Lot 11 SP297004</p> <p>Zone change from: Split zone</p> <p>To: Split zone</p> <p>Justification: Mapping updated so entire lot is zoned Special purpose.</p> 

MAP	PROPOSED CHANGE	
Zone Map	<p>Address: 540 Ridgeland Road, Alton Downs</p> <p>Lot Plan: Lot 3 SP281987</p> <p>Zone change from: No zone</p> <p>To: Rural</p> <p>Justification: Road closure has occurred leaving new freehold land unzoned.</p>	
Zone Map	<p>Address: Bradley Place, Kawana</p> <p>Lot Plan: Multiple lots on SP282890</p> <p>Zone change from: Rural</p> <p>To: Low density residential</p> <p>Justification: 14 Lot subdivision that has sealed plans for this stage during the course of the planning scheme.</p>	
Zone Map	<p>Address: 8 & 10 MacNevin Street, Norman Gardens</p> <p>Lot Plan: Lot 12 SP239589 and Lot 3 SP148723</p> <p>Zone change from: Sport and Recreation</p> <p>To: Low density residential</p> <p>Justification: Reflective of existing uses and growth of sport and recreation within this area is not required.</p>	

MAP	PROPOSED CHANGE	
Zone Map	<p>Address: Lot 501 and Lot 502 Yeppoon Road, Norman Gardens QLD 4701</p> <p>Lot Plan: Lot 501 on SP275164 and Lot 502 on SP285468</p> <p>Zone change from: Low density residential</p> <p>To: Open Space</p> <p>Justification: Bio detention basin and parkland for Crestwood estate.</p>	
Zone Map	<p>Address: Lot 251 Edenbrooke Drive, Parkhurst</p> <p>Lot Plan: Lot 251 on SP266440</p> <p>Zone change from: Low density residential</p> <p>To: Open Space</p> <p>Justification: Parks and Public Use Land.</p>	
Overlays		
Biodiversity areas overlay	<p>Minor increase around the Berserker Ranges. The mapping has been amended to remove areas already developed (i.e. new subdivisions). MSES have increased; however, the majority of these areas were already covered by MLES (matters of local ecological significance). In some circumstances where the new MSES mapping does not overlap the MLES mapping, the MLES mapping is maintained.</p>	
Bushfire Hazard Overlay	<p>Bushfire mapping has been updated and removed from certain areas to reflect the expansion of the urban footprint.</p> <p>Addition of mapping in certain areas to reflect SPP mapping.</p>	
Character Overlay Map	<p>Introduction of Character Overlay Map (currently named Neighbourhood character overlay map) which identifies character housing to be preserved in the Residential Character Design Control Area and Residential Character Demolition Control Area throughout The Range, Wandal and Allenstown. A Commercial Character Demolition Control Area has also been introduced to prevent removal and demolition of character buildings primarily in the Principal Centre zone.</p>	
Coastal	<p>The Coastal management district overlay map OM-5A has been relocated as an information only map OM-15.</p>	

MAP	PROPOSED CHANGE																					
Management District Overlay																						
Coastal Erosion Prone Area Overlay	The area has been extended in alignment with the SPP mapping (above barrage and Port Curtis rural area).																					
Coastal Hazard Overlay	Aligned with the SPP mapping.																					
Defined Storm Tide Event Level Overlay	The Rockhampton and Port Alma Defined Storm Tide Event Level Overlay maps OM-5D have been relocated as information only maps 16A, 16B and 16C. Mapping has been updated to introduce the define storm tide event levels for Rockhampton and Port Alma HAT zones. In addition, a note specifying that the finished floor levels are 500mm above the DTSE level.																					
Extractive Resources Overlay	Map number change from OM6 to OM7.																					
Fitzroy River Flood Overlay	<p>Map number change from OM7A to OM8A. New flood hazard categories have been introduced to adopt a hazard vulnerability classification. The new hazards are “H” designations are listed in brackets to translate the 4 hazard categories of the current QRA Hazard classification to the updated ARR Hazard Categories.</p> <table><tr><th></th><th>Hazard Vulnerability Classification</th><th>Description</th></tr><tr><td>Low Hazard (H1)</td><td>H1</td><td>Generally safe for vehicles, people and buildings.</td></tr><tr><td>Medium Hazard (H2)</td><td>H2</td><td>Unsafe for small vehicles.</td></tr><tr><td>High Hazard (H3&H4)</td><td>H3</td><td>Unsafe for vehicles children and the elderly.</td></tr><tr><td></td><td>H4</td><td>Unsafe for vehicles and people.</td></tr><tr><td>Extreme Hazard (H5&H6)</td><td>H5</td><td>Unsafe for vehicles and people. All buildings vulnerable to structural damage. Some less robust buildings subject to failure.</td></tr><tr><td></td><td>H6</td><td>Unsafe for vehicles and people. All building types considered vulnerable to failure.</td></tr></table>		Hazard Vulnerability Classification	Description	Low Hazard (H1)	H1	Generally safe for vehicles, people and buildings.	Medium Hazard (H2)	H2	Unsafe for small vehicles.	High Hazard (H3&H4)	H3	Unsafe for vehicles children and the elderly.		H4	Unsafe for vehicles and people.	Extreme Hazard (H5&H6)	H5	Unsafe for vehicles and people. All buildings vulnerable to structural damage. Some less robust buildings subject to failure.		H6	Unsafe for vehicles and people. All building types considered vulnerable to failure.
	Hazard Vulnerability Classification	Description																				
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Fitzroy River Flood Overlay	North Rockhampton Flood Management Area – adopts the flood mapping that has been modelled from the levee and additional infrastructure that has been constructed in North Rockhampton.																					
Floodplain investigation Area Overlay	Map number change from OM7B to OM8B. Floodplain investigation mapping to be updated with latest State Government Level 2 mapping																					
Floodplain Investigation Area Overlay	Improved flooding (QRA – level 2) has been undertaken by the State government in relation to Gogango, Westwood and Bouldercombe.																					
Creek Catchment Flood Overlay	Map number change from OM7C to OM8C. Planning area 3 has been included for overland flow (lowest risk).																					
Heritage Place Overlay	Map number change from OM8 to OM9.																					
Steep land	Steep land to be updated with a different filter to remove the irrelevant slopes (+15% usually) which are mapped in the overlay (eg. Retaining walls, dams, small steep gradients in backyards etc.).																					

MAP	PROPOSED CHANGE
Regional Infrastructure Corridors Overlay	Updated to include the Gladstone to Stanwell Infrastructure corridor SDA.
Road Hierarchy Overlay	Road Hierarchy Map to be updated to reflect new roads or updates, and the internal review currently being undertaken by strategic infrastructure engineering.
Transport noise corridors	Updated transport noise corridors for state-controlled roads (mandatory only) and transport noise corridors for railways as provided by the State government (information only mapping)

Other matters

Consultation:

No previous consultation has been undertaken for this major amendment.

Targeted consultation

- Residential Character Demolition Control Area & Commercial Character Demolition Control Area
 - During the public consultation stage, additional properties included in the residential demolition control areas for The Range, Allenstown and Wandal will be notified of the proposed changes.
 - Property owners within the principal centre zone will also be notified regarding the proposed change to commercial character demolition provisions.
- Creek catchment overlay (Planning Area 3 residents – overland flow)
 - A separate consultation process potentially could be undertaken for properties within the creek catchment overlay, including provisions as outlined under the major amendment, insurance and other matters.
- Fishing precincts: Fitzroy River Accommodation Precinct & Fitzroy River Industry Precinct
 - A separate consultation process potentially could be undertaken for properties within the creek catchment overlay, including provisions as outlined under the major amendment, insurance and other matters.

Except for the above, normal procedures will be followed as per the approved tailored process and requirements under the *Planning Act 2016*, regarding public consultation.

Development of guidelines

Specific guidelines can be produced for changes resulting from this major amendment. This may include character areas (demolition guidelines for character buildings (residential and commercial), urban design principles, water sensitive urban design, erosion and sediment control etc.

ROCKHAMPTON REGION PLANNING SCHEME MAJOR AMENDMENT - STATE INTEREST REVIEW

Rockhampton Region Planning Scheme Major Amendment - State Interest Report

Meeting Date: 26 June 2018

Attachment No: 2

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
Housing supply and diversity <i>Housing across the state needs to cater for different households and family types, ages, community needs, lifestyles, and incomes. The state is interested in ensuring sufficient land and housing stock is available in appropriate locations to support development, resource and infrastructure-related projects, and to meet the diverse needs of all sectors in the community</i>	(1) Land for housing development and redevelopment in areas that are accessible and well-connected to services, employment and infrastructure are identified.	Complies The major amendment does not change the pattern or distribution of urban growth for the life of the planning scheme. Land for development has remained as urban, new urban, urban Infill and intensification and future urban within the strategic framework. These areas remain accessible and well-connected to services, employment and infrastructure.	Part 3 Strategic framework SFM-1 Strategic framework map — Settlement Pattern — Regional
	(2) The development of residential land is facilitated to address and cater for all groups in the current and projected demographic, economic and social profile of the local government area, including households on low to moderate incomes.	Complies The major amendment does not propose additional residential land to be allocated within the local government area. The existing planning scheme provides for a range of lot sizes and development types, to encourage opportunities for affordable housing. In addition, the existing urban infill and intensification areas within the strategic framework, provides for walkable, self-contained communities with varied housing types and contributes to affordable living. The demographics of the ageing population and people requiring assisted living are further addressed within the high density residential zone code. Under the major amendment, the table of assessment is proposed to be updated to enable land uses (such as a hotel, or unit development) to be converted into a retirement village, residential care facility etc. under 'Accepted Subject to Requirement' (currently code assessable under the planning scheme). This provides alternative housing supply and diversity which aligns to policy outcome 2.	Part 3 Strategic framework 3.3.8 Element – Urban and new urban, (19). 3.3.10 Element – Urban infill and intensification Part 5 Table of Assessment Table 5.4.1.3 — High density residential zone Part 6 Zones 6.2.1 Low density residential zone Part 9 Development Codes 9.3.5 Reconfiguring a lot code
	(3) A diverse, affordable and comprehensive range of housing options inaccessible and well-serviced locations, is facilitated through: a) appropriate, responsive and proactive zoning; b) supporting an appropriate mix of lot sizes and dwelling types, including housing for seniors and people requiring assisted living; c) considering incentives to promote affordable and social housing outcomes, particularly in areas in close proximity to	Complies Affordable housing and social housing is acknowledged by the major amendment and minor changes have been made in alignment with policy outcome 3. The major amendment maintains affordable and comprehensive housing options through existing zoning, a large mixed range of lot sizes to facilitate social housing and seniors/assisted living options. The state interest policy is achieved through the following: <ul style="list-style-type: none"> ▪ The appropriate mix of lot sizes which can provide for smaller housing and affordable living; 	Part 5 Table of Assessment Table 5.4.1.3 — High density residential zone

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	services and amenities.	<ul style="list-style-type: none"> Additional amendments to the High Density Residential Zone which enables multiple dwelling, residential care facility, retirement facility and rooming accommodation land uses to be 'Accepted Subject to Requirements' allowing for the conversion of existing high-rise buildings into vertical retirement and aged care land uses; and Amendments to Low density residential, Low-medium density residential and High density residential Tables of Assessment to enable small-scale short-term accommodation when reusing existing dwellings. 	
	(4) Best practice, innovative, and adaptable housing design and siting is provided for and encouraged.	<p>Complies</p> <p>The planning scheme currently enables innovative and adaptable housing design through minimum lot sizes of 300m² in the low-medium residential zone. New subdivisions require a mix of allotment sizes. Where development creates ten or more lots, at least twenty (20) per cent are to be smaller than 450m².</p> <p>Urban and new urban areas allow for adaptable dwellings that provide intergenerational housing options catering to young people, families and support for ageing in place.</p>	<p>Part 5 Table of Assessment</p> <p>Part 9 ROL Code</p> <p>Part 3 Strategic Framework 3.3.8 Element – Urban and new urban</p>
	(5) Sufficient land for housing is provided in appropriate locations to support the projected non-resident workforce population associated with approved large-scale mining, agriculture, industry or infrastructure projects.	<p>Complies</p> <p>The current planning scheme provides sufficient urban, new urban and future urban land to support the mining, rural and industry sectors.</p>	<p>Part 3 Strategic Framework 3.2 Strategic Intent</p>
<p>Liveable Communities</p> <p><i>The liveability of communities concerns all levels of government as it directly influences our quality of life and wellbeing. As the population of our cities and towns grow – and socioeconomic and demographic profiles change – the importance of attractive, healthy, safe, accessible and inclusive places and spaces increases.</i></p>	<p>Built and natural environment:</p> <p>(1) High-quality urban design and place making outcomes are facilitated and promote:</p> <ul style="list-style-type: none"> (a) affordable living and sustainable and complete communities (b) attractive, adaptable, accessible and inclusive built environments (c) personal safety and security (d) functional, accessible, legible and connected spaces (e) Community identity through considering local features, character, needs and aspirations. 	<p>Complies</p> <p>The major amendment aligns with the intent of this state interest to provide for a high-quality urban environment, particularly in reference to considering and maintaining local character and features which supports community identity within the built environment.</p> <p>The strategic framework has been updated to include additional wording that promotes accessible built environments in relation to the regions streetscape and built form. See below.</p> <p>Section 3.3.1 (9)</p> <p>The design of the built environment (including buildings, streets and public spaces) is consistent with the existing or desired character outlined in of the zone. Area and Buildings are oriented to the street and public places, enhance the quality of the street, create a human</p>	<p>Part 3 Strategic framework 3.5.4 Element – Heritage and character</p> <p>Part 5 Table of Assessment Table 5.9. 5 —Character overlay</p> <p>Part 8 Character overlay code</p> <p>Character overlay map OM-5.</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		<p>scale at street level and are designed to promote accessibility and walkability.</p> <p><i>3.3.8.1 Urban and new urban – specific outcomes</i> (7) A variety of residential lot sizes and designs is provided to cater for diverse and changing housing needs within the community. The scale of buildings is appropriate to the size of the lot and to the character of the neighbourhood.</p> <p><i>3.5 – Community identity and diversity</i> <i>3.5.1 – Strategic outcomes</i> (3) Cultural heritage is conserved and the character and identity of communities in urban and rural areas are enhanced.</p> <p><i>3.5.4 Element – Heritage and character</i> <i>3.5.4.1 Specific outcomes</i></p> <p>(3) Rockhampton and Mount Morgan possess specific areas of residential and commercial character. These areas are maintained by retaining specific buildings and ensuring sensitive redevelopment and demolition controls to preserve the streetscape and built form.</p> <p><u>Character Overlay (previously Neighbourhood Character Overlay)</u> The neighbourhood overlay code has been renamed to the character overlay code. New provisions have been included to protect and maintain the unique character (residential and commercial) within Rockhampton. Provisions also include demolition controls within The Range, Allentown and Wandal suburbs as well as the Principal Centre. These provisions sought to preserve local features, character which contributes to the streetscape and identity for the region.</p> <p>The Commercial Character Demolition Control Area provides demolition controls throughout the Principal Centre to protect the local character, built form and streetscapes. These provisions support the Policy item under the Liveable Communities outcome (1)(e).</p> <p>Refer to the track changes version of the character overlay code for the full extent of new provisions. Otherwise, the major amendment does not involve any other changes applicable to this state interest.</p>	
	(2) Vibrant places and spaces, and diverse	Complies	Part 5 Tables of

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	<p>communities that meet lifestyle needs are facilitated by:</p> <p>(a) good neighbourhood planning and centre design</p> <p>(b) a mix of land uses that meet the diverse demographic, social, cultural, economic and lifestyle needs of the community</p> <p>(c) consolidating urban development in and around existing settlements</p> <p>(d) higher density development in accessible and well-served locations</p> <p>(e) efficient use of established infrastructure and services</p> <p>(f) supporting a range of formal and informal sporting, recreational and community activities.</p>	<p>The state interest policy objective to facilitate higher density development in accessible and well-served locations is achieved in the proposed major amendment.</p> <p>The major amendment proposes changes to the high density residential zone Table of Assessment to allow for the following land uses as Accepted subject to requirements where the reuse of an existing building is occurring:</p> <ul style="list-style-type: none"> ▪ Multiple dwelling; ▪ Residential care facility; ▪ Retirement facility; ▪ Rooming accommodation; and ▪ Short-term accommodation. <p><i>See extract below of the Table of Assessment.</i></p> <p>Urban infill development is supported by Council via both the high density residential and low-medium residential zones. These areas are within easy walking and cycling distance to non-residential uses, centres and public transport.</p> <p>The high density residential zone is located on the Rockhampton riverfront with appropriate liveability and walkability. The proposed major amendment enables applicants to convert existing buildings into other means of accommodation (such as conversion of short-term accommodation to long-term accommodation or a retirement facility). The aim is to allow flexibility for a change of use by removing the need for a planning assessment to be undertaken. This provision further advances the intent of the settlement framework to encourage infill development within Rockhampton. The following table outlines the proposed change:</p>	<p>assessment</p> <p>Table 5.4.1.3 — High density residential zone</p>

State Interest	State Interest Policy (July 2017)	Council Assessment		References in Planning Scheme
		<ul style="list-style-type: none"> • Dual occupancy 	<p><u>Zone code:</u> High density residential zone code</p> <p><u>Other development code:</u> Works code</p>	
		<ul style="list-style-type: none"> • Multiple dwelling • Residential care facility • Retirement facility • Rooming accommodation • Short-term accommodation 	<p>Accepted subject to requirements</p> <p>If the reuse of existing building(s) or structure(s) and not involving more than minor building work</p> <p><u>Zone code:</u> High density residential zone code</p> <p><u>Other development code:</u> Works code</p> <p>Code assessment</p> <p>Otherwise</p> <p><u>Zone code:</u> High density residential zone code</p> <p><u>Other development codes:</u> Access, parking and transport code Landscape code Stormwater management code Waste management code Water and sewer code</p>	
		<ul style="list-style-type: none"> • Child care centre • Community care centre 	<p>Code assessment</p> <p><u>Zone code:</u> High density residential zone code</p>	
		Table 1 : High Density Residential Zone - Table of Assessment		
	<p>(3) Development is designed to:</p> <p>(a) value and nurture local landscape character and the natural environment</p> <p>(b) maintain or enhance important cultural landscapes and areas of high scenic amenity, including important views and vistas that contribute to natural and visual amenity</p> <p>(c) maintain or enhance opportunities for public access and use of the natural environment.</p>	<p>Not Applicable</p> <p>There are no proposed changes within the major amendment to the Planning Scheme in relation to local landscape character, natural environment or scenic amenity. Within the strategic framework under section 3.4.6 Element – Landscape and scenic amenity there is clear policy direction that already aligns with policy (3). In addition, 3.3.11 clearly provides direction for the preservation of the attractive setting and backdrop to the north of Rockhampton.</p> <p><i>3.3.11 Element – Centres</i></p> <p>Rockhampton principal centre</p> <p>(22) New development in the principal centre will ensure that the following is retained, utilised and enhanced:</p> <p>(a) views from major public viewer places to Mount Archer and the Berserker Range, which provide an attractive setting and backdrop to the north of Rockhampton;</p>		Not Applicable
	<p>Infrastructure and services:</p> <p>(4) Connected pedestrian, cycling and public</p>	<p>Complies</p> <p>The Rockhampton Region Planning Scheme will continue to facilitate</p>		Part 3 – Strategic framework

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	transport infrastructure networks are facilitated and provided.	<p>pedestrian, cycling and public transport. The proposed major amendment does include additional wording in the strategic framework – settlement pattern theme.</p> <p>The following statement has been included to support connectivity regarding pedestrian, cycling and public transport infrastructure:</p> <p>3.3.8.1 Urban and new urban Specific outcome: (12) These new communities are well planned and demonstrate the following: Development creates attractive streets that are well-connected to parks, community facilities and centres to support sustainable lifestyles including pedestrian and cycle transport;</p>	3.3.8.1 Urban and new urban
	(5) Community facilities and services, including education facilities (state and non-state providers), health facilities, emergency services, arts and cultural infrastructure, and sport, recreation and cultural facilities are well-located, cost-effective and multi-functional.	<p>Not Applicable Planning Scheme already reflects this policy. No changes are proposed under the major amendment.</p>	Not Applicable
	(6) Connection to fibre-optic telecommunications infrastructure (e.g. broadband) is supported in greenfield areas.	<p>Not Applicable Planning Scheme already reflects this policy. No changes are proposed under the major amendment.</p>	Not Applicable
	(7) All development accessed by common private title is provided with appropriate fire hydrant infrastructure and has unimpeded access for emergency service vehicles to protect people, property and the environment	<p>Complies Provisions relating to the common private title being provided with appropriate fire hydrant infrastructure is facilitated under the Planning Scheme and the CMDG. Policy 7 is reflected under the bushfire hazard overlay code under AO2.2.</p> <p>AO2.1.1 In a reticulated water supply area fire hydrants:</p> <ul style="list-style-type: none"> residential areas are above ground single outlet fire hydrants and provided at not less than eighty (80) metre intervals and at each street intersection; and <p>Editor's note – To remove any doubt, these intervals also apply to common access ways within a common private title</p>	<p>Part 8 Overlays 8.2.4 Bushfire hazard overlay code</p>
<p>Agriculture</p> <p><i>Agriculture is essential</i></p>	(1) Agriculture and agricultural development opportunities are promoted and enhanced in important agricultural areas (IAAs).	<p>Not Applicable There are no proposed changes to agricultural development opportunities.</p>	Not Applicable

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
<p><i>to Queensland's economic productivity, employment, and the supply of food, fibre, fish, timber and foliage and for ensuring food security for domestic and international markets.</i></p> <p><i>"The resources that agriculture depends on are protected to support the long-term viability and growth of the agricultural sector."</i></p>	<p>(2) Agricultural Land Classification (ALC) Class A and Class B land is protected for sustainable agricultural use by:</p> <ul style="list-style-type: none"> (a) avoiding fragmentation of ALC Class A or Class B land into lot sizes inconsistent with the current or potential use of the land for agriculture (b) avoiding development that will have an irreversible impact on, or adjacent to, ALC Class A or Class B land (c) maintaining or enhancing land conditions and the biophysical resources underpinning ALC Class A or Class B land. 	<p>Complies</p> <p>In summary:</p> <ul style="list-style-type: none"> ▪ No proposed changes to ALC mapping; ▪ Fragmentation of agricultural land is reduced, with the minimum lot size within the Rural Zone remaining at 100ha; ▪ There are existing provisions in the Planning Scheme which provide the policy intent to ensure the irreversible impact to agriculture does not occur; and ▪ The planning scheme continues to recognise the strategic economic significance of important agricultural areas. <p>Proposed amendments have been made to the strategic framework – 3.3.6 Element – Rural under the settlement patterns.</p> <p>3.3.6.1 – Rural – Specific outcomes. The inclusion of an additional provision: (5) Separation areas are provided to maximise, preserve and protect agricultural production capacity and amenity values.</p> <p>Outcome (5) above replaces a previous provision. The change results in a clearer policy outcome being achieved for promoting and optimising agricultural development opportunities.</p> <p>Further, the following provision is proposed to be removed from the urban and new urban:</p> <p>3.3.8.1 (5).</p> <p>(c) land identified on the Agricultural Land Classification (ALC) overlay maps is protected and not compromised by urban development;</p> <p>(d) rural, natural asset, landscape and environmental values are protected;</p> <p>(5) (d) above already ensures that all rural land is protected (not just ALC). Therefore, 5 (c) is no longer required.</p> <p>The proposed amendment continues to protect Agricultural Land Classification (ALC) within Section 3.8 Natural resources and economic development theme of the strategic framework. Outcome (4) specifically protects agriculture as outlined below –</p>	<p>Part 3 – Strategic framework</p> <p>3.3.8 Element - Urban and new urban.</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		(4) Development protects and, where possible, leverages the intrinsic economic value of the region's natural resources, including productive grazing, agricultural and forestry land, extractive and mineral resources, marine and coastal resources, and existing and planned water resources, including watercourses, water bodies and groundwater.	
	(3) Fisheries resources are protected from development that compromises long-term fisheries productivity, sustainability and accessibility	Not applicable. The major amendment proposes changes to the rural zone table of assessment and code in relation to aquaculture. The planning scheme is to be updated to achieve compliance with the <i>Fisheries Act 1994</i> , which refers to a threshold of ten (10) hectares in relation to water surface area to use ponds or tanks. Currently, the planning scheme refers to a threshold of five (5) hectares. Provisions within the rural zone code have also been updated.	Part 5 Tables of Assessment. Part 6 Zones Rural zone code
	(4) Growth in agricultural production and a strong agriculture industry is facilitated by: (a) promoting hard to locate intensive agricultural land uses, such as intensive animal industries, aquaculture, and intensive horticulture in appropriate locations (b) protecting existing intensive agricultural land uses, such as intensive animal industries, aquaculture, and intensive horticulture, from encroachment by development that is incompatible and/or would compromise the safe and effective operation of the existing activity. (c) locating new development (such as sensitive land uses or land uses that present biosecurity risks for agriculture) in areas that avoid or minimise potential for conflict with existing agricultural uses through the provision of adequate separation areas or other measures; (d) facilitating opportunities for co-existence with development that is complementary to agricultural uses that do not reduce agricultural productivity (e.g. on-farm processing, farm gate sales, agricultural tourism etc)	Not applicable. No changes are proposed to the Planning Scheme in relation to section 3.8 Natural Resources and Economic Development – Element Rural Land under the strategic framework. The planning scheme will continue to support the prosperity of the agricultural industry through its existing strategic framework outcomes. In addition, no changes are proposed to the strategic framework mapping in reference to the rural designation and relationship with existing and future planned urban areas.	Not Applicable

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	<p>(e) considering the provision of infrastructure and services necessary to support a strong agriculture industry and associated agricultural supply chains</p> <p>(f) ensuring development on, or adjacent to, the stock route network does not compromise the network's primary use for moving stock on foot, and other uses and values including grazing, environmental, recreational, cultural heritage, and tourism values.</p>		
<p>Development and construction</p> <p><i>Strategic planning needs to encourage a broad range of economic development opportunities in response to current and projected economic demand and to meet the needs of the community into the future. Employment needs, economic growth, and a strong development and construction sector are supported by facilitating a range of residential, commercial, retail, industrial and mixed-use development opportunities.</i></p>	<p>(1) A sufficient supply of suitable land for residential, retail, commercial, industrial and mixed-use development is identified that considers:</p> <p>(a) existing and anticipated demand</p> <p>(b) the physical constraints of the land</p> <p>(c) surrounding land uses</p> <p>(d) the availability of, and proximity to, the essential infrastructure required to service and support such development.</p>	<p>Not Applicable</p> <p>The proposed major amendment will maintain its existing allocation of land for residential, retail, commercial, industrial and mixed-use development. These areas are appropriately located and address current and anticipated demand, physical constraints, potential land use conflicts and within proximity to sufficient infrastructure to services the needs of development.</p> <p>Minor changes are outlined below:</p> <p><i>Parkhurst (Boundary Road) District Centre</i></p> <p>The Parkhurst (Boundary Road) Local Centre zone is proposed to be a District Centre zone given the future growth trends that will occur in the Parkhurst and surrounding localities.</p> <p>This proposed amendment has been based upon a current approval over the land and the “<i>Review of Centre Policy and Provisions, Draft Planning Scheme</i>” report undertaken by Buckley Vann and Urban Economics in October 2014. The Parkhurst Local Centre zone will evolve into a District Centre zone to align with the population growth in the northern catchment of Rockhampton.</p> <p>The report explains that the shopping centre would operate as a local centre level in the centre's hierarchy initially and subsequently become a district centre due to growth and need.</p> <p>The shopping centre currently aligns with the district centre characteristics with the inclusion of a full-line shopping centre</p>	Not Applicable

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		<p>(Woolworths), fuel station, and a tavern. The population within the catchment area does not currently meet the requirements for a district centre, however, it is likely in the next 2-5 years that this criteria will be met based on growth forecasts. The current land uses located within the Parkhurst centre (including a full-line supermarket) meet the expectation of a district centre.</p> <p><i>Waterfront and Marine Industry Zone (Fitzroy River industry precinct)</i> There are no proposed changes to the extent of industrial zoned land. However the major amendment proposes to change the existing low impact industry zone located between Stanley Street and South Street. This area will become the Fitzroy River industry precinct under the waterfront and marine industry zone.</p> <p>The intent of the change is to allow for waterfront and marine industry uses within proximity to the Fitzroy River. With the recent investment in marine infrastructure (pontoon), future land uses within this precinct will include service industry, marine river-related industry, boat storage and servicing and hire. It is acknowledged that physical constraints remain over the land due to riverine flooding however provisions under the Planning Scheme will enable the reuse of dwellings/buildings within the precinct to be re-established into appropriate uses. This proposed amendment encourages a broad range of economic development opportunities in response to a projected economic demand.</p>	
	(2) Appropriate infrastructure required to support all land uses is planned for and provided.	<p>Not applicable This policy outcome is not applicable to the proposed amendment as it is already reflected in the current Planning Scheme. Appropriate infrastructure has been allocated to support current and future land uses throughout the region.</p>	Not Applicable
	(3) Mixed-use development is achieved by appropriately zoning the land.	<p>Not applicable The Planning Scheme continues to support mixed-use development. The proposed amendment does not change this policy outcome.</p>	Not applicable
	(4) An appropriate mix of lot sizes and configurations for residential, retail, commercial, mixed use and industrial development is provided for in response to the diverse needs of these uses and ancillary activities.	<p>Not applicable The major amendment does not propose changes to current lot sizes under 9.3.5 Reconfiguring a lot code. The Planning Scheme supports a variety of lots sizes for residential, commercial, mixed-use and industrial development in response to the diverse needs of these uses and ancillary activities. The strategic framework also reinforces an appropriate mix of lot sizes to diversify residential development.</p>	Not Applicable

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	<p>(5) Efficient delivery of development is facilitated by the adoption of the lowest appropriate level of assessment for development that is consistent with the purpose of the zone.</p>	<p>Complies The proposed amendment achieves this policy outcome of efficient delivery of development by adopting the lowest appropriate level of assessment for development that is consistent with the purpose of the zone (<i>refer to Liveable Communities policy (1) and (2) responses</i>).</p> <p>The changes that align with this policy are summarised in the following sub-headings.</p> <p><u>Removal of Class 10a Structures</u> Changes are proposed to the levels of assessment to the building works tables of assessment by removing the trigger for building works for class 10a structures within the low density residential zone, Low medium density residential zone and centre zones.</p> <p><u>High density residential zone code table of assessment</u> Multiple dwelling, residential care facility, retirement facility, rooming accommodation, short-term accommodation are Accepted Subject to Requirements where involving the reuse of an existing building. In this circumstance, making the abovementioned uses Accepted Subject to Requirements reduces allows additional flexibility for existing apartment buildings and the like, without requiring a planning application.</p> <p><u>Short-term accommodation within residential zones</u> The major amendment proposes changes to the low and low-medium residential zones for small-scale short-term accommodation uses.</p> <p>The amendment within the residential zones enable existing dwellings to be converted to short-term accommodation uses which can be leased out on a short-term basis. Increasing growth in this sector (such as Airbnb and stayz.com) has resulted in non-compliant land uses throughout the region. Requirements are proposed to allow for these land uses to continue.</p> <p>Under the tables of assessment, the short-term accommodation use is proposed to be Accepted Subject to Requirements. Should land uses not comply with these requirements, the development is triggered for impact assessment to ensure residential amenity is achieved.</p>	<p>Part 5 Tables of Assessment</p> <p>Part 6.2 Residential zones category</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		<p>The changes include an additional overall outcome to facilitate short-term accommodation where within an existing dwelling house. This is reflected in the planning scheme in the table of assessment and planning scheme provisions. The short-term accommodation overall outcomes are as follows:</p> <ul style="list-style-type: none"> (a) short-term accommodation only occurs where it: <ul style="list-style-type: none"> (i) is established in an existing dwelling; (ii) does not adversely impact on the amenity of the surrounding residential area; (iii) maintains the appearance of an ordinary dwelling that is consistent with the intentions of the zone; and (iv) is limited in scale and duration; <p>Note—Use of a dwelling for short-term accommodation in this context may take the form of short-term rental, Airbnb or similar accommodation. Purpose built, commercially run short-term accommodation facilities are not intended. Short term accommodation does not include a party house, which is separately defined.</p>	
	(6) Land uses are consistent with the purpose of the zone.	<p>Complies</p> <p>The planning scheme continues to support land uses that are consistent with the purpose of the zone. Very few changes are proposed to the tables of assessment, except where lowering the level of assessment for consistent land uses.</p>	Not applicable
	<p>(7) State development areas and Priority Development Areas are:</p> <ul style="list-style-type: none"> (a) identified and appropriately considered in terms of their planning intent (b) supported by compatible and complementary land uses and services on surrounding land. 	<p>Complies</p> <p>The current State development areas and Priority Development Areas are incorporated in the current Planning Scheme.</p> <p>Refer to:</p> <ul style="list-style-type: none"> ▪ 10.1 State development areas — <i>State Development and Public Works Organisation Act 1971</i>; and ▪ 10.2 Priority development area — <i>Economic Development Act 2012</i>. 	Part 10 Other plans
	(8) Public benefit outcomes on state-owned land are achieved by appropriately zoning the land.	<p>Not Applicable</p> <p>The current Planning Scheme has appropriately zoned state-owned land.</p>	Not applicable
<p>Mining and extractive resources</p> <p><i>The resources industry is a key driver of the Queensland economy and one of the state's largest export earners. It</i></p>	<p>Extractive resources:</p> <p>(1) Key resource areas (KRAs) are identified, including the resource/ processing area, separation area, transport route and transport route separation area.</p>	<p>Not applicable</p> <p>There are no changes to the existing Key Resource Area (KRA) mapping for the major amendment process.</p>	Not Applicable
	(2) KRAs are protected by:	Not applicable	Not Applicable

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
<p><i>is a diverse industry that supports the needs of other industries and the community through the supply of valuable commodities including minerals, coal, petroleum and gas resources. Ongoing resource exploration and development is vital to the delivery of employment, infrastructure, skills and prosperity.</i></p>	<p>(a) maintaining the long-term availability of the extractive resource and access to the KRA</p> <p>(b) avoiding new sensitive land uses and other incompatible land uses within the resource/processing area and the related separation area of a KRA that could impede the extraction of the resource</p> <p>(c) avoiding land uses along the transport route and transport route separation area of a KRA that are likely to compromise the ongoing use of the route for the haulage of extractive materials</p> <p>(d) avoiding new development adjacent to the transport route that is likely to adversely affect the safe and efficient transportation of the extractive resource.</p>	There are no changes to the existing KRA requirements.	
	<p>Mineral, coal, petroleum and gas resources:</p> <p>(3) The importance of areas identified as having valuable minerals, coal, petroleum and gas resources, and areas of mining and resource tenures are considered.</p>	<p>Not Applicable</p> <p>There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this State Interest Policy.</p>	Not applicable
	<p>(4) Opportunities for mutually beneficial co-existence between coal, minerals, petroleum and gas resource development operations and other land uses are facilitated.</p>		
	<p>(5) The location of specified petroleum infrastructure is considered.</p>		
<p>Tourism</p> <p><i>Tourism contributes significantly to creating and sustaining jobs, generating export revenue, and strengthening local and regional economies. The state's interest in tourism seeks to support these economic opportunities for local communities, regions and the state.</i></p> <p><i>Tourism planning and development opportunities that are appropriate and</i></p>	<p>(1) The findings of state endorsed tourism studies and plans are considered and reflected where relevant.</p> <p>(2) Existing and potential opportunities, localities or areas appropriate for tourism development are identified and protected.</p> <p>(3) The delivery of sustainable tourism development is facilitated where it:</p> <p>(a) is complementary to and compatible with other land uses, including sensitive land uses;</p> <p>(b) promotes the protection or enhancement</p>	<p>Complies</p> <p>With the declaration of a Net Free Zone (NFZ) over the lower Fitzroy River, the major amendment supports the promotion of sustainable tourism development by proposing two precincts within Rockhampton (adjacent to the Fitzroy River) related to fishing land use activities. These changes are further supported by the <i>Rockhampton Recreational Fishing Development Strategy</i>.</p> <p>The major amendment introduces two new fishing-related precincts which facilitate investment and development opportunities for tourism and recreation along the Fitzroy River.</p>	<p>Part 5 Table of Assessment</p> <p>Table 5.5.1.1.2 — Low density residential zone — Fitzroy River accommodation precinct</p> <p>Table 5.5.5.1.1 — Waterfront and marine industry zone — Fitzroy River industry precinct</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
sustainable are supported, and the social, cultural and natural values underpinning tourism developments are protected.	of the character, landscape and visual amenity, and the economic, social, cultural and environmental values of the natural and built assets associated with the tourism development.	Appropriate infrastructure is already constructed and/or being constructed to facilitate future planned tourism development.	
	(4) Appropriate infrastructure to support and enable tourism development is planned for.		
Biodiversity	(1) Development is located in areas to avoid significant impacts on matters of national environmental significance and considers the requirements of the <i>Environment Protection and Biodiversity Conservation Act 1999</i> .	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this State Interest Policy.	Not Applicable
	(2) Matters of state environmental significance are identified ² and development is located in areas that avoid adverse impacts; <ul style="list-style-type: none"> where adverse impacts cannot be reasonably avoided, they are minimised³. 	Complies The MSES has been updated to reflect new State Government mapping. The MSES – Regulated Vegetation now incorporates Essential Habitat. This mapping has been refined throughout the urban footprint, mainly within the localities of Frenchville and Norman Gardens. In particular, where the overlay traverses backyards and other built infrastructure and there is no evidence of biodiversity value or the land has been cleared. These are minor changes to the MSES layer.	Overlay Maps OM-3A – Biodiversity areas overlay Map
	(3) Matters of local environmental significance are identified and development is located in areas that avoid adverse impacts; <ul style="list-style-type: none"> where adverse impacts cannot be reasonably avoided, they are minimised⁴. 	Complies Where the Matters of Local Environment Significance (MLES) and Matters of State Environmental Significance (MSES) mapping overlap, the MLES is to be removed, therefore the MSES will prevail. The MLES otherwise has not changed and reflects the natural environment study undertaken in 2010.	Overlay Maps OM-3A – Biodiversity areas overlay Map
	(4) Ecological processes and connectivity is maintained or enhanced by avoiding fragmentation of matters of environmental significance.	Complies The major amendment maintains matters of environmental significance through the adoption of the SPP mapping with an increased regulated vegetation layer (being essential habitat). As mentioned previously, there is refinement of this layer particularly through the urban footprint along the Norman Gardens and Frenchville localities. Amended policy item (5) under 3.4.2 – Areas of environmental significance under the strategic framework proposes the following changes:	Part 3 – Strategic framework 3.4.2 Element – Areas of environmental significance

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		(5) Existing habitat areas are retained and protected from fragmentation of existing habitat areas is minimised , particularly where it impacts on the future health of populations of native fauna and flora species. The removal of 'minimised' provides clear policy intent.	
	(5) Viable koala populations in South East Queensland are protected by conserving and enhancing koala habitat extent and condition.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this State Interest Policy.	Not Applicable
Coastal environment <i>The coastal environment is protected and enhanced, while supporting opportunities for coastal-dependent development, compatible urban form, and maintaining appropriate public use of and access to, and along, state coastal land.</i>	Protection of the coastal environment: (1) Coastal processes and coastal resources statewide, including in the Great Barrier Reef catchment, are protected by: (a) concentrating future development in existing urban areas through infill and redevelopment (b) conserving the natural state of landforms, wetlands and native vegetation in the coastal management district (c) maintaining or enhancing the scenic amenity and aesthetic values of important natural coastal landscapes, views and vistas	Not Applicable Item 1(a) (b) and (c) are complied with as per the existing settlement pattern and environmental mapping under the Strategic Framework. Wetlands of high environmental significance in Great Barrier Reef catchment are shown as natural corridors of environmental significance and are identified within the planning scheme area (as shown on strategic framework maps SFM-5 to SFM-8) for protection and enhancement. The Coastal Management District (CMD) overlay map has been relocated as information only map within the Planning Scheme as the CMD is not triggered under the Planning Scheme. DILGP advised they would support the relocation of the layer to information only mapping as it is an administrative layer for DILGP to trigger applications that may have an impact on coastal management. Refer email advice below: <hr/> <i>Hi Sonia,</i> <i>There is no need to Council to map the coastal management district in its planning scheme. This is an administrative layer for the department to trigger applications which may have an impact on coastal management. We would support the removal of this layer. You will also need to remove any text in the scheme which talks about this aspect.</i> <i>Regards</i> <i>Anthony</i> <i>Anthony Walsh</i> <i>A/Manager (Planning) (Mon, Tue, Fri)</i> <i>Principal Planning Officer (Wed, Thu, Fri)</i>	Strategic Framework Maps CMD Mapping has been relocated to OM-15 – Information only mapping

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		<p>Northern Region / Fitzroy and Central Department of Infrastructure, Local Government and Planning Level 2, 209 Bolsover Street Rockhampton QLD 4700 p. 07 4924 2904 m. 0438 614 590 e. anthony.walsh@dilgp.qld.gov.au</p> <p>From: Sonia Barber [mailto:Sonia.Barber@rrc.qld.gov.au] Sent: Wednesday, 25 November 2015 12:02 PM To: Anthony Walsh Subject: Coastal management district mapping</p> <p>Hi Anthony</p> <p>I was wondering if you would be able to find out whether or not we really need to include the Coastal management district mapping in the planning scheme.</p> <p>We are considering removing it for the major amendment as it really serves no purpose.</p> <p>According to the SPP requirements "development is not located within an erosion prone area within a coastal management district unless it cannot feasibly be located elsewhere or it is coastal dependent development, or temporary, readily relocatable or able to be abandoned development".</p> <p>All of our erosion prone area is located at least within, or exceeds the coastal management district so the erosion prone area mapping will trigger the appropriate development requirements.</p> <p>Effectively the coastal management district map is at best "for information only" and potentially will confuse proponents as it is not mentioned in the planning scheme and does not trigger any requirements.</p> <p>Could you follow up on this and let us know please.</p> <p>Regards, Sonia Barber - BBus (Econ), MURP Strategic Planning Officer Rockhampton Regional Council Ph: 07 4936 8534 Fax: 1300 22 55 79 E-mail: sonia.barber@rrc.qld.gov.au Address: PO Box 1860, Rockhampton Q 4700 Web: www.rockhamptonregion.qld.gov.au</p>	
	(2) Development of canals, dry land marinas, artificial waterways or marine infrastructure avoids adverse impacts on coastal resources and processes.	<p>Not Applicable.</p> <p>There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.</p>	Not Applicable
	(3) Reclamation of land under tidal water is avoided other than for the purpose of: (a) coastal-dependent development, public marine development or community infrastructure, where there is no reasonable	<p>Complies</p> <p>Amended state interest statement to maintain public use of and access 'to and along state coastal land', rather than the 'coast'. This is reflected in the Strategic Framework and overlay code.</p>	<p>Part 3 Strategic Framework 3.4.4 Element – Coastal environment</p> <p>Part 8 Overlays</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	alternative; or (b) strategic ports, priority ports, boat harbours or strategic airports and aviation facilities in accordance with a statutory land use plan, or statutory master plan; or (c) coastal protection works or work necessary to protect coastal resources or coastal processes.	The coastal protection overlay code has been amended and is compliant with Policy 3. Refer to the track changes version of the coastal protection overlay code for the full extent of the minor changes.	8.2.6 – Coastal protection overlay code
	Development in the coastal environment: (4) Coastal-dependent development in areas adjoining tidal water is facilitated in preference to other types of development.	Complies The current planning scheme reflects Coastal-dependent development appropriately. In addition, coastal-dependent development definition has been added to Schedule 2 of the planning scheme.	Part 8 Overlays 8.2.6 – Coastal protection overlay code Schedule 2 – Definitions
	(5) Opportunities for public use of and access to, and along, state coastal land is maintained or enhanced in a way that protects or enhances public safety and coastal resources.	Not Applicable. The wording in the coastal protection overlay code in relation to public access to the coast has been reworded as “access to, and along, state coastal land” in alignment with this policy.	Part 8 Overlays 8.2.6 – Coastal protection overlay code
Cultural heritage (non-Indigenous)	Aboriginal and Torres Strait Islander cultural heritage: (1) Matters of Aboriginal cultural heritage and Torres Strait Islander cultural heritage are appropriately conserved and considered to support the requirements of the Aboriginal Cultural Heritage Act 2003 and the Torres Strait Islander Cultural Heritage Act 2003.	Not Applicable. There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.	Not Applicable
	World and national cultural heritage: (2) Adverse impacts on the cultural heritage significance of world heritage properties and national heritage places prescribed under the Environment Protection and Biodiversity Conservation Act 1999 are avoided.	Not Applicable. There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.	Not Applicable
	State cultural heritage: (3) Adverse impacts on the cultural heritage significance of state heritage places are avoided.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relate to this state interest policy. The current planning scheme triggers development where an application is adjoining a heritage place or local heritage place under Table 5.9.8. In summary there are no proposed changes.	Not Applicable
	Local cultural heritage:	Not Applicable	Not Applicable

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	<p>(4) Local heritage places and local heritage areas important to the history of the local government area are identified, including a statement of the local cultural heritage significance of the place or area.</p> <p>(5) Development of local heritage places or local heritage areas does not compromise the cultural heritage significance of the place or area by:</p> <p>(a) avoiding adverse impacts on the cultural heritage significance of the place or area; or</p> <p>(b) minimising and mitigating unavoidable adverse impacts on the cultural heritage significance of the place or area.</p> <p>(6) The conservation and adaptive reuse of local heritage places and local heritage areas are facilitated so that the cultural heritage significance is retained.</p>	Local Heritage Places remain unchanged in the major amendment.	
Water quality <i>The environmental values and quality of Queensland waters are protected and enhanced.</i>	(1) Development facilitates the protection or enhancement of environmental values and the achievement of water quality objectives for Queensland waters.	<p>Complies</p> <p>The major amendment contains water sensitive urban design (WSUD) principles to further address the water quality objectives for Queensland waters. WSUD principles have been incorporated into SC6.18 Stormwater management planning scheme policy to provide a detailed approach to water quality and stormwater management. The stormwater management code refers to the planning scheme policy (PSP) through the acceptance outcomes.</p> <p>For example, the Stormwater Management PSP outlines the requirements to address the standards for stormwater quantity infrastructure and the stormwater management design objectives as per the State Planning Policy (SPP) for:</p> <ul style="list-style-type: none"> stormwater quality which aims to protect receiving water quality by limiting the quantity of key pollutants discharged in stormwater from urban areas; frequent flow management which aims to protect in-stream ecosystems from the significant effects of increased runoff frequency by capturing the initial portion of runoff from impervious areas. This approach ensures that the frequency of hydraulic disturbance to in-stream ecosystems in developed catchments is similar to pre-development condition; and waterway stability which aims to prevent exacerbated in- 	<p>Part 9 Development Codes, 9.3.6 Stormwater Management Code.</p> <p>Schedule 6 – Planning Scheme Policies</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		<p>stream erosion downstream of urban areas by controlling and/or reducing the magnitude, intensity, and duration of increased flows associated with higher ratios of impervious surfaces resulting from urban development, and sediment-transporting flows.</p> <p>Refer to the Planning Scheme policies below:</p> <ul style="list-style-type: none"> • SC6.10 Flood hazard planning scheme policy • SC6.18 Stormwater management planning scheme policy 	
	<p>(2) Land zoned for urban purposes is located in areas that avoid or minimise the disturbance to:</p> <p>(a) high risk soils</p> <p>(b) high ecological value aquatic ecosystems</p> <p>(c) groundwater dependent ecosystems</p> <p>(d) natural drainage lines and landform features.</p>	<p>Not Applicable</p> <p>The major amendment does not contain any changes to land designated for urban purposes.</p>	Not Applicable
	<p>(3) Development is located, designed, constructed and operated to avoid or minimise adverse impacts on environmental values of receiving waters arising from:</p> <p>(a) altered stormwater quality and hydrology</p> <p>(b) waste water (other than contaminated stormwater and sewage)</p> <p>(c) the creation or expansion of non-tidal artificial waterways</p> <p>(d) the release and mobilisation of nutrients and sediments.</p>	<p>Complies</p> <p>Changes relating to stormwater management provide clarity to ensure that the planning for, and design of new development is addressed. The planning and design of stormwater drainage must address the following:</p> <ul style="list-style-type: none"> (a) relevant catchment features; (b) incorporate elements and measures to manage stormwater movement; (c) flow to maximise outcomes for flood mitigation (water quantity), water quality protection and improvement; and (d) maintenance of near-natural hydrological regimes. <p>In relation to stormwater drainage, the emphasis is placed on stormwater drainage being designed to:</p> <ul style="list-style-type: none"> (a) prevent or minimise adverse social, environmental, and flooding impacts on waterways, overland flow paths and the constructed drainage network; (b) ensure that the design of channel works and other stormwater management measures is integrated with natural catchment features and maximises the use of natural channel design principles where possible; (c) achieve acceptable levels of stormwater run-off quality by applying water sensitive urban design principles as part of catchment based total water cycle management approach; and 	<p>Part 9 Development Codes, 9.3.6 Stormwater Management Code.</p> <p>Schedule 6 – Planning Scheme Policies</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		(d) seek to maintain the catchment hydrograph as close as possible to natural conditions to reduce adverse impacts associated with the reduction of time to peak flows and increased flow volume	
	(4) At the construction phase, development achieves the applicable stormwater management design objectives in table A (appendix 2).	<p>Complies</p> <p>Additional provisions relating to Stormwater management provide enhanced clarity on the requirements and acceptable outcomes for meeting stormwater management objectives for all development phases, including the construction phase.</p> <p>The most notable change is the inclusion of references to the International Erosion Control Association Best Practice Erosion & Sediment Control Guidelines (IECA, 2008) for erosion management during construction, both in the Planning Scheme and the Central Queensland specific reference manual (Capricorn Municipal Development Guideline D7 Erosion and Sediment Control). This policy objective is detailed in the following Planning Scheme Policy:</p> <ul style="list-style-type: none"> SC6.18 Stormwater management planning scheme policy <p>As well as:</p> <ul style="list-style-type: none"> 9.3.6 Stormwater Management Code 	<p>Schedule 6 – Planning Scheme Policies</p> <p>Part 9 Development Codes, 9.3.6 Stormwater management Code.</p>
	(5) At the post-construction phase, development: (a) achieves the applicable stormwater management design objectives on-site, as identified in table B (appendix 2); or (b) achieves an alternative locally appropriate solution off-site that achieves an equivalent or improved water quality outcome to the relevant stormwater management design objectives in table B (appendix 2).	<p>Complies</p> <p>Additional provisions relating to water quality provide enhanced clarity on the requirements and acceptable outcomes for meeting stormwater management objectives for all development phases, including the post-construction phase.</p> <p>Allowances for alternate and locally-appropriate solutions (including offsite solutions and those which align with the 'Living Waterways Framework') and stormwater quality offsets have been included as part of this amendment. The approach to this is through the Planning Scheme Policies.</p>	Schedule 6 – Planning Scheme Policies
	(6) Development in water resource catchments and water supply buffer areas avoids potential adverse impacts on surface waters and groundwaters to protect drinking water supply environmental values.	<p>Not Applicable</p> <p>There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy. It is submitted that this interest is reflected in the Planning Scheme.</p>	Not Applicable

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
Emissions and hazardous activities <i>Community health and safety, and the natural and built environment are protected from potential adverse impacts of emissions and hazardous activities. The operation of appropriately established industrial development, major infrastructure, and sport and recreation activities is ensured.</i>	Protection from emissions and hazardous activities: (1) Industrial development, major gas, waste and sewerage infrastructure, and sport and recreation activities are located, designed and managed to avoid or mitigate adverse impacts of emissions on sensitive land uses and the natural environment.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.	Not Applicable
	(2) Activities involving the use, storage and disposal of hazardous materials and prescribed hazardous chemicals, dangerous goods, and flammable or combustible substances are located and managed to minimise the health and safety risks to communities and individuals.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.	Not Applicable
	(3) Prescribed hazardous chemicals, stored in a flood hazard area (where exceeding the hazardous chemicals flood hazard threshold), are located to minimise the risk of inundation and dispersion.	Not Applicable This state interest is already reflected in flood hazard overlay code.	Not Applicable
	(4) Sensitive land uses are protected from the impacts of previous activities that may cause risk to people or property including: (a) former mining activities and related hazards (e.g. disused underground mines, tunnels and shafts) (b) former landfill and refuse sites (c) contaminated land.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.	Not Applicable
	Protection of industrial development, major infrastructure, and sport and recreation facilities from encroachment: (5) Protect the following existing and approved land uses or areas from encroachment by development that would compromise the ability of the land use to function safely and effectively: (a) Medium-impact, high-impact and special industries. (b) Extractive industries. (c) Hazardous chemical facilities. (d) Explosives facilities and explosives reserves.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy. There is no encroachment is not occurring over the areas listed in item (5).	Not Applicable

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	(e) High pressure gas pipelines. (f) Waste management facilities. (g) Sewage treatment plants. (h) Industrial land in a state development area, or an enterprise opportunity area or employment opportunity area Identified in a regional plan. (i) Major sport, recreation and entertainment facilities. (j) Shooting facilities. (k) Motor sport facilities.		
	Mitigation of adverse impacts from emissions and hazardous activities: (6) Development that is incompatible with the existing and approved land uses or areas included in policy 5 above, is located to avoid adverse impacts of environmental emissions, or health and safety risks, and where the impacts cannot be practicably avoided, development is designed to minimise the impacts.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.	Not Applicable
	Acid sulfate soil affected areas: (7) Protect the natural and built environment, and human health from potential adverse impacts of acid sulfate soils by: (a) identifying areas with high probability of containing acid sulfate soils providing (b) preference to land uses that will avoid, or where avoidance is not practicable, minimise the disturbance of acid sulfate soils including requirements for managing the disturbance of acid sulfate soils to avoid or minimise the mobilisation and release of acid, iron or other contaminants.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.	Not Applicable
Natural hazards, risk and resilience	(1) Natural hazard areas are identified, including: (a) bushfire prone areas (b) flood hazard areas	Complies All natural hazard outlined policy outcome (1) are identified within the existing planning scheme. As part of the major amendment, the overlay mapping has been refined. The changes are summarised	Part 8 Overlays Schedule 2 Mapping Bushfire Hazard Overlay

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
<p><i>A natural hazard is a naturally occurring event that may cause harm to people, damage to property and infrastructure, and impact our economy and the environment. Taking appropriate account of the potential impacts of natural hazards through effective land use planning and development decisions can significantly reduce the likelihood and severity of impacts of certain natural hazards including flood, bushfire, landslide, storm tide inundation and coastal erosion.</i></p> <p><i>The risks associated with natural hazards, including the projected impacts of climate change, are avoided or mitigated to protect people and property and enhance the community's resilience to natural hazards.</i></p>	<p>(c) landslide hazard areas (d) storm tide inundation areas (e) erosion-prone areas.</p>	<p>below.</p> <p><u>Bushfire hazard overlay mapping (OM-4)</u></p> <ul style="list-style-type: none"> The bushfire hazard overlay mapping has been updated as part of the major amendment. Overall, the SPP mapping has been used to refine the current RRPS 2014 bushfire mapping; Assessment within the urban footprint has been carried out where unnecessary bushfire hazards are mapped over dwelling houses or within new subdivisions/cleared land which do not pose a bushfire risk. These areas throughout the urban footprint have been removed as a result; and The Planning Scheme bushfire mapping was established with a methodology that was previously accepted by the State. The majority of the existing hazard categories are proposed to remain unchanged. <p>(refer to bushfire assessment report)</p> <p><u>Flood Hazard overlay (OM-8)</u></p> <ul style="list-style-type: none"> Updated flood modelling for riverine (Fitzroy River) and creek catchment areas has been undertaken as part of the major amendment; New flood hazard categories have been introduced to adopt a hazard vulnerability classification. The new hazards are "H1-H6" designations are listed in brackets to translate the 4 hazard categories of the current QRA Hazard classification to the updated ARR Hazard Categories; and Creek catchment amendment incorporates new mapping for overland flow paths, known as Planning Area 3. This new hazard area, also includes provisions within the flood hazard overlay code. <p><u>Steep land overlay (OM-11)</u></p> <ul style="list-style-type: none"> The steep land overlay is updated using a 5m grid as opposed to a 1m grid which removes the irrelevant or minor slopes, such as retaining walls, dams, small steep gradients in backyards etc.); and The LIDAR has been updated from 2015 to 2016 as well. 	<p>Map OM-4</p> <p>Coastal erosion prone area overlay Map OM-6A</p> <p>Flood hazard overlay map OM-8A.</p> <p>Steep land overlay Map OM-11</p> <p>Defined storm tide event level Rockhampton HAT zone overlay Map OM-16B-1-0</p> <p>Defined storm tide event level port alma hat zone overlay Map OM-16C-2-0</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		<p><u>Storm tide inundation areas (OM-16)</u></p> <ul style="list-style-type: none"> Rockhampton and Port Alma Defined Storm Tide Event Level Overlay maps OM-5D have been relocated as information only maps 16A, 16B and 16C. Mapping has been updated to introduce the define storm tide event levels for Rockhampton and Port Alma HAT zones. In addition, a note specifying that the finished floor levels are to be 500mm above the DTSE level. <p><u>Erosion Prone overlay (OM-6)</u></p> <ul style="list-style-type: none"> Adopted from the SPP interactive mapping and now reflected in the new overlap mapping. <p>Reference is made to the Register of Changes.</p>	
	(2) A fit-for-purpose risk assessment is undertaken to identify and achieve an acceptable or tolerable level of risk for personal safety and property in natural hazard areas.	Complies. Refer to the bushfire mapping methodology and assessment attached to this report.	Bushfire Overlay Map Bushfire Hazard Code
	<p>Bushfire, flood, landslide, storm tide inundation, and erosion-prone areas:</p> <p>(3) Land in an erosion-prone area is not to be used for urban purposes, unless the land is located in:</p> <p>(a) an urban area in a planning scheme; or</p> <p>(b) an urban footprint identified in a regional plan.</p>	<p>Complies</p> <p>The planning scheme current reflects this policy outcome. It is noted the erosion-prone areas overlay mapping is aligned to the SPP interactive mapping.</p> <p>Any development for urban purposes will need to occur within the urban footprint as per the table of assessment.</p>	<p>Overlay Maps</p> <p>Refer to OM-6A – Coastal Erosion Prone Area Overlay Map</p> <p>Part 8 Overlay Codes</p> <p>AO1.1 of 8.2.6 Coastal protection overlay code</p>
	<p>(4) Development in bushfire, flood, landslide, storm tide inundation or erosion prone natural hazard areas:</p> <p>(a) avoids the natural hazard area; or</p> <p>(b) where it is not possible to avoid the natural hazard area, development mitigates the risks to people and property to an acceptable or tolerable level.</p>	<p>Complies</p> <p>This policy direction is already reflected in the planning scheme. The following has however, been inserted into the strategic framework to provide further clarity:</p> <p>(2) Urban and rural residential areas do not expand into areas of natural hazard and the risks in existing built up areas is not increased</p> <p>Flood hazard overlay code</p> <p>Changes to the tables of assessment and code are detailed below:</p> <ul style="list-style-type: none"> The inclusion of provisions related to trafficable access for the floodplain management area, North Rockhampton Flood Management Area and creek catchment hazard areas during 	<p>Part 3 Strategic Framework</p> <p>3.4.3 Element – Natural hazards and climate change)</p> <p>Flood hazard table of assessment, overlay code and planning scheme policy</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		<p>flood events;</p> <ul style="list-style-type: none"> • The inclusion of dwelling house and dwelling unit as accepted subject to requirements for planning area 1 and H3-H4 (high hazard) and H5-H6 (extreme hazard) to enable extensions to dwellings; • The inclusion of overland flow path (planning area 3) which triggers dwelling houses and building works for Accepted subject to requirements; • For the purposes of Section 13(1) of the Building Regulations 2006 the finished floor level in a flood hazard area must be a minimum of 500mm above the defined flood level (also refer to changes made under Part 1 – About the planning scheme); and • Allowing class 10a buildings and structures to a maximum of 50m² gross floor area in a rural zone. <p>Refer to the track changes version of the flood hazard overlay code and the tables of assessment flood hazard overlay code for the full extent of changes.</p> <p>Flood hazard planning scheme policy The flood hazard planning scheme policy has been modified to include updated flood hazard technical advice in regards to defining:</p> <ul style="list-style-type: none"> • Types of and availability of Council's flood information; • Flood hazard mapping methodology; • Development within flood management areas, including levees and residual risk; and • Development assessment requirements for flood impact reports, flood studies and filling and excavation plans. 	
	<p>(5) Development in natural hazard areas:</p> <p>(a) supports, and does not hinder disaster management capacity and capabilities</p> <p>(b) directly, indirectly and cumulatively avoids an increase in the exposure or severity of the natural hazard and the potential for damage on the site or to other properties</p> <p>(c) avoids risks to public safety and the environment from the location of the storage of hazardous materials and the release of these</p>	<p>The strategic framework has been updated to provide a concise and a clear direction for when development should occur in flood/hazard areas (avoiding extreme/high hazard areas and minimising impacts within low/medium hazard areas).</p> <p>Changes within the Strategic Framework under the Natural Hazards and Climate Change element:</p> <p>(1) Development in areas subject to natural hazards (including flood, bushfire, steep land, erosion and storm tide) avoids an</p>	<p>Part 3 Strategic Framework 3.4.3 Element – Natural hazards and climate change</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	<p>materials as a result of a natural hazard</p> <p>(d) maintains or enhances the protective function of landforms and vegetation that can mitigate risks associated with the natural hazard.</p>	<p>unacceptable risk increase associated within the extent or severity of the natural hazard, and the safety of people is maintained and damage to property is not increased minimised. Development minimises the risk to human life and property (including risks to infrastructure and economic assets) from coastal processes, natural hazards (including flood, erosion, storm tide, bushfire and landslide) and the possible impacts as a result of climate change as established by the best science of the day (precautionary approach).</p> <p>(2) Development occurs in areas where it is commensurate with the identified level of risk to persons, property and infrastructure.</p> <p>(3) Development maximises flood immunity by avoiding planning area 1 in identified creek catchments, high or extreme hazard riverine flooding areas and not increasing flood impacts within existing areas.</p> <p>(2) Urban and rural residential areas do not expand is avoided into areas of natural hazard and the risks in existing built up areas is not increased. and the risks in existing built up areas is minimised identified settlement pattern is adhered to as it has been determined to avoid further expansion of urban and rural residential uses into high and extreme hazard areas and to mitigate the hazard risk in built up urban areas.</p> <p>(3) Significant areas of the Rockhampton region are already established within the Fitzroy River floodplain and creek catchment areas. Within these areas, the flood risk will be managed by avoiding the intensification of development and the subdivision of land in high or extreme hazard areas and planning area 1.</p> <p>(4) The creation of new lots within all Fitzroy River flood hazard areas, North Rockhampton flood management area and the creek catchment planning areas will also be avoided.</p> <p>(5) New development or intensification of existing development must be able to withstand the short term impacts of cyclones, including high wind loadings, erosion and flash flooding in coastal hazard areas and erosion prone areas is avoided.</p> <p>(5) Development does not occur where the risk of release of hazardous materials as a result of a natural hazard event cannot be avoided.</p> <p>(6) Development ensures the natural processes and the protective function of landforms and vegetation is maintained in natural hazard areas.</p> <p>(7) Land identified in statutory planning instruments as required</p>	

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		for future hazard mitigation works is protected from development that compromises these projects.	
	(6) Community infrastructure is located and designed to maintain the required level of functionality during and immediately after a natural hazard event.	Complies Flood hazard overlay code The flood hazard overlay code and tables of assessment flood hazard overlay have been modified to refer to essential community infrastructure and includes updated provisions to ensure that these assets are appropriately located and functional during and after natural hazard events.	Part 3 Strategic Framework 8.2.8 Flood hazard overlay code Schedule 6 Planning scheme policies SC6.10 Flood hazard planning scheme policy
	(7) Coastal protection work in an erosion-prone area is undertaken only as a last resort where coastal erosion or inundation presents an imminent threat to public safety or existing buildings and structures ⁵ : and all of the following apply: (a) The building or structure cannot reasonably be relocated or abandoned. (b) Any erosion control structure is located as far landward as practicable and on the lot containing the property to the maximum extent reasonable. (c) Any increase in coastal hazard risk for adjacent areas from the coastal protection work is mitigated.	Complies This policy outcome is reflected in PO2, PO3 and PO4 of the coastal protection overlay code.	Part 8 Overlays 8.2.6 Coastal protection overlay code
	Erosion prone areas within a coastal management district: (8) Development does not occur unless the development cannot feasibly be located elsewhere and is: (a) coastal-dependent development; or (b) temporary, readily relocatable or able to be abandoned development; or (c) essential community infrastructure; or (d) minor redevelopment of an existing permanent building or structure that cannot be relocated or abandoned.	Complies The coastal protection overlay code reflects provisions which accord to policy outcome (8). In addition OM-6A – coastal erosion prone area overlay map has been updated to extend the Erosion Prone area in accordance with the SPP interactive mapping. In addition, minor changes have been made to the coastal protection overlay code to achieve clarity in the wording of the overall outcomes and the assessment criteria. These changes are reflective of the state interest for coastal hazards – erosion-prone areas.	Part 8 Overlays Refer to OM-6A – coastal erosion prone area overlay map
	(9) Development permitted in policy 8 above, mitigates the risks to people and property to an	Refer to the track changes version of the coastal protection overlay code and the tables of assessment for the full extent of changes.	

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	acceptable or tolerable level.		
Energy and water supply <i>The timely, safe, affordable and reliable provision and operation of electricity and water supply infrastructure is supported and renewable energy development is enabled.</i>	<p>(1) Existing and approved future major electricity infrastructure locations and corridors (including easements and electricity substations), and bulk water supply infrastructure locations and corridors (including easements) are protected from development that would compromise the corridor integrity, and the efficient delivery and functioning of the infrastructure.</p> <p>(2) Major electricity infrastructure and bulk water supply infrastructure such as pump stations, water quality facilities and electricity substations, are protected from encroachment by sensitive land uses where practicable.</p> <p>(3) Development of major electricity infrastructure and bulk water supply infrastructure avoids or otherwise minimises adverse impacts on surrounding land uses and the natural environment.</p> <p>(4) The development and supply of renewable energy at the regional, local and individual scale is enabled in appropriate locations.</p>	<p>Not Applicable</p> <p>The proposed major amendment does not involve changes to provisions related to energy and water supply.</p>	Not Applicable
Infrastructure integration <i>The benefits of past and ongoing investment in infrastructure and facilities are maximised through integrated land use planning.</i>	<p>(1) The outcomes of significant infrastructure plans and initiatives by all levels of government are considered and reflected, where relevant.</p> <p>(2) Development achieves a high level of integration with infrastructure planning to:</p> <p>(a) promote the most efficient, effective and flexible use of existing and planned infrastructure</p> <p>(b) realise multiple economic, social and environmental benefits from infrastructure investment</p> <p>(c) ensure consideration of future infrastructure needed to support infill and greenfield growth areas</p> <p>(d) optimise the location of future infrastructure within communities to provide greater access to facilities</p>	<p>Complies</p> <p>The Strategic Framework mapping has been updated to include a new alignment of the ring road for Rockhampton and the gas line from Stanwell to Gladstone.</p> <p>Not Applicable</p> <p>There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.</p>	<p>Part 3 Strategic Framework SFM-9 Strategic Framework Map — Infrastructure — Regional</p> <p>Not Applicable</p>

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	and services and enable productivity improvements.		
	(3) Development occurs: (a) in areas currently serviced by state and/or local infrastructure and associated services; or (b) in a logical and orderly location, form and sequence to enable the cost effective delivery of state and local infrastructure to service development.	Complies The major amendment complies with this policy outcome 3 through appropriate zoning of residential, industrial and commercial land throughout the region. Out of sequence development is avoided. Development will orderly progress in alignment with the existing strategic framework – settlement pattern map.	Zone Maps Part 3 Strategic Framework SFM-1 Strategic Framework Map — Settlement Pattern — Regional
	(4) Existing and planned infrastructure is protected from development that would compromise the ability of infrastructure and associated services to operate safely and efficiently.	Complies This is already reflected in the Schedule of Works for Local planned and existing infrastructure. No change is proposed to Part 4 – Local Government Infrastructure Plan.	Not Applicable
Transport infrastructure <i>Economic and social development in Queensland depends on a system of transport infrastructure that is safe, structurally sound, and reliable. Transport infrastructure provides access to employment, social services and recreational opportunities, shapes land use patterns and drives economic growth by supporting productive and successful businesses and industries.</i> <i>The safe and efficient movement of people and goods is enabled, and land use patterns that encourage sustainable transport are supported.</i>	(1) Transport infrastructure and existing and future transport corridors are reflected and supported through compatible land uses. (2) Development is located in areas currently serviced by transport infrastructure, and where this cannot be achieved, development is facilitated in a logical and orderly location, form and sequence to enable cost-effective delivery of new transport infrastructure to service development. (3) Development achieves a high level of integration with transport infrastructure and supports public passenger transport and active transport as attractive alternatives to private transport. (4) Development is located and designed to mitigate adverse impacts on development from environmental emissions generated by transport infrastructure. (5) A road hierarchy is identified that reflects the role of each category of road and effectively manages all types of traffic. State transport infrastructure: (6) Development in areas surrounding state transport infrastructure, and existing and future state transport corridors, is compatible with, or	Not Applicable The proposed major amendment does not involve changes to provisions related to transport infrastructure, other than updating Council's road hierarchy mapping (minor changes) and the transport noise corridor mapping to reflect the latest mapping available from the State.	Not Applicable Road hierarchy overlay Map OM-19

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
	support the most efficient use of, the infrastructure and transport network.		
	(7) The safety and efficiency of existing and future state transport infrastructure, corridors, and networks is not adversely affected by development.		
Strategic airports and aviation facilities <i>The operation of strategic airports and aviation facilities is protected, and the growth and development of Queensland's aviation industry is supported.</i>	(1) Strategic airports and aviation facilities are identified, including the associated Australian Noise Exposure Forecast (ANEF) contours, obstacle limitation surfaces or height restriction zones, public safety areas, lighting area buffers, light restriction zones, wildlife hazard buffer zones, and building restricted areas.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to this state interest policy.	Not Applicable
	(2) The safety, efficiency and operational integrity of strategic airports are protected. (a) do not create incompatible intrusions, or compromise aircraft safety, in operational airspace (b) avoid increasing risk to public safety in a public safety area (c) are compatible with forecast levels of aircraft noise within the 20 ANEF contour or greater [as defined by Australian Standard 2021–2015: Acoustics—Aircraft noise intrusion—Building siting and construction (AS 2021), adopted 12 February 2015] and mitigate adverse impacts of aircraft noise.		
	(3) Development complements the role of a strategic airport as an economic, freight and logistics hub, and enhances the economic opportunities that are available in proximity to a strategic airport.		
	(4) Aviation facilities are protected by avoiding development and associated activities within building restricted areas that may affect the functioning of the aviation facilities.	Complies The major amendment proposes an increase in land uses that will trigger code assessable development under the Airport environs overlay table of assessment. The proposed amendment seeks to add aquaculture, low impact industry (for the purpose of food processing plant only) and utility installation (for the purposes of food or organic or putrescible waste	Part 5 Table of Assessment Table 5.9.2 Airport environs overlay Airport environs overlay code

State Interest	State Interest Policy (July 2017)	Council Assessment	References in Planning Scheme
		facility only). Currently, the table of assessment triggers wildlife or bird sanctuaries under animal keeping where within 8km of the airport (<i>as shown on the airport wildlife hazard buffer area</i>).	
	(5) Key transport corridors (passenger and freight) linking strategic airports to the broader transport network are identified and protected.	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relmpotonates to this state interest policy.	Not Applicable
Strategic ports <i>The operation of strategic ports and priority ports is protected and their growth and development nis supported.</i>	All strategic ports: (1) Strategic ports, and associated strategic port land and core port land, are identified	Not Applicable There are no proposed changes contained within the major amendment to the Rockhampton Region Planning Scheme that relates to nport operations or priority ports under this state interest.	Not Applicable
	(2) Development complements the role of a strategic port as an economic, freight and logistics hub, and enhances the economic opportunities that are available in proximity to a strategic port.		
	(3) Strategic ports are protected from development that may adversely affect the safety, viability or efficiency of existing and future port operations.		
	(4) Development is located and designed to mitigate adverse impacts on the development from environmental emissions generated by port operations.		
	(5) Key transport corridors (including freight corridors) linking strategic ports to the broader transport network are identified and protected.		
	(6) Statutory land use plans for strategic ports and the findings of planning and environmental investigations undertaken in relation to strategic ports are considered.		
	Priority ports: (7) For priority ports, development is also consistent with the requirements of priority port master plans and priority port overlays as these are approved under the Sustainable Ports Development Act 2015.		

ROCKHAMPTON REGION PLANNING SCHEME MAJOR AMENDMENT - STATE INTEREST REVIEW

**Rockhampton Region Planning
Scheme Major Amendment Document
(provided separately)**

Meeting Date: 26 June 2018

Attachment No: 3

Placeholder for Attachment 3

Rockhampton Region Planning Scheme Major
Amendment - State Interest Review

Rockhampton Region Planning Scheme Major
Amendment Document (provided separately)

0 Pages

11.4 REGIONAL ARTS DEVELOPMENT FUND 2017/18 ROUND 3 FUNDING RECOMMENDATIONS

File No: 8944
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Peter Owens - Manager Arts and Heritage

SUMMARY

Applications have been received for round three of the 2017/18 Regional Arts Development Fund with the RADF committee now recommending six applications for funding.

OFFICER'S RECOMMENDATION

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

Applicant	Purpose of Grant	Grant Recommended
Arts Central Queensland Inc.	Heritage and Arts Business Training Project The grant will be used towards the costs of mounting five workshops in various aspects of arts business and oral history.	4098
Michelle Gately	Professional Development The grant will be used towards the costs of attending the Word for Word Non-Fiction Writing Festival in Geelong.	1044
Roseberry Queensland	Roseberry QLD Arts Day Grant will be used towards the costs of a spray painting artists to deliver a spray paint workshop, arts and craft materials, cotton bags, tie dye and leather works.	5666
Capricornia National Seniors Australia	Self-Reflections in your Twilight Years Grant will be used towards the costs of conducting creative community based arts workshops for over 50's during Seniors Week.	1650
Rockhampton Art Gallery	The Gold Award – Adopt an Artist Program Grant will be used towards the costs of artist transport and artist fees to allow access to National acclaimed Australian Artists by the Rockhampton Region public	8978.52
Capricornia Potters Group	Selma Fida Porcelain Jewelry Workshop The grant will be used towards the costs of bringing a professional ceramic artist to Rockhampton from Sydney to conduct a three day workshop to increase the skills of Capricornia Potters Club Members in porcelain jewelry techniques.	1545
total		\$22981.52

COMMENTARY

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

Sixteen applications were received for a total requested amount of \$60653.

Eight applications were not eligible for funding due to the requirement that a project not have commenced before receiving funding.

One application was not supported by the committee due to insufficient financial information being provided by the applicant.

The committee was supportive of the application from Ms Joy Symons – Aqualification and Fitness but was unable to fund the project due the limited funding remaining in the RADF grant pool. The committee has suggest that Ms Symons may wish to consider applying to the Council's Community Assistance Program

By approving the RADF committee's recommendations as list, the total available funds for the 2017/18 funding year will be exhausted. The recommended funding amount for the Rockhampton Art Gallery is \$121.48 less than that applied for due to the limited remaining funds.

The applications are assessed against the key criteria of quality, reach, value and viability with applications supporting a range of program local priorities including projects for young people and project which supported innovative arts making.

The RADF program also supports Council Initiative Projects including the Arts Program for Rockhampton River Festival and the Rockhampton Cultural Festival with large scale lantern workshops and multicultural choir. The Rockhampton Art Gallery is facilitating projects with Indigenous Artists in the final Council Initiative to engage with target groups.

The funding agreement with Arts Queensland for the 2018/19 financial year has not been received. This is expected to be in place by September to commence Round 1 funding.

11.5 WORKS FOR QUEENSLAND 2017-19 – REDISTRIBUTION OF FUNDS

File No: 12534
Attachments: Nil
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Program Delivery

SUMMARY

A review of the current Works for Queensland program has identified a funding shortfall. This report seeks to adjust the allocated budgets for three projects to ensure the total cost for 2017-19 Works for Queensland program remains within the allocated grant.

OFFICER'S RECOMMENDATION

THAT Council approves the re-distribution of funds within the 2017-19 Works for Queensland program to provide adequate budgets for endorsed projects.

COMMENTARY

Council received funding of \$9,048,000 under the second round of the Works for Queensland Program. The 2017-19 Works for Queensland Program includes seventeen (17) projects endorsed by the State Government. These projects and the allocated project budgets are listed below:

Project Title	Current Funding
Rockhampton Heritage Village Amenities Block Replacement Project	\$200,000
Rockhampton Heritage Village Lighting Upgrade	\$150,000
Mount Archer Summit Circuit Stage 2 (Fraser Park Canopy Walk)	\$400,000
Facility Upgrades	\$148,000
Springers Lagoon	\$80,000
Pilbeam Drive Walkway Connection to Frenchville Road	\$600,000
Macquarie Street Upgrade Works	\$500,000
Hugo Lassen Fernery	\$800,000
SES Facility Upgrades	\$500,000
Footpath and Cycleway Package	\$525,000
Straightening and Replacement of Street Signage	\$150,000
Mount Morgan CBD Footpath Upgrade	\$500,000
Gracemere CBD Footpath Upgrade	\$500,000
Reception Room at Rockhampton City Hall	\$1,300,000
Stapleton Park Flood Valves	\$100,000
Stapleton Park Toilets	\$120,000
Development of supporting infrastructure for relocation of Rockhampton Hockey Association	\$2,475,000

BACKGROUND

A review of the each project has been undertaken to ensure the scope of works can be delivered with the allocated funds. The review identified there is insufficient funding allocation for two projects and one project is still in the concept design phase and final costs have not been determined.

These projects are:

- Pilbeam Drive Walkway Connection to Frenchville Road \$600,000
- SES Facility Upgrades \$500,000
- Hugo Lassen Fernery \$800,000

Proposed allocation

Project Title	Current Budget	Proposed Budget
Pilbeam Drive Walkway Connection to Frenchville Road	\$600,000	\$850,000
SES Facility Upgrades	\$500,000	\$750,000
Hugo Lassen Fernery	\$800,000	\$300,000

The reduction to \$300,000 for the Hugo Lassen Fernery project allows the project to be progressed to a finalised design and heritage approvals.

The Department of Infrastructure, Local Government and Planning in their letter dated 19 September 2017 advised that they are happy to work with the council to refine project cost to ensure value for money is achieved.

BUDGET IMPLICATIONS

The proposed changes ensure the identified projects can be completed within the Works For Queensland funds.

CONCLUSION

The 2017-19 Works for Queensland Program has been reviewed and a funding shortfall has been identified. It is recommended that the proposed budget adjustments be endorsed and the scope variation to the Hugo Lassen Fernery project to ensure the program is delivered within the allocated grant.

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**11.6 CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT
MAY 2018****File No:** 1392**Attachments:**

1. Workforce & Strategy Monthly Report - May 2018 [↓](#)
2. CTS Monthly Report - May 2018 [↓](#)
3. Finance Monthly Report - May 2018 [↓](#)
4. NRM Monthly Report - May 2018 [↓](#)

Authorising Officer: Evan Pardon - Chief Executive Officer**Author:** Ross Cheesman - Deputy Chief Executive Officer

SUMMARY

The monthly operations report for the Corporate Services Department as at 31 May 2018 is presented for Councillors information.

OFFICER'S RECOMMENDATION

THAT the Corporate Services Departmental Operations Report as at 31 May 2018 be "received".

COMMENTARY

It is recommended that the monthly operations report for Corporate Services Department as at 31 May 2018 be received.

**CORPORATE SERVICES
DEPARTMENT - MONTHLY
OPERATIONAL REPORT MAY 2018**

**Workforce & Strategy Monthly Report -
May 2018**

Meeting Date: 26 June 2018

Attachment No: 1



Monthly Operations Report

Workforce and Strategy Section

Period Ended May 2018

1. Highlights

Workforce & Strategy have successfully implemented online Web Recruitment on 1st June 2018. Together with IT, W&S worked as one team which resulted in a fantastic result to Council.

2. Innovations, Improvements and Variations

(Operational Plan Ref:

5.3.2.1 Identify at least one operational saving per section of responsibility

5.4.26. Identify at least two improved processes per section of responsibility)

Operational Savings	Action
Workforce & Strategy Directorate	
Human Resources & Payroll	
Web Recruitment	Web Recruitment was implemented on 1 June and has significantly reduced manual processing time and streamlined processes in the way vacancies are advertised and recruited.
Safety & Training	
Industrial Relations & Investigations	
Corporate Improvement & Strategy	
The cost of the documentation design being outsourced	Council's Corporate and Operational Plans were designed in-house.
Legal Costs	Council's cost of obtaining legal advice in relation to property and commercial matters has significantly reduced due to the use of in-house resources to provide robust advice in the first instance on a number of other matters which would have previously been outsourced.
Improved Process	Action
Workforce & Strategy Directorate	
Workforce and Strategy Administration	Improvements made to recordkeeping processes, reducing paperwork and filing requirements for W&S and Records.

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Working Groups	Working Groups have been development with the team to research, develop and implement improvements. Initial group will prepare a recommendation for staff recognition which will apply across all of Council.
Human Resources & Payroll	
Payroll and HR	Improvement in HR/Payroll process flow for: <ul style="list-style-type: none"> • Web Recruitment – Awareness Sessions • Developing Electronic Pay Slip • Reference Check question updated to include past employers if needed • Pre-Employment Testing Processes
Safety & Training	
Hazard Inspection Process	Staff who have computer access and iPad availability now have the option to enter their hazard inspections electronically into the Riskware system, reducing the paperwork and filing requirements for the Safety Unit and saving processing time at month-end.
Learning Management System	Working Group formed to investigate the implementation of a learning management system.
Industrial Relations & Investigations	
Complaint Management Framework	Council has adopted a suite of policy documents which have been developed to form the Complaints Management Framework in accordance with legislative requirements and to establish a consistent and transparent approach in assessing and dealing with a variety of complaint types. The new Framework has been streamlined and centralised that creates new administrative efficiencies and process improvements.
Operational Management Group	A cross departmental management group has been established, comprising in a mixture of Managers, Coordinators and the Leadership Team to discuss new initiatives, streamline processes and ensure consistency and fairness in decision making and the application of corporate processes. Primarily focussed on the external workforce.
Corporate Improvement & Strategy	
Corporate Delegations	Human Resource Delegations Policy replaced by Corporate Delegation Bands with delegation levels now included in relevant policy documents.
Corporate and Operational Plans	The completion of Operational Plan Progress reports are now facilitated using a shared network link instead of an email attachment. This will reduce the time spent reproducing the reporting data.
Reporting	The legal matters report is now presented to Council quarterly instead of monthly which has reduced the administrative tasks required to prepare the report. The policy section of departmental reports is now prepared using pivot tables linked to data contained in the policy register. This saves time preparing the report which is a cost saving.
Instruments of Delegation	Expiry dates on instruments of delegation have been removed. Previously every instruments of delegation had to be reissued every five years on their expiry date.

3. Customer Service Requests

(Operational Plan Ref: 4.1.1.1 Provide timely and accurate response to requests)

Response times for completing customer requests in this reporting period for May 2018 are within the set timeframes.

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	On Hold	Completion Standard (days)		Avg Completion Time (days) Current Mth		Avg Completion Time (days) 6 Months		Avg Completion Time (days) 12 Months		Avg Duration (days) 12 Months (complete and incomplete)
			Received	Completed											
Administrative Action Complaints	0	0	0	0	0	0	36	●	0.00	●	0.00	●	0.00		0.00
W&S - Complaints Management Process (NOT CSO USE)	4	4	6	3	3	0	30	●	5.67	●	5.66	●	8.88		8.61

COMMENTS

Matters are being addressed within the set timeframes.

4. Service Delivery

(Operational Plan Ref: 4.1.1.2 Provide effective delivery of Council Services)

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
Corporate Improvement and Strategy			
Policies reviewed within 10 working days	100%	100%	Operational
Industrial Relations and Investigations			
Assess and initiate action of corrupt conduct matters, public interest disclosures and administrative action complaints within 3 business days upon receipt of a complaint.	100%	100%	Operational
Human Resources and Payroll			
Employee pays processed and paid within 3 working days after the period end date	100%	100%	Operational
Payroll accuracy	100%	99.12%	Operational
Acknowledge job applications within 2 working days of the advertising close date. (as per policy/procedure)	100%	100%	Operational
	April	May	YTD
Number of job applications processed for current reporting period	394	226	2571
Number of positions advertised for current reporting period	22	17	105

5. Legislative Compliance and Standards (including Risk and Safety)

(Operational Plan Ref: 5.2.1.1 Comply with legislative requirements)

Legislative Compliance and Standards

Legislative Compliance Matter	Due Date	% Completed	Comments
Corporate Reporting			
2017/18 Operational Plan quarterly status report	Quarterly	100%	The report for the 3 rd quarter is complete and has been presented to Council on 15 May 2018.
2018/19 Operational Plan	30 June 2018	75%	The draft 2018/19 Operational Plan is in the final stages of preparation and will be updated to reflect the new structure. The proposed actions and targets were reviewed at a Council Workshop on 2 May 2018. The Plan is

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Legislative Compliance Matter	Due Date	% Completed	Comments
			scheduled to be presented to Council for adoption on 10 July 2018.
Safety			
Update of Workplace Health & Safety documents to meet the new legislative requirements		Ongoing	Updates to documents are ongoing in accordance with legislative changes.
Report breaches of the Workplace Health & Safety Act and Regulation as necessary to the division within specified legislative timeframes	Immediately after becoming aware that a notifiable incident has occurred	100%	Nil
2017 Workplace Health and Safety Audit (WHSQ External Audit)	As per action plan	Ongoing	Audit Action Plan submitted to LGW containing 7 actions following approval by CEO. Plan details specific actions required, progress comments, progress score, responsible officer and due dates.
WHS Infringement Notices issued to Council are remedied within required timeframes	As per notice	100%	Nil

Risk Management Summary (excludes risks accepted/ALARP):

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Comp	Comments
Corporate Risks					
A legislatively compliant SafePlan is not implemented, monitored and reviewed effectively, for the whole of council, its workers and contractors, to achieve the acceptable compliance level with annual WH&S audits resulting in: increased worker injuries, legislative breaches/legal action, reputational damage, reduced service levels, increased costs and non-compliance with a key council objective.	Low	Work continues to rectify the actions from the 2016 Safety Audit. Rectifications resulting from the Workplace Health & Safety system audit will be addressed and assessed in the annual internal audit of the Workplace Health & Safety system.	July 2018	82%	53 recommendations from the 2016 LGW Audit. 38 are complete, 10 are in progress, 5 have not yet commenced.

6. Operational Plan Targets by Section

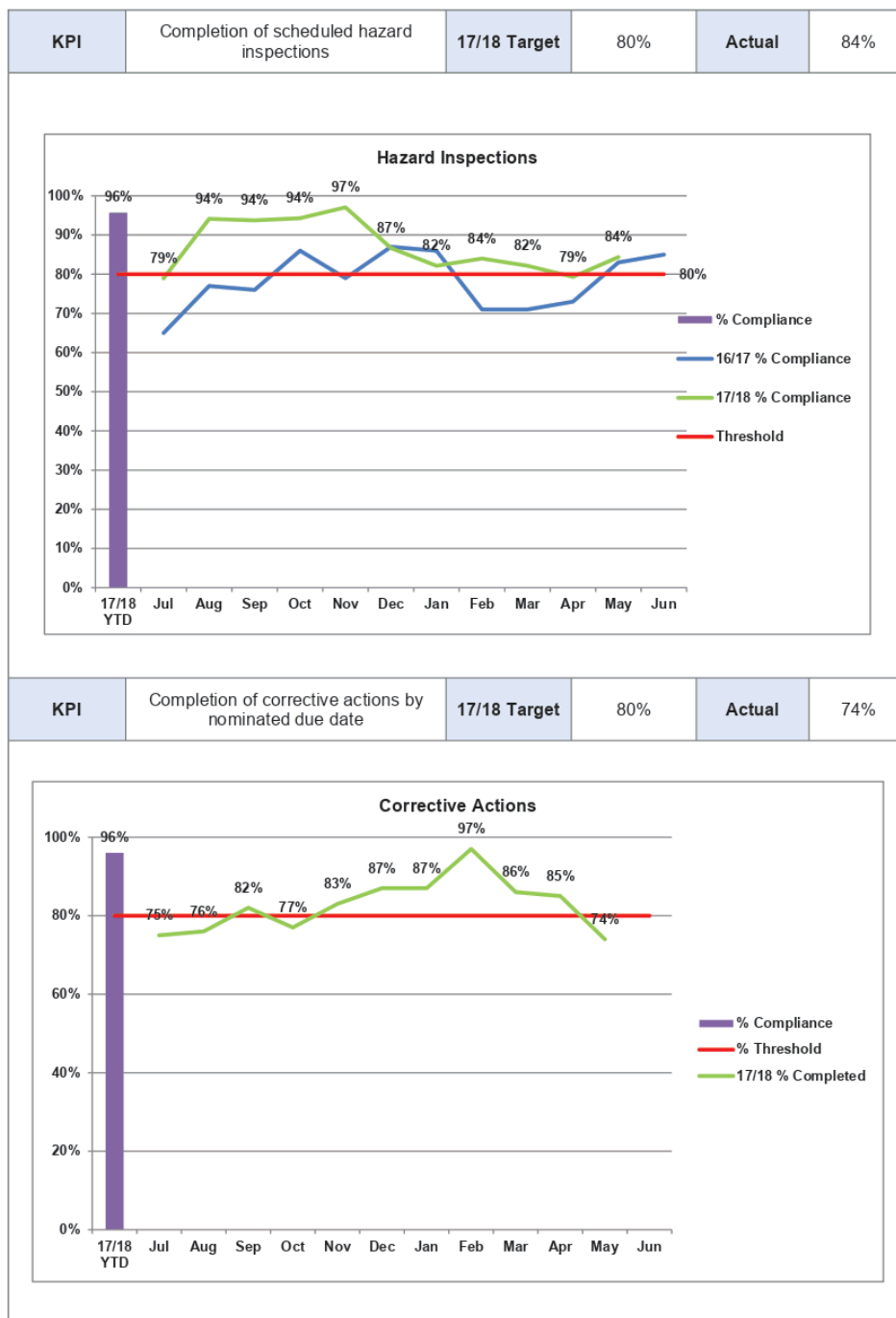
The following Operational Plan actions and targets are required to be reported to Council on a monthly basis. This data will also form part of the Operational Plan quarterly report to Council:

Operational Plan Ref	Action	Target	Status		
1.3.4.1	Provide a safety management system that minimises the risk to all people and property	Achievement of KPIs in accordance with the Workplace Health & Safety Management System Plan	Specific KPI targets and actual performance detailed below and shown in graphical form		
KPI	Incidents logged in Riskware by end of next business day	17/18 Target	75%	Actual	85%

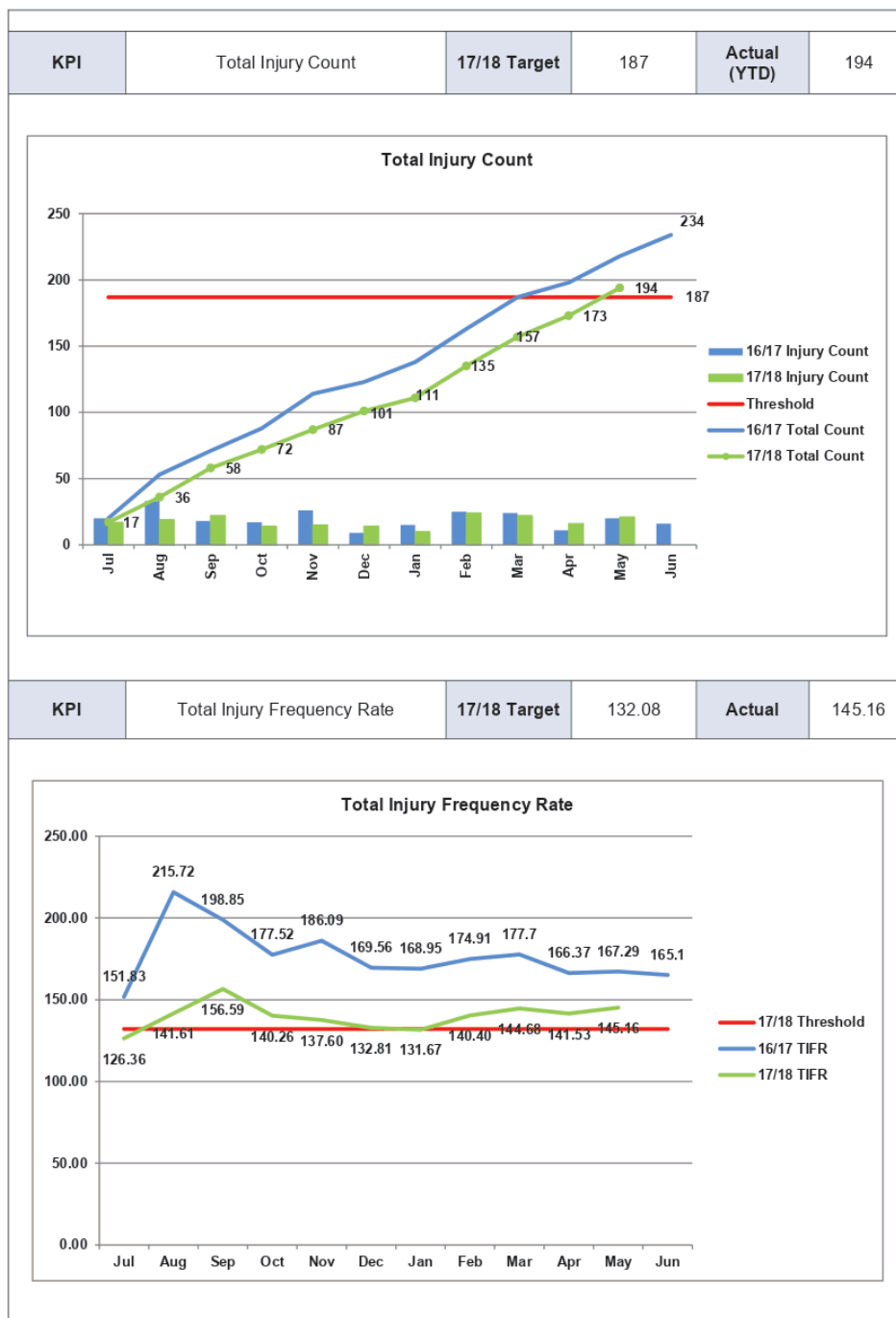
Incident Logging

Month	16/17 % Compliance	17/18 % Compliance	Target
July	64%	64%	75%
Aug	61%	61%	75%
Sept	49%	49%	75%
Oct	65%	65%	75%
Nov	58%	58%	75%
Dec	70%	70%	75%
Jan	66%	66%	75%
Feb	82%	82%	75%
Mar	87%	87%	75%
Apr	83%	83%	75%
May	85%	85%	75%
June	85%	85%	75%

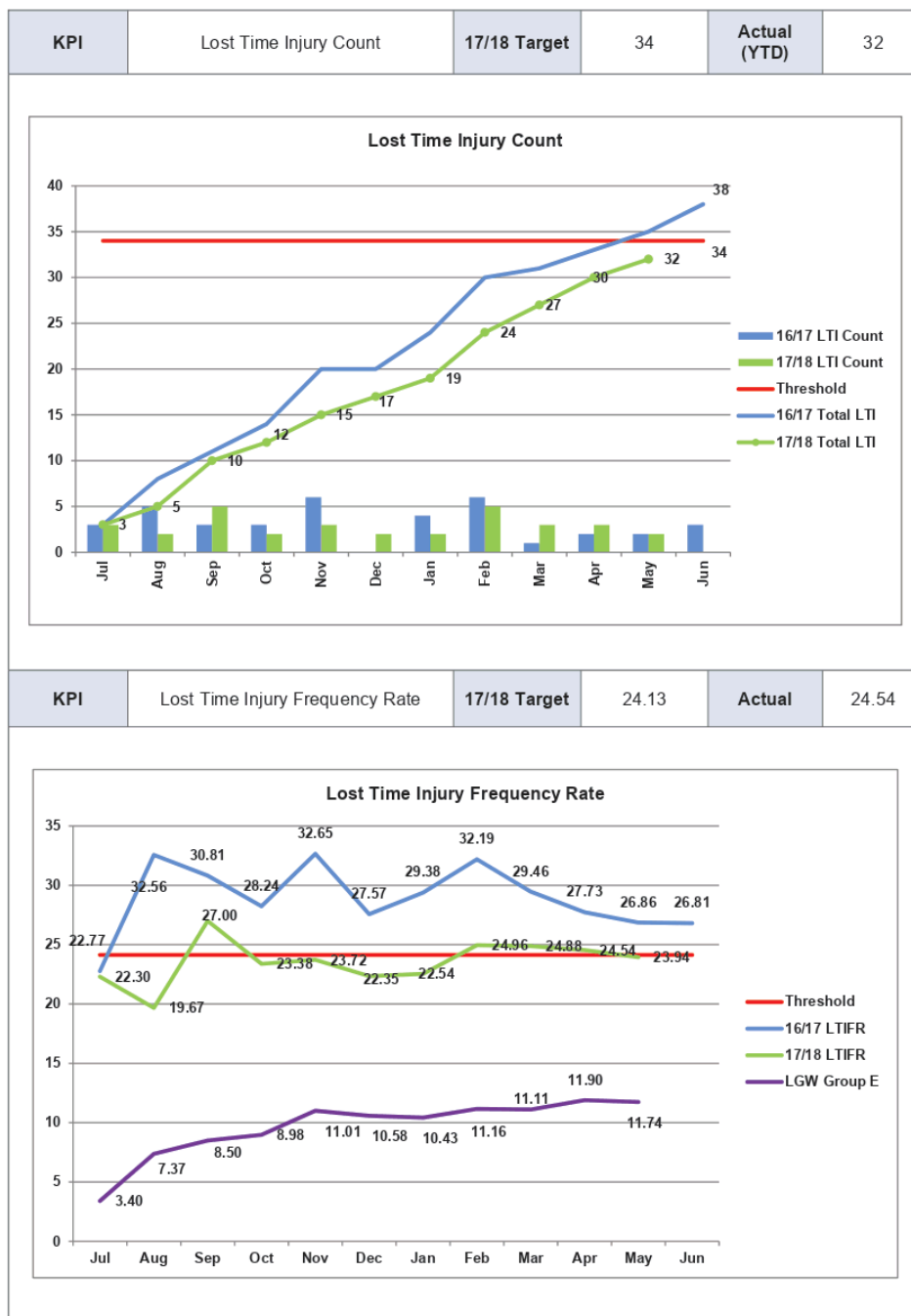
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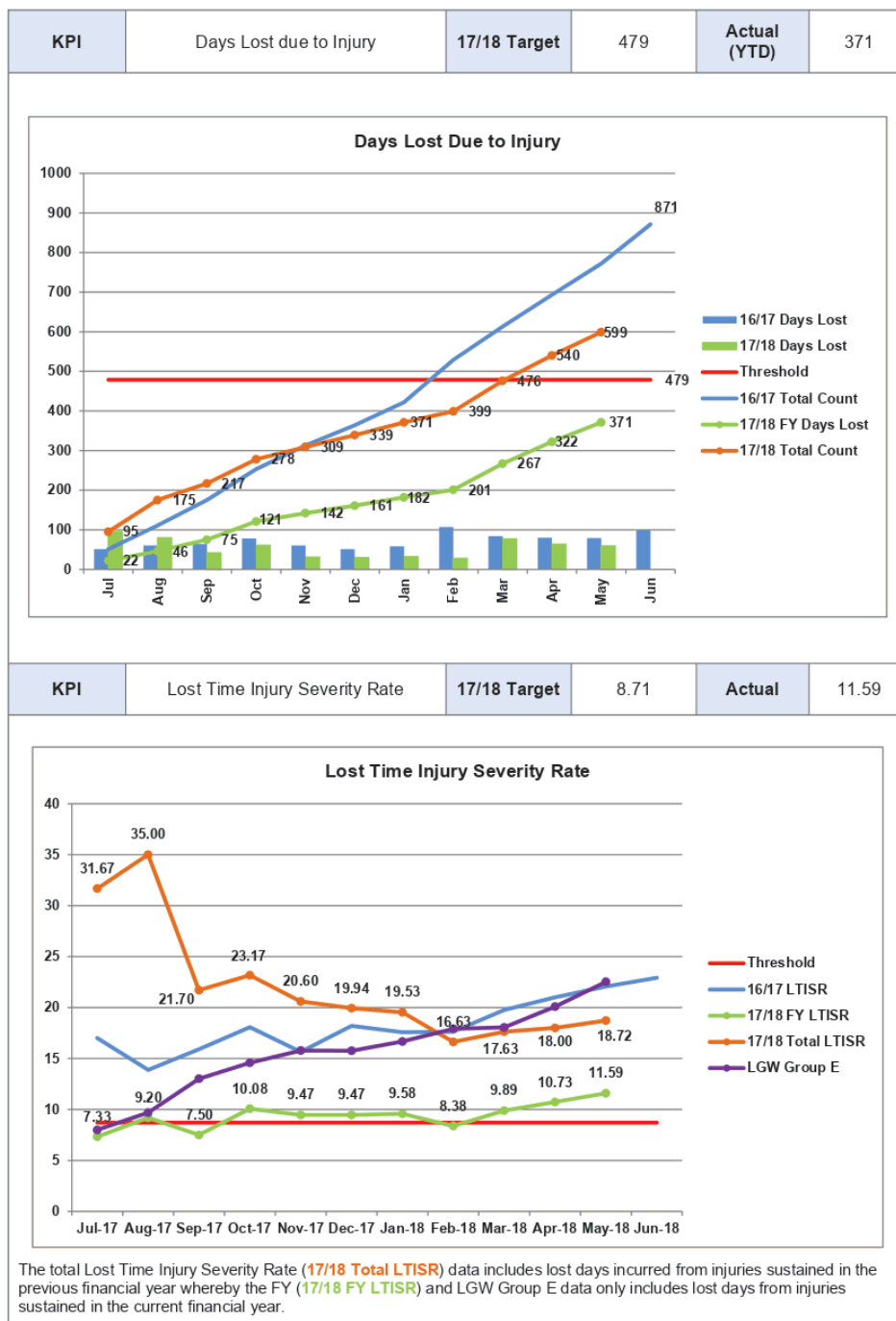
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Operational Plan Ref	Action	Target	Status
4.3.3.1	Implement a rehabilitation fitness for work program	90% of workers on fit for work programs are placed within their own department	Progressing at 100%
5.2.1.5	Manage employee complaints and grievances in accordance with legislation and policy requirements.	100% actioned in accordance with Council policy and procedure	All complaints received within the reporting period have been assessed and actioned pursuant to applicable statutory and policy obligations.
5.4.4.2	Implement improved internal communication strategies to ensure all staff are informed.	Staff newsletter is distributed to all staff on a monthly basis.	Progressing at 100%

7. Capital Projects

No capital projects are relevant to the Workforce and Strategy Section.

8. Operational Projects section

As at period ended **May** – 91.7% of year elapsed

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Corporate Improvement and Strategy					
Create a system to automate the delegation and authorisation process (5.4.2.3)	July 2017	30 June 2018	Data has been entered into a master spreadsheet and the automated process within external and internal registers has been created. The implementation of legislation into the new system is ongoing and will be done as delegations are reviewed by Council's solicitors.	Labour Only	Labour Only for W&S
Simplify and streamline the approval process - Develop a Delegations Policy, incorporating Corporate Delegation Bands. (5.4.2.4)	July 2017	30 December 2017	Delegation Policy has been finalised. Corporate Delegation Bands will continue being relocated from the Corporate Delegations Reference Table and incorporated into relevant policy document/s as they are reviewed.	Labour Only	Labour Only for W&S
Develop and Implement a Governance Framework (5.2.1.2)	July 2017	30 June 2018	Research has being undertaken in relation to the governance frameworks in place within the local government industry. A project concept has been prepared for the Leadership Team to review and advise/approve.	Labour Only	Labour Only for W&S

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Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Ensure legislative updates are communicated and implemented in areas on responsibility - Undertake a legislative compliance review project (4.2.2.2)	July 2017	30 June 2018	A scope is being developed for endorsement. Participated in a demonstration of LGAQ's legislative compliance program. Currently benchmarking compliance programs with other Councils and collating feedback from the Councils who have implemented LGAQ's legislative compliance program.	Labour Only	
Industrial Relations and Investigations					
Undertake Certified Agreement negotiations that consider the application of the new Queensland Local Government Industry Award – State 2017 and the <i>Industrial Relations Act 2017</i> (5.4.2.2)		30 June 2018	<u>Industrial Relations Project:</u> Both Stream A & Stream B&C negotiation Committees have held their first meetings. The Terms of References have been endorsed along with the proposed meeting schedules for both Committees. The respective unions are compiling their Logs of Claims and management are finalising their position. The next rounds of negotiations are scheduled for the 27 and 28 June.	Labour Only	Labour Only for W&S
Human Resources and Payroll					
Aurion Project (5.4.3.1)		30 June 2018	Web Recruitment completed and implemented as at 1 st June 2018	Funded by IT	W&S Labour only when supporting testing processes & installation
Implement programs that support leadership development (4.3.2.1) - Development and implement mentoring program and performance review system by 30 June 2018		30 June 2018	Supervisors have been trained in the OURPlan performance management process. It is now available for implementation throughout Council for external employees. MYPlan for internal employees was implemented in July 2017 and will be reviewed at the end of the 12 month cycle.	Labour Only	Labour Only for W&S
Safety and Training					
WHS Data Management System (1.3.4.1)			Work continues on actioning 16 outstanding items and regular catch-up meetings conducted with vendor. Cloud version released late February – Installed late May and currently being tested.	Funded by IT	W&S Labour only when supporting testing processes & installation

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Implement programs that support leadership development (4.3.2.1) - Deliver leadership program every six months			This program is currently on hold due to resource issues.	Labour Only	Labour only for W&S

9. Budget

Financial performance as expected for the reporting period



End of Month Job Costing Ledger - (Operating Only) - CORPORATE SERVICES

As At End Of May

Report Run: 04-Jun-2018 15:17:39 Excludes Nat Accts: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOIM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 91.7% of Year Gone
CORPORATE SERVICES							
WORKFORCE & STRATEGY							
<u>Human Resources and Payroll</u>							
Revenues	0	0	0	(5,149)	(5,149)	0%	✓
Expenses	1,431,756	1,411,756	34,023	1,162,925	1,218,947	86%	✓
Transfer / Overhead Allocation	11,126	11,126	0	7,599	7,599	68%	✓
Total Unit: Human Resources and Payroll	1,442,882	1,422,882	34,023	1,185,375	1,221,397	86%	✓
<u>Safety & Training</u>							
Revenues	(42,500)	(42,500)	0	(171,532)	(171,532)	404%	✓
Expenses	1,167,500	1,188,152	51,965	910,216	982,186	85%	✓
Transfer / Overhead Allocation	(20,410)	(20,410)	0	18,053	18,053	-88%	✗
Total Unit: Safety & Training	1,104,590	1,103,242	51,965	736,737	898,707	73%	✓
<u>Corporate Improvement & Strategy</u>							
Revenues	0	0	0	(231)	(231)	0%	✓
Expenses	370,640	370,640	5,000	306,602	311,902	83%	✓
Transfer / Overhead Allocation	0	0	0	11,508	11,508	0%	✗
Total Unit: Corporate Improvement & Strategy	370,640	370,640	5,000	310,259	323,258	86%	✓
<u>Workforce & Strategy Management</u>							
Revenues	0	0	0	(33)	(33)	0%	✓
Expenses	705,243	695,243	31,567	668,542	719,929	89%	✓
Transfer / Overhead Allocation	0	0	0	2,337	2,337	0%	✗
Total Unit: Workforce & Strategy Management	705,243	695,243	31,567	690,647	722,233	90%	✓
<u>Investigations and Industrial Relations</u>							
Expenses	304,945	304,945	1,819	201,836	203,655	67%	✓
Total Unit: Investigations and Industrial Relations	304,945	304,945	1,819	201,836	203,655	67%	✓
Total Section: WORKFORCE & STRATEGY	4,014,301	4,012,953	124,398	3,152,853	3,277,251	82%	✓
Total Department: CORPORATE SERVICES	4,014,301	4,012,953	124,398	3,152,853	3,277,251	82%	✓
Grand Total:	4,014,301	4,012,953	124,398	3,152,853	3,277,251	82%	✓

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10. Section Statistics

Establishment – Workforce and Strategy

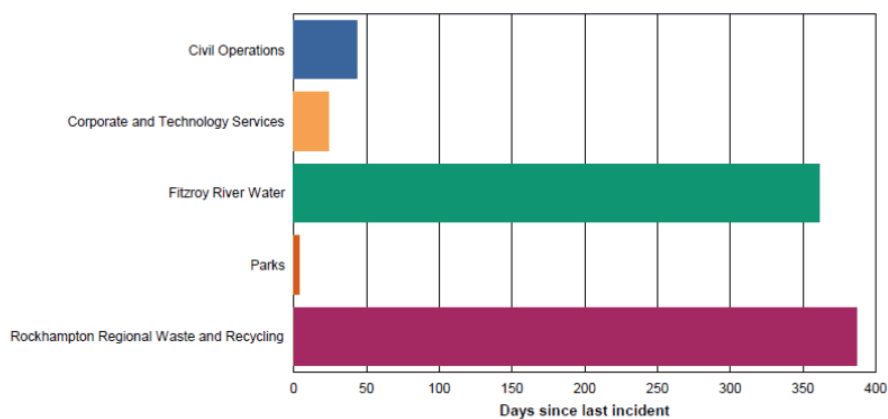
FTE Positions	Period	Workforce & Strategy
Starting Point	1 January 2014	30.05
Same Time Previous Year	31 May 2017	34
Previous Month	30 April 2018	35.39
Current Month	31 May 2018	35.39

11. Whole of Council Statistics

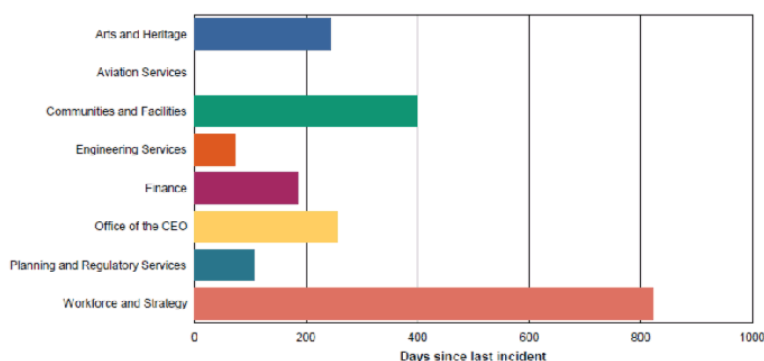
Safety Statistics

The following graphs show the number of lost time injury free days since the last workplace incident by section. These results reflect our employee's commitment to safety and recognise the organisations effort in the implementation of safe work practices.

Lost time injury free days as at 31st May 2018 (sections identified as High Risk)



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Lost time injury free days as at 31st May 2018 (Sections identified as Low Risk)

Note that an anomaly has been identified in relation to statistics for the Airport. This is currently being addressed by Information Technology in conjunction with Safety.

Establishment

Establishment – Whole of Council

FTE Positions	Period	Council
Starting Point	1 January 2014	837.9
Same Time Previous Year	31 May 2017	897.17
Previous Month	30 April 2018	912.51
Current Month	31 May 2018	912.25

FTE Positions is the total full time equivalent positions approved and recorded in Aurion excluding casual positions and including approved vacancies.

The FTE positions also include the following apprentices and trainees across Council:

Apprentices	Trainees
13	16

FTE by Section – Starting point and Current Month

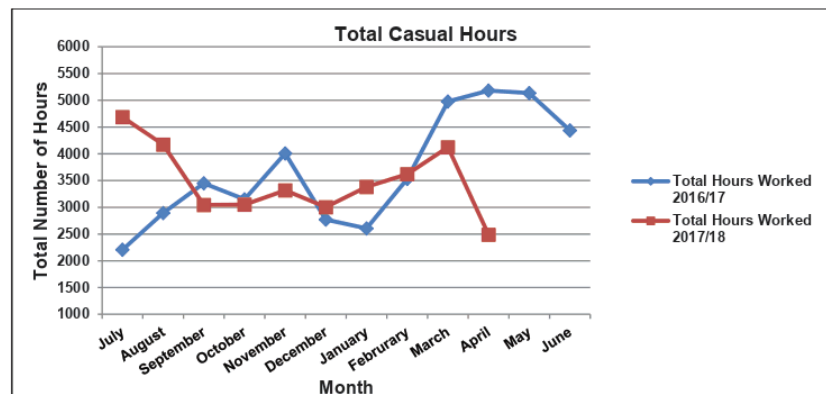
Community Services		
Section	Start 1 Jan 2014	Current 31 May 2018
Community Services Directorate	4.89	4
Arts and Heritage	25.48	24.22
Communities and Facilities	77.13	79.64
Health and Environment / Local Laws (<i>now Planning and Reg</i>)	35	72
Parks	116	130
Community Services Total	258.50	309.86
Corporate Services		
Section	Start 1 Jan 2014	Current 31 May 2018
Corporate Services Directorate	2	4
Corporate and Technology	103.5	111.67

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Finance	38.5	40.47
Workforce and Strategy	30.05	35.39
Airport	25.64	-
Corporate Services Total	199.69	191.53
Aviation Services		
Section	Start 1 Jan 2014	Current 31 May 2018
Aviation Services Directorate	-	1
Airport	-	21.97
Aviation Services Total	-	22.97
Office of the CEO		
Section	Start 1 Jan 2014	Current 31 May 2018
Office of the CEO Directorate	1	1
Governance Support (<i>Marketing – now in Advance R'ton</i>)	13	3
Internal Audit	1	2
Economic Development	2	-
Office of the Mayor (<i>previously in Governance Support</i>)	-	9.89
Office of the CEO Total	17	15.89
Advance Rockhampton		
Section	Start 1 Jan 2014	Current 31 May 2018
Advance Rockhampton Directorate	-	8
Regional Development and Promotions	-	15
Strategic Planning	-	5
Advance Rockhampton Total	-	28
Regional Services		
Section	Start 1 Jan 2014	Current 31 May 2018
Regional Services Directorate	4	4
Civil Operations	149	152
Fitzroy River Water	104.72	109
Engineering	38	38
Planning (<i>currently incl in Planning & Reg in Comm Services</i>)	34	-
Program Delivery	-	6
Rockhampton Regional Waste and Recycling	33	35
Regional Services Total	362.72	344

Casual Hours – April 2018 (reported one month in arrears)

All casual hours worked will now be reported one month in arrears so that actual hours worked can be accurately reported. There are currently a total of 65 casuals actively employed by Council of which 50 were engaged during the reporting period. The engaged casual employees collectively have worked the total number of 2488.27 hours during the month of April 2018.

**Work Experience Placements – May 2018**

Work Experience Applications Received During the Month of May 2018		5
Placement Type	Section	Placed
Theatre/Arts	Pilbeam Theatre	Not Yet
Work Experience Placements Occurring During the Month of May 2018		1
Placement Type	Section	Dates
-	-	-

**CORPORATE SERVICES
DEPARTMENT - MONTHLY
OPERATIONAL REPORT MAY 2018**

CTS Monthly Report - May 2018

Meeting Date: 26 June 2018

Attachment No: 2



Monthly Operations Report

Corporate and Technology Services

May 2018

1. Highlights

SmartHub members attended the monthly accountant session with Evans & Edwards Accountants to learn more about equity participation in businesses.

Elize Hattin, SmartHub Business Manager presented the two year Operational Plan for the SmartHub to Council which has been adopted and will be implemented by the SmartHub team.

Two of our SmartHub members were successful in obtaining Advance Queensland Funding to attend the Myriad Innovation Festival in Brisbane to represent the Fitzroy Region. Our SmartHub Business Manager Elize Hattin also attended the event which included an exclusive invite to participate in the StartupAus Policy Hack as a Community Leader.

We were fortunate to host Aaron Birkby from Brisbane, CEO of Startup Catalyst who talked to our wider business community about innovation and how to future proof their businesses. This was also an opportunity for Aaron and Elize to talk about the key learnings and to share some of the highlights from the Community Leaders Mission to the US in March.

In collaboration with Advance Rockhampton's Economic Development Team, a series of free workshops and information sessions on various topics ran from the upstairs event space at Customs House during Queensland Small Business Week. Attendees were invited to have a tour of the SmartHub co-working facility and to find out how they connect with the startup community.

2. Innovations, Improvements and Variations

Nil reported.

3. Customer Service Requests

Response times for completing customer requests in this reporting period for May

	Balance B/F	Completed in Current Mth	Current Month NEW Request		TOTAL INCOMPLETE REQUESTS BALANCE	On Hold	Completion Standard (days)	Avg Completion Time (days) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)
			Received	Completed							
Accounts Payable Enquiry	0	0	3	1	1	0	2	0.00	0.50	2.29	0.40
Bookings Enquiry	0	0	1	1	0	0	5	0.00	1.20	2.00	1.31
Insurance: Mower / Slasher / Whipper / Snipper	7	7	3	0	0	0	90	0.00	11.88	11.14	10.92
Insurance: Personal Accident / Injury	0	0	4	2	0	0	120	0.00	0.17	11.00	38.81
Insurance: Public Liability / Property Damage Public Property	4	3	11	3	1	0	90	2.00	7.70	10.68	18.73
Leased Premises - General Enquiry	0	0	0	0	0	0	5	0.00	0.00	1.00	1.17
Rates Searches	11	11	113	82	18	0	4	2.79	2.99	3.03	2.89

4. Service Delivery

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
IT support services provided within service levels outlined in the IT Service Catalogue.	95%	89%	Operational
Ensure availability of system up-time during core business hours (excluding planned outages).	99%	100%	Operational
Maintain the ratio of customer queries satisfied by Customer Service Officers, without referral to departments.	80%	91%	Operational
Customer Service Call Centre answering 75% of incoming calls within 45 seconds.	75%	81%	Adopted
Process records on the day of receipt as per Recordkeeping Charter.	95%	100%	Operational
Ensure supplier payments are made within stated trading terms.	90%	95%	Operational
Ensure top 100 suppliers by dollar value under formal purchasing agreements (contracts).	90%	90%	Operational
Maximise Council property occupancy rates.	98%	100%	Operational
Ensure tenanted properties in any month, have current lease agreements and public liability insurance.	80%	97%	Operational
Process insurance claims within procedural timeframes.	100%	100%	Operational

5. Compliance

Legislative Compliance	Legislative Reference	Compliance %
Process Right to Information/Information Privacy (RTI/IP) applications within legislative timeframes (Op Plan Ref - 5.2.1.7.)	RTI Act (2009) IP Act (2009)	100%
Manage centralised tendering and contracting functions in accordance with legislative requirements and Council policy.	LG Reg (2012) Pt 3 & 4	100%
Ensure staff purchasing activity is compliant with legislation and policy.	LG Reg (2012) Pt 3 & 4	100%

Safety Statistics

The safety statistics for the reporting period are:

	Second Quarter		
	April	May	June
Number of Lost Time Injuries	0	1	
Number of Days Lost Due to Injury	16	15	
Total Number of Incidents Reported	1	5	
Number of Incomplete Hazard Inspections	0	0	

Risk Management Summary

Section Risk Register (excludes risks accepted/ALARP)

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Operational degradation or failure of Council's Two-way radio communications system resulting in failed regional communications for daily operations and emergency disaster management.	High	Commence planning and implement a replacement RRC regional two-way radio communications system. Two stage plan- 1. Replace the Rockhampton City Two-way system. 2. Integrated regional solution taking in the Gracemere infrastructure.	(1) Jun 16 (2) Jun 18	100% 65%	Contract awarded to a local company – Beaney's Communications Stage 1 completed. Stage 2 - Mt Pinnacle communications tower. Contract awarded for the design and construction of the tower and equipment.

6. Operational Plan Targets by Section

The following Operational Plan actions and targets are required to be reported to Council on a monthly basis. This data will also form part of the Operational Plan quarterly report to Council:

Operational Plan Ref	Action	Target	Status
2.2.4.1	Council purchases are in line with the Local Preference Policy guiding tender/quote evaluations.	Annual local goods/services spend analysis >=70% local.	Annual review completed November 2017 Review period 1 Nov 16 to 31 Oct 17 - 76% local spend on goods & services.

Operational Plan Ref	Action	Target	Status
2.4.1.1	Implement Council's Smart Way Forward Strategy Action Plan	Complete installation of smart technology (lighting, CCTV, parking, digital banners and free public Wi-Fi) by 30 June 2018	Stages 1 a, b, f & g completed Stages 1 c & d completed Stage 2 – Riverside completed. Stage 3a – East St (Fitzroy to William) completed. Stage 3b – William St (Quay to East St) - completed. Stage 3c & d – detailed design completed.
2.5.5.1	Design and fitout the Customs House Smart Hub	Construction completed and Smart Hub opened by late Dec 17.	Practical completion and officially opened 9 Feb 18. Stage 2 Hub Annex – painting and floor coverings completed.
2.5.5.2	Implement the annual Smart Hub Operational Plan	Facilitate three smart hub programs: 1. Learn to Earn, Connect and Grow 2. Startup Club 3. Startup Stars	2017 Startup programs now complete. Startup Club # 1 – final pitch Completed mid-Aug 17. Startup Club # 2 – commenced Oct. Final pitch completed in Dec 17. Startup Stars – commenced Jul, completed – wrap-up session 16 Feb 18.
4.3.1.1	Implement ICT Strategic Plan 2015/20, including the eServices Strategy and IT Mobility	Achievement of 2017 - 18 targets as detailed in the ICT Strategic Plan	Strategy actions implementation progressing as scheduled. Asset Lifecycle Management project commenced Jan 18, scheduled completion early 2019. Key User awareness meetings planned for May. This process will inform final design. Aurion Web Recruitment – 'Go-Live' 01 June.

7. Capital Projects

As at period ended **May - 92%** of year elapsed

Project	Planned Start Date	Planned End Date	Status	Adopted/Revised Budget	YTD actual (incl committals)
CORPORATE & TECHNOLOGY CAPITAL WORKS PROGRAM					
Fleet Asset Renewal Program (CP440)	1 Jul 17	30 Jun 18	Asset renewal program progressing on schedule	\$7,250,240	\$10,572,283*
* Year to date amount currently doesn't account for plant/vehicles disposal sales. With the inclusion of sales revenue, budget is on track.					
IT Asset Renewal & Upgrade Program (CP230)	1 Jul 17	30 Jun 18	IT Asset capital program progressing as directed by ISSG	\$2,763,758	\$2,111,650
Smart Hub – Customs House – Fitout (CP235)	Jan 17	Dec 17	Project complete	\$690,205	\$739,060
Project completed, officially opened 09 Feb 2018. BOR funding grant = \$250K. Additional expenditure for Smart Hub Annex (Stage 2) to be revised from Operational budget.					
CBD & Riverfront Smart Technology (CP235)	Dec 16	Jun 18	Stage 1B completed Stage 1 C&D – completed Stage 2 (Riverside) – completed Stage 3A (East St – Fitzroy to William St) – completed. Stage 3 B (William St – Quay to East St) – completed. Stages 3C & D – detailed design completed.	\$4,040,000	\$3,580,952
BOR funding grant = \$2.02M					

Corporate & Technology Monthly Report

Project	Planned Start Date	Planned End Date	Status	Adopted/Revised Budget	YTD actual (incl committals)
Stage 2 Smart Parking – Disability ePermit (CP235)	Jan 18	Dec 18	Orders raised for 370 sensors and relays. Installation planned for late Jun 18. 3 x parking wayfinding digital banners ordered Supply & install of digital banners by Stanke Electrical expected by late Aug 18.	\$250,000	\$230,924
Smart Cities and Suburb Program = \$125,000					

8. Operational Projects

As at period ended **May** – 92% of year elapsed

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Startup Club programs (1 and 2)	Jun 17	Dec 17	First Startup Club program No. 2 commenced Oct to Dec 17 (\$15,325 Federal grant funding). Programs completed no further expenditure expected.	\$30,650	\$28,458
Startup Stars	Jul 17	Jan 18	Program commenced in July, with Seven startup teams (\$17,237 Advance QLD grant funding). Program completed no further expenditure expected.	\$34,474	\$33,987

9. Budget

Financial performance as expected for the reporting period

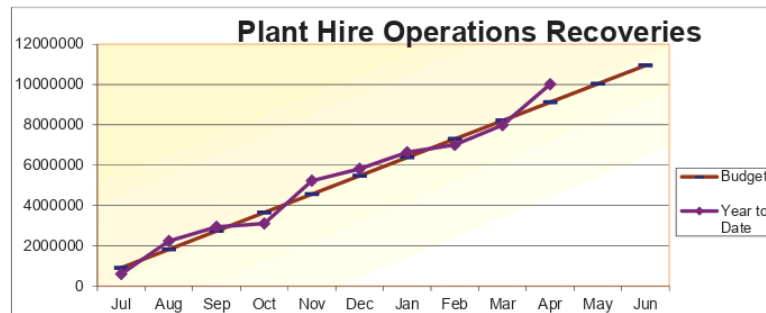
	Adopted Budget	Revised Budget	EOM Commit ments	YTD Actual	Commit + Actual	Var	On Target
	\$	\$	\$	\$	\$	%	91.7% of Year Gone
CORPORATE AND TECHNOLOGY							
<u><i>Fleet</i></u>							
Revenues	(263,000)	(263,000)	0	(334,488)	(334,488)	127%	✓
Expenses	11,703,938	11,900,638	395,235	10,383,874	10,779,108	91%	✓
Transfer / Overhead Allocation	(17,419,500)	(17,419,500)	0	(16,416,578)	(16,416,578)	94%	✓
Total Unit: Fleet	(5,978,562)	(5,781,863)	395,235	(6,367,192)	(5,971,958)	103%	✓
<u><i>Property & Insurance</i></u>							
Revenues	(421,782)	(424,899)	0	(484,049)	(484,049)	114%	✓
Expenses	3,129,686	3,423,072	23,557	3,271,678	3,295,235	96%	✓
Transfer / Overhead Allocation	9,000	9,000	0	7,359	7,359	82%	✓
Total Unit: Property & Insurance	2,716,904	3,007,173	23,557	2,794,988	2,818,546	94%	✗
<u><i>Corporate & Technology Management</i></u>							
Expenses	913,341	663,341	38,097	520,631	558,728	84%	✓
Transfer / Overhead Allocation	0	555	0	9,405	9,405	169%	✗
Total Unit: Corporate & Technology Management	913,341	663,895	38,097	530,036	568,133	86%	✓
<u><i>Information Systems</i></u>							
Revenues	(25,000)	(22,500)	0	(28,992)	(28,992)	129%	✓
Expenses	6,831,822	6,925,120	379,986	6,608,314	6,988,300	101%	✗
Transfer / Overhead Allocation	19,399	19,399	0	12,528	12,528	65%	✓
Total Unit: Information Systems	6,826,221	6,922,019	379,986	6,591,850	6,971,837	101%	✗
<u><i>Procurement & Logistics</i></u>							
Revenues	0	(186)	0	(496)	(496)	266%	✓
Expenses	1,781,875	1,781,841	699	1,464,317	1,465,016	82%	✓
Transfer / Overhead Allocation	(14,244)	(14,244)	0	19,518	19,518	-137%	✗
Total Unit: Procurement & Logistics	1,767,631	1,767,411	699	1,483,339	1,484,039	84%	✓
<u><i>Customer Service</i></u>							
Revenues	(201,000)	(201,000)	0	(155,428)	(155,428)	77%	✗
Expenses	1,680,435	1,680,414	8,480	1,407,075	1,415,555	84%	✓
Transfer / Overhead Allocation	0	0	0	380	380	0%	✗
Total Unit: Customer Service	1,479,435	1,479,414	8,480	1,252,026	1,260,506	85%	✓
<u><i>Smart Regional Centre</i></u>							
Revenues	(18,000)	(18,000)	0	(28,174)	(28,174)	157%	✓
Expenses	315,856	344,971	6,349	317,051	323,400	94%	✗
Transfer / Overhead Allocation	0	228	0	4,353	4,353	1912%	✗
Total Unit: Smart Regional Centre	297,856	327,199	6,349	293,230	299,579	92%	✓
Total Section: CORPORATE AND TECHNOLOGY	8,022,826	8,385,249	852,404	6,578,278	7,430,682	89%	✓
Grand Total:	8,022,826	8,385,249	852,404	6,578,278	7,430,682	89%	✓

Corporate & Technology Monthly Report

10. Whole of Council Statistics

Fleet Services

Ensure internal plant hire operations deliver budgeted net surplus.



Plant Hire Operations Budget (Surplus)	\$10,947,538
Year to Date (Surplus)	\$10,013,996

Procurement & Logistics

Contracts Awarded for May - 13

TEN12896 - RPQS for Asbestos Removal - Busby House Removals / JAL -SOR
TEN12932 - D&C of Solar Powered, Corporate Telecommunications Site Located at Pinnacle Mountain - Entire Network Solutions Pty Ltd - \$354,306
QUO12956 - Upgrade of Airport Terminal Entry Doors - John Larsen T/A Larsens Automatic Controls - \$97,650
TEN12977 - RPQS Automotive Trade Services - Panel - SOR
TEN12980 - Maintenance of Backflow Prevention Devices - Jaylyn Industries Pty Ltd T/A Absolute Plumbing CQ - SOR
QUO13008 - Safety Inspections of Skate Parks - Convic Pty Ltd - \$11,800
QUO13030 - Kershaw Gardens Waterfall Refurbishment and Upgrade - Pumps R Us Pty Ltd
QUO13039 - CCTV Upgrade and Migration 2018 - Group CCTV Pty Ltd T/A SEME Solutions - \$96,274.20
QUO13058 - CBD Branding Project - Madeknown Pty Ltd - \$55,500
QUO13031 - Construction of Concrete Footpath - Bland Street -Bellequip Pty Ltd - \$65,580
QUO13032 - Construction of Concrete Footpath - Campbell Street - K & N Services (Qld) Kabra Pty Ltd - \$27,000
QUO13034 - Schematic Design Development - Quay Street Carpark - McMurtrie & Associates Pty Ltd - \$98,470
QUO12988 - Supply & Installation of Amenities Building for Stapleton Park – Taboh Pty Ltd t/a BT Builders - \$99,770

Tenders / quotes in progress: 29

Corporate & Technology Monthly Report

Customer Requests Completed Monthly & Top 5 Customer Requests

	June	July	August	September	October	November	December	January	February	March	April	May
Requests Logged	3521	3429	3907	3221	3074	3407	2367	3603	3541	3376	3154	3540
Same month Completed	2870	2671	3112	2570	2275	2606	1868	2911	2866	2696	2373	2862
% completed same month	81%	77%	79%	79%	74%	76%	79%	85%	80%	79%	75%	80%
Completed Total for Month	3656	3417	3848	3337	3016	3594	2563	3396	3387	3440	2890	2892
Total Pending	1992		1778	1850	1864	1683	1419	1665	1769	1616	1872	868
Top 5 Requests for Month	Food Enq W/Leak An/Dogr Wan Ani Pk Gen	An/Dog Food Enq W/Animal W/Leak PiGen	AN/Dog W/Animal PiGen W/Leak M/Maint	AN/Dog W/Animal PiGen W/Leak M/Maint	AN/Dog W/Animal PiGen W/Leak DiPlan	PiGen T/Trim W/Leak O/Grown An/Dogr	PiGen W/Leak Bin RRC W/Animal O/Grown	T/Trim Pk Gen M/Leak M/Maint Bin RRC	M/Maint PiGen W/Leak T/Trim Wan Ani	PiGen W/Leak T/Trim Wan Ani DiPlan	PiGen W/Leak M/Maint T/Trim R/Bin	M/Maint Food Enq Wan Ani W/Leak PiGen

Total uncompleted customer requests up to 3 months old: 1367

Total uncompleted customer requests between 3 to 6 months old: 272

Total uncompleted customer requests greater than 6 months old: 169

Conquest Work Order & Investigation Long Term up to 3 months old: 572

Conquest Work Order & Investigation Long Term between 3 to 6 months old: 184

Conquest Work Order & Investigation Long Term greater than 6 months old: 112

Request Completed: Requested task or action has been completed (not just work order raised), or complaint has been investigated, action taken and correspondence finalised.

Conquest Work Order: A Work Order has been raised for maintenance, repair or future planned action.

Investigation Long Term: Requested task, action or complaint assigned to internal or external investigation, may include, but not limited to: Insurance, Planning, Legal, Civil or Domestic matter

Key:	T/Trim - Tree Trimming	Pk Gen - Parks General Request	An/Dogr - Dog Registration Enquiry
	M/Maint - Meter Maintenance	R/Bin - Replacement Bin	W/Leak - Water Leak
	Bin RRC - Replace Bin RRC	DiPlan - Duty Planner (New Enq)	S/Blockage - Reactive Sewerage Block

**CORPORATE SERVICES
DEPARTMENT - MONTHLY
OPERATIONAL REPORT MAY 2018**

Finance Monthly Report - May 2018

Meeting Date: 26 June 2018

Attachment No: 3



Monthly Operations Report

Finance Section

May 2018

1. Highlights

Include any highlights or achievements that have occurred during the month.

1819 Budget preparations have taken place during May with paperwork currently be prepared for Budget issue on the 26th July.

All position papers as well as Asset Revaluation assessments have been submitted to Thomas Noble and Russell in preparation for End of Financial year.

2. Innovations, Improvements and Variations

*(Operational Plan Ref: 5.3.2.1 Identify at least one operational saving per section of responsibility.
5.4.2.6 Identify at least two improved processes per section of responsibility)*

Operational Plan Reference 5.3.2.1
Removal of Priority Paid on the Rates envelopes due to the changes in Australia Post delivery structures.
Training manuals no longer printed for each participant – offered electronically. Savings in printing costs as well as trainer's time.
Working to stop issuing tenant advices for water rates - potential savings of up to \$30 000 pa
A reduction in Billpay service charges was negotiated with Australia Post prior to contract renewal. Indicative saving \$15,000 p.a.
Operational Plan Reference 5.4.2.6
Phone call analysis being undertaken in Rates team to provide learning opportunities and professional development to improve Customer Service.
Currently examining opportunities to improve interface and understanding for uploading of data into pathway to allow for more efficient processing of information.
Looking to improve the Customer education process around Rates; what they are used for, how and when they can be paid.
Monthly asset management meetings have now been scheduled with key operational staff from Parks. These meetings will facilitate more effective engagement and collaboration between Assets and Parks on asset management related matters.
Implementation of Capital Budget in budget module.
Apply Asset Management principles across the organisation.
Tailored Financials (Finance One) training for new Managers is available.
Allocation of Asset Management Plans in Conquest
A concept brief has been put forward for a Rate Modelling System which will allow Councillors much more user friendly information for budget rate modelling.
As part of the Asset Management System review, the potential exists to also standardise Council's Chart of Accounts with the 'One Council Chart of Accounts'. This process will lay the platform for system change into the future.
As part of the Asset Management System review a review of 'Cloud' capability will also be undertaken to look for savings in Capital outlays.

3. Customer Service Requests

(Operational Plan Ref: 4.1.1.1 Provide timely and accurate responses to requests)

Response times for completing customer requests in this reporting period for May are within set timeframes.

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	On Hold	Completion Standard (days)	Avg Completion Time (days) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)
			Received	Completed							
Rates Enquiry	5	5	59	46	2	0	3	0.96	1.23	1.28	0.78

4. Service Delivery

(Operational Plan Ref: 4.1.1.2 Provide effective delivery of Council services)

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
Unpaid rates and charges are managed in accordance with the Revenue Management Policy, achieving an overdue balance of less than 3% at its lowest point.	<3%	5.29% achieved in May	Operational
Rates are levied within one week of dates stipulated in the Revenue Statement.	100%	100%	Operational

5. Legislative Compliance and Standards (including Risk and Safety)

(Operational Plan Ref: 5.2.1.1 Comply with legislative requirements)

Legislative timeframes

Item	Due Date	Compliant?	Status
Updates to be presented to Council in sectional monthly reports.	Ongoing	100%	Complete
Council's annual financial statements are "unqualified"	31/10/17	100%	Complete
There are no internal controls as rated by the QAO deemed "ineffective".	31/10/17	100%	Complete
The timelines of the annual financial statements as rated by the QAO is not "untimely"	31/10/17	100%	Complete
The quality of financial statements is not rated "below average" by the QAO	31/10/17	100%	As per report to Audit Committee in early October.
Long Term Financial Forecast updated at each budget and budget revision.	Ongoing	100%	Undertaken at 17-18 Budget Adoption. Will be updated again during 18-19 budget deliberations.
Annual Operating Surplus Ratio between 0% & 10%	Ongoing	100%	Compliant at 17-18 Budget Adoption. 4.37% report in Annual Financial Statements

Item	Due Date	Compliant?	Status
Annual Net Financial Asset/Liability Ratio not greater than 60%	31/10/17	100%	34.8% reported in 16/17 Annual Financial statements.
Annual Interest Cover Ratio between 0% & 5%	31/10/17	100%	2.77% in 17/18 Adopted Budget
Annual Debt Service Cover Ratio greater than two times	31/10/17	100%	2.2 times reported in Adopted Budget
Annual Review of asset management plans by 30 June 2018.	30/06/18	Yes	Planning has commenced. With loss of co-ordinator working through available resources.
Annual asset sustainability ratio is greater than 90%	31/10/17	90%	86.45% reported in 16/17 Annual Financial Statements

6. Operational Plan Targets by Section

The following Operational Plan actions and targets are required to be reported to Council on a monthly basis. This data will also form part of the Operational Plan quarterly report to Council:

Operational Plan Ref	Action	Target	Status
5.2.1.8	Monitor and review non-compliance of legislative requirements	Report on legislative non-compliance included in sectional reports presented to Council on a monthly basis.	Nothing to report
5.3.2.4	Financial systems and processes are managed to meet the appropriate audit requirements and community expectation	The required asset revaluations are completed by 30 April 2018 and integrated into asset management and relevant financial plans.	92%
5.3.4.1	Conduct review of viability in keeping Rockhampton Region Waste and Recycling commercialised	Review undertaken and options presented to Council by 30 June 2018.	75%

7. Capital Projects

N/A

8. Operational Projects

N/A

9. Budget

Financial performance as expected for the reporting period.

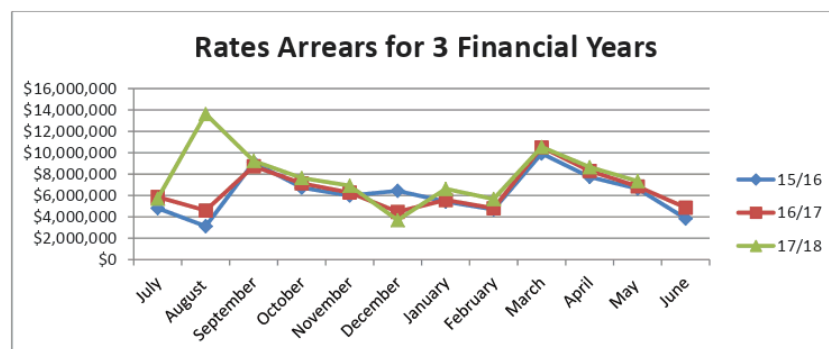
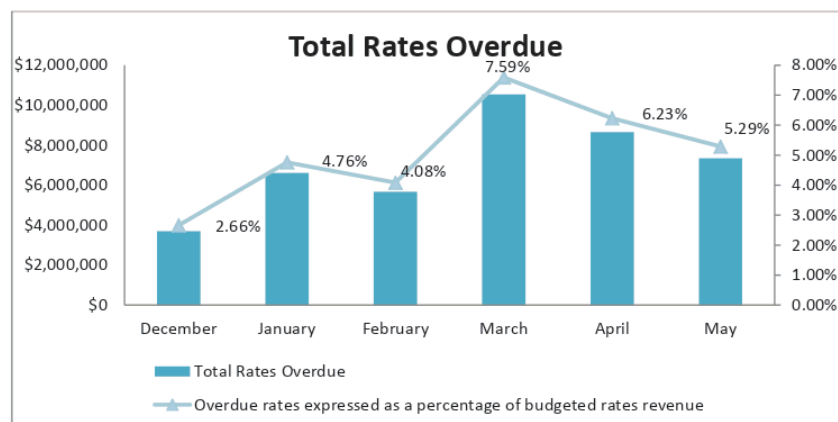
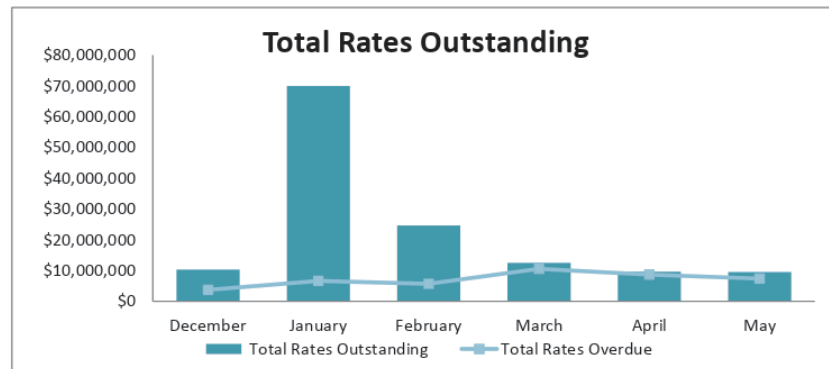
End of Month Job Costing Ledger - (Operating Only) - CORPORATE SERVICES

As At End Of May
Report Run: 13-Jun-2018 00:16:09 Excludes Nat Accts: 2002,2914,2917,2924

	Adopted Budget	Revised Budget	EOM Commitments	YTD Actual	Commit - Actual	Variance	On target
	\$	\$	\$	\$	\$	%	31.7% of Year: 100%
CORPORATE SERVICES							
FINANCE							
<u>Finance Management</u>							
Revenues	0	0	0	(00)	(00)	0%	✓
Expenses	562,938	562,600	128,380	567,607	695,997	124%	x
Transfer / Overhead Allocation	0	0	0	419	419	0%	x
Total Unit: Finance Management	562,938	562,600	128,380	567,187	696,416	124%	x
<u>Accounting Services</u>							
Expenses	1,295,726	1,316,628	2,161	1,079,280	1,081,441	82%	✓
Transfer / Overhead Allocation	0	0	0	15	15	0%	x
Total Unit: Accounting Services	1,295,726	1,316,628	2,161	1,079,295	1,081,456	82%	✓
<u>Financial Systems</u>							
Revenues	0	(1,126)	0	(7,590)	(7,590)	6/40%	✓
Expenses	380,690	381,702	0	328,808	328,808	86%	✓
Transfer / Overhead Allocation	600	600	0	570	570	95%	x
Total Unit: Financial Systems	381,290	381,176	0	321,218	321,798	84%	✓
<u>Assets & GIS</u>							
Revenues	0	0	0	(4,696)	(4,696)	0%	✓
Expenses	1,967,891	1,909,210	132,223	1,517,679	1,649,902	86%	✓
Transfer / Overhead Allocation	37,291	37,291	0	33,137	33,137	89%	✓
Total Unit: Assets & GIS	1,965,182	1,946,461	132,223	1,546,126	1,678,343	86%	✓
<u>Rates & Revenue</u>							
Revenues	(446,132)	(446,132)	0	(303,864)	(303,864)	204%	✓
Expenses	1,809,043	1,809,043	82,507	1,641,954	1,724,061	95%	x
Transfer / Overhead Allocation	790	790	0	0	0	0%	✓
Total Unit: Rates & Revenue	1,363,661	1,363,661	82,507	731,630	814,157	60%	✓
Total Section: FINANCE	5,568,717	5,565,526	345,271	4,246,838	4,532,169	83%	✓
Total Department: CORPORATE SERVICES	5,568,717	5,565,526	345,271	4,246,838	4,532,169	83%	✓
Grand Total:	5,568,717	5,565,526	345,271	4,246,838	4,532,169	83%	✓

V2 | Approved July 2017

10. Section Statistics



V2 | Approved July 2017

11. Whole of Council Statistics***Safety Statistics***

The safety statistics for the reporting period are:

	Injury Summary		
	March	April	May
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Number of Incomplete Hazard Inspections	0	0	0

Risk Management Summary

All Finance's Risks are now ALARP.

CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT MAY 2018

NRM Monthly Report - May 2018

Meeting Date: 26 June 2018

Attachment No: 4



Monthly Operations Report

Natural Resource Management (NRM)

May 2018

1. Highlights

Environmental Sustainability Strategy

- On 29 May 2018, Council endorsed the proposed Environmental Sustainability Strategy for public exhibition. Community feedback will be sought during the period 04 June to 13 July 2018.

Internal environmental sustainability activities

- On 31 May 2018, members of the Internal Sustainability Working Group undertook a field trip to the Materials Recycling Facility to learn about local recycling activities. This was followed by a tour of the Lakes Creek Landfill. Observations from the field trip have now been shared with participating units and further resources are being developed to increase staff awareness on how to 'do the right thing, use the right bin'.
- Sustainability Seed Fund initiatives are progressing well with action on all 9 staff-identified projects including trials for energy efficient behaviour, office recycling, composting at City Childcare, recycling at the Zoo, management of organic waste at the Zoo, transitioning to electronic forms (such as Cracking the Code), management of runoff from the Nursery, transition to recycled paper and encouraging the use of reusable coffee cups.

External environmental sustainability activities

- On 28 May 2018, Council presented the winners of Council's inaugural Nature Photography Competition. Council received over 260 entries, with finalists to be displayed at the Rockhampton Regional Library on Bolsover Street from 28 May to 16 June, Rockhampton Show 13 to 15 June and the Kern Arcade For Lease Space from 18 to 28 June 2018.
- Pre-cut material packs have been delivered to Boomerang Bags ready to be sewn to support the local reusable bags initiative. Council staff donated the material which was cut and packed by Endeavour Foundation.

2. Innovations, Improvements and Variations

Council's Sustainability Seed Fund is building sustainability momentum across Council staff and generating discussions on how to innovate and implement continuous improvement within units. Regular updates will be provided on the Hub and via this Monthly Operations Report.

3. Customer Service Requests

Response times for completing customer requests in this reporting period for *May* are *within the set timeframes*.

4. Service Delivery

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
No established customer service standards at this time.			

5. Legislative Compliance and Standards (including Risk and Safety)

Item	Due Date	Compliant? (Yes/No)	Status
No compliance requirements monitored at this time.			

6. Operational Plan Targets by Section

The following Operational Plan actions and targets are required to be reported to Council on a monthly basis. This data will also form part of the Operational Plan quarterly report to Council:

Operational Plan Ref	Action	Target	Status
3.3.1.1	Determine current baseline data for Council's current activities	Develop baseline data and monitoring mechanisms by 30 Jun 2018	On track: Sustainability-related data opportunities have been outlined for consideration in Council's Dashboard project. Data monitoring requirements have been identified for consideration in the draft Environmental Sustainability Strategy and Action Plan.
3.3.2.1	Develop an Environmental Sustainability Framework which defines Council's areas of focus and key priority actions	<ol style="list-style-type: none"> 1. Achieve guiding principles within the Environmental Policy 2. Develop an Environmental Sustainability Framework by 30 June 2018 3. Implement actions in accordance with the Environmental Sustainability Framework 	On track: <ul style="list-style-type: none"> • Environmental Policy scheduled for review by 30 June 2018. • Council endorsed an Environmental Sustainability Framework on 31 Jan 2018. Council then endorsed the proposed Environment Sustainability Strategy on 29 May 2018, with public consultation to commence 04 Jun 2018. • Stage 5 strategy consultation and adoption is underway as scheduled.

V2 | Approved July 2017

7. Capital Projects

As at period ended May – 92% of year elapsed.

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (committals)
No capital projects at this time.					

8. Operational Projects

As at period ended May – 92% of year elapsed.

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (committals)
Sustainability strategies					
Environmental Sustainability Strategy (ESS): Stage 1 – Initial review (completed Jan 2018) Stage 2 – Visioning (completed Mar 2018) Stage 3 – Strategy development (completed Apr 2018) Stage 4 – Strategy validation (May/Jun 2018) Stage 5 – Consultation and adoption (Jul-Oct 2018)	01 Nov 17	30 Oct 18	On track: • Branding finalised for strategy and engagement • Council endorsed proposed Strategy for public consultation on 29 May 2018	\$1000	\$1000
Energy action plan: Develop a plan that identifies Council's key strategic opportunities to achieve cost savings, improve environmental sustainability and recognise wider economic and social benefits.	01 Apr 18	30 Oct 18	Pending review: • Subject to further consideration by the Leadership Team	\$0	\$0
Pathway 1 – Natural environment (partnerships and programs)					
National Landcare Program – small grants funding: The National Landcare Program provides small grants for community-based environmental works (upto \$50,000). Capricornia Catchments sought the NRM Team's support and Parks' approval for a project site within the Rockhampton Region and subsequently submitted a proposal for weed control and revegetation works at Mount Archer during FY2018-19. Should this proposal be successful, there is no co-contribution required from Council.	01 Jul 18	30 Jun 19	Proposal stage: • NRM Team facilitated discussions and scope • Proposal submitted 19 Mar 18 • Pending announcement Jul 18	\$0	\$0

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (committals)
Fraser Park – bush regeneration works: Parks' sought assistance from the NRM Team to maintain and further enhance natural areas adjacent to the Nurim Circuit. As bush regeneration works are outside Parks' current capabilities, this project was scoped and a proposal sought from Capricornia Catchments.	01 Jul 18	30 Jun 20	Proposal stage: <ul style="list-style-type: none"> Proposal submitted to Council by Capricornia Catchments Pending budget consideration by Parks 	Parks	Parks
Reef Guardian Stewardship Grants: In May 2018, the Great Barrier Reef Marine Park Authority awarded a Council a Reef Guardian grant to increase awareness of the Great Barrier Reef and encourage environmental initiatives in our local communities. As part of this grant, the NRM Team will develop an education resource kit during FY2018-19. The kit will provide local schools across the Rockhampton Region with action learning opportunities focussed on waterway awareness. There is no co-contribution required from Council.	01 Jul 18	30 Jun 19	On track for delivery: <ul style="list-style-type: none"> Notified of successful grant 31 May 18 Pending grant deed 	\$1400	\$0
Fish hotels – Yeppen and Woolwash Lagoons: Fitzroy Basin Association secured funding to install additional fish hotels at Yeppen and Woolwash Lagoons. The NRM Team is coordinating Council interests and Parks is providing in-kind support to this project via the Jobs Queensland crew and the use of the Green Waste Compound for assembly activities at the Rockhampton Botanic Gardens.	01 Apr 18	30 Jun 18	On track for delivery: <ul style="list-style-type: none"> Planning completed Installation scheduled for Jun 18 	FBA	FBA
Riparian study – Frenchmans and Thozets Creek: Regional Services aims to explore opportunities for integrated floodplain management within the Frenchmans and Thozets Creek areas. The NRM Team is providing support to this project.	01 Mar 18	30 Jun 18	On track for delivery: <ul style="list-style-type: none"> Supporting outcomes 	Regional Services	Regional Services
Pathway 2 - Empowering our community (external programs)					
Boomerang Bags, scaling up the use of reusable bags in the Region: The State of Queensland will introduce a plastic bag ban on 01 July 2018. This local pilot project is designed to build community capacity and partnerships that empower our community to live more sustainably through the local creation and distribution of reusable bags. Project partners include Boomerang Bags Rockhampton (not for profit), Endeavour Foundation (disability services), local schools and community groups. It is intended that this program will raise awareness of this issue within the wider community, whilst also initiating local behaviour change via distribution of this sustainable and reusable product.	05 Mar 18	03 Sep 18	On track for delivery: <ul style="list-style-type: none"> Council material drive completed Endeavour Foundation has supplied cut fabric Material supplied to Boomerang Bags to arrange sewing bees Council providing media support 	\$1,500	\$500
Nature Photography Competition for World Environment Day: This project enables Council to actively participate in the global campaign, cross promote both the environment and our Region, gather a suite of local photographs to use in sustainability communications and foster a sense of community ownership of the Environmental Sustainability Strategy by featuring local images and recognising the contributions of local community members.	01 Feb 18	28 Jun 18	On track for delivery: <ul style="list-style-type: none"> Competition closed 18 May 18 Winners announced 28 May 18 >260 entries received Winning photos to be displayed at multiple locations in Jun 18 	\$1,500	\$1,500

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (committals)
Sustainability awareness and communications: A series of short video clips are proposed to increase environment and sustainability awareness within the community, build the local appreciation of our natural assets and support action associated with the Environmental Sustainability Strategy.	03 Apr 18	30 Jul 18	On track for delivery: <ul style="list-style-type: none"> Contract awarded Local video footage collected Final scripting under development 	\$20,000	\$20,000
Pathway 3 – Industry and infrastructure					
Nothing to report					
Pathway 4 – Council operations (advancing corporate sustainability)					
Second Nature: The internal sustainability engagement program has been designed to advance sustainability awareness and action within Council's operations. The Internal Sustainability Working Group champion sustainability initiatives across departments, act as a conduit for information and support sustainability action across the organisation. The Sustainability Seed Fund encourages Council units to identify and trial new sustainability initiatives. A total of 9 projects were endorsed in Round 1 of the Sustainability Seed Fund including trials for energy efficient behaviour, office recycling, composting at City Childcare, recycling at the Zoo, management of organic waste at the Zoo, transitioning to electronic forms (such as Cracking the Code), management of runoff from the Nursery, transition to recycled paper and encouraging use of reusable coffee cups.	01 Feb 18	ongoing	On track for delivery: <ul style="list-style-type: none"> Working group field trip 2 completed 31 May 18 (Materials Recycling Facility) Rolling program of internal communication materials under development Round 1 Seed Fund projects progressing 	\$10,000	\$10,000
Queensland Climate Resilient Councils (QCRC): The QCRC is a free three year Program, which Council subscribed to in mid-2017. Led by LGAQ, in partnership with the Queensland Government, the Program is designed to strengthen internal council decision-making processes to respond to climate change: Stage 1 – face to face briefing Stage 2 – detailed governance assessment and detailed report Stage 3 and 4 – leading practice resources / community of practice	01 Feb 18	30 Jun 18	On track: <ul style="list-style-type: none"> Stage 1 and 2 completed Mar 18 Detailed governance report pending from LGAQ (Jun 18) Watching brief on community of practice 	\$0	\$0

9. Budget

Financial performance as expected for the reporting period.



End of Month Job Costing Ledger - (Operating Only) CORPORATE SERVICES As At End Of May

Report Run: 18-Jun-2018 15:44:18 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 91.7% of Year Gone
CORPORATE SERVICES							
NATURAL RESOURCE MANAGEMENT							
<i>Natural Resource Management</i>							
Expenses	0	272,579	55,401	147,192	202,593	74% ✓	
Transfer / Overhead Allocation	0	0	7,317	300	7,617	0% ✗	
Total Unit: Natural Resource Management	0	272,579	62,718	147,492	210,210	77% ✓	
Total Section: NATURAL RESOURCE MANAGEMENT	0	272,579	62,718	147,492	210,210	77% ✓	
Total Department: CORPORATE SERVICES	0	272,579	62,718	147,492	210,210	77% ✓	
Grand Total:	0	272,579	62,718	147,492	210,210	77% ✓	

10. Section Statistics

Events / Program / Activity	Date	Attendees	Comments
Completed activities			
Environmental Sustainability Strategy: Councillor workshop to validate and refine the draft Strategy	01 May 18	Mayor and Councillors	
Nature Photography Competition: Presentation to winners of the nature photography competition and commencement of local nature photography display for World Environment Day	28 May 18	Various	
Internal Sustainability Working Group: Internal workshop and field trip to Materials Recycling Facility at Parkhurst	31 May 18	16	
Planned activities			
Southside Library: Nature Photography Competition display and public exhibition of the draft Environmental Sustainability Strategy	04 – 16 Jun 18		
Rockhampton Show: Sustainability awareness and public exhibition of the draft Environmental Sustainability Strategy	13 – 15 Jun 18		
CBD 'For Lease' Space: Sustainability awareness and public exhibition of the draft Environmental Sustainability Strategy	18 – 28 Jun 18		
National Tree Day / Emergency Services Day: Council tree and shrub giveaway	29 Jul 18		
Tropicana: Sustainability awareness	TBC		

11. Whole of Council Statistics

No whole of Council statistics at this time.

**11.7 COUNCILLOR DISCRETIONARY FUND - COUNCILLOR CHERIE RUTHERFORD
- WARRIPARI SCOUT GROUP BUILDING SUB-COMMITTEE****File No:** 8295**Attachments:** Nil**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Nicole Semfel - Acting Executive Assistant to the Mayor

SUMMARY

Approval is sought from Council for a donation from Councillor Rutherford's Councillor Discretionary Fund to assist with building improvements at the scout den of Warripari Scout Group.

OFFICER'S RECOMMENDATION

THAT approval be granted to donate \$1500.00 from Councillor Cherie Rutherford's Councillor Discretionary Fund to assist with building improvements at the scout den of Warripari Scout Group.

BACKGROUND

In 2017 the Warripari Scout Group's Building Sub-Committee completed Stage 1 of the building improvement works at the scout den located at 31 Eton Street, West Rockhampton. This included raising and restumping the scout den which was originally erected in 1950. The den now has a new concrete floor, disabled toilets, new front and rear stairs, front landing, a retaining wall and new electrical power board.

The Warripari Scout Group's Building Sub-Committee took 3 years to raise and acquit the funds for Stage 1 – approximately \$157,200. To date the Sub-Committee has raised \$46,475 towards Stage 2 expected to cost \$100,000, which will enclose the new bottom floor and install a new kitchen and storage areas and complete internal fitout and electrical work in the bottom floor.

11.8 SUBMISSION REGARDING DRAFT DOCUMENTATION FOR DEALING WITH COMPLAINTS ABOUT THE CONDUCT OF COUNCILLORS**File No:** 869

Attachments:

1. [Example Investigation Policy](#)
2. [Model Meeting Procedures](#)
3. [Standing Orders for Council Meetings including Standing Committees 'Best Practice Guide'](#)
4. [Code of Conduct for Councillors in Queensland](#)
5. [Councillor Conduct Examples](#)
6. [Submission](#)

Authorising Officer: Evan Pardon - Chief Executive Officer**Author:** Evan Pardon - Chief Executive Officer

SUMMARY

The Department of Local Government, Racing and Multicultural Affairs are seeking feedback on documents prepared to assist Councils in meeting the requirements of the amendments to the Local Government Act. A submission has been prepared and is presented for Council endorsement.

OFFICER'S RECOMMENDATION

THAT Council endorse the submission and it be sent to the Department of Local Government, Racing and Multicultural Affairs.

COMMENTARY

On 25 May 2018, the *Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018* (Amendment Act) was passed. This legislation is expected to commence by proclamation in December 2018. The legislation will amend the *Local Government Act 2009* (LGA) in relation to the making, investigating and determining complaints about Councillor conduct in Queensland.

The Department of Local Government, Racing and Multicultural Affairs (Department) has invited Council to comment on the various documents developed by the Local Government Liaison Group (LGLG). The documents are intended to provide Local Governments and Councillors with a minimalistic process for implementing the amendments to the LGA. The draft documents include:

1. Example Investigation Policy (Attachment 1)
2. Model Meeting Procedures (Attachment 2)
3. Standing Orders for Council Meetings including Standing Committees 'Best Practice Guide' (Attachment 3)
4. Code of Conduct for Councillors in Queensland (Attachment 4)
5. Councillor Conduct Examples (Attachment 5)

Any comments and queries in relation to the draft documents must be sent to the Department by Friday 29 June 2018. The CEO intends to submit the draft submission (Attachment 6) to the Department which contains feedback and queries in relation to the draft documents.

SUMMARY OF DRAFT DOCUMENTS

A summary of the content of the draft documents is as follows:

Example Investigation Policy

Following the commencement of the amendments to the LGA, section 150AE requires Council to adopt an investigation policy about how Council deals with the suspected inappropriate conduct of Councillors referred, by the assessor, to the local government to be dealt with. An example policy has been prepared by the LGLG.

The example policy requires the Mayor to manage the investigation of a suspected inappropriate misconduct. The Mayor may seek assistance with the investigation from a local government employee in accordance with section 170A of the LGA or engage contractors as reasonably needed to carry out these obligations.

Section 150AG of the LGA (once amended) requires Council, after conducting an investigation, to decide:

1. whether or not the Councillor has engaged in inappropriate conduct; and
2. if so, what action will be taken to discipline the Councillor.

Council has the ability to delegate its power to make decisions under section 150AG to the Mayor or a Standing Committee.

Model Meeting Procedures

Following the commencement of the amendments to the LGA, section 150F requires the Department to make model procedures for the conduct of meetings of a local government and its committees. Council may:

1. adopt the model procedures; or
2. prepare and adopt other procedures for the conduct of its meetings and meetings of its committees provided they are not inconsistent with the model procedures.

The purpose of the Model Meeting Procedures is to set out certain procedures to ensure the Local Government principles are reflected in the conduct of Local Government meetings and Local Government committee meetings.

This document sets out:

1. the process for how a Chairperson of a Local Government meeting may deal with instances of unsuitable conduct by Councillors in Local Government meetings and Local Government committee meetings.
2. the process for how suspected inappropriate conduct of a Councillor referred by the Independent Assessor (the Assessor) is to be dealt with at a Local Government meeting.

Standing Orders for Council Meetings

The Standing Orders support the Model Meeting Procedures. The document contains best practice rules for the orderly conduct of Council Meetings that Councils can choose to adopt.

Code of Conduct for Councillors in Queensland

Following the commencement of the amendments to the LGA, under section 150D of the LGA, the Minister for Local Government must make a Code of Conduct stating the standards of behaviour for Councillors in the performance of their responsibilities as elected representatives. The Code of Conduct sets out the principles and standards of behaviour expected of Councillors and Mayors when carrying out their roles, responsibilities and obligations as elected representatives for their communities.

Councillor Conduct Examples

These examples support the Code of Conduct for Councillors. The examples are aimed at providing working examples of the types of conduct of Councillors.

LEGISLATIVE CONTEXT

The Amendment Act amends the LGA and the *Public Service Act 2008* to provide a streamlined system for making, investigating and determining complaints about Councillor conduct.

A key component of these reforms includes removing the Chief Executive Officer and the Department from the process of making preliminary assessments of complaints.

Generally, the Amendment Act:

1. establishes the Independent Assessor and the Office of the Independent Assessor to investigate and deal with the conduct of Councillors where it is alleged or suspected to be inappropriate conduct, misconduct or, when referred to the Independent Assessor by the CCC, corrupt conduct;
2. provides for local governments to investigate and deal with suspected inappropriate conduct when referred to a local government by the Independent Assessor and to take disciplinary action against Councillors for inappropriate conduct;
3. reallocates the functions of the current Local Government Remuneration and Discipline Tribunal (LGRDT) and the Regional Conduct Review Panels (RCRPs) by:
 - (a) establishing the Councillor Conduct Tribunal to conduct hearings about a Councillor's alleged misconduct, decide whether the Councillor has engaged in misconduct and what, if any, disciplinary action to take, and at the request of a local government investigate the suspected inappropriate conduct of a Councillor
 - (b) establishing the Local Government Remuneration Commission to establish the categories of local governments, decide the category to which each local government belongs and decide the maximum remuneration payable to Councillors
4. deals with the conduct of Councillors at local government meetings that contravene the behavioural standards (a 'local government meeting' is defined to mean a meeting of a local government or a committee of a local government)
5. repeals chapter 6, part 2, division 6 of the LGA thereby repealing the declaration that a decision is not subject to appeal, allowing certain review rights for decisions about Councillor conduct and judicial review of an administrative decision of a local government
6. provides for administration and governance matters including requiring:
 - (a) a code of conduct (made by the Minister) to set appropriate standards of behaviour for Councillors in performing their functions
 - (b) the department's chief executive to make model procedures for the conduct of meetings of a local government and its committees
 - (c) local governments to maintain a Councillor conduct register recording particular orders and decisions
 - (d) the Independent Assessor to give the Minister an annual written report about the operation of the Office of the Independent Assessor and for the Minister to table a copy of the report in the Legislative Assembly
7. strengthens offences to support the new system, including providing protection from reprisal for local government employees and Councillors who make complaints against Councillors, discouraging frivolous and improper complaints and ensuring confidentiality of investigations
8. provides for appropriate arrangements necessary for the transition to the new Councillor complaints system.

CONCLUSION

Council's endorsement is sought with respect to the attached submission to the Department in relation to the draft code of conduct, draft model meeting procedures and draft example investigations policy prepared by LGLG and circulated by the Department.

SUBMISSION REGARDING DRAFT DOCUMENTATION FOR DEALING WITH COMPLAINTS ABOUT THE CONDUCT OF COUNCILLORS

Example Investigation Policy

Meeting Date: 26 June 2018

Attachment No: 1

Example Investigation Policy

DRAFT FOR CONSIDERATION

May 2018

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Investigation Policy – [insert Council's name]

1. Authority

This is [insert Council's name] investigation policy for how complaints about the inappropriate conduct of Councillors will be dealt with as required by the section 150AE of the *Local Government Act 2009* (the LGA). However, this policy does not relate to more serious Councillor conduct.

2. Commencement

The investigation policy was adopted by Council resolution on [insert date] and applies from [insert date].

3. Scope

This investigation policy applies to investigations and determinations of a complaint about the alleged inappropriate conduct of a Councillor/s which has been referred by the Independent Assessor.

4. Definitions

Assessor means the Independent Assessor appointed under section 150CV of the LGA
behavioural standard means a standard of behaviour for Councillors set out in the Code of Conduct approved under section 150E of the LGA
conduct includes—

(a) failing to act; and

(b) a conspiracy, or attempt, to engage in conduct

Councillor conduct register means the register required to be kept by Council as set out in section 150DX of the LGA

inappropriate conduct see section 150K of the LGA

investigation policy, refers to this policy, as required by section 150AE of the LGA

investigator means the person responsible under this investigation policy for carrying out the investigation of the suspected inappropriate conduct of a Councillor or Mayor

LGA means the *Local Government Act 2009*

local government meeting means a meeting of—

(a) a local government; or

(b) a committee of a local government.

misconduct see section 150L of the LGA

model procedures see section 150F of the LGA

natural justice – a set of principles to ensure fair and just decision making, including a fair hearing, an absence of bias, decisions based on evidence, and the proper examination of all issues.

referral notice see section 150AC of the LGA

Tribunal means the Councillor Conduct Tribunal as established under section 150DK of the LGA

unsuitable meeting conduct see section 150H of the LGA

5. Confidentiality

Matters of suspected inappropriate conduct of a Councillor are confidential except as otherwise specifically provided for either in the LGA or this investigation policy.

Note: It must be kept in mind that the matter is an allegation only and not yet proven. Further, there will be circumstances where the detail of the referral will need to remain confidential to the local government. Any release of confidential information that a Councillor knows, or should reasonably know, to be confidential to the local government may be contrary to section 171(3) of the LGA and dealt with as misconduct.

6. Natural Justice

Any investigation of suspected inappropriate conduct of a Councillor/s must be carried out in accordance with natural justice. An overview of the principles of natural justice follows.

A fair hearing means the Councillor who is the subject of the suspected inappropriate conduct matter must be told of the case against them including any evidence and be provided, with an opportunity to put their case in writing at least two business days before the investigation report is provided to the Councillors as part of the meeting agenda.

An absence of bias means that any investigation must not be biased or be seen to be biased in any way. This principle embodies the concept of impartiality.

Decisions based on evidence requires that the investigation should not be based on mere speculation or suspicion but instead must be based upon logical proof or evidence material.

A proper examination of all issues means the investigation must give a proper and genuine consideration to each party's case.

7. Assessor's referral

The Council may from time to time receive from the Assessor a referral notice about the suspected inappropriate conduct of a Councillor/s. Council may also receive referrals directly.

8. Receipt of Assessor's referral

On receipt of a referral notice about the suspected inappropriate conduct of a Councillor/s from the Assessor, the Council's Chief Executive Officer will forward a copy of that referral notice to the Mayor and all Councillors.

Should the Mayor or a Councillor/s (other than the subject of the complaint or the complainant) disagree with any recommendation accompanying the Assessor's referral notice or form the opinion that the complaint should be dealt with in a way other than under this policy, the Mayor or Councillor may request the matter be placed on the agenda of the next Council meeting to decide on the appropriate process to investigate the complaint. Such a request must be made in accordance with the Council's meeting procedure requirements.

9. Investigator

Unless otherwise resolved by Council, the Mayor will manage the investigation of suspected inappropriate conduct of other Councillors. If the suspected inappropriate conduct involves an allegation about the conduct of the Mayor, involves the Mayor as the complainant or the Mayor believes in the circumstances it is in the best interests of the investigation, then the Chief Executive Officer must refer the suspected inappropriate conduct to the president of the Tribunal for investigation.

10. Early resolution

Before any investigation of suspected inappropriate conduct is commenced, the investigator must consider whether it is appropriate for the parties to attempt to resolve the matter informally. This consideration includes any recommendation made by the Assessor.

Early resolution must only be undertaken if the parties to the matter consent.

The investigator may engage an independent person with suitable qualifications or experience to facilitate this process.

If the matter cannot be informally resolved, the matter will then be investigated as outlined in this investigation policy.

If the matter is resolved, the investigator will advise the Chief Executive Officer of this outcome. In turn, the Chief Executive Officer will advise the Mayor and all Councillors that the matter has been resolved. The Chief Executive Officer will also update the Councillor Conduct Register to reflect this.

11. Timeliness

It is expected that the investigator will complete the investigation and provide a report for inclusion on the agenda of a Council meeting no more than eight weeks after the receipt of the complaint.

Note: If the investigator is of the opinion that it may take longer than eight weeks to complete the investigation, the matter should be raised at the next Council meeting to seek an extension of time.

12. Assistance for investigator

If the Mayor is the investigator of a matter of suspected inappropriate conduct, the Mayor may use section 170A of the LGA to seek assistance during the investigation.

The Mayor is authorised by Council to expend money as reasonably needed to engage contractors from the Council's preferred supplier list.

13. Possible misconduct or corrupt conduct

If during the course of an investigation the investigator obtains information which indicates a Councillor/s may have engaged in misconduct, the investigator must cease the investigation and advise the Chief Executive Officer. The Chief Executive Officer will then notify the Assessor of the possible misconduct.

If during the course of an investigation, the investigator obtains information which indicates a Councillor/s may have engaged in corrupt conduct, the investigator must cease the investigation and advise the Chief Executive Officer. The Chief Executive Officer will then notify the Crime and Corruption Commission of the possible corrupt conduct.

14. Completion of investigation

On the completion of an investigation, the investigator will provide a report to the Council outlining the investigation process, the investigation findings, any recommendations about dealing with the conduct and a record of the investigation costs.

Provisions for internal and external review of decisions are set out in sections 150CO to 150CS of the LGA.

15. Notice about the outcome of investigation

After an investigation is finalised, the Council must give notice about the outcome of the investigation to the person who made the complaint about the Councillor/s' conduct that was the subject of the investigation.

16. Councillor conduct register

The Chief Executive Officer of the respective Council must ensure decisions about suspected inappropriate conduct of a Councillor/s must be entered into the Councillor conduct register.

Where a complaint has been resolved under section 10 of this policy, the Chief Executive Officer will update the register to reflect that the complaint was withdrawn.

17. Expenses

Council must pay any reasonable expenses of Council associated with the informal resolution or investigation of suspected inappropriate conduct of a Councillor including any costs of:

- the president of the Tribunal in undertaking an investigation for Council
- a mediator engaged under this investigation policy
- a private investigator engaged by the investigator
- travel where the investigator needed to travel to undertake the investigation or to interview witnesses
- seeking legal advice
- engaging an expert.

Note: Council may order the subject Councillor reimburse it for all or some of the costs arising from the Councillor's inappropriate conduct.

Any costs incurred by complainants or the subject Councillors will not be met by Council.

DRAFT FOR CONSIDERATION

DRAFT FOR CONSIDERATION

Department of Local Government, Racing and Multicultural Affairs
Level 12, 1 William Street, Brisbane, Queensland 4000
tel 13 QGOV (13 74 68)
www.dlgrma.qld.gov.au

SUBMISSION REGARDING DRAFT DOCUMENTATION FOR DEALING WITH COMPLAINTS ABOUT THE CONDUCT OF COUNCILLORS

Model Meeting Procedures

Meeting Date: 26 June 2018

Attachment No: 2

Model Meeting Procedures

May 2018

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Purpose of the Meeting Procedures

The purpose of the Model Meeting Procedures is to set out certain procedures to ensure the Local Government principles are reflected in the conduct of Local Government meetings and Local Government committee meetings.

It is not intended that the Model Meeting Procedures would deal with all aspects of meeting conduct but only those required to strengthen public confidence in Local Government to deal with the conduct of Councillors in meetings.

Background

In particular, as required under section 150F of the *Local Government Act 2009* (LGA) this document sets out:

- the process for how a Chairperson of a Local Government meeting may deal with instances of unsuitable conduct by Councillors in Local Government meetings and Local Government committee meetings.
- the process for how suspected inappropriate conduct of a Councillor referred by the Independent Assessor (the Assessor) is to be dealt with at a Local Government meeting.

Application

A Local Government must either adopt the Model Meeting Procedures or prepare and adopt other procedures for the conduct of its meetings and meetings of its committees that are consistent with the Model Meeting Procedures.

If a Local Government chooses to continue using existing standing orders, the Council must review the existing standing orders to ensure that they are consistent with the requirements of the Model Meeting Procedures. To assist Local Governments, the Department of Local Government, Racing and Multicultural Affairs (the Department) has published best practice standing orders that Councils can choose to adopt.

A Local Government must conduct its meetings in a manner that is consistent with either the Model Meeting Procedures or its own procedures.

Processes

1. Process for dealing with unsuitable meeting conduct by a Councillor in a meeting

While Councillors generally will conduct themselves in accordance with the principles of the LGA, the Chairperson may observe or be made aware of instances of possible unsuitable meeting conduct.

When dealing with an instance of unsuitable conduct by a Councillor in a meeting, the following procedures must be followed:

- 1.1 The Chairperson must decide whether or not unsuitable meeting conduct has been displayed by a Councillor.
- 1.2 If the Chairperson decides the unsuitable meeting conduct has occurred, the Chairperson must consider the severity of the conduct and also if the Councillor has had any previous warnings issued. If the Chairperson decides the conduct is of a serious nature, refer to 1.7 for the steps to be taken.
- 1.3 If the Chairperson decides unsuitable meeting conduct has occurred but is of a less serious nature, the Chairperson may request the Councillor take remedial actions such as:
 - 1.3.1 Ceasing the unsuitable meeting conduct and refraining from exhibiting the conduct
 - 1.3.2 Apologising for their conduct
 - 1.3.3 Withdrawing their comments.
- 1.4 If the Councillor complies with the Chairperson's request for remedial action, no further action is required.
- 1.5 If the Councillor fails to comply with the Chairperson's request for remedial action, the Chairperson may warn the Councillor that failing to comply with the request may result in an order being issued.
- 1.6 If the Councillor complies with the Chairperson's warning and request for remedial action, no further action is required.
- 1.7 If the Councillor still continues to fail to comply with the Chairperson's request of remedial action, the Chairperson may make one or more of the orders below:
 - 1.7.1 an order reprimanding the Councillor for the conduct
 - 1.7.2 an order requiring the Councillor to leave the meeting, including any area set aside for the public and stay out for the duration of the meeting.¹
- 1.8 If the Councillor fails to comply with an order to leave and stay away from the meeting, the Chairperson can issue an order that the Councillor be removed from the meeting.²
- 1.9 Following the completion of the meeting, the Chairperson must ensure:
 - 1.9.1 details of any order issued is recorded in the minutes of the meeting³
 - 1.9.2 if it is the third (3rd) or more order within a 12-month period made against a Councillor or the Councillor has refused to leave following an order issued to leave the meeting,

¹ Section 150I(2) of the LGA.

² Section 150I(2)(c) of the LGA.

³ Section 150I(3) of the LGA.

these matters are to be dealt with at the next meeting of the Local Government and treated as inappropriate conduct pursuant to the LGA.⁴

- 1.9.3 the Local Government's Chief Executive Officer is advised to ensure details of any order made must be updated in the Local Governments Councillor Conduct Register pursuant to the LGA.

Any Councillor aggrieved with an order issued by the Chairperson can move a motion of dissent for parts 1.1, 1.7 and 1.8 above.

2. Meeting process for dealing with suspected Inappropriate Conduct which has been referred to a Local Government

Pursuant to section 150AF of the LGA, after receiving a referral by the Assessor or under paragraph 1.9.2 of this document of an instance of suspected inappropriate conduct to deal with, the Local Government must complete an investigation into the conduct.

After the completion of the investigation, the Local Government must decide whether the Councillor has engaged in inappropriate conduct under this procedure in a Council meeting, unless it has delegated responsibility for this decision under section 257 of the LGA.

When dealing with an instance of suspected inappropriate conduct which has been referred to a Local Government by the Assessor, the Local Government must:

- 2.1 Be consistent with the Local Government principle of transparent and accountable decision making in the public interest, when dealing with suspected inappropriate conduct in an open meeting of the Council. However, where the complainant or other parties may be adversely affected due to the nature of the complaint, the Council may resolve to go into closed session under section 275 of the *Local Government Regulation 2012* (the LGR).
- 2.2 When deliberating on the issue the subject Councillor must leave the place where the meeting is being held, including any area set aside for the public. Should the complainant be a Councillor, that Councillor must declare a conflict of interest and leave the place where the meeting is being held, including any area set aside for the public or provide a detailed explanation on how it would be in the public interest for the complainant Councillor to stay⁵.
- 2.3 The Local Government should then debate the issue and decide whether the accused Councillor engaged in inappropriate conduct.
- 2.4 If the Local Government decides that the subject Councillor has engaged in inappropriate conduct, the Local Government is then required to decide what penalty or penalties from the following orders if any to impose on the subject Councillor:
 - 2.4.1 an order that the Councillor make a public admission that the Councillor has engaged in inappropriate conduct
 - 2.4.2 an order reprimanding the Councillor for the conduct
 - 2.4.3 an order that the Councillor attend training or counselling to address the Councillor's conduct, including at the Councillor's expense
 - 2.4.4 an order that the Councillor be excluded from a stated Local Government meeting
 - 2.4.5 an order that the Councillor is removed, or must resign, from a position representing the Local Government, other than the office of Councillor, for example, the Councillor

⁴ Section 150J of the LGA.

⁵ See section 4 of the Model Meeting Procedures for how to deal with a Councillor's conflict of interest in a meeting

is ordered to resign from an appointment representing the Local Government on a State board or committee

- 2.4.6 an order that if the Councillor engages in the same type of conduct again, it will be treated as misconduct
- 2.4.7 an order that the Councillor reimburse the Local Government for all or some of the costs arising from the Councillor's inappropriate conduct.
- 2.5 When making an order, the Local Government can take into consideration any previous inappropriate conduct of the Councillor, and any allegation made in the investigation that was admitted, or not challenged and that the Local Government is reasonably satisfied is true.
- 2.6 The subject Councillor and where relevant the complainant Councillor, must be invited back into the place where the meeting is being held once a decision has been made.
- 2.7 The Local Government must ensure the meeting minutes reflect the resolution made.

3. Material Personal Interest

Councillors are ultimately responsible for disclosing a material personal interest on matters to be discussed at a Local Government or committee meeting. When dealing with a material personal interest, Councillors must abide by the following procedures:

- 3.1 A Councillor with a material personal interest must inform the meeting of the Local Government of their material personal interest and set out the nature of the interest, including:
 - 3.1.1 The name of the person or other entity who stands to gain a benefit, or suffer a loss, depending on the outcome of the consideration of the matter at the meeting
 - 3.1.2 How a person or other entity stands to gain the benefit or suffer the loss
 - 3.1.3 If the person or other entity who stands to gain the benefit or suffer the loss is not the Councillor – the nature of the Councillor's relationship to the person or entity.
- 3.2 The Councillor must then leave the place of the meeting and stay away while the matter is being discussed and voted on unless the subject Councillor has Ministerial approval to participate in the matter.
- 3.3 In the event the majority of Councillors have a material personal interest regarding a matter:
 - 3.3.1 the Local Government must resolve to delegate the consideration and decision on the matter, pursuant to section 238 of the LGA; or
 - 3.3.2 if the matter cannot be delegated under the section 238 of the LGA, the Local Government should seek Ministerial approval for the Councillors to be able to consider and vote on the matter, subject to conditions the Minister for Local Government may impose.
- 3.4 Once the Councillor has left the area where the meeting is being conducted, the Local Government can continue discussing and deciding on the matter at hand.
- 3.5 The Chairperson is responsible for ensuring that the minutes contain the Councillor's declaration in addition to the necessary information as listed below:
 - 3.5.1 The name of the Councillor who has a material personal interest in the matter
 - 3.5.2 The material personal interest, including the particulars mentioned by the Councillor regarding the material personal interest
 - 3.5.3 Whether the Councillor participated in the meeting, or was present during the meeting, under an approval granted by the Minister for Local Government.

- 3.6 Should a Councillor disclose a material personal interest it must be recorded in the meeting minutes and provided on the Local Government's website in accordance with the LGA.

4. Conflict of Interest

Councillors are ultimately responsible for disclosing of a real or perceived conflict of interest on matters to be discussed at a Local Government or committee meetings. When dealing with a conflict of interest, Councillors must abide by the following procedures:

- 4.1 A Councillor with a real or perceived conflict of interest must inform the meeting of the Local Government of their conflict of interest and set out the nature of the interest, including:
- 4.1.1 The nature of the interests
 - 4.1.2 If the Councillors personal interest arise because of the Councillors relationship with, or receipt of a gift or benefit from, another person, then:
 - 4.1.2.i the name of the other person
 - 4.1.2.ii the nature of the relationship or value and date of receipt of the gift or benefit received
 - 4.1.2.iii the nature of the other persons interests in the matter
 - 4.1.2.iv name of the person or other entity who will be advantaged or disadvantaged depending on the outcome of the consideration of the matter at the meeting.
- 4.2 In the event a Councillor suspects that another Councillor has not informed the meeting of a real or perceived conflict of interest concerning a matter being discussed in a meeting they are obliged to advise the meeting of the suspected conflict.
- 4.3 The subject Councillor must then be provided the opportunity to address the meeting about the potential need to make a declaration of conflict of interest. This could include prior advice from the Integrity Commissioner on the potential conflict of interest.
- 4.4 The subject Councillor must leave the meeting or advise the other Councillors why they believe they are able to act in the public interest while remaining in the meeting. The subject Councillor must then leave the meeting.
- 4.5 The Councillors must then decide whether the subject Councillor has a real or perceived conflict of interest or could reasonably be taken to have a conflict of interest in the matter.
- 4.6 If the Councillors decide there is no conflict of interest, the subject Councillor may return to the meeting and the meeting may continue.
- 4.7 If the Councillors decide there is a conflict of interest they must then decide whether the subject Councillor can participate in the meeting including voting in the public interest on the matter or whether the Councillor should remain out of the meeting while the matter is being discussed and voted on.
- 4.8 When deciding whether a Councillor may stay in a meeting and vote following declaration of a conflict of interest, the Councillors must consider significant variables such as:
- 4.8.1 The size or significance of the benefit the subject Councillor stands to receive or benefit
 - 4.8.2 The benefit the subject Councillor stands to receive versus the benefit the community stands to receive from the potential decision
 - 4.8.3 The closeness of any relationship the subject Councillor may have with a given person or group
- 4.9 In making the decision under 4.8, it is irrelevant how the subject Councillor intended to vote

on the issue or any other issue.

4.10 In the event the majority of Councillors have a conflict of interest regarding a matter:

- 4.10.1 the Local Government must resolve to delegate the consideration and decision on the matter, pursuant to section 238 of the LGA; or
- 4.10.2 if the matter cannot be delegated under the section of the LGA, the Local Government should seek Ministerial approval for the Councillors to be able to consider and vote on the matter, subject to conditions the Minister for Local Government may impose.

4.11 Where a conflict of interest has been declared, the Chairperson must ensure the minutes of the meeting and the Local Governments website are updated and record:

- 4.11.1 The name of the Councillor who has declared the conflict of interest
- 4.11.2 The nature of the personal interest, as described by the Councillor
- 4.11.3 If the Councillor voted on the matter, how they voted
- 4.11.4 How the majority of Councillors voted on the matter.

5. Closed Meetings

Local Government and standing committees may resolve that a meeting be closed to the public if its Councillors or members consider it necessary to discuss any of the following matters:

- Appointment, dismissal or discipline of employees
- Industrial matters affecting employees
- Local Government's budget
- Rating concessions or contracts proposed to be made by the Local Government or starting or defending legal proceedings involving the Local Government
- Any action to be taken by the Local Government under the *Planning Act 2009* (PA), including applications made to it under the PA
- Business for which a public discussion would be likely to prejudice the interests of the Local Government or someone else or enable a person to gain a financial advantage.

A Local Government or committee must not make a resolution (other than procedural) in a closed session meeting. A Local Government cannot go into closed session if any person is to take part in the meeting by teleconferencing.

- 5.1 To take an issue of accountability and transparency, the Local Government must first pass a resolution to do so.
- 5.2 In the interests of accountability and transparency, the Local Government must specify the nature of the matter to be discussed and the reasoning of the Councillors for going into closed session.
- 5.3 If the matter is known in advance, the agenda should clearly identify that the matter will be considered in closed session and name the topic to be discussed and a brief explanation of why it is deemed necessary to take the issue into closed session.
- 5.4 The minutes of a Local Government must clearly detail the matter discussed and reasoning for discussing the matter in closed session. The Local Government must also ensure they comply with the statutory obligations associated with recording of passed resolutions.

DRAFT FOR CONSIDERATION

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SUBMISSION REGARDING DRAFT DOCUMENTATION FOR DEALING WITH COMPLAINTS ABOUT THE CONDUCT OF COUNCILLORS

Standing Orders for Council Meetings including Standing Committees 'Best Practice Guide'

Meeting Date: 26 June 2018

Attachment No: 3

Standing Orders for Council Meetings including Standing Committees 'Best Practice Guide'

[insert Council's name]

Intent: To provide written rules for the orderly conduct of Council Meetings and to assist Local Governments, the Department of Local Government, Racing and Multicultural Affairs (the Department) has provided best practice standing orders that Councils can choose to adopt.

Standing Orders

- 1.1 These Standing Orders apply to all meetings of Council and any standing Committees.
- 1.2 Any provision of these Standing Orders may be suspended by resolution of any meeting of Council. A separate resolution is required for any such suspension and must specify the application and duration of each suspension.
- 1.3 Where at a Council meeting a matter arises which is not provided for in these Standing Orders, such matters shall be determined by resolution of Council upon a motion which may be put without notice but otherwise in conformity with these Standing Orders.

Procedures for Meetings of Council – including referrals from the Independent Assessor

Presiding Officer

- 2.1 The Mayor will preside at a meeting of Council.
- 2.2 If the Mayor is absent or unavailable to preside, the Deputy Mayor will preside.
- 2.3 If both the Mayor and the Deputy Mayor are absent or unavailable to preside, a Councillor chosen by the Councillors present at the meeting will preside at the meeting.
- 2.4 Council will decide the chairperson for a Committee meeting who will normally preside over meetings of the Committee.
- 2.5 If the chairperson of a Committee is absent or unavailable to preside, a Councillor chosen by the councillors present will preside over the Committee meeting.

Order of Business

- 3.1 Before proceeding with the business of the meeting, the person presiding at the meeting shall undertake the acknowledgement and/or greetings deemed appropriate by the Council.

- 3.2 The order of business shall be determined by resolution of Council from time to time. The order of business may be altered for a particular meeting where the Councillors at that meeting pass a motion to that effect. A motion to alter the order of business may be moved without notice.
- 3.3 Unless otherwise altered, the order of business shall be as follows:
- Attendances
 - Apologies and granting of leaves of absence
 - Confirmation of Minutes
 - Officers Reports
- 3.4 The minutes of a preceding meeting whether an ordinary or a special meeting, not previously confirmed shall be taken into consideration, at every ordinary meeting of Council, in order that such minutes may be confirmed and no discussion shall be permitted with respect to such minutes except with respect to their accuracy as a record of the proceedings.

Agendas

- 4.1 The Agenda may contain:
- Notice of meeting
 - Minutes of the previous meetings
 - Business arising out of previous meetings
 - Business which the Mayor wishes to have considered at that meeting without notice
 - Matters of which notice has been given
 - Officers reports to Council referred to the meeting by the CEO
 - Deputations and delegations
 - Any other business Council determines by resolution be included in the business paper
- 4.2 Business not on the Agenda or fairly arising from the Agenda shall not be considered at any Meeting unless permission for that purpose is given by Council at such meeting. Business must be in accordance with the adopted Terms of Reference for each Committee.

Petitions

- 5.1 Any petition presented to a meeting of Council shall:
- be in legible writing or typewritten and contain a minimum of ten (10) signatures;
 - must include the name and contact details of the Principal Petitioner (i.e., one person who is the organiser and who will act as the key contact for the issue); and
 - have the details of the specific request/matter appear on each page of the petition.
- 5.2 Where a Councillor presents a petition to a meeting of Council no debate on or in relation to it shall be allowed and the only motion which may be moved is that the petition be received; or received and referred to a committee or officer for consideration and a report to Council; or not be received because it is deemed invalid.
- 5.3 Council will respond to the Principal Petitioner in relation to all petitions deemed valid.

Deputations

- 6.1 A deputation wishing to attend and address a meeting of Council shall apply in writing to the CEO not less than seven (7) clear days before the meeting.
- 6.2 The CEO, on receiving an application for a deputation shall notify the Chair who shall

determine whether the deputation may be heard. The CEO shall inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time shall be arranged for that purpose, and a time period allowed.

- 6.3 A Council may decide to accept or not accept a deputation request. For deputations comprised of three or more persons, only three persons shall be at liberty to address Council unless the Councillors at the meeting determine otherwise by resolution. A deputation shall be given adequate opportunity to explain the purpose of the deputation.
- 6.4 If a member of the deputation other than the appointed speakers interjects or attempts to address the Council, the Chair may finalise the deputation.
- 6.5 The Chair may terminate an address by a person in a deputation at any time where:
- the Chair is satisfied that the purpose of the deputation has been sufficiently explained to the Councillors at the meeting; or
 - the person uses insulting or offensive language or is derogatory towards Councillors or staff members.
- 6.6 A suitable designated officer will be identified and will assume responsibility for the deputation including that the appointed speaker/s is notified in writing of developments or future actions as appropriate.
- 6.7 A rolling report on the status and outcome of all deputations will be presented to Council on a quarterly basis.

Motions

Motions

- 7.1 A Councillor is required to 'propose' a motion and then another Councillor is required to 'second' the motion.
- 7.2 When a motion has been moved and seconded, it shall become subject to the control of Council and shall not be withdrawn without the consent of Council.
- 7.3 Other Councillors can propose amendments to the motion which must be voted on before voting on the final motion.
- 7.4 A motion brought before a meeting of Council in accordance with the Act or these Standing Orders shall be received and put to the meeting by the Chair. The Chair may require a motion or amendment to a motion to be stated in full or be in writing before permitting it to be received.
- 7.5 The Chair may call the notices of motion in the order in which they appear on the agenda, and where no objection is taken to a motion being taken as a formal motion, the Chair may put the motion to the vote without discussion.

Absence of Mover of Motion

- 8.1 Where a Councillor who has given notice of a motion is absent from the meeting of Council at which the motion is to be considered, the motion may be:
- moved by another Councillor at the meeting; or
 - deferred to the next meeting.

Motion to be seconded

- 9.1 A motion or an amendment to a motion shall not be debated at a meeting of Council unless or until the motion or the amendment is seconded, with the exception of Procedural Motions.

Amendment of Motion

- 10.1 An amendment to a motion shall be in terms which retain the identity of the original motion and does not contradict the motion.
- 10.2 Not more than one motion or one proposed amendment to a motion may be put before a meeting of Council at any one time.
- 10.3 Where an amendment to a motion is before a meeting of Council, no other amendment to the motion shall be considered until after the first amendment has been put.
- 10.4 Where a motion is amended by another motion, the original motion shall not be put as a subsequent motion to amend that other motion.

Speaking to motions and amendments

- 11.1 The mover of a motion or amendment shall read it and shall state that it is so moved but shall not speak to it until it is seconded.
- 11.2 The Councillor who proposed the motion is given the option of speaking first on the motion. The Chair then calls on any councillor who wishes to speak against the motion. Councillors will then alternate speaking for or against the motion until all Councillors who wish to speak have had the opportunity.
- 11.3 A Councillor may make a request to the Chair for further information before or after the motion or amendment is seconded.
- 11.4 A motion or amendment may be withdrawn by the mover thereof with the consent of Council, which shall be signified without debate, and a Councillor shall not speak upon such motion or amendment thereof after the mover has been granted permission by Council for its withdrawal.
- 11.5 The mover of a motion shall have the right to reply. The mover of any amendment shall have no right of reply. Each Councillor shall speak no more than once to the same motion or same amendment except as a right of reply.
- 11.6 Each speaker shall be restricted to not more than five (5) minutes unless the Chair rules otherwise.
- 11.7 Where two or more Councillors indicate they may wish to speak at the same time, the Chair shall determine who is entitled to priority.
- 11.8 In accordance with Section 273 of the *Local Government Regulation 2012*, if a decision made at a meeting is inconsistent with a recommendation or advice given to Council by officers, the minutes of the meeting must include a statement of the reasons for not adopting the recommendation or advice.

Method of taking vote

- 12.1 The Chair will call for all Councillors in favour of the motion to indicate their support. The Chair will then call for all Councillors against the motion to indicate their objection. A Councillor may call for a 'division' to ensure their objection to the motion is recorded in the minutes. If a division is taken, the minute secretary shall record the names of Councillors voting in the affirmative and of those voting in the negative. The Chair shall declare the result of a vote or a division as soon as it has been determined.
- 12.2 Councillors have the right to request that their names and how they voted be recorded in the minutes if they so request, for voting other than by Division.
- 12.3 Except upon a motion to rescind or alter it, the resolution shall not be discussed after the vote has been declared.
- 12.4 If a report contains distinct recommendations, the decision of Council may be taken separately on each recommendation.

Rescinding or altering resolutions

- 13.1 A resolution of Council may not be altered or rescinded unless notice of motion is given in accordance with the requirements of the *Local Government Act 2009* or the Local Government Regulation 2012.
- 13.2 Where a motion to rescind or alter a resolution is lost, a motion of the same or like effect shall not be moved until at least three months after the date on which the first mentioned motion to rescind or alter was lost.
- 13.3 Councillors present at the meeting at which a motion to rescind or alter a resolution is put, may defer consideration of that motion. Such deferral shall not be longer than three months.

Procedural motions

- 14.1 A Councillor at a meeting of Council may, during the debate of a matter at the meeting, move, as a procedural motion, without the need for a seconder the following motions:
- that the question/motion be now put
 - that the motion and amendment now before the meeting be adjourned
 - that the meeting proceed to the next item of business
 - that the question lie on the table
 - a point of order
 - a motion of dissent against the Chair's decision
 - that this report/document be tabled
 - to suspend the rule required that....
 - that the meeting stand adjourned
- 14.2 A procedural motion, that the question be put, may be moved and where such a procedural motion is carried, the Chair shall immediately put the question to the motion or amendment to that motion under consideration. Where such procedural motion is lost, debate on the motion or amendment to that motion shall continue.
- 14.3 The procedural motion, that the motion and amendment now before the meeting be adjourned, may specify a time or date, to which the debate shall be adjourned. Where no date or time is specified,

- a further motion may be moved to specify such a time or date; or
- the matter about which the debate is to be adjourned, shall be included in the business paper for the next meeting.

- 14.4 Where a procedural motion, that the meeting proceed to the next item is carried, debate on the matter that is the subject of the motion shall cease and may be considered again by Council on the giving of notice in accordance with the Standing Orders.
- 14.5 A procedural motion, that the question lie on the table, shall only be moved where the Chair or a Councillor requires additional information on the matter before the meeting (or the result of some other action of Council or person is required) before the matter may be concluded at the meeting. Where such a procedural motion is passed, the Council shall proceed with the next matter on the business paper. The motion, that the matter be taken from the table, may be moved at the meeting at which the procedural motion was carried or at any later meeting.
- 14.6 Any Councillor may ask the Chair to decide on a 'point of order' where it is believed that another Councillor has:
- failed to comply with proper procedures,
 - is in contravention of the Local Government Act/Regulations, or
 - is beyond the jurisdiction power of Council.

Points of order cannot be used as a means of contradicting a statement made by the Councillor speaking. Where a 'point of order' is moved, consideration of the matter to which the motion was moved shall be suspended subject to clause 12.2. The Chair shall determine whether the point of order is upheld.

Upon the question of order suddenly arising during the process of a debate, a Councillor may raise a point of order, and thereupon the Councillor against whom the point of order is raised, shall immediately cease speaking. Notwithstanding anything contained in these standing orders to the contrary, all questions or order at any time arising shall, until decided, suspend the consideration and decision of every other question.

- 14.7 A Councillor may move 'a motion of dissent' in relation to a ruling of the Chair on a point of order. Where such motion is moved, further consideration of any matter shall be suspended until after a ruling is made. Where a motion of dissent is carried, the matter to which the ruling of the Chair was made shall proceed as though that ruling had not been made. Where as a result of that ruling the matter was discharged as out of order, it shall be restored to the business paper and be dealt with in the normal course of business.
- 14.8 The motion, 'that this report/document be tabled', may be used by a Councillor to introduce a report or other document to the meeting. On tabling the document, it ceases to be a confidential document and is available for public scrutiny.
- 14.9 A procedural motion, "to suspend the rule requiring that", may be made by any Councillor in order to permit some action that otherwise would be prevented by a procedural rule. A motion to suspend a rule shall specify the duration of such a suspension.
- 14.10A procedural motion, that the meeting stands adjourned, may be moved by a Councillor at the conclusion of debate on any matter on the business paper or at the conclusion of a Councillor's time for speaking to the matter, and shall be put without debate. Such a procedural motion will specify a time for the resumption of the meeting and on resumption of the meeting the Council shall continue with the business before the meeting at the point where it was discontinued on the adjournment.

Conduct during Meetings

- 15.1 Councillors will conduct themselves in accordance with the principles of the LGA and the standards of behavior set out in the Code of Conduct. The Chairperson may observe or be made aware of instances of possible unsuitable meeting conduct.
- 15.2 After a meeting of Council has been formally constituted and the business commenced, a Councillor shall not enter or leave from such meeting without first notifying the Chair.
- 15.3 Councillors shall speak of each other during the Council meeting by their respective titles, "Mayor" or "Councillor", and in speaking of or addressing officers shall designate them by their respective official or departmental title, and shall confine their remarks to the matter then under consideration.
- 15.4 No Councillor who is speaking shall be interrupted except upon a point of order being raised either by the Chair or by a Councillor.
- 15.5 When the Chair speaks during the process of a debate, the Councillor then speaking or offering to speak shall immediately cease speaking, and each Councillor present shall preserve strict silence so that the Chair may be heard without interruption.

4. Questions**Questions**

- 16.1 A Councillor may at a Council meeting ask a question for reply by another Councillor or an officer regarding any matter under consideration at the meeting. A question shall be asked categorically and without argument and no discussion shall be permitted at the meeting of Council in relation to a reply or a refusal to reply to the question. A Councillor or officer to whom a question is asked without notice may request that the question be taken on notice for the next Meeting.
- 16.2 A Councillor who asks a question at a meeting, whether or not upon notice, shall be deemed not to have spoken to the debate of the motion to which the question relates.
- 16.3 The Chair may disallow a question which is considered inconsistent with an acceptable request or good order, provided that a Councillor may move a motion that the Chair's ruling be disagreed with, and if such motion be carried the Chair shall allow such question.

Maintenance of Good Order**Disorder**

- 17.1 The Chair may, where disorder by other than a Councillor arises at a meeting of Council, adjourn the meeting. On resumption of the meeting, the Chair shall move a motion, which shall be put without debate, to determine whether the meeting shall proceed. Where such a motion is lost, the Chair shall declare the meeting closed, and any outstanding matters referred to a future meeting.

Attendance and Non-Attendance

Attendance of public media at meeting

- 18.1 An area shall be made available at the place where any meeting of Council is to take place for members of the public to attend the meeting and as many members of the public as reasonably can be accommodated in that area shall be permitted to attend the meeting.
- 18.2 When the Council is sitting in Closed Session, the public and representatives of the media shall be excluded.
- 18.3 The resolution that Council proceed into Closed Session must specify the nature of the matters to be considered and these matters must be in accordance with Section 275 *Local Government Regulation 2012*. The Chair may direct any persons improperly present to withdraw immediately. Council must not make a resolution (other than a procedural resolution) in a closed session. Council must resolve to move out of closed session so that a resolution can be passed on the matters considered in Closed Session.

Public Participation at meetings

- 19.1 Except when invited to do so by the Chair, a member of the public shall not take or attempt to take part in the proceeding of a meeting.
- 19.2 In each Meeting, time may be required to permit members of the public to address the Council on matters of public interest related to local government. The time allotted shall not exceed fifteen minutes and no more than three speakers shall be permitted to speak at any one meeting. The right of any individual to address the Council during this period shall be at the absolute discretion of Council.
- 19.3 If any address or comment is irrelevant, offensive, or unduly long, the Chair may require the person to cease making the submission or comment.
- 19.4 For any matter arising from such an address, Council may take the following actions:
 - refer the matter to a committee
 - deal with the matter immediately
 - place the matter on notice for discussion at a future meeting
 - note the matter and take no further action.
- 19.5 During a debate on a motion, the Chair may invite submission, comments or questions from members of the public.
- 19.6 Any person addressing the Council shall stand and act and speak with decorum and frame any remarks in respectful and courteous language.
- 19.7 Any person who is considered by the Council or the Mayor to be unsuitably dressed may be directed by the Mayor or Chairperson to immediately withdraw from the meeting. Failure to comply with such a request may be considered an act of disorder.

Version Control

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

Release Notice			
Version number	Date of issue	Amendment details	Responsible officer
1	__/__/__	Procedure drafted	
	__/__/__	Procedure adopted	
	__/__/__	Due date for revision	

SUBMISSION REGARDING DRAFT DOCUMENTATION FOR DEALING WITH COMPLAINTS ABOUT THE CONDUCT OF COUNCILLORS

Code of Conduct for Councillors in Queensland

Meeting Date: 26 June 2018

Attachment No: 4

Code of Conduct for Councillors in Queensland

DRAFT FOR CONSIDERATION

May 2018

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Any references to legislation are not an interpretation of the law. They are to be used as a guide only. The information in this publication is general and does not take into account individual circumstances or situations. Where appropriate, independent legal advice should be sought.

An electronic copy of this report is available on the Department of Local Government, Racing and Multicultural Affairs website at www.dlgma.qld.gov.au.

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Purpose of the Code of Conduct

The Code of Conduct sets out the principles and standards of behaviour expected of Councillors and Mayors when carrying out their roles, responsibilities and obligations as elected representatives for their communities. By adhering to the behaviours set out below, Councillors will increase public confidence in Local Government and Local Government decisions.

Background

Under section 150D of the *Local Government Act 2009* (the Act), the Minister for Local Government must make a Code of Conduct stating the standards of behaviour for Councillors in the performance of their responsibilities as elected representatives. In addition to this, the Code of Conduct may contain anything the Minister considers necessary for, or incidental to, the standards of behaviour.

Before assuming public office, Councillors must understand and commit to complying with the Local Government principles and obligations of Councillors in accordance with section 169 of the Act, as well as the standards of behaviour set out in this Code of Conduct. All Councillors are required to make a declaration of office under section 169 of the Act. As part of that declaration, Councillors must declare that they will abide by this Code of Conduct.

The Local Government Principles and Values

The Act is founded on five Local Government principles with which Councillors must comply while performing their roles as elected representatives. These principles are listed below:

1. Transparent and effective processes, and decision-making in the public interest
2. Sustainable development and management of assets and infrastructure, and delivery of effective services
3. Democratic representation, social inclusion and meaningful community engagement
4. Good governance of, and by, Local Government
5. Ethical and legal behaviour of Councillors and Local Government employees

This Code of Conduct provides a set of values that describe the types of conduct Councillors should demonstrate under each principle. These values are listed below:

1. In making decisions in the public interest, Councillors will:
 - make decisions in open council meetings
 - properly inform relevant personnel of all relevant information
 - make decisions in accordance with law and policy
 - commit to exercising proper diligence, care and attention
2. To ensure that the effective and economical delivery of services, Councillors will:
 - manage rate payer resources effectively, efficiently and economically
 - achieve excellence in service delivery
3. In representing and meaningfully engaging with the community, Councillors will:
 - show respect to all persons
 - clearly and accurately explain Council's decisions
 - accept and value differences of opinion
4. In exercising good governance, Councillors are committed to:
 - the development of open and transparent processes and procedures

- keeping clear, concise and accessible records of decisions
5. To meet the community's expectations for high level leadership, Councillors will:
- be committed to the highest ethical standards
 - uphold the system of Local Government and relevant laws applicable

This Code of Conduct also sets out standards of behaviour aimed at helping Councillors understand how the principles and values are put into practice while performing their official duties as elected representatives.

Each standard of behaviour is not intended to cover every possible scenario however they provide general guidance about the manner in which Councillors are expected to conduct themselves.

It is important to note that the principles, values and standards set out in the Code of Conduct are of equal importance.

Standards of behaviour

This Code of Conduct sets out the standards of behaviour applying to all Councillors (excluding Councillors who are governed under the *Brisbane City Act 2010*) in Queensland. The behavioural standards in the Code of Conduct relate to, and are consistent with, the Local Government principles and their associated values.

The standards of behaviour are summarised as the three Rs, being:

- 1. RESPONSIBILITIES**
- 2. RESPECT**
- 3. REPUTATION**

Each standard of behaviour includes, but is not limited to, several examples to guide Councillors in complying with the Code of Conduct when carrying out their role as elected officials. Councillors are to understand and comply with the following standards of behaviour as set out in the Code of Conduct listed below.

1. Carry out **RESPONSIBILITIES** conscientiously and in the best interests of the Council and the community

For example, Councillors will at a minimum:

- 1.1. Attend and participate meaningfully in all Council meetings, briefings, relevant workshops and training opportunities to assist Councillors in fulfilling their roles unless it meets exceptional circumstances and/or prior leave is given by Council to not attend the event
- 1.2. Respect and comply with all Council policies, procedures and resolutions of Council
- 1.3. Report any suspected wrongdoing to the appropriate entity in a timely manner
- 1.4. Ensure that their behaviour or capacity to perform their responsibilities as a Councillor is not impaired by the use of alcohol or drugs, or the use of such substances that may put them or others at risk while performing their duties (for example, alcohol, illegal drugs or prescribed/non-prescribed and/or restricted substances)
- 1.5. Cooperate with any investigation being undertaken by the Local Government or other entity.

2. Treat people in a reasonable, just, **RESPECTFUL** and non-discriminatory way

For example, Councillors will at a minimum:

- 2.1. Show respect for fellow Councillors, Council employees and members of the public
- 2.2. Not bully, harass, intimidate or act in a way that the public would perceive a Councillor's behavior in a derogatory way towards other Councillors, Council employees and members of the public
- 2.3. Be respectful of other people's rights, views and opinions.

3. Ensure conduct does not reflect adversely on the *REPUTATION* of Council

For example, Councillors will at a minimum:

- 3.1. When expressing an opinion dissenting with the majority decision of Council, respect the democratic process by acknowledging that the Council decision represents the majority view of the Council
- 3.2. When making public comment, Councillors must clearly state whether they are speaking on behalf of Council or expressing their personal views
- 3.3. Avoid making unnecessary or irrelevant comments or accusations about Councillors or Council employees in order to undermine them or their position
- 3.4. Ensure behaviour and presentation is appropriate to maintain the dignity of the office of Councillor.

Consequences of failing to comply with the Code of Conduct

Failure to comply with the standards of behaviour in this Code of Conduct, or other conduct prescribed in this Code of Conduct may give rise to a complaint against a Councillor's conduct and subsequent disciplinary action under the Act.

A complaint about the conduct of a Councillor must be submitted to the Independent Assessor who will assess the complaint and determine the category of the allegation. In order of most to least serious, the categories of complaint are *corrupt conduct*, *misconduct*, *inappropriate conduct* and then *unsuitable meeting conduct*.

Unsuitable meeting conduct

Under the 150H of the Act, any conduct by a Councillor that is contrary to the standards of behavior in the Code of Conduct that occurs within a meeting of Council, is dealt with as *unsuitable meeting conduct*.

Unsuitable meeting conduct by a Councillor is dealt with in a Council meeting by the Chairperson of the meeting. It is important that the Chairperson deal with matters of unsuitable meeting conduct locally, and as efficiently and effectively as possible so that Council can continue with their business of making effective decisions in the public interest.

Note: Chairpersons of meetings are carrying out a statutory responsibility under the Act to manage and lead the meeting. As such, where a Chairperson behaves inappropriately in a meeting this involves a serious breach of the trust placed in them as the Chairperson of the meeting and may be dealt with as misconduct (see below).

Inappropriate conduct

Under 150K of the Act, a complaint about any conduct against a Councillor that is contrary to standards of behavior in the Code of Conduct, and that occurs outside of a meeting of Council is dealt with as *inappropriate conduct*.

The Independent Assessor is responsible for assessing allegations of suspected inappropriate conduct. If the Independent Assessor chooses to refer the matter to the Council to deal with, the Council must deal with the matter as quickly and effectively as possible.

Misconduct

Councillors are required to comply with all laws that apply to Local Governments. This includes refraining from engaging in *misconduct*.

The Independent Assessor is responsible for assessing and investigating instances of suspected misconduct. The Independent Assessor may then refer the matter to the Councillor Conduct Tribunal to be heard and determined.

Misconduct involves the conduct or behaviours of a Councillor that:

- could, or does, adversely affect the honest and impartial performance of the Councillor's responsibilities or exercise of powers
- is, or involves:
 - a breach of trust placed in the Councillor
 - misuse of information or material acquired by the Councillor
 - a Councillor giving a direction to any other Local Government employee
 - a release of confidential information to the Local Government
 - failure by a Councillor to report the suspected conflict of interest or perceived conflict of interest by another Councillor
- is a failure by the Councillor to comply with:
 - an order made by the Local Government or Tribunal
 - acceptable request guidelines of the Local Government made under section 170A of the Act
 - the reimbursement of expenses policy of the Council.

Corrupt conduct

Corrupt conduct is defined by, and dealt with, under the *Crime and Corruption Act 2001* and must be referred to the Crime and Corruption Commission. For a Councillor, corrupt conduct involves behaviour that:

- adversely affects or could adversely affect the performance of the Councillors responsibilities, and
- involves the performance of the Councillors responsibilities in a way that:
 - is not honest or impartial, or
 - involves a breach of the trust placed in the Councillor, or
 - involves the misuse of information acquired by the Councillor, and
- is engaged in for the purpose of providing a benefit or a detriment to a person, and
- if proven would be a criminal offence.

More information

The Department's website provides further information and resources for Councillors.

The Department also provides and facilitates training for Councillors and Local Government employees to assist them to develop the knowledge, skills and understanding necessary to undertake their roles and responsibilities effectively and in the best interests of their communities.

For more information, please contact your regional office within Local Government and Regional Services in the Department on:

Telephone: **13 QGOV (13 74 68)**
Post: **PO Box 15009, City East, Queensland 4002**
Website: www.dlgrma.qld.gov.au

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SUBMISSION REGARDING DRAFT DOCUMENTATION FOR DEALING WITH COMPLAINTS ABOUT THE CONDUCT OF COUNCILLORS

Councillor Conduct Examples

Meeting Date: 26 June 2018

Attachment No: 5

Councillor Conduct Examples

For Queensland Local Governments

Purpose

This document is aimed at providing working examples of the types of conduct of Local Government Councillors.

This document is to be read in conjunction with the Model Code of Conduct for Queensland Local Governments.

Complaints about Councillor Conduct

A complaint about the conduct of a Councillor must be submitted to the Independent Assessor who will assess the complaint and determine the category of the allegation.

In order of most to least serious, the categories of complaint are **corrupt conduct**, **misconduct**, **inappropriate conduct** and then **unsuitable meeting conduct**.

Unsuitable meeting conduct

Under section 150H of the *Local Government Act 2009* (the Act), any conduct, but not inappropriate, misconduct or corruption, by a Councillor that is contrary to the standards of behavior in the Code of Conduct that occurs within a meeting of Council, is dealt with as **unsuitable meeting conduct**.

Some examples of unsuitable meeting conduct made by a Councillor may include:

- if a Councillor behaves in a Council meeting, in a way that intimidates, bullies or harasses a member of the community, another Councillor or a Council employee.
- if a Councillor continually interrupts or disrupts a speaker at a Council meeting
- if a Councillor behaves in an offensive or disorderly way in a Council meeting.

Inappropriate conduct

Under section 150K of the Act, a complaint about any conduct against a Councillor that is contrary to standards of behavior in the Code of Conduct, and that occurs outside of a meeting of Council is dealt with as **inappropriate conduct**.

Some examples of inappropriate conduct of a Councillor may include:

- a Councillor publicly makes derogatory comments about staff
- a Councillor purports to speak to the media on behalf of Council when not properly authorised under a Council policy
- a Councillor fails to comply with an order made by the Chairperson of a meeting to leave and stay away from the place at which the meeting is being held
- a Councillor has been reprimanded 3 times in 12 months for interrupting other Councillors during meetings.

Misconduct

Councillors are required to comply with all laws that apply to Local Governments. This includes refraining from engaging in **misconduct**.

Examples of misconduct are the conduct or behaviours of a Councillor that:

- could, or does, adversely affect the honest and impartial performance of the Councillor's responsibilities or exercise of powers
For example, if a Councillor knowingly provides false or misleading information during a meeting of the Council in order to affect a decision
- is, or involves:
 - a breach of trust placed in the Councillor
For example, failure by a Mayor to carry out the performance evaluation of the Chief Executive Officer in the manner determined by Council
 - misuse of information or material acquired by the Councillor
For example, releasing private information about a member of the community acquired as a Councillor
 - a Councillor giving a direction to any other Local Government employee
For example, if a Councillor directs a Council employee (other than the Mayor directing the Chief Executive Officer or other senior executive employees) to perform a duty
 - a release of confidential information to the Local Government
For example, if a Councillor provides confidential information to the media that came from a closed meeting of Council
 - failure by a Councillor to report the suspected conflict of interest or perceived conflict of interest by another Councillor
For example, if a Councillor has a reasonable suspicion that another Councillor has a material personal interest but did not disclose it to the presiding officer when the Councillor failed to disclose it
- is a failure by the Councillor to comply with:
 - an order made by the Local Government or Tribunal
For example, if a Councillor fails to pay a fine ordered by the Tribunal
 - acceptable request guidelines of the Local Government made under section 170A of the Act
For example, if a Councillor sought assistance or advice from an officer that is not in accordance with Council's acceptable request guidelines
 - the reimbursement of expenses policy of the Council.
For example, if a Councillor uses a Council vehicle for private use that is not authorised by Council's expenses policy.

Corrupt conduct

Corrupt conduct is defined by, and dealt with, under the *Crime and Corruption Act 2001* and must be referred to the Crime and Corruption Commission. For a Councillor, corrupt conduct involves behaviour that may amount to a criminal offence.

Some examples of corrupt conduct of a Councillor may include:

- a Councillor fails to declare a material personal interest in a Council meeting
- a Councillor intentionally fails to update a register of interests in order to hide an interest that could gain a benefit or a loss to the person
- a Councillor engages in fraud against the Council
- a Councillor uses information acquired by a Councillor to gain a financial benefit for the Councillor or someone else
- a Councillor directs a Local Government employee to gain a benefit or cause a detriment to the Councillor or another person
- a Councillor engages in the act of stealing against the Local Government.

More information

The Department's website provides further information and resources for Councillors.

The Department also provides and facilitates training for Councillors and Local Government employees to assist them to develop the knowledge, skills and understanding necessary to undertake their roles and responsibilities effectively and in the best interests of their communities.

For more information, please contact your regional office within Local Government and Regional Services in the Department on:

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SUBMISSION REGARDING DRAFT DOCUMENTATION FOR DEALING WITH COMPLAINTS ABOUT THE CONDUCT OF COUNCILLORS

Submission

Meeting Date: 26 June 2018

Attachment No: 6

Example Investigation Policy	
Reference	Comment
Paragraphs 8 and 10	<p>Various provisions in the draft Investigation Policy require the CEO to refer matters to the Mayor and Councillors, for example:</p> <p>(a) Paragraph 8 of the draft policy requires the CEO to forward a copy of any referral notice it receives from the Assessor to the Mayor and all Councillors.</p> <p>(b) Paragraph 10 requires the CEO to update the Mayor and Councillors if a matter has been resolved.</p> <p>Clarification is sought regarding the CEO's obligations under the <i>Public Interest Disclosure Act 2010</i> ("PID Act") in relation to a matter or referral notice referred to the CEO from the Assessor. If the matter referred from the Assessor is also the subject of public interest disclosure under the PID Act:</p> <p>(a) do the public interest disclosure obligations rest with the CEO or the Assessor; and</p> <p>(b) what steps should a CEO take to manage public interest disclosure having regard to the CEO's requirements under the policy to forward the referral notice / matter to the Mayor and Councillors.</p> <p>What steps should a CEO take to manage confidentiality, conflicts of interests and other general privacy concerns in relation to the CEO's obligation under the policy to forward the referral notice / matter to the Mayor and Councillors? How should confidentiality, conflicts of interests and other general privacy concerns be dealt with generally throughout the investigation procedure?</p>
Paragraph 14	<p>Paragraph 14 of the draft Investigation Policy requires a report to be provided to Council following the completion of an investigation. This paragraph seems inconsistent with a Council's right to delegate its powers under section 150AG to a Standing Committee as permitted by section 257(2) of the Act. We suggest a new paragraph be inserted into the procedure making it clear nothing in the procedure restricts the ability to delegate powers permitted by section 257 of the Act.</p> <p>Further, we note the procedure uses both 'Local Government' and 'Council' in various provisions. Clarification is sought regarding the meaning of 'Council' (particularly in paragraph 14). Does paragraph 14 require the outcome of the investigation to be presented at a Council meeting or simply circulated to the Mayor and Councillors? We suggest a definition of Council be inserted to avoid confusion.</p>

Model Meeting Procedures	
Reference	Comment
Paragraphs 3.3.1, 3.3.2 and 4.10.1 of the Model Meeting Procedures	These paragraphs of the Model Meeting Procedures refer to section 238 of the <i>Local Government Act 2009</i> , however this section of the legislation deals with the service of documents on local governments. The references to section 238 in the Model Meeting Procedures appear incorrect.
Paragraph 5.4	<p>This paragraph deals with two different issues. We believe the paragraph should be broken into two points as follows:</p> <p><i>'5.4 The minutes of a Local Government must clearly detail the matter discussed and reasoning for discussing the matter in closed session.'</i></p> <p><i>5.5 The Local Government must also ensure they comply with the statutory obligations associated with recording of passed resolutions.'</i></p>

12 NOTICES OF MOTION

Nil

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS/QUESTIONS

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

15 CLOSED SESSION

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

RECOMMENDATION

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

16.1 Chief Executive Officer Monthly Report

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

16 CONFIDENTIAL REPORTS

16.1 CHIEF EXECUTIVE OFFICER MONTHLY REPORT

File No: 1830

Attachments: Nil

Authorising Officer: Evan Pardon - Chief Executive Officer

Author: Evan Pardon - Chief Executive Officer

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

SUMMARY

Chief Executive Officer presenting monthly report for the period ending 19 June 2018.

17 CLOSURE OF MEETING