



ORDINARY MEETING

AGENDA

25 SEPTEMBER 2018

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 25 September 2018 commencing at 9.00am for transaction of the enclosed business.

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

CHIEF EXECUTIVE OFFICER
20 September 2018

Next Meeting Date: 09.10.18

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.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT	1
3	APOLOGIES AND LEAVE OF ABSENCE	1
4	CONFIRMATION OF MINUTES	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA.....	1
6	BUSINESS OUTSTANDING	2
	NIL	2
7	PUBLIC FORUMS/DEPUTATIONS	3
7.1	DEPUTATION - DR ALLAN DALE, JAMES COOK UNIVERSITY.....	3
8	PRESENTATION OF PETITIONS	5
	NIL	5
9	COMMITTEE REPORTS	6
9.1	PLANNING AND REGULATORY COMMITTEE MEETING - 18 SEPTEMBER 2018	6
9.2	INFRASTRUCTURE COMMITTEE MEETING - 18 SEPTEMBER 2018	13
9.3	AIRPORT, WATER AND WASTE COMMITTEE MEETING - 18 SEPTEMBER 2018	20
9.4	COMMUNITY SERVICES COMMITTEE MEETING - 19 SEPTEMBER 2018	25
10	COUNCILLOR/DELEGATE REPORTS	30
	NIL	30
11	OFFICERS' REPORTS.....	31
11.1	ENVIRONMENTAL SUSTAINABILITY STRATEGY 2018-2022.....	31
11.2	MULTICULTURAL DEVELOPMENT AUSTRALIA'S REQUEST FOR SUPPORT FOR SKILLING QUEENSLANDERS FOR WORK PROJECT TO DELIVER RIPARIAN RESTORATION WORKS.....	66
11.3	ANNUAL REVIEW OF DELEGATION OF POWERS TO THE CHIEF EXECUTIVE OFFICER	72
11.4	EXPRESSION OF INTEREST FOR THE CONSTRUCTION OF THE NEW ART GALLERY	94
11.5	APPOINTMENT OF REPRESENTATIVES OF COUNCIL TO OTHER ORGANISATIONS.....	96
11.6	PROPOSED INTERNATIONAL TRAVEL TO SHANGHAI - CHINA INTERNATIONAL IMPORT EXPO	98
11.7	PROPOSED INTERNATIONAL TRAVEL TO ZHENJIANG - INTERNATIONAL SISTER CITIES CEREMONY	100

11.8	UPDATE ON FINANCIAL STATEMENTS 30 JUNE 2018.....	102
11.9	SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 AUGUST 2018.....	152
11.10	CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT AUGUST 2018.....	159
11.11	OFFICE OF THE CEO DEPARTMENT - MONTHLY OPERATIONAL REPORT AUGUST 2018	195
12	NOTICES OF MOTION.....	211
	NIL	211
13	QUESTIONS ON NOTICE	212
	NIL	212
14	URGENT BUSINESS/QUESTIONS	213
15	CLOSED SESSION	214
16.1	ORDER OF AUSTRALIA NOMINATION	214
16.2	CHIEF EXECUTIVE OFFICER MONTHLY REPORT.....	214
16	CONFIDENTIAL REPORTS.....	215
16.1	ORDER OF AUSTRALIA NOMINATION	215
16.2	CHIEF EXECUTIVE OFFICER MONTHLY REPORT.....	216
17	CLOSURE OF MEETING	217

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 11 September 2018

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

7.1 DEPUTATION - DR ALLAN DALE, JAMES COOK UNIVERSITY

File No: 4638
Attachments: Nil
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Alicia Cutler - Chief Financial Officer

SUMMARY

Dr Allan Dale from James Cook University will present to Council on the Clean Growth Choices program, for which Council has been shortlisted to participate.

The program is a pilot program that will support communities to build leadership capacity within the community to develop place-based climate transition roadmaps.

OFFICER'S RECOMMENDATION

THAT the deputation from Dr Allan Dale be received.

THAT Council participate in the Pilot program and seek the financial support from the Department of Environment and Science for the assistance.

BACKGROUND

Rockhampton Regional Council has been invited to participate in the Clean Growth Choices program along with five other Councils: Barcaldine, Cook, Charters Towers, Central Highlands and Goondiwindi representing a diverse cross-section of Queensland's communities.

Three Council representatives attended a one day cross-community induction workshop in Brisbane on Friday 17 August.

Dr Allan Dale, is now providing an update to the entire Council before embarking on the program.

The Clean Growth Choices team is drawn from two major regional universities, the national science agency and a specialist Brisbane based eco-efficiency consultancy:

- [USQ's Institute for Resilient Regions](#)
- [JCU's Cairns Institute at James Cook University](#)
- [CSIRO's Climate Risks and Resilience Unit](#) and
- [The Ecoefficiency Group](#).

Some key requirements of Council in this program will be as follows:

1. Host a Clean Growth Choices workshop within our Council area focused on the future of your area/community as it transitions to a more resilient economy, involving leaders and contributors from across the community/industry capable of forming and leading working groups and maintaining activity and momentum around some key strategies (assisted by the CGC team);
2. Work with the CGC team in preparing for the workshop including the helping with the organisation of materials, information and other inputs to help build a deliberative engagement process that can also involve some training;
3. Work with CGC team to support and champion inter-sessional (between workshops) project teams that can actively contribute to some key priority strategies work over the next 16 months;
4. Work with CGC team to help host targeted training and support for the leadership in working groups;

5. Working with CGC team to host a strategy building workshop “Road mapping and Navigating the Clean Growth Choices” involving key strategy groups within the first three months of next year;
6. Work with CGC to plot pathways for implementing our Clean Growth Choices roadmap for your region;
7. Share Clean Growth Choices information, announcements and news on local web sites and also on the CGC website;
8. Work with CGC team to help use the process in the broader context of community and regional development
9. Actively promote the project in your community conversations.

This is a new program, so the initial pilot work with the first six communities is important to test the process, to understand the challenges and opportunities that arise, and to demonstrate what can be achieved. The program will garner the learning from the six pilot communities to inform how the program is taken forward, and to prepare guidance that can be shared wider with other communities across Queensland.

Those communities that have been considered for the pilot phase but were unsuccessful will be reengaged toward the end of the pilot. This will provide an early opportunity to review the outcomes and lessons, and to contribute ideas for the next steps and draft guidance. The Queensland Government wants to ensure that this program, and its outcomes, adds value to existing community and economic development activities that are underway or planned.

The Department of Environment and Science (DES) is willing to provide \$60,000 to each participating community to fund 0.2 of an FTE employee for 18 months to facilitate council and community participation in the Clean Growth Choice program.

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

9.1 PLANNING AND REGULATORY COMMITTEE MEETING - 18 SEPTEMBER 2018

RECOMMENDATION

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 18 September 2018 as circulated, be received and that the recommendations contained within these minutes be adopted.

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

Recommendation of the Planning and Regulatory Committee, 18 September 2018**9.1.1 BUSINESS OUTSTANDING TABLE FOR PLANNING AND REGULATORY COMMITTEE**

File No: 10097
Attachments: 1. Business Outstanding Table
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Colleen Worthy - General Manager Community Services

SUMMARY

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

COMMITTEE RECOMMENDATION

THAT the Business Outstanding Table for the Planning and Regulatory Committee be received.

Recommendation of the Planning and Regulatory Committee, 18 September 2018**9.1.2 D/17-2018 - REQUEST FOR NEGOTIATED DECISION NOTICE FOR A DEVELOPMENT APPLICATION FOR RECONFIGURING A LOT (ONE LOT INTO TWO LOTS)**

File No: D/17-2018

Attachments: 1. Locality Plan
2. Site Plan

Authorising Officer: Tarnya Fitzgibbon - Coordinator Development Assessment
Steven Gatt - Manager Planning and Regulatory Services
Colleen Worthy - General Manager Community Services

Author: Brandon Diplock - Planning Officer

SUMMARY

Development Application Number: D/17-2018

Applicant: Timothy Roy Flynn and Prue Ellen Flynn

Real Property Address: Lot 3 on RP887484, Parish of Wiseman

Common Property Address: L 3 Alton Downs - Nine Mile Road, Alton Downs

Area of Site: 15.842 hectares

Planning Scheme: Rockhampton Region Planning Scheme 2015

Planning Scheme Zone: Rural Zone (Alton Downs Precinct)

Planning Scheme Overlays: Not Applicable

Existing Development: Rural Land

Existing Approvals: Not Applicable

Approval Sought: Negotiated Decision Notice for a Development Permit for Reconfiguring a Lot (one lot into two lots)

Level of Assessment: Impact Assessable

Submissions: Nil

Infrastructure Charges Area: Charge Area 3

COMMITTEE RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the request for a Negotiated Decision Notice to Development Permit D/17-2018 for Reconfiguring a Lot (one lot into two lots), made by Timothy Roy Flynn and Prue Ellen Flynn, on land located at Lot 3 Alton Downs - Nine Mile Road, Alton Downs, described as Lot 3 on RP887484, Parish of Wiseman, Council resolves that:

1. Condition 6.1 be amended by replacing:

Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider.

with

Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider. Alternatively, renewable energy (solar) provisions can be utilised for each site provided that the amenity of the adjoining residences is not impacted.

2. Advisory Note 6 be included:

Where alternative electricity arrangements are sourced, the owner is responsible for advising any future owners that standard electricity connections are not provided.

RECOMMENDATION B

That to reflect the above changes to conditions, Timothy Roy Flynn and Prue Ellen Flynn, be issued with a Negotiated Decision Notice for Development Permit D/17-2018 for Reconfiguring a Lot (one lot into two lots).

1.0 ADMINISTRATION

- 1.1 The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:
 - 1.3.1 to Council's satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the issue of the Survey Plan Approval Certificate, unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the issue of the Survey Plan Approval Certificate, unless otherwise stated.
- 1.5 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.6 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.

2.0 APPROVED PLANS AND DOCUMENTS

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

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Plan of Proposed Lots 83 and 84	180945-01 (Sheet 1 of 1)	4 February 2018

- 2.2 Where there is any conflict between the conditions of this development approval and the details shown on the approved plans and documents, the conditions of this development approval must prevail.
- 2.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for approval by Council prior to the submission of an application for a Development Permit for Operational Works.

3.0 PLUMBING WORKS

- 3.1 Internal Plumbing of existing building (shed) located within proposed Lot 84 must be contained within the lot it serves.

4.0 ALLOTMENT DRAINAGE WORKS

- 4.1 All allotment runoff from each proposed lot must be discharged such that it must not restrict, impair or change the natural flow of runoff water or cause a nuisance or worsening to surrounding land or infrastructure.

5.0 SITE WORKS

- 5.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.

6.0 ELECTRICITY

- 6.1 Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider. Alternatively, renewable energy (solar) provisions can be utilised for each site provided that the amenity of the adjoining residences is not impacted.
- 6.2 Evidence must be provided that electricity services are available to each lot in accordance with the standards and requirements of the relevant service provider, prior to the issue of the Survey Plan Approval Certificate.

7.0 TELECOMMUNICATIONS

- 7.1 Telecommunications services must be provided to each lot in accordance with the standards and requirements of the relevant service provider.
- 7.2 Evidence that each lot is provided with telecommunications services from the relevant service provider must be provided to Council, prior to the issue of the Survey Plan Approval Certificate.

Note: The *Telecommunications Act 1997* (Cth) specifies where the deployment of optical fibre and the installation of fibre-ready facilities is required.

Note: For telecommunications services, written evidence must be in the form of either a "Telecommunications Infrastructure Provisioning Confirmation" where such services are provided by Telstra or a "Notice of Practical Completion" where such services are provided by the NBN.

8.0 ASSET MANAGEMENT

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

9.0 OPERATING PROCEDURES

- 9.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site. Storage of materials or parking of construction machinery or contractors' vehicles must not occur within Alton Downs – Nine Mile Road.

ADVISORY NOTESNOTE 1. Aboriginal Cultural Heritage

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

NOTE 2. General Environmental Duty

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

NOTE 3. General Safety Of Public During Construction

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

NOTE 4. Plumbing and Drainage Works

For any future development proposed on Lots 83 and 84, the construction of internal sanitary drainage works must be in accordance with regulated work under the *Plumbing and Drainage Act* and including the provision of On-site sewerage and disposal in accordance with the *Queensland Plumbing and Wastewater Code* and *Council's Plumbing & Drainage Policies*.

For any future development proposed on Lots 83 and 84, the construction of internal plumbing works must be in accordance with regulated work under the *Plumbing and Drainage Act* and *Council's Plumbing and Drainage Policies*. Including the provision of adequate on-site water storage for domestic and fire-fighting purposes and may include bore, dams, water storage tanks or a combination of each. The water storage must be easily accessible having regard to pedestrian and vehicular access.

NOTE 5. Access Works

For any future development proposed on Lot 83, the construction of access works must be in accordance with *Capricorn Municipal Development Guidelines* and *Australian Standard AS2890 "Parking facilities"*.

For any future development proposed on Lot 84, the existing access must be upgraded to comply with the requirements of the *Capricorn Municipal Development Guidelines*.

Rural addressing must be provided to each lot in accordance with Council's Local Law for Roads.

A permit (Operation Works (access works) or else Works in Road Reserve) must be obtained for the works within road reserve.

NOTE 6. Electricity

Where alternative electricity arrangements are sourced, the owner is responsible for advising any future owners that standard electricity connections are not provided.

Recommendation of the Planning and Regulatory Committee, 18 September 2018**9.1.3 MONTHLY OPERATIONS REPORT FOR PLANNING AND REGULATORY SERVICES - AUGUST 2018****File No:** 1464**Attachments:** 1. Monthly Operations Report for Planning and Regulatory Services - August 2018**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Steven Gatt - Manager Planning and Regulatory Services

SUMMARY

The Monthly Operations Report for the Planning and Regulatory Services Section for August 2018 is presented for Councillor's information.

COMMITTEE RECOMMENDATION

THAT the Planning and Regulatory Services Monthly Operations Report for August 2018 be 'received'.

9.2 INFRASTRUCTURE COMMITTEE MEETING - 18 SEPTEMBER 2018**RECOMMENDATION**

THAT the Minutes of the Infrastructure Committee meeting, held on 18 September 2018 as circulated, be received and that the recommendations contained within these minutes be adopted.

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

Recommendation of the Infrastructure Committee, 18 September 2018**9.2.1 BUSINESS OUTSTANDING TABLE FOR INFRASTRUCTURE COMMITTEE**

File No: 10097
Attachments: 1. Business Outstanding Table
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Peter Kofod - General Manager Regional Services

SUMMARY

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

COMMITTEE RECOMMENDATION

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

Recommendation of the Infrastructure Committee, 18 September 2018**9.2.2 AGNES STREET TRAFFIC SAFETY CONCERNS**

File No: 7127
Attachments: 1. Agnes Street site investigation
Authorising Officer: Peter Kofod - General Manager Regional Services
Martin Crow - Manager Infrastructure Planning
Stuart Harvey - Coordinator Strategic Infrastructure
Author: Stuart Singer - Technical Officer

SUMMARY

Council received an informal petition along with several customer requests for the installation of a 40km/h speed zone and / or a pedestrian crossing in Agnes Street, between Penlington and Corberry Streets. This report details the traffic safety analysis performed for this area of Agnes Street.

COMMITTEE RECOMMENDATION

1. THAT Council install pedestrian awareness signage on Agnes Street and seek agreement from McAuley Place administration for the removal of on street car parking.
2. THAT edge lining be provided along Agnes Street.

Recommendation of the Infrastructure Committee, 18 September 2018**9.2.3 PROGRESSION OF THE PORT ALMA BOAT RAMP PLAN**

File No: 8026

Attachments:

1. Letter from Minister for Transport and Main Roads
2. Map of Proposed Casuarina and Inkerman Creek boat launching sites

Authorising Officer: Chris Ireland - Manager Regional Development and Promotions
Tony Cullen - General Manager Advance Rockhampton
Martin Crow - Manager Infrastructure Planning

Author: Wade Clark - Regional Business Development Officer

SUMMARY

The Minister for Transport and Main Roads has indicated support for Council's preferred solution for two boat ramps in the Port Alma area at Casuarina Creek and Inkerman Creek and is seeking Council's in principle agreement to proceed with the project.

COMMITTEE RECOMMENDATION**THAT:**

1. Council agrees in principle to the Department of Transport and Main Roads (DTMR) proposal to progress the development of the Casuarina and Inkerman Creek boat ramps;
2. Council agrees to investigate appropriate land tenure through the Department of Natural Resources and Mines (DNRM) for the Casuarina and Inkerman Creek boat ramp car parks;
3. Council continues to negotiate a funding model with the Gladstone Ports Corporation (GPC) to fund the construction and maintenance costs for the Casuarina and Inkerman Creek car parks based on detailed designs being completed by GPC;
4. A further report to Council be presented on future budgetary impacts when detailed designs and costs for the Casuarina and Inkerman Creek car parks are completed.

Recommendation of the Infrastructure Committee, 18 September 2018**9.2.4 RIPARIAN CORRIDOR MANAGEMENT STUDY: FRENCHMANS AND THOZETS CREEKS**

File No: 1743

Attachments: 1. Riparian Corridor Management Study Summary

Authorising Officer: Martin Crow - Manager Infrastructure Planning
Peter Kofod - General Manager Regional Services

Author: Monishaa Prasad - Senior Infrastructure Planning Engineer - Floodplain Management

SUMMARY

A Riparian Corridor Management study has been completed for Frenchmans and Thozets Creeks. The study assessed the current state of the catchment and developed a holistic waterway restoration strategy. The restoration strategy includes a program of works to better manage the riparian zone across the catchment.

COMMITTEE RECOMMENDATION

THAT Council endorse the Frenchmans and Thozets Creek Riparian Corridor Management Study.

Recommendation of the Infrastructure Committee, 18 September 2018**9.2.5 FRENCHMANS AND THOZETS CREEK FLOOD STUDY**

File No: 1743
Attachments: 1. Flood Study Executive Summary
Authorising Officer: Martin Crow - Manager Infrastructure Planning
Peter Kofod - General Manager Regional Services
Author: Stuart Harvey - Coordinator Strategic Infrastructure

SUMMARY

The Frenchmans and Thozets Creeks Flood Study (2017) has reviewed and updated the original study undertaken in 2014. This report seeks Council's endorsement of this flood study.

COMMITTEE RECOMMENDATION

THAT Council endorses the 2017 Frenchmans and Thozets Creek Flood Study.

Recommendation of the Infrastructure Committee, 18 September 2018**9.2.6 INFRASTRUCTURE PLANNING MONTHLY OPERATIONS REPORT AUGUST 2018****File No: 7028****Attachments: 1. Infrastructure Planning Monthly Operations Report August 2018****Authorising Officer: Peter Kofod - General Manager Regional Services****Author: Martin Crow - Manager Infrastructure Planning**

SUMMARY

This report outlines Infrastructure Planning Monthly Operations Report for the period to the end of August 2018.

COMMITTEE RECOMMENDATION

THAT the Infrastructure Planning Monthly Operations Report for August 2018 report be received.

9.3 AIRPORT, WATER AND WASTE COMMITTEE MEETING - 18 SEPTEMBER 2018**RECOMMENDATION**

THAT the Minutes of the Airport, Water and Waste Committee meeting, held on 18 September 2018 as circulated, be received and that the recommendations contained within these minutes be adopted.

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

Recommendation of the Airport, Water and Waste Committee, 18 September 2018**9.3.1 UPDATE ON WASTE COLLECTION SURVEYS****File No: 7284****Responsible Officer: Peter Kofod – General Manager Regional Services**

SUMMARY

General Manager Regional Services presenting a verbal update on the recent roadside bin stations interim solutions survey

COMMITTEE RECOMMENDATION

1. THAT the Committee recommends that Council receive the verbal report on the residents survey on an interim waste disposal service and that the following interim waste disposal services be implemented:

Location	Weekly Waste Collection (commencing 7 October 2018)	Fortnightly Recycling Collection (commencing 7 October 2018)
Marmor	Sunday 6:30am to 8:30am	Sunday 6:30am to 8:30am
Bajool	Sunday 9:00am to 11:00am	Sunday 9:00am to 11:00am

Location	Weekly Waste Collection (commencing 7 October 2018)	Fortnightly Recycling Collection (commencing 14 October 2018)
Gogango	Sunday 6:30am to 8:30am	Sunday 6:30am to 8:30am
Westwood	Sunday 9:00am to 11:00am	Sunday 9:00am to 11:00am
Bushley	Sunday 11:30am to 1:30pm	Sunday 11:30am to 1:30pm

2. THAT the services will operate at the existing roadside bin station locations; and
3. THAT a further follow up be conducted in four (4) weeks with the residents to assess the effectiveness of this process.

Moved by: Councillor Fisher**Seconded by: Councillor Wickerson****MOTION CARRIED**

Recommendation of the Airport, Water and Waste Committee, 18 September 2018**9.3.2 MOUNT MORGAN NO.7 DAM SLALOM PILOT**

File No: 1466

Attachments: 1. Mount Morgan No.7 Dam Slalom course

Authorising Officer: Chris Ireland - Manager Regional Development and Promotions
Tony Cullen - General Manager Advance Rockhampton
Jason Plumb - Manager Fitzroy River Water

Author: Wade Clark - Acting Senior Executive Economic and Business Development

SUMMARY

Waterski Queensland Inc has requested a pilot slalom waterski event on the Mount Morgan No.7 Dam on 15 to 16 December 2018 which would be delivered by Waterski Queensland Inc.

COMMITTEE RECOMMENDATION

THAT Council approves the request for Waterski Queensland Inc to undertake a pilot slalom waterski event at the Mount Morgan No.7 Dam on 15 to 16 December 2018.

Recommendation of the Airport, Water and Waste Committee, 18 September 2018**9.3.3 ROCKHAMPTON AIRPORT MONTHLY OPERATIONS REPORT - AUGUST 2018****File No:** 7927**Attachments:** 1. Rockhampton Airport Monthly Operations
Report - August 2018**Authorising Officer:** Tony Cullen - General Manager Advance Rockhampton**Author:** Tracey Baxter - Manager Airport

SUMMARY

The monthly operations and annual performance plan report for the Rockhampton Airport for August 2018 is presented for Councillors information.

COMMITTEE RECOMMENDATION

THAT the Rockhampton Airport Operations and Annual Performance Plan Report for August 2018 be 'received'.

Recommendation of the Airport, Water and Waste Committee, 18 September 2018**9.3.4 FRW MONTHLY OPERATIONS REPORT - AUGUST 2018****File No:** 1466**Attachments:** 1. FRW Monthly Operations Report - August 2018**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Jason Plumb - Manager Fitzroy River Water

SUMMARY

This report details Fitzroy River Water's financial position and other operational matters for the Council's information as at 31 August 2018.

COMMITTEE RECOMMENDATION

THAT the FRW Monthly Operations Report for August 2018 be received.

9.4 COMMUNITY SERVICES COMMITTEE MEETING - 19 SEPTEMBER 2018**RECOMMENDATION**

THAT the Minutes of the Community Services Committee meeting, held on 19 September 2018 as circulated, be received and that the recommendations contained within these minutes be adopted.

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

Recommendation of the Community Services Committee, 19 September 2018**9.4.1 BUSINESS OUTSTANDING TABLE FOR COMMUNITY SERVICES COMMITTEE****File No: 10097****Attachments: 1. Business Outstanding Table****Authorising Officer: Colleen Worthy - General Manager Community Services****Author: Colleen Worthy - General Manager Community Services**

SUMMARY

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

COMMITTEE RECOMMENDATION

THAT the Business Outstanding Table for the Community Services Committee be received.

Recommendation of the Community Services Committee, 19 September 2018**9.4.2 COMMUNITY ASSISTANCE PROGRAM - MAJOR APPLICATION - CATHEDRAL PARISH OF ST JOSEPH**

File No: 12535
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Kerri Dorman - Administration Supervisor

SUMMARY

An application from the Cathedral Parish of St Joseph for Major Sponsorship Assistance towards The Lights of Christmas 2018 event is presented for Council consideration.

COMMITTEE RECOMMENDATION

THAT Council approves the application made under the Major Sponsorship scheme for \$15,000 cash assistance towards the staging of The Lights of Christmas event to be held from 17 – 23 December 2018.

Recommendation of the Community Services Committee, 19 September 2018**9.4.3 COMMUNITY ASSISTANCE PROGRAM - GRANTS SCHEME APPLICATION****File No:** 12535**Attachments:** Nil**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Kerri Dorman - Administration Supervisor

SUMMARY

An application from the Rockhampton Tigers Junior Rugby League for Community Grants Scheme assistance towards the Field Lighting at Elizabeth Park project is presented for Council consideration.

COMMITTEE RECOMMENDATION

THAT Council approves cash sponsorship of \$15,000.00 for the Rockhampton Tigers Junior Rugby League towards the Field Lighting at Elizabeth Park.

Recommendation of the Community Services Committee, 19 September 2018**9.4.4 COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP - GIRLS TIME OUT - YOUNG WOMENS SUPPORT SERVICE INC****File No:** 12535**Attachments:** Nil**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** John Webb - Acting Manager Communities and Culture

SUMMARY

An application from the Girls Time Out – Young Womens Support Service Inc for Major Sponsorship assistance towards the Kanaka Proud Cup 2018 event is presented for Council consideration.

COMMITTEE RECOMMENDATION

THAT Council considers the Major Sponsorship application from Girls Time Out – Young Womens Support Service Inc for funding to assist with the staging of the Kanaka Proud Cup 2018 to be held on 2 and 3 November 2018 and approves an amount of \$11,000 in sponsorship.

10 COUNCILLOR/DELEGATE REPORTS

Nil

11 OFFICERS' REPORTS

11.1 ENVIRONMENTAL SUSTAINABILITY STRATEGY 2018-2022

File No: 1174

Attachments:

1. [Environmental Sustainability Strategy](#)
2. [Summary of changes to the proposed Strategy post community consultation](#)

Authorising Officer: Alicia Cutler - Chief Financial Officer

Author: Christine Bell - Coordinator Environmental Sustainability

SUMMARY

This report tables the Environmental Sustainability Strategy 2018-2022 for Council's consideration and adoption.

OFFICER'S RECOMMENDATION

That Council:

1. Adopt the Environmental Sustainability Strategy; and
2. Direct the Sustainability Strategy Executive Group to implement an action plan for the Environmental Sustainability Strategy and to provide quarterly progress reports back to Council.

COMMENTARY

Council's *Corporate Plan 2017-2021* recognises environment and the community as key themes and seeks to achieve "an environmentally balanced and aware community, which preserves and maintains our natural environment and incorporates contemporary and proven sustainability principles, as part of all activities for current and future generations".

The Environmental Sustainability Strategy delivers on this commitment by providing a vision, objectives and pathways to advance sustainability across the Rockhampton Region. The Strategy was developed with input from the Mayor, Councillors, Leadership Team, Council managers, officers and the wider community. The proposed Strategy was released for public exhibition in June 2018 and the final version prepared following a six week consultation period. Attachment 1 provides the fully revised Strategy and Attachment 2 provides a summary of changes post community consultation.

As part of the overarching internal sustainability governance framework, the Sustainability Strategy Executive Group is responsible for providing strategic direction for the development and implementation of Council's Environmental Sustainability Strategy. Once the Strategy is adopted, the Group will meet quarterly to monitor and review progress against a rolling Action Plan and to identify further opportunities for sustainability improvement across Council.

PREVIOUS DECISIONS

30 January 2018: Council received and endorsed the information contained within the 'Environmental Sustainability Strategy – Proposed Framework', establishing an internal sustainability governance framework and a proposed approach to development of this Strategy.

29 May 2018: Council endorsed the proposed Environmental Sustainability Strategy and approved public exhibition to seek community feedback.

BUDGET IMPLICATIONS

Budgetary consideration should be given in the 2018-19 year and beyond for the purposes of implementing the Strategy. No additional funds are requested at this stage, but should Council priorities change, more effort could be managed.

STAFFING IMPLICATIONS

Environmental sustainability is everyone's responsibility and, as such, this Strategy outlines pathways and actions for Council to embed sustainability in everything we do. Through the Sustainability Strategy Executive Group and Internal Sustainability Working Group, the Environmental Sustainability Unit will continue to work with the Leadership Team, Managers and staff to advance environmental sustainability across Council and the Region.

CORPORATE/OPERATIONAL PLAN

This report progresses key actions as specified in the *Operational Plan 2018-2019*:

- 3.3.2.1 Develop an Environmental Sustainability Strategy which defines Council's areas of focus and key priority actions.
- 3.3.2.2 Facilitate implementation of Council's Environmental Sustainability Strategy.

CONCLUSION

Environmental sustainability is about taking care of the environment so that our environment can continue to take care of us. By actively pursuing a coordinated approach to sustainability, we will better integrate economic, environmental, social and governance considerations into our decision making processes and ensure that Council positively influences the continuing quality of life, prosperity and liveability of our Region.

ENVIRONMENTAL SUSTAINABILITY STRATEGY 2018-2022

Environmental Sustainability Strategy

Meeting Date: 25 September 2018

Attachment No: 1



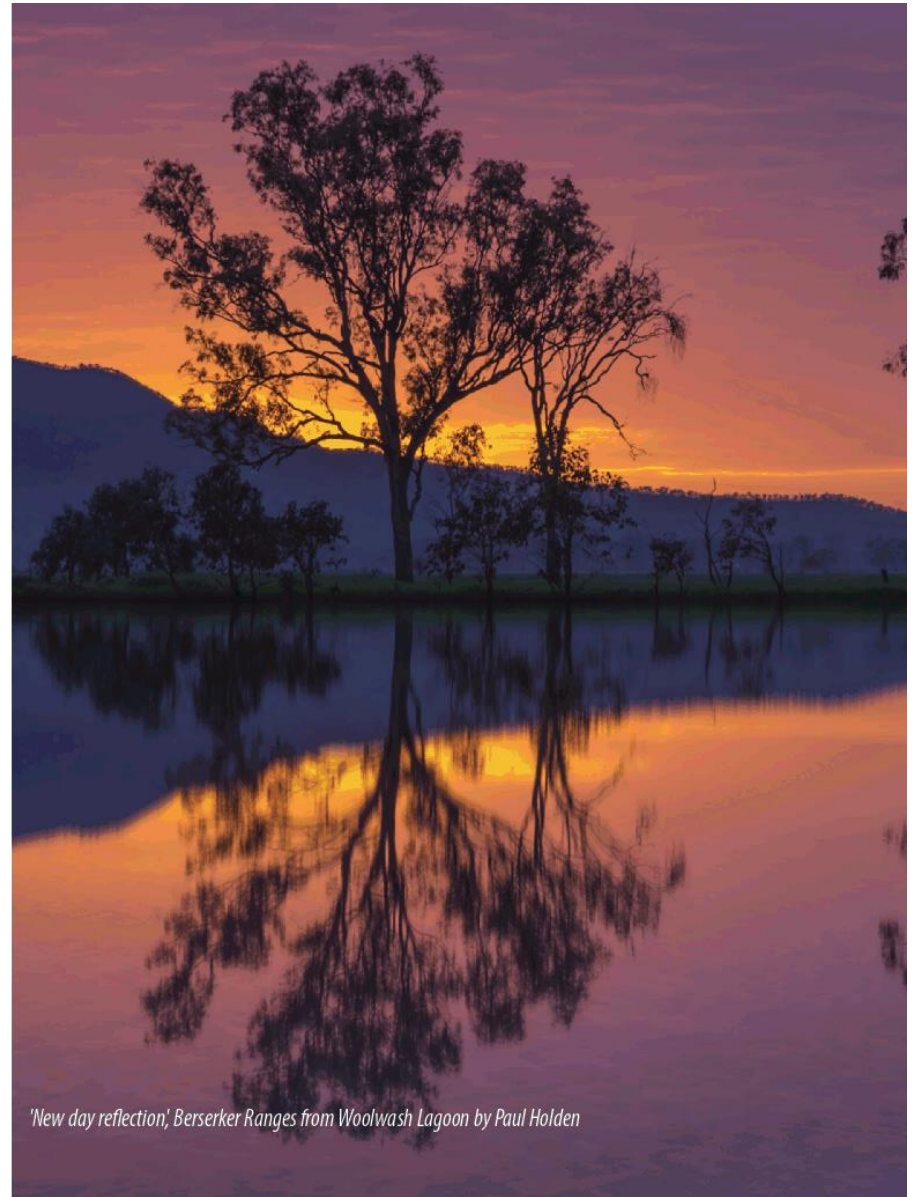
ACKNOWLEDGEMENTS.

Rockhampton Regional Council acknowledges the traditional custodians of the land on which we live and work and recognise their continuing connection to land, water and community. We pay our respects to Elders past, present and emerging.

Council also gratefully acknowledges contributions to our local natural environment by:

- BirdLife Capricornia
- Capricorn Conservation Council
- Capricornia Catchments
- CQUniversity
- Darumbal people
- Department of Environment and Science
- Department of Natural Resources, Mines and Energy
- Fitzroy Basin Association
- Fitzroy Partnership for River Health
- Great Barrier Reef Marine Park Authority
- Greening Australia
- Landcare
- Native Plants Capricornia

Council also acknowledges the input of the Rockhampton Region community and local photographers in the preparation of this Strategy.



'New day reflection,' Berserker Ranges from Woolwash Lagoon by Paul Holden



CREATING A SUSTAINABLE FUTURE FOR OUR REGION.

The environment is all around us. From the air we breathe to the soil beneath our feet. From the bush to our city streets. From our creeks to our mighty rivers and beyond.

Our natural environment sustains us, providing access to clean water, air, food and shelter. It also underpins our economy, climate and the liveability of our Region. How we feel about this environment is often shaped by our understanding and connection with nature. Many of us identify with specific sights, smells, sounds and experiences – like the smell of local trees in bloom, the sound of birds as you take a walk, the feeling of catching your first fish from the Fitzroy River or the cool fresh air as you take in views from Mount Archer. Protecting and maintaining this natural environment is essential if we want it to continue to support the liveability and prosperity of our Region.

At its heart, environmental sustainability is about taking care of the environment so that our environment can continue to take care of us, both now and indefinitely into the future. Sustainability requires that we tackle diverse goals, such as increasing water and energy efficiency, protecting water quality and biodiversity, reducing waste and altering transportation choices. If we are to hasten the transition to a sustainable future, we must encourage the adoption of a wide array of actions and behaviours that support these goals.

This Strategy provides a vision, shared objectives and pathways to advance sustainability across our Region. It also outlines the actions required for Council to integrate sustainable practices into its operations, as well as its community programs and services. Realising this vision will require Council to work in partnership with the community, private sector and other levels of government to ensure that we continue to protect and enhance our environment for current and future generations.



Councillor Drew Wickerson
Environment and Sustainability Portfolio



OUR LOCAL CONTEXT.

Council has a significant opportunity to contribute to sustainability within our Region by influencing urban planning, transport, economic and community development; implementing best practice waste and water management; and by leading community education, public land management and the delivery of specific environment and sustainability programs. Council also has opportunities to minimise its environmental footprint and associated costs through reduction of waste, water, energy and resource use.

Council's move towards environmental sustainability has been influenced by a number of key drivers. These drivers include the desire to:

- better understand Council's and the community's environmental impacts;
- respond to community expectations by embracing our legal, moral and ethical responsibilities;
- promote ecologically sustainable development within our Region;
- continually improve our environmental performance by complying with and where practical exceeding the requirements of legislation, policies and standards;
- make wise use of our resources;
- control the increasing costs of fuel, water, energy and waste disposal;
- minimise and manage the risks associated with extreme weather events and our changing climate;
- reduce regulatory costs and liabilities;
- encourage a regional transition from a net consuming community to a net producing community;
- encourage sustainable food production, agriculture and other local industries;
- strengthen regional collaboration; and
- create new jobs and investment opportunities that will deliver long term social and economic benefits for our Region.

Why?

Our natural environment includes a range of ecosystems that support our Region. It is the productive lands, waterways and habitats that capture or remove pollutants, regulate weather and atmospheric conditions, and support our diverse flora and fauna. It also provides us with clean air, water, food and a variety of minerals that sustain our industries and lifestyles and deliver economic, social and cultural benefits to our communities.

'Flying', Murray Lagoon by Brett Nicholls

5

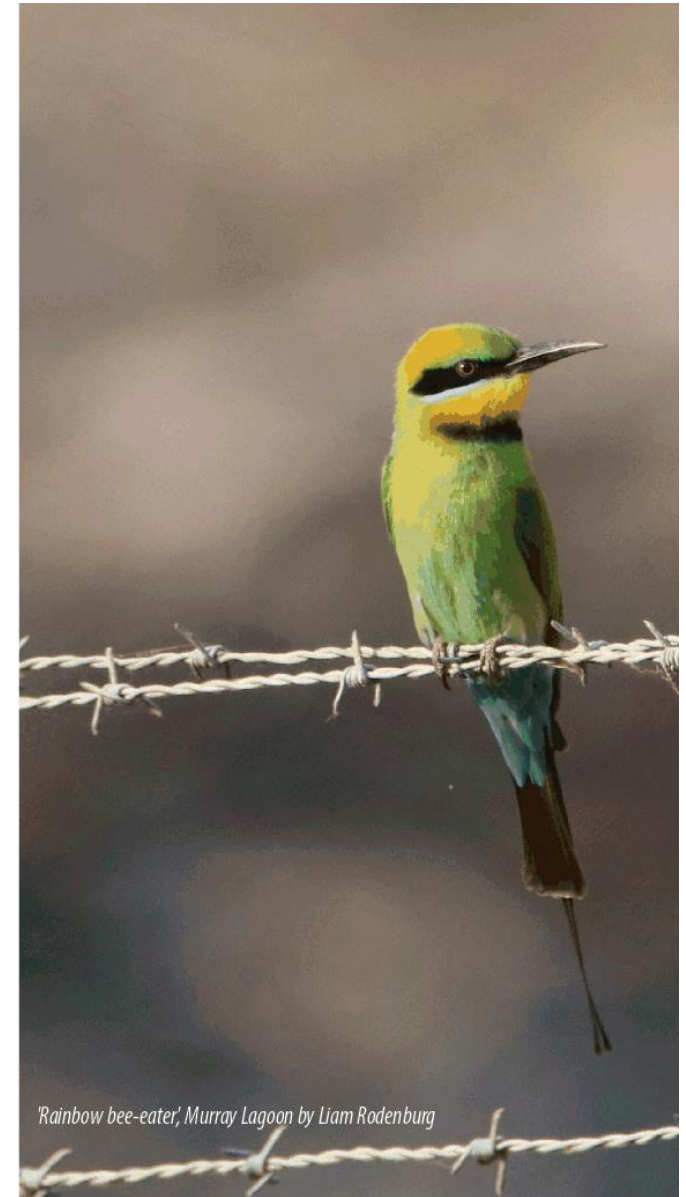
Our community.

The Rockhampton Region supports a variety of urban and rural communities, industries and livelihoods across a vast geographic area of 6,560km². The Region has a population of 87,769 mostly located in the urban areas and is forecast to grow to 113,096 by 2036.

The Region is transforming into a major economic and lifestyle hub for the broader Central Queensland area. The city of Rockhampton functions as the major service centre for business and employment, and a range of smaller townships provide an opportunity for people to live a productive and sustainable rural lifestyle, with easy access to the services of the larger urban centres.



6



'Rainbow bee-eater', Murray Lagoon by Liam Rodenburg

The Rockhampton Region currently has about 30% of its pre-clearing remnant vegetation (Queensland Government, 2017). Remnant vegetation can provide social benefits like tourism, education and recreation. It also provides habitat for our native flora and fauna, helps protect against salinity and soil erosion, assists in maintaining water quality and regulating water flows in our creeks and complements bushland protected in National Parks and other nature conservation reserves.

Our Region includes extensive wetlands, creeks and river systems covering nearly 6% of our total area. The Fitzroy River is the largest river system flowing to the Great Barrier Reef.

A range of species are endangered, vulnerable or near threatened under the *Nature Conservation Act 1992* including the glossy black cockatoo, Capricorn yellow chat, powerful owl, black-breasted button quail, ghost bat, koala, greater glider, white-throated snapping turtle, estuarine crocodile and the Fitzroy River turtle.

(Queensland Government, 2017, *Wildlife Online*
Extract for Rockhampton Local Government Area).

Our native wildlife.



Our native vegetation.



Our regional waterways.



Our climate.

The Rockhampton Region experiences a variety of extreme weather cycles that are, and have always been, part of our natural environment. Drought, heat waves, fire, storms and riverine flooding are key elements of the natural cycle of life which drive aspects of both the local ecology and economy (such as barramundi and prawn fisheries). Climate change has the potential to disrupt 'business as usual' with the Rockhampton Region predicted to experience:

- HIGHER AVERAGE TEMPERATURES
- HIGHER RISK OF FIRE
- MORE RISK OF DROUGHT
- MORE FREQUENT FLOODS
- MORE SEVERE STORMS
- MORE INTENSE DOWNPOURS
- RISING SEA LEVEL
- MORE EXTREME HEATWAVES

8

(Queensland Government Department of Environment and Heritage Protection, 2016, Climate Change in the Central Queensland Region)

'In flood', Fitzroy River by Paul Holden



Our challenges.

As a Region, we face a number of challenges. Not only do we need to adapt to the normal patterns of drought, flood and heat but the Central Queensland Sustainability Strategy 2030 (Fitzroy Basin Association, 2014) holds that:

"The condition of our natural assets is expected to continue to decline as the population grows, land use intensifies and the climate progressively changes. Vegetation disturbance, soil erosion and impacts on water quality and quantity will continue to be important management challenges for the region.

The region currently supports stronghold populations of some species that used to be more widespread. These will be under further pressure, and more species will become locally extinct. Remnant vegetation is vulnerable to further clearing.

Marine ecosystems, including the Great Barrier Reef, are expected to decline from the impacts of climate change, agricultural run-off and coastal development. The impacts of increasing temperature and changing climate patterns on ecosystems are very difficult to predict.

Maintaining the extent and connectivity of natural ecosystems, such as vegetation corridors and natural water flows, provides the best opportunities for ecosystems to adapt. Similarly, climate change poses a risk to industries and communities that rely on our natural assets."

Overcoming these challenges will require us to work collaboratively with stakeholders to support regional resilience and adaptation.

OUR PATHWAYS TO A SUSTAINABLE FUTURE.

We know that the future isn't just somewhere we're going... it's something we're creating.

Our vision

We want the Rockhampton Region to be a great place to live, work, play, learn and invest - both now and in the future.

Our approach

To achieve this vision, we must choose to create a Region where our environment is a key priority because it underpins all that we rely on.

Council is committed to putting sustainability into action through its corporate commitments and governance arrangements; its strategies and operations; and its community services, programs and partnerships.

But we cannot implement this sustainability vision on our own. Only together can we create the sustainable future we want to see for our Region. In pursuing this sustainability journey, Council recognises the need to work collaboratively, learn from our experiences and refine our approach to ensure we continue to support actions that are both practical and effective.

This Strategy will deliver on our vision for a sustainable future through four interconnected pathways. Together the pathways will help guide our approach to protect our natural environment, empower our community to live more sustainably, enhance the liveability of our Region, ensure that we use our resources more wisely and much more. The pathways are supported by a range of strategic actions that Council will lead over the life of this Strategy.

As Council's first Environmental Sustainability Strategy, this document outlines the key areas that Council will seek to actively progress through to 2022, establishing the foundations for further targeted priorities beyond that time.







OBJECTIVE

Let's work together to protect, maintain and enhance our natural environment.

TARGETS

- Programs in place to maintain and enhance our natural assets, waterways and green corridors
- Programs in place to protect remnant vegetation and support local biodiversity in urban areas
- Long-term trending improvement in net waterway health

STRATEGIC ACTIONS

- 1.1** Take steps to better understand our local natural environment and its inherent biodiversity values in order to inform and prioritise management actions.
- 1.2** Foster strong partnerships to protect, maintain and enhance our local natural environment.
- 1.3** Implement actions to improve waterway health and better manage the condition of key natural assets, green corridors and urban waterways.
- 1.4** Develop tools to better protect our natural environment, local biodiversity and remnant vegetation from development and other pressures.
- 1.5** Celebrate our natural assets, and their contribution to the liveability of our region, through a targeted long-term communications campaign.



'Green bushland', Mount Morgan by Claudia Brooks

KEY FOCUS AREAS.

- Collaborative arrangements with our local and regional natural resource management groups, community groups and indigenous groups
- Ensure continued engagement with the Fitzroy Partnership for River Health and the Reef Guardian Council's program
- Development of a natural environment plan to guide management actions
- On-ground environmental management works
- Implementation of the Biosecurity Plan including weed and pest management activities
- Parks maintenance and improvement activities
- Investigate potential opportunities to support biodiversity protection in conjunction with the State Government's Nature Refuge Program and other local projects



OBJECTIVE

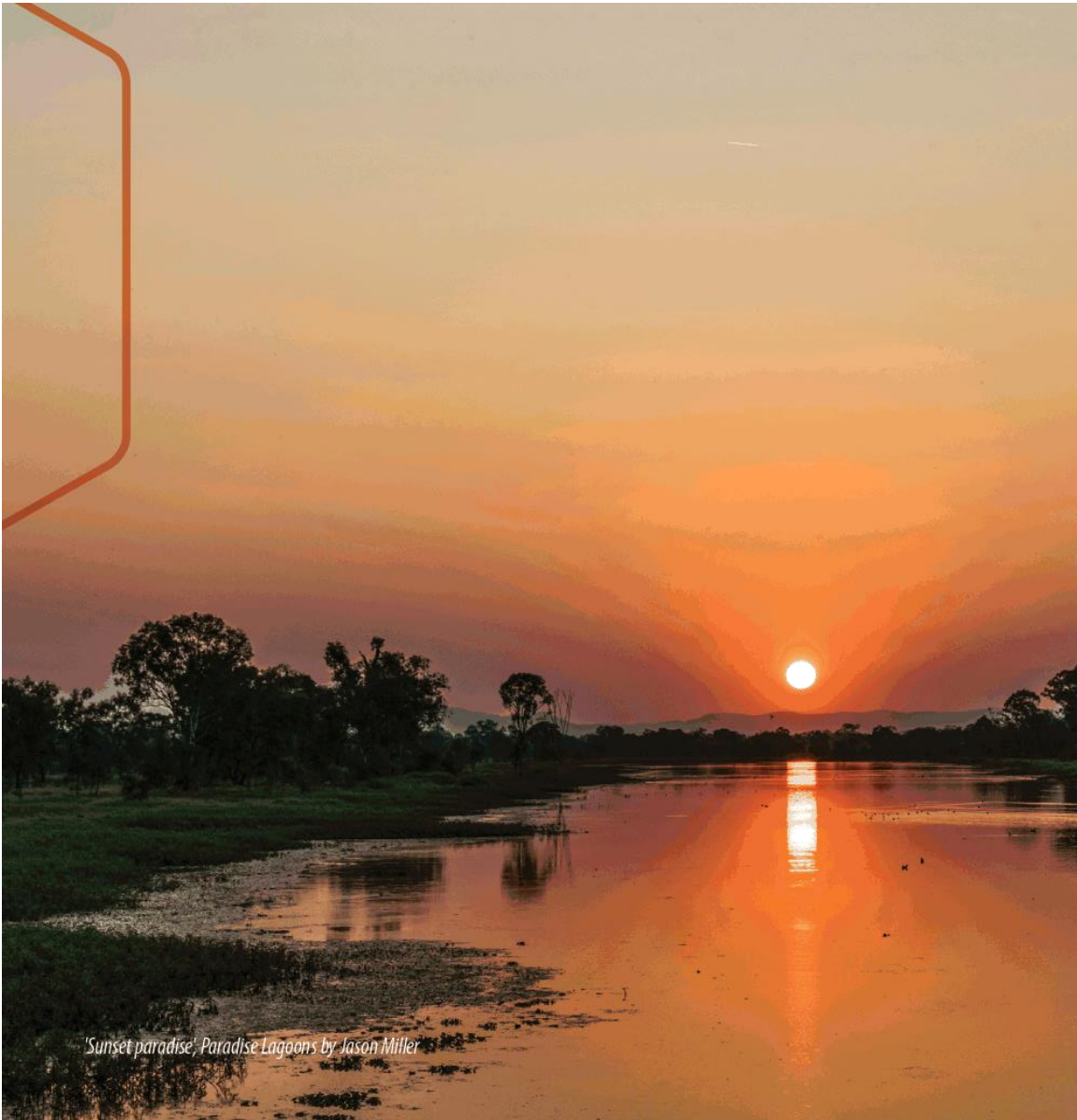
Let's work together to strengthen our community capacity to live sustainably.

TARGETS

- Community sustainability engagement programs in place
- Community-based environment and sustainability initiatives encouraged and recognised
- Increased canopy cover within the urban footprint

STRATEGIC ACTIONS

- 2.1** Bring nature back into the community's hearts, minds and everyday lives by creating opportunities to connect with nature and get involved with Council's natural environment program.
- 2.2** Foster sustainable behaviour and encourage the community's wise-use of resources, through targeted sustainability communications and engagement programs.
- 2.3** Encourage initiatives that increase canopy cover within our urban areas and green corridors to enhance liveability and environmental benefits.
- 2.4** Provide support and funding for community-based environment and sustainability initiatives.
- 2.5** Recognise and celebrate sustainability improvements achieved by local individuals, schools, businesses and community organisations.



'Sunset paradise', Paradise Lagoons by Jason Miller

KEY FOCUS AREAS.

- Resource utilisation, total life cycle analysis, waste reduction and recycling programs
- Water-wise education program and water rebates for water efficient products
- Support to community groups via the Community Assistance Program
- Support for events such as Tropicana, Small Landholders Day, Fitzroy River Barrage Open Day, National Tree Day and Clean Up Australia Day
- Targeted environment and sustainability engagement programs
- Street tree inventory
- Streetscape planting and maintenance program
- Nature-based community engagement program that includes capability building workshops, free native plants and opportunities for tree planting and other environmental management activities
- Programs that support our community to live more sustainably
- Implementation of the CBD Streetscape Design Manual and Parks Planting Palette

15



OBJECTIVE

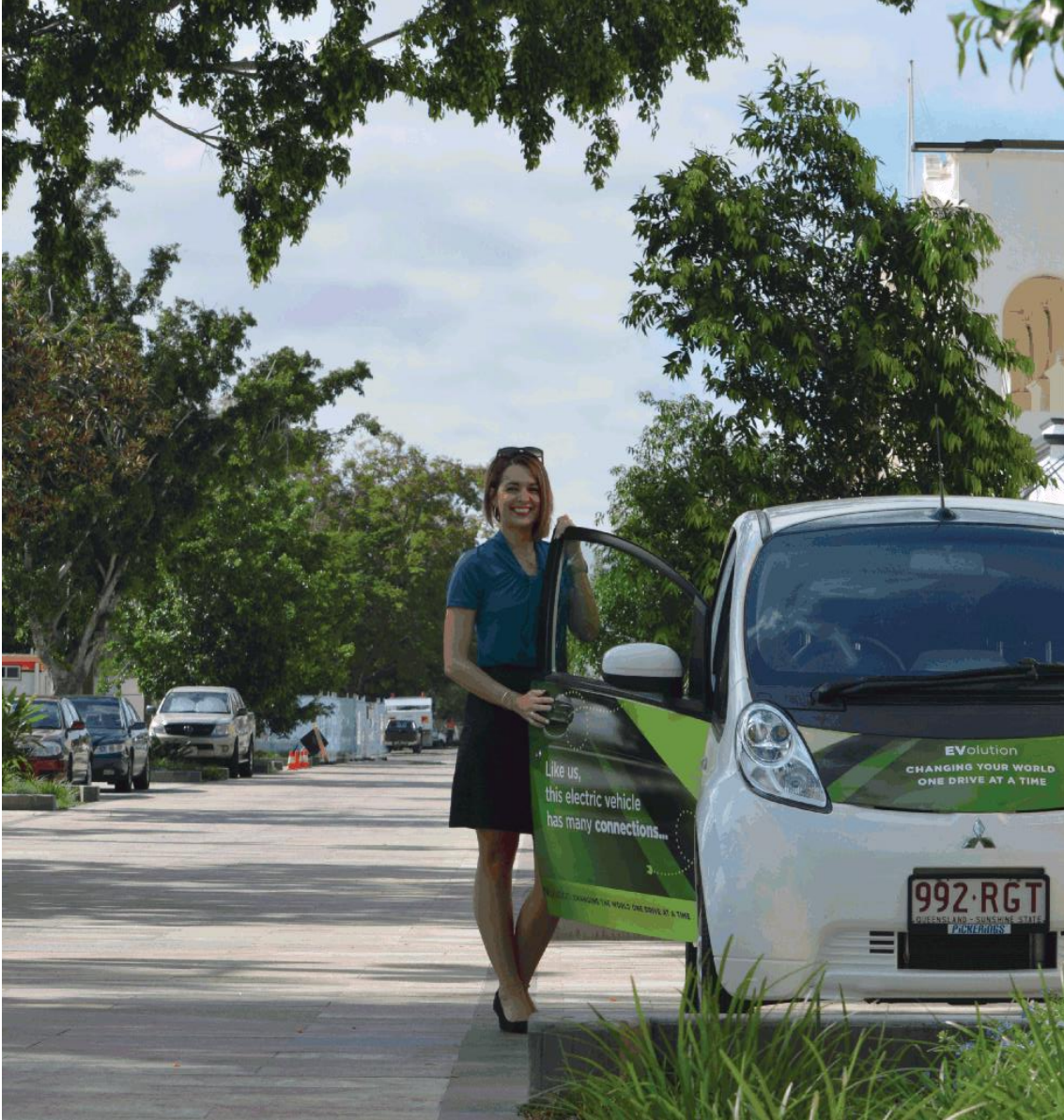
Let's work together to create a liveable region that encourages sustainable industry and infrastructure.

TARGETS

- Council's planning instruments actively encourage sustainable development
- Major Council projects incorporate sustainable design and procurement considerations
- Eco-tourism ratings achieved for key local destinations
- Roadmap in place to support clean growth choices

STRATEGIC ACTIONS

- 3.1** Develop and maintain partnerships that encourage sustainable industry and infrastructure.
- 3.2** Grow local visitation and tourism opportunities that celebrate our natural assets and contribute to the liveability of our region.
- 3.3** Maximise opportunities to embed environment and sustainability considerations within planning, policy and infrastructure development.
- 3.4** Encourage and raise the profile of best practice environmentally sustainable development through a range of local demonstration projects.
- 3.5** Develop resilience to our changing climate and extreme weather events, by improving our understanding of the impacts of these events and the available response options.



KEY FOCUS AREAS.

- Nature-based tourism programs including the continued implementation of the Mount Archer Activation Plan and Recreational Fishing Strategy
- Active transport and land use planning
- Ecologically sustainable development practices
- Showcasing leading water management practices
- Energy efficiency and renewable energy projects
- Continued support for Queensland's electric vehicle super highway
- Progress the Clean Growth Choices roadmap for the Region in partnership with the Queensland Government
- Enhancing consideration of environmental sustainability within Council's policies and planning instruments
- Increasing resilience to extreme weather
- Agriculture and horticulture industry development initiatives



OBJECTIVE

Let's work together to continually improve Council's corporate sustainability.

TARGETS

- Internal sustainability engagement program in place
- Environmental management systems operating for nominated units
- Majority of Council's operational electricity needs sourced from renewable energy

STRATEGIC ACTIONS

- 4.1** Demonstrate sustainability leadership by integrating environmental sustainability as a core principle within Council's governance framework.
- 4.2** Foster sustainable behaviour, and encourage Council's wise use of resources, by exploring opportunities to use our resources more efficiently.
- 4.3** Implement a program to better understand and manage Council's environmental risks.
- 4.4** Demonstrate progress on corporate sustainability improvements via Council's Annual Report and associated communications.



KEY FOCUS AREAS.

- Sustainability to be embedded in procurement plans and procedures
- Internal sustainability engagement program, supported by a sustainability seed fund to help staff identify and trial key opportunities for improvement
- Reduced waste and improved energy and water efficiency
- Improved visibility and management of key resource usage metrics
- Improvements to landfill gas, leachate and stormwater management at Lakes Creek Road landfill
- A \$5 million Sustainable Rockhampton Investment Fund to support projects which deliver both positive environmental outcomes and real operational savings
- Improved environmental management practices for high risk operational areas
- Proactive planning to increase Council's resilience to drought, fire, heat, flood and changing climate



IMPLEMENTING THE STRATEGY.

This Strategy acts as a bridge between our Corporate Plan commitments and the implementation of environmental sustainability initiatives through our annual Operational Plan. Council acknowledges that actively pursuing a coordinated approach to sustainability will better integrate economic, environmental, social and governance considerations across all decision-making processes. Adoption of this Strategy will also enable Council to build on its commitment to a sustainable future, embed environmental sustainability into the core business of Council and influence the continuing quality of life, prosperity and liveability of our Region.

This Strategy will be supported by:

- Continued development of our **regional and community partnerships** to ensure we make the best use of finite resources and avoid duplication of effort or missed opportunities.
- Strong sustainability leadership, supported by a clear **sustainability governance framework** and internal Council working groups.
- An annual **action plan**, embedded within Council's Operational Plan, that details the desired programs and resources required to implement the Strategy.
- **Budget** for implementing the annual action plan, subject to annual Council budget approvals and other sources such as government grants and incentive programs.
- An annual **engagement and communications plan** to ensure that Council employees, its partners and the community are engaged and informed during the life of the Strategy. This will be delivered through Council's programs, events, Council meetings, newsletters, notices, website and social media.
- Regular **monitoring and evaluation**, in conjunction with the quarterly review of the Operational Plan, to determine the extent to which actions within the Strategy are being successfully implemented, meeting their objectives and effectively engaging Council and the community to advance sustainability.
- An **annual update on implementation of this Strategy** at the end of each financial year as part of Council's annual reporting process to ensure this sustainability journey remains open and transparent to all involved.



'The perennial Frenchmans Creek' by Geoff Higgins

GET INVOLVED.

Whether you're an individual, family, community group or local business, you can help to support a sustainable future for the Rockhampton Region. Here's how:

- | | |
|--------------|---|
| Learn | <ul style="list-style-type: none"> • Understand your own environmental impact and the opportunities to reduce these impacts both at home and at work. • Read, take a course or visit Council's website to find out more: www.rockhamptonregion.qld.gov.au/EnvironmentalSustainability • Sign up to Council's sustainability e-newsletter to stay up to date with local sustainability projects and events. |
| Act | <ul style="list-style-type: none"> • Be proactive and create positive change in your life. Start with the issues that matter most to you – get out and reconnect with nature, eat locally grown sustainable food, start composting, use reusable coffee cups, water bottles and shopping bags or invest in renewable energy. Every little bit counts. • Be part of the solution. Join a local group undertaking projects that interest you or develop a new initiative to encourage the kind of change you'd like to see in our Region. |
| Share | <ul style="list-style-type: none"> • Help others to support a sustainable future by sharing your sustainability journey with your friends and family - in person or via social media. • Or share your sustainability hacks with us by emailing sustainability@rrc.qld.gov.au and we'll help you share the word. |

"You cannot get through a single day without having an impact on the world around you. What you do makes a difference and you have to decide what kind of difference you want to make." - Dr Jane Goodall





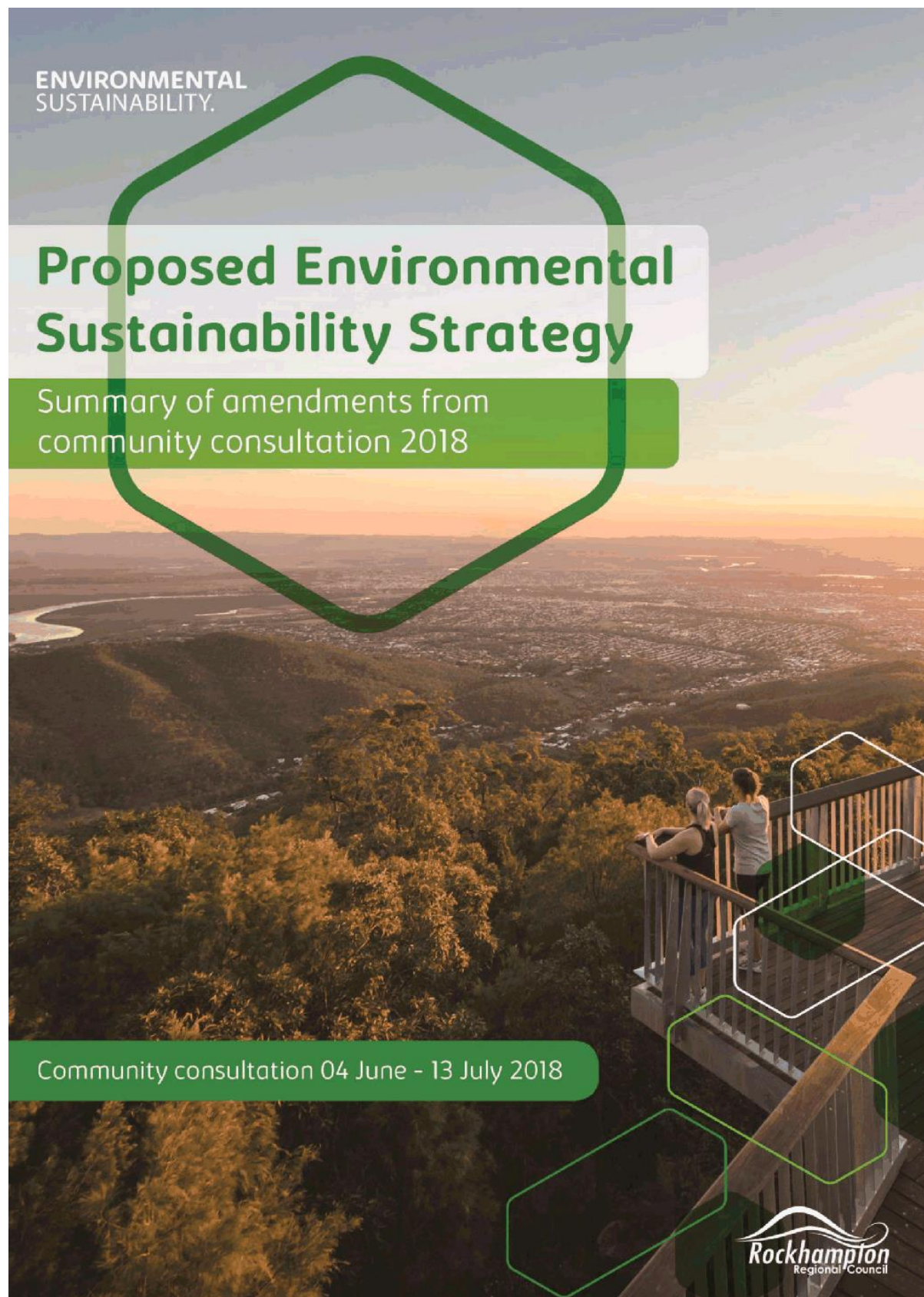


ENVIRONMENTAL SUSTAINABILITY STRATEGY 2018-2022

Summary of changes to the proposed Strategy post community consultation

Meeting Date: 25 September 2018

Attachment No: 2



Proposed Environmental Sustainability Strategy – Summary of community feedback

Council released the proposed Environmental Sustainability Strategy for public consultation during the period 04 June to 13 July 2018. The proposed Strategy was advertised in the World Environment Day lift-out of the Rockhampton Morning Bulletin on 05 June 2018 and received extensive local print media and social media coverage. A diverse range of local stakeholders received direct email notification and the proposed Strategy was publicly displayed at Council's Customer Service Centres, Rockhampton Regional Library, the Rockhampton Agricultural Show and the Kern Arcade 'For Lease' Space.

During the consultation period, officers from the Environmental Sustainability Unit engaged in more than 200 individual discussions with a range of organisations and local residents. From this, Council received 14 formal submissions covering more than 100 separate suggestions. Submissions were received on behalf of the Darumbal people, the Department of Environment and Science, Greening Australia, Capricorn Coast Landcare and Minimal Waste Central Queensland, Fitzroy Basin Association, Capricornia Catchments and a variety of individuals. As part of the consultation period, more than 150 local residents also signed up to Council's new sustainability e-newsletter to learn more about local environment and sustainability opportunities.

There were a number of key themes raised during public consultation as follows:

- Overwhelmingly, the community acknowledged the proposed Strategy as a welcome step forward for Council and provided positive support for Council's renewed focus on environment and sustainability. The community and key stakeholders also appreciated the opportunity to have their say on the proposed new approach and their areas of interest.
- Feedback indicated a high level of support for key initiatives including increased canopy cover to shade and cool the region, Council's wise-use of resources and increased use of renewable energy, establishment of a targeted natural environment program and community programs which aim to 'bring nature back', approaches which foster sustainable behaviours and improvements to Council's environmental management practices and operational accountability.
- Much of the feedback addressed opportunities to implement the Strategy and many of the respondents were keen to see the next level of detail relating to implementation plans and proposed delivery timeframes.
- The community feedback also identified a number of opportunities to improve upon and provide further clarification within the proposed Strategy and its supporting Action Plan. Primarily, there was recognition that more could be done around indigenous connection to land, water and culture; drought/heat/fire and flood-proofing the region as well as responding to the additional risks of climate change; opportunities to progress a 'just transition' to a cleaner, greener future; and opportunities to put an environment levy into action to better resource the management of our local natural environment.

The collective feedback has been reviewed and where appropriate, the suggested changes have been incorporated in the final Environmental Sustainability Strategy and flagged for consideration in the supporting Action Plan. Changes are detailed in the following table with minor changes reflected in grey (revised wording) and major changes in yellow (content and actions).

Suggested changes to the Strategy:

Theme	Change
Acknowledgements (p2)	<ul style="list-style-type: none"> • <i>Updated departmental name:</i> Department of Natural Resources, Mines and Energy • <i>Changed last dot point to a new line that reads:</i> Council also acknowledges the input of the community and local photographers in the preparation of this Strategy.
Sustaining our Region (p4)	<i>Added new driver as third last point:</i> encourage sustainable food production, agriculture and other local industries
Why (p5)	<i>Revised existing section to read:</i> Our natural environment includes a range of ecosystems that support our Region. It is the productive lands, waterways and habitats that capture or remove pollutants, regulate weather and atmospheric conditions, and support our diverse flora and fauna. It also provides us with clean air, water, food and a variety of minerals that sustain our industries and lifestyles and deliver economic, social and cultural benefits to our communities.
Our community (p6)	<i>Removed reference to localities. Replaced with:</i> The Rockhampton Region supports a variety of urban and rural communities, industries and livelihoods across a vast geographic area.
Wildlife species (p7)	<ul style="list-style-type: none"> • <i>Revised wording:</i> 'Capricorn yellow chat' • <i>Revised capitalisation:</i> 'Fitzroy River turtle' • <i>Added species:</i> 'white-throated snapping turtle' • <i>Removed species:</i> 'bridled nailtail wallaby' (<i>potentially occurring but not observed to occur within the LGA</i>) • <i>Added source:</i> (Queensland Government, 2017, Wildlife Online Extract for Rockhampton Local Government Area)
Our climate (p8)	<ul style="list-style-type: none"> • <i>Added text:</i> The Rockhampton Region experiences a variety of extreme weather cycles that are, and have always been, part of our natural environment. Drought, heat waves, fire, storms and riverine flooding are key elements of the natural cycle of life which drive aspects of both the local ecology and economy (such as barramundi and prawn fisheries). Climate change has the potential to disrupt 'business as usual' with the Rockhampton Region predicted to experience... • <i>Added source:</i> (Queensland Government Department of Environment and Heritage Protection, 2016, Climate Change in the Central Queensland Region) • <i>Changed photo and caption:</i> In flood, Fitzroy River.
Our challenges (p9)	<i>Revised wording:</i> As a Region, we face a number of challenges. Not only do we need to adapt to the normal patterns of drought, flood and heat but the Central Queensland Sustainability Strategy 2030 (Fitzroy Basin Association, 2014) holds that the "condition of our natural assets is expected to continue to decline as the

Theme	Change
	<p>population grows, land use intensifies and the climate progressively changes. Vegetation disturbance, soil erosion and impacts on water quality and quantity will continue to be important management challenges for the region. The region currently supports stronghold populations of some species that used to be more widespread. These will be under further pressure, and more species will become locally extinct. Remnant vegetation is vulnerable to further clearing. Marine ecosystems, including the Great Barrier Reef, are expected to decline from the impacts of climate change, agricultural run-off and coastal development. The impacts of increasing temperature and changing climate patterns on ecosystems are very difficult to predict. Maintaining the extent and connectivity of natural ecosystems, such as vegetation corridors and natural water flows, provides the best opportunities for ecosystems to adapt. Similarly, climate change poses a risk to industries and communities that rely on our natural assets.” Overcoming these challenges will require us to work collaboratively with stakeholders to support regional resilience and adaptation.</p>
Our pathways (p10)	<p><i>Minor rewording within the ‘our vision’ section to read:</i> We want the Rockhampton Region to be a great place to live, work, play, learn and invest – both now and in the future.</p> <p><i>Minor rewording within the ‘our approach’ section to read:</i> To achieve this vision, we must choose to create a Region where our environment is a key priority because it underpins all that we rely on. Council is committed to putting sustainability into action through its corporate commitments and governance arrangements; its strategies and operations; and its community services, programs and partnerships.</p> <p>But we cannot implement this sustainability vision on our own. Only together can we create the sustainable future we want to see for our Region. In pursuing this sustainability journey, Council recognises the need to work collaboratively, learn from our experiences and refine our approach to ensure we continue to support actions that are both practical and effective.</p> <p>This Strategy will deliver on our vision for a sustainable future through four interconnected pathways. Together the pathways will help guide our approach to protect our natural environment, empower our community to live more sustainably, enhance the liveability of our Region, ensure that we use our resources more wisely and much more. The pathways are supported by a range of strategic actions that Council will lead over the life of this Strategy.</p> <p>As Council’s first Environmental Sustainability Strategy, this document outlines the key areas that Council will seek to actively progress through to 2022, establishing the foundations for further targeted priorities beyond that time.</p>

Theme	Change
Pathways graphic (p11)	<ul style="list-style-type: none"> • <i>Adjusted vision statement within the pathways graphic to read: We want the Rockhampton Region to be a great place to live, work, play, learn and invest – both now and in the future.</i> • <i>Adjusted Council operations pathway to read: Let's work together to continually improve Council's environment and sustainability performance.</i>
Natural environment (p12)	<p><i>Minor revised wording for target 1: Programs in place to maintain and enhance our natural assets, waterways and green corridors</i></p> <p><i>Action 1.2 split into two separate actions and renumbered accordingly:</i></p> <ul style="list-style-type: none"> • Foster strong partnerships to protect, maintain and enhance our local natural environment. • Implement actions to improve waterway health and better manage the condition of key natural assets, green corridors and urban waterways.
Natural environment key focus areas (p13)	<p><i>Added references to:</i></p> <ul style="list-style-type: none"> • Ensure continued engagement with the Fitzroy Partnership for River Health and Reef Guardian Council's program • Investigate potential opportunities to support biodiversity protection in conjunction with the State Government's Nature Refuge Program and other local projects <p><i>Minor revised wording:</i></p> <ul style="list-style-type: none"> • Collaborative arrangements with our local and regional natural resource management groups, community groups and indigenous groups • Development of a natural environment plan to guide management actions
Empowering community (p14)	<p><i>Minor revised wording for action 2.3: Encourage initiatives that increase canopy cover within our urban areas and green corridors to enhance liveability and environmental benefits.</i></p>
Empowering community key focus areas (p15)	<p><i>Revised dot point: Resource utilisation, total life cycle analysis, waste reduction and recycling programs</i></p> <p><i>Added references to:</i></p> <ul style="list-style-type: none"> • Nature-based community engagement program that includes capability-building workshops, free native plants and opportunities for tree planting and other environmental management activities • Programs that support our community to live more sustainably • Implementation of the CBD Streetscape Design Manual and Parks Planting Palette

Theme	Change
Industry and infrastructure (p16)	<ul style="list-style-type: none"> • <i>Added a new target:</i> Roadmap in place to support clean growth choices • <i>Minor revised wording for action 3.5:</i> Develop resilience to our changing climate and extreme weather events, by improving our understanding of the impacts of these events and the available response options.
Industry and infrastructure key focus areas (p17)	<p><i>Added references to:</i></p> <ul style="list-style-type: none"> • Nature-based tourism programs • Continued support for Queensland's electric vehicle super highway • Progress the Clean Growth Choices roadmap for the Region in partnership with the Queensland Government • Enhancing consideration of environmental sustainability within the Planning Scheme • Increasing resilience to extreme weather • Agriculture and horticulture industry development initiatives
Council operations objective (p18)	<p><i>Revised wording:</i> Let's work together to continually improve Council's environment and sustainability performance.</p>
Council operations key focus areas (p19)	<p><i>Added:</i></p> <ul style="list-style-type: none"> • Improved visibility and management of key resource usage metrics • A \$5m Sustainable Rockhampton Investment Fund to support projects which deliver both positive environmental outcomes and real operational savings • Improved environmental management practices for high risk operational areas • Proactive planning to increase Council's resilience to drought, fire, heat, flood and changing climate
Get involved (p22)	<p><i>Revised wording for source of quote:</i> Dr Jane Goodall</p>

Community feedback for consideration in the Action Plan:

Theme	Suggestions
Pathway 1: Natural environment	<ul style="list-style-type: none"> • Ensure key stakeholders are consulted in the development and implementation of the natural environment plan. • Consider opportunities to develop a 'statement of management intent' and 'wildlife conservation action statement' for the Region's endangered, vulnerable and threatened species. • Investigate potential opportunities in conjunction with the State Government's Nature Refuge Program. • Investigate opportunities to progress an indigenous land and sea ranger program for the Region. • Develop a database of rehabilitation sites and appropriate signage and communications to prompt proper long-term management of key sites. Broker arrangements to enable follow-up maintenance at key rehabilitation sites. • Develop a new 'living with wildlife' section on Council's website to replace existing references under environmental nuisances and asbestos and better address issues of human wildlife conflict.
Pathway 2: Empowering community	<ul style="list-style-type: none"> • Investigate further opportunities to assist rural residents (such as rainwater capture and storage, clean and healthy water for people/stock/irrigation, support for increased tree coverage in rural landscapes).
Pathway 3: Industry and infrastructure	<ul style="list-style-type: none"> • Work with key stakeholders to explore evolving technologies, markets and other opportunities that might contribute to regional development. These may include circular economy and waste synergies, sustainable recreational fisheries, agri-energy initiatives, renewable energy sources, sustainable business operations, rural enterprises, closed-cycle (nil discharge) enterprises and other self-sustaining community projects (such as food production, shared transportation options, micro-grids and small landholdings). • Explore opportunities to integrate sustainability education, interpretation and edu-tourism into regional development projects. Consider opportunities for an interpretation / education centre with guided walks or viewing platforms that focus on our wetlands, platypus habitat / viewing area on the Fitzroy River or Moores Creek, our significant turtle species or the Capricorn yellow chat. Also consider opportunities for further edu-tourism and endemic species research and management opportunities. • Identify opportunities to increase the resilience of Council assets and services in the face of the Region's 'normal' drought, heat and flood extremes.
Pathway 4: Council operations	<ul style="list-style-type: none"> • Consider how to better work with the Department of Environment and Science (DES) to improve awareness of Council's operational responsibilities under the <i>Nature Conservation Act 1992</i>. • Explore opportunities to implement improved practices associated with the planning, design and implementation of works that may impact on wildlife habitat and breeding places.

11.2 MULTICULTURAL DEVELOPMENT AUSTRALIA'S REQUEST FOR SUPPORT FOR SKILLING QUEENSLANDERS FOR WORK PROJECT TO DELIVER RIPARIAN RESTORATION WORKS

File No: 1171
Attachments: 1. Project fact sheet [1](#)
Authorising Officer: Alicia Cutler - Chief Financial Officer
Author: Christine Bell - Coordinator Environmental Sustainability

SUMMARY

Multicultural Development Australia is submitting a funding request to the Queensland Government's Skilling Queenslanders for Work program. The project aims to provide training to support people in the Rockhampton Region to gain the skills, qualifications and experience needed to enter and stay in the workforce whilst delivering hands-on riparian restoration works. It is proposed that works be undertaken at targeted locations within the Rockhampton Region including Frenchmans Creek and Thozets Creek.

OFFICER'S RECOMMENDATION

That Council:

1. Support Multicultural Development Australia's application for funding through the Skilling Queenslanders for Work program to undertake riparian restoration works within the Rockhampton Region;
2. Establish a Memorandum of Understanding with Multicultural Development Australia to actively progress collaborative project opportunities; and
3. Upon commencement of the Skilling Queenslanders for Work program, provide cash and in-kind support to Multicultural Development Australia for project-related works totalling upto \$37,000.

COMMENTARY

Multicultural Development Australia (MDA) is an independent organisation committed to achieving the best settlement outcomes for their clients. As one of Queensland's largest multicultural agencies, MDA works with refugees, international students, people seeking asylum and migrants, as well as their local communities. Over the last five years, MDA has successfully delivered a number of Skilling Queenslanders for Work projects, helping eligible Queenslanders develop skills, gain qualifications and provide direct assistance to enter and stay in the workforce. MDA is now submitting an application for the 2019 funding round and seeks to work with Council to actively progress collaborative project opportunities across the Rockhampton Region.

Through this collaboration, the proposed 40 week Skilling Queenslanders for Work project will deliver targeted riparian restoration works to improve vegetated buffers and ecosystem function within Frenchmans and Thozets Creek. This work will deliver on key components of Council's Environmental Sustainability Strategy and associated Bringing Nature Back program. It will also be guided by actions outlined in Council's Riparian Corridor Management Study 2018 and link with Council's broader objectives to improve drainage, waterway stability, waterway health and the natural environment in these creek catchments. In doing so, the project creates a lasting legacy for the Rockhampton Region as the creeks become a valued community asset not only for residents but also the wider Rockhampton Region. The project fact sheet provides further details (Attachment 1).

BUDGET IMPLICATIONS

Through funding support from the Skilling Queenslanders for Work program, the total project cost is valued at over \$530,000. To deliver this project, MDA is seeking cash and in-kind support from Council of upto \$37,000. Upon notification of a successful funding application, Council's contribution will provide the project with access to basic tools and equipment for riparian restoration works, water trailer hire, native plants, bulk mulch deliveries, access to bulk water sources and other in-kind staff support. It is anticipated that these costs be spread across FY2018-19 and FY2019-20.

STAFFING IMPLICATIONS

Delivering the required riparian restoration outcomes within Frenchmans and Thozets Creek requires a collaborative approach across Council which includes input from Strategic Infrastructure, Civil Operations, Parks, Environmental Sustainability, Media and Communications and other units.

This project forms one component within the broader Frenchmans and Thozets Creek program of works. As part of the Skilling Queenslanders for Work program, MDA will provide a project manager, dedicated supervisor and trainee personnel to deliver targeted on-ground revegetation and maintenance activities. MDA will be accountable for all on-ground works and fully responsible for the management and supervision of trainees.

The Environmental Sustainability Unit will facilitate MDA's works in coordination with internal and external stakeholders. It is proposed that detailed project scoping be undertaken with all stakeholders at project commencement (early 2019) and that a project plan be implemented for the works. The plan will include a clear scope, roles, responsibilities, expectations, inputs, outputs and timeframes, and will also outline key stakeholder, media and communication requirements and opportunities for broader community engagement and education activities.

CORPORATE/OPERATIONAL PLAN

This report progresses key actions as specified in the Corporate Plan 2017-2021 (CP) and Operational Plan 2018-2019 (OP):

CP - Protect, enhance and sustain our natural environment. Minimise the environmental footprint. Increase the effectiveness of environmental programs undertaken by Council. Develop strong community and stakeholder ownership/partnerships.

OP 3.1.1.1 Contribute to healthy natural ecosystems - Develop strong regional partnerships to maintain and enhance the condition of our natural assets.

OP 3.2.2.1 Sustainable and innovative environmental practices - Develop and implement engagement programs that increase sustainability awareness and action.

It also progresses key strategic actions outlined in the proposed Environmental Sustainability Strategy (ESS):

ESS Strategic action 1.2 - Foster strong partnerships to protect, maintain and enhance our local natural environment.

ESS Strategic action 1.2 – Implement actions to improve waterway health and better manage the condition of key natural assets, green corridors and urban waterways.

ESS Strategic action 2.1 - Bring nature back into the community's hearts, minds and everyday lives by creating opportunities to connect with nature and get involved with Council's natural environment program.

CONCLUSION

This project will deliver on-ground works that progress Council's strategic social, environmental and economic goals by enriching the local skills and knowledge base, strengthening community connection to nature and contributing to the restoration of some of our significant urban waterways, whilst linking directly to local needs and employment opportunities.

**MULTICULTURAL DEVELOPMENT
AUSTRALIA'S REQUEST FOR
SUPPORT FOR SKILLING
QUEENSLANDERS FOR WORK
PROJECT TO DELIVER RIPARIAN
RESTORATION WORKS**

Project fact sheet

Meeting Date: 25 September 2018

Attachment No: 1



PROJECT FACT SHEET

Project: Targeted riparian restoration works - Frenchmans and Thozets Creeks
Fund: Queensland Government's Skilling Queenslanders for Work and Council's Bringing Nature Back program
Delivery: April 2019 – April 2020



Purpose

This project fact sheet provides an overview of Rockhampton Regional Council and Multicultural Development Australia's collaborative proposal for riparian restoration works at Frenchmans and Thozets Creek. This work forms part of Council's Bringing Nature Back program and delivers on key aspects of Council's overarching Environmental Sustainability Strategy and Riparian Corridors Management Study. By leveraging support from the Skilling Queenslanders for Work program, it also provides opportunities for eligible trainees to develop skills, gain qualifications and both enter and stay in the workforce.

The Frenchmans and Thozets Creek catchments have been subject to major changes associated with urbanisation and the clearing of creek catchment vegetation. A recent study recommended a number of management interventions to restore the stability and ecological integrity of the creeks. In turn, these works will maintain flood conveyance and reduce impacts on urban flooding, reduce sediment and nutrient loads to the Great Barrier Reef, reduce rates of bank erosion and protect public and private assets, improve riparian condition and connectivity, maintain open space recreational areas, improve water quality improve terrestrial and aquatic habitat and overall catchment health and where appropriate, improve fish passage connectivity.

Project outputs

This project will deliver targeted riparian restoration works in Frenchmans and Thozets Creek, that address discrete elements of the recommended program of works outlined in Council's Riparian Corridor Management Study 2018. In doing so:

- The ecosystem function of two critical urban riparian corridors will be enhanced via targeted restoration activities;
- More than 2,000 native trees, shrubs and grasses will be planted, protecting and enhancing our natural environment and contributing to the character, identity and liveability of our Region; and
- Our local skills base will be boosted as 26 local trainees participate in the Skilling Queenslanders for Work activities, learning practical conservation and land management skills and gaining valuable hands-on work experience.

Key project facts

Focus:	Riparian restoration works including plant propagation, site preparation, native vegetation plantings, weed control, general maintenance and other skill development activities
Total project cost:	>\$567,000 (through Skilling Queenslanders for Work and Council in-kind support)
Council funding:	\$37,000 (cash and in-kind support)
Project duration:	April 2019 to April 2020 (with possibility of extension via future funding rounds)
Project contact:	Christine Bell (Council's Coordinator, Environmental Sustainability) and Jill Armstrong (Multicultural Development Australia - Rockhampton)



Estimated project partner in-kind contributions

Multicultural Development Australia	Skilling Queenslanders for Work program - project management and coordination, works supervisor, 13 trainees for 2 x 20 week blocks	>\$530,000
	Total proposed State Government investment	>\$530,000
Rockhampton Regional Council	Program delivery, coordination of site access, integration in the context of the broader Frenchmans and Thozets Creek program, regular project progress meetings, coordination of associated engagement activities, marketing and communications activities and other general labour support (20 hours/month x 12 months @ \$75/hour across multiple departments)	\$18,000
	Native plants (2000 plants @ \$2/plant)	\$4,000
	Bulk mulch delivery (10 loads @ \$200/load)	\$2,000
	Water trailer hire (80 days @ \$125/day)	\$10,000
	Access to bulk water sources	Unquantified
	Cash for purchase of tools and equipment	\$3,000
	Total proposed Council cash and in-kind support	\$37,000

* Estimates for replacement cost of volunteers as per Australian Government Department of Infrastructure and Regional Development FAQ references (2016)

11.3 ANNUAL REVIEW OF DELEGATION OF POWERS TO THE CHIEF EXECUTIVE OFFICER**File No:** 4107**Attachments:**

1. **Legislative Delegations**[↓](#)
2. **Limitations to the Exercise of Powers**[↓](#)
3. **Financial Delegations**[↓](#)

Authorising Officer: Tracy Sweeney - Manager Workforce and Governance**Author:** Allysa Brennan - Coordinator Legal and Governance

SUMMARY

In accordance with s257(4) of the Local Government Act 2009 the legislative delegations to the Chief Executive Officer are presented for Council's annual review.

OFFICER'S RECOMMENDATION

THAT in accordance with s257(4) of the *Local Government Act 2009*, this report containing the annual review of the legislative and financial delegations to the Chief Executive Officer be received.

COMMENTARY

The *Local Government Act 2009* requires Council to annually review the legislative powers delegated to the CEO.

A summary of the current legislative sections delegated to the CEO is set out in Attachment 1 of this report. Details of the limitations to the exercise of power are included in Attachment 1 with the full limitations contained within Attachment 2. Full descriptions of the specific powers conferred by these sections and the limitations to the exercise of power have been previously presented to Council for delegation to the CEO.

The CEO's financial delegations are set out in Attachment 3 and are also presented for review.

PREVIOUS DECISIONS

Specified sections of the legislative acts, regulations as well as the financial delegations contained within the attachments have previously been presented to Council and adopted at various Council meetings.

The last statutory annual review report was presented to the Council meeting 26 September 2017.

LEGISLATIVE CONTEXT

Section 257 *Local Government Act 2009* allows Council to delegate its powers to one or more individuals or standing committees, including to the CEO. Pursuant to section 257(4) *Local Government Act 2009* a legislative delegation to the CEO must be reviewed annually by Council. This annual review ensures that the delegation remains consistent with the local government's policy direction and intent.

To further streamline the decision making process, section 259 of the *Local Government Act 2009* allows the CEO to sub-delegate the powers (including those delegated to him by Council) to another Council employee where appropriate.

The statutory requirement for an annual review is only relevant to the CEO, not other delegates.

Under section 260 of the *Local Government Act 2009*, the CEO must establish a register of delegations. The CEO must record all delegations by the local government, Mayor or CEO in the register.

CONCLUSION

For the reasons stated within the report, it is recommended that Council's annual review of the legislative and financial delegations to the CEO be endorsed.

ANNUAL REVIEW OF DELEGATION OF POWERS TO THE CHIEF EXECUTIVE OFFICER

Legislative Delegations

Meeting Date: 25 September 2018

Attachment No: 1

ATTACHMENT 1 - LEGISLATIVE DELEGATIONS

<i>Legislation Title</i>	<i>Sections Delegated to CEO</i>	<i>Limitations to the Exercise of Power</i>
<i>Aboriginal Cultural Heritage Act 2003</i>	56(1), 61(2), 62, 63, 64, 65, 68(1), 68(4), 76, 91, 96, 99, 100, 101, 103, 106(2) 111, 113(2)	As per Attachment 3
<i>Acquisition of Land Act 1967</i>	4B(2), 7(1), 8(2), 8(2)(b), 8(2A), 9(2), 12(5A), 12(7), 13(1)(b), 15, 15C(1), 15D(1), 15D(3), 16(1), 16(1B), 17(1), 17(5), 19(4), 21(1), 21(1A), 21(2), 29(1), 37(2), 37(5), 38(1)	As per Attachment 3
<i>Animal Care and Protection Act 2001</i>	36(1), 156(2), 157(2), 189(2), 214A(2)	As per Attachment 3, excluding No. 1
<i>Animal Management (Cats and Dogs) Act 2008</i>	39, 42(4), 49(2), 51(a), 64(1)(b), 74(1), 75(1), 75(3), 75(5), 77(1), 79, 84(1), 84(4)(b), 84(5)(a), 84(5)(b), 87(1), 89, 89(4), 90(1), 92, 94(1), 94(2), 95(1), 95(4), 100(3), 102, 114(1), 212(3), 228(3)	As per Attachment 3, excluding No. 1
<i>Biosecurity Act 2014</i>	53(1), 59, 105(1), 239(2), 239(3), 246(2)(b), 329(1), 365(1), 366(1), 379(1), 379(3), 380(2), 381(3), 381(5)(a), 381(5)(b)	As per Attachment 3, excluding No. 1
<i>Biosecurity Regulation 2016</i>	27(1), 46(1)	As per Attachment 3, excluding No. 1
<i>Body Corporate and Community Management (Accommodation Module) Regulation 2008</i>	159(6)(b)	As per Attachment 3, excluding No. 2 and 6
<i>Body Corporate and Community Management (Commercial Module) Regulation 2008</i>	117(6)(b)	As per Attachment 3, excluding No. 2 and 6
<i>Body Corporate and Community Management (Small Schemes Module) Regulation 2008</i>	95(6)(b)	As per Attachment 3, excluding No. 2
<i>Body Corporate and Community Management (Standard Module) Regulation 2008</i>	161(6)(b)	As per Attachment 3, excluding No. 2

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
Body Corporate and Community Management Act 1997	51(1)(a), 51(1)(b), 51(6), 51(7), 51(8), 51(8)(a), 51A(i)(b), 51A(5), 51A(6), 51A(7), 60(1), 60(4), 316(1), 430(3), 430(4), 430(5)	As per Attachment 3, excluding No. 1
Building Act 1975	37(2), 51(2), 52, 53(2), 54(2), 55(3), 63, 65(2), 66(2), 67(3), 68(3), 71(8), 71(9), 71(11), 74(2)(b), 80(2), 92(2), 92(5), 93(1), 95(1)(a)(b), 117(2), 206(1), 207(2), 207(3), 221(2)(a), 221(2)(b), 221(3), 221(4), 222(2), 228(2), 231AL(1), 231AL(3), 231AL(4), 236, 237(1), 237(3), 238(1), 238(2), 242(1)(b), 242(2), 242(3), 245A, 245B(1), 245B(2) (excluding demolishing a building) 245B(3), 245C(1), 245C(2), 245E(2), 245E(3), 246AE(2), 246AF(2), 246AG(1), 246AG(5), 246AG(6), 246AG(7), 248(1), 248(2), 248(3), 249(1) (excluding (g) to demolish or remove the building or structure), 256(2)(d), 256(2)(e), 256(2)(f), 256(2)(g), 256(2)(h), 256(2)(i), 256(2)(k), 262(3), 266	As per Attachment 3, excluding No. 1 and the following additional: Council resolution is required to issue an enforcement notice to demolish a building or part of a building.
Building Units and Group Titles Act 1980	8(3)(b), 9(7), 9(8)(b), 10(1), 11(1), 12(1), 22(1), 22(2), 22(7), 24(2), 24(3), 24(4), 24(5), 24(5A), 25(3), 25(4), 25(4A), 26(1), 128	As per Attachment 3, excluding No. 1
Coastal Protection and Management Act 1995	164A(1)	As per Attachment 3, excluding No. 1
Disaster Management Act 2003	29, 31, 37, 57(1), 57(2)(g), 59(1), 61	As per Attachment 3, excluding No. 1
Disaster Management Regulation 2014	5(1)(c)(i), 5(1)(c)(ii), 5(1)(c)(iii), 5(1)(c)(iv), 7(1)(b), 9(1), 9(4), 10(1)	As per Attachment 3, excluding No. 1
Environmental Protection Act 1994	128(2), 129(2), 130(3), 131(d), 133(1)(b), 134(4), 140(1), 143(2), 145(1), 145(3), 147(3), 150(1)(d), 152(3), 159(2), 159(3), 159(4), 159(5)(b)(i), 159(5)(b)(ii), 159(5)(b)(iii), 160, 161(3), 162(1), 168(2), 168(4), 170(2)(a), 170(2)(b), 171(2)(a), 171(2)(b), 172(2), 173(1), 173(3), 195, 198(2), 198(4), 203(1), 203(2), 204(2), 209(4), 211, 212(2), 212(3), 212A(2), 212A(3), 213(2), 213(3), 214(2), 214(3), 215(1), 215(1)(a), 216, 217, 218, 219(1), 219(3), 220, 221(2)(b), 227A(2), 227A(3), 227A(5), 228(1), 229, 230(2), 233(3), 237(1)(b), 238(3)(a), 238(7), 240(1), 240(2), 240(3), 242(1)(b), 242(3), 247(1), 247(2)(c), 247(3), 248(b), 249, 250C(a), 254(1), 255(1)(b), 255(2), 258(2), 261(2), 264(2)(a), 265, 266(1), 269(a), 269(b)(i), 269(b)(ii), 269(c), 275(a)(ii), 275(b), 278(1), 280(1), 281, 282(1), 282(1)(a), 282(1)(b),	As per Attachment 3, excluding No. 1

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
	282(3), 283(1), 283(2), 284C, 284F(1)(a)(ii), 284F(1)(b), 287, 292(1), 292(2), 292(3), 295(1), 295(2)(c), 295(4), 296, 299(2), 300, 301(1), 301(2), 304(1), 305(1)(a), 305(1)(b), 305(3), 305(5), 306(1), 306(3), 306(6), 308(2), 310(1), 311, 312, 314(2), 314(3), 314(5), 315(1), 320DB(1), 320DB(2), 322(1), 322(2), 323(1), 323(2), 326B(1), 326B(2), 326BA(1), 326BA(2), 326F(2), 326G(4), 326G(5), 326G(7), 326G(7)(a), 326G(8), 326H, 326I(2), 326I(3), 332(1), 332(2), 334A(1), 336(1), 336(2), 336(3), 336(4), 336A(1), 337(1), 337(2), 338(1), 339(1), 339(2), 340(1), 340(2)(b), 340(2)(c), 340(3), 342(2), 343A(2)(B), 344(3), 344(4), 344A(2), 344A(3), 344B, 344C(1), 344C(2), 334E(1), 344E(1)(b), 344E(2)(a), 344F(2)(a), 344G(2), 352(1), 355(1), 357E(1), 357E(2), 357F, 357J, 358, 359, 445(1)(c), 445(2), 448, 451(1), 454(1), 454(3)(b), 458(2), 463(2), 490, 502A(2), 507(1), 507(3), 507(4), 509(1), 510, 511, 512(1), 512(2), 512(4), 512(5), 512(6), 512(7), 513(2), 517(2), 521(2)(a)(ii), 521(5), 521(8), 531(1), 544(1), 568, 620(2), 620(5)(b), 621(1), 621(2), 621(4), 623(2), 626(3)(a), 634(1), 671(2), 697(1), 698(1), 698(2), 698B, 699(4), 699(5), 701(2)	
Environmental Protection (Water) Policy 2009	24(2)	As per Attachment 3
Environmental Protection Regulation 2008	19B, 51(1), 51(2), 52(1), 53(1), 53(2), 58(2), 63(2), 81U(1)(b), 81W(1), 81X(1), 81Y(1), 81ZF(1)(b), 81ZF(2), 81ZG(1)(a), 81ZH(1)(a), 81ZH(2)(a), 81ZI(2), 81ZI(2)(a)(i), 81ZI(2)(a)(ii), 81ZJ(2), 81ZK(2)(a), 81ZK(2)(b), 81ZL(1), 81ZL(1)(a), 81ZL(1)(b), 81ZL(4), 81ZM, 81ZQ(1), 81ZR(2)(b), 133, 150(3), 151(2), 153(2)	As per Attachment 3, excluding No. 1
Fire and Emergency Services Act 1990	104SG(2), 104SI(2)(b)(ii), 105(1) "Prescribed property" paragraph (b), 112(2), 113(6), 117(3), 121(2), 126(1), 134(2), 140, 146(2)	As per Attachment 3, excluding No. 1
Food Act 2006	55, 56(1), 56(2), 57, 58(a), 58(b), 59(1)(a), 59(1)(b), 60(2), 62(1), 62(2), 62(3), 64, 67, 68(1), 68(2), 69(1)(e), 69(2)(b), 69(3), 71, 72(3), 72(4), 72(5), 73(3), 73(4), 73(5), 74(3), 74(4), 74(5), 74(6), 74(7), 75(1), 78(2), 79(1)(a), 79(2), 80(2), 81, 82(1)(b), 82(2)(a), 82(2)(b), 82(3), 83, 83(2), 83(4), 91(1)(b), 91(2), 92(2), 97(1), 97(2), 97(3), 97(5), 103(1), 103(2), 104, 105(1), 106(2), 107(4), 108(1), 108(2), 108(3), 109(2), 109(2)(a), 109(3), 110(1), 110(2), 110(3), 110(4), 112(4), 112(5), 112(6), 113(1), 114(1), 114(2), 114(3)(c), 115(2), 118(1), 119(2), 120, 121(1)(b), 121(2), 121(3), 222(b),	As per Attachment 3, excluding No. 1

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
	223, 238(2), 239, 239(1), 255(1)(b), 258(1), 258(2), 277	
Food Production (Safety) Act 2000	83(1)c	As per Attachment 3
Health (Drugs and Poisons) Regulation 1996	290(3)(a), 291(3)(b)	As per Attachment 3
Housing Act 2003	25(1), 26(2)(b), 65	As per Attachment 3, excluding No. 1
Housing Regulation 2015	15(1), 18(2), 19(3)	As per Attachment 3, excluding No. 1
Information Privacy Act 2009	29(1), 33(a), 33(c), 33(d)(i), 34(1), 44(3), 49(2), 50(2), 50(5)(b), 52(1)(b), 52(2), 53(2), 53(3), 53(6), 54(2), 54(3), 54(5)(b), 55(1), 55(3), 56(1), 56(3)(b), 56(3)(c), 56(3)(d), 56(4), 57(2), 57(2)(b), 59(2), 60(1), 61(1), 61(1)(b), 61(1)(c), 61(6)(b), 62(3), 63(3), 65(a), 65(b), 66(2), 68(1), 69(2), 70, 71(2), 72(1)(a), 73(1), 74, 76(3)(b), 76(5), 76(5)(b), 81(1), 82(2), 82(3), 87(1), 87(2), 88(1), 88(2), 88(3), 91(2), 91(3)(a), 91(3)(b), 92(2), 94(2), 97(2), 97(3), 102(2), 106(1)(b), 112(2), 114(2), 114(3), 115(1), 127(1), 131(1), 132(1), 157(1), 159(1), 159(3)(b), 161(1), 172(1), 171(2), Schedule 3: 7(3)(a), 10(1)(b), 10(1)(d), 11(1)(c), 11(1)(e), 11(1)(f)(iv)	As per Attachment 3, excluding No. 1
Integrity Act 2009	71(4)	As per Attachment 3
Land Act 1994	12(3), 12(4), 13A(4), 13AC(1)(a), 13B(1), 13B(2), 13B(6), 18(1), 18(2), 18(3), 23A(1), 23A(6), 24(3), 25(2), 26(2), 26(4), 26B(8), 31C(1), 31C(2), 31C(3), 31D(1), 31D(2), 31D(3), 34(1), 34(2), 34(3), 34H(1), 34I(1), 34I(3), 34I(4), 38A(1), 38A(2), 38A(3), 38A(4), 38G(1), 44(4), 48(1)(a), 49, 52(1), 52(5), 55(1), 55A(1), 55A(2), 55A(3), 55H(1), 66(1), 82, 84(1), 94(2), 99(1), 99(3), 99(4), 99(6), 109A(1), 109A(3), 109B(1), 109B(4), 120A(1), 136(5), 140(1), 140(2), 140(4), 154(1), 155A(2), 155B(2), 155BA(2), 155DA(4), 158(1), 160(3), 164C(1), 164C(7), 164H(1)(b), 166(1), 168(5), 169(a), 169(b)(i), 176(1), 176E, 176K(1), 176Q, 176UA(2), 176XA, 177A(1), 177A(2), 179(2), 180(2), 180A(1), 180A(2), 180A(4), 180A(5), 180H(1),	As per Attachment 3, excluding No. 1

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
	210(1), 210(2), 212(1), 212(3), 212B(5), 214(3), 214A(4), 214F(3), 226(5), 232(5), 239(4), 240E(1), 240G(1), 240I(3), 240I(4), 243(1A), 321(1), 322(3), 322(8), 327, 327A, 327B, 327C(1), 327C(2), 327C(3), 327I(1), 330(c), 332(1)(a)(i), 332(8), 339(1), 339B(1), 339B(3)(a)(i), 339B(3)(b), 339B(3)(c), 358(1), 358(2), 360C(1), 360C(2), 360C(3), 360D(2), 360D(3), 368(2)(a), 371(2), 371(3), 372(2), 372(3), 373A(1), 373A(2), 373B(1)(a), 373C(2)(a), 373D(2), 373L(a), 389H(1), 420, 420CB(1), 423, 425(1), 427, 431V(3), 431W(6)(a), 431X(1)(b)(ii), 442(4), 442(9), 481A, 481B(1), 481B(3), 481B(4), 481B(5), 481J(1), 492(1), 521ZE(2), 521ZL(2), 521ZM(2)	
Land Title Act 1994	50(1)(b)(i), 54(1), 60(1), 64, 67(1), 68(1), 69(1), 82(1), 83(1)(b), 83(2)(b), 87(a), 90(1), 91(1), 95(7)(c), 96A(5), 96C(6), 97A(1), 97C(1), 97D(1), 97E, 97K(1), 97O(1)(a), 97P(c), 97S(1), 104, 105(2)(b), 106, 108A(2), 116, 121(1), 122(1), 124(2)(b), 125, 126(2), 127(1), 128(1), 139(1), 139(2), 141(1), 141(2), 143(1), 143(2), 144(1), 145(1)(a), 149(1), 169(1), 172(1)	As per Attachment 3, excluding No. 1
Liquor Act 1992	105B(1), 105B(4), 117(2), 117A(2), 173C(1), 173C(2), 173D(6), 173E(1), 173N(4), 173NH(2)(d)	As per Attachment 3, excluding No. 1
Local Law 1 (Administration) 2011	8(1), 9(1), 9(2), 9(4), 10(1), 10(3), 12(1), 14(4), 14(6), 14(8), 14(9), 15(4), 15(6), 15(7), 15(8), 15(9), 15(11), 16(3), 16(4), 16(5), 16(6), 18(2), 18(3), 18(4), 18(5), 19(1), 19(2), 22(3), 23(1), 23(3), 35(3)	Section 35(3) for a period of 2 fiscal years from the original fee application payment.
Subordinate Local Law 1.1 (Alteration or Improvement to Local Government Controlled Areas and Roads) 2011	Schedule 1: 7(1), 8(1), 8(2)	Nil
Subordinate Local Law 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011	Schedule 1: 7(1), 8(1), 8(2)	Nil
Subordinate Local Law 1.3 (Establishment or Occupation of	Schedule 1: 7(1), 8(2)	Nil

<i>Legislation Title</i>	<i>Sections Delegated to CEO</i>	<i>Limitations to the Exercise of Power</i>
<i>Temporary Homes) 2011</i>		
<i>Subordinate Local Law 1.5 (Keeping of Animals) 2011</i>	Schedule 1: 7(1), 8(1)	Nil
<i>Subordinate Local Law 1.9 (Operation of Cemeteries) 2011</i>	Schedule 1: 7(1), 8(1)	Nil
<i>Subordinate Local Law 1.12 (Operation of Temporary Entertainment Venues) 2011</i>	Schedule 1: 7(1), 8(1)	Nil
<i>Subordinate Local Law 1.13 (Undertaking Regulated Activities Regarding Human Remains) 2011</i>	Schedule 1: 7(1), 8(1)	Nil
<i>Subordinate Local Law 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas) 2011</i>	Schedule 1: 7(1), 8(1)	Nil
<i>Subordinate Local Law 1.15 (Parking Contrary to an Indication on an Official Traffic Sign Regulating Parking by Time or Payment of a Fee) 2011</i>	Schedule 1: 7(1), 7(2), 8(1), 8(2), 8(3)	Nil
<i>Subordinate Local Law 1.16 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011</i>	Schedule 1: 7(1), 8(1)	Nil

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
Subordinate Local Law 1.18 (Use of a Vehicle on an Airside Area) 2011	Schedule 1: 7(2), 8(1)	Nil
Local Law 2 (Animal Management) 2011	32(1), 32(6)	Nil
Local Law 4 (Local Government Controlled Areas, Facilities and Roads) 2011	9(1), 11(a), 11(b)	Nil
Local Law 5 (Parking) 2011	7(1), 8(1)	Nil
Local Law 7 (Aerodromes) 2011	5(1), 6(1), 7(1), 13, 14(7), 16(2), 21(1), 26(1)	Section 14(7) for a period of 2 fiscal years from the original fee application payment.
Rockhampton Regional Council made Rockhampton Regional Council Gates and Grids (Application of Continuing Local Law) Local Law 2009	4(2), 5(1), 7(1), 8(1), 9(1), 10, 11(1), 12	Nil
Local Government Act 2009	29(1), 38, 38B(9), 61(1), 61(5), 62(6), 62(7), 64(4), 65(1), 65(3), 65(4)(a), 65(4)(b), 66(4), 67(1), 67(2), 67(3), 68(4), 69(1), 69(2)(a), 69(2)(b), 69(2)c, 69(4), 69(5), 70(3), 70(4), 70(6)(b), 70(7)(a), 71(2), 71(4)(a), 72(1)(b), 72(2), 72(3), 74(2), 75(2), 75(4), 77(1), 77(3)(b), 77(4), 78(4), 78(5), 79(4)(e)(i), 95(3)(a), 95(3)(b), 95(5)(b), 133(3), 133(4), 137(2)(a), 138(4), 138AA(3)(b), 140(1)(a), 140(2), 142(6), 143(1), 146(1), 146(2), 147(3)(a), 148F(2), 148G(2), 162(1)(e), 166(6), 166(8), 176A(2), 176A(3), 195, 198(2), 221(2)(a), 236(1), 240(1), 250(1)(b), 262(2), 265A(1)(b), 268A	As per Attachment 3, excluding No. 1
Local Government Act 2009	The power to enter into contracts on behalf of Council, of a value up to the level of financial limits specified in Council's Financial Delegations Policy.	As per Attachment 3, excluding No. 1
Local Government Act 2009	The power to enter into community based employment agreements subject to existing financial delegation.	Nil

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
Local Government Act 2009	The authority to verify documents pursuant to section 250(1)(b).	Nil
Local Government Regulation 2012	15, 55(4), 58(2)(b), 138(3), 143(2), 194(a), 201(2), 225(3), 225(4), 228(8), 228(9), 232(2), 232(4)	As per Attachment 3, excluding No. 1
Mineral and Energy Resources (Common Provisions) Act 2014	39(3)(b), 42(1), 44(1), 45(1), 45(2), 45(3), 47(1)(a)(i), 47(1)(a)(ii), 48(2), 52(1), 53(1), 53(4), 57(3), 59(2), 59(4)(b), 59(7), 60(1), 63(1)(b)(i), 63(1)(b)(ii), 64(1), 67(b)(iv)(A), 70(1), 72(1), 83(1), 85(1), 87(2), 88(2)(a), 88(2)(b), 89(4), 89(7), 90(4), 90(7), 91(2), 94(1), 96(2), 100(1), 101(2)	As per Attachment 3, excluding No. 1
Mineral Resources Act 1989	19(1), 19(2), 19(3), 20(3), 20(6), 26(3), 26(9)(a)(i), 32(2), 34(1), 46(1), 47(1), 47(2), 47(4), 51(2)(a), 54(a), 65(1)(a), 71(1), 71(2), 71A(1), 85(1)(a), 125(9)(a)(i), 125(10), 129(3)(a), 129(6), 167(1), 181(8)(a), 190(7), 190(8)(a), 216(1), 237(2)(d)(i), 237(2)(d)(ii), 238(1)(a), 260(1), 260(4), 261(1), 279(1)(a), 280(1), 283A(2), 317(10), 335F(1), 335F(2)(a), 335G(1), 335G(2), 335H(1), 335L(1), 403(1)(e), Schedule 1: 2(1)(a), 3(1)(a), 3(3), 4	As per Attachment 3, excluding No. 1
Neighbourhood Disputes (Dividing Fences and Trees) Act 2011	88(1)(d), 88(3), 88(4), 88(5A)	As per Attachment 3, excluding No. 1
Peaceful Assembly Act 1992	4 - definition of "representative" - paragraph (b), 10(2)(b), 11(1), 11(4), 11(5), 12(1), 13(1)(b), 13(1)c, 13(1)(d), 13(3), 15(1)	As per Attachment 3, excluding No. 1
Planning Act 2016	18(3), 18(6), 19(1), 20(2), 21, 22(1), 25(2), 26(4)(a), 26(4)(b), 29(4)(a), 29(4)(b), 29(6), 29(7), 30(5), 32(3), 46(2)(a), 46(3)(a), 51(2), 51(4)(a), 51(4)(b), 51(4)(c), 51(4)(d), 51(5), 52(3), 53(3), 53(4)(a), 53(10), 54(5), 55(1), 55(2)(a), 55(2)(b), 55(4), 56(1)(a), 56(1)(b), 56(1)(c), 56(2)(a), 56(2)(b), 56(3), 60(2)(a), 60(2)(b), 60(2)(c), 60(2)(d), 60(3)(a), 60(3)(b), 60(3)(c), 60(5), 63(1), 63(4), 64(6)(a), 64(6)(b), 67, 75(4)(b)(ii), 75(4)(b)(iii), 76(1), 76(2), 76(6), 78(3)(a), 78(3)(c), 78(5), 79(2)(a), 79(2)(b), 79(2)(c), 79(2)(d), 80(3), 80(5)(a), 80(5)(b), 81(3)(a), 81(3)(b), 81(4)(a), 81(4)(b), 81(7), 83(1), 83(2), 86(3)(a), 86(3)(b), 86(3)(c), 86(3)(d), 87(1), 87(2)(a), 87(2)(b), 87(3), 88(3), 89(1)(a), 102(2), 105(3), 109(a), 109(b), 115(2), 119(2), 119(6), 123(1)(a), 123(1)(b), 125(2), 125(3), 130(1), 130(1)(a), 130(1)(b), 131(2), 140(1), 140(3), 142(3), 144(2), 149(2)(b), 151(2), 158(1)(a), 158(1)(b), 167(1)(a), 167(1)(b), 167(2), 167(4), 167(5)(b), 168(1), 168(4)(a), 168(4)(b), 168(4)(c), 169(2)(a), 169(3), 169(5), 174(1), 175(1)(a), 175(1)(b), 176(10)(a), 176(10)(b), 178(1)(b), 180(1), 180(11), 180(13)(a),	As per Attachment 3, excluding No. 1 and the following additions: Section 29(6) of the <i>Planning Act 2016</i> must not be exercised if: (a) there is a conflict between proposed use and the superseded scheme zoning intent; or (b) compensation issues would arise from the superseded development application, in which case the power must be undertaken by Council.

<i>Legislation Title</i>	<i>Sections Delegated to CEO</i>	<i>Limitations to the Exercise of Power</i>
	180(13)(b), 181(4), 239(1), 240(1), 241(2), 264(1)(a), 264(2), 264(5), 264(6), 265(3), 304(4)(b), 304(4)(c), 312, 314(6)	<p>Sections 60(2)(a), 60(2)(b), 60(2)(c), 60(2)(d), 60(3)(a), 60(3)(b) and 60(5) of must not be exercised if:</p> <ul style="list-style-type: none"> (a) the application was impact assessable and there were submissions; (b) the application is being recommended for refusal; or (c) the proposed development is inconsistent with the intent of the zone, <p>in which case the power must be undertaken by Council.</p> <p>Section 60(3)(c) – operational work, reconfiguring a lot and material change of use applications must be decided by Council.</p> <p>Sections 75(4)(b)(ii) and 75(4)(b)(iii) of the <i>Planning Act 2016</i> must not be exercised if the original application was decided by Council in which case the power must be undertaken by Council.</p> <p>Section 76(1) of the <i>Planning Act 2016</i> must not be exercised if the original application was decided by Council in which case the power must be undertaken by Council.</p> <p>Sections 87(2)(a) and 87(2)(b) of the <i>Planning Act 2016</i> must not be exercised if the decision is to refuse the extension sought in which case</p>

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
		the power must be undertaken by Council.
Planning Act 2016 – Development Assessment Rules	1.1, 2.2, 3.1, 6.2, 7.1, 8.1, 9.2, 12.1, 12.5, 17.1, 19.1, 22.2, 23.1, 25.1, 26.2(a), 26.2(c), 26.3, 28.1, 28.3, 28.4, 29.6, 34.1, 35.1, Schedule 1: 1, 2	As per Attachment 3, excluding No. 1
Planning Regulation 2017	12(b), Schedule 18: 3(1), 3(2), Schedule 22: 1(1), 2(1), 3(1), 5(1), 6(1), 7(1), 8(1), 9(1), 10(1)	As per Attachment 3, excluding No. 1
Plumbing and Drainage Act 2002	84(3), 85(3), 85(6), 85(7), 85(8), 85(10), 85A(2), 85C(2)(b)(i), 85C(2)(b)(ii), 85D(2)(b)(i), 85D(2)(b)(ii), 85D(2)(b)(iii), 85E(4)(b), 86(5), 86(6), 86(7), 86(8), 86(9), 86(10), 86(12), 86(13), 86AA(2), 86A(3)(b), 86A(4), 86A(5), 86A(6), 86A(8), 86B(3), 86D(3), 86E(3), 86G(1), 107(1), 115(1), 116(1), 116(2), 117(1), 117(2), 127A, 128, 128OA, 128P(2), 128P(4), 143B, 143C	As per Attachment 3, excluding No. 1
Prostitution Act 1999	64C(5), Schedule 4: definition of ‘authorised officer of a relevant local government’	As per Attachment 3, excluding No. 1
Prostitution Regulation 2014	25(2)	As per Attachment 3, excluding No. 1
Public Health Act 2005	17(2), 24(1), 24(2), 25(1), 27(2)(b), 32(3), 36(5), 57B, 376(2), 378, 378(a), 379(1)(b), 379(2), 393(2), 407(3), 446(1), 446(2)	As per Attachment 3
Public Health (Infection Control for Personal Appearance Services) Act 2003	33, 34, 35(1), 36, 37(1), 38(1), 38(2), 38(3), 39(4), 40(2), 41(1)(c), 41(2)(b), 41(3), 44(4), 44(5), 44(6), 44(7), 45(1), 47(3), 47(4), 47(5), 47(6), 47(7), 48(1), 49(3), 49(4), 49(5), 49(6), 49(7), 50(1), 51(2), 52(1), 52(2), 53(2), 54(1), 54(3), 55(1), 55(3), 55(4), 56(1), 56(2)(a), 56(2)(c)(i), 62(1), 62(2), 62(3), 62(4), 65(3), 68(1)(b), 68(2), 70(1), 70(2), 72(1), 105(1), 105(2), 121(2), 122(1), 122(2), 140(1), 140(2), 147, 153(3), 154(3), 155(2)	As per Attachment 3
Public Health Regulation 2005	21(2)(c)	As per Attachment 3

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
Public Interest Disclosure Act 2010	30(1), 30(1)(b), 30(1)(d), 30(2), 30(3), 31(1), 31(3), 31(4), 32(1), 32(4), 60(3)	As per Attachment 3, excluding No. 1
Public Records Act 2002	10(1)(a), 16(1)(a), 16(1)(A), 16(2), 16(2)(b)(i), 16(3)(a), 18(2)(b), 19(2), 19(3), 19(4), 26(1), 28, 39	As per Attachment 3, excluding No. 1
Queensland Competition Authority Act 1997	13C(2), 13C(2)(b), 13C(2)(c), 13C(3), 13C(3)(b), 13C(3)(c), 18B(1), 19(5)(b), 36A(4), 84(3)(b)	As per Attachment 3, excluding No. 1
Queensland Heritage Act 1992	82(1)(b), 82(1), 117(1), 118	As per Attachment 3, excluding No. 1
Residential Services (Accreditation) Act 2002	29(2)(a), 29(3), 189(3)(a)	As per Attachment 3
Residential Tenancies and Rooming Accommodation Act 2008	62(1), 62(3), 64(3), 65(2), 66(2), 67, 68(2), 69, 77(4)(h), 78, 81(1)(b), 88(3), 88(5), 91(2), 97(3), 98(3)(a), 98(3)(b), 99(2)(a), 102(3), 105(3), 106(2), 106(3), 107(2), 109(3), 116(1)(b), 117(2)(b), 117(3)(b), 118(2)(b), 118(3)(b), 118(4)(a)(ii), 118(4)(b)(ii), 145(1), 145(2)(b), 154(b), 155(3), 160(1), 168(3)(a), 168(4), 192(1)(h), 192(i), 192(j), 192(1)(l), 193(1)(a), 195(1)(b), 195(5), 197(1)(a), 198(1)(a), 203, 211(1)(a), 211(2)(b), 216(2), 220(2), 223, 229(1)(b), 233(2), 237(2), 238(2)(a), 242(1)(a), 242(1)(b), 248(1), 248(2), 255(1), 257(1), 259(2), 259(4), 270(1), 271, 272(4)(b), 273(2), 273(7), 274(7), 277(2), 277(3), 277(7)(b), 277(7)(c), 280(1), 280(2), 281(1), 282(1), 283(2), 284(1), 285(2), 286(1), 287(2), 288(1), 289(2), 290A, 291, 294(1), 295(1), 296(1), 296A(1), 297(1), 297A, 298(2), 299(2), 300(1)(b), 300(2), 325(2)(a), 326(1)(b), 333(1), 333(2)(b), 335(1), 355(1), 357(1), 359(1), 363(2), 363(4), 366(2), 366(7)(b), 366(7)(c), 368(1), 368(2), 368(3)(d), 368(4), 369(1), 369(2)(d), 369(5), 370(1), 370(2)(b), 371, 371(3)(d), 372(1), 372(2), 374(1), 374(2)(d), 375(2), 375(4), 376(2), 377(1), 388(1), 393(2), 393(5), 395(3), 402(1), 402(2), 405(1), 405(2), 408(2), 410(1), 418(1), 419(1), 419(2), 424(1), 429(1), 455(1), 455(3), 527D(1), 527D(4), 527E(1)	As per Attachment 3, excluding No. 1
Residential Tenancies and Rooming Accommodation Regulation 2009	2(3), 5(1), 6(1)(b)(v), 8(3)(b)(i), 8(3)(b)(ii), 8(5), 10(1), 13(2), 20, 22(1), 27(2), 29(1)(a), 31(1)(b), 34(1), 36(1)(a), 36(1)(b), 39(1), 40(2)(a), 44(4), 44(6), 2(3), 5(1), 6(1)(b)(v), 8(3)(b)(i), 8(3)(b)(ii), 8(5), 10, 13(2), 14(1)(a), 17(4), 20(1), 22(2), 22(3), 28(2), 30(1)(a), 32(1)(b), 35(1)(a), 36(2), 38(1), 42(1)(a),	As per Attachment 3, excluding No. 1

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
	42(1)(b), 45(1), 46(2)(a), 50(4), 50(6), 7(3), 7(4), 7(5), 8(4), 9, 10(1), 11(1)(a), 13(2), 14(6), 17, 25, 24(5)(a), 24(5)(b), 25(4), 26(1), 28(1), 31, 33(1)(a), 33(1)(b), 36(1), 37(2)(b), 41(4), 41(6), 42(3), 42(7), 43(2), 45(1), 2(4), 4(2), 6(3)(b)(i) and (ii), 6(5), 8(1), 9(2), 10(2), 11(2), 21(2), 22, 23(1)(a), 23(1)(b), 29(4), 29(6)	
Right to Information Act 2009	30(1), 30(2), 32(1)(b), 32(2), 33(2), 33(3), 33(6), 34(2), 35(1), 35(3), 36(1), 36(2), 36(4), 36(7), 37(1), 37(3)(b), 37(3)(c), 37(4), 38(2), 38(2)(b), 40(2), 41(1), 42(1)(a), 42(1)(a)(ii), 42(6), 43(3), 43(3)(b)(ii), 43(3)(b)(iii), 43(3)(c)(ii), 45(a), 45(b), 46(2), 47(3), 48(1), 48(3), 49(1), 49(3), 49(5), 50(1), 50(4), 51(1), 51(3), 52(1)(a), 52(1)(b), 52(2), 54(1), 55(2), 64(1), 66(2), 66(3), 68(4), 68(8), 72(1), 72(2), 73(1), 73(2), 73(3), 74(2), 75(2), 75B(2), 76(2), 76(3), 77(2), 83(1), 83(2), 83(3), 93(1)(b), 99(2), 114(1), 118(1), 119(1), Schedule 4: 1(3).	As per Attachment 3, excluding No. 1
River Improvement Trust Act 1940	3(3), 5(1)(a), 5(1A)(a), 5A(1), 5K(2), 6(1A), 12A(1), 14(1B)	As per Attachment 3, excluding No. 1
Standard Plumbing and Drainage Regulation 2003	14(6), 14D(3)(c)(ii), 15(2), 18(2), 20(2)(a), 22(6), 22(7)(b)(i), 27, 29(1)(b), 29(3), 29A(2), 29B(2), 29B(4)(c), 29B(4)(d), 29B(10), 30(3)(b), 30(4), 32, 34(1), 34(2), 34(3), 34(3)(b), 35(1), 35(2), 35(3), 38(2), 39(1)(d), 39(7)(a), 39(8), 39(9), 41(1)(a), 41(2)(b), 41(3), 44(1)(a), 44(2)(b), 44(3), 45(1), 47(1), 47(2), 52(2), 53(2)(a), 53(3)(a), 54(3)(a), 54(3)(b), 54(3)(c), "Competent person"	As per Attachment 3, excluding No. 1
State Penalties Enforcement Act 1999	15(1), 23(3)(b), 23(5), 28(1), 28(2)(a), 33(1), 33(2)(b), 57(5), 150(2)(a)(ii), 157(2), 162	As per Attachment 3, excluding No. 1
Statutory Bodies Financial Arrangements Act 1982	62	As per Attachment 3
Sustainable Planning Act 2009	96(1), 96(2), 96(4), 97, 98(4), 223(1), 224, 225, 226, 227(2), 256(1), 261(1)(a)(ii)(A)(B), 262(5)(a), 262(5)(b), 263, 266(1), 267(2), 272(b), 274(2)(b), 276(1), 277(1), 277(3), 280(2)(b), 282(1), 282(2), 284(1), 284(3), 285(2), 287, 288(1)(a), 290(1)(a), 290(1)(b)(i), 290(1)(b)(ii), 290(2), 291(2), 292, 297(1), 302(1)(a), 302(1)(b), 303(2), 303(3), 304(1), 305(3), 313(2),	As per Attachment 3, excluding No. 1

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
	313(3), 314(2), 314(3), 315(1), 316(4), 317, 318(1), 318(2), 318(4), 324(1), 327(1), 331(6), 334(1), 337(1), 337(2), 348, 350(1)(b), 350(2), 354(1)(b), 354(4), 355(4), 357(2), 362, 363(1), 363(5), 364(2), 368(3), 369, 371, 371(d), 371(e), 373(1)(a), 374(1) and (2), 375(1)(a) and (b), 375(5), 376(1), 378(3), 378(7), 378(9), 378(9)(a), 378(9)(b), 381(a) and (b), 383(4), 385(a), 385(b), 387(1), 387(3), 389, 402(4), 402(5)(a), 402(5)(b), 405(1), 405(2) and (3), 405(5), 407(1)(a), 407(1)(b), 408(3)(b)(i), 408(3)(b)(ii), 412(3), 412(4), 412(5), 412(6), 412(9), 413(2)(a), 413(2)(c), 413(3), 456(1), 456(2), 461(1), 462(1), 463(2), 464(2), 465(1), 466(1), 467(1), 479(1), 485(4), 485(9)(c), 485(10)(b)(ii), 487(4), 488, 498(1), 510(3), 512, 513(3), 515(1), 515(4), 520(2), 521(2)(a)(ii), 528, 529(1), 530(1)(a)(ii), 531(1), 537(1), 543(4), 543(5), 544(c), 545(b)(ii), 546(c), 547(3)(b), 560(1), 562(1) and (2), 568, 588(1), 588(2), 588(3), 590(1), 590(9), 591(2), 592(2), 597(1), 601(1)(a), 601(1)(b), 601(1)(c), 626(3)(a), 632(2), 635(2), 639(1)(a) and (b), 642, 643(1), 643(4), 646(2), 647(2), 650, 651(2), 655(3), 657(3), 660(1), 660(3), 660(5)(b), 661(1), 662(3), 662(4), 664(2), 669(2)(b), 674(1), 677(1)(a) and (b), 678(3), 678(4), 679(2), 691(8), 695(1), 695(3)(a), 695(3)(b), 709(1), 710(1), 710(2)(a), 714(2), 715(1), 716(3), 716(5), 741, 746(1), 749(2), 750, 750(b), 994B(4), 994B(5)	
<i>Tobacco and Other Smoking Products Act 1998</i>	26ZO(3), 26ZPD(3), 28(2), 28(3)	As per Attachment 3, excluding No. 1
<i>Transport Infrastructure Act 1994</i>	25(b), 27(3)(b), 41, 42(1), 43(1), 55(b), 105C(1), 105G(1), 105GB(1), 253(1), 307(1), 309(1), 358(1), 420(3), 421, 423(1), 424, 426(1)	As per Attachment 3
<i>Transport Operations (Road Use Management - Road Rules) Regulation 2009</i>	179(1)(c), 301(4)	As per Attachment 3
<i>Transport Operations (Road Use Management) Act 1995</i>	69(1), 69(2), 69(3), 69(4), 74(2), 75(1), 76(1), 100(1)(b)(ii), 100(3), 100(8), 101(1), 102(1)	As per Attachment 3

Legislation Title	Sections Delegated to CEO	Limitations to the Exercise of Power
Waste Reduction and Recycling Act 2011	52(2), 110(1), 110(2), 111(1), 111(2), 112(3), 128(3)(c), 175, 176(2), 177(2), 178(1)(a), 178(1)(b), 183(1), 187, 246(1), 246(2), 246(3), 248(1), 249(2), 253(1), 256(1), 278(1), 279(3), 281(3), 287(1), 290(3), 293(3)(e)	As per Attachment 3, excluding No. 1
Waste Reduction and Recycling Regulation 2011	7(b)	As per Attachment 3, excluding No. 1
Water Act 2000	33(2)(b), 46(2)(c), 54(2)(c), 61(2)(c), 72(2)(c), 73(1)(a), 73(1)(b), 73(1)(c), 99(1), 99(2), 101(1), 102(1), 102(3), 107(4), 108(1), 112(3), 112(6), 121(1), 123(2), 123(5), 134(4), 136(1), 137(1), 146(2), 147(4), 149, 154(2), 154(3), 155(2), 155(3)(b), 155(4), 155(5), 157(1), 159(1), 161(1), 162(1), 162(2), 161(3), 164(3), 166(1)(b), 166(1)(c), 166(5), 175, 178(1), 181(1), 181(2), 184(1), 186, 187(1), 187(2), 188(2)(a)(i), 188(2)(a)(ii), 193(1), 193(2), 193(4), 195(2), 197(2), 198(3), 199(3), 200(1), 200(6), 201(2), 201(4), 202(1), 211(1), 212(3), 213(1)(a), 215(1), 216(1), 218(1), 218(3), 223(1), 227(1), 235(1), 236(1), 238(1), 239(1), 434(3), 556, 598A, 700A(1)(a)(i), 700A(1)(b), 779, 862(1), 863(3), 877(1)	As per Attachment 3, excluding No. 1
Water Regulation 2016	34(1), 34(3)(b)(i), 34(3)(b)(ii), 37(2), 58(1), 58(2), 61(2), 61(2)(a), 61(2)(b), 63, 113(1)(a), 113(1)(b), 114(a), 114(b), 119(3)	As per Attachment 3, excluding No. 1
Water Supply (Safety & Reliability) Act 2008	20(1), 21(1)(c)(ii), 23(1), 23A(2), 25A(1), 26(2), 26(8), 28(1), 28(4)(b), 33(2), 33(4), 34(2), 35(1), 36(2)(b), 36(2)(c), 41(1), 41(3), 43(1), 44(1), 44(2), 44(3), 44(4), 45(1), 45(2), 52(2), 52(3)(a), 52(3)(b), 54(1), 54(2), 54(3), 54(5), 57(2), 58(1), 58(2), 59(2), 60(1), 60(2), 61(1), 95(1), 99A(1), 100(2), 102(2), 102(3), 102A(2), 102A(3), 103(2), 107(2)(b), 109(1), 115(3), 142(2)(a), 142(2)(b), 142C(2), 145(1), 166(3), 167(2), 168(1), 168(2)(c), 169(1), 169(2), 180(1), 180(3), 180(4), 180(5), 181(1), 182, 183(1), 183(2), 183(3), 183(4), 184(1), 184(2), 184(3), 185(2), 191, 192(1), 192(2), 193(3), 195(1), 195(2), 196AA(1), 196AD(1), 196AE(1), 202(1), 203(1)(b), 208(2), 208(5), 209(1), 212(2), 212(3), 215(1), 215(3), 215(7), 230(2), 230(4), 230(6)(b), 230(9), 259(2)(b), 259(4), 259(6), 270(2), 270(4), 271(2), 271(4), 303(4)(e), 306(1), 307(2), 333(2), 352F, 352HB(1), 352HB(2), 352O(2)(c)(ii), 352P, 352Q(1), 352T(2), 352T(2)(a), 352T(2)(b), 352U(3), 354(3)(b), 359(3), 359(4), 371C, 371H(2), 372(2), 373, 374(2), 375, 378, 379(1), 379(2),	As per Attachment 3, excluding No. 1

<i>Legislation Title</i>	<i>Sections Delegated to CEO</i>	<i>Limitations to the Exercise of Power</i>
	379(3), 381(1), 381(4), 381(6), 383(2), 383(2)(b), 384(3), 399B(1), 399B(2), 399B(4), 399C(3)(a), 399C(3)(b), 446(2), 447, 463(1)(d), 475(2)(b) and (c), 475(5), 476(1), 496, 498(1), 512(1), 513(3), 517(1), 524(2), 524A(2), 526, 573, 670(2), 670(3), 671(2), 671(3)(a)	
<i>Work Health and Safety Act 2011</i>	38(1), 38(4)(b), 52(1), 52(4), 53(1), 53(2), 54(1), 55(3), 56(3), 57(1), 57(2), 58(1), 71(5), 71(7), 71(8), 73(1), 73(2), 76(1), 76(5), 77(c), 82(2), 87, 89, 102B(2), 102G, 141, 142A(4), 224, 229	As per Attachment 3, excluding No. 1

ANNUAL REVIEW OF DELEGATION OF POWERS TO THE CHIEF EXECUTIVE OFFICER

Limitations to the Exercise of Powers

Meeting Date: 25 September 2018

Attachment No: 2

ATTACHMENT 2 - LIMITATIONS TO THE EXERCISE OF POWER

1. The Chief Executive Officer may sub-delegate the powers contained in Schedule 1.
2. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
3. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
4. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
5. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
6. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
7. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

ANNUAL REVIEW OF DELEGATION OF POWERS TO THE CHIEF EXECUTIVE OFFICER

Financial Delegations

Meeting Date: 25 September 2018

Attachment No: 3

ATTACHMENT 3 - FINANCIAL DELEGATION

- (a) Formally approve any operating expenditure within budget, with the following limitation:

Where a natural disaster and/or extraordinary emergent event has been declared in the local government area, the CEO can exercise the delegation to formally approve expenditure necessary which does not cause a variation of greater than 5% from budget.

- (b) Formally approve any capital expenditure within budget, with the following limitation:

Where a natural disaster and/or extraordinary emergent event has been declared in the local government area, the CEO can exercise the delegation to formally approve expenditure necessary which does not cause a variation of greater than 5% from budget.

- (c) Formally approve the investment or borrowing of money in accordance with Council's approved policy.

- (d) Formally approve Act of Grace payments, on a case-by-case basis, as an equitable remedy to persons who may have been unintentionally disadvantaged by the effects of Council legislation, actions or omissions and who have no other viable means of redress, to the value of not more than \$2,000.

- (e) Formally approve the waiver of debt where all practical means to recover the debt have been exhausted and such debt is less than \$1000.

- (f) Formally approve the refund of fees and charges, on a case by case basis, to the value of not more than \$5,000 unless other wise specified within Council's various Fees and Charges Refund Policies.

11.4 EXPRESSION OF INTEREST FOR THE CONSTRUCTION OF THE NEW ART GALLERY

File No: 12155
Attachments: Nil
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Program Delivery

SUMMARY

In preparation for the construction procurement of the New Art Gallery, this report seeks Council's endorsement to call for Expressions of Interests (EOI). The EOI process aims to identify and pre-register Construction Contractors to build this iconic and highly valued public asset based on suitable capacity, capability and experience.

OFFICER'S RECOMMENDATION

THAT Council resolves to call for Public Expressions of Interests for the Construction of the New Art Gallery as provided for in section 228(5) of the *Local Government Regulations 2012*.

COMMENTARY

The Quay Street Cultural Precinct has been identified as one of the six key catalyst projects in the Rockhampton CBD Redevelopment Framework. The project's objective is to create an activated cultural precinct with a focus on culture, art and modern education in the CBD around Customs House, Quay Laneway, Quay Street and the Riverbank.

The success of the Cultural Precinct will be largely centered on the construction of a New Art Gallery.

This new building would be a three (3) storey structure with around 4700m² gross floor area. The building would include a double volume exhibition space on the lower floor and a Gallery for Council's permanent collection on the upper level. It would also include retail and café spaces, flexible multipurpose areas / education spaces, administration, storage and back of house areas. The intent of the design is on visitor attraction and to provide a visual link through and within the building to the CBD and the River and enhance the prominence of the Customs House building to Quay Street.

BACKGROUND

The design development for the Art Gallery has now progressed through the detailed design stage and design work has now commenced on the Tender and For Construction documentation in line with the project's delivery schedule.

Project development approvals have been lodged and are being processed through referral and information procedures.

The project is now at the stage where Council needs to consider the procurement for the construction of the Art Gallery. A multi staged procurement process is recommended to be adopted, with an EOI process being the first stage.

An open public EOI process will be adopted inviting interested parties to submit their expressions of interest in the construction of the new Art Gallery. Council recognises the cost to the building industry to submitted formal costed bids and the cost to Council in evaluating bids. The EOI process will help Council evaluate applicants based on non-priced criteria and assess the applicants that it considers best satisfy the requirements to build this valuable community asset. Only the Construction Contractors who have been successfully shortlisted through the EOI process will be eligible to submit formal tenders.

PREVIOUS DECISIONS

Council resolved at the meeting on 22 February 2018 the following:

“THAT Council:

- 1. Endorses the schematic design for the Cultural Precinct Project and commencement of the detailed design and planning approvals process;*
- 2. Receives the Business Case for the new Art Gallery proposal and approves for the active pursuit of grant funding for the Art Gallery’s construction; and*
- 3. Adopt the scope of works as outlined in the report.”*

BUDGET IMPLICATIONS

Council currently has allocated \$31.5M over the next three (3) financial years in the Capital budget for the Art Gallery’s construction. There is a current budget of \$2.8M which has been used to commission the Design and Business Case. The State Government has funded \$2M for the Business Case and design development.

LEGISLATIVE CONTEXT

This proposal complies with the Local Government Regulation 2012, section 228.

LEGAL IMPLICATIONS

N/A

STAFFING IMPLICATIONS

N/A

RISK ASSESSMENT

The short listing undertaken by the EOI process will reduce the construction risk by ensuring the preferred contractors have the necessary capability, capacity and experience.

CORPORATE/OPERATIONAL PLAN

The delivery of the Art Gallery project is detailed as an operational action item in Rockhampton Regional Council’s Operational Plan 2018-19.

Item 2.3.2.1 Effectively deliver the design, development and construction of Art Gallery Project.

The proposed EOI process detailed in this report fulfills the objective of the Operational Plan and progresses the Art Gallery project into the first stage of construction procurement.

CONCLUSION

It is recommended Council commence the Expressions of Interest (EOI) process, which will allow the short listing of those contractors whom meet and or exceed the non-priced selection criteria based around capacity, capability and experience.

11.5 APPOINTMENT OF REPRESENTATIVES OF COUNCIL TO OTHER ORGANISATIONS

File No: 10072
Attachments: Nil
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Ross Cheesman - Acting Chief Executive Officer

SUMMARY

Acting Chief Executive Officer seeking nominations to represent Rockhampton Regional Council on other organisations.

OFFICER'S RECOMMENDATION

THAT Council appoint members to represent Rockhampton Regional Council on organisations, associations or bodies as below:

Organisation	RRC Representative
Capricorn Pest Management Group	Cr Fisher, Cr Smith
CQ-ROC	Mayor & Deputy Mayor
Capricornia Domestic & Family Violence Steering Committee	Cr Swadling
Fitzroy Basin Association	Cr Wickerson
Art Gallery Trust	Mayor & Cr Swadling
RADF Committee	Cr Swadling
LDMG	Cr Williams (Chair), Mayor (Deputy Chair)
Rockhampton Regional Roads and Transport Group	Mayor (Chair), Cr Williams
Great Barrier Reef Marine Park Authority / Reef Guardian	Cr Wickerson
CQ Airport Group	Cr Fisher
Safe Night Rockhampton CBD Precinct Inc	Cr Swadling
Floodplain Management Australia	Mayor
Fitzroy Partnership for River Health	Cr Wickerson
Leichhardt Way	Cr Williams
Fitzroy River Restocking Group	Cr Williams
Local Authority Waste Management Advisory Committee	Cr Fisher
Regional Capitals Australia	Mayor
Queensland Futures Institute	Mayor

BACKGROUND

Rockhampton Regional Council has extensive involvement in numerous organisations across the region and it is necessary that Council determine its representation on those bodies and organisations.

While the below list of relevant organisations is not exhaustive, it is considered to encapsulate those organisations or bodies which currently have a high priority within the region.

Organisation	RRC Representative 2016
Capricorn Pest Management Group	Cr Fisher, Cr Smith, Cr Wickerson
CQ-ROC	Mayor & Deputy Mayor
Capricornia Domestic & Family Violence Steering Committee	Cr Swadling
Fitzroy Basin Association	Cr Wickerson
Art Gallery Trust	Mayor & Cr Swadling
RADF Committee	Cr Swadling
LDMG	Cr Williams (Chair), Mayor (Deputy Chair)
Rockhampton Regional Roads and Transport Group	Mayor (Chair), Cr Williams
Great Barrier Reef Marine Park Authority / Reef Guardian	Cr Wickerson
Local Government Discussion Group	All Councillors
CQ Airport Group	Cr Fisher
Safe Night Rockhampton CBD Precinct Inc	Cr Swadling
Floodplain Management Australia	Mayor
Fitzroy Partnership for River Health	Cr Wickerson
Leichhardt Way	Cr Williams
Fitzroy River Restocking Group	Cr Williams
Local Authority Waste Management Advisory Committee	Cr Fisher

**11.6 PROPOSED INTERNATIONAL TRAVEL TO SHANGHAI - CHINA
INTERNATIONAL IMPORT EXPO**

File No: 8308
Attachments: Nil
Authorising Officer: Chris Ireland - Manager Regional Development and Promotions
Tony Cullen - General Manager Advance Rockhampton
Author: Young Beamish - Senior Executive Trade and Investment

SUMMARY

This report seeks Council approval for Senior Trade and Investment Officer and General Manager Advance Rockhampton to attend the China International Import Expo on 5 and 6 November 2018, in order to facilitate trade and investment with China.

OFFICER'S RECOMMENDATION

THAT Council approves the General Manager Advance Rockhampton and Senior Executive for Trade and Investment to attend the China International Import Expo in Shanghai on 5 and 6 November 2018, to further develop International relations and generate opportunities for International Trade and Investment.

COMMENTARY

The primary aims of the proposed visit to the Chinese International Import Expo in People's Republic of China are to:

- Strengthen Rockhampton's trade and investment relationship with China, by exploring opportunities to further develop international linkages, collaborations and partnerships with public and private sector Chinese entities.
- Promote Rockhampton's capabilities and expertise in the agribusiness, infrastructure and services sectors and the region's ability to supply premium quality agri-food products to meet growing demand from China.
- Promote Rockhampton's agribusiness and international education sectors as an attractive destination for Chinese investment.

Target Industry Sectors

Agricultural Trade and Investment

International Education (promote Study Rockhampton)

BACKGROUND

In May 2017, Chinese President Xi Jinping announced at the Belt and Road Forum for International Cooperation that China will hold China International Import Expo (CIIE) starting from 2018.

It is a significant move for the Chinese government to hold CIIE to give firm support to trade liberalisation and economic globalisation and actively open the Chinese market to the world. The exhibition facilitates countries and regions all over the world to strengthen economic cooperation and trade, and to promote global trade and world economic growth in order to make the world economy more open.

Enterprises from over 100 countries and regions are expected to participate in the first CIIE. Supporting activities such as supply-demand matchmaking meetings, seminars and product releases being held during the Expo it will provide an excellent opportunity for Rockhampton Regional Council to generate interest and contacts for investment in all of our key focus industries.

BUDGET IMPLICATIONS

Expenditure associated with the investment/trade mission will be funded within the Advance Rockhampton operational budget.

CORPORATE/OPERATIONAL PLAN

The proposed trade mission and the targeted industry sectors are consistent with Council's existing Corporate Plan and strategic direction as identified and summarised in its Economic Development Strategy and Economic Action Plan.

CONCLUSION

The Rockhampton Regional Council is committed to playing an active role in the economic development of the region with the longer term aim of stimulating economic growth and employment in the region through ongoing diversification of the region's economic base. Council's economic development function will continue to be supported and enhanced in Council participation in trade missions and fostering existing and developing new engagements.

11.7 PROPOSED INTERNATIONAL TRAVEL TO ZHENJIANG - INTERNATIONAL SISTER CITIES CEREMONY

File No: 8308
Attachments: Nil
Authorising Officer: Tony Cullen - General Manager Advance Rockhampton
Author: Chris Ireland - Manager Regional Development and Promotions

SUMMARY

This report seeks Council approval for Mayor Margaret Strelow, General Manager Advance Rockhampton Tony Cullen and Senior Trade and Investment Officer to travel to China on 5 – 10 November 2018 for the International Sister Cities Ceremony with Zhenjiang and be authorised to sign the Sister City Agreement on behalf of Rockhampton Regional Council.

OFFICER'S RECOMMENDATION

THAT:

Council approves Mayor Margaret Strelow, General Manager Advance Rockhampton Tony Cullen and Senior Trade and Investment Officer to travel to China on 5 – 10 November 2018 for the International Sister Cities Ceremony with Zhenjiang;

Mayor Strelow be authorised to sign the Sister City Agreement on behalf of Rockhampton Regional Council, a copy of which will be the subject of a further report to Council.

BACKGROUND

In November 2016 Rockhampton and Zhenjiang signed a Friendship City Agreement. Since then, Zhenjiang sought an approval from the Chinese Central Government to move our current status to a sister city relationship. The approval has been granted and Zhenjiang is now proposing for Rockhampton to sign the new agreement to become a sister city.

Following an active program of communication various synergies exist between the two cities and there are a number of joint opportunities that have been identified in sectors including economic development, education, tourism, agriculture, culture, environment, sports and the arts.

PREVIOUS DECISIONS

At the Council meeting held 26 August 2016 Council resolved:

THAT Council authorise the Chief Executive Officer to commence Sister City discussions with the People's Republic of China.

At the Council meeting held 11 October 2016 Council resolved:

THAT Council signs a Friendship City Agreement with the Zhenjiang Municipal People's Government, Jiangsu Province, People's Republic of China.

BUDGET IMPLICATIONS

Expenditure associated with travels costs will be funded within the Advance Rockhampton operational budget.

LEGISLATIVE CONTEXT

Nil

LEGAL IMPLICATIONS

Nil

CORPORATE/OPERATIONAL PLAN

The proposed sister city relationship with Zhenjiang Municipal People's Government, Jiangsu Province, People's Republic of China is consistent with Council's existing Corporate Plan and strategic direction as identified and summarised in its Economic Development Strategy and Economic Action Plan.

CONCLUSION

The Rockhampton Regional Council is committed to playing an active role in the economic development of the region with the longer term aim of stimulating economic growth and employment in the region through ongoing diversification of the region's economic base.

As China is Australia's largest trading partner and will become an increasingly important market for Rockhampton. Maintaining a strong relationship with China will position the Council and businesses in the region well to establish successful trade relationships in the country.

11.8 UPDATE ON FINANCIAL STATEMENTS 30 JUNE 2018

File No: 9509
Attachments: 1. 2017/18 Draft Financial Statements [↓](#)
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Alicia Cutler - Chief Financial Officer

SUMMARY

Chief Financial Officer providing a report on the Final Results for the 17/18 Financial year.

OFFICER'S RECOMMENDATION

THAT the report be received and notional allocations made as outlined in the report.

COMMENTARY

The draft Financial Statements were completed on Friday 24 August 2018 (on time) to be available for audit to commence the following week. Audit of the statements is close to complete with the Financial Report to be presented to Audit committee on 28 September 2018. No high risk areas are known at this stage and are not expected to arise. This report deals with the year-end result compared to Council's budget position.

The reported **Operational Surplus** in the Financial Statements is \$12.1 million – against a budgeted result of \$3.97 million, resulting in an additional surplus of \$8.1 million. In this result though there is an amount of Capital Expenditure which did not meet the capitalisation criteria and as such has been written off. This expense of \$4.5 million was budgeted for within Capital Expenditure and can be essentially added to the surplus as available funding. Comparing “like-with-like” budget against actuals, there is a difference of \$12.6 million.

The major movements that attributed to this improved operational result were:

- Improved result in Waste and Recycling Services - \$1.1 million
- Improved result in Airport - \$1.05 million
- Increase In Rates Income (Rates paid in Advance) \$1.04 million
- Savings in employment costs (not in Business units above) - \$2.5 million
- Improvement in Plant Hire Business \$619,000
- Contractors and Consultants in Planning & Regulatory Services and Infrastructure Planning improved by \$1 million
- Urban and Rural Operations – improvement of \$872,000

Each of these areas will have an in-depth review to understand their impact upon the 18/19 Budget.

Capital Expenditure – How did we go compared to budget?

In the final Revised Budget the Capital Expenditure was brought down from \$145.3 million to \$118 million. The final spend arrived at \$112.4 million, meaning a carryover of \$5.6 million (or 5% - which is a good result).

The carryover budgets are close to being finalised in the Financial System and will be included in reporting for the end of September 2018.

Key Sustainability Ratios:

The final results for Key Sustainability ratios were mostly positive (and an improvement on budget)

Ratio	Budget Position	Actual Position	Target
Operating surplus Ratio	2%	6.2%	Between 0% and 10%
Asset Sustainability Ratio	107.8%	95.0%	Greater than 90%
Net Financial Ratios	45.1%	37.5%	Not greater than 60%

Revised Budget to deal with allocation of surplus

It is proposed to earmark the additional operational surplus towards the reduction of loans for the 18/19 year. The adopted budget for 18/19 has new loans of \$54.6 million which can now be reduced to \$42 million. This allows Council to make a permanent reduction of its debt. The need for a budget revision will be continually monitored and a formal revision will be presented when required.

CONCLUSION

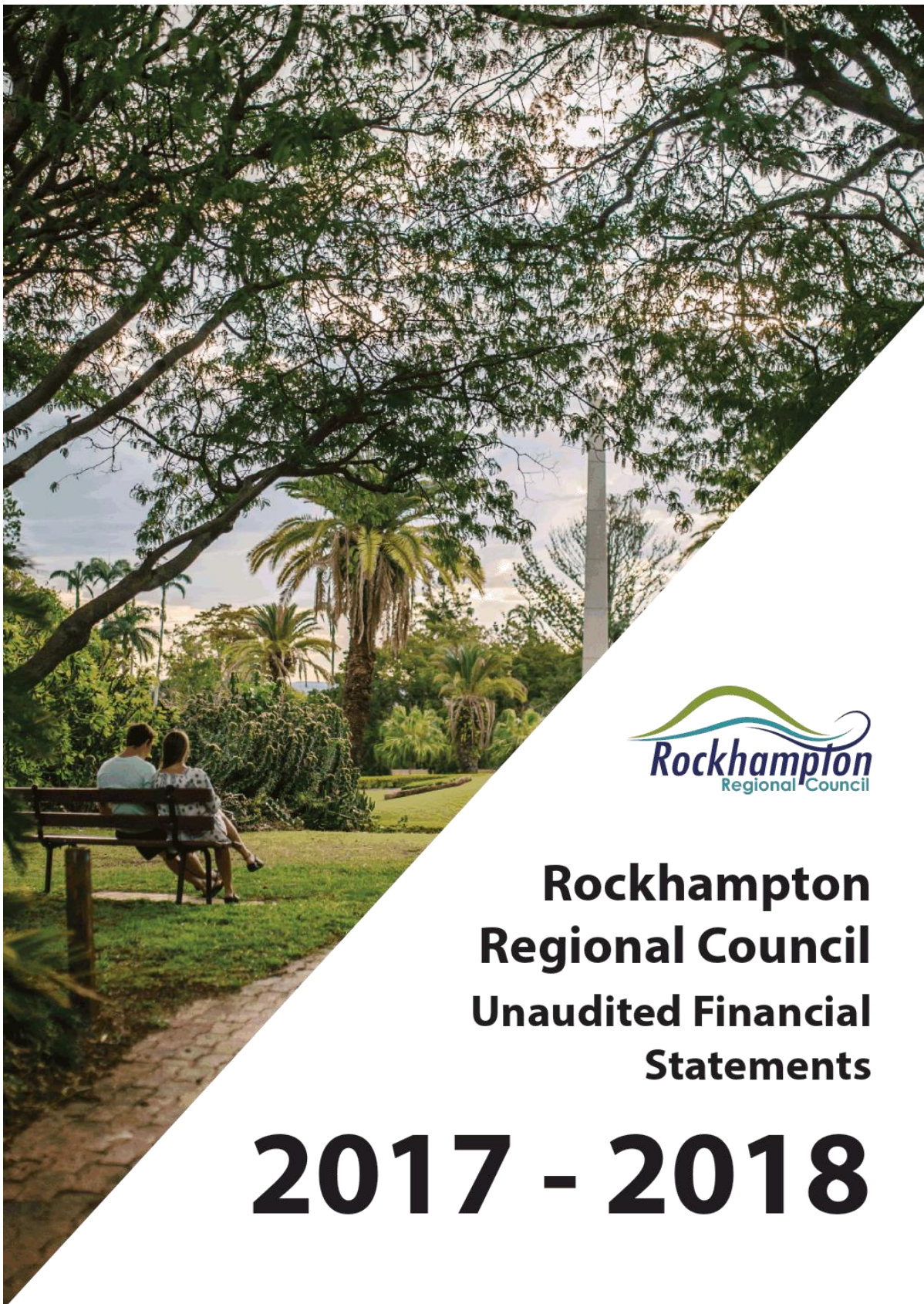
It is good to be reporting an improvement to Council's financial position. Conservative budgeting is always recommended however Council will note that there are some areas to review as outlined in the report. The total recurrent revenue for Council for the 17/18 year was \$195.5 million and the improved result represents 6.2% of budget. The result is a good opportunity to permanently reduce loans outstanding.

UPDATE ON FINANCIAL STATEMENTS 30 JUNE 2018

2017/18 Draft Financial Statements

Meeting Date: 25 September 2018

Attachment No: 1



ROCKHAMPTON REGIONAL COUNCIL**Financial statements**

For the year ended 30 June 2018

Table of contents

	Statement of Comprehensive Income
	Statement of Financial Position
	Statement of Changes in Equity
	Statement of Cash Flows
Note	Notes to the financial statements
1	Significant accounting policies
2	Analysis of results by function
3	Revenue
4	Grants, subsidies and contributions
5	Capital income
6	Employee benefits
7	Materials and services
8	Finance costs
9	Depreciation and amortisation
10	Capital expenses
11	Cash and cash equivalents
12	Investments
13	Receivables
14	Property, plant and equipment
15	Payables
16	Provisions
17	Borrowings
18	Asset revaluation surplus
19	Commitments for expenditure
20	Events after the reporting period
21	Contingencies
22	Superannuation
23	Reconciliation of net result attributable to Council to net cash flow from operating activities
24	Reconciliation of liabilities arising from finance activities
25	Accounting for natural disaster events
26	Financial instruments
27	National competition policy
28	Controlled entities that have not been consolidated
29	Transactions with related parties
	Management Certificate
	Independent Auditor's Report

ROCKHAMPTON REGIONAL COUNCIL

Statement of Comprehensive Income

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
Income			
Recurrent revenue			
Rates, levies and charges	3(a)	136,096,837	130,474,287
Fees and charges	3(b)	23,193,872	22,842,943
Interest received		3,074,276	3,675,787
Sales revenue		7,988,844	5,443,459
Other recurrent income	3(c)	9,159,793	7,600,113
Grants, subsidies and contributions	4(a)	15,949,017	21,476,145
		<u>195,462,639</u>	<u>191,512,734</u>
Capital revenue			
Grants, subsidies and contributions	4(b)	49,736,379	45,675,266
Other capital income	5	99,703	666,629
		<u>49,836,082</u>	<u>46,341,895</u>
Total income		<u>245,298,721</u>	<u>237,854,629</u>
Expenses			
Recurrent expenses			
Employee benefits	6	(73,579,651)	(71,222,968)
Materials and services	7	(50,424,931)	(49,805,063)
Finance costs	8	(7,655,061)	(11,317,383)
Depreciation and amortisation	9	(51,641,292)	(50,806,476)
		<u>(183,300,935)</u>	<u>(183,151,890)</u>
Capital expenses	10	(11,499,204)	(9,642,327)
Total expenses		<u>(194,800,139)</u>	<u>(192,794,217)</u>
Net result attributable to Council		<u>50,498,582</u>	<u>45,060,412</u>
Other comprehensive income			
Items that will not be reclassified to net result			
Decrease in asset revaluation surplus	18	(6,398,878)	(135,803,564)
Total other comprehensive income for the year		<u>(6,398,878)</u>	<u>(135,803,564)</u>
Total comprehensive income for the year		<u>44,099,704</u>	<u>(90,743,152)</u>

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

ROCKHAMPTON REGIONAL COUNCIL

Statement of Financial Position

As at 30 June 2018

	Note	2018 \$	2017 \$
Current assets			
Cash and cash equivalents	11	19,461,612	26,930,803
Investments	12	62,000,000	75,000,000
Receivables	13	19,045,958	18,435,432
Inventories		1,884,116	1,723,224
		<u>102,391,686</u>	<u>122,089,459</u>
Assets classified as held for sale		208,315	327,346
Total current assets		<u>102,600,001</u>	<u>122,416,805</u>
Non-current assets			
Property, plant and equipment	14	2,365,130,218	2,303,966,218
Intangible assets		1,267,279	1,217,002
Total non-current assets		<u>2,366,397,497</u>	<u>2,305,183,220</u>
TOTAL ASSETS		<u>2,468,997,498</u>	<u>2,427,600,025</u>
Current liabilities			
Payables	15	20,665,859	20,203,531
Provisions	16	12,661,869	14,985,411
Borrowings	17	20,613,749	19,535,892
Other liabilities		345,023	574,538
Total current liabilities		<u>54,286,500</u>	<u>55,299,372</u>
Non-current liabilities			
Provisions	16	16,574,609	6,644,096
Borrowings	17	103,345,245	123,684,882
Other liabilities		1,762,955	3,370,114
Total non-current liabilities		<u>121,682,809</u>	<u>133,699,092</u>
TOTAL LIABILITIES		<u>175,969,309</u>	<u>188,998,464</u>
NET COMMUNITY ASSETS		<u>2,293,028,189</u>	<u>2,238,601,561</u>
Community equity			
Retained surplus		1,440,221,495	1,379,395,989
Asset revaluation surplus	18	852,806,694	859,205,572
TOTAL COMMUNITY EQUITY		<u>2,293,028,189</u>	<u>2,238,601,561</u>

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

ROCKHAMPTON REGIONAL COUNCIL

Statement of Changes in Equity
 For the year ended 30 June 2018

	Note	Total		Retained surplus		Asset revaluation surplus Note 18	
		2018 \$	2017 \$	2018 \$	2017 \$	2018 \$	2017 \$
Balance at beginning of year		2,238,601,561	2,331,826,481	1,379,395,989	1,336,817,345	859,205,572	995,009,136
Adjustment to opening balance	14	10,326,924	(2,481,768)	10,326,924	(2,481,768)	-	-
Restated balances		2,248,928,485	2,329,344,713	1,389,722,913	1,334,335,577	859,205,572	995,009,136
Net result attributable to Council		50,498,582	45,060,412	50,498,582	45,060,412	-	-
Other comprehensive income for the year							
Adjustment to asset revaluation surplus:							
Property, plant & equipment		(6,398,878)	(135,803,564)	-	-	(6,398,878)	(135,803,564)
Total comprehensive income for year		44,099,704	(90,743,152)	50,498,582	45,060,412	(6,398,878)	(135,803,564)
Balance at end of year		2,293,028,189	2,238,601,561	1,440,221,495	1,379,395,989	852,806,694	859,205,572

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

ROCKHAMPTON REGIONAL COUNCIL

Statement of Cash Flows

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
Cash flows from operating activities			
Rates, levies and charges		135,984,763	130,089,574
Fees and charges		23,193,872	22,842,943
Grants, subsidies and contributions		15,949,017	21,476,145
Interest received		3,290,856	3,627,741
Other income		16,428,827	6,999,886
Net GST (recoverable) / paid		(84,288)	177,537
Payments to suppliers		(48,893,771)	(49,094,329)
Payments to employees		(73,873,710)	(70,783,056)
Interest expense		(7,371,526)	(8,188,692)
Net cash inflow from operating activities	23	<u>64,624,040</u>	<u>57,147,749</u>
Cash flows from investing activities			
Government subsidies and grants		40,256,968	35,156,874
Capital contributions		1,549,223	6,493,664
Payments for property, plant and equipment		(109,066,606)	(93,448,114)
Payments for intangible assets		(644,337)	(270,666)
Net transfer from cash investments	12	13,000,000	-
Proceeds from sale of property plant and equipment		<u>2,073,302</u>	<u>1,124,638</u>
Net cash outflow from investing activities		<u>(52,831,450)</u>	<u>(50,943,604)</u>
Cash flows from financing activities			
Proceeds from borrowings	17	-	7,041,394
Repayment of borrowings	17	<u>(19,261,780)</u>	<u>(17,852,740)</u>
Net cash outflow from financing activities		<u>(19,261,780)</u>	<u>(10,811,346)</u>
Net decrease in cash and cash equivalents held		<u>(7,469,191)</u>	<u>(4,607,201)</u>
Cash and cash equivalents at beginning of reporting year		26,930,803	31,538,004
Cash and cash equivalents at end of reporting year	11	<u>19,461,612</u>	<u>26,930,803</u>

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements
 For the year ended 30 June 2018

1 Significant accounting policies**1.A Basis of preparation**

These general purpose financial statements are for the period 1 July 2017 to 30 June 2018 and have been prepared in compliance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

These general purpose financial statements comply with all accounting standards and interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to Council's operations and effective for the current reporting period. These statements do not comply with International Financial Reporting Standards as Council is a not-for-profit entity. The main impacts are the offsetting of revaluation and impairment gains and losses within a class of assets, and the timing of the recognition of non-reciprocal grant revenue.

These financial statements have been prepared under the historical cost convention, except for the following:

- financial assets and liabilities, certain classes of property, plant and equipment which are measured at fair value;
- assets held for sale which are measured at fair value less cost of disposal.

1.B Basis of Consolidation

Council has no material controlled entities and the financial statements presented are those of the Council only.

Information about controlled entities that have not been consolidated, because they are not considered material, is included in Note 28.

1.C Constitution

The Rockhampton Regional Council is constituted under the *Queensland Local Government Act 2009* and is domiciled in Australia.

1.D New and revised Accounting Standards

In the current year, Council adopted all of the new and revised Standards and Interpretations issued by the AASB that are relevant to its operations and effective for the current reporting period. Council has applied AASB 2016-2 *Amendments to Australian Accounting Standards - Disclosure Initiative: Amendments to AASB 107* for the first time. As a result Council has disclosed more information to explain changes in liabilities arising from financing activities ('debt reconciliation'). This information is presented in Note 24. The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to Council's accounting policies.

Standards that are not yet effective

Some Australian Standards and Interpretations have been issued but are not yet effective. These standards have not yet been applied in these financial statements. Council will implement them when they are effective. The standards that are expected to have a impact upon council's future financial statements are:

AASB 9 Financial Instruments (effective from 1 January 2018)

AASB 9 *Financial Instruments*, which replaces AASB 139 *Financial Instruments: Recognition and Measurement*, is effective for reporting periods beginning on or after 1 January 2018 and must be applied retrospectively. The main impact of AASB 9 is to change the requirements for the classification, measurement and disclosures associated with financial assets. Under the new requirements the four current categories of financial assets stipulated in AASB 139 will be replaced with two measurement categories: fair value and amortised cost and financial assets will only be able to be measured at amortised cost where very specific conditions are met. The standard also introduces a new impairment model that requires impairment provisions to be based on expected credit losses, rather than incurred credit losses. Based on an assessment to date Council expects a small increase to impairment losses however the standard is not expected to have a material impact overall.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-Profit Entities and AASB 2016-8 Amendments to Australian Accounting Standards - Australian Implementation Guidance for Not-for-Profit Entities (effective from 1 January 2019)

AASB 15 will replace AASB 118 *Revenue*, AASB 111 *Construction Contracts* and a number of Interpretations. AASB 2016-8 provides Australian requirements and guidance for not-for-profit entities in applying AASB 9 and AASB 15, and AASB 1058 will replace AASB 1004 *Contributions*. Together they contain a comprehensive and robust framework for the recognition, measurement and disclosure of revenue from contracts with customers.

Council has undertaken preliminary analysis of the potential impacts of these standards on the financial statements. The main impacts of the new standards are to prepaid rates, levies and charges, and grants, subsidies and contributions for specific purposes. Prepaid rates, levies and charges are currently recognised as revenue on receipt of funds; however AASB 1058 requires that prepaid rates initially be recognised as a liability and only subsequently transferred to revenue in the period in which the rates are raised. Grants, subsidies and contributions that are non-reciprocal in nature are currently recognised as revenue when Council obtains control over them, which is usually on receipt of funds. Under the new standards, revenue recognition may be deferred if the rights and obligations under the relevant funding agreement are enforceable and sufficiently specific to determine the deferral of revenue.

AASB 16 Leases (effective from 1 January 2019)

Council has some leases that are not in the Statement of Financial Position. These will need to be included when this standard comes into effect. A lease liability will initially be measured at the present value of the lease payments to be made over the lease term. A corresponding right-of-use asset will also be recognised over the lease term. Council has performed an assessment of the potential impact on the financial statements and does not believe it will be material at this time.

1.E Estimates and Judgements

Where necessary judgements, estimates and assumptions have been used in preparing these financial statements. Those that have a significant effect, or risk of causing an adjustment to Council's assets or liabilities relate to:

Valuation of property, plant and equipment - Note 14
Impairment of property, plant and equipment - Note 14
Depreciation - Note 9
Provisions - Note 16
Contingencies - Note 21
Capital income - Note 5
Capital expenses - Note 10

1.F Rounding and Comparatives

Amounts included in the financial statements are in Australian dollars and have been rounded to the nearest \$1.

Comparative information has been restated where necessary to be consistent with disclosures in the current reporting period.

1.G Taxation

Income of local authorities and public authorities is exempt from Commonwealth taxation except for Fringe Benefits Tax and Goods and Services Tax ("GST"). The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.

The Council pays Payroll Tax to the Queensland Government on certain activities.

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**For the year ended 30 June 2018

2 Analysis of results by function**(a) Components of Council functions**

The activities relating to the Council's components reported on in Note 2(b) are as follows:

Resourcing

The objective of Resourcing is to provide a function for the recognition and allocation of general rate and grant revenue as well as interest revenue and expense not allocated to commercial business units.

Office of CEO

The goals of the Office of CEO are to provide leadership, corporate oversight and strategic direction. The Office of CEO incorporates the offices of the Mayor, Councillors and the Chief Executive Officer and includes internal audit and governance sections.

Advance Rockhampton (formerly Regional Development)

The objective of Advance Rockhampton is to provide strategic services to cater for the regions future growth as well as optimising quality of life and economic development opportunities for the region's residents and businesses. The sections include Economic Development, Regional Promotions and Strategic Planning.

Regional Services

Regional Services' goals are to achieve safe, secure and reliable road and drainage infrastructure and plan for liveable and distinctive communities that we are proud to be part of. Regional Services provides roadworks, street lighting, stormwater drainage, engineering planning and administration. Regional Services also maintains disaster management response capability to meet community needs when required.

Corporate Services

Corporate Services provides professional financial and information services across all of Council. This function includes communication and information technology, administration services, financial services, workforce and strategy, asset management, organisational development services and fleet and plant services. The goal of Corporate Services is to provide accurate, timely and appropriate information and services to all areas of Council to support sound decision making and to meet statutory requirements.

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**For the year ended 30 June 2018

Community Services

The goals of Community Services are to achieve a healthy and liveable environment for everyone to enjoy and a safe, caring and healthy community. Community Services provides well managed and maintained community facilities, and ensures the effective delivery of cultural, environmental and recreational services. Services provided include libraries, art services, theatre and venue management, heritage preservation, child care, aged services, and community assistance. Community Services undertakes the management, maintenance and operation of Council facilities such as reserves and parks and provides compliance and regulatory services in line with legislation and community standards. Manages operations of public health, environmental health, health planning and natural resource management as well as provides regulatory and compliance services for development assessment and development compliance.

Airport

The key objectives of Rockhampton Airport are to safely deliver aeronautical and related non-aeronautical services that are ancillary to the operation of a modern Airport. As a commercialised business unit, Rockhampton Airport works with Council to conduct operations in accordance with commercial principles and provides the strategic direction and operations of the Airport's service delivery for Council.

Waste & Recycling

The key objectives of Waste and Recycling are to deliver commercially viable waste and recycling services that satisfy adopted customer service standards. Waste and Recycling is a commercial business unit of Rockhampton Regional Council and is responsible for the operation and maintenance of waste management facilities and waste and recycling collection services throughout the Rockhampton Region.

Fitzroy River Water

Fitzroy River Water's aim is to enhance the community's quality of life by providing sustainable water, sewerage and environmental services, through innovation, technical expertise, business efficiency, excellence in customer service and commitment to the environment. Fitzroy River Water is a commercial business unit of Rockhampton Regional Council and is responsible for operating and maintaining water and sewerage assets throughout the region.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

(b) Revenue, expenses and assets have been attributed to the following functions:

Functions	Gross Program Income				Total Income	Gross Program Expenses		Total Expenses	Net Result from Recurrent	Net Result	Assets
	Recurrent		Capital			Recurrent	Capital				
	Grants	Other	Grants	Other							
	2018 \$	2018 \$	2018 \$	2018 \$		2018 \$	2018 \$	2018 \$	2018 \$	2018 \$	2018 \$
Resourcing	8,823,039	67,046,199	-	-	75,869,238	(29,280,323)	-	(29,280,323)	105,149,561	105,149,561	207,130,380
Office of the CEO	160,455	40,225	-	-	200,680	6,987,253	-	6,987,253	(6,786,573)	(6,786,573)	14,463
Advance Rockhampton	156,613	311,823	-	60,000	528,436	5,342,491	-	5,342,491	(4,874,055)	(4,814,055)	397,202
Regional Services	1,749,644	3,857,456	25,214,392	7,930,842	38,752,334	45,167,965	7,840,939	53,008,904	(39,560,865)	(14,256,570)	1,305,928,968
Corporate Services	326,362	1,582,105	1,252,318	-	3,160,785	14,382,596	1,241,843	15,624,439	(12,474,129)	(12,463,654)	54,381,346
Community Services	4,584,748	8,375,903	9,792,153	267,041	23,019,845	55,117,881	614,968	55,732,849	(42,157,230)	(32,713,004)	214,660,223
Airport	-	15,883,340	88,295	-	15,971,635	14,970,338	(132,634)	14,837,704	913,002	1,133,931	100,258,014
Waste & Recycling	-	18,038,080	-	87,334	18,125,414	13,962,781	529,430	14,492,211	4,075,299	3,633,203	41,778,029
Fitzroy River Water	(41,224)	64,567,871	3,909,810	1,233,897	69,670,354	56,649,953	1,404,658	58,054,611	7,876,694	11,615,743	544,448,871
Total	15,759,637	179,703,002	40,256,968	9,579,114	245,298,721	183,300,935	11,499,204	194,800,139	12,161,704	50,498,582	2,468,997,496

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements
For the year ended 30 June 2018

Prior Year

Functions	Gross Program Income				Total Income	Gross Program Expenses		Total Expenses	Net Result from Recurrent	Net Result	Assets
	Recurrent		Capital			Recurrent	Capital				
	Grants	Other	Grants	Other							
	2017 \$	2017 \$	2017 \$	2017 \$		2017 \$	2017 \$	2017 \$	2017 \$	2017 \$	2017 \$
Resourcing	11,388,686	64,765,336	-	3,543,642	79,697,664	(25,496,579)	-	(25,496,579)	101,650,601	105,194,243	230,036,773
Office of the CEO	32,622	41,305	-	-	73,927	3,533,595	-	3,533,595	(3,459,668)	(3,459,668)	175,122
Advance Rockhampton Regional Services	-	121,410	-	-	121,410	5,153,215	-	5,153,215	(5,031,805)	(5,031,805)	-
Corporate Services	4,110,661	1,569,304	25,435,776	3,688,155	34,803,896	43,534,629	5,343,879	48,878,508	(37,854,664)	(14,074,612)	1,285,703,105
Community Services	557,216	1,500,959	708,000	54,847	2,821,022	17,854,675	282,428	18,137,103	(15,796,500)	(15,316,081)	44,948,591
Airport	4,660,441	8,237,849	5,415,692	371,983	18,685,965	52,707,022	1,082,214	53,789,236	(39,808,732)	(35,103,271)	193,860,601
Waste & Recycling	3,636	15,310,728	-	-	15,314,364	14,225,343	14,503	14,239,846	1,089,021	1,074,518	101,862,429
Fitzroy River Water	-	17,008,243	-	630,945	17,639,188	14,329,644	-	14,329,644	2,678,599	3,309,544	29,887,892
	650,455	61,553,883	3,597,406	2,895,449	68,697,193	57,310,346	2,919,303	60,229,649	4,893,992	8,467,544	541,125,512
Total	21,403,717	170,109,017	35,156,874	11,185,021	237,854,629	183,151,890	9,642,327	192,794,217	8,360,844	45,060,412	2,427,600,025

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements
 For the year ended 30 June 2018

	Note	2018 \$	2017 \$
3 Revenue			
Revenue is recognised at the fair value of the consideration received or receivable, at the time indicated below.			
(a) Rates, levies and charges			
Rates are recognised as revenue at the start of the rating period. If a ratepayer pays their rates before the start of the rating period, they are recognised as revenue when they are received.			
General rates		56,922,142	54,003,275
Separate rates		17,794,153	17,778,397
Special rates		132,519	91,340
Water		30,859,481	29,615,855
Sewerage		28,326,817	27,053,047
Garbage charges		15,242,696	14,593,772
Rates and utility charge revenue		149,277,808	143,135,686
Less: Discounts		(11,679,899)	(11,158,272)
Less: Pensioner remissions		(1,501,072)	(1,503,127)
Net rates and utility charges		<u>136,096,837</u>	<u>130,474,287</u>

(b) Fees and charges

Fees and charges are recognised upon unconditional entitlement to the funds. Generally this is upon lodgement of the relevant applications or documents, issuing of the infringement notice or when the service is provided.

Airport fees	11,079,348	11,153,724
Waste and recycling fees	4,062,901	3,745,233
Venues, events, tourism and cultural fees	2,995,738	2,519,220
Building, plumbing and development fees	1,428,548	1,594,179
Local laws and health licencing fees	1,473,867	1,418,484
Irrigator and commercial water fees	1,232,420	1,318,083
Other fees	921,050	1,094,020
	<u>23,193,872</u>	<u>22,842,943</u>

(c) Other recurrent income

Other revenue is recognised as a revenue when it is probable that it will be received and the amount is known, otherwise the amount is recognised upon receipt. Rental revenue is recognised as income on a periodic straight line basis over the lease term.

Rental / lease income	3,265,878	3,103,326
Commission and collection fees	2,249,993	1,966,176
Insurance	918,822	66,239
Other income	2,725,100	2,464,372
	<u>9,159,793</u>	<u>7,600,113</u>

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements
For the year ended 30 June 2018

	Note	2018 \$	2017 \$
4 Grants, subsidies and contributions			
Grants, subsidies and contributions that are non-reciprocal in nature are recognised as revenue in the year in which Council obtains control over them.			
Where grants are received that are reciprocal in nature, revenue is recognised as the various performance obligations under the funding agreement are fulfilled. Council does not currently have any reciprocal grants.			
Physical assets contributed to Council by developers in the form of road works, stormwater, water and wastewater infrastructure and park assets are recognised as revenue when the development becomes "on maintenance" (i.e. Council obtains control of the assets and becomes liable for any ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. Non-cash contributions are recognised at fair value in excess of the recognition thresholds as non-current assets. Those below the thresholds are recorded as recurrent revenues and expenses.			
(a) Recurrent			
General purpose grants		7,887,659	10,990,249
Government subsidies and grants		7,871,978	10,413,468
Contributions		189,380	72,428
Total recurrent revenue		<u>15,949,017</u>	<u>21,476,145</u>
(b) Capital			
Capital revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets. It also includes non-cash contributions which are usually infrastructure assets received from developers.			
(i) Monetary revenue designated for capital funding purposes:			
Government subsidies and grants		40,256,968	35,156,874
Contributions		3,156,382	5,530,363
		<u>43,413,350</u>	<u>40,687,237</u>
(ii) Non-monetary revenue received is analysed as follows:			
Developer assets contributed by developers at fair value		6,291,573	4,855,207
Other physical assets contributed at fair value		31,456	132,822
		<u>6,323,029</u>	<u>4,988,029</u>
Total capital revenue		<u>49,736,379</u>	<u>45,675,266</u>
Conditions over contributions			
Contributions recognised as income during the reporting period and which were obtained on the condition that they be expended in a manner specified by the contributor but had not been expended at the reporting date:			
Non-reciprocal grants for expenditure on services		292,030	212,340
Non-reciprocal grants for expenditure on infrastructure		6,383,415	5,427,251
		<u>6,675,445</u>	<u>5,639,591</u>

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements
For the year ended 30 June 2018

	Note	2018 \$	2017 \$
5 Capital income			
Provision for rehabilitation			
Quarry rehabilitation - change from revision of future restoration expenditure	16	12,152	12,935
Quarry rehabilitation - reduction in rehabilitation provision for future costs, due to a change in discount rate	16	-	21,984
Landfill restoration - change from revision of future restoration expenditure	16	-	511,047
Landfill restoration - reduction in restoration provision for future costs, due to a change in discount rate	16	87,334	119,898
Parks remediation - reduction in remediation provision for future costs, due to a change in discount rate	16	217	765
Total capital income		<u>99,703</u>	<u>666,629</u>
6 Employee benefits			
Total staff wages and salaries		65,344,672	64,056,409
Councillors' remuneration		996,754	990,224
Annual, sick and long service leave entitlements		9,356,801	8,710,022
Superannuation	22	7,841,055	7,519,122
		<u>83,539,282</u>	<u>81,275,777</u>
Other employee related expenses		1,372,853	1,345,688
		<u>84,912,135</u>	<u>82,621,465</u>
Less: Capitalised employee expenses		<u>(11,332,484)</u>	<u>(11,398,497)</u>
		<u>73,579,651</u>	<u>71,222,968</u>
Councillor remuneration represents salary and other allowances paid in respect of carrying out their duties.			
Total employees at year end:	No.	No.	
Elected members	8	8	
Administration staff	518	507	
Depot and outdoors staff	358	362	
Total full time equivalent employees	<u>884</u>	<u>877</u>	
7 Materials and services			
	\$	\$	
Audit of annual financial statements by the Auditor-General of Queensland	195,273	219,377	
Advertising and marketing	1,267,138	1,153,227	
Administration supplies and consumables	1,037,334	964,281	
Communications and IT	3,451,314	3,289,509	
Consultants	3,650,359	3,934,343	
Contractors	9,002,151	13,917,547	
Donations paid	1,147,175	854,529	
Insurance	2,909,455	2,498,842	
Electricity	6,447,656	6,260,930	
Repairs and maintenance	14,924,999	13,124,961	
Rentals - operating leases	515,884	258,114	
Other materials and services	5,876,193	3,329,403	
	<u>50,424,931</u>	<u>49,805,063</u>	

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
8 Finance costs			
Finance costs charged by the Queensland Treasury Corporation		7,371,526	8,188,692
Bank charges		330,749	335,424
Impairment of receivables		(166,597)	2,638,868
Quarry rehabilitation - change in present value over time	16	12,144	10,563
Landfill sites restoration - change in present value over time	16	105,945	116,785
Parks remediation - change in present value over time	16	1,294	27,051
		<u>7,655,061</u>	<u>11,317,383</u>
9 Depreciation and amortisation			
Depreciation of non-current assets			
Site improvements		2,639,095	2,380,479
Buildings		6,170,443	6,926,098
Plant and equipment		5,444,422	5,130,818
Road network		17,609,585	16,632,465
Stormwater network		3,588,639	3,498,785
Bridge network		862,843	844,690
Water		7,993,575	7,879,569
Sewerage		5,079,051	5,454,723
Airport		1,705,310	1,566,699
Heritage and cultural assets		-	432
Total depreciation of non-current assets	14	<u>51,092,963</u>	<u>50,314,758</u>
Amortisation of intangible assets			
Computer software		<u>548,329</u>	<u>491,718</u>
Total amortisation of intangible assets		<u>548,329</u>	<u>491,718</u>
Total depreciation and amortisation		<u>51,641,292</u>	<u>50,806,476</u>
10 Capital expenses			
Loss on the disposal non-current assets			
(a) Proceeds from disposal of land		(10,000)	(6,818)
Less: Book value of land disposed		<u>201,197</u>	<u>210,000</u>
		<u>191,197</u>	<u>203,182</u>
(b) Proceeds from disposal of plant and equipment		(1,930,668)	(1,117,820)
Less: Book value of plant and equipment disposed		<u>2,855,927</u>	<u>1,101,680</u>
		<u>925,259</u>	<u>(16,140)</u>
(c) Insurance proceeds for buildings		(132,634)	-
Less: Book value of buildings disposed		<u>-</u>	<u>-</u>
		<u>(132,634)</u>	<u>-</u>

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements
 For the year ended 30 June 2018

	Note	2018 \$	2017 \$
Write off of non-current assets			
Site improvements		541,986	220,975
Buildings		305,124	946,116
Plant and equipment		32,432	7,482
Road network		7,494,645	5,208,584
Stormwater network		191,838	135,295
Bridge network		45,333	3,988
Water		841,436	2,265,062
Sewer		489,459	653,280
Airport		-	14,503
Intangible assets		45,730	-
Provision for rehabilitation			
Quarry rehabilitation - increase in rehabilitation provision for future costs, due to a change in discount rate	16	2,259	-
Landfill restoration - change from revision of future restoration expenditure	16	525,140	-
Total capital expenses		<u>11,499,204</u>	<u>9,642,327</u>

11 Cash and cash equivalents

Cash and cash equivalents includes cash on hand, all cash and cheques receipted but not banked at the year end, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Cash at bank and on hand	3,341,812	2,104,462
Deposits at call	16,119,800	24,826,341
Balance as per statement of cash flows	<u>19,461,612</u>	<u>26,930,803</u>

Councils cash and cash equivalents are subject to a number of internally and externally imposed expenditure restrictions that limit the amount available for discretionary or future use at the reporting date. These restrictions relate to the following cash assets:

Unspent government grants and subsidies	7,247,345	6,291,035
Unspent developer contributions	16,984,141	19,263,226
Total restricted cash	<u>24,231,486</u>	<u>25,554,261</u>

In accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*, a separate trust bank account and separate accounting records are maintained for funds held on behalf of outside parties. Funds held in the trust account on behalf of outside parties include those funds from the sale of land for arrears in rates, deposits for the contracted sale of land, security deposits lodged to guarantee performance and unclaimed monies (e.g. wages) paid into the trust account by the Council. The Council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements.

Trust funds held for outside parties

Monies collected or held on behalf of other entities yet to be paid out to or on behalf of those entities	<u>1,366,838</u>	<u>1,071,531</u>
---	------------------	------------------

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
12 Investments			
Term deposits with a term in excess of three months are reported as investments, with deposits of less than three months being reported as cash equivalents.			
Opening Balance		75,000,000	75,000,000
Transfers to operating bank account		(13,000,000)	-
		<u>62,000,000</u>	<u>75,000,000</u>

Term deposits at fixed interest rates are held with the following financial institutions (respective short term credit ratings noted in brackets): National Australia Bank (A1+), Westpac (A1+), Bank of Queensland (A2), The Rock (A2). Maturity ranges from 6 to 9 months and bear interest rates from 2.60% to 2.85%.

13 Receivables

Receivables are amounts owed to Council at year end. They are recognised at the amounts due at the time of sale or service delivery. Settlement is required within 30 days after the invoice is issued.

The collectability of receivables is assessed periodically and if there is objective evidence that Council will not be able to collect all amounts due, the carrying amount is reduced for impairment.

All known bad debts were written-off at 30 June. If an amount is recovered in a subsequent period it is recognised as revenue.

As Council has the power under the *Local Government Act 2009* to sell an owner's property to recover outstanding rate debts, Council will only impair rate receivables when outstanding debt exceeds unimproved capital values.

Current

Rateable revenue and utility charges	7,786,061	7,036,971
Less: impairment	<u>(326,150)</u>	<u>(300,410)</u>
	<u>7,459,911</u>	<u>6,736,561</u>
Water charges yet to be levied	669,224	1,280,500
GST recoverable	828,630	744,342
Other debtors	8,462,315	9,726,657
Less: impairment	<u>(670,754)</u>	<u>(2,375,408)</u>
	<u>9,289,415</u>	<u>9,376,091</u>
Prepayments	2,296,632	2,322,780
	<u>19,045,958</u>	<u>18,435,432</u>

Interest is charged on outstanding rates at a rate of 11% per annum for both the current and prior year. There is no concentration of credit risk for rates and utility charges, fees and other debtors receivable.

Movement in accumulated impairment losses (trade and other receivables) is as follows:

Opening balance	2,675,818	138,437
Impairment adjustment in the year	(822,128)	62,351
Impairment debts written off during the year	(1,512,317)	(101,487)
Impairments recognised	<u>655,531</u>	<u>2,576,517</u>
Closing balance	<u>996,904</u>	<u>2,675,818</u>

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements
For the year ended 30 June 2018

14 (a) Property, plant and equipment

	Note	Land	Site improvements	Buildings	Plant and equipment	Road network	Stormwater network	Bridge network	Water	Sewerage	Airport	Heritage and cultural assets	Work in Progress	Total
Basis of measurement		Fair value	Fair value	Fair value	Cost	Fair value	Fair value	Fair value	Fair value	Fair value	Fair value	Fair value	Cost	
Fair value category		Level 2 & 3	Level 3	Level 2 & 3		Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 2		
Asset values		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Opening gross value as at 1 July 2017		131,514,488	84,051,559	278,872,453	66,920,943	1,262,251,335	323,359,788	51,557,496	552,709,446	310,670,792	64,461,000	15,272,263	75,434,847	3,217,076,411
Adjustment to opening value		35,768	12,865	(213,200)	95,765	2,759,543	5,087,998	84,884	-	172,955	-	506,147	-	8,542,725
Additions at cost		3,490,640	2,650,920	4,394,941	6,931,801	10,894,083	1,078,397	60,369	3,047,812	1,957,914	-	545,566	73,028,328	108,080,771
Prior year write off of additions at cost		-	-	-	-	-	-	-	-	-	-	-	-	(2,009,895)
Contributed assets at valuation		-	41,067	-	-	1,943,578	1,695,756	1,377,274	576,907	656,990	-	31,456	-	6,323,029
Reassessment of landfill restoration		-	9,459,695	-	-	-	-	-	-	-	-	-	-	9,459,695
Transfers between classes		119,031	-	-	-	-	-	-	-	-	-	-	-	119,031
Transfers from work in progress		161,895	2,943,742	7,923,837	717,578	28,693,104	6,208,062	814,273	2,286,316	1,379,858	-	811,218	(51,939,883)	-
Disposals		(201,197)	-	-	(7,935,533)	-	-	-	-	-	-	-	-	(8,136,730)
Revaluation adjustment to asset revaluation surplus	18	(7,562,670)	3,807,781	-	-	-	-	-	-	-	-	493,558	-	(3,261,331)
Impairment	18	(301,632)	-	-	-	-	-	-	-	-	-	-	-	(301,632)
Write offs	10	-	(1,269,715)	(744,135)	(185,893)	(14,278,987)	(350,652)	(165,654)	(2,952,256)	(1,052,630)	-	-	-	(20,999,922)
Transfer to intangible assets		-	-	-	-	-	-	-	-	-	-	-	(644,337)	(644,337)
Closing gross value as at 30 June 2018		127,256,323	101,697,914	290,233,896	66,544,662	1,292,262,655	337,079,350	53,728,643	555,668,226	313,785,879	64,461,000	17,660,209	93,869,060	3,314,247,815
Accumulated depreciation and impairment														
Opening gross value as at 1 July 2017		-	31,218,204	106,558,915	32,118,838	258,695,022	99,010,466	20,402,691	206,218,402	140,649,250	18,238,405	-	-	913,110,193
Adjustment to opening value		-	-	(182,010)	-	(52,112)	(1,436,166)	(112,247)	-	(1,664)	-	-	-	(1,784,199)
Depreciation provided in period	9	-	2,639,095	6,170,443	5,444,422	17,609,585	3,588,639	862,843	7,993,575	5,079,051	1,705,310	-	-	51,092,963
Depreciation on disposals		-	-	-	(5,079,606)	-	-	-	-	-	-	-	-	(5,079,606)
Revaluation adjustment to asset revaluation surplus	18	-	1,364,795	-	-	-	-	-	-	-	-	-	-	1,364,795
Impairment	18	-	-	1,471,120	-	-	-	-	-	-	-	-	-	1,471,120
Depreciation on write offs	10	-	(727,730)	(439,011)	(153,461)	(6,784,342)	(158,814)	(120,321)	(2,110,820)	(563,170)	-	-	-	(11,057,669)
Accumulated depreciation as at 30 June 2018		-	34,494,364	113,579,457	32,330,193	269,468,153	101,004,125	21,032,966	212,101,157	145,163,467	19,943,715	-	-	949,117,597
Net value at 30 June 2018		127,256,323	67,203,550	176,654,439	34,214,469	1,022,794,502	236,075,225	32,695,676	343,567,069	168,622,412	44,517,285	17,660,209	93,869,060	2,365,130,218
Residual value		-	-	-	9,383,743	-	-	-	-	-	-	-	-	9,383,743
Range of estimated useful life in years		Not depreciated	10 - 102	10 - 150	3 - 40	10 - 1,000	25 - 120	10 - 80	15 - 120	15 - 100	7 - 1,000	Not depreciated		
Additions comprise:		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Infrastructure Renewals		-	346,797	365,624	6,623,991	6,115,404	392,854	39,180	2,279,110	1,354,963	-	-	32,223,298	49,741,221
Other additions (Net of transfer to intangibles)		3,490,640	2,304,123	4,029,318	307,810	4,778,678	685,543	21,189	768,702	602,951	-	545,566	40,160,694	57,695,214
Total additions		3,490,640	2,650,920	4,394,942	6,931,801	10,894,082	1,078,397	60,369	3,047,812	1,957,914	-	545,566	72,383,992	107,436,435

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

14 (b) Property, plant and equipment - prior year

	Note	Land	Site improvements	Buildings	Plant and equipment	Road network	Stormwater network	Bridge network	Water	Sewerage	Airport	Heritage and cultural assets	Work in Progress	Total
Basis of measurement		Fair value	Fair value	Fair value	Cost	Fair value	Fair value	Fair value	Fair value	Fair value	Fair value	Fair value	Cost	
Fair value category		Level 2 & 3	Level 3	Level 2 & 3		Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3		
Asset values		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Opening gross value as at 1 July 2016		129,522,350	87,355,216	281,541,274	63,933,365	1,385,055,534	349,537,963	51,227,079	547,111,087	303,042,422	60,502,377	21,768,440	46,754,119	3,327,351,226
Adjustment to opening value		-	-	670,693	(10,000)	(194,532)	(6,355,268)	24,336	92,455	57,728	-	-	-	(5,714,588)
Additions at cost		1,877,405	769,116	-	6,112,506	8,324,830	6,060,425	-	3,796,225	3,829,084	801,787	8,000	62,475,001	94,054,379
Prior year write off of additions at cost		-	-	-	-	-	-	-	-	-	-	-	(1,821,414)	(1,821,414)
Contributed assets at valuation		-	-	77,974	54,846	2,484,493	1,333,618	-	553,980	483,118	-	-	-	4,988,029
Reassessment of landfill restoration cost		-	356,446	-	-	-	-	-	-	-	-	-	-	356,446
Transfers between classes		(7,345)	(4,415,910)	8,386,167	42,915	2,289,318	111,936	316,581	121,557	(298,389)	-	(6,554,177)	-	(7,346)
Transfers from work in progress		332,078	463,391	125,119	844,652	8,395,766	2,579,649	-	7,430,477	6,197,204	5,283,857	50,000	(31,702,193)	-
Disposals		(210,000)	-	-	(4,011,336)	-	-	-	-	-	-	-	-	(4,221,336)
Revaluation adjustment to asset revaluation surplus	18	-	-	(9,958,789)	-	(133,123,323)	(29,670,157)	-	-	-	-	-	-	(172,752,269)
Disaster event 2015 asset adjustments	24	-	-	84,152	-	855,957	-	-	-	-	-	-	-	940,109
Write offs	10	-	(476,700)	(2,054,137)	(46,005)	(11,836,708)	(238,378)	(10,500)	(6,396,335)	(2,640,375)	(2,127,021)	-	-	(25,826,159)
Transfer to intangible assets		-	-	-	-	-	-	-	-	-	-	-	(270,666)	(270,666)
Closing gross value as at 30 June 2017		131,514,488	84,051,559	278,872,453	66,920,943	1,262,251,335	323,359,788	51,557,496	552,709,446	310,670,792	64,461,000	15,272,263	75,434,847	3,217,076,411
Accumulated depreciation and impairment														
Opening gross value as at 1 July 2016		-	30,118,878	127,334,428	30,001,572	251,472,767	100,159,646	19,487,630	202,445,886	137,274,628	18,784,222	4,237,723	-	921,317,380
Adjustment to opening value		-	-	(163,488)	(9,687)	(307,182)	(2,739,646)	-	-	(12,817)	-	-	-	(3,232,820)
Depreciation provided in period	9	-	2,380,479	6,926,098	5,130,818	16,632,465	3,498,785	844,690	7,879,569	5,454,723	1,566,699	432	-	50,314,758
Depreciation on disposals		-	-	-	(2,909,656)	-	-	-	-	-	-	-	-	(2,909,656)
Revaluation adjustment to asset revaluation surplus	18	-	-	(31,282,072)	-	(3,108,161)	(1,899,107)	-	-	-	-	-	-	(36,289,340)
Disaster event 2015 asset adjustments	24	-	-	127,505	-	153,240	-	-	-	-	-	-	-	280,745
Depreciation on write offs	10	-	(255,725)	(1,108,021)	(38,523)	(6,628,124)	(103,083)	(6,512)	(4,131,273)	(1,987,096)	(2,112,517)	-	-	(16,370,874)
Transfers between classes		-	(1,025,428)	4,724,465	(55,686)	480,017	93,871	76,883	24,220	(80,188)	-	(4,238,154)	-	-
Accumulated depreciation as at 30 June 2017		-	31,218,204	106,558,915	32,118,838	258,695,022	99,010,466	20,402,691	206,218,402	140,649,250	18,238,405	-	-	913,110,193
Net value at 30 June 2017		131,514,488	52,833,355	172,313,538	34,802,105	1,003,556,313	224,349,322	31,154,805	346,491,045	170,021,542	46,222,595	15,272,263	75,434,847	2,303,966,218
Residual value		-	-	-	9,640,237	-	-	-	-	-	-	-	-	9,640,237
Range of estimated useful life in years		Not depreciated	10 - 102	10 - 150	3 - 40	10 - 1,000	25 - 120	10 - 80	15 - 120	15 - 100	7 - 1,000	Not depreciated	-	-
Additions comprise:														
Infrastructure Renewals		-	533,912	-	4,609,990	4,813,043	1,053,629	-	3,368,874	2,252,131	624,424	-	26,199,161	43,455,164
Other additions (Net of transfer to intangibles)		1,877,405	235,204	-	1,502,516	3,511,787	5,006,796	-	427,351	1,576,953	177,363	8,000	36,005,174	50,328,549
Total additions		1,877,405	769,116	-	6,112,506	8,324,830	6,060,425	-	3,796,225	3,829,084	801,787	8,000	62,204,335	93,783,713

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

14 Property, plant and equipment**(c) Recognition**

Plant and equipment with a total value of less than \$5,000, and infrastructure assets (road, stormwater, bridge, water and sewerage assets), site improvements, airport assets and buildings with a total value of less than \$10,000 are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

Replacement of a major component of an asset, in order to maintain its service potential, is treated as the acquisition of a new asset. However, routine operating maintenance, repair costs and minor renewals to maintain the operational capacity and useful life of the non-current asset is expensed as incurred.

Expenditure incurred in accordance with Natural Disaster Relief and Recovery Arrangements on road assets is analysed to determine whether the expenditure is capital in nature. The analysis of the expenditure requires Council officers to review the nature and extent of expenditure on a given asset. For example, expenditure that patches a road is generally maintenance in nature, whereas a rebuild of the full width of the road is treated as capital. Material expenditure that extends the useful life or renews the service potential of the asset is capitalised.

Land under the roads and reserve land which falls under the *Land Act 1994* or the *Land Title Act 1994* is controlled by the Queensland Government pursuant to the relevant legislation. This land is not recognised in these financial statements.

(d) Measurement

Property, plant and equipment assets are initially recorded at cost. Subsequently, each class of property, plant and equipment is stated at cost or fair value (as shown in the table above) less, where applicable, any accumulated depreciation and accumulated impairment loss.

Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including inwards freight, architect's fees and engineering design fees and all other establishment costs. Direct labour and materials and an appropriate proportion of overheads incurred in the acquisition or construction of assets are also included in their cost.

Property, plant and equipment received in the form of contributions, are recognised as assets and revenues at fair value.

(e) Depreciation

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and commissioned ready for use, at which time they are reclassified from work in progress to the appropriate property, plant and equipment class.

Land and Heritage and Cultural assets are not depreciated as these assets have an unlimited useful life. Depreciation on other property, plant and equipment assets is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to the Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**For the year ended 30 June 2018

Where assets have separately identifiable significant components that are subject to regular replacement, these components are assigned useful lives distinct from the asset to which they relate. Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the Council.

Major spares purchased specifically for particular assets that are above the asset recognition threshold are capitalised and depreciated on the same basis as the asset to which they relate.

Landfill rehabilitation assets are depreciated on a straight line basis over the period remaining until the forecast closure date of the landfill area. Council annually assesses the remaining life of landfill cells and accordingly, depreciation rates are adjusted to reflect these estimates.

Depreciation methods, estimated useful lives and residual values of property, plant and equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. The condition assessments performed as part of Council's asset management processes, for assets measured at depreciated current replacement cost may be used to estimate the useful lives of these assets at each reporting date.

(f) Impairment

Property, plant and equipment is assessed for indicators of impairment annually. If an indicator of possible impairment exists, Council determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

(g) Adjustment to opening value

During the preparation for revaluations and ongoing data improvement processes, additional assets not previously recognised and recognised incorrectly were identified and brought to account at fair value.

(h) Valuation**(i) Valuation Processes**

Non-current physical assets measured at fair value are revalued, where required, so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This is achieved by engaging professionally qualified external valuers or suitably qualified internal staff to determine the fair value for each class of property, plant and equipment assets at least once every 5 years. This process may involve physically sighting a representative sample of Council's assets and making assessments of the condition of the assets at the date of inspection.

In the intervening years, Council will assess the assets by utilising a combination of internal and external sources of information, as appropriate, in a structured manner in order to determine if there has been any potential material movement in the fair value of assets. Where this is indicated the relevant assets will be revalued by indexation or to the desktop valuation as appropriate.

In accordance with AASB 13 fair value measurements are categorised on the following basis:

- Fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities (level 1)
- Fair value based on inputs that are directly or indirectly observable for the asset or liability (level 2)
- Fair value based on unobservable inputs for the asset and liability (level 3)

There have been no transfers between level 1 and 2; however, there were transfers from Level 3 to 2 for the heritage and cultural assets during the year.

Council's policy is to recognise transfers in and out of the fair value hierarchy levels as at the end of the reporting period.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

(ii) Valuation techniques used to derive fair values

Land (level 2 & 3)

Land fair values were determined by independent valuer, APV Valuers & Asset Management, effective 30 April 2014. An indices assessment of the land assets was conducted by Australis Asset Advisory Group at 31 March 2018, and as a result indexation was applied to Council's land assets.

Level 2 valuation inputs were used to value land in freehold title as well as land used for special purposes which is restricted in use under current zoning rules. Sales prices of comparable land sites in close proximity are adjusted for differences in key attributes such as property size. The most significant inputs into this valuation approach are price per square metre.

Where there was no observable market evidence for a land asset due to its configuration, Council zoning restrictions, contamination or similar factors that result in there being no directly comparable market evidence, level 3 valuation inputs were used. For these assets significant assumptions needed to be made to determine the fair value. These were subsequently valued at the level 3 valuation input hierarchy by using the professional judgment of a Registered Valuer who adjusted the price per square metre of sales from sites not in close proximity which provided only a low level of comparability. The highest and best alternate use was utilised in the determination of the replacement cost where there was no directly comparable market evidence for the current use.

	2018	2017
	\$	\$
• Observable market - (level 2)	74,996,941	79,410,944
• No observable market - (level 3)	52,259,383	52,103,544
Total	127,256,324	131,514,488

Buildings (level 2 & 3)

The fair value of buildings were determined by independent valuer, Australis Asset Advisory Goup, effective 31 March 2017. An indices assessment of the building assets was conducted by Australis Asset Advisory Group at 31 March 2018, which found no material movement in value, and as a result no valuation adjustment was applied.

Where an observable market for Council building assets could be identified, fair value was measured by way of a market approach requiring level 2 and 3 inputs, utilising sales prices of comparable properties after adjusting for differences in key attributes of the property. Where inputs required significant professional judgement assets were classified as level 3. The most significant inputs into this valuation approach was the price per square metre. Where Council buildings are of a specialist nature and there is no active market for the assets, fair value has been determined on the basis of replacement cost with a modern equivalent asset having similar service potential.

In determining the level of accumulated depreciation the asset has been disaggregated into significant components which exhibit different useful lives. Condition was assessed taking into account both physical characteristics, age, recent repairs or capital works, as well as factors such as functionality, capability, utilisation and obsolescence. Estimates of expired service potential and remaining useful lives were determined on a straight line basis.

	2018	2017
	\$	\$
• Non specialised buildings - observable market (level 2)	4,385,148	5,462,761
• Non specialised buildings - (level 3)	3,356,672	3,491,188
• Specialised Buildings - (level 3)	168,912,619	163,359,589
Total	176,654,439	172,313,538

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**For the year ended 30 June 2018

Site improvements (level 3)

The fair value of site improvements were determined by Cardno (Qld) Pty Ltd, Registered Valuer, as at 30 April 2014, at current replacement cost. Based on the indices assessment of the site improvement assets conducted by Australis Asset Advisory Group in 2016/17, indexation was applied at 1 July 2017, with no further indexation being required based on the indices assessment undertaken by Australis Asset Advisory Group at 31 March 2018.

Where site improvement assets are of a specialist nature and there is no active market for the assets, fair value has been determined on the basis of replacement with a new asset having similar service potential. The unit rates (labour and materials) and quantities applied to determine the current replacement cost (CRC) of an asset are based on the full replacement cost, including components that may not need to be replaced. The unit rates were derived from valuer databases and cost curves, scheduled rates for construction of assets or similar assets, published cost guides and supplier quotations and calibrated where applicable. Valuation unit rates (replacement costs) were increased by 15% to allow for project overheads including survey, environmental and investigation costs, engineering design, planning, and project management.

In determining the level of accumulated depreciation, the asset has been disaggregated into significant components which exhibit different useful lives. Allowance has been made for the consumed or expired future economic benefits of the asset by reference to the useful life and condition of the asset.

Infrastructure assets (level 3)

All Council infrastructure assets were valued at current replacement cost. This valuation comprises the asset's CRC less accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Council first determined the gross cost of replacing the full service potential of the asset and then adjusted this amount to take account of the expired service potential of the asset.

CRC was measured by reference to the lowest cost at which the gross future economic benefits of the asset could currently be obtained in the normal course of business. Where existing assets were over designed, had excess capacity, or were redundant an adjustment was made so that the resulting valuation reflected the cost of replacing the existing economic benefits based on an efficient set of modern equivalent assets to achieve the required level of service output within the council's planning horizon.

The unit rates (labour and materials) and quantities applied to determine the CRC of an asset or asset component were based on a "Greenfield" or "Incremental Greenfield" assumption for valuations, meaning that the CRC was determined as the full cost of replacement with a new asset including components that may not need to be replaced, such as earthworks. The current replacement cost was determined using methods relevant to the asset class as described under individual asset categories below.

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**For the year ended 30 June 2018

Road network (level 3)

The fair value of sealed and unsealed road components, floodways, carparks and access roads and kerbs were determined by Pavement Management Services, Registered Valuer, as at 30 June 2015. The footpath and road furniture assets (street lights, traffic lights and bus stops) were comprehensively revalued as at 31 March 2016 by suitably qualified officers of Council. The minor road furniture items (medians, retaining walls, roundabouts and indented car parks) were comprehensively revalued by suitably qualified officers of Council as at 31 March 2017.

Council categorises its road infrastructure according to the NAASRA (National Association of Australian State Road Authorities) functional road classifications and then categorises these into sealed and unsealed. Both urban and rural roads are managed in segments of varying lengths to meet engineering requirements. This can be dependent on construction type, environment and surroundings. Council assumes that environmental factors such as soil type, climate and topography are consistent across each segment. Council also assumes a segment is constructed to the same standard and uses consistent unit rates.

For the road assets, the CRC for road components was calculated by reference to asset linear and area specifications and unit rates (indexed in 2015/16 to the latest available rates; with amendments for significant assumption changes in 2016/17) based on road stereotypes established by the then Roads and Transport Alliance Valuation Project (RAVP), a joint initiative by the Local Government Association of Queensland (LGAQ) of which Council is a member and the Queensland Government. These rates were customised to local design conditions, being generally dry ground conditions with a mixture of reactive and non-reactive soil types, where appropriate. Council assumes that roads are constructed to the standard drawings set out in the Capricorn Municipal Development Guidelines.

An indices assessment was undertaken by Lemmah Pty Ltd as at 31 March 2018 which found no material movements in value, and as a result no valuation adjustment was applied.

The CRC for assets other than sealed and unsealed roads, floodways, carparks and access roads are derived from published cost guides, internal construction estimates and prices based on existing supplier contract rates or supplier price lists and labour wage rates. All direct costs were allocated to the assets at standard usage quantities with an overhead allocation, or CRC was based on the average unit rates of completed similar projects over the last few years.

In determining the level of accumulated depreciation, roads were disaggregated into significant components which exhibited different useful lives.

For the road assets, the level of accumulated depreciation reflects the consumption of the asset based on the condition assessment determined by a number of factors including the distress weightings for the surface and pavement components. The resultant condition index ranges from brand new to end of life incorporating a level of acceptability where the asset will be replaced. For road furniture and footpaths, the accumulated depreciation reflects the consumption of the asset based on the condition assessment. For other assets, the level of accumulated depreciation represents an assessment of the expired service potential and remaining useful lives based on a straight line basis derived from the associated benchmark life for the type of asset or condition information where reliable information is available.

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**For the year ended 30 June 2018

Stormwater network (level 3)

The fair value of stormwater assets were determined by independent valuer, AssetVal Pty Ltd, effective 31 March 2017. An indices assessment was undertaken by Australis Asset Advisory Group as at 31 March 2018 which found no material movement in value, and as a result no valuation adjustment was applied.

Where Council stormwater assets are of a specialist nature and there is no active market for the assets, fair value has been determined on the basis of replacement with a new asset having similar service potential. The CRC of assets is derived by unit rates based on similar recent project costs, direct quotations from suppliers, unit rate databases, indices and cost guides.

The level of accumulated depreciation represents an assessment of the expired service potential and remaining useful lives based on a straight line basis derived from the associated benchmark life for the type of asset.

Bridge network (level 3)

The fair value of the bridge network was determined by Australis Asset Advisory Group, as at 31 March 2016. An indices assessment was undertaken by Australis Asset Advisory Group as at 31 March 2018 which found no material movements in value, and as a result no valuation adjustment was applied.

Where Council bridges are of a specialist nature and there is no active market for the assets, fair value has been determined on the basis of replacement with a new asset having similar service potential. Published or available market data for recent projects, and/or published cost guides are utilised to determine the estimated replacement cost, including allowances for preliminaries and professional fees.

In determining the level of accumulated depreciation the asset has been disaggregated into significant components which exhibit different useful lives. Allowance has been made for the typical asset life cycle and renewal treatments of each component. An assessment of the economic life and remaining economic life of the various assets has been derived from valuer experience.

Water and sewerage (level 3)

The fair value of water and sewerage assets were determined by AssetVal Pty Ltd, Registered Valuer, as at 30 April 2014. A indices assessment was undertaken by Australis Asset Advisory Group as at 31 March 2018 and Council performed an assessment of the internal construction costs, which found no material movements in value, and as a result no valuation adjustment was applied.

The water and sewer assets are segregated into active and passive assets. For passive assets (water and sewer mains; water meters) unit rates were applied based on similar recent project costs, unit rate databases, indices, Rawlinson's construction rates and quotations and reviews by Council engineers. The active assets of treatment, pumping and storage assets were componentised and valued independently, with allowances for complexity, size, function and site factors. As part of the 2013/14 valuation raw costs were increased by up to 30% depending on project complexity to allow for project overheads including survey, environmental and investigation costs, engineering design, planning and project management.

In determining the level of accumulated depreciation for major assets, the assets have been disaggregated into significant components which exhibit different patterns of consumption (useful lives). A condition assessment is applied on a component basis, which is based on factors such as the age of the asset, overall condition at the time of inspection, economic and/or functional obsolescence. The condition assessment directly translates to the level of depreciation applied. Where site inspections were not conducted the remaining useful life was calculated on asset age and estimated useful life.

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**
For the year ended 30 June 2018

Airport (level 3)

The fair value of the airport assets were determined by Australis Asset Advisory Group, as at 31 March 2016 at current replacement cost. An indices assessment was undertaken by Australis Asset Advisory Group as at 31 March 2018 which found no material movements in value, and as a result no valuation adjustment was applied.

Where Council airport assets are of a specialist nature and there is no active market for the assets, fair value has been determined on the basis of replacement with a new asset having similar service potential. Current replacement cost was calculated by reference to asset linear and area specifications, estimated labour and material inputs, services costs and overhead allocations. Various sources, such as published cost guides, historical and current supply costs and information from the Road and Valuation Alliance Project are utilised to determine the estimated replacement cost, including allowance for overheads depending on the complexity of the asset.

In determining the level of accumulated depreciation the asset has been disaggregated into significant components which exhibit different useful lives. An assessment of the useful life and remaining useful life of the various assets considers the inspected physical condition data and construction dates, historical renewal data, failure rates and inputs supplied by Council.

Heritage and cultural assets (level 2)

The fair value of artworks, heritage collections, rare books and museum collections were determined by independant valuer, Australis Asset Advisory Group, effective 31 March 2018 on a market approach.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
15 Payables			
Creditors are recognised upon receipt of the goods or services ordered at the amount owed. Amounts owing are unsecured and are generally settled on 30 day terms.			
Liabilities are recognised for employee benefits such as wages and salaries, sick and annual leave in respect of services provided by the employees up to the reporting date. The liability is calculated using the present value of remuneration rates that will be paid when the liability is expected to be settled and includes related on-costs.			
As Council does not have an unconditional right to defer settlement of annual leave beyond 12 months, annual leave is classified as a current liability.			
Council has an obligation to pay sick leave on termination to certain employees and therefore a liability has been recognised in regards to this obligation.			
Current			
Creditors and accruals		12,374,327	11,564,411
Annual leave		7,553,153	7,838,849
Sick leave		85,146	88,172
Other entitlements		653,233	712,099
		<u>20,665,859</u>	<u>20,203,531</u>

16 Provisions*Long Service Leave*

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in the Council's employment or other associated employment which would result in the Council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value.

Where employees have met the prerequisite length of service and Council does not have an unconditional right to defer this liability beyond 12 months, long service leave is classified as a current liability. Otherwise it is classified as non-current.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
<i>Landfill restoration, quarry rehabilitation and parks remediation</i>			
Council recognises provisions for the estimated cost of restoration in respect of refuse dumps (landfills) and rehabilitation of quarries where it is probable the Council will be liable, or required, to incur such a cost on the cessation of use of these facilities. Council also recognised a provision for the estimated cost of remediation in respect of damage to Kershaw Gardens during Tropical Cyclone Marcia in February 2015. The provisions are measured at the expected cost of the work required, discounted to current day values using the interest rates attaching to Commonwealth Government guaranteed securities with a maturity date corresponding to the anticipated date of the restoration. Changes to the provisions resulting from the passing of time (the unwinding of the discount) are treated as a finance cost.			
Management estimates the amount of expected restoration work based on current known restoration costs inflated using relevant cost inflation indices and then discounted to current day values, and the timing of the work based on estimated landfill or quarry volumes.			
With the commencement of construction of new landfill cells, the Lakes Creek Road landfill facility is now forecast to close in 2055/56. Gracemere landfill ceased accepting waste for disposal during the 2015/16 year.			
Remediation work at Kershaw Gardens commenced in 2015/16 and is scheduled for completion in the 2018/2019 financial year.			
Current			
Quarry rehabilitation		49,064	49,196
Landfill restoration		517,343	1,264,931
Parks remediation		80,281	1,728,783
Long service leave		12,015,181	11,942,501
		<u>12,661,869</u>	<u>14,985,411</u>
Non-current			
Quarry rehabilitation		480,198	477,815
Landfill restoration		14,497,877	4,552,246
Long service leave		1,596,534	1,614,035
		<u>16,574,609</u>	<u>6,644,096</u>
Details of movements in provisions:			
Quarry rehabilitation			
Balance at beginning of financial year		527,011	551,367
Increase in provision due to change in time	8	12,144	10,563
Increase / (decrease) in provision due to change in discount rate	5,10	2,259	(21,984)
Decrease in estimate of future cost	5	(12,152)	(12,935)
Balance at end of financial year		<u>529,262</u>	<u>527,011</u>

This is the present value of the estimated future costs of restoring the quarry sites to a usable state at the end of their useful life. The projected cost is \$668,583 and this cost is expected to be incurred over the years 2019 to 2038.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
Landfill restoration			
Balance at beginning of financial year		5,817,178	7,066,900
Decrease in provision for rehabilitation performed		(805,404)	(1,092,008)
Increase in provision due to change in time	8	105,945	116,785
Decrease in provision due to change in discount rate	5	(87,334)	(119,898)
Decrease in provision due to change in discount rate - transfer to rehabilitation asset	14	(123,864)	(189,984)
Increase / (decrease) in estimate of future cost	5,10	525,140	(511,047)
Increase in estimate of future cost - transfer to rehabilitation asset	14	9,583,559	546,430
Balance at end of financial year		<u>15,015,220</u>	<u>5,817,178</u>

This is the present value of the estimated future costs associated with restoring the refuse disposal sites in accordance with Queensland State Government Environmental Regulations at the end of their useful lives. The projected cost is \$18,644,307 and this cost is expected to be incurred over the period 2019 to 2096.

Parks remediation			
Balance at beginning of financial year		1,728,784	3,777,996
Decrease in provision for remediation performed		(998,799)	(1,131,606)
Increase in provision due to change in time	8	1,294	27,051
Decrease in provision due to change in discount rate	5	(217)	(765)
Decrease in estimate of future cost - transfer to materials and services		(650,781)	(943,892)
Balance at end of financial year		<u>80,281</u>	<u>1,728,784</u>

This is the present value of the estimated future costs associated with remediating the Kershaw Gardens following damage caused by Tropical Cyclone Marcia in February 2015. The projected cost is \$81,811 and this cost is expected to be incurred during the 2018/2019 financial year.

Long service leave			
Balance at beginning of financial year		13,556,537	13,712,778
Long service leave entitlement arising		1,498,230	912,650
Long service entitlement extinguished		(425,871)	(373,879)
Long service entitlement paid		(1,017,181)	(695,012)
Balance at end of financial year		<u>13,611,715</u>	<u>13,556,537</u>

Long service leave is discounted to present value if not expected to be taken within the next financial year.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
17 Borrowings			
Borrowings are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial recognition these liabilities are measured at amortised cost at date of reporting. Principal and interest repayments are made quarterly in arrears.			
All borrowings are in Australian dollar denominated amounts and carried at amortised cost, interest being expensed as it accrues. No interest has been capitalised during the current or comparative reporting period. Expected final repayment dates vary between 15 December 2022 to 15 June 2032. There have been no defaults or breaches of the loan agreement during the period.			
In accordance with the <i>Local Government Regulation 2012</i> Council adopts an annual debt policy that sets out Council's planned borrowings for the next ten years. Council's current policy is to only borrow for capital projects and for a term no longer than the expected life of the asset. Council also aims to comply with the Queensland Treasury Corporation's borrowing guidelines and ensure that sustainability indicators remain within acceptable levels at all times.			
Current			
Queensland Treasury Corporation		20,613,749	19,535,892
		<u>20,613,749</u>	<u>19,535,892</u>
Non-current			
Queensland Treasury Corporation		103,345,245	123,684,882
		<u>103,345,245</u>	<u>123,684,882</u>
Queensland Treasury Corporation			
Opening balance		143,220,774	154,032,120
Loans raised		-	7,041,394
Principal repayments		(19,261,780)	(17,852,740)
Book value at year end		<u>123,958,994</u>	<u>143,220,774</u>

The QTC loan market value for all loans at the reporting date was \$132,312,721. This represents the value of the debt if Council repaid it at 30 June 2018. As it is the intention of Council to hold the debt for its term, no provision is required to be made in these accounts.

Unsecured borrowings are provided by the Queensland Treasury Corporation.

The Council does not have a bank overdraft facility.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
18 Asset revaluation surplus			
<p>The asset revaluation surplus comprises adjustments relating to changes in value of property, plant and equipment that do not result from the use of those assets. Net incremental changes in the carrying value of classes of non-current assets since their initial recognition are accumulated in the asset revaluation surplus.</p> <p>Increases and decreases on revaluation are offset within a class of assets. Where a class of assets is decreased on revaluation, that decrease is offset first against the amount remaining in the asset revaluation surplus in respect of that class. Any excess is treated as an expense.</p> <p>When an asset is disposed of, the amount reported in surplus in respect of that asset is retained in the asset revaluation surplus and not transferred to retained surplus.</p>			
Movements in the asset revaluation surplus were as follows:			
Balance at beginning of the year		859,205,572	995,009,136
Net adjustment to non-current assets to reflect a change in current fair value:			
Adjustments to surplus from fair value assessment done:			
Buildings - revaluation		-	21,323,284
Road network - revaluation		-	(130,015,162)
Stormwater network - revaluation		-	(27,771,050)
Heritage and Culture - revaluation		493,558	-
Land - indexation		(7,562,670)	-
Site improvements - indexation		2,442,986	-
Impairment:			
Road network - disaster adjustment		-	702,717
Buildings - impairment / disaster adjustment		(1,471,120)	(43,353)
Land - impairment		(301,632)	-
		(6,398,878)	(135,803,564)
Balance at end of the year		852,806,694	859,205,572

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
Asset revaluation surplus analysis			
The closing balance of the asset revaluation surplus is comprised of the following asset categories:			
Land		40,450,485	48,314,787
Site improvements		8,963,943	6,520,957
Buildings		60,408,147	60,645,713
Road network		557,395,062	589,992,445
Stormwater network		30,594,104	2,634,207
Bridge network		6,190,122	1,552,636
Water		51,283,891	51,283,891
Sewerage		69,876,883	69,876,883
Airport		23,992,279	23,992,279
Heritage and cultural assets		3,651,778	4,391,774
		<u>852,806,694</u>	<u>859,205,572</u>

In the current year the following transfers of asset revaluation surplus were processed between asset classes to reflect the transfer of assets between classes in prior financial years:

- \$27,959,896 from Road network to Stormwater network;
- \$4,637,486 from Road network to Bridge network;
- \$1,233,554 from Heritage and cultural assets to Buildings.

19 Commitments for expenditure**Contractual commitments**

Contractual commitments at end of financial year but not recognised in the financial statements by functions are as follows:

Regional Services	5,061,117	13,063,302
Communities	13,138,844	25,767,098
Airport	20,741,285	753,865
Waste and Recycling	4,663,383	4,660,595
Fitzroy River Water	2,434,579	957,100
Other	810,440	216,331
	<u>46,849,648</u>	<u>45,418,291</u>

Contractual commitments at end of financial year but not recognised in the financial statements by payable period are as follows:

Within one year	31,269,173	34,638,814
One to five years	9,929,081	4,239,943
Later than five years	5,651,394	6,539,534
	<u>46,849,648</u>	<u>45,418,291</u>

20 Events after the reporting period

There were no material adjusting events after 30 June 2018.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
21 Contingencies			
Assets			
Council has an agreement with RLX Investment Company Pty Ltd for a lease over Council controlled reserves, known as the Gracemere Saleyards. The lease commenced 1 January 2010 for a period of thirty years. The lessee has agreed as part of the agreement to construct fixtures upon the land for their own purpose. It has been agreed that a sum of approximately \$14 million will be expended in additions and refurbishments over the term of the lease. Council obtaining control of this asset is contingent upon the expiration/surrender of the lease agreement. Until such time that the fixtures revert back to Council control they will not be included in Council's non-current assets.			
Liabilities			
Details and estimates of maximum amounts of contingent liabilities are as follows:			
(i) Community loans			
Under approval from Queensland Treasury, Council has guaranteed a loan to Rockhampton Basketball Inc.			
Total Community loans guaranteed by Council:		<u>101,960</u>	<u>125,006</u>
(ii) Local Government Workcare			
The Rockhampton Regional Council is a member of the Queensland local government workers compensation self-insurance scheme, Local Government Workcare. Under this scheme the Council has provided a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers compensation authority may call on any part of the guarantee should the above circumstances arise.			
The Council's maximum exposure to the bank guarantee is:		<u>1,732,704</u>	<u>1,930,457</u>
(iii) Local Government Mutual			
The Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.			
The financial statements for 30 June 2017 reported an accumulated surplus and it is not anticipated any liability will arise.			

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
22 Superannuation			
<p>Council contributes to the LGIASuper Regional Defined Benefits Fund (the scheme), at the rate of 12% for each permanent employee who is a defined benefit member. This rate is set in accordance with the LGIASuper trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the Local Government Act 2009.</p> <p>The scheme is a defined benefit plan, however Council is not able to account for it as a defined benefit plan in accordance with AASB119 because LGIASuper is unable to account for its proportionate share of the defined benefit obligation, plan assets and costs.</p> <p>Any amount by which the scheme is over or under funded may affect future benefits and result in a change to the contribution rate, but has not been recognised as an asset or liability of the Council.</p> <p>Technically Council can be liable to the scheme for a portion of another local governments' obligations should that local government be unable to meet them. However the risk of this occurring is extremely low and in accordance with the LGIASuper trust deed changes to council's obligations will only be made on the advice of an actuary.</p> <p>The last completed actuarial assessment of the scheme was undertaken as at 1 July 2015. The actuary indicated that "At the valuation date of 1 July 2015, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date." The Council is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at the reporting date.</p> <p>No changes have been made to prescribed employer contributions which remain at 12% of employee assets and there are no known requirements to change the rate of contributions.</p> <p>Another actuarial investigation is being conducted as at 1 July 2018. At the time of signing these financial statements this investigation is still in progress.</p> <p>The most significant risks that may result in LGIASuper increasing the contribution rate, on the advice of the actuary, are:</p> <p>Investment risk - The risk that the scheme's investment returns will be lower than assumed and additional contributions are needed to fund the shortfall.</p> <p>Salary growth risk - The risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.</p> <p>There are currently 72 entities contributing to the scheme and any changes in contribution rates would apply equally to all 72 entities. Council made less than 4% of the total contributions to the plan in the 2017-18 financial year.</p> <p>The amount of superannuation contributions paid by Rockhampton Regional Council to the scheme in this period for the benefit of employees was:</p>			
	6	<u>7,841,055</u>	<u>7,519,122</u>

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018 \$	2017 \$
23 Reconciliation of net result attributable to Council to net cash flow from operating activities			
Net result attributable to Council		50,498,582	45,060,412
Non-cash operating items:			
Depreciation and amortisation		51,641,292	50,806,476
Opening work in progress write off		2,009,895	1,821,414
Change in restoration provisions expensed to finance costs		119,383	154,399
Parks remediation provision		(650,781)	(943,892)
		53,119,789	51,838,397
Investing and development activities:			
Capital grants, subsidies and contributions		(49,736,379)	(45,675,266)
Capital income		(99,703)	(666,629)
Capital expenses		11,499,204	9,642,327
		(38,336,878)	(36,699,568)
Changes in operating assets and liabilities:			
Increase in receivables		(610,526)	(3,753,793)
(Increase) / decrease in inventories (excluding land)		(160,892)	107,349
Increase in payables		317,245	719,999
Increase / (decrease) in provisions		26,235	(156,241)
(Decrease) / increase in other liabilities		(229,515)	31,194
		(657,453)	(3,051,492)
Net cash inflow from operating activities		64,624,040	57,147,749

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

24 Reconciliation of liabilities arising from finance activities

	As at June 2017	30 Cashflows	As at June 2018
Loans	143,220,774	(19,261,780)	123,958,994
	<u>143,220,774</u>	<u>(19,261,780)</u>	<u>123,958,994</u>

25 Accounting for natural disaster events**2015 Cyclone Marcia**

In February 2015, the Rockhampton area experienced Tropical Cyclone Marcia with considerable damage to the botanic assets, some structural damage to roads, buildings and other site improvements and local creek flooding and run off. All restoration works available for Queensland Reconstruction Authority funding were completed in the 2016/17 year with any remaining estimated corrections to previous years being reinstated to the asset values.

(a) Current Year

	Note	Cost \$	Accumulated depreciation \$	Asset revaluation \$
Restatement of asset values - impairment no longer required		-	-	-
Reassessment of asset adjustments - minor and moderate damage		-	-	-
Increase in asset values due to 2015 disaster event	14	-	-	-

(b) Prior Year

	Note	Cost \$	Accumulated depreciation \$	Asset revaluation \$
Restatement of asset values - impairment no longer required		855,957	153,240	702,717
Reassessment of asset adjustments - minor and moderate damage		84,152	127,505	(43,353)
Increase in asset values due to 2015 disaster event	14	<u>940,109</u>	<u>280,745</u>	<u>659,364</u>

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**

For the year ended 30 June 2018

26 Financial instruments

Rockhampton Regional Council's activities expose it to a variety of financial risks including interest rate risk, credit risk, and liquidity risk.

Exposure to financial risks is managed in accordance with Council approved policies on financial risk management. These policies focus on managing the volatility of financial markets and seek to minimise potential adverse effects on the financial performance of the Council.

The Council minimised its exposure to financial risk in the following ways:

- Investments in financial assets are only made where those assets are with a bank or other financial institution in Australia.
- The Council does not invest in derivatives or other high risk investments.
- When the Council borrows, it borrows from the Queensland Treasury Corporation (QTC) unless another financial institution can offer a more beneficial rate, taking into account any risk. Borrowing by the Council is constrained by the provisions of the Statutory Bodies Financial Agreements Act 1982.

Rockhampton Regional Council measures risk exposure using a variety of methods as follows:

Risk exposure	Measurement method
Credit risk	Ageing analysis
Liquidity risk	Maturity analysis
Market Risk	Sensitivity analysis

Credit risk

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations. These obligations arise principally from the Council's investments and receivables from customers.

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations. The carrying amount of financial assets represents the maximum credit exposure.

Cash and cash equivalents

The Council is exposed to credit risk through its investments with the QTC and deposits held with banks or other financial institutions. The QTC Cash Fund is an asset management portfolio that invests with a wide variety of high credit rating counterparties. Deposits with QTC are capital guaranteed. Other investments are held with highly rated and regulated banks and whilst not capital guaranteed, the likelihood of a credit failure is remote.

Trade and other receivables

In the case of rate receivables, the Council has the power to sell the property to recover any defaulted amounts. In effect this power protects the Council against credit risk in the case of these debts.

In other cases, the Council assesses the credit risk before providing goods or services and applies normal business credit protection procedures to minimise the risk.

No collateral is held as security relating to the financial assets held by the Council.

The following table represents the maximum credit risk based on the carrying amounts of financial assets at balance date in relation to each class of recognised financial assets:

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

	Note	2018	2017
		\$	\$
Financial assets			
Cash and cash equivalents	11	19,461,612	26,930,803
Investments	12	62,000,000	75,000,000
Receivables - rates	13	7,459,911	6,736,561
Receivables - other	13	9,289,415	9,376,091
Other credit exposures			
Guarantees	21	1,834,664	2,055,463
Total		100,045,602	120,098,918

Past due or impaired

No financial assets have had their terms renegotiated so as to prevent them from being past due or impaired, and are stated at the carrying amounts as indicated.

The following represents an analysis of the age of the Council's receivables that are either fully performing, past due or impaired:

	2018	2017
	\$	\$
Fully Performing	7,254,996	7,300,133
Past due 1-30 days	4,769,350	2,782,592
Past due 31-60 days	494,707	445,930
Past due 61-90 days	255,386	48,600
More than 90 days	4,971,791	8,211,215
Impaired	(996,904)	(2,675,818)
Total	16,749,326	16,112,653

Liquidity risk

Liquidity risk refers to the situation where the Council may encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset. The Council is exposed to liquidity risk through its trading in the normal course of business and borrowings from the QTC for capital works.

The Council manages its exposure to liquidity risk by maintaining sufficient undrawn facilities, both short and long term, to cater for unexpected volatility in cash flow. These facilities are disclosed in the borrowings Note 17. There are no additional facilities or lines of credit available.

The following table sets out the liquidity risk of financial liabilities held by the Council in a format as it might be provided to management. The amounts disclosed in the maturity analysis represent the contractual undiscounted cash flows at balance date.

	0 to 1 year	1 to 5 years	Over 5 years	Total	Carrying amount
	\$	\$	\$	\$	\$
2018					
Payables	12,374,327	-	-	12,374,327	12,374,327
Loans - QTC	26,633,306	102,764,374	14,773,413	144,171,093	123,958,994
	39,007,633	102,764,374	14,773,413	156,545,420	136,333,321
2017					
Payables	11,564,411	-	-	11,564,411	11,564,411
Loans - QTC	26,633,306	106,533,223	37,637,869	170,804,398	143,220,774
	38,197,717	106,533,223	37,637,869	182,368,809	154,785,185

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**

For the year ended 30 June 2018

The outflows in the above table are not expected to occur significantly earlier and are not expected to be for significantly different amounts than indicated in the table.

Market Risk

Market risks is the risk that changes in market process, such as interest rate, will affect the Councils income or the value of its holdings of financial instruments.

Interest rate risk

The Council is exposed to interest rate risk through its borrowings from the QTC and investments held with financial institutions.

The risk in borrowing is effectively managed by borrowing from financial institutions which provide access to a mix of floating and fixed funding sources such that the desired interest rate risk exposure can be constructed. Interest rate risk in other areas is minimal.

The Council does not undertake any hedging of interest rate risk.

Interest rate sensitivity analysis

Sensitivity to interest rate movements is shown for variable financial assets and liabilities based on the carrying amount at balance date.

The following interest rate sensitivity analysis is based on a report similar to that which would be provided to management, depicting the outcome to profit and loss should there be a 1% increase in market interest rates. The calculations assume that the rate would be held constant over the next financial year, with the change occurring at the beginning of that year. It is assumed that interest rates on overdue rates would not change. If the rates decreased by 1% the impact would be equal in amount in the reverse direction.

	Net carrying amount		Effect on Net Result		Effect on Equity	
	2018	2017	2018	2017	2018	2017
	\$	\$	\$	\$	\$	\$
Cash and cash equivalents	19,431,036	26,901,723	194,310	269,017	194,310	269,017
Investments	62,000,000	75,000,000	620,000	750,000	620,000	750,000
Loans - QTC	(123,958,994)	(143,220,774)	(1,239,590)	(1,432,208)	(1,239,590)	(1,432,208)
Net total	(42,527,958)	(41,319,051)	(425,280)	(413,191)	(425,280)	(413,191)

Fair Value

The fair value of trade and other receivables and payables is assumed to approximate the value of the original transaction, less any allowance for impairment.

The fair value of borrowings with QTC is based on the market value of debt outstanding. The market value of a debt obligation is the discounted value of future cash flows based on prevailing market rates and represents the amount required to be repaid if this was to occur at balance date. The market value of debt is provided by QTC and is disclosed in Note 17.

QTC applies a book rate approach in the management of debt and interest rate risk, to limit the impact of market value movements to clients' cost of funding. The book value represents the carrying value based on amortised cost using the effective interest method.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements
 For the year ended 30 June 2018
27 National competition policy

The Council has resolved to commercialise the following activities:

- Waste and Recycling
- Fitzroy River Water
- Airport

Council also applies the Code of Competitive Conduct (CCC) to the following activity:

- Building Certification

This requires the application of full cost pricing, identifying the cost of community service obligations (CSO) and eliminating the advantages and disadvantages of public ownership within that activity.

The CSO value is determined by Council, and represents an activity's cost(s) which would not be incurred if the primary objective of the activity was to make a profit. The Council provides funding from general revenue to the business activity to cover the cost of providing non-commercial community services or costs deemed to be CSO's by the Council.

The following activity statements are for activities subject to the Code of Competitive Conduct:

	Building Certification	Fitzroy River Water	Rockhampton Airport	Waste & Recycling
	2018	2018	2018	2018
	\$	\$	\$	\$
Revenue for services provided to Council	3,389	8,032	-	102,326
Revenue for services provided to external clients	124,790	63,770,407	15,573,660	16,133,159
Community service obligations	167,646	748,208	309,680	1,802,595
	295,825	64,526,647	15,883,340	18,038,080
Less : expenditure	295,825	56,649,953	14,970,338	13,962,781
Surplus/(deficiency)	-	7,876,694	913,002	4,075,299

Community Service Obligations were paid during the reporting period to the following activities:

Activities	CSO description	Net cost
		\$
Building Certification	Non-commercial private certification services	167,646
Fitzroy River Water	Remissions to community & sporting bodies - water	37,532
	Undetected Leak Rebates - water	110,000
	Combined line charges (operating)	121,724
	Remissions to community & sporting bodies - sewerage	84,381
	Combined line charges (capital)	84,623
	Raising manholes (capital)	309,948
		748,208
Rockhampton Airport	Capricorn Rescue Helicopter Service	102,609
	Royal Flying Doctor Service	120,834
	Patient Travelling Subsidy Scheme	86,237
		309,680
Waste and Recycling	Roadside bin operations (collection)	95,877
	Roadside bin operations (cleanup)	244,170
	Roadside bin disposal costs	168,590
	Boat ramp services	3,782
	Old landfill maintenance works	143,986
	Regulated waste disposal	221,398
	Charity waste policy	50,832
	Green waste	804,848
	Clean-up Australia	48
	Waste education	24,781
	Waste audit	44,283
		1,802,595

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

28 Controlled entities that have not been consolidated

These entities are not consolidated because their size and nature means that it is not material to Council's operations.

A summary of Council's controlled entities, their net assets and results for the year ended 30 June 2018 follows:

Controlled Entities - Financial Results:

Controlled Entity	Receipts		Disbursements		Net (deficit) / surplus		Assets		Liabilities	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017
CQ Performing Arts Foundation	-	1,334	-	1,160	-	174	-	-	-	-

The CQ Performing Arts Foundation wound up in December 2016. All of the Foundation's assets were transferred to the Friends of the Theatre Rockhampton Inc. Friends of the Theatre enhance the experience of patrons attending the Pilbeam Theatre by providing volunteers that act as front of house and other services at performances.

Rockhampton Aviation Services Pty Ltd is a proprietary company that is limited by shares and was incorporated on the 24 November 2017. Rockhampton Regional Council is the sole member. The Company was formed to provide limitation of liability to Rockhampton Regional Council in any aviation ventures. At the reporting date, the company remains dormant.

ROCKHAMPTON REGIONAL COUNCIL

Notes to the financial statements

For the year ended 30 June 2018

29 Transactions with related parties**(a) Transactions with Key Management Personnel (KMP)**

KMP include the Mayor, Councillors, Council's Chief Executive Officer and some executive management. The compensation paid to KMP for 2017/18 comprises:

Details of benefits	2018 \$	2017 \$
Short-term employee benefits	2,268,817	2,356,545
Post-employment benefits	257,973	239,540
Long-term benefits	178,333	117,996
Termination benefits	-	87,785
Total	2,705,123	2,801,866

Detailed remuneration disclosures are provided in the annual report.

(b) Transactions with other related parties

Other related parties include the close family members of KMP and any entities under significant influence by KMP or their close family members. Close family members include a spouse, child and dependent of a KMP or their spouse.

Details of transactions between Council and other related parties are disclosed below:

Details of transactions	Note	2018 \$	2017 \$
Fees and charges charged to other related parties	29(b)(i)	18,838	12,305
Employee expenses for close family members of key management personnel	29(b)(ii)	80,897	38,375
Purchase of materials and services from other related parties	29(b)(iii)	344,000	459,436

(i) The fees and charges charged to entities controlled by key management personnel were on an arms length basis in accordance with the schedule of fees and charges adopted by council. The fees and charges were in relation to leases, trade waste permits, plumbing application, private works and administration services.

(ii) All close family members of key management personnel were employed through an arms length process. They are paid in accordance with the Award for the job they perform. Council employees 884 Staff of which 2 are close family members of key management personnel.

(iii) Council purchased the following materials and services from related parties. All purchases were at arm's length and were in the normal course of Council operations:

ROCKHAMPTON REGIONAL COUNCIL**Notes to the financial statements**

For the year ended 30 June 2018

Details of materials and services purchased	2018 \$	2017 \$
Hospitality services	5,639	2,566
Donations	10,595	4,082
Trade services with Swadling Painting Contractors	316,331	447,313
Supply of materials	11,435	5,475
Total	344,000	459,436

Council entered into contracts with Swadling Painting Contractors, a company owned by a close family member of Cr Rose Swadling during 2017/2018. Contracts were awarded for the provision of Trade Services for the periods 1 March 2017 to 28 February 2018 and 1 March 2018 to 28 February 2019 based on a schedule of rates. A separate contract was awarded for the painting of Archer Park Rail Museum for the period of 24 August 2017 to 17 November 2017 for a value of \$159,495. Both contracts were awarded in accordance with Council's normal purchasing policies, procedures and Local Government legislative requirements.

(c) Outstanding balances

There are no material balances outstanding at the end of the reporting period in relation to transactions with related parties.

(d) Loans and guarantees to/from related parties

Council does not make loans to or receive loans from related parties. No guarantees have been provided.

(e) Transactions with related parties that have not been disclosed

Most of the entities and people that are related parties of Council live and operate within the Rockhampton Regional Council area. Therefore, on a regular basis ordinary citizen transactions occur between Council and its related parties.

Some examples include:

- Payment of rates
- Use of regional swimming pools
- Dog registration
- Borrowing books from a Council library

Council has not included these types of transaction in its disclosure, where they are made on the same terms and conditions available to the general public.

ROCKHAMPTON REGIONAL COUNCIL**Financial statements**For the year ended 30 June 2018

Management Certificate

For the year ended 30 June 2018

These general purpose financial statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulation) and other prescribed requirements.

In accordance with section 212(5) of the Regulation we certify that:

- (i) the prescribed requirements of the *Local Government Act 2009* and *Local Government Regulation 2012* for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 1 to 43, present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.

M.F. Strelow
Mayor

Date:

E.A. Pardon
Chief Executive Officer

Date:

ROCKHAMPTON REGIONAL COUNCIL

Current-year Financial Sustainability Statement

For the year ended 30 June 2018

Measures of Financial Sustainability

Council's performance at 30 June 2018 against key financial ratios and targets:	How the measure is calculated	Actual - Council	Target
Operating surplus ratio	Net result (excluding capital items) divided by total operating revenue (excluding capital items)	6.2%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	95.0%	greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items)	37.5%	not greater than 60%

Note 1 - Basis of Preparation

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the *Local Government Regulation 2012* and the *Financial Management (Sustainability) Guideline 2013*. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2018.

Certificate of Accuracy
For the year ended 30 June 2018

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this current-year financial sustainability statement has been accurately calculated.

M.F. Strelow
Mayor

Date:

E.A. Pardon
Chief Executive Officer

Date:

ROCKHAMPTON REGIONAL COUNCIL

Unaudited Long-Term Financial Sustainability Statement
 Prepared as at 30 June 2018

Measures of Financial Sustainability	Measure	Target	Actuals at 30 June 2018	Predicted for the years ended:								
				30 June 2019	30 June 2020	30 June 2021	30 June 2022	30 June 2023	30 June 2024	30 June 2025	30 June 2026	30 June 2027
Operating surplus ratio	Net result divided by total operating revenue	Between 0% and 10%	6.2%	-0.9%	1.1%	1.4%	2.4%	3.0%	3.4%	4.0%	4.4%	4.8%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense.	greater than 90%	95.0%	133.8%	81.5%	68.8%	67.5%	73.2%	66.0%	66.9%	72.8%	70.8%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue	not greater than 60%	37.5%	67.5%	71.3%	66.6%	61.5%	59.0%	51.3%	45.0%	37.9%	30.9%

Council's Financial Management Strategy

Council measures revenue and expenditure trends over time as a guide to future requirements and to make decisions about the efficient allocation of resources to ensure the most effective provision of services. Council ensures that its financial management strategy is prudent and that its long-term financial forecast shows a sound financial position whilst also being able to meet the community's current and future needs.

Certificate of Accuracy**For the long-term financial sustainability statement as at 30 June 2018**

This long-term financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.

 M.F. Strelow
Mayor

Date:

 E.A. Pardon
Chief Executive Officer

Date:

11.9 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 AUGUST 2018**File No:** 8148**Attachments:**
1. [Income Statement August 2018](#)
2. [Key Indicator Graphs August 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 August 2018.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 August 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 1 July 2018 to 31 August 2018), Attachment 1.
2. Key Indicators Graphs, Attachment 2.

The attached financial statement provides Council's position after the first two months of the 2018/19 financial year. After the first two months results should be approximately 16.7% of the adopted budget.

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

Total Operating Revenue is reported at 34% of adopted budget. Key components of this result are:

- Net Rates and Utility Charges are at 41% of budget. Council's rates and utility charges for the first six months ending 31 December 2018 of the financial year have been raised and fell due on 29 August 2018.
- Grants, Subsidies & Contributions are at 27% of budget due to Financial Assistance Grants for 2018/2019 totalling \$1M being received in August.
- To date 16% of all other revenue items have been collected.

Total Operating Expenditure is at 23% of the adopted budget with committals, or 18% of budget without committals. Key components of this result are:

- Committals are impacting the results of several Expenditure Account Groups. In some cases a number of annual committals have been raised for services and materials. Percentages for Expenditure Account Groups with and without committals is as follows:

Account Group	With committals	Without committals
Employee costs	17%	17%
Contractors & Consultants	43%	14%
Materials & Plant	21%	12%
Asset Operational	37%	29%
Administrative expenses	42%	22%
Depreciation	17%	17%
Finance costs	17%	17%
Other expenses	38%	30%
Total Expenses	23%	18%

- The majority of Expenditure Account Groups are within proximity of budget year to date when committals are excluded.
- Asset Operational Expenses are at 29% without committals due to Council paying the Annual Insurance Premium amounting to \$2.1M
- Administrative expenses are at 22% without committals as the Finance One Annual Support and Maintenance Fee as well as the Enterprise Licence Agreement was paid in August.
- Other expenses are at 30% without committals due to the payment of Council's LGAQ membership during August.

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

Total Capital Income is at 3% of adopted budget. The majority of capital revenue budgeted to be received in 2018/19 is from grants and subsidies tied to performance obligations. As Council progresses through the year and meets performance milestones grants will be claimed. Grant acquittals are well underway for Kershaw Gardens (\$1M), Riverfront (\$0.7M) and Airport (\$4.9M).

Total Capital Expenditure is at 18% of the adopted budget without committals. This represents an actual spend of \$20.1M for the second month of the financial year. During August payment of \$11M was made on the Airport Pavement Project.

Total Investments are approximately \$98.9M as at 31 August 2018. Due to Rates falling due at the end of August, Investments have increased.

Total Loans are \$125.1M as at 31 August 2018.

CONCLUSION

At this early stage of the financial year, few financial trends have emerged. Operational income is well ahead of budget due to the levying of the General Rates and Utility Charges for the six months ending 31 December 2018. Operational expenditure is on budget after the second month of the financial year with a number of annual payments already being made and a large number of committals being raised.

The capital program saw \$20.1M spent during the second month of the financial year and will need to continue momentum over the coming months to deliver the projects budgeted for 2018/19.

SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 AUGUST 2018

Income Statement August 2018

Meeting Date: 25 September 2018

Attachment No: 1



Income Statement
For Period July 2018 to August 2018
16.7% of Year Gone

	Adopted Budget	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Adopted Budget
	\$	\$	\$	\$	
OPERATING					
Revenues					
Net rates and utility charges	(145,182,957)	(59,997,408)	0	(59,997,408)	41%
Fees and Charges	(24,846,946)	(4,073,538)	5,435	(4,068,103)	16%
Private and recoverable works	(15,850,497)	(2,088,928)	421	(2,088,507)	13%
Rent/Lease Revenue	(3,072,340)	(622,720)	161,073	(461,647)	15%
Grants Subsidies & Contributions	(7,431,709)	(2,069,252)	40,909	(2,028,343)	27%
Interest revenue	(1,581,517)	(350,291)	0	(350,291)	22%
Other Income	(4,224,795)	(710,895)	0	(710,895)	17%
Total Revenues	(202,199,762)	(69,912,832)	207,838	(69,704,995)	34%
Expenses					
Employee costs	78,647,831	13,066,923	230,143	13,297,066	17%
Contractors & Consultants	17,227,336	2,470,810	4,921,787	7,392,396	43%
Materials & Plant	21,058,807	2,449,924	2,040,599	4,490,523	21%
Asset Operational	20,349,070	5,811,163	1,798,187	7,609,350	37%
Administrative expenses	14,406,816	3,107,127	2,993,216	6,100,343	42%
Depreciation	52,553,686	8,758,948	0	8,758,948	17%
Finance costs	6,804,535	1,177,793	0	1,177,793	17%
Other Expenses	1,204,503	361,227	96,245	457,472	38%
Total Expenses	212,252,384	37,203,716	12,080,176	49,283,892	23%
Transfer / Overhead Allocation					
Transfer / Overhead Allocation	(8,287,308)	(1,378,506)	0	(1,378,506)	17%
Total Transfer / Overhead Allocation	(8,287,308)	(1,378,506)	0	(1,378,506)	17%
TOTAL OPERATING POSITION (SURPLUS)/DEFICIT	1,765,314	(34,087,622)	12,288,014	(21,799,609)	-123.5%
CAPITAL					
Total Developers Contributions Received	(1,814,000)	(71,086)	0	(71,086)	4%
Total Capital Grants and Subsidies Received	(29,017,683)	(853,741)	0	(853,741)	3%
Total Proceeds from Sale of Assets	0	0	0	0	0%
Total Capital Income	(30,831,683)	(924,826)	0	(924,826)	3%
Total Capital Expenditure	131,162,197	23,279,724	28,723,764	52,003,488	40%
Net Capital Position	100,330,514	22,354,898	28,723,764	51,078,662	51%
TOTAL INVESTMENTS		98,984,501			
TOTAL BORROWINGS		125,001,991			

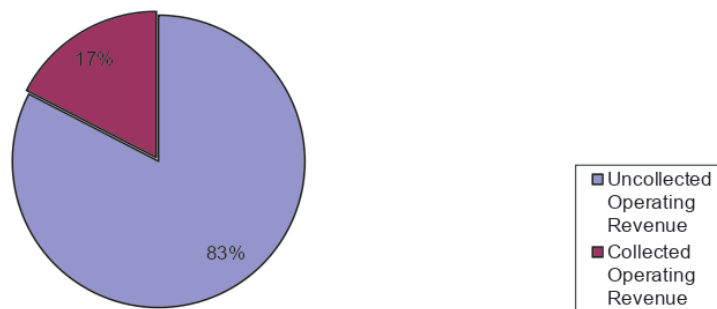
SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 AUGUST 2018

Key Indicator Graphs August 2018

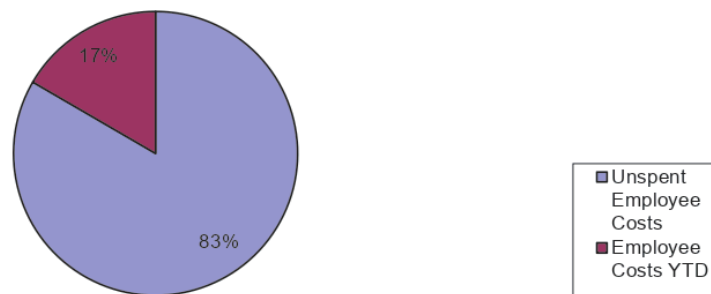
Meeting Date: 25 September 2018

Attachment No: 2

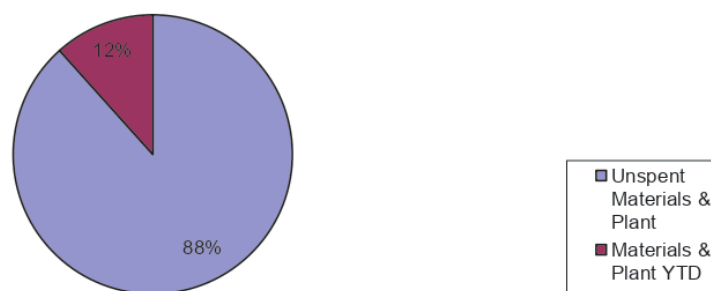
Operating Revenue
(Excluding Net Rates and Utility Charges)
(16.7% of Year Gone)

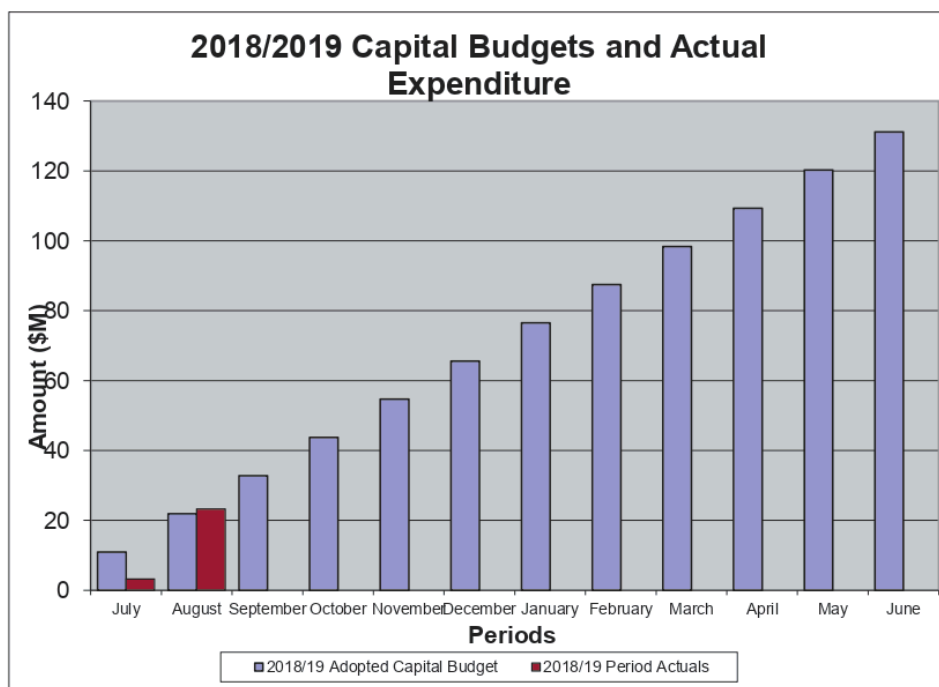
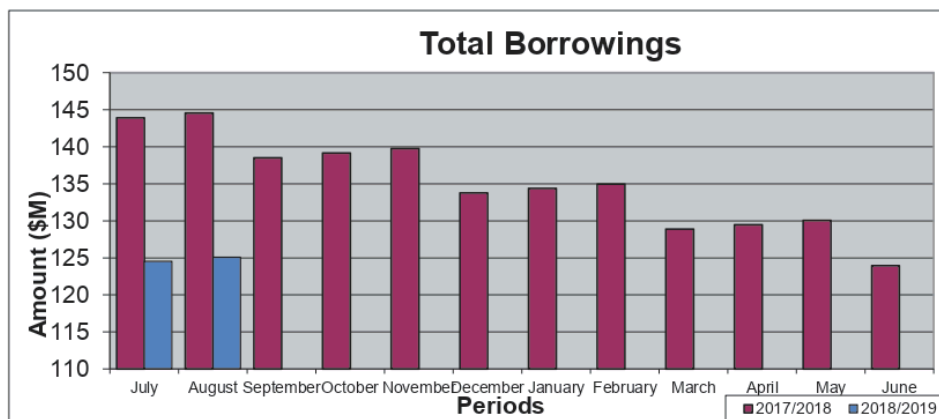
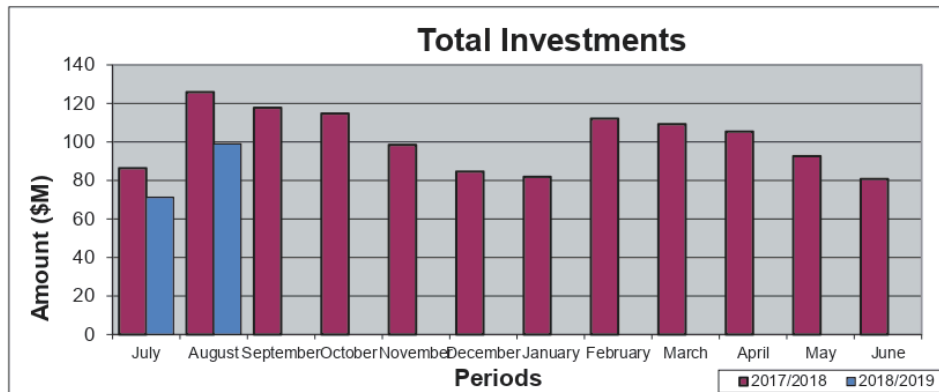


Operating Employee Costs
(16.7% of Year Gone)



Operating Materials & Plant
(16.7% of Year Gone)





**11.10 CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT
AUGUST 2018****File No:** 1392**Attachments:**

1. Finance Monthly Report - August 2018 [↓](#)
2. ES Monthly Report - August 2018 [↓](#)
3. CTS Monthly Report - August 2018 [↓](#)

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

SUMMARY

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

OFFICER'S RECOMMENDATION

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

COMMENTARY

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

CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT AUGUST 2018

Finance Monthly Report - August 2018

Meeting Date: 25 September 2018

Attachment No: 1

MONTHLY OPERATIONS REPORT

FINANCE

PERIOD ENDED AUGUST 2018



1. Operational Summary

Rates and Dogs were both due and payable at the end of August, making the enquiries and payments peak.

External Auditors Thomas, Noble Russell completed their onsite audit from 27th August to Friday 31st August. A report will be provided to Audit Committee with any issues that have been found, however no high risk issues have been raised at present.

2. Customer Service Requests

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



All Monthly Requests (Priority 3) Finance 'Traffic Light' report August 2018

	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								
Bookings Enquiry	0	0	5	3	2	0	5	● 0.33	●	1.18	● 1.33	1.30
Rates Searches	21	21	125	105	20	0	5	● 2.91	●	2.97	● 2.98	2.79
Rates Enquiry	0	0	106	102	4	0	3	● 0.84	●	1.13	● 1.22	0.80

3. Capital Projects

No Capital Projects

4. Operational Projects

As detailed in the Environmental Sustainability section report.

5. Budget

Financial performance as expected for the reporting period.

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



As At End Of August

Report Run: 06-Sep-2018 15:11:59 Excludes Nat Accs: 2802,2914,2917,2924

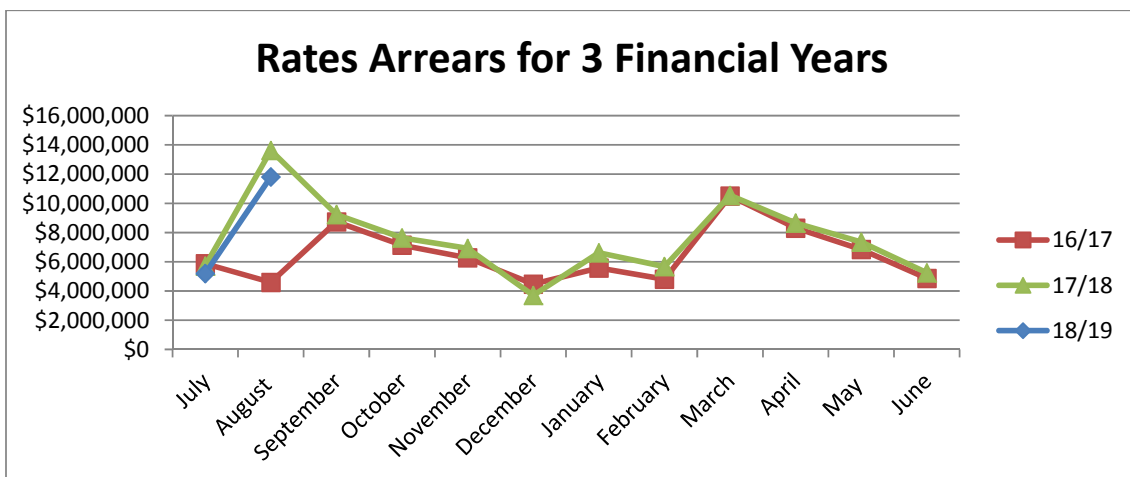
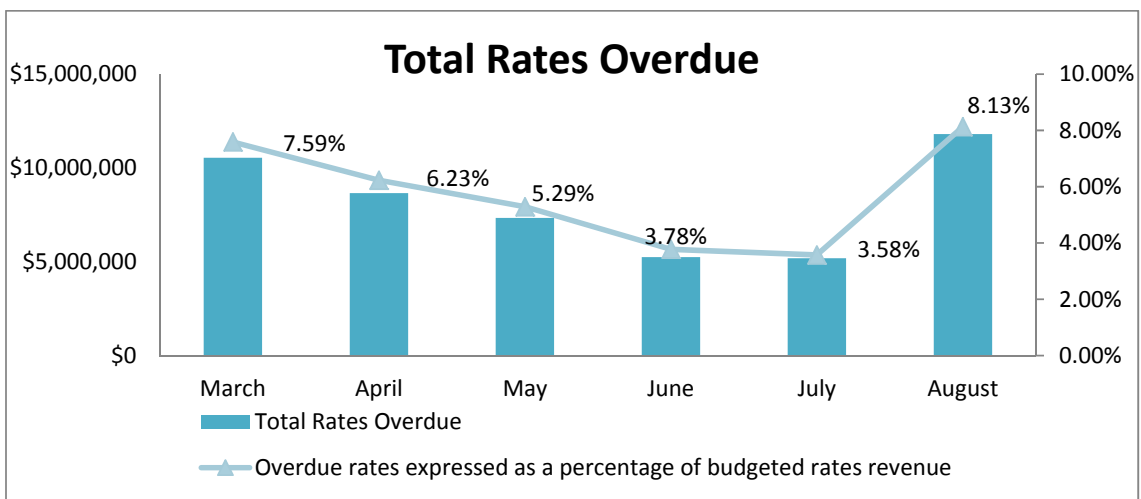
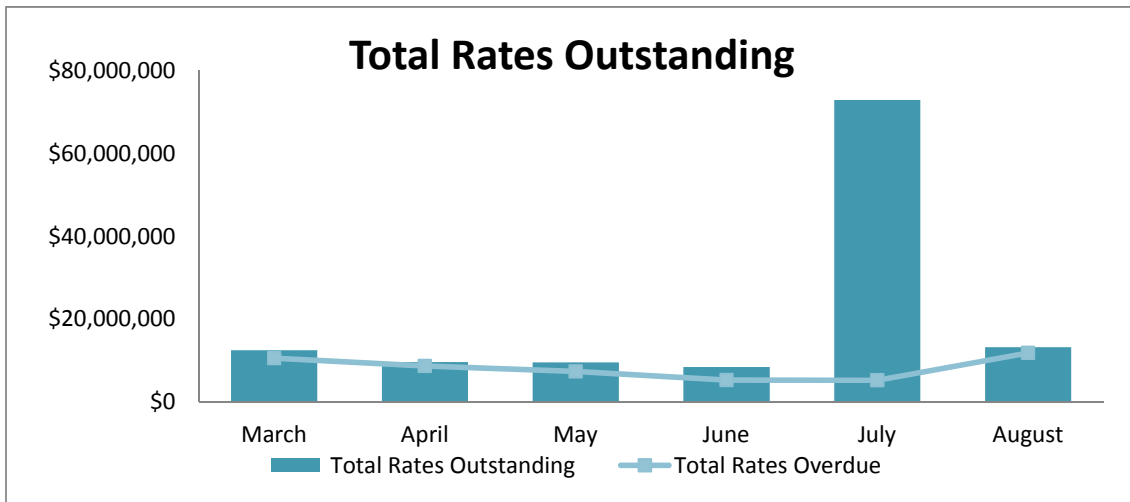
	Adopted Budget	Revised Budget	EDM Commitments	YTD Actual	Commit + Actual	Variance	On target 16.7% of Year Gone
	\$	\$	\$	\$	\$	%	
CORPORATE SERVICES							
<i><u>Finance Management</u></i>							
Expenses	553,292	0	127,363	99,695	227,057	41%	x
Total Unit: Finance Management	553,292	0	127,363	99,695	227,057	41%	x
<i><u>Accounting Services</u></i>							
Expenses	1,654,564	0	0	265,996	265,996	16%	✓
Transfer / Overhead Allocation	0	0	0	823	823	0%	x
Total Unit: Accounting Services	1,654,564	0	0	266,819	266,819	16%	✓
<i><u>Financial Systems</u></i>							
Revenues	(1,143)	0	0	0	0	0%	x
Expenses	205,499	0	0	68,509	68,509	33%	x
Transfer / Overhead Allocation	600	0	0	0	0	0%	✓
Total Unit: Financial Systems	204,957	0	0	68,509	68,509	33%	x
<i><u>Customer Service</u></i>							
Revenues	(200,988)	0	0	(56,036)	(56,036)	28%	✓
Expenses	1,700,333	0	8,877	285,884	294,760	17%	x
Transfer / Overhead Allocation	0	0	0	30	30	0%	x
Total Unit: Customer Service	1,499,345	0	8,877	229,878	238,754	16%	✓
<i><u>Rates & Revenue</u></i>							
Revenues	(452,834)	0	0	(86,675)	(86,675)	19%	✓
Expenses	1,778,786	0	329,356	322,923	652,279	37%	x
Transfer / Overhead Allocation	750	0	0	0	0	0%	✓
Total Unit: Rates & Revenue	1,326,701	0	329,356	236,248	565,603	43%	x
<i><u>Natural Resource Management</u></i>							
Expenses	533,335	0	38,758	48,789	87,547	16%	✓
Transfer / Overhead Allocation	10,000	0	0	(9,785)	(9,785)	-98%	✓
Total Unit: Natural Resource Management	543,335	0	38,758	39,004	77,762	14%	✓
Total Section: FINANCE	5,782,193	0	504,353	940,152	1,444,504	25%	x
Total Department: CORPORATE SERVICES	5,782,193	0	504,353	940,152	1,444,504	25%	x
Grand Total:	5,782,193	0	504,353	940,152	1,444,504	25%	x

Comments

Committals raised for Audit Fees and legal collection action for the year are impacting on the final result.

6. Section Statistics

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%	8.13% in August	Operational
Maintain the ratio of customer queries satisfied by Customer Service Officers, without referral to departments.	80%	89%	Operational
Customer Service Call Centre answering 75% of incoming calls within 45 seconds.	75%	80%	Adopted



7. Whole of Council Reports and Statistics

Safety Statistics

Nil to report

Customer Requests Completed Monthly & Top 5 Customer Requests

	July	August	September	October	November	December	January	February	March	April	May	June
Requests Logged	3388	4194										
Same month Completed	2647	3168										
% completed same month	78%	75%										
Completed Total for Month	3263	3455										
Total Pending	1889	2500										
Top 5 Requests for Month	An/Dogr An/W and Fac Man W/Leak R/Bin	M/Maint An/Dogr W an Ani Fac Man W/Leak										

Total uncompleted customer requests up to 3 months old:	2148
Total uncompleted customer requests between 3 to 6 months old:	178
Total uncompleted customer requests greater than 6 months old:	174

Conquest Work Order & Investigation Long Term up to 3 months old:	932
Conquest Work Order & Investigation Long Term between 3 to 6 months old:	106
Conquest Work Order & Investigation Long Term greater than 6 months old:	115

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	D/Plan - Duty Planner (New Enq)	S/Blockage - Reactive Sewerage Block

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

ES Monthly Report - August 2018

Meeting Date: 25 September 2018

Attachment No: 2

MONTHLY OPERATIONS REPORT

FINANCE – ENVIRONMENTAL SUSTAINABILITY

PERIOD ENDED AUGUST 2018



1. Operational Summary

Environmental Sustainability Strategy

- The Sustainability Strategy Executive Group met to consider community feedback on the proposed Environmental Sustainability Strategy. The Group agreed to endorse the revised changes and progress the Strategy to Council for consideration and adoption.

Bringing Nature Back Program

- Council approved a long-term program of community-based bush regeneration works at Fraser Park, in collaboration with Capricornia Catchments.
- Council executed a grant agreement with the Australian Government for the Bringing Nature Back program (\$19,990).
- Preparations continued for the launch of the Bringing Nature Back program at Tropicana (07 October 2018), including an interactive nature-based community workshop series and native plant giveaway.

Living Sustainably Program

- Council sought submissions for the annual schools calendar competition, with a new focus this year on 'Sustainability in Action!' Submissions were received from primary and secondary schools across the Region. The winning schools will be recognised at Tropicana 2018. The resulting calendar will be distributed directly to schools, as well as the community both online and in limited hard copy. This calendar builds upon, and replaces, the successful recycling calendar delivered by Council over the past decade.
- To support RRWR and local recycling activities, Environmental Sustainability provided support to develop revised messaging and graphics for the Region's recycling trucks.

Second Nature Program

- The Internal Sustainability Working Group visited the solar installation at the Gracemere Library to focus on renewable energy and energy efficiency measures and to progress planning for Sustainability Seed Fund initiatives.

Other

- Councillor Wickerson and Council Officers participated in the Clean Growth Choices workshop in Brisbane on 16/17 August 2018. The Clean Growth Choices program is designed to help Queensland communities to transition to a low carbon economy. It is essentially a facilitated regional development program with a strong sustainability flavour. The program incorporates three stages that will require Council to lead and facilitate community workshops, build strategic action teams and then formulate business cases for 2-3 priority actions over roughly an 18 month period. Further information will be provided to Council over the coming months.
- An update on the proposed Environmental Sustainability Strategy was provided at the Development Forum on 23 August 2018.

2. Customer Service Requests

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

3. Capital Projects

Details of capital projects not reported regularly to Council or a particular Committee in other project specific report updates as at period ended August – 14% of year elapsed.





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





4. Operational Projects





As at period ended August – 14% of year elapsed.



Project	Planned Start	Planned End	On Track	Comment	Budget Estimate	YTD actual (inc com'tals)
Environmental Sustainability Strategy (ESS): Develop Council's Strategy with input from internal and external stakeholders. Stage 1 – Initial review (completed Jan 2018) Stage 2 – Visioning (completed Mar 2018) Stage 3 – Strategy development (completed Apr 2018) Stage 4 – Strategy validation (completed May 2018) Stage 5 – Consultation and adoption (Jun-Oct 2018) Stage 6 – Implementation (upon adoption of the Strategy)	Oct 17	Dec 18		<ul style="list-style-type: none"> Public consultation completed 13 July 2018. Community input considered by the Sustainability Strategy Executive Group on 31 Aug 2018. Final revised Strategy to be presented to Council for consideration and adoption in Sep 2018. 	\$0	\$0
Pathway 1 – Natural environment (partnerships and programs)						
Natural environment planning: Identify and map priority natural assets for protection and enhancement. This work will replace the natural environment study completed in 2010 (covering the amalgamated regions) and will inform future works, identify areas for future development offsets and also inform future iterations of the Planning Scheme.	Sep 18	Jun 19		<ul style="list-style-type: none"> Pending commencement of new Project Officer. 	\$65,000	\$0
Bringing Nature Back – works program: On-ground works projects to maintain and enhance key natural assets, green corridors and urban waterways in conjunction with key stakeholders and the community. It may also provide seed funding to help address environmental projects on Council land.	Jul 18	Jun 19		<ul style="list-style-type: none"> Fraser Park community-based bush regeneration works approved by Council 28 Aug 18 (to be delivered by Capricornia Catchments and others) Planning for potential projects at Council's Nursery and Frenchmans/Moores Ck via Multicultural Development Australia (MDA). 	\$50,000	\$20,600

Project	Planned Start	Planned End	On Track	Comment	Budget Estimate	YTD actual (inc com'tals)
Fish hotels: Fitzroy Basin Association (FBA) secured Australian government funding to install additional fish hotels at selected Lagoons. The ES 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.	Apr 18	Sep 18		Completed: <ul style="list-style-type: none"> Water levels necessitated a change of installation location to Yeppen and Crescent Lagoons. Construction completed Jul 2018. Installation and media completed Aug 18. 	FBA	FBA
Riparian study – Frenchmans and Thozets Creek: Regional Services has formed a cross-disciplinary Council team to explore opportunities for integrated floodplain management within the Frenchmans and Thozets Creek areas. The ES Team is part of the project team providing input to this study.	Mar 18	Jul 18		Completed: <ul style="list-style-type: none"> Final report received, project completed. Collaboratively exploring opportunities to support and fund proposed program of riparian works, via grants and labour support. 	Regional Services	Regional Services
Pathway 2 – Empowering our community (external programs)						
Bringing Nature Back – engagement program: Long-term nature-based community engagement program, designed to bring nature back into the community's hearts, minds and everyday lives by creating opportunities to connect with nature and get involved with the natural environment program. Sponsored by the Australian Government as part of the <i>Building Better Regions – Community Investments Stream</i> . The Program will deliver a workshop series and engagement activities and tools that help the community to improve urban canopy cover in their own backyards, local streets, nearby creeks and on Council land.	Jul 18	Jun 19		<ul style="list-style-type: none"> Executed grant agreement with the Australian Government's Building Better Regions Fund. Continued development of Bringing Nature Back workshop program for official program launch at Tropicana 2018. 	\$29,305 + \$19,990 grant	\$21,500
Living Sustainably program: Long-term behaviour change program designed to encourage the community to adopt a wide array of actions and behaviours that support Council's sustainability goals. The program will recognise and reward sustainability awareness and action in schools as part of the annual schools calendar competition, Council's annual	Jul 18	Jun 19		<ul style="list-style-type: none"> Managed submissions to the 'Sustainability in Action!' schools calendar competition. Commenced preparations for production of Council's annual sustainability calendar including the calendar template and printing arrangements. Commenced preparations for a rolling 	\$25,000 + \$10,000 RRWR contribution	\$10,500

Project	Planned Start	Planned End	On Track	Comment	Budget Estimate	YTD actual (inc com'tals)
sustainability calendar in both electronic and hardcopy formats, a sustainability resolutions calendar for residents and a rolling monthly communications program commencing in January 2019.				communications program focussed on a monthly sustainability action for residents to implement in their own home, supported by a range of associated information and events should they wish to learn more.		
Community assistance program (environment and sustainability): A grants program designed to support community-based environment and sustainability initiatives. Funds will be administered as part of the Community Assistance Program and ensure that community environment and sustainability objectives are met by contributing to the establishment of a specific funding stream. It is anticipated that the program will support a wide range of community workshops and on-ground activities.	Jan 19	Jun 19		<ul style="list-style-type: none"> Pending integration with Council's existing Community Assistance Program. 	\$10,000	\$0
Reef Guardian Stewardship grant: The Great Barrier Reef Marine Park Authority awarded Council a Reef Guardian Stewardship grant to encourage environmental initiatives in our local communities. As part of this grant, Council will develop an education resource kit to provide local schools across the Rockhampton Region with action learning opportunities focussed on waterway awareness and source reduction.	Jul 18	Jun 19		<ul style="list-style-type: none"> Pending development of resource materials for rollout in Jan 19. 	\$1700	0
Pathway 3 – Industry and infrastructure						
Clean growth choices for communities in transition: Queensland Government program designed to assist communities to become more resilient by acquiring new skills and technologies, mastering the transition to a low carbon technology and adapting to changing climate – all while creating the new jobs of tomorrow.	Aug 18	TBC		<ul style="list-style-type: none"> Attended Program start-up meeting in Brisbane 16/17 August 2018. 	TBC	TBC
Sustainable Rockhampton Investment Fund: Supports projects that deliver both positive environmental outcomes and real operational savings for Council.	Jul 18	TBC		<ul style="list-style-type: none"> Pending finalisation of fund guidelines. 	TBC	TBC

Project	Planned Start	Planned End	On Track	Comment	Budget Estimate	YTD actual (inc com'tals)
Pathway 4 – Council operations (advancing corporate sustainability)						
Second Nature program: Council's 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.	Jul 18	Jun 19		<ul style="list-style-type: none"> Facilitated Working Group meeting at Gracemere library solar installation on 29 Aug 18. 	\$0	\$0
Sustainability Seed Fund program: As a key part of the internal sustainability engagement program, seed fund initiatives provide the opportunity to trial staff-initiated sustainability projects that foster sustainable behaviour whilst improving Council's wise use of resources.	Feb 18	Dec 18		2018 trial initiatives progressing as planned: <ul style="list-style-type: none"> Composting at City Childcare Centre (delivered) Black soldier fly trial at Zoo (in progress) Energy efficient behaviour (pending) Enhanced public place recycling at Zoo (pending) Transitioning to electronic forms (pending) Management of runoff from the Nursery (pending) Transition to recycled paper (in progress) Reusable coffee cups (in progress) Office recycling across Council (in progress). 	\$20,000	\$0
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 Council decision-making processes to respond to climate change.	Feb 18	Dec 18		<ul style="list-style-type: none"> Draft report received, pending review and finalisation. 	\$0	\$0
Energy Action Plan: Council facilities and services consume a significant amount of energy. This plan aims to identify Council's key strategic opportunities to achieve cost savings, improve environmental sustainability and recognise wider economic and social benefits.	Apr 18	Dec 18		<ul style="list-style-type: none"> Final draft under development, including more detailed information on site feasibility. To be presented for Council consideration upon completion. 	\$0	\$0

5. Budget

Financial performance is as expected for the reporting period.



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

As At End Of August

Report Run: 06-Sep-2018 15:27:48 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 16.7% of Year Gone
CORPORATE SERVICES							
FINANCE							
<i><u>Natural Resource Management</u></i>							
Expenses	533,335	0	38,758	48,789	87,547	16%	✓
Transfer / Overhead Allocation	10,000	0	0	(9,785)	(9,785)	-98%	✓
Total Unit: Natural Resource Management	543,335	0	38,758	39,004	77,762	14%	✓
Total Section: FINANCE	543,335	0	38,758	39,004	77,762	14%	✓
Total Department: CORPORATE SERVICES	543,335	0	38,758	39,004	77,762	14%	✓
Grand Total:	543,335	0	38,758	39,004	77,762	14%	✓

Comments

Budget on target.

6. Section Statistics

Program/Activity	Date/s	Attendees	Comments
Completed activities			
Girl Guides Environment Day (Leamington Street): Native plants and information flyers to support environmental education workshops and increased urban canopy cover	04 Aug 18	~300	100 native plants provided to attendees
Development Forum (external): Update on Council's Environmental Sustainability Strategy, plus a challenge to see environmental sustainability as an opportunity rather than a constraint	23 Aug 18	~30	
Internal Sustainability Working Group workshop (internal): Field trip to learn about the solar installation at Gracemere library and to progress planning for seed fund initiatives	29 Aug 18	12	
Sustainability Strategy Executive Group workshop (internal): Workshop to review community input to the Environmental Sustainability Strategy and confirm final document prior to seeking adoption by Council	31 Aug 18	14	
Upcoming activities			
Small Landholders Day: Community event designed to provide information and resources to support small landholders, including provision of native plants and information flyers	06 Oct 18	~700	~500 native plants to be provided to attendees
Tropicana (Rockhampton Botanic Gardens): Official launch of the Bringing Nature Back program including an interactive workshop series, native plant giveaway and presentation to winners of the 'Sustainability in Action' schools calendar competition	07 Oct 18	~1,500	~500 native plants to be provided to attendees
Tilapia Terminator and Wetland Care Day (Murray Lagoon): Support to Fitzroy Partnership for River Health, support education activities with Council's Environmental Resource Unit trailer	21 Oct 18	~100	
CBD Christmas Fair (CBD): Encouraging sustainability awareness and action via Council's 'Sustainability in Action!' calendar and 'Sustainability Resolutions' fridge calendar	01 Dec 18	~2,000	

7. Whole of Council Reports and Statistics

No whole of Council statistics at this time.

8. Sustainability Events and Media Coverage



Fish hotel construction and installation at Yeppen Yeppen and Crescent Lagoons
Tim Marsden (Australasian Fish Passage Services), Shannon van Nunen (FBA Environment Leader) and Environment Councillor Drew Wickerson





Encouraging sustainability in design and development - Development Forum 23 August 2018



Second Nature – *Internal Sustainability Working Group Workshop 29 August 2018, exploring energy opportunities and progressing Sustainability Seed Fund initiatives*



Second Nature – *Internal Sustainability Working Group Workshop 29 August 2018 after inspecting Gracemere Library solar installation*



Validating the Strategy - Sustainability Strategy Executive Group Workshop 31 August 2018

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

CTS Monthly Report - August 2018

Meeting Date: 25 September 2018

Attachment No: 3

MONTHLY OPERATIONS REPORT

CORPORATE AND TECHNOLOGY SERVICES

PERIOD ENDED AUGUST 2018



1. Operational Summary

Property & Insurance:

Coordinator Property & Insurance has been working on the South Rockhampton Flood Levee (SRFL) project with respect to property acquisitions and land dealings with the Department Natural Resources, Mines & Energy. Settlement has occurred on two properties in August - 117 Wharf Street and 179 Port Curtis Road.

Kershaw Gardens Land Management Plan was put out for community consultation and is due to close on the 7 September.

Fleet:

The Fleet capital program has started the year with high committals due to work completed towards the end of last year and long lead times for manufacturer delivery. Consultation has commenced with operating units on renewals programmed for 2018/19 and additional asset extensions funded from other areas.

Plant Hire activity has started the year well with construction crews not suffering from any wet weather delays and being extra busy with the completion of several large community projects.

Site works for the Pinnacle Mountain Corporate Communications / 2-Way Digital Radio Tower is scheduled for mid-September at this stage.

SmartHub:

Evans Edwards Accountants held an evening session at the SmartHub for members and the wider business community to share some of their business tips from an accountant's perspective.

Monthly mentor sessions commenced with Chris Harris (CT Harris & Co.) and Josh Fox (FOXLAWS) for members to have a free 45 minute one-on-one meeting where they can get guidance and feedback on any issues currently challenging their businesses.

SmartHub Business Manager, Elize Hattin, spoke at the Hey YOUth Summit to encourage and inspire students – presenting on globalisation, technology, entrepreneurship, research and innovation and the skills they need to make the most of the opportunities they are presented with.

The Mining Leaders Group ran an accelerator Information Session on a Wednesday evening to help aspiring entrepreneurs, startups, and scale-ups globalise in six months within the mining sector.

Don McKenzie, Australian Manager for the Adizes Institute gave two valuable presentations about 'Organisational Lifecycles' and 'How to Create an Energising Mission' which were attended by some of our members and the wider business community.

Our August monthly lunch and learn session was with Melanie Wood of Speaking Styles who talked to our members and the wider business community about effective ways they can engage with their customers and clients. She encouraged attendees and provided practical tips to help them gain the confidence to do Facebook Live videos.

Ross Medina, Qld State Manager for the Australian Computer Society (ACS) in partnership with the Capricorn ICT group launched the ACS Rockhampton Chapter from the SmartHub this month. The Capricorn ICT Network have now joined with the ACS to pursue local ICT issues and capability development with businesses, community, local and state government, and educators.

Enquiries and submissions for SmartHub Membership continue to be received and reviewed by the RRC SmartHub Working Group.







2. Customer Service Requests

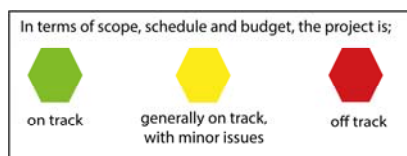
Response times for completing customer requests in this reporting period for August are within the set timeframes.

	Balance B/F	Completed in Current Month	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	0	0	0	0	2	0.00	1.17	1.22	0.86
Insurance: Mower / Slasher / Whipper / Snipper	0	0	0	0	0	0	90	0.00	13.80	12.09	13.22
Insurance: Personal Accident / Injury	6	6	4	0	0	0	120	0.00	24.33	17.31	24.59
Insurance: Public Liability / Property Damage Public Property	7	6	7	2	2	0	90	0.50	4.79	11.00	16.99
Leased Premises - General Enquiry	0	0	2	2	0	0	5	0.00	0.00	0.67	0.67

3. Capital Projects


Details of capital projects not reported regularly to Council or a particular Committee in other project specific report updates as at period ended August 2018 – 17% of year elapsed

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	Life to date actual (incl committals)
Fleet Asset Renewal Program (CP440)	01/07/2018	30/06/2019		\$6,270,000	\$3,072,016
Comments	Consultation has commenced with operating units on renewals programmed for 2018/19 and additional asset extensions funded from other areas. Site works for the new Corporate Communications Site is scheduled for mid-September at this stage.				
IT Asset Renewal & Upgrade Program – excluding RAMP (CP230)	01/07/2018	30/06/2019		\$2,159,766	\$68,481
Comments					
RRC Asset Management Project RAMP (CP230)	22/01/2018	30/09/2019		\$2,075,762	\$1,492,384
Comments	Activities for the month include ongoing business process workshops, data migration planning and interface design.				
Stage 3d Smart Technology – Victoria Parade – Fitzroy to Archer (CP235)	01/12/2016	01/03/2019		\$571,226 (18/19 budget allocation)	\$537,917
Comments	Civil works has commenced in the Riverside carpark – new light pole footings and trenching for the electrical and communications conduit.				
Stage 2 Smart Parking – Disability ePermit (CP235)	22/01/2018	14/12/2018		\$250,000	\$234,180
Comments	375 stage 2 sensors have been installed. The parking digital sign wayfinding software programming prototype is nearing completion and will be ready for the digital sign installation scheduled for mid-September.				
CCTV System Upgrade	01/07/2018	14/12/2018		\$184,000	\$155,331
Comments	VideoXpert software has been installed and commissioned. Extended video storage has been installed. Cameras are being progressively updated to work within the Smart CCTV environment.				



4. Operational Projects

As at period ended August – 17% of year elapsed

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD Actual
Smart Hub Programming	01/07/2018	30/06/2019		\$61,725	\$0
YCA & YINC	Date 25/07/2018 – 27/07/2018, 06/09/2018 (Pitch Night) and 2019, October and Jan 2019	Young Change Agents Program (YCA) The YCA high school program (grades 7-12) is built as a train-the-trainer model for teachers and runs for two and half days. This is a cross-curricular program that encompasses elements of civics & citizenship, social studies, commerce, english, maths, drama, IT and art. Youth Incubator Program (YINC) YINC is Young Change Agents youth incubator program for selected alumni of the YCA program. YINC is a mix of masterclasses, activities, networking and group work including: - a cycle of prototyping and customer validation that allows teams to iterate their solutions in line with customer needs; - engagement with mentors to create confidence and a transfer of knowledge and skills; - exposure to industry experts, professionals and potential clients; - specific new learning topics including sales, partnerships, financing, marketing, legal, finance and risk; - showcases at the end of each 3 day session to allow teams to access support and/or reflect on their learnings.			
<u>Comments</u> The YCA workshops are scheduled to run in two of the independent High Schools (Emmaus and Heights College) in October 2018. The YCA Rockhampton Regional Pitch Night will be held early September at CQUniversity where the high school (YCA) and primary school (Design Thinking Challenge – see details below) teams will come together and share their ideas with teachers and parents and obtain feedback and encouragement from the experienced mentors and judges. The dates for the YINC program, sponsored by Ergon Energy are still to be confirmed for early next year. This will include the students who will participate in the further rounds of the YCA program scheduled for October.					
Startup OnRamp	Date 27/09/2018 – 06/12/2018	The 12 session Startup Onramp program is for startup founders who are at the beginning of their startup journey, including those who currently have a day job and want to make the transition from <i>employee</i> to <i>startup founder</i> . The program comprises a two-hour workshop each week, two additional weekend sessions, plus weekly individual mentoring sessions and culminates in a pitch night in which all participants pitch their startup and share their learnings with fellow entrepreneurs.			
<u>Comments</u> The program facilitators Elize Hattin, Bill McKeague and Scott Thomas attended the two day facilitator training in Brisbane this month which was funded by Advance Queensland.					

Dates for the 12 session program have been set and marketing is being finalised to start promoting the program to attract participants that want to learn how to start a tech business. Applications will close on 17 September and will be reviewed by the program facilitators the following day who will also decide which applicants will be offered fully sponsored positions.

Design Thinking Challenge	<p>Date 21/08/2018 – 22/08/2018</p> <p>Completed</p>	<p>This design-thinking based program for primary school (grades 5 – 6) will be two mini-versions of the Young Change Agents (YCA) high school program and will run for 1 full day across 2 schools (1 State and 1 Independent). The program involves teachers and provides a scaffold for the high school version - helping build the empathy, enquiry, prototyping, validation and pitching skills of the youth.</p>
---------------------------	---	--

Comments

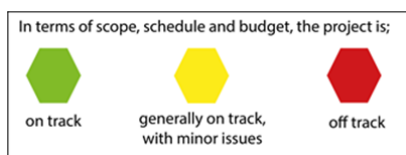
YCA ran their design thinking challenge program at Glenmore State Primary School and Heights College which was a great success with positive feedback being received from the teachers and students. Both teams will also be invited to participate in the YCA Rockhampton Regional Pitch night happening early September (see above).

GovHack and Startup Weekends	<p>Date 07/09/2018 – 09/09/2018 and 09/11/2018- 11/11/2018</p>	<p>GovHack 2018 (yearly)</p> <p>GovHack is an open data hackathon held across Australia. It's all about encouraging and celebrating people's technical and creative capacity with government for great outcomes, and building upon the social and economic value of Open Data published by government.</p> <p>Startup Weekends (2 per year)</p> <p>In just 54 hours, participants experience the highs, lows, fun, and pressure that make up life as a startup. They learn how to create a real company, meet great mentors, investors, co-founders, and sponsors who are ready to help turn their idea into an actual business with paying customers.</p>
------------------------------	--	--

Comments

Elize has continued to participate in weekly zoom meetings with the GOVHack committee. As the venue provider, the SmartHub team, with the assistance of the IT department are working through the checklist provided by Scott Thomas to ensure that the event volunteers, mentors and participants have the resources and technology they need including a countdown clock and live zoom connection to the Gladstone node. Registrations opened on 16 August and we have continued to assist with the promotion of the event through our Council intranet, internal communications, media, social media platforms and mailing list.

Registration has now been confirmed with Techstars for the November Startup Weekend and the Committee is scheduled to meet fortnightly from next month to discuss planning, sponsorship, mentors, judges and marketing for the event to attract participants. A date claimer will be posted on our social media platforms shortly with marketing to commence at least 4 weeks out from the event.



5. Budget

Financial performance as expected for the reporting period.

	Adopted Budget	EOM Commitments	YTD Actual	Commit + Actual	Var	On target 16.7% of Year Gone
	\$	\$	\$	\$	%	
CORPORATE & TECHNOLOGY SERVICES						
<u><i>Fleet</i></u>						
Revenues	(283,000)	0	(34,553)	(34,553)	12%	✗
Expenses	11,900,948	551,987	2,219,964	2,771,951	23%	✗
Transfer / Overhead Allocation	(17,803,700)	0	(3,270,227)	(3,270,227)	18%	✓
Total Unit: Fleet	(6,185,752)	551,987	(1,084,817)	(532,830)	9%	✗
<u><i>Property & Insurance</i></u>						
Revenues	(439,352)	0	(99,984)	(99,984)	23%	✓
Expenses	3,554,418	207,775	2,925,010	3,132,785	88%	✗
Transfer / Overhead Allocation	9,171	0	1,541	1,541	17%	✗
Total Unit: Property & Insurance	3,124,237	207,775	2,826,567	3,034,342	97%	✗
<u><i>Corporate & Technology Management</i></u>						
Revenues	0	0	(27)	(27)	0%	✓
Expenses	664,420	23,297	98,332	121,630	18%	✗
Transfer / Overhead Allocation	555	0	845	845	152%	✗
Total Unit: Corporate & Technology Management	664,974	23,297	99,151	122,448	18%	✗
<u><i>Information Systems</i></u>						
Revenues	(22,500)	0	(9,651)	(9,651)	43%	✓
Expenses	7,205,775	274,451	2,491,066	2,765,516	38%	✗
Transfer / Overhead Allocation	19,768	0	9,259	9,259	47%	✗
Total Unit: Information Systems	7,203,043	274,451	2,490,673	2,765,124	38%	✗
<u><i>Procurement & Logistics</i></u>						
Expenses	1,731,614	411	310,253	310,665	18%	✗
Transfer / Overhead Allocation	37,454	0	6,207	6,207	17%	✓
Total Unit: Procurement & Logistics	1,769,068	411	316,460	316,872	18%	✗
<u><i>Smart Hub Business</i></u>						
Revenues	(59,000)	0	(7,911)	(7,911)	13%	✗
Expenses	393,971	853	48,961	49,813	13%	✓
Transfer / Overhead Allocation	0	0	693	693	0%	✗
Total Unit: Smart Hub Business	334,971	853	41,743	42,596	13%	✓
Total Section: CORPORATE & TECHNOLOGY SERVICES	6,910,541	1,058,774	4,689,778	5,748,552	83%	✗

Comments

Property & Insurance - \$2.94M expenditure refers to pre-paid rent for 175 East Street, Rates on Council owned properties and pre-paid insurance premiums.

Information Systems – Approximately \$1.8M expenditure refers to pre-paid subscription, maintenance and licensing fees.

Fleet – Expenses are ahead of target due to block payment of vehicle registrations and insurance.

6. Section Statistics

Safety Statistics

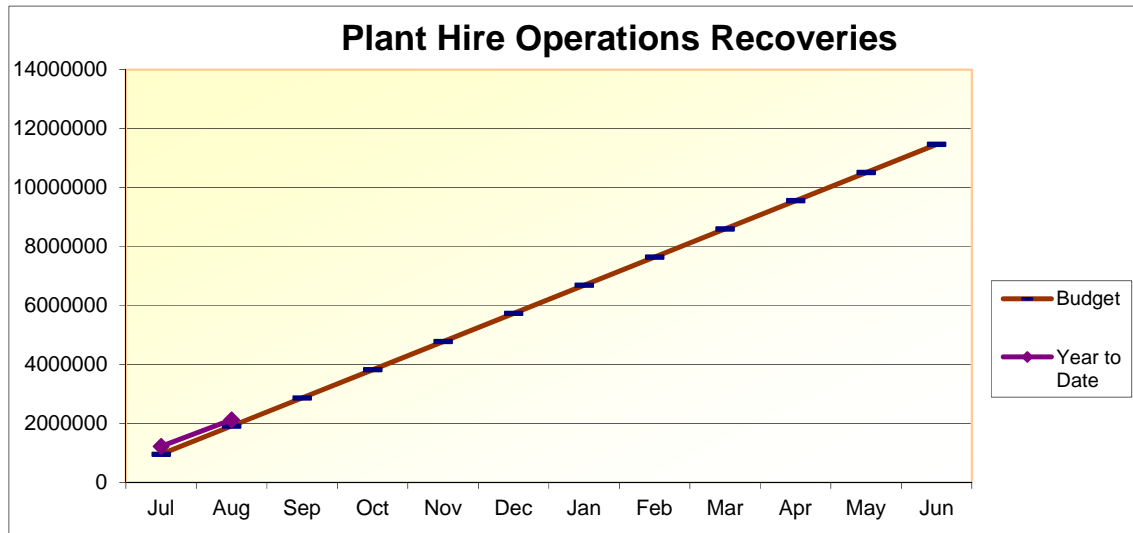
	First Quarter		
	July	August	September
Number of Lost Time Injuries	0	0	
Number of Days Lost Due to Injury	0	0	
Total Number of Incidents Reported	2	0	
Number of Incomplete Hazard Inspections	1 (Hard copy done – yet to enter into Riskware)	0	

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%	91%	Operational
Ensure availability of system up-time during core business hours (excluding planned outages).	99%	100%	Operational
Process records on the day of receipt as per Recordkeeping Charter.	95%	100%	Operational
Ensure supplier payments are made within stated trading terms – <u>7 days</u> .	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
SmartHub Membership (Target 2018 - 20)	50	41	Operational

7. Whole of Council Reports and Statistics

Fleet Services



Plant Hire Operations Budget (Surplus)	\$11,463,100
Year to Date (Surplus)	\$ 2,125,363

Procurement & Logistics

Contracts Awarded for August – 6

Tender/Contract No.	Contract Name	Awarded	Amount
TEN12892	RPQS Supply of Electrical Equipment	Panel of providers	SOR
TEN12895	RPQS S&D Landscaping and Nursery Supplies	Panel of providers	SOR
TEN13094	Supply and Construct Shed at FRW	GT Jeffreys Developments Pty Ltd	\$171,692.41
QUO13117	Demolition of Jardine Park Toilet Block	Betta Group of Companies QLD Pty Ltd	\$12,524.40
QUO13123	Filter and Drum Crushing Services	Nationwide Oil Pty Ltd T/A Cleanaway	SOR
QUO13129	Supply of Wet Cement for Nine Mile Road	Boral Resources (Qld) Pty Ltd	SOR

Tenders / quotes in progress - 29

**11.11 OFFICE OF THE CEO DEPARTMENT - MONTHLY OPERATIONAL REPORT
AUGUST 2018****File No:** 1830**Attachments:**

1. Office of the CEO and Office of the Mayor
Monthly Report - August 2018 [↓](#)
2. Workforce and Governance Monthly Report -
August 2018 [↓](#)

Authorising Officer: Evan Pardon - Chief Executive Officer**Author:** Tracy Sweeney - Manager Workforce and Governance

SUMMARY

The monthly operations report for the Office of the CEO Department as at 31 August 2018 is presented for Councillors information.

OFFICER'S RECOMMENDATION

THAT the Office of the CEO Departmental Operations Report as at 31 August 2018 be "received".

COMMENTARY

The Office of the CEO Department includes the following sections:

- Office of the CEO and Office of the Mayor (Attachment 1)
- Workforce and Governance (Attachment 2)

Specific highlights from the reporting period as well as significant achievements and non-compliances have been detailed in the attachments.

General section and organisational performance statistics will be reported quarterly.

**OFFICE OF THE CEO DEPARTMENT -
MONTHLY OPERATIONAL REPORT
AUGUST 2018**

**Office of the CEO and Office of the
Mayor Monthly Report - August 2018**

Meeting Date: 25 September 2018

Attachment No: 1

MONTHLY OPERATIONS REPORT

OFFICE OF THE CEO & OFFICE OF THE MAYOR

PERIOD ENDED AUGUST 2018



1. Operational Summary

Office of the CEO

Directorate

Qld Ombudsman Office provided an Information Session on 23 August 2018 to Mayor, Councillors and senior staff which included an overview of their role, issues that Ombudsman may be able to assist with and discussion on Complaints received over the last 12 months.

The Chief Executive Officer (CEO) presented his 2018/19 Vision & Expectations to Leadership Team and senior staff on 20 August 2018 which included the following topics: CEO Vision 18/19; Key Focus; draft CEO KPIs; Operational Plan; Safety Culture and Performance; Strategic Direction; Limitations, Risks & Roadblocks.

The Department of Local Government, Racing and Multicultural Affairs presented an awareness training session on the outcomes of Belcarra and Separation of Powers to Councillors and senior staff to assist in the understanding and the implementation of the new legislation on Monday 3 September.

Committee Support

Training was provide to new staff in the operation of InfoCouncil during the reporting period and discussions are progressing with relevant staff for most efficient method for Councillors to download Agendas.

Office of the Mayor

Executive Support Unit

The Executive Support Unit facilitated a number of civic events during the reporting period as detailed below:

Program/Activity	Date/s Held	Visitor/Participation Numbers	Comments
<i>International Students Civic Reception</i>	<i>6 August 2018</i>	<i>161 people</i>	<i>Civic Reception to celebrate International Students across the Rockhampton Region</i>
<i>Kershaw Gardens Official Opening</i>	<i>11 August 2018</i>	<i>Estimated at in excess of 8,000</i>	<i>Official opening</i>
<i>Seniors Week – Mayor's Morning</i>	<i>20 August 2018</i>	<i>762 tickets sold</i>	<i>Subsidised tickets coinciding</i>

<i>Melodies Event</i>			<i>with National Seniors Week</i>
<i>Gracemere's Ashes Garden</i>	<i>24 August 2018</i>	<i>42 people</i>	<i>Official Opening</i>

Media and Communications

The top story during the period related to the reopening of Kershaw Gardens which received both local and state-wide coverage.

Further, ABC's Landline story on 12 August 2018 featuring the Black Sesame harvest reached 361,000 people nationwide.

2. Customer Service Requests



All Monthly Requests (Priority 3) Governance 'Traffic Light' report August 2018

	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											
Media All Enquiries	0	0	0	0	0	0	5	●	0.00	●	1.00	●	1.20		0.00
Citizenship Request/Enquiry	0	0	0	0	0	0	5	●	0.00	●	0.00	●	0.00		0.00
Committee Support - Meetings/Agendas etc	0	0	0	0	0	0	2	●	0.00	●	0.00	●	0.00		0.00
CEO General Request	2	1	2	1	2	0	1	●	1.00	●	19.40	●	17.50		0.50
Councillor General Enquiry	2	1	4	4	1	0	5	●	1.00	●	6.31	●	14.20		12.50
Mayor's Personal (Mayor's General Info) DEPT USE	0	0	0	0	0	0	2	●	0.00	●	4.00	●	4.00		0.00

It should be noted that the completion standards are currently being reviewed and the report updated to reflect response to customer and referral to the appropriate officer or Councillor. An updated report will be available in the next reporting period.

Service Standards Commentary

CEO Office

Outstanding matter has now been closed.

Media and Communication

During the reporting period, the Media and Communications Unit received 79 enquiries from media outlets with response times for completion within established timeframes. 55 of the 79 enquiries were received in response to proactive media releases from Council.

Executive Support

62 of 74 Pathway Requests were logged by the Executive Support Unit on behalf of Councillors during the reporting period.

Response times for completing customer requests in this reporting period for August are outside the set timeframes due to requests relating to customer requesting Councillor Contact which had not been confirmed within established service guidelines.

3. Capital Projects

There are no capital projects scheduled for the Office of the CEO or the Office of the Mayor.

4. Operational Projects

As at period ended August – 16.7% of year elapsed



Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl committals)
Office of the CEO						
Meeting Procedures Policy	July 18	November 18		Review of existing policy and incorporation of legislative changes – waiting on response from Department regarding Model Meeting Procedures	Labour	Labour
Travel and Conference Attendance Policy	April 18	November 18		Review of existing policy with a view to streamlining processes	Labour	Labour
Office of the Mayor						
Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy	May 18	August 18		Implementation of reporting mechanism of Councillor travel through Finance One being finalised	Labour	Labour
Community Engagement resourcing and policy and procedure	August 19	October 19		Addressing resourcing for upcoming and ongoing community engagement projects and reviewing policy and procedure to improve the building of relationships within the community	Labour	Labour

5. Budget

Financial performance as expected for the reporting period.



End of Month Job Costing Ledger - (Operating Only) - OFFICE OF CEO

As At End Of August

Report Run: 03-Sep-2018 09:03:25 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 16.7% of Year Gone
OFFICE CHIEF EXECUTIVE OFFICER							
CHIEF EXECUTIVE OFFICER							
<u>CEO Management</u>							
Expenses	8,000	0	0	0	0	0%	✓
Total Unit: CEO Management	8,000	0	0	0	0	0%	✓
Total Section: CHIEF EXECUTIVE OFFICER	8,000	0	0	0	0	0%	✓
GOVERNANCE SUPPORT							
<u>Executive Support</u>							
Expenses	79,500	0	1,364	4,523	5,886	7%	✓
Total Unit: Executive Support	79,500	0	1,364	4,523	5,886	7%	✓
Total Section: GOVERNANCE SUPPORT	79,500	0	1,364	4,523	5,886	7%	✓
MEDIA & COMMUNICATION							
<u>Media & Communication</u>							
Expenses	6,000	0	0	0	0	0%	✓
Total Unit: Media & Communication	6,000	0	0	0	0	0%	✓
Total Section: MEDIA & COMMUNICATION	6,000	0	0	0	0	0%	✓
Executive Co-ordinator to the Mayor							
<u>Mayors Office</u>							
Expenses	10,000	0	0	0	0	0%	✓
Total Unit: Mayors Office	10,000	0	0	0	0	0%	✓
Total Section: Executive Co-ordinator to the Mayor	10,000	0	0	0	0	0%	✓
Total Department: OFFICE CHIEF EXECUTIVE OFFICER	103,500	0	1,364	4,523	5,886	6%	✓
Grand Total:	103,500	0	1,364	4,523	5,886	6%	✓

Comments

No variances to date

6. Section Statistics

The following statistics have been provided on the responsibilities and workload for the Office of the CEO:

Committee Support			
<i>Description</i>	<i>No</i>	<i>Total Reports / Topics</i>	<i>Comments</i>
Standing Committee Agenda	6	43	
Advisory Committee Agenda	1	12	Audit and Business
Council Agenda	2	33	
Councillor Workshop Agenda	1	3	
Travel Arrangements – internal	59	-	Staff and Councillors
Travel Arrangements – external	10	-	Visiting artists for Gold Award, Cultural Festival and Library, and visiting consultants Advance Rockhampton.
Media & Communications			
<i>Description</i>	<i>No</i>	<i>Comments</i>	
Media Releases – distributed	24	Generated: - 568 stories - Audience total of 4.9 million - Advertising equivalent - \$655,000	
Media Opportunities	9		
Social Media – Facebook likes	20,800	Increase of 0.8%	
Social Media – Impressions	747,400	People liking, commenting and sharing down 9% from previous month	
Social Media – Clicks	2,247	Clicks on posts to follow links	

7. Whole of Council Reports and Statistics

No specific whole of Council statistics to report

**OFFICE OF THE CEO DEPARTMENT -
MONTHLY OPERATIONAL REPORT
AUGUST 2018**

**Workforce and Governance Monthly
Report - August 2018**

Meeting Date: 25 September 2018

Attachment No: 2

MONTHLY OPERATIONS REPORT

WORKFORCE AND GOVERNANCE

PERIOD ENDED AUGUST 2018



1. Operational Summary

Organisational Structure Implementation

With the implementation of the Organisational structure in July, the majority of recruitment to new and vacant positions has been completed, with Communities to finalise several of their positions. The process of formal advice to employees whose position was impacted, updates to position descriptions, classification evaluations, review of personnel in Fire Warden, First Aid and Safety Representative Roles have also been largely completed.

Operational Plan

The Operational Plan 2018-2019 was adopted by Council on 13 July 2018. The Quarter 1 Operational Plan Quarterly Progress Report is scheduled to be presented to Council on 13 November 2018.

2. Customer Service Requests

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

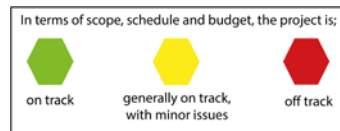
	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	On Hold	Completion Standard (days)	Avg Completion Time (days) Current Mth		Avg Completion Time (days) 6 Months		Avg Completion Time (days) 12 Months		Avg Duration (days) 12 Months (complete and incomplete)
			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)	6	5	5	1	5	0	30	●	2.00	●	11.00	●	7.69	7.73



3. Capital Projects




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

4. Operational Projects

As at period ended August – 16.7 % of year elapsed



Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl committals)
Certified Agreements	July 2018	March 2019		Negotiations for both certified agreements are continuing with positive progress being accomplished.	\$10,000	\$3,727
Staff Health and Wellbeing Program	July 2018	June 2019		<p>A meeting was held this month with Qld Health to discuss program delivery of the programs below:</p> <ul style="list-style-type: none"> • Quit Smoking • Breast Cancer • Alcohol & Other Drugs • Organ Donation • Mental Health <p>Separate to Qld Health, Council will also be providing a skin check program for all staff.</p>	\$16,000	\$0

Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl committals)
Legislative Compliance Training Program	July 2018	June 2019		<p>The program is being delivered as scheduled.</p> <p>The following courses were held during the reporting period:</p> <ul style="list-style-type: none"> • Chainsaw Level 1 • Polesaw • Elevated Work Platform • First Aid • CPR • Confined Space and Breathing Apparatus • Traffic Controller 	\$313,000	\$72,037
Leadership and Cultural Development Program	July 2018	June 2019		A leadership capability framework encompassing leadership development will be developed for roll out.	\$75,000	\$0
Learning Management System Project	July 2018	June 2019		A core project team has been established, and a project meeting was held on 7 August 2018 were initial selection criteria for the LMS software was identified. An Organisational Training Needs Analysis is currently underway. The project team is also making investigations in relation to LMS software used by other Councils.	Business Case Stage is Labour Only	NA

5. Budget

Financial performance as expected for the reporting period.



End of Month Job Costing Ledger - (Operating Only) - OFFICE OF CEO

As At End Of August

Report Run: 03-Sep-2018 08:41:55 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 16.7% of Year Gone
OFFICE CHIEF EXECUTIVE OFFICER							
WORKFORCE & GOVERNANCE MANAGEMENT							
<u>Human Resources and Payroll</u>							
Expenses	1,443,013	0	0	176,760	176,760	12%	✓
Transfer / Overhead Allocation	6,242	0	0	682	682	11%	✓
Total Unit: Human Resources and Payroll	1,449,255	0	0	177,442	177,442	12%	✓
<u>Safety & Training</u>							
Revenues	(68,680)	0	0	(10,011)	(10,011)	15%	✗
Expenses	1,359,116	0	132,664	152,623	285,286	21%	✗
Transfer / Overhead Allocation	(20,410)	0	0	4,489	4,489	-22%	✗
Total Unit: Safety & Training	1,270,026	0	132,664	147,101	279,764	22%	✗
<u>Legal & Governance</u>							
Expenses	440,486	0	1,425	62,242	63,667	14%	✓
Total Unit: Legal & Governance	440,486	0	1,425	62,242	63,667	14%	✓
<u>Workforce & Governance Management</u>							
Expenses	899,769	0	36,545	109,277	145,823	16%	✓
Transfer / Overhead Allocation	0	0	0	2,612	2,612	0%	✗
Total Unit: Workforce & Governance Management	899,769	0	36,545	111,890	148,435	16%	✓
<u>Investigations and Industrial Relations</u>							
Expenses	262,680	0	1,734	27,706	29,440	11%	✓
Transfer / Overhead Allocation	0	0	0	15	15	0%	✗
Total Unit: Investigations and Industrial Relations	262,680	0	1,734	27,721	29,455	11%	✓
Total Section: WORKFORCE & GOVERNANCE MANAGEM	4,322,216	0	172,368	526,396	698,764	16%	✓
Total Department: OFFICE CHIEF EXECUTIVE OFFICER	4,322,216	0	172,368	526,396	698,764	16%	✓
Grand Total:	4,322,216	0	172,368	526,396	698,764	16%	✓

Comments

Safety & Training Expenses tracking at 21% with only 16.7% of year gone due to the committal orders raised for legislative and compliance training to be undertaken by staff between July and December.

6. Section Statistics Reported Quarterly

Data will now be updated quarterly for periods ended 30 September, 31 December, 31 March and 30 June.

7. Whole of Council Reports & Statistics Reported Quarterly

Data will now be updated quarterly for periods ended 30 September, 31 December, 31 March and 30 June.

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 Order of Australia Nomination

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.

16.2 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 ORDER OF AUSTRALIA NOMINATION

File No: 6560

Attachments:

1. Letter from Government House
2. Referee Guidelines

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

The Chief Executive Officer has received an Order of Australia 'Request for Referee Comment' from Government House.

16.2 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 17 September 2018.

17 CLOSURE OF MEETING