



COMMUNITY SERVICES COMMITTEE MEETING

AGENDA

7 DECEMBER 2016

Your attendance is required at a meeting of the Community Services Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 7 December 2016 commencing at 9.00am for transaction of the enclosed business.

A handwritten signature in black ink that reads "R. Cheesman".

ACTING CHIEF EXECUTIVE OFFICER
29 November 2016

Next Meeting Date: 18.01.17

Please note:

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

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1 OPENING

2 PRESENT

Members Present:

Councillor R A Swadling (Chairperson)
The Mayor, Councillor M F Strelow
Councillor N K Fisher
Councillor A P Williams
Councillor C R Rutherford

In Attendance:

Mr M Rowe – General Manager Community Services
Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Minutes of the Community Services Committee held 16 November 2016

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 COMMUNITY ASSISTANCE PROGRAM

File No: 1018
Attachments: 1. Community Assistance Program
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Cheryl Haughton - Manager Communities and Facilities

SUMMARY

Twelve applications for funding were received for the second round of the Community Assistance Program for the current financial year. The applications have been assessed and recommendations for funding are presented for Council consideration.

OFFICER'S RECOMMENDATION

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

Applicant	Purpose of Grant/Sponsorship	Amount
Central Queensland African Association Inc	Africa Day Celebrations 2017	352.00
Central Queensland Swimming Association Inc	2017 Central Queensland Swimming Championships	400.00
CQ Aquajets Swim Club Inc	Shut The Gate Learn 2 Swim - Roof Refurbishment	20,000.00
Friends Of The Rockhampton Heritage Village Association	Restored Vehicle Display Centre – Stage 1	5,000.00
Mount Morgan Rodeo Association Inc	Mount Morgan Rodeo 2017	2,500.00
Newcastle Northstars Ice Hockey Ass. Inc	Ice Hockey Exhibition Game - Rockhampton	2,180.00
Queensland Netball Association - Capricorn Branch Inc	2017 Capricorn Claws Home Game	1,365.00
Rockhampton Bowls Club Inc	Increase the lighting of the footpath and garden section of the Rockhampton Bowls Club front entry of Victoria Parade	490.00
Rockhampton Saloon Car Inc	2nd Annual Kids Day at the Speedway - 17 December 2016	2,500.00
		34,787.00

COMMENTARY

Round two of the Community Assistance Program for the 2016 - 17 financial year closed on 7 November 2016. Applications were received for 12 projects for the requested amount of \$97,594.05.

Analysis of the applications received showed that:

- 6 applications related to sponsorship of events
- 5 related to grant funding for capital/equipment projects
- 1 related to Community Organisation Support

The attached table includes the details of applications received; comments from the assessment panel, and recommend funding allocations for the eligible projects.

The following applications were not recommended for funding as it was felt that there may be alternative sources of funding available for the projects:

- Rockhampton SES Group safety fence project
- Umbrella Network Rockhampton NDIS facilitation and enhanced reporting project

Funding was not recommended for the Capricornia Catchments application as the project involved support for the association's Annual General Meeting.

COMMUNITY ASSISTANCE PROGRAM

Community Assistance Program

Meeting Date: 7 December 2016

Attachment No: 1

COMMUNITY ORGANISATION SUPPORT					
Applicant	Project Details	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
Capricornia Catchments Incorporated	The association is seeking funding to hold its Annual General Meeting in the James Lawrence Pavilion on the 21 December 2016. The meeting will include an awards ceremony recognising the best environmentally focused projects within the region. As a not-for profit community based natural resource management organisation, the association services an area of approximately 60,000km2 in Central Queensland. It receives funding from Fitzroy Basin Association to implement sustainable land management practices within the catchments of the Fitzroy river.	\$4,477.34	\$2,327.34	\$0	Application not considered eligible for support as does not assist the group to continue to deliver a service, and no details have been provided regarding the awards and their eligibility criteria.
TOTAL		\$4,477.34	\$2,327.34	\$0.00	

GRANTS AND MINOR SPONSORSHIP					
Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
Central Queensland African Association Inc	The Africa Day Celebration to be held on 20 May 2017 is a one day event held in commemoration of the 1963 founding of the Organisation of African Unity (OAU). It features displays highlighting the cultural diversity brought by Africans to Central Queensland communities. The event has been held for the past 4 years.	\$16,400.00	\$3,000.00	\$352.00 Venue hire for Bauhinia House	The organisation has already received a grant of \$7,000 from the State Government for the event. Recommend in-kind amount of \$352 for hire of Bauhinia House.
Central Queensland Swimming Association Inc	2017 CQ Swimming Championships is a 3 day event that attracts swimmers from the Central Queensland area, with approximately 280 competitors expected to participate.	\$9,255.00	\$3,200.00 & In Kind – Council's BBQ trailer and shade marquees	\$400.00	The budget for the event includes \$1,400 for travel and accommodation and \$3,600 for medals and awards, with the other expenditure largely for venue hire costs. The projected income is \$8,170 from gate entry and nomination fees. Parks Manager has indicated that Council sponsorship for venue and life guard costs is already captured in the agreement with the pool operator and that CQSA should negotiate this with the venue operator directly.
CQ Aquajets Swim Club Inc	Shut the Gate Learn2 Swim roof refurbishment project stage 2 seeks assistance to repair the roof of the facility which was damaged during Cyclone Marcia. With later rain events further damage has been incurred due to water ingress.	\$65229.55	\$20,000.00	\$20,000.00	Funding to be provided subject to success of Gambling Community Benefit Fund application and provision of approved plans.

GRANTS AND MINOR SPONSORSHIP					
Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
Friends of the Rockhampton Heritage Village Association Inc	Application is for Restored Vehicle Display Centre – Stage 1. The aim is to provide an area in which the restored vehicles, tools, memorabilia etc. can be displayed in a manner which will enhance the features of the articles being displayed.	\$70,816.00	\$35,408.00	\$5000.00	As the building has already been completed and funded by the Association it is recommend that a contribution of \$5,000 be made.
Mount Morgan Rodeo Association	The Mount Morgan Rodeo will be held on 7 May 2017. Last year's event attracted 110 riders and around 1,500 spectators.	\$42,199.00	\$5,000.00	\$2,500.00	Application budget presented contains a number of inaccuracies and illegible expenses for the club's ongoing operation eg. office furniture, insurance, annual audit fees. With adjustment the real cost appears to be around \$30,000.00, with projected income of around \$33,500. The association also received \$10,300 from Council in the 2015-16 year for two projects.
Newcastle Northstars Ice Hockey Association Inc	Ice Hockey Rockhampton project aims to promote the sport of ice hockey by utilising the Frozen Wonderland ice skating rink at the Robert Schwarten Pavilion in January 2017. Classes will be held and a Rockhampton team will be developed to compete with an experienced visiting team drawn from the Newcastle Northstars which includes members of the Australian Ice Hockey team and international players.	\$8,090.00	\$3,480.00	\$2,180.00	Community interest appears to not have been tested. Most expenses relate to costs of bringing players and coaches to Rockhampton, with all real expenses seemingly covered by ticket sales and sponsorship. Recommended that in-kind funding for accommodation of \$1,180 and \$1,000 towards seating be supplied.

GRANTS AND MINOR SPONSORSHIP					
Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Assessment Comments
Queensland Netball Association – Capricorn Branch Inc	2017 Capricorn Claws Home Game project will involve the hosting of the Queensland State Netball League Country Division and U19's in Rockhampton on 13-14 May 2017. It is anticipated that 15 regional teams will compete drawing up to 1500 spectators.	\$13,730.00	\$2730.00	\$1,365.00	The real project cost appears to be \$8,730 with all costs able to be met from ticket, merchandise, food and beverage sales; and Club funds. Recommend contribution of \$1,365 as 50% of cost of venue hire at CQU.
Rockhampton Bowls Club Inc	Increase the lighting in Victoria Parade project aims to provide more lighting of the footpath and garden section of the Rockhampton Bowls Club front entry. The application states that the lighting will increase safety for the community who walk along the river bank at night time, and will fit into the beautification project of the Fitzroy River Bank.	\$2,909.12	\$979.12	\$490.00	The organisation has received \$13,312 towards refurbishment projects over the past 4 years as well as funding of \$9,650 for the Mayoral trophy over the past 7 years. Recommend 50% of materials cost.
Rockhampton Saloon Car Club	2 nd Annual Kids day at the speedway is a celebration of kids actively being involved in all aspect of Speedway from spectators to competitors, with a junior sedan CQ title held for drivers 10-17 years. The event is expected to attract over 1500 people.	\$23,533.00	\$5,000.00	\$2,500.00 towards venue hire	The application budget contains inaccuracies and is not supported by quotes, with the projected income appearing to cover the cost of the event. This organisation received \$15,000 in funding from Council for the 2016 Australian Super Sedan title.
Rockhampton SES Group	Rockhampton SES Safety First project will erect a security perimeter fence at the building at 90 Charles Street to prevent unauthorised entry and incidents which have occurred on the site. The fence will be 1800mm high with barbed wire on top.	\$16,219.19	\$8,109.59	\$0.00	Organisation is already supported by Council and State Government, and would be eligible to seek funding for this project through the SES non-recurrent grant program.

Umbrella Network Rockhampton Inc	NDIS facilitation and enhanced reporting project will provide for the electronic management of information and processes in readiness for the introduction of the NDIS in 2018. The organisation has sought quotes from two local providers to develop the system.	\$8,360.00	\$8,360.00	\$0.00	As this is a new scheme being introduced it is recommended that funding be sought from other levels of government with responsibility for NDIS. The applicant does not indicate if there has been any investigation of proprietary packages that may be available.
TOTAL		\$64,751.31	\$95,266.71	\$34,787.00	

8.2 DRAFT SCHEDULE OF APPROVED COMMUNITY FACILITIES

File No:	11979
Attachments:	1. Draft Appendix A Schedule of Approved Community Facilities 2. Draft Appendix A Schedule of Approved Community Facilities with track changes
Authorising Officer:	Michael Rowe - General Manager Community Services
Author:	Cheryl Haughton - Manager Communities and Facilities

SUMMARY

Following adoption of the Community Grants and Minor Sponsorship Procedure a Schedule of Approved Community Facilities for the Facility Insurance Scheme has been developed for consideration by Council.

OFFICER'S RECOMMENDATION

THAT Council adopts Appendix A Schedule of Approved Community Facilities as an attachment to the Community Grants and Minor Sponsorship Procedure.

COMMENTARY

Council has adopted a revised Community Grants and Minor Sponsorship Policy and Procedure. The Procedure included provision for the Facility Insurance Scheme as one of the categories of funding provided through the Community Assistance Program.

Section 5.1.6 Facility Insurance Scheme of the Procedure stated:

This scheme provides financial support to assist community organisation with the cost of maintaining insurance cover on facilities identified in Appendix A – the Schedule of Approved Community Facilities. Council will provide up to \$500 per annum towards insurance of facilities that are deemed to be primarily for hire to the public.

Following further consideration it was determined that community organisations would be deemed to be ineligible if the facility:

- Received rate relief from Council, unless it was the only facility within that community
- Or only one organisation had exclusive use of the facility

On that basis the list of community facilities as outlined in the attached Appendix A has been identified as being eligible to receive assistance through the Facility Insurance Scheme.

The new Schedule is presented for Council consideration.

DRAFT SCHEDULE OF APPROVED COMMUNITY FACILITIES

Draft Appendix A Schedule of Approved Community Facilities

Meeting Date: 7 December 2016

Attachment No: 1

APPENDIX A

SCHEDULE OF APPROVED COMMUNITY FACILITIES

Council's Community Facility Insurance Scheme provides financial support to community organisations for the insurance of identified facilities that are deemed to be primarily for hire to the public.

Community organisations will be ineligible to receive assistance from the Scheme if the facility:

- Receives rate relief (unless it is the only facility within that community); or
- One organisation only has exclusive use of the facility.

The following community facilities have been approved to receive the Community Facility Insurance Scheme:

- Alton Downs Hall Association
- Bajool School of Arts Committee
- QCWA Marmor Branch
- Upper Ulam Recreation and Sporting Benefit Association
- Wycarbah Hall and Sports Association
- Bouldercombe Hall
- Stanwell Hall
- Westwood Hall
- Ridgelands Hall
- Dalma Hall
- Kalapa Hall and Sports Committee

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DRAFT SCHEDULE OF APPROVED COMMUNITY FACILITIES

Draft Appendix A Schedule of Approved Community Facilities with track changes

Meeting Date: 7 December 2016

Attachment No: 2

APPENDIX A

SCHEDULE OF APPROVED COMMUNITY FACILITIES

Council's Community Facility Insurance Scheme provides financial support to community organisations for the insurance of identified facilities that are deemed to be primarily for hire to the public.

Community organisations will be ineligible to receive assistance from the Scheme if the facility:

- Receives rate relief (unless it is the only facility within that community); or
- One organisation only has exclusive use of the facility.

The following community facilities have been approved to receive the Community Facility Insurance Scheme:

▪ **Currently funded**

- Alton Downs Hall Association
- Bajool School of Arts Committee
- QCWA Marmor Branch
- Upper Ulam Recreation and Sporting Benefit Association
- Wycarbah Hall and Sports Association

Potential funding

- Bouldercombe Hall

~~Coker Community Hall~~

~~Rockhampton Pipe Band Hall~~

~~Community Services Hall Mt Morgan~~

~~Baree School of Arts~~

- Stanwell Hall
- Westwood Hall

~~Ridgelands Showgrounds~~

- Ridgelands Hall
- Dalma Hall

~~Ridgeland Tennis Club rooms~~

~~Parkhurst Hall~~

~~Australian South Sea Islander Community Centre~~

- Kalapa Hall and Sports Committee

~~Other QCWA halls?~~

~~Scout and Guide Halls and Huts?~~

~~Church Halls?~~

~~Sporting Clubs?~~

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8.3 DRAFT EQUITABLE ACCESS POLICY

File No: 11979
Attachments: 1. Draft Equitable Access Policy
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Cheryl Haughton - Manager Communities and Facilities

SUMMARY

In order to provide a framework to guide Council's commitment to equitable access to its facilities and services an Equitable Access Policy has been developed.

OFFICER'S RECOMMENDATION

THAT Council adopts the Equitable Access Policy.

COMMENTARY

Council has obligations under state and federal legislation to ensure that its facilities, services, programs and information are accessible to all members of the community. As a community leader and a primary provider of services and facilities for the community it also recognises its responsibility to promote inclusiveness to improve the overall quality of life for locals and visitors to the region. As an employer it has proactively rejected discrimination and promoted equal opportunity. Strategies have been included in Corporate and Operational Plans to address these aspects.

Council also recognises that there may still be barriers for some people, and to further acknowledge its commitment to the principle of equitable access Council has requested the development of a policy to provide an overarching framework to underpin its operations.

It is further intended that an Action Plan be developed to address specific issues.

This policy will guide the development of the Action Plan and is presented to Council for consideration.

DRAFT EQUITABLE ACCESS POLICY

Draft Equitable Access Policy

Meeting Date: 7 December 2016

Attachment No: 1



EQUITABLE ACCESS POLICY (COMMUNITY POLICY)

1 Scope:

This policy applies to Rockhampton Regional Council facilities, services and programs.

2 Purpose:

To provide a framework to support Council's commitment to promoting inclusiveness and equitable access in the design, development and operation of Council facilities, services, and programs.

3 Related Documents:

Primary

Nil

Secondary

Anti-Discrimination Act 1991
Australian Human Rights Commission Act 1986
Building Act 1975
Civil Liability Act 2003
Disability Discrimination Act 1992
Disability Services Act 2006
Disability (Access to Premises – Buildings) Standards 2010
Disability Standards for Accessible Public Transport 2002
Local Government Act 2009
Multicultural Recognition Act 2016
Racial Discrimination Act 1975
Sex Discrimination Act 1984
Work Health and Safety Act 2011
 Building Code of Australia
 Equal Employment Opportunity Policy

4 Definitions:

To assist in interpretation, the following definitions apply:

Access	The practice of ensuring that all members of the community have the opportunity to access information, facilities, services and activities regardless of individual circumstances, characteristics, abilities, or background.
Council	Rockhampton Regional Council
Discrimination	The practice or act of treating a person unfavourably because of a personal characteristic protected by state and federal law.
Diversity	Refers to the variety of differences between people, including ethnic background.

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Employees	<i>Local government employee:</i> (a) The chief executive officer; or (b) A person holding an appointment under section 196 of the <i>Local Government Act 2009</i> .
Equitable Access	Ensuring fair and socially just opportunities to access facilities, services, and programs.
Inclusiveness	The practice or act of creating an environment where people feel included regardless of individual circumstances, characteristics, abilities, culture, or background.
Universal Design	The design of products, environment, programs and services to be usable by all people to the greatest extent possible without the need for adaptation or specialised design.

5 Policy Statement:

Council values the contribution that residents and visitors make to the area and is committed to improving accessibility and inclusion for all, with practices that respect the diversity of backgrounds, abilities, values, beliefs and lifestyles of people within the community.

Recognising that equitable access maximizes participation and social inclusion in the community, Council will seek to achieve the following outcomes:

5.1 Access to Facilities, Spaces and Amenities

Council will ensure that all relevant standards are applied to planning and development within the area, encouraging proactive processes that promote universal design. Wherever possible, Council will strive to go beyond the minimum standards to improve access to its buildings, facilities, public spaces and streetscapes.

5.2 Access to Information and Services

Council will deliver information in clear and accessible formats and media, and will provide services that are inclusive and responsive to community needs. It will provide training for employees to enhance their capacity to identify and remove any barriers to equitable access in the planning and delivery of services.

5.3 Advocacy and Engagement

Council will seek to influence public policy and resource allocation advocating for equitable funding, service delivery and planning to address the needs of diverse groups and individuals. It will engage with the diverse community to seek guidance in identifying issues for planning and advocacy.

5.3 Employment

As a major Regional employer, Council will continue to set an example as an organisation which rejects discrimination, acknowledges the benefit of diversity among its employees, and promotes equality of opportunity in all aspects of employment including recruitment, promotion and development.

5.4 Celebration and Participation

Council will seek to create an inclusive community that celebrates and values diversity by supporting local events, festivals and activities that promote pride, harmony, and respect for all. It will provide meaningful and inclusive capacity building opportunities to create pathways for people to connect, learn and enhance their strengths, overcome disadvantage, and foster a cohesive community.

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6 Review Timelines:

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

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

7 Responsibilities:

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

**EVAN PARDON
CHIEF EXECUTIVE OFFICER**

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8.4 EXEMPTION OF FEES AND CHARGES FOR PUBLIC EVENTS POLICY**File No:** 6237**Attachments:** 1. Draft Exemption of Fees and Charges for Public Events Policy**Authorising Officer:** Michael Rowe - General Manager Community Services**Author:** Peter Owens - Manager Arts and Heritage

SUMMARY

A policy under which the exemption of Rockhampton Regional Council adopted fees and charges for eligible public events being held at designated Rockhampton Regional Council owned or controlled roads, public reserves and/or community halls can be made, is presented for adoption.

OFFICER'S RECOMMENDATION

THAT the Exemption of Fees and Charges for Public Events Policy be 'adopted'.

COMMENTARY

Council has requested that a mechanism be developed to allow selected Rockhampton Regional Council owned and/or controlled locations across the region be made available for one-off community events without the application of the standard adopted fees and charges.

A policy document is now presented for Council's consideration and approval.

It is anticipated that a detailed operational procedure will be developed to guide the management and implementation of the policy by the officers charged with the control and hire of the spaces covered under the policy.

EXEMPTION OF FEES AND CHARGES FOR PUBLIC EVENTS POLICY

Draft Exemption of Fees and Charges for Public Events Policy

Meeting Date: 7 December 2016

Attachment No: 1



EXEMPTION OF FEES AND CHARGES FOR PUBLIC EVENTS POLICY (COMMUNITY POLICY)

1 Scope:

This policy applies to the exemption of Rockhampton Regional Council adopted fees and charges for eligible public events being held in a designated Rockhampton Regional Council owned or controlled road, public reserve and/or community hall.

2 Purpose:

To provide a consistent and equitable approach to the exemption of Council's adopted fees and charges, under a framework that permits use of a public space in a manner that achieves a balance between the needs of users of a space, whilst recognising the contribution that public events in that space make in creating a vibrant and active space.

3 Related Documents:

Primary

Nil

Secondary

Exemption of Fees and Charges for Public Events Procedure

Fees and Charges Schedule

Local Law No. 1 (Administration) 2011

Subordinate Local Law No. 1.12 (Operation of Temporary Entertainments Events) 2011

4 Definitions:

To assist in interpretation, the following definitions apply:

Community Market	A market, car-boot sale or temporary stall at which goods are offered for sale to the public, where the primary objective is to raise funds for a community organisation, and where the stallholders do not already sell goods as a registered business or on a registered business premises elsewhere in the Region.
Community Organisation	As per schedule 8 of the <i>Local Government Regulation 2012</i> : (a) An entity that carries on activities for a public purpose; or (b) An entity whose primary objective is not directed at making a profit.
Council	Rockhampton Regional Council
Event Organiser	A community organisation based within the region or a resident of the Region.
Fees and Charges	Council fees and charges contained within the schedule adopted annually in accordance with the <i>Local Government Regulation</i>

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	2012.
Moveable Event	Fun runs, parades, rallies, marches and races with associated permits and road closures.
Public Event	Public festival, community market or moveable event.

5 Policy Statement:

Council's fees and charges are fixed annually by Council in accordance with the *Local Government Regulation 2012* and exemptions are not generally granted.

Council is however committed to supporting community events on designated Council owned or controlled roads, public reserves and/or community halls providing these events:

- Benefit the community;
- Keep with local community values and expectations; and
- Are managed to maximise positive benefits to both residents and visitors to the Region.

Council may exempt an event organiser from the applicable application and admin booking fees and hire fees at designated locations for one-off community events that meet the criteria in section 5.1. The availability of spaces for such events will be determined by their community focus reflecting the purpose for which the reserves or halls were created.

The policy does not exempt an event organiser from the payment of prescribed security bonds, cleaning and electricity charges and any requested extra charges such as bin provision and collection nor the requirement to complete and provide all mandatory and supporting documentation.

5.1 Criteria

Eligibility for fees and charges exemption will be determined by the following criteria:

- The event will result in positive promotion of the Region;
- The event must be conducted solely on the designated Council location;
- Event organisers are residents or community organisations based within the Region;
- Revenue derived from the event will be expended within the Region or provided to a registered charity providing services within the Region;
- Where possible the goods and services used or sold at the event will be sourced within the Region and from local businesses; and
- Suitable risk management measures for the event must be in evidence, for example road closure permits, public liability insurance and risk assessments in accordance with standard application and booking procedures.

5.2 Designated Locations

The following Council owned or controlled locations may be utilised:

- Rockhampton Music Bowl
- James Lawrence Pavilion at the Rockhampton Showgrounds
- All named parks
- All named roads
- Mount Morgan School of Arts
- Mount Morgan Showgrounds
- Calliungal Youth Centre (Green Shed) Mount Morgan
- Gracemere Community Centre

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5.3 Exclusions

The following event types, facilities and venues are excluded from this policy:

- Events which are not open to the public for example private corporate events, weddings and closed private functions;
- Events arranged by a political organisation or of a political nature;
- Events where alcohol is sold;
- Events longer than a two day period;
- Events held on a regular basis i.e. weekly or monthly;
- Events expected to be attended by less than 50 persons;
- Council owned or controlled land/facilities which an organisation has an existing lease or tenancy agreement with Council; and
- Pilbeam Theatre, Rockhampton Showgrounds (with the exception of the James Lawrence Pavilion), Rockhampton Heritage Village, Rockhampton Art Gallery, Schotia Place, Bauhinia House, Fitzroy Room at the Rockhampton Regional Library and Walter Reid Cultural Centre.

6 Review Timelines:

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

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

7 Responsibilities:

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

**EVAN PARDON
CHIEF EXECUTIVE OFFICER**

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8.5 2017 AUSTRALIA DAY EVENT GRANT FUND

File No: 5095

Attachments:

1. Application - Gracemere Lions Club
2. Applications - Rotary Club of Mt Morgan
3. Application - Friends of the Heritage Village

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Peter Owens - Manager Arts and Heritage

SUMMARY

In 2013 Council resolved to establish an Australia Day Community Grants Program to assist local organisations to coordinate community based Australia Day celebration across the region. Applications for funding to support activities for Australia Day 2017 are now presented for Council approval.

OFFICER'S RECOMMENDATION

THAT Council:

- award a grant of \$3,800 to the Rotary Club of Mt Morgan to assist the group in presenting a community-focused Australia Day celebration in Mt Morgan in 2017;
- award a grant of \$9,220 to the Lions Club of Gracemere to assist the group in presenting a community-focused Australia Day celebration in Gracemere in 2017; and
- award a grant of \$1,600 to the Friends of the Heritage Village to assist the group in presenting a community-focused Australia Day celebration in Rockhampton in 2017.

COMMENTARY

With Council having resolved in 2013, to establish an Australia Day Community Grants Program to assist local community-based organisations to present Australia Day events across the region, applications for funding to support activities for Australia Day 2017 are now presented for Council approval.

A media release calling for applications for funding was distributed to all media on 27 September 2016 and a news article ran in the Rockhampton Morning Bulletin on 28 September 2016 on page 5. A paid press advertisement (M3x3 – 92mmx129mm) was also placed in the Morning Bulletin on Saturday 26 September 2016 appearing prominently on page 7 of that edition at a cost of \$380.00.

Completed application forms have been received from the Rotary Club of Mt Morgan for an event at Mt Morgan (\$3800 requested), from the Lions Club of Gracemere for an event in Gracemere (\$9600 requested) and from the Friends of the Heritage Village for an event in Rockhampton (\$1600 requested). All applications are attached for committee members' information.

The total program budget for the 16/17 financial year is \$15,000 and after the deduction of advertising costs it is recommended that both the Rotary Club of Mt Morgan and the Friends of the Heritage Village receive the full amount requested in their respective applications, while the Lions Club of Gracemere receive the balance of the available fund, that is, \$9,220.

2017 AUSTRALIA DAY EVENT GRANT FUND

Application - Gracemere Lions Club

Meeting Date: 7 December 2016

Attachment No: 1

Australia Day Community Event Grants Application Form

Privacy Notice: Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of processing your application. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.



This form is to be completed when applying for Council's Australia Day Community Event Grants. Funding is available to registered not-for-profit charity groups and organisations within the Region planning and staging an Australia Day event in their township.

P: 07 4932 9000 | E: enquiries@rrc.qld.gov.au | W: www.rrc.qld.gov.au | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

Applicant Details			
Organisation name: <u>Gracemere Lions</u>		ABN:	
Contact name:			
First <u>Sharon</u>	Middle	Last <u>McKerrow</u>	
Residential address:			
Postal address: (if different)			
Preferred contact number:		Email:	
Declaration			
I submit this form with the relevant supporting documentation as required. I declare that the details are correct to the best of my ability.			
Name: <u>Sharon McKerrow</u>		Signature: <u>[Signature]</u>	Date: <u>7-10-16</u>
Public Liability Insurance (please note a copy of your public liability insurance and indemnity statement must be provided)			
Name of insurer: <u>Lloyds of London</u>		Policy number: <u>110962703</u>	
Policy limit: <u>1,000,000</u>		Expiry date: <u>1st September 2017</u>	
Event Details			
Name: <u>Gracemere Australia Day</u>		Location: <u>Gracemere</u>	
Description of event: <u>Gracemere Australia Day outdoors with a marquee, chairs, entertainment, food & drinks. Activities and encouraged all age activities. Fun for all, safe &</u>			
Event date: <u>January 26th</u>	Start time: <u>2</u>	<input type="checkbox"/> am / <input checked="" type="checkbox"/> pm	Finish time: <u>8</u>
Event contact name: <u>Sharon McKerrow</u>		Preferred contact number:	
Anticipated attendance: <u>3000</u>		Has this event occurred before? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Target Audience: <u>All aged.</u> <u>Kids = rides & games.</u> <u>young adults = competitions</u> <u>older adults = entertainment (poet slingers)</u>			

What other groups or organisations have indicated a willingness to be involved in this event? (Please attach letters of support)

Describe how your activity/event will complement and build on existing Australia Day activities:
 We have moved our event to Cedric Archer Park so bigger area with markets, car show, rides, games, singers, poet, dancers and food vans. *marquee + seating*

- Please indicate which of the following Australia Day objectives are met by your activity/event: (tick one or more boxes as appropriate)
- Inspires national spirit and enriches the life of the nation
 - Embodies the Australia Day brand values of freedom, 'fair go', altruism, mateship, diversity, community and humility
 - Acknowledges Australia Day for all Australians and any activity must reflect, encourage and enhance togetherness
 - Acknowledge and pays respect to the ancient traditions and history of Australia's indigenous community
 - Family, fun and free
 - Ensures community participation in the planning and/or end enjoyment of the activity

Budget

Income		Expenditure	
Source	\$	Expense	\$
Organisation contribution <i>Gracevale Lions</i> <i>Trophies, drinks, prizes.</i> Grant requested from RRC	10000 4680.51	Permits/approvals <i>public toilets (portable)</i>	400
Other grants or sponsorship (cash)		Materials <i>marquee</i> <i>Rides.</i> Contractors <i>car mobile Disco</i> <i>chairs</i> Venue Hire <i>generators</i> <i>hall + main</i> <i>park cedric other</i>	1350.51 3300 - 1850 - 700 1000 400. Catering <i>Sausage + bread</i>
In-kind (please detail) <i>performers</i> <i>SES.</i> <i>Pencions</i> <i>prizes donated.</i>		Other (please list) <i>face painting</i> <i>Balloon artist</i> <i>entertainers</i> <i>poet/dancers, singers</i>	500 - 375 - 500 800
Total income:	\$ 10680.51	Total expenditure:	\$ 10680.51

Supporting Documentation

- Please remember to provide the following supporting documentation when submitting this form:
- Copy of organisation's public liability and indemnity insurance
 - Letters of support from partner groups and organisations

Submit



JUA Underwriting Agency Pty Limited

ACN 004 566 465
ABN 70 004 566 465
AFSL 235411

P O Box 6003, KINCUMBER NSW 2251

Telephone: 02 4369 8317

Mobile: 0408 674 770

E-mail: insurance@lions.org.auWeb: www.lionsclubs.org.au/insurance

17 August 2016

CERTIFICATE OF CURRENCY
TO WHOM IT MAY CONCERN

This is to confirm that cover has been arranged as set out below and the Insurance is current to the date detailed.

INSURED: MULTIPLE DISTRICT 201 COUNCIL of LIONS CLUBS INTERNATIONAL Inc. on behalf of ALL LIONS CLUBS, LIONESSE CLUBS and LEO CLUBS in AUSTRALIA, PAPUA NEW GUINEA and NORFOLK ISLAND. (This includes bona fide Voluntary Workers of the Club.)

INSURER: Lloyds of London

CLASS: LEGAL LIABILITY to the GENERAL PUBLIC.

SITUATION: ANYWHERE in AUSTRALIA, PAPUA NEW GUINEA & NORFOLK ISLAND.

SUM INSURED: \$AUD 19,000,000 in EXCESS of \$AUD 1,000,000 provided under Policy # ACE Insurance – 01CL440469 issued by ACE Insurance Limited, Melbourne.

POLICY No.: 110962703

DUE DATE: 1st SEPTEMBER, 2017

This Certificate is issued as a matter of information only and does not amend, extend or alter the coverage afforded by the Policy. This Certificate is also issued subject to the terms, conditions, exclusions and endorsements of the Policy.

With Kind Regards

Garry Galvin

Garry Galvin
Authorised Representative - AFSL 001239538
Lions Australia Insurance Programme Consultant.

CERTIFICATE OF CURRENCY

Public and Products Liability

Date of Issue: 17 August 2016 **Issuing Office:** Melbourne

To Whom It May Concern

Insured: The International Association of Lions Club

Policy Number: 01CL440469

Class: Public and Products Liability

Policy Period: From: 01 September 2016 at 4.00pm local standard time
To: 01 September 2017 at 4.00pm standard time, subject to annual renewal

Cover: Subject to the terms, exclusions, definitions, conditions and limitations of this Policy ACE shall indemnify the Insured for all sums which the Insured shall be legally liable to pay compensation in respect of Personal Injury, or Property Damage, occurring within the Policy Territory during the Policy Period as a result of an Occurrence happening in connection with the business of the Insured

Limit of Liability: AUD 1,000,000 Any One Occurrence and AUD 1,000,000 in the Aggregate

Participation: ACE Insurance – 100%

Signed for and on behalf of ACE Insurance Limited:



Authorised Officer
ACE Insurance Limited ABN 23 001 642 020

This is a Policy summary only.
Full details of this Insurance appear on the Policy Document

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Fun time Amusements

0407933117

www.funtime-amusements.com.au

ABN: 93221724534

QUOTE SHEET

Please find the Quote for rides in Gracemere from 2pm to 8 pm on Australia Day prices include GST set up, operators for the amusements rides and pack up. Insurance (20 million dollar cover) up to date log books and you are to provide power. All staff have working with children BLUE CARDS and are fully trained to run our amusements rides. All our rides come FULLY FENCED. We also meet all Australian standards.

1x MEGA SLIDE
1x MERRY GO ROUND
1x ROCKWALL
1x JUMPING CASTLE COMBO
The total cost is \$4200 Inc GST

1x MERRY GO ROUND
1x JUMPING CASTLE COMBO
1x ROCKWALL
1x MECHANICAL BULL
The total cost is \$3300 Inc GST

1x MERRY GO ROUND
1x JUMPING CASTLE COMBO
1x MECHANICAL BULL
The total cost is \$2500 inc GST

Thank you
Roy Johnson

*****Please note once you confirm this quote this will be booked in and full payment is due *****
**** in the event of this event being cancelled the full amount is due and / or will not be refunded ****

HIRE QUOTATION & BOOKING AGREEMENT



Gracemere Lions Club INC

Glendale
 Contact: Edward
 Email:

DELIVERY - GRACEMERE

Purchase Order No
Commencement Date Monday 23rd January 2017
Phone 1

Booking Reference
 GRACELIO00007

Quotation Date
 Date: 13/09/16
 Time: 1406

Purchase Order

Conclusion Date Thursday 26th January 2017
Fax

CQ Party Hire
 Event Solutions Group Pty Ltd
 148-154 William Street
 ROCKHAMPTON Q.4700
 Phone: 07 49 27 97 87
 Email: info@cqpartyhire.com.au
 Opening Hours: Mon-Fri 8.30am-5.00pm
 ABN: 21 088 424 720

Terms and Conditions - Please read the attached quote and hire agreement carefully.

To confirm your booking please return the signed hire agreement form. To reserve the equipment, CQ Party Hire requires a non-refundable deposit of 10% of the total amount of your booking. Payment schedule will be discussed with your Event Consultant. We understand that plans change, and are happy to refund payments less the 10% deposit. However, all payments are non-refundable for cancellations with less than one month's notice. Please read below for more information.

WE ARE HERE TO HELP - IN THE EVENT OF FAULTY OR MISSING EQUIPMENT PLEASE NOTIFY CQ PARTY HIRE ON THE OFFICE SUPPORT NUMBER 49 27 97 87.

Equipment/Explanation	Unit Qty	Unit Price	Amount
6mx12m Pavillion Marquee - 3 sides walled			
6m x 3m White Hoecker Marquee Bay	4	250.00	1,000.00
Set up of this marquee requires pegs which may be driven up to 1m into the ground. Cement weights can be supplied for additional charge. Please refer to our hire agreement for more information.			
3m Wall Set	8	24.55	196.40
6m Gable End Set	2	0.00	N/C
Heading Sub Total			1,196.40
6mx6m Pagoda Maquee - no walls			
Pagoda 6m x 6m White	1	500.00	500.00
Set up of this marquee requires pegs which may be driven up to 1m into the ground. Cement weights can be supplied for additional charge. Please refer to our hire agreement for more information.			
Heading Sub Total			500.00
10mx12m Pavillion Marquee + 3 sides walled			
Corporate Marquee 10m x 3m Bay	4	283.64	1,134.56
Special Provisions required refer to 'Underground Works' heading in Hire Agreement			
3m Wall Set	8	24.55	196.40
4m Wall Set	1	24.55	24.55
10m Gable Set	2	0.00	N/C
Heading Sub Total			1,355.51
10x15m Pavillion Marquee + 3 sides walled			
Corporate Marquee 10m x 3m Bay	5	283.64	1,418.20
Special Provisions required refer to 'Underground Works' heading in Hire Agreement			



C.Q. Mobile Disco
 191 Coome Street
 FRENCHVILLE, QLD 4701
 Tel.: 0488 670 830
 Fax:

Quote

Quote No.	Customer	Date	Page
58	Cash	7/09/2016	1

A.B.N.

Sold to
Cash Sale Gracemera Australia Day 2017 2pm - 8pm Sharon Mckerrow

Quantity	Description	Tax Code	Unit Price	Tax	Total
1	Full PA including: 2x SRX 725, DBX driverack, Ampilifer, Digital dest, digital multicore,				
1	Fc:dback X2				
1	generator				
1	FOH Operpor				
1	Rotunda light WHITE				
1	Marquee Lights WHITE X2				
1	Cable covers				
1	Total Price Of Job including setup packup and transport		\$1,850.00		\$1,850.00
Total Discount Amount					\$0.00

Comments	Subtotal	
Payment Information BSB: 014 729 Account No: 381903691 Account Name: C.Q. Mobile Disco		\$1,850.00
	Tax	\$0.00
	Total Amount	\$1,850.00
	Amount Received	\$0.00
	Balance	\$1,850.00

C.Q. Mobile Disco
 191 Coome Street
 FRENCHVILLE, QLD 4701
 Tel.: 0488 670 830
 Fax:

Quote

Quote No.	Customer	Date	Page
58	Cash	7/09/2016	1

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Cash Sale Gracemera Australia Day 2017 2pm - 8pm Sharon Mckerrow

Quantity	Description	Tax Code	Unit Price	Tax	Total
1	Full PA including: 2x SRX 725, DBX driverack, Amplifier, Digital dest, digital multicore,				
1	Fc:dback X2				
1	generator				
1	FOH Operpator				
1	Rotunda light WHITE				
1	Marquee Lights WHITE X2				
1	Cable covers				
1	Total Price Of Job including setup packup and transport		\$1,850.00		\$1,850.00
Total Discount Amount					\$0.00

Comments	Subtotal	
Payment Information BSB: 014 729 Account No: 381903691 Account Name: C.Q. Mobile Disco	Subtotal	\$1,850.00
	Tax	\$0.00
	Total Amount	\$1,850.00
	Amount Received	\$0.00
	Balance	\$1,850.00

2017 AUSTRALIA DAY EVENT GRANT FUND

Applications - Rotary Club of Mt Morgan

Meeting Date: 7 December 2016

Attachment No: 2

Australia Day Community Event Grants Application Form

Privacy Notice: Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of processing your application. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.



This form is to be completed when applying for Council's Australia Day Community Event Grants. Funding is available to registered not-for-profit charity groups and organisations within the Region planning and staging an Australia Day event in their township.

P: 07 4932 9000 | E: enquiries@rrc.qld.gov.au | W: www.rrc.qld.gov.au | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

Applicant Details	
Organisation name: Rotary Club of Mount Morgan	ABN: 58116235409
Contact name: Del Rowley	
First	Middle Last
Residential address:	
Postal address: <i>(if different)</i>	
Preferred contact number:	Email:
Declaration	
I submit this form with the relevant supporting documentation as required. I declare that the details are correct to the best of my ability.	
Name: <i>Del Rowley</i>	Signature: <i>[Signature]</i> Date: <i>04/11/16</i>
Public Liability Insurance <small>(please note a copy of your public liability insurance and indemnity statement must be provided)</small>	
Name of insurer: QBE	Policy number: AQR008958PLB
Policy limit: \$50,000,000 Public, \$50,000,000 Products	Expiry date: 4pm on June, 2017
Event Details	
Name: Australia Day Celebrations	Location: Mount Morgan Dam
Description of event: The Rotary Club of Mount Morgan provides a free family fun celebration day for the community at the Big Dam for Australia Day. Through our past successful grant applications from Rockhampton Regional Council we have been able to provide a great, free fun filled day for the community with 300 plus people taking advantage of the day. Some of these people were out of town visitors as well. There are free rides, face painting, icecream, lamingtons, bread and vegemite and sausage sizzle.	
Event date: 26th January, 2017	Start time: 9.00 <input checked="" type="checkbox"/> am / <input type="checkbox"/> pm
Finish time: <input type="checkbox"/> am / <input checked="" type="checkbox"/> pm	
Event contact name: Del Rowley	Preferred contact number: !
Anticipated attendance: 300	Has this event occurred before? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Target Audience: Families from our community and others who would like to attend. Visitors from last year indicated they would like to return again	

What other groups or organisations have indicated a willingness to be involved in this event? *(Please attach letters of support)*
Members of our Rotary Club have connections to other clubs in Mount Morgan

Describe how your activity/event will complement and build on existing Australia Day activities:
This is the only Australia Day event in our town and is enjoyed by all who attend to celebrate this important occasion. Our Asian and Indigenous families also attend to celebrate

Please indicate which of the following Australia Day objectives are met by your activity/event: *(tick one or more boxes as appropriate)*

- Inspires national spirit and enriches the life of the nation
- Embodies the Australia Day brand values of freedom, 'fair go', altruism, mateship, diversity, community and humility
- Acknowledges Australia Day for all Australians and any activity must reflect, encourage and enhance togetherness
- Acknowledge and pays respect to the ancient traditions and history of Australia's indigenous community
- Family, fun and free
- Ensures community participation in the planning and/or end enjoyment of the activity

Budget

Income		Expenditure	
Source	\$	Expense	\$
Organisation contribution	500.00	Permits/approvals	
Grant requested from RRC	3,800.00	Materials	4,000.00
Other grants or sponsorship <i>(cash)</i>		Contractors	
In-kind <i>(please detail)</i> Rotary Club members provide extra items for children on the day including Australia Day memorabilia	100.00	Venue Hire	166.35
		Catering	600.00
		Other <i>(please list)</i>	
Total income:	\$ 4,400.00	Total expenditure:	\$ 4,766.35

Supporting Documentation

Please remember to provide the following supporting documentation when submitting this form:

- Copy of organisation's public liability and indemnity insurance
- Letters of support from partner groups and organisations

Submit



Broker:

Aon Risk Services Australia Limited
 Postal Address & Enquiries care of:
 Mr Dominic Cannon
 Service Executive
 Aon Risk Solutions Australia Limited
 GPO Box 65
 Brisbane Qld 4001
 Aon Risk Solutions Australia Limited
 Telephone: (07) 3223 7467
 Facsimile: (07) 3223 7529

Certificate of Currency

Policy Number	AQ R008958 PLB		
Name of Insured	Rotary Club of Mount Morgan		
Type of Insurance	Public and Products Liability		
Cover	QBE will pay in respect of Personal Injury or Property Damage first happening during the Period of Insurance and caused by an Occurrence within the Territorial Limits in connection with Your Business.		
Limit of Liability	Public:	\$50,000,000	any one Occurrence
	Products:	\$50,000,000	any one Occurrence & in the aggregate for all injury or damage occurring during the Period of Insurance.
Territorial Limits	Anywhere in the World but subject to the Terms, Conditions and Exceptions of the Policy		
Period of Insurance	From: 4.00pm on 30 th June 2016 to: 4.00pm on 30 th June 2017		
Special Conditions	Subject to the existing Terms, Conditions and Exceptions of the Policy		

Brisbane this 30th day of June 2016 Signed

QBE INSURANCE (AUSTRALIA) LIMITED
 ABN: 78 003 191 035
 AFS Licence No. 239545

2017 AUSTRALIA DAY EVENT GRANT FUND

Application - Friends of the Heritage Village

Meeting Date: 7 December 2016

Attachment No: 3

Australia Day Community Event Grants Application Form

Privacy Notice: Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of processing your application. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.



This form is to be completed when applying for Council's Australia Day Community Event Grants. Funding is available to registered not-for-profit charity groups and organisations within the Region planning and staging an Australia Day event in their township.

P: 07 4932 9000 | E: enquiries@rrc.qld.gov.au | W: www.rrc.qld.gov.au | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

Applicant Details	
Organisation name: Friends of the Rockhampton Heritage Village Assn	ABN: 68 488 314 376
Contact name: Peter Finnigan	
First	Middle Last
Residential address	
Postal address: (if different)	
Preferred contact number:	Email:
Declaration	
I submit this form with the relevant supporting documentation as required. I declare that the details are correct to the best of my ability.	
Name: PETER FINNIGAN	Signature: <i>P. Finnigan</i> Date: 28.10.16
Public Liability Insurance (please note a copy of your public liability insurance and indemnity statement must be provided)	
Name of insurer: RIBCO PTY LTD ASR UNDERWRITING AGENCY	Policy number: RI 8062471
Policy limit: \$20 000 000	Expiry date: 17/02/2017
Event Details	
Name: Australia Day Celebrations	Location: Rockhampton Heritage Village - Parkhurst
Description of event: A community Australia Day celebration with a focus on traditional lifestyle and outdoor activities including coach and vintage car rides, free sausage sizzle for first 500 visitors up until 9am, Breakfast with Bob Pacey the bush poet, demonstrations such as water divining, splitting native bee hives and more. Fun activities will include a Bushman's Beard competition for both real and fake beards as well as water activities suited to the typical hot weather in January.	
Event date: 26 January 2017	Start time: 8.00 <input checked="" type="checkbox"/> am / <input type="checkbox"/> pm
	Finish time: 1.30 <input type="checkbox"/> am / <input checked="" type="checkbox"/> pm
Event contact name: Peter Finnigan	Preferred contact number
Anticipated attendance: 3000 - 5000	Has this event occurred before? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Target Audience: Local families, disabled, elderly, passing tourists and dedicated market goers.	

What other groups or organisations have indicated a willingness to be involved in this event? *(Please attach letters of support)*
 N/-

Describe how your activity/event will complement and build on existing Australia Day activities:
 The focus will be on fun, food and entertainment for all the family as well as being educational and informative in relation to traditional activities and a proud celebration of the typical Australian way of life.

Please indicate which of the following Australia Day objectives are met by your activity/event: *(tick one or more boxes as appropriate)*

Inspires national spirit and enriches the life of the nation
 Embodies the Australia Day brand values of freedom, 'fair go', altruism, mateship, diversity, community and humility
 Acknowledges Australia Day for all Australians and any activity must reflect, encourage and enhance togetherness
 Acknowledge and pays respect to the ancient traditions and history of Australia's indigenous community
 Family, fun and free
 Ensures community participation in the planning and/or end enjoyment of the activity

Budget

Income		Expenditure	
Source	\$	Expense	\$
Organisation contribution		Permits/approvals	
Grant requested from RRC	1600	Materials	
Other grants or sponsorship <i>(cash)</i>		Contractors	
In-kind <i>(please detail)</i>		Venue Hire	
		Catering	
		Other <i>(please list)</i>	
		Entertainment	\$1350
		Flags and Tattoos to be handed out free of charge	\$250
Total income:	\$1600	Total expenditure:	\$1600

Supporting Documentation

Please remember to provide the following supporting documentation when submitting this form:

Copy of organisation's public liability and indemnity insurance
 Letters of support from partner groups and organisations



RIBCQ Pty Ltd
 69 HIGH STREET NORTH ROCKHAMPTON 4701
 PO BOX 5616 RED HILL QLD 4701
 TELEPHONE: 07 4999 0500
 FAX: 07 4999 0511
 E-MAIL: simonl@ribpl.com.au
 WEB: <http://www.ribpl.com.au>

AFS License Number: 244330
 ABN: 26 083 877 909

18 December 2015

Steadfast

CONFIRMATION OF INSURANCE – PUBLIC LIABILITY & PRODUCTS

In our capacity as Insurance Brokers to the Named Insured shown below, we confirm having arranged the following insurance, the details of which are correct as at the Issue Date.

NAMED INSURED: Friends of Rockhampton Heritage Village Association Inc.

BUSINESS: Principally Not For Profit Organisation

SITUATION: Anywhere in Australia

INTEREST INSURED: Legal Liability to third parties for injury and/or damage to Property caused by an occurrence in connection with the Insured's business.

LIMIT OF LIABILITY: \$ 20,000,000 Any one occurrence with respect to Public Liability
 \$ 20,000,000 In the aggregate during the period of insurance with respect to Products Liability

INSURER: ASR Underwriting Agency

POLICY NO: KI 8062471

EXPIRY DATE: 17/02/2017

PRINCIPAL: NIL

INTERESTED PARTY: NIL

POLICY EXTENSIONS: Cross Liability
 Waiver of Subrogation to Principal (where Principal noted)


 Signed for and on behalf of
REGIONAL INSURANCE BROKERS

This certificate has been issued at the request of our client and does not represent an insurance policy, guarantee or warranty and cannot be relied upon as such. It is subject always to the terms, conditions and limitations of the Insurance Policy and is issued as a matter of record only. It does not alter or extend the coverage provided or assume continuity beyond the Expiry Date. It does not confer rights under the Insurance Policy to any party. Regional Insurance Brokers is under no obligation to inform any party if the insurance policy is cancelled, assigned or changed after the issue date.

Regional Insurance Brokers

8.6 LEASE FOR ROCKHAMPTON CATTLE CLUB INC. AT THE ROCKHAMPTON SHOWGROUNDS

File No: 8763
Attachments: 1. Rockhampton Cattle Club Inc. Sketch Plan
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Peter Owens - Manager Arts and Heritage

SUMMARY

A trustee permit between Council and the Rockhampton Cattle Club Inc. for a parcel of land and associated building, wholly contained within the Rockhampton Showgrounds, has now expired and Council's resolution is required to issue the club with a new trustee lease over the property.

OFFICER'S RECOMMENDATION

THAT

1. Pursuant to section 236(1)(b)(ii) and (c)(iii) of the Local Government Regulation 2012 (Qld), Council approve the issuing of a Trustee Lease to the Rockhampton Cattle Club Inc. for the property as shown in the attached sketch plan;
2. Council authorises the Chief Executive Officer (Manager Arts & Heritage) to negotiate the terms and conditions of the agreements with the Rockhampton Cattle Club Inc. in preparation for execution by the delegated officer; and
3. Council confirms its ongoing ownership of the fixed improvements on the parcel of land shown in the sketch plan and assumes responsibility for the ongoing maintenance of the building structure.

COMMENTARY

The Rockhampton Cattle Club operates from a building located at the Rockhampton Showgrounds as shown on the attached sketch plan.

It is understood that in early 2003, the then Rockhampton City Council, in becoming the trustee of the Rockhampton Showgrounds, became the owner of fixed improvements on the reserve and therefore responsible for the ongoing maintenance of the building in question.

Over the intervening period the club's use of the building has been covered by either a Freehold Licence or a Trustee Permit, however given the club's exclusive use of the building it has been determined that the appropriate form of agreement to use would be a Trustee Lease.

Under Section 236 of the Local Government Regulation 2012 (Qld), Council has the ability to enter into leases with community organisations, provided that Council has decided, by resolution that the exception applies to the leasing of valuable non-current assets (i.e. land) other than by tender or auction.

Accordingly, it is therefore recommended that Council offer the club a Trustee Lease for a period of three year from 1 April 2016 to 30 March 2019; applies the multipurpose building fee as set by Council in the 16/17 adopted Fees and Charges; confirms its ongoing ownership of the fixed improvements and assumes responsibility for the ongoing maintenance of the building structure.

**LEASE FOR ROCKHAMPTON CATTLE
CLUB INC. AT THE ROCKHAMPTON
SHOWGROUNDS**

**Rockhampton Cattle Club Inc. Sketch
Plan**

Meeting Date: 7 December 2016

Attachment No: 1

9 NOTICES OF MOTION

Nil

10 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.

11 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.

12.1 Walter Reid Cultural Centre Lease Renewals

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

12 CONFIDENTIAL REPORTS

12.1 WALTER REID CULTURAL CENTRE LEASE RENEWALS

File No: 2210

Attachments:

1. Table of Walter Reid Cultural Centre Leases and Licences
2. Walter Reid Cultural Centre Sketch Plan

Authorising Officer: Michael Rowe - General Manager Community Services

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

SUMMARY

All current tenant leases and licences in the Walter Reid Cultural Centre are near the end of the current term and Council's approval to offer the existing tenants new agreements is required.

13 CLOSURE OF MEETING