



# **ORDINARY MEETING**

## **AGENDA**

**2 JULY 2019**

*Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 2 July 2019 commencing at 9.00am for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be "C. P.", is written over a faint, light blue circular official stamp.

**CHIEF EXECUTIVE OFFICER**  
27 June 2019

Next Meeting Date: 16.07.19

**Please note:**

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

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**1 OPENING**

**2 PRESENT**

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

**4 CONFIRMATION OF MINUTES**

Minutes of the Ordinary Meeting held 18 June 2019

Minutes of the Special Meeting held 26 June 2019

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

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## **8 PRESENTATION OF PETITIONS**

Nil



## **9 COMMITTEE REPORTS**

### **9.1 AUDIT AND BUSINESS IMPROVEMENT COMMITTEE MEETING - 20 JUNE 2019**

#### **RECOMMENDATION**

THAT the Minutes of the Audit and Business Improvement Committee meeting, held on 20 June 2019 as circulated, be received and that the recommendations contained within these minutes be adopted.

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

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019**

**9.1.1 FINANCE SECTION UPDATE**

**File No:** 8151  
**Attachments:** Nil  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*Chief Financial Officer providing a Financial Update in preparation for the end of financial year on 30 June 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Finance Section Update be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.2 INTERIM MANAGEMENT REPORT 2018/19**

**File No:** 8151

**Attachments:**

1. Audit and Business Improvement Committee Briefing Note
2. RRC Interim Management Letter

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

**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*Council's auditors, Thomas Noble and Russell (TNR) have finalised the Interim Management Report for the 2018/2019 audit.*

**COMMITTEE RECOMMENDATION**

THAT the Interim Management Report prepared by Thomas Noble and Russell (TNR) for the 2018/2019 audit be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.3 NCA REVALUATION SUMMARY**

**File No:** 8151  
**Attachments:** Nil  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*The purpose of this report is to inform the Audit and Business Improvement Committee regarding the Asset Revaluation for the 2018/19 reporting year.*

*Key items included are summary comments/highlights regarding the outcome of the land revaluation, water and sewer revaluation and indices analysis for 2018/19.*

*Performance by service providers was responsive and conciliatory. Council staff members extended themselves to meet the planning requirements and have done a remarkable job with limited resources to achieve the outcomes to date.*

**COMMITTEE RECOMMENDATION**

THAT the members of the Audit and Business Improvement Committee note the contents of this report.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.4 SHELL FINANCIAL STATEMENTS 2018/19**

**File No:** 8151  
**Attachments:** 1. Shell Financial Statements 2018-2019  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*In readiness for the annual Financial Report for 2018/19 and in accordance with the agreed audit timetable a 'Shell' Financial Report for 2018/19 has been compiled. Preparation of the Shell Financial Report enables early consideration of reporting and disclosure requirements of any new or amended accounting standards and/or other proposed changes to the Financial Report.*

**COMMITTEE RECOMMENDATION**

THAT the Shell Financial Report and information as per this report be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.5 POSITION PAPERS****File No: 8151**

**Attachments:**

1. Provision for Restoration – AASB137
2. Property, Plant and Equipment and Fair Value Measurement- AASB116 and AASB13
3. Financial Instruments - AASB9 (effective 1 July 2018)
4. Leases- AASB16 (effective 1 July 2018)
5. Revenue – AASB15 and AASB1058 (effective 1 July 2019)

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

**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*In readiness for the annual Financial Report for 2018/19 and in accordance with the agreed audit timetable, Position Papers on known accounting issues and new Accounting Standards have been compiled. Preparation of Position Papers provides a key record of decisions for accounting matters material to the Financial Statements.*

**COMMITTEE RECOMMENDATION**

THAT the listed Position Papers and information as per this report be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019**

**9.1.6 PLACEHOLDER - CEO INTRODUCTION**

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

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**SUMMARY**

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

**COMMITTEE RECOMMENDATION**

THAT the CEO's introduction and update be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.7 ANNUAL AUDIT PLAN 2019-2020**

**File No:** 5207  
**Attachments:** 1. Annual Audit Plan 2019-2020 - CEO Endorsed  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The proposed Annual Audit Plan 2019-20 (financial year), attached, is submitted for the Committee's review.*

**COMMITTEE RECOMMENDATION**

THAT the CAE provide an alternate Audit Plan to the CEO for consideration.



**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.8 ANNUAL AUDIT PLAN 2018-19 PROGRESS**

**File No:** 5207  
**Attachments:** 1. Audit Plan 2018-19 Progress Report  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The progress of the Annual Audit Plan is presented for quarterly review by the Committee.*

**COMMITTEE RECOMMENDATION**

THAT the report and outlook to 30 June 2019 be received.

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**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.9 ACTION PROGRESS REPORT**

**File No:** 5207  
**Attachments:** 1. ACTION PROGRESS REPORT at 4 June 2019  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The Quarterly requested Action Progress Report of Audit Open Items is presented for the information of the Committee.*

*This report is a requirement of the Local Government Regulation 2012.*

*The Action Progress Report represents Actions Agreed by management to address audit recommendations, consulting advice and guidance or identified business process improvement activities, from a number of sources.*

*This report provides a single simple picture across the whole of Council based on a standard reporting format, and is part of the coordination function provided by the internal audit activity.*

**COMMITTEE RECOMMENDATION**

THAT the quarterly Action Progress Report be received and progress of actions noted:

- A total of 21 items will be deleted following this meeting being fully actioned by management.
- This represents 21/113 or 19% of total open items actioned/to be removed (this % is a moving target as new items are continually added and deleted).
- Overall movement indicated in the QAO/TNR 5 December 2017 Final Management Report (Appendix A) has seen total open items decrease from 216 to 92 as at 6 June 2019.
- High Risk items have correspondingly decreased from 44 to 7.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.10 REVIEW OF - BUSINESS CONTINUITY PLANS**

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

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**SUMMARY**

*The planned audit of Business Continuity Plan(s) – Desktop Review is presented to the Committee for information and comment.*

**COMMITTEE RECOMMENDATION**

THAT the Review of Business Continuity Plans report be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.11 REVIEW OF CONTRACTING EXCEPTIONS**

**File No:** 5207  
**Attachments:** 1. Audit 2019-4B Contracting - Other Exceptions Final Report  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*Our planned compliance review of Contracting – Other Exceptions (based on S235 of the Local Government Regulation 2012) is attached as a final report.*

**COMMITTEE RECOMMENDATION**

THAT the Review of Contracting Exceptions be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.12 REVIEW OF TENDER CONSIDERATION PLANS**

**File No:** 5207  
**Attachments:** 1. Tender Consideration Plans Review  
**Authorising Officer:** John Wallace - Chief Audit Executive  
**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The planned review of Tender Consideration Plans is presented for the information of the Committee.*

**COMMITTEE RECOMMENDATION**

THAT the review of Tender Consideration Plans be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.13 ANNUAL AUDIT & BUSINESS IMPROVEMENT COMMITTEE SELF-ASSESSMENT****File No:** 5207**Attachments:**  
1. Self-Assessment#1  
2. Self-Assessment#2**Authorising Officer:** John Wallace - Chief Audit Executive**Author:** John Wallace - Chief Audit Executive

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**SUMMARY**

*The required Annual Self-Assessment is provided for information to the committee as per the Audit and Business Improvement Committee Policy.*

*This Policy requires that the committee self-assesses annually and reviews and monitors whether the audit process is effective.*

*These matters are covered within the self-assessment presented.*

**COMMITTEE RECOMMENDATION**

THAT the completed Annual Committee Self-Assessments be received and members' comments noted for improvement or action where relevant and appropriate.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.14 CHANGES TO INTERNAL AUDIT REPORTING AUTHORISATION**

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

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**SUMMARY**

*In line with organisational changes to Internal Audit for Administrative Reporting, the CAE is now authorising, as final authoriser, all internal audit and related reports to this committee. This provides an added level of independence to IA activities to compensate for organisational structure administrative changes.*

**COMMITTEE RECOMMENDATION**

THAT the information update on internal audit independence arrangements be received and noted.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.15 RISK REGISTERS - QUARTERLY UPDATE AS AT 26 APRIL 2019****File No:** 8780

**Attachments:**

1. Corporate Risk Register - Quarterly Update as at 26 April 2019
2. Operational Risk Register - Quarterly Update as at 26 April 2019
3. Comparison of Current and Potential Exposure Risk Ratings Broken Down by Level of Consequence as at 26 April 2019

**Authorising Officer:** John Wallace - Chief Audit Executive  
Ross Cheesman - Deputy Chief Executive Officer

**Author:** Kisane Ramm - Senior Risk and Assurance Advisor

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**SUMMARY**

*Submission of the quarterly risk register updates, as at 26 April 2019, for the Committee's consideration.*

**COMMITTEE RECOMMENDATION**

THAT the Committee "receives" the quarterly risk register updates as at 26 April 2019, as presented in the attachments to this report, and recommends that they be adopted by Council.



**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.16 FRAUD AND CORRUPTION RISK CHECKLIST - UPDATE**

**File No:** 8780

**Attachments:** 1. Extracts from the Fraud and Corruption Risk Checklist adopted by Council 5 March 2019

**Authorising Officer:** John Wallace - Chief Audit Executive  
Ross Cheesman - Deputy Chief Executive Officer

**Author:** Kisane Ramm - Senior Risk and Assurance Advisor

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**SUMMARY**

*Advising of the adoption of the Fraud and Corruption Risk Checklist.*

**COMMITTEE RECOMMENDATION**

THAT the Committee “receives” the report providing an update on the Fraud and Corruption Risk Checklist.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.17 PLACEHOLDER - ASSET MANAGEMENT**

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

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**SUMMARY**

*The Committee has requested periodic updates on IT project status. The Manager Corporate & Technology Services will update the Committee on the progress of the RAMP (Asset Management) Project.*

*Additional Discussion may occur on asset management.*

**COMMITTEE RECOMMENDATION**

THAT the reports be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.18 PLACEHOLDER - ENVIRONMENTAL MANAGEMENT**

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

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**SUMMARY**

*The Chair has requested a Placeholder be included in the agenda for future meetings for – Environmental Management.*

**COMMITTEE RECOMMENDATION**

THAT the Environmental report/update be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.19 INVESTIGATION AND LEGAL MATTERS PROGRESS REPORT**

**File No:** 5207  
**Attachments:** 1. Legal Matters as at 31 March 2019  
**Authorising Officer:** Tracy Sweeney - Manager Workforce and Governance  
**Author:** Travis Pegrem - Coordinator Industrial Relations and Investigations

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**SUMMARY**

*Coordinator Workforce Relations and Ethics presenting an update of financial year to date Investigative Matters and the current Legal Matters progress report.*

**COMMITTEE RECOMMENDATION**

THAT the update of investigative and legal matters for Rockhampton Regional Council be received.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019****9.1.20 LOSS / THEFT ITEMS - JANUARY TO MAY 2019**

**File No:** 3911  
**Attachments:** 1. Loss/Theft Report - 1 January to 31 May 2019  
**Authorising Officer:** Drew Stevenson - Manager Corporate and Technology  
Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Kellie Anderson - Coordinator Property and Insurance

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**SUMMARY**

*Presenting details of the Loss / Theft register for the period 1 January to 31 May 2019*

**COMMITTEE RECOMMENDATION**

THAT the Committee 'receives' the Loss/Theft Report for the period 1 January to 31 May 2019.

**Recommendation of the Audit and Business Improvement Committee, 20 June 2019**

**9.1.21 PLACEHOLDER - COMMITTEE CHAIR UPDATE**

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

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**SUMMARY**

*The Chair will update the Committee on matters of importance.*

**COMMITTEE RECOMMENDATION**

THAT the Chair's update be received.

**9.2 PLANNING AND REGULATORY COMMITTEE MEETING - 25 JUNE 2019****RECOMMENDATION**

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 25 June 2019 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)

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**Recommendation of the Planning and Regulatory Committee, 25 June 2019****9.2.1 D/41-2018 - MINOR CHANGE TO DEVELOPMENT PERMIT FOR OPERATIONAL WORKS FOR AN ADVERTISING DEVICE (BILLBOARD SIGN)**

**File No:** D/41-2018

**Attachments:**

1. Locality Plan
2. Site Plan
3. Elevations Plan

**Authorising Officer:** Amanda O'Mara - Acting Coordinator Development Assessment  
Steven Gatt - Manager Planning and Regulatory Services  
Colleen Worthy - General Manager Community Services

**Author:** Bevan Koelmeyer - Planning Officer

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**SUMMARY**

*Development Application Number:* D/41-2018

*Applicant:* Matzin Capital Pty Ltd C/- Jensen Bowers Group Consultants Pty Ltd

*Real Property Address:* Lots 0, 1 and 2 on BUP100002, Parish of Rockhampton

*Common Property Address:* 102, 1/102 and 2/102 Denham Street, Rockhampton City

*Area of Site:* 696 square metres

*Planning Scheme:* Rockhampton Region Planning Scheme 2015

*Planning Scheme Zone:* Specialised Centre Zone

*Planning Scheme Overlays:* None Applicable

*Existing Development:* Two (2) office units

*Existing Approvals:* Various building approvals

*Approval Sought:* Minor Change to Development Permit D/41-2018 for Operational Works for an Advertising Device (Billboard Sign)

*Level of Assessment:* Code Assessable

*Referral Agency(s):* None Applicable

*Infrastructure Charges Area:* Charge Area 1

**COMMITTEE RECOMMENDATION****RECOMMENDATION A:**

THAT in relation to the application for a request for a Minor Change to Development Permit D/41-2018 for Operational Works for an Advertising Device (Billboard Sign), made by Matzin Capital Pty Ltd, on land located at 102, 1/102 and 2/102 Denham Street, Rockhampton City, described as Lots 0-2 on BUP100002, Parish of Rockhampton - Council resolves that:



**1. Item 5 and Condition 2.1 be amended by replacing:**

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Site Plan	Espin Capital Pty Ltd	2 July 2018	S1 of 2	Rev 3
Site and Plan View	Espin Capital Pty Ltd	2 July 2018	S2 of 2	Rev 3
Traffic Engineering Assessment	Pekol Traffic & Transport	19 July 2018	18-403	Version 2
Material Selection	Maarch*	13 July 2018	18021	-

**With**

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Site Plan	Espin Capital Pty Ltd	17 May 2019	S1 of 2	Rev 4
Site and Plan View	Espin Capital Pty Ltd	17 May 2019	S2 of 2	Rev 4
Traffic Engineering Assessment	Pekol Traffic & Transport	19 July 2018	18-403	Version 2
Material Selection	Maarch*	13 July 2018	18021	-

**2. Condition 7.5 be amended by replacing:**

*The Advertising Device (Digital Billboard Sign) must be designed and certified by a Registered Professional Engineer of Queensland and constructed in accordance with the requirements of the Queensland Development Code and the Building Code of Australia.*

**With**

The Advertising Device (Billboard Sign) must be designed and certified by a Registered Professional Engineer of Queensland and constructed in accordance with the requirements of the Queensland Development Code and the Building Code of Australia.

**3. Condition 7.8 be amended by replacing:**

*The Advertising Device (Digital Billboard Sign) must be maintained in a safe, clean, tidy and sightly condition at all times.*

**With**

The Advertising Device (Billboard Sign) must be maintained in a safe, clean, tidy and sightly condition at all times.

**RECOMMENDATION B:**

That in relation to the above changes, Council resolves to issue an Amended Decision Notice:

**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 of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- 1.4 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
- 1.4.1 Building Works.
- 1.5 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.

## 2.0 APPROVED PLANS AND DOCUMENTS

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

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Site Plan	Espin Capital Pty Ltd	17 May 2019	S1 of 2	Rev 4
Site and Plan View	Espin Capital Pty Ltd	17 May 2019	S2 of 2	Rev 4
Traffic Engineering Assessment	Pekol Traffic & Transport	19 July 2018	18-403	Version 2
Material Selection	Maarch*	13 July 2018	18021	-

- 2.2 A set of the above approved plans are returned to you as the Consultant. The Consultant is to supply one (1) Approved set to the contractor to be retained on site at all times during construction.
- 2.3 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.
- 2.4 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for endorsement by Council prior to the submission of a Development Application for Building Works.
- 2.5 The Developer is responsible for ensuring compliance with this approval and the Conditions of the approval by an employee, agent, contractor or invitee of the Developer.

## 3.0 OPERATING PROCEDURES

- 3.1 All text and images displayed on the billboard must be static, not imitate a traffic control device or include traffic instructions (for example ‘stop’), and not involve moving parts or flashing lights.
- 3.2 Any lighting devices associated with the signage, such as sensory lighting, must be positioned on the site and shielded so as not to cause glare or other nuisance to nearby residents or motorists. Night lighting must be designed, constructed and operated in accordance with ‘*Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting*’.

**4.0 DIGITAL SCREEN DISPLAY FEATURES**

- 4.1 The digital display screen of the Advertising Device must incorporate an automatic error detection system which will turn off the screen display or display a blank screen should the Advertising Device malfunction.
- 4.2 The Advertising Device display screen must incorporate a minimum of two (2) automated ambient light sensors capable of supporting a minimum of five (5) levels of stepped dimming to ensure display screen luminance can adjust automatically in response to surrounding ambient light conditions from dark of night to fully sunlit conditions.
- 4.3 The Advertising Device display screen must provide for on-site, operation, configuration and diagnosis of the screen display.
- 4.4 Messages must remain static for a minimum dwell time of 10 seconds and are not to scroll across the screen or incorporate flashing, blinking, revolving, pulsating, high contrast or rotating effects animation.
- 4.5 Each change of advertisement is to be completed instantaneously (i.e. within 0.1 of a second).

**5.0 DIGITAL SCREEN ADVERTISEMENTS AND MOVEMENT**

- 5.1 The Advertising Device display screen must not be split to display multiple advertisements on the one display screen.
- 5.2 Advertisements must not display text, photographs or symbols depicting, mimicking or that could be reasonably interpreted as a traffic control device.
- 5.3 Advertisements must not invite traffic to move contrary to any traffic control device, or turn where there is fast moving traffic.
- 5.4 Advertisements must only promote a single, self-contained advertising message that is clear, succinct, legible and easily understood at a glance. The use of text components in a sequential manner, whereby text refers to or is reliant on previous or successive screen displays in order to convey an advertising message is not permitted.

Note: An advertising message refers to the main point the advertisement is attempting to convey to its target audience. This condition seeks to ensure that drivers in particular are not required to spend an excessive amount of time reading and interpreting advertisements.

- 5.5 Changeover animation effects such as 'fade', 'zoom', or 'fly-in' between advertisements must not be used.
- 5.6 A blank black, white, or any coloured screen must not be displayed between advertisements.
- 5.7 Advertisement that comprise of, or incorporate moving visual images, such as videos or animations must not be displayed.

Note: Video refers to a recording or the streaming of moving visual images captured by or using a video camera. Animation refers to a simulation of movement created by displaying a series of pictures or frames either digitally or otherwise.

- 5.8 The Advertising Device must not be capable of playing audio nor synchronised with any outdoor sound system utilised for advertising purposes.

**6.0 ASSET MANAGEMENT**

- 6.1 Any damage to, or alterations necessary, to electricity, telephone, water mains, sewerage mains, stormwater drains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken immediately at full cost to the Developer.

**7.0 ADVERTISING DEVICE CONSTRUCTION AND MAINTENANCE**

- 7.1 Council reserves the right for uninterrupted access to the site at all times during construction.
- 7.2 All Construction work and other associated activities are permitted only between 0630 hours and 1800 hours Monday to Saturday. No work is permitted on Sundays or public holidays. All requirements of the Environmental Protection Act 1994 and Environmental Protection Regulations 2008 must be observed at all times.
- 7.3 Construction materials, waste, waste skips, machinery and contractors' vehicles must not be located and stored or parked in George Street.
- 7.4 Any proposed works within the vicinity (or zone of influence) of existing Council infrastructure will not adversely affect the integrity of the infrastructure. Any restoration works required on existing Council infrastructure as a result of proposed works will be at developer's expense.
- 7.5 The Advertising Device (Billboard Sign) must be designed and certified by a Registered Professional Engineer of Queensland and constructed in accordance with the requirements of the Queensland Development Code and the Building Code of Australia.
- 7.6 All conduits, wiring, switches or other control apparatus installed on an Advertising Device must be concealed from general view, with control apparatus secured in a manner to prevent unauthorised entry and display setting tampering.
- 7.7 All electrical services and systems must comply with 'Australian and New Zealand Standard AS/NZS 3000:2007 - Electrical Installations'.
- 7.8 The Advertising Device (Billboard Sign) must be maintained in a safe, clean and tidy condition at all times.

**ADVISORY NOTES****NOTE 1. Aboriginal Cultural Heritage Act, 2003**

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](http://www.datsima.qld.gov.au).

**NOTE 2. Asbestos Removal**

Any demolition and/or removal works involving asbestos materials must be undertaken in accordance with the requirements of the *Workplace Health and Safety* legislation and *Public Health Act 2005*.

**NOTE 3. General Environmental Duty- Environmental Protection Act 1994, sec.319**

A person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm (the *general environmental duty*).

In deciding the measures required to be taken, regard must be had to, for example—

- a) the nature of the harm or potential harm; and
- b) the sensitivity of the receiving environment; and
- c) the current state of technical knowledge for the activity; and

- d) the likelihood of successful application of the different measures that might be taken; and
- e) the financial implications of the different measures as they would relate to the type of activity.

NOTE 4. General Safety Of Public During Construction

The *Workplace Health and Safety Act* 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 5. Trees on Public Land

Please note that if the billboard sign is obscured by trees on public land, the trees will not be removed.

### COMMITTEE RECOMMENDATION

THAT Council workshop billboard and digital signs in the Rockhampton Region.

**Recommendation of the Planning and Regulatory Committee, 25 June 2019****9.2.2 DECISIONS UNDER DELEGATION - MAY 2019**

**File No:** 7028  
**Attachments:** Nil  
**Authorising Officer:** Steven Gatt - Manager Planning and Regulatory Services  
Colleen Worthy - General Manager Community Services  
**Author:** Tarnya Fitzgibbon - Coordinator Development Assessment

---

**SUMMARY**

*This report outlines the properly made development applications received in May 2019 and whether they will be decided under delegation or decided by Council.*

**COMMITTEE RECOMMENDATION**

THAT this report into the applications lodged in May 2019 be received.

**Recommendation of the Planning and Regulatory Committee, 25 June 2019****9.2.3 MONTHLY OPERATIONS REPORT FOR PLANNING & REGULATORY SERVICES - MAY 2019****File No:** 1464**Attachments:** 1. **Monthly Operations Report for Planning & Regulatory Services - May 2019****Authorising Officer:** **Colleen Worthy - General Manager Community Services****Author:** **Steven Gatt - Manager Planning and Regulatory Services**

---

**SUMMARY**

*The Monthly Operations Report for the Planning & Regulatory Services Section for May 2019 is presented for Councillor's information.*

**COMMITTEE RECOMMENDATION**

1. THAT the Planning & Regulatory Services Monthly Operations Report for May 2019 be 'received'.
2. Council expressed its thanks and congratulations to Manager Steven Gatt, noting that this is the last report that he will present to Council, and the report is a fitting summary of outstanding achievements under his leadership and thanked him for his service.

**9.3 AIRPORT, WATER AND WASTE COMMITTEE MEETING - 25 JUNE 2019****RECOMMENDATION**

THAT the Minutes of the Airport, Water and Waste Committee meeting, held on 25 June 2019 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, 25 June 2019****9.3.1 ROCKHAMPTON AIRPORT MONTHLY OPERATIONS REPORT - MAY 2019****File No: 7927****Attachments: 1. Rockhampton Airport Monthly Operational Report - May 2019****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 May 2019 is presented for information of Councillors.*

**COMMITTEE RECOMMENDATION**

THAT the Rockhampton Airport Operations and Annual Performance Plan Report for May 2019 be 'received'.

**Recommendation of the Airport, Water and Waste Committee, 25 June 2019****9.3.2 PROJECT DELIVERY MONTHLY REPORT - MAY 2019**

**File No:** 7028  
**Attachments:** 1. Project Delivery Monthly Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for May 2019 be received.

**Recommendation of the Airport, Water and Waste Committee, 25 June 2019****9.3.3 ROCKHAMPTON REGIONAL WASTE & RECYCLING MONTHLY OPERATIONAL REPORT MAY 2019**

**File No:** 7927  
**Attachments:** 1. RRWR Monthly Operational Report May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Charlie Sotiris - Acting Manager Rockhampton Regional Waste and Recycling

---

**SUMMARY**

*The purpose of this report is to provide Council with an overview of Rockhampton Regional Waste & Recycling (RRWR) for May 2019*

**COMMITTEE RECOMMENDATION**

THAT the RRWR Monthly Operational Report for May 2019 be received.

**Recommendation of the Airport, Water and Waste Committee, 25 June 2019****9.3.4 FRW MONTHLY OPERATIONS REPORT - MAY 2019**

**File No:** 1466  
**Attachments:** 1. FRW Monthly Operations Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Jason Plumb - Manager Fitzroy River Water

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**SUMMARY**

*This report details Fitzroy River Water's financial position and other operational matters for the Council's information as at 31 May 2019.*

**COMMITTEE RECOMMENDATION**

THAT the FRW Monthly Operations Report for May 2019 be received.

**9.4 INFRASTRUCTURE COMMITTEE MEETING - 25 JUNE 2019****RECOMMENDATION**

THAT the Minutes of the Infrastructure Committee meeting, held on 25 June 2019 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, 25 June 2019****9.4.1 LIFTING MATTERS FROM THE TABLE**

**File No:** 11979  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

---

**SUMMARY**

*Items laid on the table require a report to be lifted from the table before being dealt with. This report is designed to lift all necessary reports from the table to be dealt with at the Infrastructure Committee meeting on 25 June 2019.*

**COMMITTEE RECOMMENDATION**

THAT the following matter be lifted from the table and dealt with accordingly:

- Poison Creek Road Immunity

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.2 POISON CREEK ROAD IMMUNITY**

**File No:** 377  
**Attachments:** 1. Cross Drainage Locations  
**Authorising Officer:** Martin Crow - Manager Infrastructure Planning  
Peter Kofod - General Manager Regional Services  
**Author:** Stuart Harvey - Coordinator Strategic Infrastructure

---

**SUMMARY**

*This matter was laid on the table at the Infrastructure Committee meeting on 28 May 2019 with the following resolution:*

*\*THAT this matter lay on the table until the next Infrastructure Committee meeting.\**

*A subsequent investigation has been conducted into the works required to improve the flood immunity of the existing low level floodways on Poison Creek Road and the immunity of the wider Razorback Road route to Mount Morgan.*

**COMMITTEE RECOMMENDATION**

1. THAT the Poison Creek Road Immunity Report be 'received'.
2. THAT the item be raised for consideration in the revised budget.

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.3 ROCKHAMPTON REGION FLOOD STUDIES****File No: 1743**

**Attachments:**

- 1. Moores Creek Executive Summary**
- 2. Splitters Creek Executive Summary**
- 3. Limestone Creek Executive Summary**
- 4. Ramsay Creek Executive Summary**
- 5. South Rockhampton Catchment Executive Summary**
- 6. West Rockhampton Catchment Executive Summary**
- 7. Mount Morgan Catchment Executive Summary**

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

**Author:** **Stuart Harvey - Coordinator Strategic Infrastructure**

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**SUMMARY**

*This report presents updated flood studies for the North side Creek catchments originally prepared in 2014 and new flood studies for South Rockhampton, West Rockhampton and Mount Morgan catchments. This report seeks Council's endorsement of these flood studies.*

**COMMITTEE RECOMMENDATION**

THAT Council endorse the Draft Flood Studies as listed below:

1. The Moores Creek Local Catchment Study (October 2018)
2. The Splitters Creek Local Catchment Study (October 2018)
3. The Limestone Creek Local Catchment Study (October 2018)
4. The Ramsay Creek Local Catchment Study (October 2018)
5. The South Rockhampton Local Catchment Study (October 2018)
6. The Wandal and West Rockhampton Local Catchment Study (October 2018)
7. The Mount Morgan Local Catchment Study (December 2018)



**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.4 PLANNING ASSUMPTIONS REPORT VERSION 3**

**File No:** 11344  
**Attachments:** 1. Att 1: Executive Summary PAMv3  
**Authorising Officer:** Martin Crow - Manager Infrastructure Planning  
Peter Kofod - General Manager Regional Services  
**Author:** Stuart Harvey - Coordinator Strategic Infrastructure

---

**SUMMARY**

*Officers have reviewed and updated Council's Planning Assumptions Model to a Version 3. This version includes updated population forecasts, development approvals and developments constructed since Version 2 was completed in 2014. This updated model and report will inform the upcoming amendment to the Local Government Infrastructure Plan (LGIP). This report and its findings are presented to Council for their consideration.*

**COMMITTEE RECOMMENDATION**

THAT Council adopt the Planning Assumptions Report (Version 3).

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.5 CIVIL OPERATIONS MONTHLY OPERATIONS REPORT****File No: 7028****Attachments: 1. Civil Operations Monthly Operations Report - May 2019****Authorising Officer: Peter Kofod - General Manager Regional Services****Author: Michael O'Keeffe - Acting Manager Civil Operations**

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**SUMMARY**

*This report outlines Civil Operations Monthly Operations Report on the activities and services in May 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Civil Operations Monthly Operations Report on the activities and services in May 2019 be received.

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.6 REPLACEMENT OF GAVIAL CREEK BRIDGE**

**File No:** 363

**Attachments:** 1. Bowlin Road Access Report (in confidential)  
2. Gavial Creek Bridge Level 3 Inspection

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

**Author:** Martin Crow - Manager Infrastructure Planning

---

**SUMMARY**

*Gavial Creek Bridge on Bowlin Road is in poor condition and has reached the end of it's useful life. This report looks at options that are available to Council to maintain public access to Bowlin Road.*

**COMMITTEE RECOMMENDATION**

THAT Council proceed with the replacement of the Gavial Creek Bridge and retain the old bridge as a fishing platform.

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.7 INFRASTRUCTURE PLANNING MONTHLY OPERATIONS REPORT - MAY 2019****File No: 7028****Attachments: 1. Infrastructure Planning Monthly Operations Report - May 2019****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 May 2019.*

**COMMITTEE RECOMMENDATION**

1. THAT the Infrastructure Planning Monthly Operations Report for May 2019 report be received.
2. THAT a report be prepared with indicative costs to improve access at Hanrahan's Crossing.

**Recommendation of the Infrastructure Committee, 25 June 2019****9.4.8 PROJECT DELIVERY MONTHLY REPORT - MAY 2019**

**File No:** 7028  
**Attachments:** 1. Project Delivery Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for May 2019 be received.

**9.5 COMMUNITY SERVICES COMMITTEE MEETING - 26 JUNE 2019****RECOMMENDATION**

THAT the Minutes of the Community Services Committee meeting, held on 26 June 2019 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, 26 June 2019****9.5.1 THE GOLD AWARD 2018 ARTWORK PURCHASES AND SOLE SUPPLIER PROVISION****File No: 7104****Attachments:**  
**1. Acquisition submission form - Dale Frank**  
**2. Acquisition submission form - Tony Albert**  
**3. Acquisition submission form - Richard Lewer****Authorising Officer: John Webb - Manager Communities and Culture**  
**Colleen Worthy - General Manager Community Services****Author: Bianca Acimovic - Gallery Director**

---

**SUMMARY**

*This report seeks endorsement for the acquisition of three artworks from The Gold Award 2018 to Rockhampton Art Gallery collection under the sole provide provision*

**COMMITTEE RECOMMENDATION**

1. THAT Council accept the report.
2. THAT Council approve the recommendation from Rockhampton Art Gallery Philanthropy Board for the acquisition of the three (3) artworks to the Rockhampton Art Gallery collection.
3. THAT the Artists or their representing Gallery be approved as a sole supplier to Council in accordance with s.235(a) of the *Local Government Regulation 2012*.

**Recommendation of the Community Services Committee, 26 June 2019****9.5.2 SOLE SUPPLIER PUBLIC ARTWORK BARRAMUNDI**

**File No:** 7104  
**Attachments:** Nil  
**Authorising Officer:** John Webb - Manager Communities and Culture  
Colleen Worthy - General Manager Community Services  
**Author:** Bianca Acimovic - Gallery Director

---

**SUMMARY**

*Under Chapter 6 Part 3 Division 3 Clause 235 of the Local Government Regulation 2012 to have Council resolve both or either “that it is satisfied that there is only one supplier who is reasonably available” and “because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders”.*

*Under this clause this report seeks to engage artists, cultural advisors and specialist contractors to be engaged for the development and implementation of a large scale public artwork.*

**COMMITTEE RECOMMENDATION**

1. THAT the report be accepted.
2. THAT the artists, cultural advisor and lighting specialist be approved as a sole supplier to Council in accordance with s.235(a) of the *Local Government Regulation 2012*.



**Recommendation of the Community Services Committee, 26 June 2019****9.5.3 SOLE SUPPLIER THE BAYTON AWARD 2019**

**File No:** 7104  
**Attachments:** Nil  
**Authorising Officer:** John Webb - Manager Communities and Culture  
Colleen Worthy - General Manager Community Services  
**Author:** Bianca Acimovic - Gallery Director

---

**SUMMARY**

*Rockhampton Art Gallery presents a biennial Award, The Bayton Award. The Bayton Award is open to artists residing in the Central Queensland region. The Bayton Award is valued at \$17,000 and comprises of cash and in-kind contributions awarded to the Winner. Due to the nature of an Award this report seeks the Winner of The Bayton Award 2019 to receive The Bayton Award prize value under the sole provider provision.*

**COMMITTEE RECOMMENDATION**

1. THAT Council accept the report.
2. THAT The Bayton Award winning artist be approved as a sole supplier to Council in accordance with s.235(a) of the *Local Government Regulation 2012* to receive The Bayton Award 2019 prize value.

**Recommendation of the Community Services Committee, 26 June 2019****9.5.4 COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - MAY 2019**

**File No:** 1464

**Attachments:** 1. Community Assets and Facilities Report - May 2019

**Authorising Officer:** Richard Dunkley - Manager Community Assets and Facilities  
Colleen Worthy - General Manager Community Services

**Author:** Sophia Czarkowski - Coordinator Facilities

---

**SUMMARY**

*This report provides information on the activities of Community Assets and Facilities for the month of May 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Community Assets and Facilities monthly operational report for May 2019 be received.

**Recommendation of the Community Services Committee, 26 June 2019****9.5.5 MOUNT MORGAN RODEO ASSOCIATION LEASE**

**File No:** 374  
**Attachments:** 1. Lot 86 on P42282 Proposed Mount Morgan Rodeo  
**Authorising Officer:** Colleen Worthy - General Manager Community Services  
**Author:** John Webb - Manager Communities and Culture

---

**SUMMARY**

*That Council enter into a Trustee Lease with the Mount Morgan Rodeo Association for a parcel of land, wholly contained within the Mount Morgan Showgrounds to allow the installation of a temporary building to support the associations operation and annual Rodeo.*

**COMMITTEE RECOMMENDATION****THAT:**

1. Pursuant to section 236(1)(b)(ii) of the *Local Government Regulation 2012*, Council approve the issuing of a Trustee Lease to the Mount Morgan Rodeo Association for part of Lot 86 on P42282 (Mount Morgan Showgrounds) shown as on the plans attached to the report;
2. Council authorises the Chief Executive Officer (General Manager Community Services) to negotiate suitable terms and conditions of the agreement for a period of three years;
3. Council waive the lease fee.

**Recommendation of the Community Services Committee, 26 June 2019****9.5.6 COMMUNITIES AND CULTURE OPERATIONAL REPORT FOR MAY 2019**

**File No:** 1464  
**Attachments:** 1. Monthly Report May 2019  
**Authorising Officer:** Colleen Worthy - General Manager Community Services  
**Author:** John Webb - Manager Communities and Culture

---

**SUMMARY**

*The report provides information on the programs and activities of the Communities and Culture section for May 2019.*

**COMMITTEE RECOMMENDATION**

THAT the Communities and Culture Operational Report for May 2019 be 'received'.

**Recommendation of the Community Services Committee, 26 June 2019**

**9.5.7 PROJECT DELIVERY MONTHLY REPORT - MAY 2019**

**File No:** 7028  
**Attachments:** Nil  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for May 2019 be received.

**9.6 PARKS, RECREATION AND SPORT COMMITTEE MEETING - 26 JUNE 2019****RECOMMENDATION**

THAT the Minutes of the Parks, Recreation and Sport Committee meeting, held on 26 June 2019 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 Parks, Recreation and Sport Committee, 26 June 2019****9.6.1 LIFTING MATTERS FROM THE TABLE**

**File No:** 11979  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

---

**SUMMARY**

*Items laid on the table require a report to be lifted from the table before being dealt with. This report is designed to lift all necessary reports from the table to be dealt with at the Parks, Recreation and Sport Committee meeting on 26 June 2019.*

**COMMITTEE RECOMMENDATION**

THAT the following matters be lifted from the table and dealt with accordingly:

- Gracemere Cemetery – Pre-Purchase of Burial Rights
- Removal of Saddle Water Tank and Installation of Permanent Water Dispenser on Pilbeam Drive

**Recommendation of the Parks, Recreation and Sport Committee, 26 June 2019****9.6.2 GRACEMERE CEMETERY - PRE-PURCHASE OF BURIAL RIGHTS**

<b>File No:</b>	<b>11979</b>
<b>Attachments:</b>	<b>1. Draft Cemetery Related Activities Policy 2. Draft Cemetery Related Activities Policy with tracked changes</b>
<b>Authorising Officer:</b>	<b>Richard Dunkley - Manager Community Assets and Facilities Colleen Worthy - General Manager Community Services</b>
<b>Author:</b>	<b>Sophia Czarkowski - Coordinator Facilities</b>
<b>Previous Items:</b>	<b>8.1 - Gracemere Cemetery - Pre-purchase of Burial Rights - Parks, Recreation and Sport Committee - 29 May 2019 12.30pm</b>

---

**SUMMARY**

*This matter was laid on the table at the Parks, Recreation and Sport Committee meeting on 29 May 2019 with the following resolution:*

*“THAT this matter lay on the table until the next Parks Recreation and Sport Committee meeting.”*

*In August 2017 Council resolved to make provision for the pre-purchase of burial rights at Gracemere Cemetery. This report recommends changes to the existing Cemetery Policy to enable this.*

**COMMITTEE RECOMMENDATION**

THAT the matter be laid on the table pending a workshop.



**Recommendation of the Parks, Recreation and Sport Committee, 26 June 2019****9.6.3 REMOVAL OF SADDLE WATER TANK AND INSTALLATION OF PERMANENT WATER DISPENSER ON PILBEAM DRIVE**

**File No:** 1464  
**Attachments:** Nil  
**Authorising Officer:** Colleen Worthy - General Manager Community Services  
**Author:** Aaron Pont - Manager Parks  
**Previous Items:** 8.6 - Removal of Saddle Water Tank and Installation of Permanent Water Dispenser on Pilbeam Drive - Parks, Recreation and Sport Committee - 29 May 2019 12.30pm

---

**SUMMARY**

*This matter was laid on the table at the Parks, Recreation and Sport Committee meeting on 29 May 2019 with the following resolution:*

*“THAT the matter lay on the table until the next Parks, Recreation and Sport Committee meeting.”*

*The purpose of this report is to provide information supporting the removal of the Pilbeam Drive Saddle Water tank and installation of a permanent water dispenser to potable water.*

**COMMITTEE RECOMMENDATION**

THAT Council approve the removal of the existing water tank in conjunction with the installation of a drinking water fountain.

**Recommendation of the Parks, Recreation and Sport Committee, 26 June 2019****9.6.4 PARKS OPERATIONAL REPORT - MAY 2019**

**File No:** 1484  
**Attachments:** 1. Operational Report - May 2019  
**Authorising Officer:** Colleen Worthy - General Manager Community Services  
**Author:** Aaron Pont - Manager Parks

---

**SUMMARY**

*This report provides information on the activities and services of the Parks section for May 2019.*

**COMMITTEE RECOMMENDATION**

THAT the report on the activities and services of the Parks section for May 2019 be received.

**Recommendation of the Parks, Recreation and Sport Committee, 26 June 2019****9.6.5 PROJECT DELIVERY MONTHLY REPORT - MAY 2019**

**File No:** 7028  
**Attachments:** 1. Project Delivery Monthly Report - May 2019  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly reports on the projects currently managed by Project Delivery.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Monthly Report for May 2019 be received.

## **10 COUNCILLOR/DELEGATE REPORTS**

Nil

## 11 OFFICERS' REPORTS

### 11.1 COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER FOR LOCAL LAW NO. 8 (WASTE MANAGEMENT) 2018

File No:	12660
Attachments:	1. Delegations Register - Local Law No. 8 (Waste Management) 2018 <a href="#">↓</a> 2. Local Law No. 8 (Waste Management) 2018 <a href="#">↓</a>
Authorising Officer:	Tracy Sweeney - Manager Workforce and Governance
Author:	Allysa Brennan - Coordinator Legal and Governance

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#### SUMMARY

*Council approval is sought to delegate the exercise of the powers contained within the new Local Law No. 8 (Waste Management) 2018.*

#### OFFICER'S RECOMMENDATION

THAT:

1. Council resolves as per section 257 of the *Local Government Act 2009* to delegate to the Chief Executive Officer the exercise of powers contained within Schedule 1 of Attachment 1; Delegations Register – Local Law No. 8 (Waste Management) 2018.
2. These powers must be exercised subject to any limitations contained in Schedule 2 of the Delegations Register attached to the report.

#### COMMENTARY

The Local Laws Review Project is near completion with stage one adopted by Council 11 December 2018 and stage two adopted 18 June 2019. The only law yet to be formalised is the law pertaining to gates and grids.

A revision of the powers associated with the revised laws is being undertaken as a separate project to ensure alignment and mitigate risk. This report forms part of that project and focuses on powers contained within the new local law; *Local Law No. 8 (Waste Management) 2018* ("LL8"). As the project progresses, further reports will be presented to Council to delegate powers relevant to other local and subordinate local laws.

Attached to the report are two (2) attachments. **Attachment 1**, referenced in the Officer's Recommendation, displays all delegable powers contained within LL8 recommended to be delegated to CEO.

**Attachment 2** is LL8 for Councillor's information. This law was developed to replace the content of chapter 5A of the *Environmental Protection Regulation 2008* ("EPR") due to its pending repeal. LL8 uses almost identical terminology to the terminology used in chapter 5A and hence the powers identified within Attachment 1 are not unlike the powers within the EPR. As Council has now officially made LL8, LL8 now *replaces* chapter 5A of the EPR.

#### BACKGROUND

Without powers being delegated to the CEO and subsequently sub-delegated to relevant positions, Council operations would be impeded significantly as separate resolutions would be required to allow decisions to be made for a vast number of operational activities that are undertaken on a daily basis.

#### PREVIOUS DECISIONS

*Local Law No. 8 (Waste Management) 2018* was adopted by Council 11 December 2018. As this is a new law, powers have not been delegated by Council to CEO previously.

**LEGISLATIVE CONTEXT**

Section 257 of the *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) of the *Local Government Act 2009* a delegation to the CEO must be reviewed annually by Council.

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 position where appropriate.

Once Council has delegated powers as contained within this report, all prior resolutions delegating the same powers are repealed.

**LEGAL IMPLICATIONS**

Important legal principles which apply to the delegation proposal set out in this report are:

- Council at all times retains power to revoke the delegation. Accordingly, Council retains ultimate control.
- Council, as delegator, has responsibility to ensure that the relevant power is properly exercised. Council will therefore continue to supervise and oversee the exercise of its powers.
- A delegation of power by Council may be subject to any lawful conditions which Council wishes to impose. The imposition of conditions enables Council to impose checks and balances on its delegations. However, the delegated power cannot be unduly fettered.
- The delegate must exercise a delegated power fairly and impartially, without being influenced by or being subject to the discretion of other individuals.

**CORPORATE/OPERATIONAL PLAN**

The revision of the powers associated with the revised local law aligns with Council's Operational Plan 2018-2019 Action 5.2.1.1 - *Work with stakeholders to identify policies and delegations required to support Local Laws as adopted by Council*, and, Council's draft Operational Plan 2019-2020 Action 5.2.1.8 – *Work with stakeholders to develop an Implementation Plan identifying necessary delegable and authorised person powers and policies in accordance with newly adopted Local Laws*.

**CONCLUSION**

This report includes the Delegations Register for the relevant local law incorporating sections to be delegated from Council to the CEO.

Once Council has resolved to delegate to the CEO the exercise of powers contained in Schedule 1 of the Delegations Register attached to this report, subject to any limitations contained in Schedule 2 of the Register, the sub-delegates will be given specific delegations according to their respective areas of responsibility subject to the same general conditions and, where appropriate, specific limitations.

**COUNCIL DELEGATIONS TO CHIEF  
EXECUTIVE OFFICER FOR LOCAL  
LAW NO. 8 (WASTE MANAGEMENT)  
2018**

**Delegations Register - Local Law No. 8  
(Waste Management) 2018**

**Meeting Date: 2 July 2019**

**Attachment No: 1**

**Delegations Register – Local Law No. 8 (Waste Management) 2018**

Under section 257 of the Local Government Act 2009, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

**Schedule 1**

Section of Law	Title	Description
<b>Section 6(1)(b)(i)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to require the owner or occupier of premises to supply at the premises, enough waste containers, other than standard general waste containers, to contain the general waste produced at the premises.
<b>Section 6(2)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to consider reasonable, the number of standard general waste containers required at the premises.
<b>Section 8(1)(a)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to require a waste container supplied for the premises to be kept at a particular place at the premises.
<b>Section 8(2)(a)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to arrange to collect waste from the container at the place.
<b>Section 9(2)(a)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to require the prescribed person to ensure certain things are supplied at the premises.
<b>Section 9(2)(a)(i)(A)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to require the level of an elevated stand for the holding of all waste containers.
<b>Section 9(2)(a)(i)(B)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to require drainage of an imperviously paved area where all waste containers can be placed.
<b>Section 10(2)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to give a written notice to the occupier of the premises stating a number of matters listed in s10(2)(a) – (d).
<b>Section 11(2)(a)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to approve and give written approval to the owner or occupier of the premises for depositing or disposing of the waste.
<b>Section 11(2)(b)</b>	Part 2 - Waste Management Division 2 - General Waste	Power to impose conditions on the approval.
<b>Section 12(1)(a)</b>	Part 2 - Waste Management Division 3 - Storage and treatment of industrial waste	Power to require the occupier of the premises where there is industrial waste to do a number of things as set out in section 12(1)(a)(i) – (ii).
<b>Section 12(1)(a)(i)</b>	Part 2 - Waste Management Division 3 - Storage and treatment of industrial waste	Power to require the number of industrial waste containers to be supplied at the premises for storing the waste at the premises safely, efficiently and without causing a nuisance.
<b>Section 12(1)(a)(ii)</b>	Part 2 - Waste Management Division 3 - Storage and treatment of industrial waste	Power to require the occupier of the premises to keep the waste containers at a place at the premises.
<b>Section 12(2)</b>	Part 2 - Waste Management Division 3 - Storage and treatment of industrial waste	Power to supply industrial waste containers at the premises if the occupier does not.
<b>Section 13(a)</b>	Part 2 - Waste Management Division 3 - Storage and treatment of industrial waste	Power to require the occupier of the relevant premises where there is industrial waste to treat the waste to a standard.
<b>Section 13(a)</b>	Part 2 - Waste Management Division 3 - Storage and treatment of industrial waste	Power to approve the standard to treat waste for the occupier of the premises where there is industrial waste.
<b>Section 16(1)</b>	Part 2 - Waste Management Division 3 - Storage and treatment of industrial waste	Power to consent to the matters set out in section 16(1)(a) – (c).
<b>Section 17(2)(b)</b>	Part 2 - Waste Management Division 3 - Storage and treatment of industrial waste	Power to give reasonable instructions to a person to deal with waste at the waste facility.



**Schedule 2**

1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	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, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	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.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

**COUNCIL DELEGATIONS TO CHIEF  
EXECUTIVE OFFICER FOR LOCAL  
LAW NO. 8 (WASTE MANAGEMENT)  
2018**

**Local Law No. 8 (Waste Management)  
2018**

**Meeting Date: 2 July 2019**

**Attachment No: 2**

# Local Law No. 8 (Waste Management) 2018

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## **Part 1 Preliminary**

### **1 Short title**

This local law may be cited as *Local Law No. 8 (Waste Management) 2018*.

### **2 Objects**

The object of this local law is to protect the public health, safety and amenity related to waste management by—

- (a) regulating the storage, servicing and removal of waste; and
- (b) regulating the disposal of waste at waste facilities; and
- (c) ensuring that an act or omission does not result in—
  - (i) harm to human health or safety or personal injury; or
  - (ii) property damage or loss of amenity; or
  - (iii) environmental harm or environmental nuisance.

### **3 Relationship to other laws**

- (1) This local law is—
  - (a) in addition to and does not derogate from laws about the management of waste; and
  - (b) to be read with *Local Law No. 1 (Administration) 2011*.
- (2) For the purposes of *Environmental Protection Regulation 2008*, section 81ZC, this local law replaces *Environmental Protection Regulation 2008*, chapter 5A (Waste management by local governments).

### **4 Definitions**

The dictionary in the Schedule (Dictionary) of this local law defines the particular words used in this local law.

## **Part 2 Waste management**

### **Division 1 Designation of areas for general or green waste collection**

#### **5 Designation of areas**

The local government may—

- (a) by resolution, designate areas within its local government area in which the local government may conduct general waste or green waste collection; and

- (b) decide the frequency of general waste or green waste collection in the designated areas.

## **Division 2      General waste**

### **Subdivision 1   Storage of general waste**

#### **6      Owner or occupier of premises to supply waste containers**

- (1) The owner or occupier of premises must—
  - (a) subject to subsection (2), supply standard general waste containers at the premises as—
    - (i) are necessary to contain the general waste produced at the premises; or
    - (ii) are prescribed by subordinate local law; or
  - (b) supply at the premises, waste containers, other than standard general waste containers, as—
    - (i) if required by the local government — are necessary to contain the general waste produced at the premises; or
    - (ii) are prescribed by subordinate local law.

*Examples of ways the local government may require waste containers for paragraph 1(b)(i)—*

by a resolution of the local government or a development approval for the premises

Maximum penalty — 20 penalty units.

- (2) However, subsection (1)(a) does not apply if the local government supplies to the premises the number of standard general waste containers the local government reasonably considers is required at the premises.
- (3) If the local government supplies a standard general waste container to premises under subsection (2), the reasonable cost of supplying the container is a debt payable by the owner or occupier of the premises to the local government.
- (4) However, subsection (3) does not prevent the local government from supplying a standard general waste container to premises without cost to the owner or occupier of the premises.

#### **7      Requirements for storing general waste in waste containers**

- (1) The occupier of premises must—
  - (a) store general waste produced as a result of the ordinary use or occupation of the premises in—
    - (i) a standard general waste container; or
    - (ii) if another type of waste container is prescribed by subordinate local law — the other type of container; and

- (b) keep each waste container clean and in good repair; and
- (c) ensure that each waste container is securely covered, except when the waste is being placed in, or removed from, the container or the container is being cleaned.

Maximum penalty — 20 penalty units.

(2) A person must not—

- (a) place any of the following in a waste container—
  - (i) a liquid, semi-liquid or moist substance, unless the substance is securely wrapped or contained to prevent the substance leaking from the wrapper or container; or
  - (ii) material that is smouldering or aflame; or
  - (iii) matter or a thing that is alive; or
  - (iv) a thing stated in a subordinate local law; or
  - (v) if the waste container is set aside for the storage of recyclable waste—waste other than recyclable waste; or
- (b) remove or disturb the cover of a waste container, except when placing waste in or cleaning the container; or
- (c) use or damage a waste container so that it is not weatherproof or serviceable or cannot be securely covered; or
- (d) disturb or otherwise interfere with the contents of a waste container.

Maximum penalty — 20 penalty units.

(3) The occupier of the premises must not allow a person to place a thing in a waste container in contravention of subsection (2)(a).

Maximum penalty — 20 penalty units.

(4) It is a defence in a proceeding against a person for an offence under subsection (3) for the person to prove the contravention was due to causes over which the person had no control.

## 8 General requirements for keeping waste containers at serviced premises

(1) Subject to subsection (2), the occupier of serviced premises must ensure that a waste container supplied for the premises is kept—

- (a) if the local government requires the container to be kept at a particular place at the premises — at the place (the **waste container storage place**); or

*Examples of ways the local government may require waste containers to be kept at a particular place —*

by a resolution of the local government or a development approval for the premises

- (b) if a subordinate local law requires the container to be kept at a particular place at the premises — at the place (also a **waste container storage place**); or

- (c) if paragraphs (a) and (b) do not apply — at ground level close to the rear alignment of a building at the premises.

Maximum penalty — 20 penalty units.

- (2) Subsection (1) does not prevent the occupier of the serviced premises from placing a waste container in a place outside the premises for the collection of general waste from the container, if—
  - (a) the local government has arranged to collect waste from the container at the place; and
  - (b) the container is in the place for no longer than—
    - (i) the period, if any, allowed under a local law of the local government; or
    - (ii) 24 hours before or after the scheduled collection day for the collection of the waste in the container.

*Example of a place outside serviced premises—*

the kerb adjacent to the serviced premises

- (3) If the local government has arranged for the collection of general waste from a waste container at serviced premises, the occupier of the premises must ensure there is unobstructed access to the container for removal of the waste.

Maximum penalty for subsection (3) — 20 penalty units.

- (4) It is a defence in the proceeding against a person for an offence under subsection (3) for the person to prove the contravention was due to causes over which the person had no control.

## **9 Other requirements for storing general waste at particular serviced premises**

- (1) This section applies to any of the following persons (each a ***prescribed person***) for serviced premises, other than a single detached dwelling—
  - (a) the owner or occupier of the premises;
  - (b) if a prescribed ERA is carried out at the premises — the holder of the environmental authority for the prescribed ERA.
- (2) The prescribed person must ensure that the waste container storage place for the premises is supplied with—
  - (a) if required by the local government — each of the following—
    - (i) either—
      - (A) an elevated stand at a level required by the local government for holding all waste containers; or
      - (B) an imperviously paved area, drained as required by the local government, where all waste containers can be placed;

- (ii) a hose cock and hose in the vicinity of the stand or paved area;
- (iii) a suitable enclosure for the area where the waste containers are kept; and

*Examples of ways the local government may require a prescribed person to comply with subsection (2)(a) —*

by a resolution of the local government or a development approval for the premises

- (b) if a requirement is prescribed by subordinate local law — facilities and structures for the placement, storage and cleaning of waste containers as prescribed by subordinate local law.

Maximum penalty for subsection (2) — 20 penalty units.

## Subdivision 2 Removal of general waste

### 10 Local government may give notice about removal of general waste

- (1) This section applies where the local government has arranged for the removal of general waste produced at a premises.
- (2) The local government may give the occupier of the premises a written notice stating—
  - (a) the days (each a *scheduled collection day*) on which the waste is to be collected; and
  - (b) the location (*collection location*) where the waste container is to be placed for collection of the waste ; and
  - (c) the time by which the waste container is to be placed in the collection location for collection of the waste; and
  - (d) the time by which the waste container is to be removed from the collection location.

### 11 Depositing or disposal of general waste from premises other than serviced premises

- (1) This section applies if general waste is produced at a premises, other than serviced premises.
- (2) The local government may—
  - (a) give a written approval to the owner or occupier of the premises for depositing or disposing of the waste; and
  - (b) impose conditions on the approval, including, for example, conditions about—
    - (i) the place for depositing or disposing of the waste; or
    - (ii) the method of depositing or disposing of the waste.



- (3) A person must not deposit or dispose of the waste unless the person deposits or disposes of the waste—
  - (a) at a waste facility in accordance with part 3; or
  - (b) in accordance with—
    - (i) an approval under subsection (2) for disposal of the waste; and
    - (ii) if the approval has been given on conditions — the conditions of the approval.

Maximum penalty for subsection (3) — 20 penalty units.

## **Division 3          Storage and treatment of industrial waste**

### **12      Requirements for storing industrial waste**

- (1) The occupier of premises where there is industrial waste must—
  - (a) if required by the local government—
    - (i) supply at the premises the number of industrial waste containers required by the local government for storing the waste at the premises safely, efficiently and without causing a nuisance; and
    - (ii) keep the waste containers at the particular place at the premises required by the local government; and
    - (iii) keep each waste container clean and in good repair; and

*Examples of ways the local government may require compliance with subsection 1(a) —*

by a resolution of the local government or a development approval for the premises

- (b) if a requirement is prescribed by subordinate local law — comply with each requirement prescribed by subordinate local law, about each of the following—
  - (i) the supply at the premises of industrial waste containers for storing the waste at the premises;
  - (ii) keeping the waste containers at a particular place at the premises;
  - (iii) keeping each waste container clean and in good repair.

Maximum penalty — 20 penalty units.

- (2) The local government may supply industrial waste containers at the premises if the occupier does not supply at the premises the number of industrial waste containers which are—
  - (a) required by the local government under subsection (1)(a); or

- (b) prescribed by subordinate local law under subsection (1)(b).
- (3) If the local government supplies an industrial waste container to premises under subsection (2), the reasonable cost of supplying the container is a debt payable by the occupier of the premises to the local government.

### **13 Requirement to treat industrial waste for disposal**

The occupier of premises where there is industrial waste must—

- (a) if required by the local government, treat the waste to a standard approved by the local government—
  - (i) for disposal of the waste at a waste facility; or
  - (ii) for transport to, and disposal of the waste at, a waste facility; and

*Examples of ways the local government may require an occupier to treat industrial waste for disposal —*

by a resolution of the local government or a development approval for the premises

- (b) comply with requirements, as prescribed by subordinate local law, about the treatment of industrial waste—
  - (i) for disposal of the waste at a waste facility; and
  - (ii) for transport to, and disposal of the waste at, a waste facility.

Maximum penalty — 40 penalty units.

## **Part 3 Waste receipt and disposal**

### **14 Unlawful disposal of waste at waste facility**

- (1) A person must not deposit the following waste at a waste facility—
  - (a) liquid or semiliquid waste;
  - (b) hot ash;
  - (c) material that is smouldering or aflame;
  - (d) material that can spontaneously combust;
  - (e) material containing a substance that may be harmful to persons or property because, if it reacts with air or water, it may produce toxic gases or become corrosive or explosive;
  - (f) an explosive;
  - (g) ammunition, other than ammunition that no longer contains explosives, pyrotechnics or propellants apart from trace residues that are no longer capable of supporting combustion or an explosive reaction;

- (h) waste prescribed by subordinate local law.

Maximum penalty — 20 penalty units.

- (2) Subsection (1) does not apply to waste deposited with the consent of—

- (a) the person who—
  - (i) is the registered suitable operator for the facility; or
  - (ii) holds an environmental authority for the facility; or
- (b) the person in charge of the facility.

## **15 Restrictions on burning waste at waste facility**

A person must not set fire to, or burn, waste at a waste facility other than—

- (a) under an environmental authority; or
- (b) under a development condition of a development approval; or
- (c) under the *Fire and Emergency Services Act 1990*.

Maximum penalty — 20 penalty units.

## **16 Restrictions on use of waste facility**

- (1) A person must not, without the consent of a waste facility's owner or operator—

- (a) enter the facility other than to deposit waste; or
- (b) remain on the facility after depositing waste; or
- (c) interfere with waste at, or remove waste from, the facility.

Maximum penalty — 10 penalty units.

- (2) Subsection (1) does not apply to—

- (a) the facility's owner or operator; or
- (b) an authorised person; or
- (c) a person who acquires from a waste facility, with the consent of the local government—
  - (i) recyclable waste, for example, mulch or green waste; or
  - (ii) 1 or more items of waste which are made available for sale or disposal by the local government, for example, at a "tip shop".

## **17 Person to comply with directions and give information**

- (1) This section applies to a person who transports waste to a waste facility.

- (2) The person must—
- (a) comply with all relevant and reasonable directions contained in any sign displayed at the facility by a facility person; and
  - (b) comply with all reasonable instructions about dealing with the waste at the waste facility which are given by—
    - (i) the person in charge of the facility; or
    - (ii) a facility person; and
  - (c) if asked by a facility person — give information to the facility person about the type and amount of waste being delivered to the facility; and
  - (d) if asked by a facility person — give information to the facility person that provides satisfactory evidence of the identity and residential address of the person.

Maximum penalty — 10 penalty units.

- (3) In this section, for a waste facility, facility person means each of the following—
- (a) the operator of the waste facility;
  - (b) the owner of the waste facility;
  - (c) the local government.

## **Part 4 Subordinate local laws**

### **18 Subordinate local laws**

The local government may, by subordinate local law, specify—

- (a) a thing that is specified to be waste pursuant to the Schedule (Dictionary) of this local law; and
- (b) requirements about the necessity to supply standard general waste containers at premises under section 6(1)(a); and
- (c) requirements about the supply at premises of waste containers, other than standard general waste containers, to contain the general waste produced at the premises under section 6(1)(b); and
- (d) another type of waste container for the storage of general waste produced as a result of the ordinary use or occupation of premises under section 7(1); and
- (e) a thing that a person must not place in a waste container under section 7(2); and

- (f) requirements about the keeping of the waste container supplied for premises at a particular place at the premises under section 8(1)(b); and
- (g) requirements about the supply of facilities and structures for the placement, storage and cleaning of waste containers under section 9(2)(b); and
- (h) requirements about the supply at premises of industrial waste containers for storing industrial waste at the premises and other requirements about waste containers for the storage of industrial waste under section 12(1)(b); and
- (i) requirements about the treatment of industrial waste under section 13(b); and
- (j) waste that a person must not deposit at a waste facility under section 14(1).

## Part 5 Transitional provisions

### 19 Continuation of chapter 5A requirements

- (1) This section applies if a provision of *Environmental Protection Regulation 2008*, chapter 5A (Waste management by local governments), is replaced by a provision of this local law.
- (2) In this section, **prescribed provision** means a provision of *Environmental Protection Regulation 2008*, chapter 5A (Waste management by local governments) which is replaced by a provision of this local law.
- (3) If the local government has made a requirement under a prescribed provision prior to the commencement of this local law, the requirement applies for the provision of this local law which replaced the prescribed provision from the commencement of this local law.

*Example —*

The local government may require that a waste container supplied for serviced premises be kept at a particular place at the premises by development approval for the premises under *Environmental Protection Regulation 2008*, section 81ZH(1). *Environmental Protection Regulation 2008*, section 81ZH(1) is a prescribed provision which is replaced by section 8 (General requirements for keeping waste containers at serviced premises). A requirement under the prescribed provision made prior to the commencement of this local law would apply for section 8 of this local law from the commencement of this local law.

## Schedule Dictionary

### section 3

**authorised person** means a person appointed by the chief executive officer of the local government, pursuant to *Local Government Act 2009*, section 202, to exercise the powers of an authorised person under this local law.

**collection location** means a place at, or adjacent to, premises at which a standard general waste container associated with the premises can be easily accessed by a general waste collection vehicle without causing obstruction.

**commercial premises** means any of the following types of premises—

- (a) a hotel, motel, caravan park, cafe, food store or canteen;
- (b) an assembly building, institutional building, kindergarten, child minding centre, school or other building used for education;
- (c) premises where a sport or game is ordinarily played in public;
- (d) an exhibition ground, show ground or racecourse;
- (e) an office, shop or other premises where business or work, other than a manufacturing process, is carried out.

**commercial waste** means waste, other than green waste, recyclable waste, interceptor waste or waste discharged to a sewer, produced as a result of the ordinary use or occupation of commercial premises.

**development approval** has the meaning given in the *Planning Act 2016*.

**domestic clean-up waste** means non-putrescible, dry and inoffensive waste, other than green waste or recyclable waste, produced as a result of a clean-up of domestic premises.

**domestic premises** means any of the following types of premises—

- (a) a single unit private dwelling;
- (b) premises containing 2 or more separate flats, apartments or other dwelling units;
- (c) a boarding house, hostel, lodging house or guest house.

**domestic waste** means waste, other than domestic clean-up waste, green waste, recyclable waste, interceptor waste or waste discharged to a sewer, produced as a result of the ordinary use or occupation of domestic premises.

**environmental authority** has the meaning given in the *Environmental Protection Act 1994*.

**environmental harm** has the meaning given in the *Environmental Protection Act 1994*.

**environmental nuisance** has the meaning given in the *Environmental Protection Act 1994*.

**general waste** means—

- (a) waste other than regulated waste; and
- (b) for part 2, any of the following—
  - (i) commercial waste;
  - (ii) domestic waste;
  - (iii) recyclable waste.

**green waste** means grass cuttings, trees, bushes, shrubs, loppings of trees, bushes or shrubs, or similar matter produced as a result of the ordinary use or occupation of premises.

***industrial waste*** means—

- (a) interceptor waste; or
- (b) waste other than the following—
  - (i) commercial waste;
  - (ii) domestic clean-up waste;
  - (iii) domestic waste;
  - (iv) green waste;
  - (v) recyclable interceptor waste;
  - (vi) recyclable waste;
  - (vii) waste discharged to a sewer.

***industrial waste container*** means a container of a type approved by the local government for storing industrial waste at premises in the local government's area.

***interceptor*** means a device used to intercept a substance in sewage, waste water or trade waste and prevent its discharge into a sewer, septic tank, waste water disposal system or other treatment device.

*Examples of interceptors—*

- neutralising interceptors for neutralising acidic and alkaline substances
- grease interceptors for collecting and solidifying fat, grease and similar matter
- oil interceptors for collecting oil and petroleum products
- silt interceptors for collecting soil, sand, gravel and other sedimentary solids

***interceptor waste*** means matter, other than recyclable interceptor waste, intercepted by, and held in, an interceptor.

***manufacturing process*** means a handicraft or other process relating to adapting, altering, assembling, cleaning, finishing, making, ornamenting, preparing, renovating, repairing, washing, or wrecking goods for trade, sale or gain or otherwise in connection with a business.

***occupier*** of premises means the person who has the control or management of the premises.

***owner*** of premises means the person for the time being entitled to receive the rent for the premises or would be entitled to receive the rent for it if it were let to a tenant at a rent.

***premises*** includes domestic premises, government premises, industrial premises and commercial premises.

***prescribed ERA*** has the meaning given in the *Environmental Protection Act 1994*.

***prescribed person*** see section 9(1).

***recyclable interceptor waste*** means matter that is, or is intended to be, removed from a grease interceptor and taken elsewhere for processing into a non-toxic, non-hazardous and usable substance for sale.

***recyclable waste***, means clean and inoffensive waste that is declared by the local government to be recyclable waste for the area of the local government.

*Examples of waste that may be declared to be recyclable waste—*

glass bottles, plastic containers, paper, cardboard, steel and aluminium cans, and green waste

**regulated waste** has the meaning given in the *Environmental Protection Regulation 2008*.

**scheduled collection day** see section 10(2).

**serviced premises** means—

- (a) premises which are in an area designated by the local government as an area in which the local government may conduct general waste collection under—
  - (i) *Waste Reduction and Recycling Regulation 2011*, section 7; or
  - (ii) section 5; and
- (b) premises for which the local government has required the owner or occupier of the premises to arrange for removal of general waste from the premises.

**standard general waste container**—

- (a) means a container of a type approved by the local government for storing domestic waste, commercial waste or recyclable waste at premises in the local government's area; and
- (b) for the avoidance of doubt, includes 1 or more containers each of which is approved by the local government for storing, at premises in the local government's area—
  - (i) 1 or more or multiple types of commercial waste; or
  - (ii) 1 or more or multiple types of recyclable waste.

*Example for paragraph (b)—*

The local government may approve 1 container for storing recyclable waste which is green waste and 1 container for storing recyclable waste other than green waste.

**waste**, has the meaning given in the *Environmental Protection Act 1994*, and includes any thing that is specified to be waste under a subordinate local law.

**waste container storage place** see section 8(1).

**waste facility**—

- (a) for part 2, means a facility for the recycling, reprocessing, treatment, storage, incineration, conversion to energy or disposal of waste; and
- (b) for part 3, means a facility for the recycling, reprocessing, treatment, storage, incineration, conversion to energy or disposal of waste, but only if the local government is the lessee, occupier, operator or owner of the facility.



This and the preceding 16 pages bearing my initials is a certified copy of *Local Law No. 8 (Waste Management) 2018* made in accordance with the provisions of the *Local Government Act 2009* by Rockhampton Regional Council by resolution dated the                      day of                      2018.

.....

Chief Executive Officer

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**11.2 REGIONAL ARTS DEVELOPMENT FUND CATEGORY 1 OUT OF ROUND APPROVAL**

**File No:** 8944  
**Attachments:** Nil  
**Authorising Officer:** John Webb - Manager Communities and Culture  
Colleen Worthy - General Manager Community Services  
**Author:** Louise Hales - Programs and Development Officer

**SUMMARY**

*An application received out of round for the Regional Arts Development Fund has been assessed by the RADF Committee and is recommended for funding.*

**OFFICER'S RECOMMENDATION**

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

Applicant	Purpose of Grant	Grant Recommended
Jodie Van de Wetering	<i>The grant will be used towards the costs of attending the Arts Ablaze conference from 2-4 October, 2019.</i>	\$350
	Total	\$350

**COMMENTARY**

The applicant has requested assistance to cover conference fees to attend and present at Arts Ablaze from 2-4 October, 2019. The conference has a focus on developing sustainable professional arts and encouraging community engagement with the arts. The event will support the applicant's development as an artist and arts worker by producing an opportunity to learn from other regional arts initiatives across the state.

**BACKGROUND**

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

Category 1 applications can be received out of round to enable short turnaround funding. In this instance it will benefit with an early bird reduced price.

For the 2018-19 funding period a total of \$60,000 is available through the annual RADF grants program.

A surplus from 17-18 has now been added to the fund for 18-19.

Should this application be approved the remaining funds will be \$1411.82 to be spent by 15 September 2019.

**11.3 PROPOSED FEES AND CHARGES 2019-2020****File No:** 7816**Attachments:**

1. Community Halls 18/19 [↓](#)
2. Heritage Village 18/19 [↓](#)
3. Parks Bookings 18/19 [↓](#)
4. Major Venues (Showgrounds) 18/19 [↓](#)

**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer**Author:** Alicia Cutler - Chief Financial Officer

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**SUMMARY**

*A report providing the status of fees and charges and confirming that for those fees that were not adopted for the 19/20 year, the 18/19 fees will continue.*

**OFFICER'S RECOMMENDATION**

THAT Council continue to apply the 18/19 fees for the following areas:

- Community Halls
- Heritage Village
- Parks Bookings

And that the discounted fees for Showgrounds from the 18/19 year continue to apply.

**COMMENTARY**

On the 4 June the majority of fees and charges were adopted for the 19/20 year. At that stage the following areas were withheld pending further discussions and a workshop with Council.

- Community Halls
- Heritage Village
- Parks Bookings
- Showgrounds

The intention is that for these areas, the 18/19 fees will continue until such time as they are updated.

For the showgrounds, the 18/19 fees included a discount that was due to expire on the 1 July 2019. It is proposed to continue this discount through to 30 June 2020 in the short term.

Following the Council workshop, it is expected that fees and charges for these areas will be updated and submitted to Council for adoption.

# **PROPOSED FEES AND CHARGES 2019-2020**

## **Community Halls 18/19**

**Meeting Date: 2 July 2019**

**Attachment No: 1**

SECTION:		Community Halls						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
Gracemere Community Centre *PUBLIC EVENT POLICY EXEMPTION								
1	APPLIES							
2	Hall							
3	Maximum 8 hours							
4	Commercial organization, private individual	Commercial	GST Applies	\$370.00	per day	Local Government Act 2009	Commercial Fee s36(2)(c)	
5	Non-profit organization	Commercial	GST Applies	\$168.00	per day	Local Government Act 2009	Commercial Fee s36(2)(c)	
6								
7	Hourly rate - max 4 hours (1 free hour allowed for bump-in / bump out)							
8	Commercial organization	Commercial	GST Applies	\$50.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)	
9	Non-profit organization	Commercial	GST Applies	\$28.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)	
10								
11	Day and night							
12	Commercial organization, private individual	Commercial	GST Applies	\$470.00	per day/night	Local Government Act 2009	Commercial Fee s36(2)(c)	
13	Non-profit community organization	Commercial	GST Applies	\$190.00	per day/night	Local Government Act 2009	Commercial Fee s36(2)(c)	
14	Security deposit - refundable if facility left in clean and tidy state, no damages, building secured	Commercial	GST Exempt	\$255.00	per booking	Local Government Act 2009	Commercial Fee s36(2)(c)	
15								
16	Training Rooms (per room)							
17	Commercial organization	Commercial	GST Applies	\$42.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)	
18	Non-profit community organization	Commercial	GST Applies	\$22.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)	
19	Incorporated Seniors Group - meetings only	Commercial	GST Applies	\$11.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)	
20	*Seniors Groups entitled to 12 free bookings per year for regular meetings (Either Hall or Meeting Room)							
21	Cleaning fee (per hour) - if room not left clean and tidy	Commercial	GST Applies	\$68.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)	
22								
23	Mt Morgan School of Arts *PUBLIC EVENT POLICY EXEMPTION APPLIES							
24	Maximum 8 hours (hourly rate applies for additional hours)							

SECTION:		Community Halls					Governing Specific Legislation
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	
25	Commercial organization, private individual	Commercial	GST Applies	\$140.00	per day	Local Government Act 2009	Commercial Fee s36(2)(c)
26	Non-profit organization	Commercial	GST Applies	\$80.00	per day	Local Government Act 2009	Commercial Fee s36(2)(c)
27							
28	<i>Hourly rate - max 4 hours</i>						
29	Commercial organization, private individual	Commercial	GST Applies	\$25.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)
30	Non-profit organization	Commercial	GST Applies	\$12.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)
31	Incorporated Seniors Group (meetings only)	Commercial	GST Applies	\$8.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)
32							
33	<i>Day and night</i>						
34	Commercial organization, private individual	Commercial	GST Applies	\$175.00	per day/night	Local Government Act 2009	Commercial Fee s36(2)(c)
35	Non-profit community organization	Commercial	GST Applies	\$100.00	per day/night	Local Government Act 2009	Commercial Fee s36(2)(c)
36	Security deposit - refundable if facility left in clean and tidy state, no damages, building secured	Commercial	GST Exempt	\$255.00	per day/night	Local Government Act 2009	Commercial Fee s36(2)(c)
37							
38	<b>Callungal Youth Centre (Green Shed) *PUBLIC EVENT POLICY EXEMPTION APPLIES</b>						
39	<i>Hire of Centre (max 4 hours). Centre not available for hire to individuals for parties</i>						
40	Government Funded agencies and programs	Commercial	GST Applies	\$32.00	per booking	Local Government Act 2009	Part 6 S262 (3) (c)
41	Not-for-profit Community Groups supported by Membership Fees Please note: All fees subject to the facility being left in a clean and tidy state after use, with any costs of additional cleaning required after a hire being passed onto the hirer.	Commercial	GST Applies	\$22.50	per booking	Local Government Act 2009	Part 6 S262 (3) (c)
42							
43							
44	<b>Bauhinia House</b>						
45	<i>Maximum 8 hours, additional hours at hourly rate</i>						
46	Commercial, private individual - maximum 8 hours (including set up time)	Commercial	GST Applies	\$455.00	per day	Local Government Act 2009	Commercial Fee s36(2)(c)
47	Non-profit incorporated community organization	Commercial	GST Applies	\$242.00	per day	Local Government Act 2009	Commercial Fee s36(2)(c)



SECTION:		Community Halls					Governing Specific Legislation
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	
48	Airconditioning fee	Commercial	GST Applies	\$110.00		Local Government Act 2009	Commercial Fee s36(2)(c)
49	Hourly rate (maximum 4 hours) - all hires per hour	Commercial	GST Applies	\$45.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)
50	Airconditioning fee	Commercial	GST Applies	\$55.00		Local Government Act 2009	Commercial Fee s36(2)(c)
51	Security bond - all hirers, (refundable subject to post event inspection)	Commercial	GST Exempt	\$255.00	per booking	Local Government Act 2009	Commercial Fee s36(2)(c)
52	Incorporated Seniors Group - permanent hire agreement	Commercial	GST Applies	as per agreement	per quarter	Local Government Act 2009	Commercial Fee s36(2)(c)
53							
54	<b>Scholia Place</b>						
55	Commercial, private individual - maximum 8 hours (including set up time)	Commercial	GST Applies	\$455.00	per day	Local Government Act 2009	Commercial Fee s36(2)(c)
56	Non-profit incorporated community organization	Commercial	GST Applies	\$242.00	per day	Local Government Act 2009	Commercial Fee s36(2)(c)
57	Airconditioning fee (0-4 hours)	Commercial	GST Applies	\$55.00	For a maximum of 4 hours	Local Government Act 2009	Commercial Fee s36(2)(c)
58	Airconditioning fee (4hrs - full day)	Commercial	GST Applies	\$110.00	4 hours to 8 hours	Local Government Act 2009	Commercial Fee s36(2)(c)
59	Hourly rate (maximum 4 hours) - all hires per hour	Commercial	GST Applies	\$45.00	per hour	Local Government Act 2009	Commercial Fee s36(2)(c)
60	Security bond - all hirers, (refundable subject to post event inspection)	Commercial	GST Exempt	\$255.00	per booking	Local Government Act 2009	Commercial Fee s36(2)(c)
61	Incorporated Seniors Group - permanent hire agreement	Commercial	GST Applies	as per agreement	per quarter	Local Government Act 2009	Commercial Fee s36(2)(c)
62							

# **PROPOSED FEES AND CHARGES 2019-2020**

## **Heritage Village 18/19**

**Meeting Date: 2 July 2019**

**Attachment No: 2**



SECTION:		Heritage Village						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
1	Rockhampton Heritage Village (RHV)							
2	RHV - General Entry							
3	Adults	Commercial	GST Applies	\$15.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
4	Concession - Pensioners, Seniors Card, Students (High School/University)	Commercial	GST Applies	\$12.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
5	Children - 3-14 years. Must be accompanied by an adult	Commercial	GST Applies	\$9.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
6	Family - 2 Adults & 2 Children over the age of 3 yrs	Commercial	GST Applies	\$40.00	per family	Local Government Act 2009	Part 6 S262 (3) (c)	
7	Family Extra Children (over three years of age)	Commercial	GST Applies	\$6.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
8	LOCAL GENERAL ENTRY FEE (paid once retain ticket for 12 months if accompanied by tourist) Does not include entry to Special events, School Holiday activities, Tours)	Commercial	GST Applies	\$5.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
9	RHV - Tours (Groups of 10 or more paying participants)							
10	Adults - Groups of 10 or more	Commercial	GST Applies	\$17.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
11	Concessions - Groups of 10 or more	Commercial	GST Applies	\$15.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
12	High School - 1 FoC Adult per 10 Children	Commercial	GST Applies	\$13.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
13	Tertiary Students	Commercial	GST Applies	\$15.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
14	Primary School - 1 FoC Adult per 10 Children	Commercial	GST Applies	\$10.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
15								
16	Extra Adults for Above Tours	Commercial	GST Applies	\$10.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
17	School Holiday Activities - Children 18mths and up - includes rides. Must Be accompanied by an adult	Commercial	GST Applies	\$10.00	per child	Local Government Act 2009	Part 6 S262 (3) (c)	
18	School Holiday Activities - Adult - 1 per family FoC - Extras to pay	Commercial	GST Applies	\$10.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
19	Food - All venues -							

SECTION:		Heritage Village						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
20	*General Manager Community Services has capacity to negotiate for large groups.							
21	RHV - Vehicle Hire (within village only)							
22	Vintage Vehicles - Opening Hours - 9am - 4pm	Commercial	GST Applies	\$95.00	per vehicle per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
23	Horse Drawn Vehicles	Commercial	GST Applies	\$220.00	per vehicle per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
24	All Vehicles - After 4pm	Commercial	GST Applies	POA	per vehicle	Local Government Act 2009	Part 6 S262 (3) (c)	
25	RHV - Markets - 14 Yrs and Over	Commercial	GST Applies	\$2.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)	
26	<b>RHV - Venue Hire</b>							
27	St Peter's Church - 9am - 4pm - photos in Village included	Commercial	GST Applies	\$260.00	per venue	Local Government Act 2009	Part 6 S262 (3) (c)	
28	Rackemann's Cottage - 9am - 4pm - photos in Village included	Commercial	GST Applies	\$260.00	per venue	Local Government Act 2009	Part 6 S262 (3) (c)	
29	Rosewood Cottage - 9am - 4pm - photos in Village included	Commercial	GST Applies	\$260.00	per venue	Local Government Act 2009	Part 6 S262 (3) (c)	
30	Amphitheatre - 9am - 4pm - photos in Village included	Commercial	GST Applies	\$260.00	per venue	Local Government Act 2009	Part 6 S262 (3) (c)	
31	20% discount on fees above if wedding reception held in Shearing Shed							
32	Sunday & Public Holiday 9am - 4pm	Commercial	GST Applies	POA	per venue	Local Government Act 2009	Part 6 S262 (3) (c)	
33	Village Venue Hire - 9am - 4pm	Commercial	GST Applies	POA	per venue	Local Government Act 2009	Part 6 S262 (3) (c)	
34	Laser Skirmish - night hire only	Commercial	GST Applies	\$135.00	per session	Local Government Act 2009	Part 6 S262 (3) (c)	
35	Wedding Photos - 9am - 4pm	Commercial	GST Applies	\$260.00	per session	Local Government Act 2009	Part 6 S262 (3) (c)	
36	Wedding Photos - After hours	Commercial	GST Applies	POA	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
37	Duty Manager	Commercial	GST Applies	\$70.00	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
38	<b>RHV - Australian Shearing Shed</b>							
39	Dry Hire	Commercial	GST Applies	\$1,020.00	per function	Local Government Act 2009	Part 6 S262 (3) (c)	

SECTION:		Heritage Village							
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation		
40	Dry Hire - min. 3 hours (Local NFP only)	Commercial	GST Applies	\$70.00	per hour	Local Government Act 2009	Part 6 S262 (3) (c)		
41	20% discount local NFP								
42	Cleaning Fee	Commercial	GST Applies	POA	per hour	Local Government Act 2009	Part 6 S262 (3) (c)		
43	Set up Fee Hourly rate - 3hrs only	Commercial	GST Applies	POA	per hour	Local Government Act 2009	Part 6 S262 (3) (c)		
44	Chairs - Outdoor hire	Commercial	GST Applies	\$2.00	per chair	Local Government Act 2009	Part 6 S262 (3) (c)		
45	Red Carpet	Commercial	GST Applies	\$80.00	per roll	Local Government Act 2009	Part 6 S262 (3) (c)		
46	Ride - Special Events								
47	All Venues - 18mths and up	Commercial	GST Applies	\$3.00	per person	Local Government Act 2009	Part 6 S262 (3) (c)		
48									
49	Graduation and Family Photo Groups	Commercial	GST Applies	\$75.00	per group	Local Government Act 2009	Part 6 S262 (3) (c)		



# **PROPOSED FEES AND CHARGES 2019-2020**

## **Parks Bookings 18/19**

**Meeting Date: 2 July 2019**

**Attachment No: 3**

SECTION:		Parks, Sport & Recreation						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
<b>Botanic Gardens and Kershaw Gardens</b>								
1	Rental fee for use of electrical service at Botanic Gardens	Commercial	GST Applies	\$23.77	per function	Local Government Act 2009	Part 6 S262 (3)(c)	
2	Weddings	Cost-Recovery	GST Applies	\$232.05	per wedding	Local Government Act 2009	Part 6 S262 (3)(c)	
3								
4								
<b>Environmental Education</b>								
5	School Tours - Guided School Tours - up to 30 students	Commercial	GST Applies	\$3.72	per student	Local Government Act 2009	Part 6 S262 (3)(c)	
6	General Tours - Minimum Charge - minimum number of people 5 - maximum number of people 30	Commercial	GST Applies	\$9.69	per person	Local Government Act 2009	Part 6 S262 (3)(c)	
7								
8								
<b>Friends of the Gardens</b>								
9	Individual Initial Membership Fee	Commercial	GST Applies	\$10.20	per person per annum / per person	Local Government Act 2009	Part 6 S262 (3)(c)	
10	Annual Membership Fee	Commercial	GST Applies	\$2.04		Local Government Act 2009	Part 6 S262 (3)(c)	
11								
12								
<b>Rockhampton Plant Nursery</b>								
13	Nursery Plant Hire - Per Plant	Commercial	GST Applies	\$11.83	per plant	Local Government Act 2009	Part 6 S262 (3)(c)	
14	Nursery Plant Hire - Delivery / Pick Up	Commercial	GST Applies	\$117.30	per service	Local Government Act 2009	Part 6 S262 (3)(c)	
15	Security Bond (external hire)	Commercial	GST Applies	\$227.50	per service	Local Government Act 2009	Part 6 S262 (3)(c)	
16	Nursery Plant Hire by NFP or Community Service group - delivery and pick-up by group	Commercial	GST Applies	No charge	per plant	Local Government Act 2009	Part 6 S262 (3)(c)	
17								
18								
<b>Parks Minor Private Works</b>								
19	Where work will be carried out by Council for a private person - Charge as per Council's estimate of cost which is to include standard on-costs applicable to Private Works.	Commercial	GST Applies	Quote	per service	Local Government Act 2009	Part 6 S262 (3)(c)	
20								
21								
<b>Parks, Properties and Structures</b>								
22								
<b>Usage Charges for Sport and Recreation Clubs and Associations</b>								
23								
<b>Consumables (power for field lighting) will be billed to the user, as outlined in permit for use</b>								
24	Building Site leased by organisation (unless there is an existing lease agreement)	Commercial	GST Applies	\$600.00	per annum	Local Government Act 2009	Part 6 S262 (3)(c)	
25	Outdoor sporting areas (field, court, rink, track and trail and combinations) – examples cricket, football, hockey, tennis, netball, bowls, cycling and equestrian activities.	Commercial	GST Applies	No charge	per field/per annum	Local Government Act 2009	Part 6 S262 (3)(c)	
26	Council owned multipurpose building (use)	Commercial	GST Applies	\$2,019.60	per annum	Local Government Act 2009	Part 6 S262 (3)(c)	
27								
<b>Park Hire Charges</b>								
28								



SECTION:		Parks, Sport & Recreation						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
29	Parks - Weddings	Commercial	GST Applies	\$115.26	per wedding	Local Government Act 2009	Part 6 S262 (3)(c)	
30	Park Hire - Commercial Use (any park)	Commercial	GST Applies	\$571.20	per day	Local Government Act 2009	Part 6 S262 (3)(c)	
31	Park Hire - Non-Commercial Use (any park, includes access to and consumption of electricity, mowing or maintenance service as required - bin provision and collection extra)	Commercial	GST Applies	\$229.50	per day	Local Government Act 2009	Part 6 S262 (3)(c)	
32	Extra Mowing Service required	Commercial	GST Applies	\$171.40	per request	Local Government Act 2009	Part 6 S262 (3)(c)	
33								
34	<b>Parks for Circuses &amp; Other Shows (Local Organisations by negotiation)</b>							
35	Security Deposit (This is refundable subject to the area being left in a clean & tidy condition and against damage or loss being caused to council property, including toilets, and against the cost of additional security to protect council property)	Commercial	GST Exempt	\$2,200.00	per event	Local Government Act 2009	Part 6 S262 (3)(c)	
36	Electricity Deposit (Deposit is refundable less electricity used)	Commercial	GST Applies	\$800.00	per event	Local Government Act 2009	Part 6 S262 (3)(c)	
37	Cleaning Deposit (which is refundable upon the park being left in a clean & tidy condition. Any charges incurred by Council for cleaning of the area following the event will be deducted from the deposit amount)	Commercial	GST Applies	\$1,785.00	per event	Local Government Act 2009	Part 6 S262 (3)(c)	
38	<b>Rowing Course - Fitzroy River</b>	Commercial	GST Applies	10% of installation costs	per service	Local Government Act 2009	Part 6 S262 (3)(c)	

# **PROPOSED FEES AND CHARGES 2019-2020**

## **Major Venues (Showgrounds) 18/19**

**Meeting Date: 2 July 2019**

**Attachment No: 4**

SECTION:		Major Venues					Legislative Authority	Governing Specific Legislation
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)			
70	Showgrounds Hire of Facilities							
71	Venue Costs							
72	For all events held between 1 July 2017 and 30 June 2020, the Rockhampton Showgrounds venue hire charges below will be reduced by 50% for all casual hirers excluding those long-term agreements where the venue hire charges have been previously reduced. This discount DOES NOT apply to any additional charges such as for waste services, cleaning, equipment hire and the recovery of electricity and water consumed by the hirer in the course of the hire.							
73	Base Rental charge of one day or one session as applicable as required in advance of hiring as a security deposit. In the event of cancellation, the security deposit may be refunded at the discretion of the manager. Additional Security deposit may be applied to manage risk related to the event at the discretion of the manager							
74	Cleaning as a result of normal use is included in hire charge. An additional charge will be levied for extraordinary cleaning.							
75	LNFP organisation - hire rate less 20% - applies only to base rental							
76	Costs of materials required for events is the responsibility of the hirer							
77	All electricity and water is an additional charge to hirer using the facilities							
78	Set-up / Bump-In / Bump-Out / Dark Day charged at 50% of day rate							
79	Weekly hire - 7 days at cost of 6 days							
80								
81	Whole Showgrounds Hire - includes all toilets except Exhibition Pavillion & Robert Schwarden	Commercial	GST Applies	\$9,870.00	per day		Local Government Act 2009	Part 6 S262 (3) (c)
82	or 50% of above plus Gate Levy applied at hirers discretion							
83	Gate Levy (Adult/Per/Student)	Commercial	GST Applies	\$1.40	each		Local Government Act 2009	Part 6 S262 (3) (c)
84	Gate Levy (Family)	Commercial	GST Applies	\$3.25	each		Local Government Act 2009	Part 6 S262 (3) (c)
85	Commercial concert event % of Net BO applied at RRC discretion			5%			Local Government Act 2009	Part 6 S262 (3) (c)



SECTION:		Major Venues						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
	Please note, that where two or more events are on the grounds, and the first group to confirm their hire requires the events to be separated by a fence, then both hirers will be jointly responsible for the cost of the fence. If it is the second hirer that requires the events be separated by a fence then they shall be solely responsible for the cost of the fence.							
86	Main Arena Hire - includes Robert Archer Grandstand, Grandstand toilets and James Lawrence Toilets	Commercial	GST Applies	\$1,700.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
87	Robert Archer Grandstand - includes Grandstand toilets and James Lawrence Toilets	Commercial	GST Applies	\$510.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
88	Peoples Bar Hire includes James Lawrence Grandstand toilets	Commercial	GST Applies	\$546.50	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
89								
90	Cremorne Area areas A & B includes Hideaway Toilets and one of Robert Shwarten or James Lawrence Toilets	Commercial	GST Applies	\$1,695.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
91	Rotunda (weddings etc) Hire includes Hideaway Toilets	Commercial	GST Applies	\$273.50	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
92								
93								
94	Fairground Area - All includes Fairground toilets	Commercial	GST Applies	\$714.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
95	Fairground A	Commercial	GST Applies	\$459.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
96	Fairground B	Commercial	GST Applies	\$285.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
97	Fairground C - not available for independent hire can be added to other spaces at the discretion of the manager.	Commercial	GST Applies	\$102.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
98	Walter Pierce Pavilion Hire - includes Walter Pierce External and James Lawrence Toilets (* Please Note Excludes Kitchen)	Commercial	GST Applies	\$1,316.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
99	Walter Pierce External - not available for independent hire can be added to other spaces at the discretion of the manager.	Commercial	GST Applies	\$51.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
100	Committee Rooms - Toilets are included (*Please Note no Disability Access)	Commercial	GST Applies	\$220.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
101	Committee Rooms- meeting 2 hour minimum hire	Commercial	GST Applies	\$55.00	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
102	James Lawrence Pavilion *PUBLIC EVENT POLICY EXEMPTION APPLIES							
103	James Lawrence Pavilion Hire includes JL External Space and toilets which may be shared with other James Lawrence Hirers	Commercial	GST Applies	\$1,152.50	per day	Local Government Act 2009	Part 6 S262 (3) (c)	

SECTION:		Major Venues						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
104	James Lawrence Room A - Function includes kitchen if available	Commercial	GST Applies	\$658.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
105	James Lawrence Room B - Function includes kitchen if available	Commercial	GST Applies	\$495.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
106	James Lawrence Room A or B - Meeting (min. 2hrs) - kitchen at additional rate	Commercial	GST Applies	\$55.00	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
107	James Lawrence Room A or B - Meeting (max. 6hrs) - kitchen at additional rate	Commercial	GST Applies	\$220.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
108	James Lawrence Kitchen	Commercial	GST Applies	\$112.50	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
109	James Lawrence A External not available for independent hire can be added to other spaces at the discretion of the manager.	Commercial	GST Applies	\$31.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
110								
111	Kele Pavilion Hire includes Hide-a-way toilets	Commercial	GST Applies	\$546.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
112								
113	McCamley Hall Hire (including kitchen and Hide-a-way toilets)	Commercial	GST Applies	\$382.50	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
114	McCamley Kitchen	Commercial	GST Applies	\$112.50	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
115								
116	Robert Schwarten Pavilions							
117	Robert Schwarten Pavilion Outdoor includes Hide-a-way toilets	Commercial	GST Applies	\$546.50	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
118	Robert Schwarten Pavilion Indoor includes external grassed space and adjacent hardstand	Commercial	GST Applies	\$1,377.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
119	Robert Schwarten Pavilion hire of kitchen	Commercial	GST Applies	\$546.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
120	Robert Schwarten Hard Stand - not available for independent hire can be added to other spaces at the discretion of the manager.	Commercial	GST Applies	\$51.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
121	Cattle Sheds Hire (including Panels and adjact space)	Commercial	GST Applies	\$658.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
122	Cattle Judging Ring - not available for independent hire can be added to other spaces at the discretion of the manager.	Commercial	GST Applies	\$102.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
123	Exhibition External Space - not available for independent hire can be added to other spaces at the discretion of the manager.	Commercial	GST Applies	\$51.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	

SECTION:		Major Venues				Legislative Authority	Governing Specific Legislation
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)		
124	Robert Schwarden Pavilion Breakout Room - Meeting (min. 2hrs)	Commercial	GST Applies	\$55.00	per hour	Local Government Act 2009	Part 6 S262 (3) (c)
125	Robert Schwarden Pavilion Breakout Room - Meeting (max. 6hrs)	Commercial	GST Applies	\$220.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)
126	Ticket Office (If require for non all of grounds event)	Commercial	GST Applies	\$110.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)
127	<b>Additional Services and Equipment</b>						
128	Camping (Showgrounds and Victoria Park) - only available when directly related to event on grounds	Commercial	GST Applies	\$26.00	per night per camp for 2 people	Local Government Act 2009	Part 6 S262 (3) (c)
129	portable fence hire - dry hire	Commercial	GST Applies	\$7.50	per panel	Local Government Act 2009	Part 6 S262 (3) (c)
130	General Waste Removal	Commercial	GST Applies	\$12.75	per 240l bin per lift	Local Government Act 2009	Part 6 S262 (3) (c)
131	Recycle waste removal	Commercial	GST Applies	\$12.75	per 240l bin per lift	Local Government Act 2009	Part 6 S262 (3) (c)
132	Chair Hire for tradeshow, expos etc.	Commercial	GST Applies	\$3.05	per chair	Local Government Act 2009	Part 6 S262 (3) (c)
133	6ft rectangle Tables for tradeshow, expo's etc.	Commercial	GST Applies	\$9.70	per table	Local Government Act 2009	Part 6 S262 (3) (c)
134	round tables	Commercial	GST Applies	\$16.30	per table	Local Government Act 2009	Part 6 S262 (3) (c)
135	Stage	Commercial	GST Applies	POA	each	Local Government Act 2009	Part 6 S262 (3) (c)
136	Additional Catering Equipment / Cutlery and Crockery	Commercial	GST Applies	POA		Local Government Act 2009	Part 6 S262 (3) (c)
137	Portable Grand Stands included in hire to first user any position and relocation costs borne by hirer	Commercial	GST Applies	POA		Local Government Act 2009	Part 6 S262 (3) (c)
138	Additional Cleaning and Grounds Maintenance Charges	Commercial	GST Applies	\$48.00	per hour	Local Government Act 2009	Part 6 S262 (3) (c)
139	Production Staff-per hour	Commercial	GST Applies	\$66.50	per hour	Local Government Act 2009	Part 6 S262 (3) (c)
140							
141	<b>Mount Morgan Showgrounds *PUBLIC EVENT POLICY EXEMPTION APPLIES</b>						
142	<b>Venue Costs</b>						

SECTION:		Major Venues						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
143	Base Rental charge of one day or one session as applicable as required in advance of hiring as a security deposit. In the event of cancellation, the security deposit may be refunded at the discretion of the manager. Additional Security deposit may be applied to manage risk related to the event at the discretion of the manager							
144	Cleaning as a result of normal use is included in hire charge. An additional charge will be levied for extraordinary cleaning.							
145	Hire of Grounds and Buildings (not covered by long term lease)	Commercial	GST Applies	\$785.40	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
146	Main Arena Hire	Commercial	GST Applies	\$204.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
147	Show Society and annual show on separate lease Light Horse on separate lease							
148	Building Hire	Commercial	GST Applies	\$87.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
149								
150	Rockhampton Music Bowl *PUBLIC EVENT POLICY EXEMPTION APPLIES							
151	Venue Costs							
152	Base Rental charge of one day or one session as applicable as required in advance of hiring as a security deposit. In the event of cancellation, the security deposit may be refunded at the discretion of the manager. Additional Security deposit may be applied to manage risk related to the event at the discretion of the manager							
153	Cleaning as a result of normal use is included in hire charge. An additional charge will be levied for extraordinary cleaning.							
154	Performance Rental - Commercial	Commercial	GST Applies	\$1,020.00	per event day	Local Government Act 2009	Part 6 S262 (3) (c)	
155								
156	Performance Rental - Local Not-for-Profit	Commercial	GST Applies	\$255.00	per event day	Local Government Act 2009	Part 6 S262 (3) (c)	
157	Rehearsal and Set-ups	Commercial	GST Applies	\$40.75	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
158								

SECTION:		Major Venues						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
FOH/Gate Staff/Ancillary Staff								
159	Duty Manager	Commercial	GST Applies	\$66.50	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
161	Gate staff/performance - Commercial	Commercial	GST Applies	\$357.00	per session	Local Government Act 2009	Part 6 S262 (3) (c)	
162	Gate staff/performance - Local Not-for-profit	Commercial	GST Applies	\$178.50	per session	Local Government Act 2009	Part 6 S262 (3) (c)	
163	Additional Cleaning and Grounds Maintenance Charges	Commercial	GST Applies	\$48.00	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
164								
Productions Charges								
166	Standing Charge (Electricity) per performance - Commercial	Commercial	GST Applies	\$357.00	per session	Local Government Act 2009	Part 6 S262 (3) (c)	
167	Standing Charge (Electricity) per performance - Local Not-for-Profit	Commercial	GST Applies	\$178.50	per session	Local Government Act 2009	Part 6 S262 (3) (c)	
168	Production Staff (if required)	Commercial	GST Applies	\$66.50	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
169								
Walter Reid Cultural Centre								
171	Base Rental charge of one day or one session as applicable is required in advance of hiring as a security deposit. In the event of cancellation, the security deposit may be refunded at the discretion of the manager. Additional Security deposit may be applied to manage risk related to the event at the discretion of the manager							
172	Cleaning as a result of normal use is included in hire charge. An additional charge will be levied for extraordinary cleaning.							
173	20% discount for LNFP and bump in/out/dark 50% of applicable rate							
174	PA System	Commercial	GST Applies	POA	per hire daily	Local Government Act 2009	Part 6 S262 (3) (c)	
175	Equipment & furniture set-up fee (if required by hirer)	Commercial	GST Applies	\$66.50	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
176	Weekly hire - 7 days at cost of 6 days							
177								
Auditorium								
178	Standard	Commercial	GST Applies	\$388.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
180	Per Hour (Minimum 2 hours)	Commercial	GST Applies	\$99.50	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
181	Technical Staff (if required)	Commercial	GST Applies	\$66.50	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
182								
Auditorium + Kiosk								
183	Standard	Commercial	GST Applies	\$505.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
184								

SECTION:		Major Venues						
Fee number	Item name	Fee Type	GST Authority	2019/2020 Current Fee (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Governing Specific Legislation	
185								
186	<b>Gallery</b>							
187	Normal (commercial hires, no commission on sales)	Commercial	GST Applies	\$714.00	per week	Local Government Act 2009	Part 6 S262 (3) (c)	
188	Fri to Sun (% of applicable weekly rate)			25%	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
189	Mon to Thu (% of applicable weekly rate)			15%	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
190	Tennant Organisation Concession (+ 10% commission on sales)	Commercial	GST Applies	\$285.50	per week	Local Government Act 2009	Part 6 S262 (3) (c)	
191	Tennant Organisation Reid Shop (25% commission only)	Commercial	GST Applies	25%	per sale	Local Government Act 2009	Part 6 S262 (3) (c)	
192								
193	<b>Kiosk</b>							
194	Standard	Commercial	GST Applies	\$235.00	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
195	Per Hour (min 2 hours)	Commercial	GST Applies	\$66.50	per day	Local Government Act 2009	Part 6 S262 (3) (c)	
196								
197	<b>Walter Reid Cultural Centre Rent</b>							
198	Unit 1 (2-2) or Unit 2 (2-2)	Commercial	GST Applies	\$145.00	1st Night	Local Government Act 2009	Part 6 S262 (3) (c)	
199	Standard	Commercial	GST Applies	\$117.50	Added Nights	Local Government Act 2009	Part 6 S262 (3) (c)	
200	NFP/Internal				Added Nights			
201	<b>Rita Kershaw Meeting Room</b>							
202	Per Hour (min 2 hours)	Commercial	GST Applies	\$33.00	per hour	Local Government Act 2009	Part 6 S262 (3) (c)	
203	Standard	Commercial	GST Applies	\$119.50	per day	Local Government Act 2009	Part 6 S262 (3) (c)	

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**11.4 PRIORITY PROJECTS FOR THE 2019-20 YEAR**

**File No:** 8785,12534  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Ross Cheesman - Deputy Chief Executive Officer

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**SUMMARY**

*An amount of \$450,000 has been allocated in the 2019-20 Operational Budget for the purpose of progressing the planning of strategic projects or priorities for Council. This report is seeking to set those priority projects for the 2019-20 year.*

**OFFICER'S RECOMMENDATION**

THAT the following priority projects and subsequent budget allocation be made from the 2019-20 planning monies budget:

- Fireclay Caverns - \$ 80,000
- Sports & Events Precincts - \$ 200,000
- Airport Apron Extension - \$ 100,000
- Airport Flood Mitigation - \$ 70,000

**COMMENTARY**

An amount of \$450,000 has been allocated in the 2019-20 Operational Budget for the purpose of progressing the planning of strategic projects or priorities for Council. This is primarily to get projects to stage that will allow a credible funding application to be made or to assist with the activation.

It should be noted that \$50,000 has been allocated in the 2019-20 budget under a different cost centre for planning works for the Commonage hence it does not form part of this report.

The following four projects have been recommended.

**Fireclay Caverns**

This funding has been recommended to undertake design development. In line with the report to Council of the 4 June, this will allow the design of the access and risk mitigation to ensure the path is secure and safe. While it does not provide the funds to construct this it allows for the design to activate this facility.

**Sports and Events Precincts**

This particular project is far reaching and while not presently fully scoped the intention is to consider the strategic planning for sport and associated events generally. This includes Showgrounds, Victoria Park, Rosel Park as well as others. \$200,000 has been recommended to progress this body of work. It is intended that a proportion of work on this will be done in-house if we are able to secure the appropriate resource however external expertise will also be required.

**Airport Apron Extension**

The intention of this allocation is to deliver a concept design and builds on preliminary concepts and associate flood assessments. The project is intended to accommodate additional aircraft parking and lay the foundations for future freight and hangar facilities.

Airport Flood Mitigation

Forward budget estimates have flagged \$750,000 in 2020-21 for concept development and feasibility assessment for airport flood mitigation. The intention of this proposed allocation of \$70,000 in 2019-20 is to allow earlier commencement of the assessment. Should a feasible option be identified the detailed design is estimated to be in the order of \$2m.

**CONCLUSION**

It is recommended that Council endorse the above projects to progress their strategic planning.



**11.5 ADVANCE ROCKHAMPTON OPERATIONAL REPORT MAY 2019****File No:** 12614**Attachments:** 1. Advance Rockhampton Monthly Operations Report for May 2019 [↓](#)**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Tony Cullen - General Manager Advance Rockhampton

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**SUMMARY**

*The monthly operations report for the Advance Rockhampton Unit over the month of May 2019 is presented for Councillors' information.*

**OFFICER'S RECOMMENDATION**

THAT the Advance Rockhampton Operational Report for May 2019 be received.

**COMMENTARY**

The attached report provides details of the core areas of activity during May 2019 that has been allocated as a result of priorities driven throughout the Council and also the regional economy.

Completing the first half of the financial year, budget, corporate and operational plan, the activities and deliverables of the unit continue to be more targeted through KPI's that align with the following:

- Corporate and Operational Plan
- Budget
- Economic Development Action Plan

These areas of alignment now provide clear direction from the resolution of Council to the deliverables that officers will work towards and be measured against.

**BACKGROUND**

Council's Advance Rockhampton Unit provides monthly reporting to Council. The following report and attachment provides details of actions undertaken and deliverables during May.

**CONCLUSION**

It is recommended that Council receive the attached report.

# **ADVANCE ROCKHAMPTON OPERATIONAL REPORT MAY 2019**

## **Advance Rockhampton Monthly Operations Report for May 2019**

**Meeting Date: 2 July 2019**

**Attachment No: 1**

# MONTHLY OPERATIONS REPORT

ADVANCE ROCKHAMPTON, Regional Development  
and Promotions and Commercial

PERIOD ENDED May 2019



## 1. Commercial Summary

### ***CBD Branding***

Officers are continually working with CBD Building owners and working towards improving the CBD Buildings to make it more attractive to new businesses.

### ***Façade Improvement Scheme***

Final submissions for scheme are currently being assessed with ongoing liaison with CBD applicants and successful recipients. The number of businesses looking at this scheme has picked up and hopefully this will continue into the future.

### ***CBD Activation***

Ongoing Riverside Alive activation. Moonlight Movies ran across Friday and Saturday nights in Mount Morgan, Gracemere, Kershaw Gardens and Riverside Precinct; screening Peter Rabbit, Ladies in Black and Jumanji 2. Attendance was mixed due to inclement weather and Election. The most well-attended session was Peter Rabbit at Kershaw Gardens which attracted 137 people. Planning and booking entertainment for June Riverside Alive activation.

Road closure and site access consultation for River Festival and 7 Rocky River Run. Ongoing event planning for River Festival.

### ***CBD Marketing and Promotion***

Commenced planning and delivery of free breakfasts and 15 minute masterclass with Liam Fahey for small businesses. Follow up meetings with businesses to offer free one-on-one mentoring individual business needs, including digital marketing, social media and online shop set up.

### ***Mount Morgan***

Officers are continuing to lock in artist workshops for the Artist in Residence program as well as an accompanying marketing promotions campaign to raise awareness and attract workshop participants. Ongoing meetings with MMPAD.

## 2. Customer Service Requests

Response times for completing customer requests in this reporting period for May 2019



### All Monthly Requests (Priority 3) Marketing 'Traffic Light' report May 2019

	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										
Community Engagement	0	0	0	0	0	0	3	●	0.00	●	0.00	●	0.00	0.00
Marketing Enquiries	0	0	0	0	0	0	1	●	0.00	●	2.67	●	2.11	2.25

### 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 May 2019

In terms of scope, schedule and budget, the project is;




on track



generally on track,  
with minor issues



off track

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
Wayfinding Strategy	In progress	Ongoing			
<b>Comments</b>	<ul style="list-style-type: none"> <li>Wayfinding Strategy is being reviewed.</li> </ul>				

## 4. Budget

Financial performance as expected for the reporting period.

### End of Month Job Costing Ledger - (Operating Only) - ADVANCE ROCKHAMPTON



#### As At End Of May

Report Run: 07-Jun-2019 15:38:02 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %
<b>GM ADVANCE ROCKHAMPTON</b>						
<u>GM Advance Rockhampton</u>						
Revenues	0	0	0	(16,681)	(16,681)	-
Expenses	996,349	996,349	3,281	524,997	528,278	53%
Transfer / Overhead Allocation	0	0	0	11,925	11,925	-
<b>Total GM ADVANCE</b>	<b>996,349</b>	<b>996,349</b>	<b>3,281</b>	<b>520,241</b>	<b>523,522</b>	<b>53%</b>
<b>ADVANCE COMMERCIAL</b>						
<u>Manager Commercial</u>						
Expenses	706,271	706,271	31,450	471,379	502,828	71%
Transfer / Overhead Allocation	0	0	0	1,523	1,523	-
<b>Total COMMERCIAL</b>	<b>706,271</b>	<b>706,271</b>	<b>31,450</b>	<b>472,902</b>	<b>504,351</b>	<b>71%</b>
<b>REGIONAL DEVELOPMENT &amp; EVENTS</b>						
<u>Events</u>						
Revenues	(160,333)	(611,281)	0	(651,325)	(651,325)	107%
Expenses	1,017,951	1,754,094	485,314	1,519,279	2,004,593	114%
Transfer / Overhead Allocation	0	0	0	82,225	82,225	-
<b>Total: Events</b>	<b>857,618</b>	<b>1,142,813</b>	<b>485,314</b>	<b>950,179</b>	<b>1,435,493</b>	<b>126%</b>
<u>Marketing</u>						
Revenues	(5,141)	(5,141)	0	0	0	0%
Expenses	890,566	890,566	89,696	595,701	685,397	77%
Transfer / Overhead Allocation	10,442	10,442	0	(6,560)	(6,560)	-63%
<b>Total Marketing</b>	<b>895,866</b>	<b>895,866</b>	<b>89,696</b>	<b>589,141</b>	<b>678,838</b>	<b>76%</b>
<u>Regional Development</u>						
Revenues	0	0	0	(311,791)	(311,791)	-
Expenses	1,043,732	1,043,732	88,857	949,628	1,038,485	99%
Transfer / Overhead Allocation	0	0	0	2,204	2,204	-
<b>Total Regional Development</b>	<b>1,043,732</b>	<b>1,043,732</b>	<b>88,857</b>	<b>640,042</b>	<b>728,898</b>	<b>70%</b>
<u>Tourism</u>						
Revenues	0	0	0	(11,030)	(11,030)	-
Expenses	305,884	305,884	10,352	314,873	325,224	106%
Transfer / Overhead Allocation	0	0	0	691	691	-
<b>Total: Tourism</b>	<b>305,884</b>	<b>305,884</b>	<b>10,352</b>	<b>304,534</b>	<b>314,885</b>	<b>103%</b>
<u>Manager Regional Development &amp; Events</u>						
Revenues	0	0	0	(221)	(221)	-
Expenses	358,881	358,881	991	214,570	215,561	60%
<b>Total : Manager Regional Development &amp; Events</b>	<b>358,881</b>	<b>358,881</b>	<b>991</b>	<b>214,349</b>	<b>215,340</b>	<b>60%</b>
<b>Total: REGIONAL DEVELOPMENT &amp; EVENTS</b>	<b>3,461,981</b>	<b>3,747,176</b>	<b>675,209</b>	<b>2,698,245</b>	<b>3,373,454</b>	<b>90%</b>
<b>Grand Total:</b>	<b>5,164,602</b>	<b>5,449,797</b>	<b>709,940</b>	<b>3,691,387</b>	<b>4,401,327</b>	<b>81%</b>

## 5. Section Statistics

### Safety Statistics

The safety statistics for the reporting period ending May 2019:

	Quarter – ending June 2019		
	April	May	June
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Reported	0	0	0
Number of Incomplete Hazard Inspections	0	0	0

## 6. Operational Projects

### ECONOMIC DEVELOPMENT

#### International Trade and Investment

- **Council owned sites:** there were three companies outside our region who travelled to Rockhampton to study the sites for investment building a commercial building.
- **Zhenjiang Medial, Health and Allied Health delegation:** their visit is scheduled in late July to meet with relevant parties in Rockhampton for future cooperation in the sector.
- **Huizhou delegation:** Huizhou delegation is visiting Rockhampton on 26-27 June to meet with some relevant counterparts to gain an understanding for potential cooperation.
- **Food Processing Hub:** work is in progress to build our own Food Processing Hub.
- **Black Sesame Consortium:** CQUniversity, AgriVentis, and Advance Rockhampton have been working together to explore potential to establish an oil production facility and market the products nationally and internationally. AR is assisting in finding some potential farmers who are willing to grow this new high value crop.
- **Aquaculture investment:** AR is assisting a Sydney-based Korean born investor to assist him in establishing an aquaculture feed manufacturing plant. He is lodging an application to NAIF for a government loan.
- **Study Rockhampton:** there were several enquiries and visits to the region and AR connected them with the right partners and provided information.
- **160 Years Celebration on Chinese Settlement in Rockhampton Region:** in partnership with the Rockhampton Chinese Association this event is under planning to host a large cultural and business event in Oct 2020.

**Economic and Business Development*****Aquaculture Industry Development***

- Development of the Draft Rockhampton Aquaculture Industry Development Plan and the West Rockhampton Aquaculture Investigation project is approx. 95% complete. A Councillor Workshop is planned for July to discuss the draft plans and projects.
- Continued engagement with interested landholders within the Bajool Aquaculture Development Area and potential investors and potential aquaculture supply chain businesses.

***Making Water Work***

- Making Water Work is a project that is focused on what is required to increase the economic opportunities in the Fitzroy Agricultural Corridor from the utilisation of water considering the development and additional opportunities provided by the Rookwood Weir.
- In May, the Draft Making Water Work Business Case began development with a focus on:
  - Unlocking unmet agriculture export and domestic export
  - Taking intensive advantage of new and existing water resources
  - Unlocking Rockhampton's agricultural potential
  - Building a more diverse and value based regional economy
  - Maximising the economic return on public/private investment in water assets
  - Building resilience in the face of energy transitions
  - Planning now to deliver on reef outcomes
  - Delivering more jobs and more workforce diversity

***Rockhampton Recreational Fishing Development Strategy***, the focus of actions for the recreational fishing strategy in May was:

- To continue negotiations to secure appropriate land tenure the Casuarina and Inkerman Creek Boat Ramps.
- Continue concept design work for the Mount Morgan Dam Jetty/Pontoon system.
- Continue concept design work for the Ski Gardens land based fishing area that would also assist local rowing clubs.
- Plan with the Department of Agriculture and Fisheries for the implementation of the Mount Morgan Fish Habitat Enhancement Plan in line with the expectations of the dams' operator, FRW.

***Advance Mount Morgan Strategy***, endorsement from the Council was obtained to undertake community consultation on the Draft Advance Mount Morgan Strategy.

- The draft Mount Morgan Mountain Bike Trail Master Plan concept was delivered to Advance Rockhampton and internal review of this document is being undertaken.

***Business Development***, various activities were undertaken in May to assist local businesses including:

- The continuation of the Digital Solution Program to Rockhampton and Mount Morgan.
- Began discussions for a specialised fabricator to potentially relocate to Rockhampton from NSW.
- Assisting Adani to plan for workforce, product and training requirements from the Rockhampton Region.



**Industry Engagement**

**Discussion with State Government agencies** – shared information with Department of Education

**Agricultural Expansion** - discussed further issues relating to availability of water from the Fitzroy River.

**Adani support** – attended meeting with Rockhampton Region business representatives

Attended Day of Action – truck convoy (24.05.2019)

Attended Day of Action – cake cutting and signing petition

Attended Day of Action – Speeches

**Capricornia Chamber of Commerce** – attended April monthly meeting at Restaurant 98 (13.05.2019).

**Planning Pre-lodgement Meetings** – attended meeting about development of a community facility. Attended meeting on development of a service station

**NDIS** – Sought input on access brochure for Rockhampton Regions businesses from the Rockhampton Community Access Equity Group.

**Shoalwater Bay Training Projects** – discussed project with Laing O'Rourke

**Rockhampton Event Transport Management Committee** – attended inception meeting

**CQU** – attended Belmont Research & Technology Field Day at Belmont

**Small Business Week** – attended presentations in Fitzroy Room

**Business Development** – attended presentation by TAFE Queensland

Attended Create Winning Investment Proposals

Presentation on regional projects to school guidance officers

**Regional Skills Investment Strategy**

Council has collaborated with Queensland Government for a 2 year program to identify skills shortages, training and development needs now and into the future, with the assistance of a Reference Group. There are three main sectors being targeted here in Rockhampton, Mining & Resources, Civil Construction, Health & Community Services. Due to Health being a huge sector I have narrowed this down to, Aged Care, Mental Health, Drugs & Alcohol.

**Industry Engagement** - At this stage, I have been gathering information and evidence while networking with the following

- Various RTO's across these sectors
- Civil Construction Companies, to get a feel of how they perceive the needs with all the work coming up.
- Aged care facilities, looking into the future of the huge needs in home care, and residential care now and moving forward.
- Training organizations specifically within the mining sector
- Workforce providers to understand what they are encountering on the ground
- Attended Workforce 2025 in Gladstone to see what the future workforce is looking like
- Very close to having Reference group together.
- Promotional flyer approved.



## **REGIONAL PROMOTIONS**

### **Marketing**

#### ***River Festival 2019***

- Sponsorship – secured three sponsors, all major sponsors locked away
- Marketing – agency appointed for marketing of event, with website and social channels now live with new design. Calendar of activity to start in May.
- Entertainment program under development

#### ***7 Rocky River Run***

- Sponsorship – six sponsors have been confirmed, with one other still to confirm their in-kind sponsorship involvement in the event. Fruit sponsor currently being sourced.
- Marketing – activity is underway and will continue in the lead up to the event

#### ***Rockhampton Agricultural Show***

- Marketing campaign implementation

#### ***Environment and Public Health***

- Updates to strategy documents design
- Promotional collateral update

#### ***Mount Morgan Promotions and Development***

- Website development

#### ***Libraries***

- Tech Connect initiative marketing
- LTC web content review and strategy
- Monthly e-newsletter
- What's On Program
- Website content and structure redesign

#### ***Customer Service***

- Welcome to the Region booklet for new residents
- Review and assess current Yellow and White Pages listings and contracts

#### ***Communities***

- Homeless Connect campaign
- Seniors Week campaign

***Animal Management***

- Educational video series strategy
- Dog Registration Renewal campaign
- Responsible Pet Owner Handbook
- x3 Kids Activity Books
- Education Plan design

***Smart Hub***

- Regular event promotion
- Turbo-Traction Lab campaign
- Monthly e-newsletter

***Advance Rockhampton***

- **My Rockhampton** - Issue 13 is now in development stages and due to be released in June 2019.
- **Advance Rockhampton e-newsletter** - continues to be distributed to Advance Rockhampton's general database fortnightly.
- **Aquaculture documents** – 2 x documents are currently being developed, including the Rockhampton Aquaculture Industry Development Plan (RAIDP) and the West Rockhampton Aquaculture Prospectus.
- **Relocation campaign** – development of the campaign is now underway, including videos showcasing the Region.
- **Queensland Small Business Week event** – marketing campaign now live
- **Event marketing assistance** provided and continues for Golden Mount Festival, GEMBOREE, Heritage Markets, Seniors Week event, Orchid Society and Oceania Cup.

***Tourism***

- Advance Rockhampton's Barramundi Season campaign is still live in market. Once this has been completed success of the campaign will be reviewed.
- EOIs for next FY's calendar of events for fishing will be released shortly.

**Events****Mount Morgan Golden Mount Festival 3 – 6<sup>th</sup> May**

- RRC community assistance grant of \$20,000
- Advance Rockhampton provided in-kind donation of: Advertising (@ a cost of \$3000) and road closures (@ a cost of \$585)
- Additional In-kind assistance was provided on advice on the structure of event, marketing, sponsorship and forms to be completed.
- Regular meetings with GMF committee, helped organise road closures and traffic management staffing.
- Marketing support - TVC, social media graphics, digital, print and radio adverts created for their use, as well as advertising across Advance Rockhampton's advertising package (airport billboards, TV, radio, Quay St signs, Advance Rockhampton newsletter)
- Approximately 4,000 attendees over the three day event

**FUTURE EVENTS****Pop Up Polo Saturday 8<sup>th</sup> June**

The world's largest and most successful polo series returns to Central Queensland, bringing with it award winning entertainment, glamour, excitement, premium food, Champagne and the thrill of the world's fastest ball game, presented in the guise of Urban Polo. Pop Up Polo is an experience that is difficult to forget or surpass.

Council is supporting with traffic management, grounds, waste & event staff/ liaison.

**Rockhampton Show 12<sup>th</sup> – 14<sup>th</sup> June**

**12-14 JUNE 2019**  
Rockhampton Showgrounds

For all enquiries: 4936 8005 | [show@rrc.qld.gov.au](mailto:show@rrc.qld.gov.au) | [www.rockyshow.com.au](http://www.rockyshow.com.au)

The show office is open each Wednesday from 8am – 4.30pm and Monday to Friday from 1st May. Nominations, entertainment, exhibitors and overall coordination of the event is on track and on budget.

**Central Queensland Schools Regatta 29<sup>th</sup> and 30<sup>th</sup> June 2019**

Event assistance is being provided with operations.

**7 Rocky River Run 2019 Sunday 30<sup>th</sup> June 2019**

The 7 Rocky River Run on Sunday, 30 June 2019 raises funds to address youth mental health issues and the prevention of youth suicide, which has been a significant issue in Rockhampton for several years. The event has become a great tourist attraction for Rockhampton and is a major contributor to funding local community groups and celebrates its twelfth successful year in 2019. Rockhampton's favourite charity event once again promises to be a fun day out, all in the name of a good cause! Planning is underway with contractor Atlas MultiSports.

Planning is underway for amusements, fencing, logistics and community consultations.

**Talisman Sabre - 10.30am - 4pm Saturday 6 July Rockhampton Showgrounds Wandal**

Talisman Sabre is a biannual event held at the showgrounds for members of the public which showcases the Australian Defence Force and other defence forces from overseas. Expressions of Interest are now open for stall holders for Talisman Sabre 2019, at the. The 2017 event attracted approximately 5000 attendees.

## Rockhampton River Festival 12<sup>th</sup> – 14<sup>th</sup> July



Expressions of interest for food and market site holders have come in and successful vendors have been advised. Major attractions have been secured, Panache show, Our Story oracle liquid light show on the river, wheel of Oz planning underway.

Bi weekly meetings have also commenced with Advance Rockhampton, The Art Gallery and The Library.

Mapping has for the festival has commenced working with civil design on the site plan. Third Party events have been locked in. Entertainment program for stages are being planned. Children's entertainment has been locked in with a Talent Show element. Laneway activation is underway with the art gallery. Libraries have finalised Roald Dahl activation.

## Oceania Cup 4<sup>th</sup> - 8<sup>th</sup> September 2019

RRC events and marketing are assisting Oceania Cup event organisers with various in kind components of the event.

- wayfinding signage
- installation and provision of barricades
- amenities
- fencing
- traffic management
- bins and collection
- grand stands - curly bells
- banner mesh

## Tropicana 2019 13<sup>th</sup> and 14<sup>th</sup> September 2019

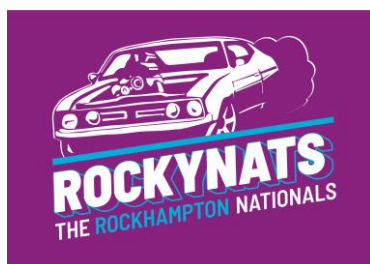
### • Garden competition: Friday 13<sup>th</sup> September

- Open to entrants 21 July 2019
- Close 28 August 2019
- Judging 3 – 5 September 2019
- Presentation 13 September 2019 at the Botanic Gardens.
- Bus tour 15 September 2109
  - The garden competition will be the opening evening of Tropicana weekend.



### • Tropicana Ecofest to be held on Saturday 14 September as a day and evening event.

- Workshops, presentations, educational items, kids activities, entertainment, and a lantern/light parade are planned to be part of this event.
- Further particulars to be advised

**ROCKYNATS Event 26<sup>th</sup> – 28<sup>th</sup> June 2020**

The Summernats crew are set to take over the streets of Rockhampton next year with the debut of Rockynats. Backed by the Rockhampton Regional Council, the Rockynats is a new car festival that will be staged in the heart of Rockhampton's heritage riverfront district, with the trifecta of burnouts, drag racing and drifting all part of the event – plus a static car show and street cruise. The cool thing about it is, all of the driving action will take place on the picturesque riverfront.

Planning is underway regarding the event footprint with QPA and other Council departments.

**Developing Northern Australia Conference 8<sup>th</sup> 9<sup>th</sup> 10<sup>th</sup> July 2020**

Council is hosting the DNA conference in 2020. The conference will be in its 6th year and attracts investors, policy makers, business owners, all sectors of government, decision makers, academics, visionaries, industry, researchers, Indigenous leaders and entrepreneurs that are all contributing to change and making a difference in Northern Australia.

Early stages of negotiations with the organisers and planning for the conference has started.

**TOURISM****1. Sporting*****Fishing The Fitzroy Facebook campaign – May Statistics***

Fishing the Fitzroy Facebook						
YEAR	Month	Page Views (per month)	Reach (Organic) (per month)	Likes (total)	Followers (total)	Highest performing Video Voluntary Code of Practice (Total)
2019	May	1373	54,731	12,798	12,950	Well done to winner Fitzroy River Barra Bash - 806 views 7 shares 476

***Big Boys Toys Expo***

We had a site at the Big Boys Toys Expo 1-2 June which was well received. The event attracted a total of 8,156 visitors over the two days.

## 2. Holidays

### *May 2019 Visitor Information Centre Statistics*

#### Total VIC Numbers for May 2019

Date	People Walk in	Door Count
Apr-19	1026	4528
May-19	1185	5516

#### Where our Visitors Came From

Date	Australian Postcode									International Total
	Local	QLD	NSW	VIC	SA	WA	NT	ACT	TAS	
Apr-19	105	356	105	5	45	38	18	5	4	682
May-19	85	367	203	115	52	48	7	1	10	220

#### About our Visitors

Date	Reason for Visit				Age Brackets				
	VFR	Passing Through	Holidays	Business	0-18	19-35	36-50	51-65	66+
Apr-19	35	14	677	81	81	227	176	263	188
May-19	44	8	989	76	38	199	174	401	312

#### *Visitor Information Centre*

The Tourism team hosted a History Training Session held at the Rockhampton Library on the 15<sup>th</sup> of May which saw a turnout of more than twenty volunteers from the Visitor Information Centre and three tour operators from our region. Positive feedback was received by all and an interest was shown from both the volunteers and the tour operators in holding similar sessions more regularly, which the Tourism team are working to achieve.

A volunteer famil was held in May at Paradise Lagoons in the lead up to the Paradise Lagoons Campdraft.

#### *Marketing*

Advertising for May was placed in the Caravanning Australia Publication and also the Holiday with Kids Publication.

The Explore Rockhampton Newsletter continues to be sent out fortnightly going to 1,155 recipients. Subscribers can sign up via the Explore Rockhampton website and by completing our visitor survey at the Visitor Information Centre. This newsletter is increasing slowly with the number of followers, however new initiatives to increase the number of recipients are high on the Tourism team's agenda for the next three months.

## 3. Business

Work progressing for Developing Northern Australia conference in July 2020. 600 delegates expected to Pilbeam Theatre and accommodation providers already blocking out rooms to assist.

**4. Events**

Rockynats – Accommodation providers have been contacted to ensure dates are released for bookings over June 2020 during the Rockynats event. We have received a positive response from many of our operators and some have said that they are already sold out for the event.

Australian Caravanning Muster 2020 – The Tourism team are continuing to support the Australian Caravanning Association with their 2020 muster which will be held at the Rockhampton Showgrounds in October 2020.



## **12 NOTICES OF MOTION**

Nil

## **13 QUESTIONS ON NOTICE**

Nil

**14 URGENT BUSINESS/QUESTIONS**

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

## **15 CLOSED SESSION**

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

### **RECOMMENDATION**

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

#### **16.1 Chief Executive Officer Monthly Report**

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

## 16 CONFIDENTIAL REPORTS

### 16.1 CHIEF EXECUTIVE OFFICER MONTHLY REPORT

**File No:** 1830

**Attachments:** Nil

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

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

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

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#### SUMMARY

*Chief Executive Officer presenting monthly report for the period ending 24 June 2019.*

## **17 CLOSURE OF MEETING**