



ORDINARY MEETING

AGENDA

15 OCTOBER 2019

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 15 October 2019 commencing at 9.00am for transaction of the enclosed business.

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

ACTING CHIEF EXECUTIVE OFFICER
10 October 2019

Next Meeting Date: 05.11.19

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.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT	1
3	APOLOGIES AND LEAVE OF ABSENCE	1
4	CONFIRMATION OF MINUTES.....	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA	1
6	BUSINESS OUTSTANDING	2
	NIL	2
7	PUBLIC FORUMS/DEPUTATIONS	3
	NIL	3
8	PRESENTATION OF PETITIONS.....	4
	NIL	4
9	COMMITTEE REPORTS.....	5
	NIL	5
10	COUNCILLOR/DELEGATE REPORTS	6
10.1	REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR TONY WILLIAMS - WEDNESDAY 30 OCTOBER TO FRIDAY 1 NOVEMBER INCLUSIVE	6
11	OFFICERS' REPORTS	7
11.1	D/30-2019 - DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR RESIDENTIAL CARE FACILITY, RETIREMENT FACILITY AND COMMUNITY USE	7
11.2	COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER	46
11.3	CENTRAL QUEENSLAND BUSHFIRES FLEXIBLE FUNDING GRANTS - ROUND TWO	58
11.4	CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019.....	74
11.5	PROPOSED INTERNATIONAL TRAVEL TO CHINA - INVITATION TO PRESENT AT THE 2019 CHINA HI-TECH FAIR	112
11.6	OFFICE OF THE CEO DEPARTMENT - MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019.....	118
11.7	WASTE STRATEGY PUBLIC CONSULTATION PROPOSAL.....	144
11.8	ADVANCE ROCKHAMPTON OPERATIONAL REPORT SEPTEMBER 2019.....	168
12	NOTICES OF MOTION	185
	NIL	185

13	QUESTIONS ON NOTICE	186
	NIL	186
14	URGENT BUSINESS/QUESTIONS	187
15	CLOSED SESSION	188
16.1	ROOKWOOD WEIR	188
16.2	D/117-2017 - UPDATE ON THE ELLIDA ESTATE DEVELOPMENT.....	188
16.3	LEGAL MATTERS REPORT - JULY TO SEPTEMBER 2019	188
16	CONFIDENTIAL REPORTS.....	189
16.1	ROOKWOOD WEIR	189
16.2	D/117-2017 - UPDATE ON THE ELLIDA ESTATE DEVELOPMENT.....	190
16.3	LEGAL MATTERS REPORT - JULY TO SEPTEMBER 2019	191
17	CLOSURE OF MEETING.....	192

1 OPENING

2 PRESENT

Members Present:

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

In Attendance:

Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Mayor, Councillor M F Strelow – Attending LGAQ Conference 13-16 October 2019
Councillor R A Swadling - Attending LGAQ Conference 13-16 October 2019

4 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting held 1 October 2019
Minutes of the Special Meeting held 8 October 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

Nil

10 COUNCILLOR/DELEGATE REPORTS**10.1 REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR TONY WILLIAMS - WEDNESDAY 30 OCTOBER TO FRIDAY 1 NOVEMBER INCLUSIVE**

File No: 10072
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Nicole Semfel - Executive Support Officer

SUMMARY

Councillor Tony Williams is seeking a leave of absence from Wednesday 30 October to Friday 1 November inclusive.

OFFICER'S RECOMMENDATION

THAT Councillor Tony Williams be granted a leave of absence from Wednesday 30 October to Friday 1 November 2019 inclusive.

BACKGROUND

Councillor Tony Williams has advised the Chief Executive Officer that he wishes to take leave for three (3) days from 30 October 2019 to 1 November 2019 and during this time will be an apology for the Community Services Committee meeting on Wednesday 30 October 2019.

11 OFFICERS' REPORTS

11.1 D/30-2019 - DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR RESIDENTIAL CARE FACILITY, RETIREMENT FACILITY AND COMMUNITY USE

File No: D/30-2019

Attachments:

1. [Locality Plan](#)
2. [Site Plan](#)
3. [Elevations](#)

Authorising Officer: Tarnya Fitzgibbon - Coordinator Development Assessment
Colleen Worthy - General Manager Community Services

Author: Thomas Gardiner - Planning Officer

SUMMARY

Development Application Number: D/30-2019

Applicant: Rockhampton Benevolent Homes Society Incorporated C/- ADAMS + SPARKES Town Planning and Development

Real Property Address: 60 West Street, The Range

Common Property Address: Lot 2 on CP890319 and Lot 4 SP220782, Parish of Rockhampton

Area of Site: 1.35 hectares

Planning Scheme: Rockhampton Region Planning Scheme 2015

Planning Scheme Zone: Low Density Residential Zone

Planning Scheme Overlays: Steep Land Overlay
Airport Environs Overlay

Existing Development: Benevolent Aged Care Home

Existing Approvals: D/597-2000 – Extension to Aged Persons Home – Approved 16 October 2000
D/1247-2000 – Aged Persons Home – Approved 21 November 2000
D/921-2001 – Special Purposes – Benevolent Home – Approved 21 September 2001
D/1328-2005 – Redevelopment of Aged Care Persons Home - Approved 22 August 2005
D/1240-2006 Material Change of Use (Aged Care Accommodation – 25 Beds) Approved 22 March 2007
D/174-2015 – Material Change of Use for a Residential Care Facility

Approval Sought: Development Permit for a Material Change of Use for a Residential Care Facility, Retirement Facility and Community Use

Level of Assessment: Impact Assessable

Submissions: Nil

Referral Agency(s): Nil
 Infrastructure Charges Area: Charge Area
 Application Progress:

Application Lodged:	17 April 2019
Acknowledgment Notice issued:	26 April 2019
Request for Further Information sent:	10 May 2019
Applicant request for additional time (information request)	8 August 2019
Request for Further Information responded to:	21 August 2019
Submission period commenced:	26 August 2019
Submission period end:	17 September 2019
Council request for additional time:	20 September 2019
Last receipt of information from applicant:	25 September 2019
Statutory due determination date:	12 November 2019

OFFICER'S RECOMMENDATION

RECOMMENDATION A

THAT in relation to the application for a Development Permit for a Material Change of Use for Residential Care Facility, Retirement Facility and Community Use, made by Rockhampton Benevolent Homes Society Incorporated C/- ADAMS + SPARKES Town Planning and Development, located at 60 West Street, The Range, described as Lot 2 on CP890319 and Lot 4 SP220782, Parish of Rockhampton, Council resolves to Approve the application despite its conflict with the planning scheme and provide the following grounds to justify the decision despite the conflict:

- The proposal contributes to the diversification of residential land uses in the zone by providing intergenerational housing options for Rockhampton's growing ageing population;
- The subject site is located in direct proximity to critical supporting infrastructure, including the Rockhampton Base Hospital and Hillcrest Private Hospital, which will service the needs of residents residing at the premises;
- The design of the facility will exhibit a high degree of visual amenity by using variations in colour, materials and landscaping treatments which are complementary to the surrounding area in order to maintain the immediate residential streetscape and character;
- The proposed use does not compromise the strategic framework in the *Rockhampton Region Planning Scheme 2015*;
- Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; and
- The proposed development does not compromise the relevant State Planning Policy.

RECOMMENDATION B

That in relation to the application for a Development Permit for a Material Change of Use for Residential Care Facility, Retirement Facility and Community Use, made by Rockhampton Benevolent Homes Society Incorporated C/- ADAMS + SPARKES Town Planning and Development, located at 60 West Street, The Range, described as Lot 2 on CP890319 and Lot 4 SP220782, Parish of Rockhampton, Council resolves to Approve the application

subject to the following conditions:

1.0 ADMINISTRATION

- 1.1 The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:
 - 1.3.1 to Council's satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the commencement of the use, unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of the use unless otherwise stated.
- 1.5 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
 - 1.5.1 Operational Works:
 - (i) Road Works;
 - (ii) Access and Parking Works;
 - (iii) Sewerage Works;
 - (iv) Stormwater Works;
 - (v) Roof and Allotment Drainage;
 - (vi) Site Works;
 - 1.5.2 Plumbing and Drainage Works;
 - 1.5.3 Building Works:
 - (i) Demolition Works; and
 - (ii) Building Works.
- 1.6 Lot 2 on CP890319 and Lot 4 on SP220782 must be amalgamated and registered as one lot prior to the commencement of the use.

2.0 APPROVED PLANS AND DOCUMENTS

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

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Basement Site Master Plan	SD-0101	24 September 2019
Ground Level Site Master Plan	SD-0102	24 September 2019
Level 1 Site Master Plan	SD-0103	24 September 2019

Level 2 Site Master Plan	SD-0104	16 July 2019
Basement Staging Plan	SD-0121	24 September 2019
Ground Level Staging Plan	SD-0122	24 September 2019
Level 1 Staging Plan	SD-0123	24 September 2019
Level 2 Staging Plan	SD-0124	16 July 2019
Building A (RAC) Ground Level GA Plan	A-SD-1001	16 July 2019
Building A (RAC) Level 1 GA Plan	A-SD-1002	16 July 2019
Building A (RAC) Level 2 GA Plan	A-SD-1003	16 July 2019
Building A (RAC) Level 3 GA Plan	A-SD-1004	16 July 2019
Building A (RAC) Roof Plan	A-SD-1005	16 July 2019
Building A (RAC) North East Elevation and South East Elevation	A-SD-2001	16 July 2019
Building A (RAC) North West Elevation and South West Elevation	A-SD-2002	16 July 2019
Building B (ILU) Basement GA Plan	B-SD-1001	24 September 2019
Building B (ILU) Ground Level GA Plan	B-SD-1002	24 September 2019
Building B (ILU) Ground Level Kitchen / Laundry GA	B-SD-1003	21 March 2019
Building B (ILU) Level 1 GA Plan	B-SD-1004	24 September 2019
Building B (ILU) Level 2 GA Plan	B-SD-1005	8 March 2019
Building B (ILU) Level 3 GA Plan	B-SD-1006	8 March 2019
Building B (ILU) Level 4 GA Plan	B-SD-1007	8 March 2019
Building B (ILU) Roof Plan	B-SD-1008	8 March 2019
Building B (ILU) North East Elevation	B-SD-2001	24 September 2019

Building B (ILU) Cambridge Street Elevation	B-SD-2002	24 September 2019
Building B (ILU) South West Elevation	B-SD-2003	8 March 2019
Building B (ILU) North West Elevation	B-SD-2004	8 March 2019
Building C (RAC) Car Park Level GA Plan	C-SD-1001	8 March 2019
Building C (RAC) Ground / Street Level GA Plan	C-SD-1002	8 March 2019
Building C (RAC) Level 1 GA Plan	C-SD-1003	8 March 2019
Building C (RAC) Level 2 GA Plan	C-SD-1004	8 March 2019
Building C (RAC) Roof Plan	C-SD-1005	8 March 2019
Building C (RAC) North West and South West Elevations	C-SD-2001	8 March 2019
Building C (RAC) South East and North East Elevations	C-SD-2002	8 March 2019
West and Cambridge Street Elevations	SD-0201	24 September 2019
Lennox and Voss Park Elevations	SD-0202	16 July 2019
Site Sections	SD-0301	16 July 2019
Landscape Concept	1018050	4 April 2019
Engineering Infrastructure Report	18-001613	8 April 2019
Traffic Engineering Report	DA RFI V02b	September 2019
Waste Management Plan	-	August 2019
RE: 60 West Street, The Range – Benevolent Aged Care, Rockhampton Airport Obstacle Limitation Surfaces Study	062701-01	No date.

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

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

3.0 STAGED DEVELOPMENT

- 3.1 This development approval is for a development to be undertaken in three (3) discrete stages, namely:

- 3.1.1 Building A (Stage One);
- 3.1.2 Building B (Stage Two); and
- 3.1.3 Building C (Stage Three).

in accordance with the approved plan (refer to condition 2.1).

The stages are not required to be undertaken in any chronological order.

4.0 ROAD WORKS

- 4.1 A Development Permit for Operational Works (road works) must be obtained prior to the commencement of any road works required by this development approval.
- 4.2 All road works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, relevant *Australian Standards*, *Austroads Guidelines* and the provisions of a Development Permit for Operational Works (road works).
- 4.3 On-street parking spaces along Lennox Street and West Street must be lined marked for the full frontage of the development site. Appropriate line marking must be provided to this effect in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"* and *Australian Standard AS2890.1 "Parking facilities and the provisions of a Development Permit for Operational Works (Road Works)*.
- Note: No on-street parking will be approved on West Street between the proposed new driveway access to Building B and West Street/Cambridge Street intersection.
- 4.4 The existing 'Loading Zone' signs on Lennox Street must be removed and the pavement area must be utilised for rear-in angled parking spaces.
- 4.5 A concrete pathway, with a minimum width of 1.2 metres, must be constructed to match the existing pathway of Cambridge and Lennox Street for the full frontage of the development site.
- 4.6 All pathways and access ramps must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.
- 4.7 All pathways located within a road reserve or Public use land must be provided with public space lighting in accordance with *Australian Standard AS1158 "Lighting for roads and public spaces"*.
- 4.8 All pathways must incorporate kerb ramps at all road crossing points.
- 4.9 Traffic signs and pavement markings must be provided in accordance with the *Manual of Uniform Traffic Control Devices – Queensland*. Where necessary, existing traffic signs and pavement markings must be modified in accordance with the *Manual of Uniform Traffic Control Devices – Queensland*.

5.0 ACCESS AND PARKING WORKS

- 5.1 A Development Permit for Operational Works (access and parking works) must be obtained prior to the commencement of any access and parking works on the development site.

-
- 5.2 All access and parking works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, *Australian Standard AS2890 "Parking facilities"* and the provisions of a Development Permit for Operational Works (access and parking works).
- 5.3 All car parking and access areas must be paved or sealed to Council's satisfaction. Design and construction must be in accordance with the provisions of a Development Permit for Operational Works (access and parking works).
- 5.4 The existing accesses to the development at Lennox Street must be consolidated to one access location.
- 5.5 Two (2) new accesses to the development must be provided at West Street (refer to condition 2.1).
- 5.6 Service and delivery vehicles, including refuse collection vehicles must be via Cambridge Street access only.
- 5.7 Any redundant vehicular crossovers must be replaced by Council standard kerb and channel.
- 5.8 All vehicles must ingress and egress the development in a forward gear.
- 5.9 Adequate sight distances must be provided for all ingress and egress movements at the access driveways in accordance with *Australian Standard AS2890.2 "Parking facilities - Off street commercial vehicle facilities"*.
- 5.10 A minimum of 75 parking spaces must be provided on-site.
- 5.11 Universal access parking spaces must be provided on-site in accordance with *Australian Standard AS2890.6 "Parking facilities - Off-street parking for people with disabilities"*.
- 5.12 Parking spaces must be line-marked in accordance with the approved Site Plan (refer to condition 2.1) and in accordance with the *Australian Standard AS2890 "Parking facilities"* and the provisions of a Development Permit for Operational Works (access and parking works).
- 5.13 Any application for a Development Permit for Operational Works (access and parking works) must be accompanied by detailed and scaled plans, which demonstrate the turning movements/swept paths of the largest vehicle to access the development site including refuse collection vehicles.
- 5.14 All vehicle operations associated with the development must be directed by suitable directional, informative, regulatory or warning signs in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"* and *Australian Standard AS2890.1 "Parking facilities – Off-street car parking"*.
- 5.15 Road signage and pavement markings must be installed in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"*.
- 5.16 All vehicle operation areas must be illuminated in accordance with the requirements of *Australian Standard AS1158 "Lighting for roads and public spaces"*.
- 5.17 All internal pedestrian pathways must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.
- 6.0 **SEWERAGE WORKS**
- 6.1 A Development Permit for Operational Works (sewerage works) must be obtained prior to the commencement of any sewerage works on the development site.
- 6.2 All sewerage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, *Water Supply (Safety and Reliability) Act 2008*, *Plumbing and Drainage Act 2017* and the provisions of a Development Permit for Operational Works (sewerage works).
-

- 6.3 The development must be connected to Council's reticulated sewerage network.
- 6.4 The existing sewerage connection point(s) must be retained and upgraded, if necessary, to service the development.
- 6.5 A section of existing 150 millimetre diameter Gravity Sewerage Main must be diverted around proposed Building B in accordance with the approved plans (refer to condition 2.1). This non-trunk infrastructure is conditioned under section 128 of the *Planning Act 2016*.
- 6.6 The finished sewerage access chamber surface must be at a sufficient level to avoid ponding of stormwater above the top of the chamber. A heavy duty trafficable lid must be provided in the trafficable area.
- 6.7 Sewer connections located within trafficable areas must be raised or lowered to suit the finished surface levels and must be provided with heavy duty trafficable lids.
- 6.8 Easements must be provided over all sewerage infrastructure located within private property. The easement location(s) and width(s) must be in accordance with the requirements of the *Capricorn Municipal Development Guidelines*.
- 6.9 Amended sewerage/Sewerage trade waste permits must be obtained for the discharge of any non-domestic waste into Council's reticulated sewerage network. Arrestor traps must be provided where commercial or non-domestic waste is proposed to be discharged into the sewer system.
- 6.10 Large trees must not be planted within one (1) metre of the centreline of any sewerage and/or water infrastructure; small shrubs and groundcover are acceptable.

7.0 WATER WORKS

- 7.1 All water works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, *Water Supply (Safety and Reliability) Act 2008*, and *Plumbing and Drainage Act 2002*.
- 7.2 The development must be connected to Council's reticulated water network.
- 7.3 The existing water connection point(s) must be retained and upgraded, if necessary, to service the development.
- 7.4 Adequate domestic and firefighting protection must be provided to the development, and must be certified by a hydraulic engineer or other suitably qualified person.
- 7.5 Water meter boxes located within trafficable areas must be raised or lowered to suit the finished surface levels and must be provided with heavy duty trafficable lids.

8.0 PLUMBING AND DRAINAGE WORKS

- 8.1 A Development Permit for Plumbing and Drainage Works must be obtained for the removal and/or demolition of any existing structure on the development site.
- 8.2 All internal plumbing and drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, *Water Supply (Safety and Reliability) Act 2008*, *Plumbing and Drainage Act 2018*, Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.
- 8.3 Alteration, disconnection or relocation of internal plumbing and sanitary drainage works associated with the existing building must be in accordance with regulated work under the *Plumbing and Drainage Act 2018* and Council's Plumbing and Drainage Policies.

9.0 STORMWATER WORKS

- 9.1 A Development Permit for Operational Works (stormwater works) must be obtained prior to the commencement of any stormwater works required by this development approval.

- 9.2 All stormwater drainage works must be designed and constructed in accordance with the approved Engineering Infrastructure Report (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, and sound engineering practice and the provisions of a Development Permit for Operational Works (stormwater works).
- 9.3 All stormwater must drain to a demonstrated lawful point of discharge and must not adversely affect surrounding land or infrastructure in comparison to the pre-development conditions, including but not limited to blocking, altering or diverting existing stormwater runoff patterns or having the potential to cause damage to other infrastructure.
- 9.4 Easements must be provided over any other land required to accommodate the flows associated with the subject development.
- 9.5 Easements must be provided over all land assessed to be within the inundation area in a one per cent (1%) Annual exceedance probability flood event.
- 9.6 The installation of gross pollutant traps must be in accordance with relevant *Australian Standards* and all maintenance of the proposed gross pollutant traps must be the responsibility of the property owner or body corporate (if applicable).
- 9.7 All proprietary stormwater quality treatment devices must be routinely checked, serviced and cleaned in accordance with the manufacturer's recommendations. Records of all maintenance activities undertaken must be kept and made available to Council upon request. Where replacement cartridges or other necessary components for the system become unavailable, an alternative system approved by Council, is required to be retrofitted into the development to achieve an equivalent pollutant reduction outcome. All maintenance cost must be borne by the site owner.

10.0 ROOF AND ALLOTMENT DRAINAGE WORKS

- 10.1 A Development Permit for Operational Works (roof and allotment drainage works) must be obtained prior to the commencement of any drainage works on the development site.
- 10.2 All roof and allotment drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, sound engineering practice and the provisions of a Development Permit for Operational Works (roof and allotment drainage works).
- 10.3 All roof and allotment runoff from the development must be directed to a lawful point of discharge and must not restrict, impair or change the natural flow of runoff water or cause a nuisance to surrounding land or infrastructure.

11.0 SITE WORKS

- 11.1 A Development Permit for Operational Works (site works) must be obtained prior to the commencement of any site works on the development site.
- 11.2 Any application for a Development Permit for Operational Works (site works) must be accompanied by an earthworks plan that clearly identifies the following:
 - 11.2.1 the location of cut and/or fill;
 - 11.2.2 the type of fill to be used and the manner in which it is to be compacted;
 - 11.2.3 the quantum of fill to be deposited or removed and finished cut and/or fill levels;
 - 11.2.4 details of any proposed access routes that are intended to be used to transport fill to or from the development site; and
 - 11.2.5 the maintenance of access roads to and from the development site so that they are free of all cut and/or fill material and cleaned as necessary.

-
- 11.3 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.
- 11.4 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.
- 11.5 Any retaining structures above one (1) metre in height that are not incidental works to a Development Permit for Building Works, must not be constructed unless separately and specifically certified by a Registered Professional Engineer of Queensland and must be approved as part of a Development Permit for Operational Works (site works).
- 11.6 All site works must be undertaken to ensure that there is:
- 11.6.1 no increase in upstream or downstream flood levels for all levels of immunity up to a one per cent (1%) Annual exceedance probability flood event;
 - 11.6.2 no increase in velocity profiles, for which no remedy exists to prevent erosion and/or scouring. In the event that modelling shows non-compliance with the above, works must be undertaken within the system to satisfy the above criteria for development; and
 - 11.6.3 a lawful point of discharge to which the approved works drain during construction phase.
- 12.0 **BUILDING WORKS**
- 12.1 A Development Permit for Building Works must be obtained for the removal and/or demolition of any existing structures and proposed structures on the development site.
- 12.2 Any additional structures proposed on top of the approved buildings which have not been identified on the approved plans (refer to condition 2.1) must be referred to the Rockhampton Regional Airport for approval prior to construction to ensure that there is no obstruction into the Obstacle Limitation Surface.
- Note: This includes any additional masts, aerials, satellites, chimneys or the like.
- 12.3 There must be no light sources or reflective surfaces installed on any of the proposed buildings which may generate a distraction to pilots during both construction and throughout the commencement of the use.
- 12.4 Impervious paved waste storage area/s must be provided in accordance with the approved plans (refer to condition 2.1) and the *Environmental Protection Regulation 2008* and must be:
- 12.4.1 of a sufficient size to accommodate commercial type 2 x 6m³ Skip Bins, 4 x 200L Recycle Bins, 10 x 240L Recycle Bins, 1 x small Bin and 1 x 8m³ large Skip Bin that will be serviced by a commercial contractor plus clearances around the bins for manoeuvring and cleaning;
 - 12.4.2 provided with a suitable hosecock and hoses at the refuse container area, and washdown must be drained to the sewer and fitted with an approved stormwater diversion valve arrangement in accordance with the Sewerage Trade Waste provisions and the *Plumbing and Drainage Act 2018*.
- Note: As an alternative to a washdown facility, a fully contained commercial bin cleaning service is acceptable provided no wastewater is discharged from the site to the sewer.
- 13.0 **LANDSCAPING WORKS**
- 13.1 All landscaping must be established generally in accordance with the approved plans (refer to condition 2.1). The landscaping must be constructed and/or established prior to the commencement of the use and the landscape areas must predominantly
-

contain plant species that have low water dependency.

- 13.2 Large trees must not be planted within one (1) metre of the centreline of any sewerage and/or water infrastructure; small shrubs and groundcover are acceptable.

- 13.3 Council approval must be obtained prior to the removal or interference of street trees located on Council land in accordance with Council's Tree Management Policy.

14.0 ENVIRONMENTAL HEALTH

- 14.1 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as to not cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with *Australian Standard AS4282 "Control of the obtrusive effects of outdoor lighting"*.

- 14.2 Noise emitted from the activity must not cause an environmental nuisance.

- 14.3 When requested by Council, noise monitoring must be undertaken and recorded within three (3) months, to investigate any genuine complaint of nuisance caused by noise. The monitoring data, an analysis of the data and a report, including noise mitigation measures, must be provided to Council within fourteen (14) days of the completion of the investigation. Council may require any noise mitigation measures identified in the assessment to be implemented within appropriate timeframes. Noise measurements must be compared with the acoustic quality objectives specified in the most recent edition of the *Environmental Protection (Noise) Policy*.

15.0 ELECTRICITY

- 15.1 Electricity services must be provided to the development in accordance with the standards and requirements of the relevant service provider.

16.0 TELECOMMUNICATIONS

- 16.1 Telecommunications services must be provided to the development in accordance with the standards and requirements of the relevant service provider. Unless otherwise stipulated by telecommunications legislation at the time of installation, this includes all necessary pits and pipes, and conduits that provide a connection to the telecommunications network.

17.0 ASSET MANAGEMENT

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

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

- 17.3 'As Constructed' information pertaining to assets to be handed over to Council and those which may have an impact on Council's existing and future assets must be provided prior to the commencement of the use. This information must be provided in accordance with the *Asset Design and As Constructed Manual (ADAC)*.

18.0 OPERATING PROCEDURES

- 18.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site. Storage of materials or parking of construction machinery or contractors' vehicles must not occur within West Street, Cambridge Street or Lennox Street.

- 18.2 The Rockhampton Regional Airport must be notified of any temporary obstacles that may infringe the Obstacle Limitation Surface (OLS), prior to the commencement of any construction works on the site. If the obstacle does infringe, a "Notice to Airmen" (NOTAM) must be lodged with the relevant aviation authority to notify aircraft pilots of the obstacle, prior to works taking place.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander Partnerships website www.datsip.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 *Work Health and Safety Act 2011* and *Public Health Act 2005*.

NOTE 3. General Environmental Duty

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

NOTE 4. Licensable Activities

Should an activity licensable by Rockhampton Regional Council be proposed for the development site, Council's Environment and Public Health Unit must be consulted to determine whether any approvals are required. Such activities may include food preparation, storage of dangerous goods or environmentally relevant activities. Approval for such activities is required before 'fit out' and operation.

NOTE 5. General Safety Of Public During Construction

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

NOTE 6. Infrastructure Charges Notice

This application is subject to infrastructure charges in accordance with Council policies. The charges are presented on an Infrastructure Charges Notice.

RECOMMENDATION C

That in relation to the application for a Development Permit for a Material Change of Use for Residential Care Facility, Retirement Facility and Community Use, made by Rockhampton Benevolent Homes Society Incorporated C/- ADAMS + SPARKES Town Planning and Development, located at 60 West Street, The Range, described as Lot 2 on CP890319 and Lot 4 SP220782, Parish of Rockhampton, Council resolves to issue an Infrastructure Charges Notice for the amount of \$1,085,317.50.

BACKGROUND**APPLICATION DATA**

Gross Floor Area	
Community Purpose	3,278 square metres
Number of beds	
Impervious area	7,363 square metres

PROPOSAL IN DETAIL

The proposal is for the expansion of an existing integrated care facility for the Rockhampton Benevolent Homes Society. The development will accommodate a diversity of patients ranging from highly complex, palliative, dementia and respite care to independent, low-care patients. This will be achieved through a range of accommodation options which include vertically integrated retirement living apartments, assisted living suites, memory support neighbourhoods, in addition to the existing one (1) bedroom suites currently located on the site. A total of 159 residential care rooms (incorporating existing and proposed rooms), plus an additional 39 individual living units will be provided on-site at the ultimate development scenario creating a total yield of 198 units. The proposed extension will be developed over the following three (3) stages:

- Stage 1 – Building A (36, one bedroom residential aged care suites across four (4) storeys).
- Stage 2 – Building B (40, two and three bedroom individual living units across five (5) storeys).
- Stage 3 – Building C (36, one bedroom residential aged care suites across four (4) storeys).

Several operational components and ancillary communal facilities for residents will also be accommodated. These include a café, salon, library, chapel, gymnasium and a Men's Shed which will form part of the "Community Use" component. The proposal also incorporates several communal open space areas which are integrated throughout the development, creating gathering spaces for residents and visitors to the facility.

There will be five (5) access points to the proposed facility. Two (2) new crossovers will be constructed on Lennox Street and Cambridge Street which will connect to Building C and Building B respectively. An ingress and egress point is proposed from West Street which will facilitate access to the Porte Cochere, while Building A will gain access from the existing crossover on West Street. A total of 75 car parking spaces will also be provided on site through a combination of basement parking beneath Buildings B and C, and semi-open spaces adjacent to Building A.

SITE AND LOCALITY

The subject site is located in the Low Density Residential Zone under the *Rockhampton Region Planning Scheme 2015*. The site is affected by the Steep Land Overlay, and is positioned within the Obstacle Limitation Surface area for the Rockhampton Regional Airport and the Helicopter Pad for the Rockhampton Base Hospital.

Surrounding the site is predominantly residential development, with Voss Park also located directly next to the site. There are three (3) road frontages to the subject site, being West, Cambridge and Lennox Streets. The Rockhampton Base Hospital and Hillcrest Private Hospital are also located to the west of the site.

The existing Benevolent Aged Care Facility is located on the site, currently accommodating 116 beds across several buildings, accompanied by several ancillary components including kitchen and laundry facilities, administration, and community courtyards.

PLANNING ASSESSMENT

MATTERS FOR CONSIDERATION

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

Development Engineering Comments – 6 September 2019

Support, subject to conditions / comments.

Public and Environmental Health Comments – 24 April 2019

Support, subject to conditions.

Other Staff Technical Comments

Not applicable as the application was not referred to any other technical staff.

TOWN PLANNING COMMENTS

Central Queensland Regional Plan 2013

The *Central Queensland Regional Plan 2013* is a statutory document which came into effect on 18 October 2013. The development is not required to be assessed against the Regional Plan if this document is appropriately reflected in the local planning scheme. It is considered that the Regional Plan is appropriately reflected in the current local planning scheme.

State Planning Policy 2017

The current State Planning Policy (SPP) came into effect on 3 July 2017 and replaces the previous SPP (April 2016). The new policy expresses the state's interests in land-use planning and development and contains a number of changes to better align with the *Planning Act 2016*. This policy requires development applications to be assessed against its requirements where they have not been appropriately reflected in the local planning scheme.

1. Planning for liveable communities and housing

Housing supply and diversity

Not Applicable.

Liveable communities

Not Applicable.

2. Planning for economic growth

Agriculture

Not Applicable.

Development and construction

Not Applicable.

Mining and extractive resources

Not Applicable.

Tourism

Not Applicable.

3. Planning for environment and heritageBiodiversity

Not Applicable.

Coastal environment

Not Applicable.

Cultural heritage

Not Applicable.

Water quality

Not Applicable.

4. Planning for safety and resilience to hazardsEmissions and hazardous activities

Not Applicable.

Natural hazard, risk and resilience

Not Applicable.

5. InfrastructureEnergy and water supply

Not Applicable.

Infrastructure integration

Not Applicable.

Transport infrastructure

Not Applicable.

Strategic airports and aviation facilities

Not Applicable.

Strategic ports

Not Applicable.

Rockhampton Region Planning Scheme 2015**Strategic framework**

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

(i) Settlement pattern

- (1) The pattern of settlement is reinforced in accordance with the Strategic framework – settlement pattern maps (SFM-1 to SFM-4) and as defined in Table 3.3.2.2 – Strategic map designations and descriptions. Sufficient land has been allocated for residential, commercial, industrial and community uses to meet the needs of the region for at least twenty (20) years.
- (2) Residential development within Rockhampton and Gracemere will occur in urban areas, urban infill and intensification areas and new urban areas (greenfield areas). These areas are shown on the strategic framework maps SFM-2 to SFM-3.
- (3) Urban development in Mount Morgan will only occur within the urban area and local centre as shown on strategic framework map SFM-4.

- (4) Residential development is compact, encourages strong neighbourhoods with attractive places for residents, makes efficient use of land and optimises the delivery and use of infrastructure and services. Expansion beyond these identified areas will not occur to ensure a focus on urban infill and intensification areas and to avoid further encroachment on natural assets and ecologically vulnerable areas.
- (5) Sufficient land for employment growth has been identified in industrial areas, new industrial areas and centres (including proposed centres) at locations that can be most efficiently serviced with infrastructure and facilities.
- (6) Future urban areas and future industrial areas are the preferred location for greenfield development beyond 2026.
- (7) **The settlement pattern provides for a diverse range of housing to meet changing demographic needs, and creates opportunities for more affordable living close to services and facilities. These housing options will help stimulate centres and community focal points, and assist in making the most efficient use of infrastructure and other public investment.**
- (8) Higher density development is focussed around centres and public transport nodes and corridors. Increased residential densities will be encouraged in the urban infill and intensification areas in a range of dwelling types that are located to make public transport, walking and cycling more convenient, safe and viable.
- (9) The design of the built environment (including buildings, streets and public spaces) is consistent with the existing or desired character of the area and buildings are oriented to the street and public places. Development is undertaken in accordance with urban design principles.
- (10) Centres provide for employment, retail, accommodation, entertainment and community services that meet the needs of residential communities that are well connected by the public transport network.
- (11) Centres are based on a hierarchy that ensures the scale and form of development is appropriate to the location, and that the centres' roles and functions are appropriate within the wider planning scheme area.
- (12) Centres are consolidated within designated areas, and expansion does not occur into adjoining residential areas.
- (13) An integrated and high quality public open space network caters for the needs of residents, particularly in and around centres and higher density areas.
- (14) The continuing viability of areas that provide for economic development such as industrial and specific use areas is protected from incompatible land uses.
- (15) Limited rural residential areas provide for semi-rural living; however, these areas do not expand beyond the areas designated.
- (16) The productive capacity of all rural land is protected.
- (17) Rural lands and natural areas are maintained for their rural and landscape values.
- (18) The scenic and environmental values of areas identified as nature conservation or natural corridor link are protected.
- (19) The cultural heritage of Rockhampton is conserved for present and future communities.
- (20) Development responds to natural hazards (flooding, bushfire, steep land, storm tide inundation and coastal erosion) by avoiding, mitigating, adapting and building resilience to natural hazards in areas mapped as being susceptible.

Complies. The proposal is for the expansion of the existing Benevolent Aged Care Facility and is consistent with the existing development pattern on the site. The use provides for a diversity of housing options for Rockhampton's growing elderly population. The site's location is also in direct proximity to critical supporting infrastructure, particularly the Rockhampton Base Hospital and Hillcrest Private Hospital. As such, the proposal is consistent with the settlement pattern of the designation as it provides for a diverse range of housing to meet Rockhampton's changing demographic needs.

(ii) **Natural environment and hazards**

- (1) The natural environment and landscape are highly valued by the community for their contribution to the planning scheme area's biodiversity, economic prosperity, culture, character and sense of place. These areas are to be protected from incompatible development.
- (2) Development does not create unsustainable impacts on:
 - (a) the natural functioning of floodplains;
 - (b) environmentally significant areas, including areas of state and locally significant vegetation, which provide fauna habitat and support biodiversity; and
 - (c) the quality of water entering waterways, wetlands and local catchments.
- (3) Development does not increase the risk to human life and property in areas that are affected, or potentially affected, by storm-surge, erosion, sea-level rise or other coastal processes, flooding, bushfire, or landslide. This occurs through the avoidance of natural hazards in new development areas, particularly greenfield areas and the mitigation of risks in existing built up areas.
- (4) Strategic and iconic scenic and landscape values are protected from potential adverse impacts of development.

Not applicable. The site is not affected by any environmental overlays or natural hazards.

(iii) **Community identity and diversity**

- (1) **The quality of life of residents is enhanced through equitable access to social infrastructure, community services and facilities necessary to support community health and well-being.**
- (2) **The community is self-sufficient and does not rely on services and facilities located in other regions. Development contributes to the provision of new social infrastructure, including land.**
- (3) Cultural heritage including character housing and heritage buildings are conserved and enhanced.
- (4) Public places are safe, functional, characterised by good urban design, and include a range of facilities to encourage healthy and active lifestyles.
- (5) Crime prevention through environmental design is achieved in urban areas including public spaces to improve public safety.

Complies. The expansion to the existing Benevolent Aged Care Facility will modernise accommodation options for Rockhampton's growing elderly population. It will enhance the quality-of-life for this demographic by providing equitable access to social infrastructure including the development of a café, library, chapel, gymnasium and several communal open space areas as part of the site layout.

(iv) Access and mobility

- (1) Connectivity is achieved between residential uses, employment centres and services through the provision of active transport infrastructure integrated with efficient public transport services.
- (2) The trunk transport network (as shown on the strategic framework maps SFM-9 to SFM-12 and in plans for trunk infrastructure in the local government infrastructure plan) supports the settlement pattern and the local economy by facilitating the efficient and safe movement of people and goods both within the planning scheme area (especially between the main urban centres of Rockhampton and Gracemere), and to and from other locations.
- (3) The transport network encourages and supports active living in centres by providing for integrated walking, cycling, and public transport infrastructure to support a progressive reduction in car dependency.
- (4) The safety and efficiency of transport infrastructure, including the Bruce and Capricorn highways and other state and local roads, rail, airport and seaports, are not compromised by development.

Complies. The proposal is located in proximity to several medical services including the Rockhampton Base Hospital and the Hillcrest Private Hospital. The design of the proposal incorporates appropriate active transport infrastructure networks on all street frontages and internal to the site. There will be no impacts to existing transport infrastructure networks, including the nearby Bruce Highway, as a result of the proposal.

(v) Infrastructure and services

- (1) Infrastructure and services are planned and delivered in a logical and cost efficient manner in support of the planned settlement pattern. It is fit for purpose and is sensitive to cultural and environmental values. In particular:
 - (a) efficient, affordable, reliable, timely and lasting infrastructure makes best use of public resources;
 - (b) the long-term needs of the community, industry and business are met; and
 - (c) the desired standards of service in Part 4 — Local government infrastructure plan are achieved.

Complies. All infrastructure and services associated with the proposal will be delivered in a logical manner which coincides with the existing development on the subject site.

(vi) Natural resources and economic development

- (1) The economy of the planning scheme area continues to grow and provides the community with diverse and new employment opportunities. Rockhampton continues to strengthen as the retail, service, cultural and administrative centre for both the planning scheme area and the wider Central Queensland region.
- (2) The strategic importance of Rockhampton for transport and logistics industries is fostered, given its central location at the junction of the Bruce Highway, the Capricorn Highway (through to the Landsborough Highway) and the Burnett Highway (through to the Leichhardt Highway).
- (3) The local community continues to value its traditional economic assets and natural resources and protects and conserves them and the contribution they make to maintaining and growing the region's economic prosperity, culture, character and sense of place. The region's traditional economic sectors of tourism and agriculture (including the iconic beef industry) continue to strengthen.

- (4) Development protects and, where possible, leverages the intrinsic economic value of the region's natural resources, including productive grazing, agricultural and forestry land, extractive and mineral resources, marine and coastal resources, and existing and planned water resources, including watercourses, water bodies and groundwater.
- (5) Natural assets identified by this planning scheme are protected as they underpin current and emerging tourism opportunities and important lifestyle values for residents.

Complies. The proposal will also reinforce Rockhampton as the primary provider for aged care accommodation in Central Queensland. This will be achieved by expanding the existing Benevolent Aged Care Facility located on the site and broadening its delivery of residential care which range from highly complex, palliative, dementia and respite care to independent, low-care accommodation.

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

Low Density Residential Zone

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

- (1) The purpose of the low density residential zone code is to:
 - (a) provide locations where residential uses, predominantly in the form and type of single detached one (1) storey and two (2) storey dwelling houses on individual lots are preferred to develop;
 - (b) **provide for the development of a mixture of other residential land use types that provide for long-term residency, where they are sited and designed to maintain the existing urban form (low rise and low density) and amenity of the surrounding area;**
 - (c) minimise land use conflict and ensure that community and recreation facilities develop only where they are consistent with amenity and characteristics of the surrounding area; and
 - (d) ensure that development within the zone has appropriate standards of infrastructure and essential services.
- (2) The purposes of the zone will be achieved through the following overall outcomes:
 - (a) development provides for predominantly single detached dwellings on individual lots of varying sizes and dual occupancies, maintaining a generally a low-rise, 1-2 storey built form and low density character with small scale, detached buildings;
 - (b) residential development within the zone is of a type which primarily provides for the long-term accommodation of residents and not for short-term accommodation;
 - (c) **low-rise multiple dwellings, relocatable home parks, residential care facilities and retirement facilities and tourist parks develop in the zone when they are situated in proximity (convenient walking distance) to parks, centres, major community facilities (hospital, university, etcetera) or public transport and have access to higher order roads (minor urban collector or higher);**
 - (d) non-residential uses only occur within the zone where they:
 - (i) do not compromise the residential character and existing amenity of the surrounding area;
 - (ii) are small-scale and consistent with the surrounding urban form;

- (iii) primarily function to service the needs of the immediate local residential community;
- (iv) do not detract from the role and function of centres;
- (v) do not result in the expansion of a centre zone; and
- (vi) are in proximity to higher order roads (minor urban collector or higher) and public transport;

Editor's note—To remove any doubt a centre zone includes specialised centres.

- (e) no expansion of existing centres or industrial areas will occur into the low density residential zone. In addition, no additional local centres or higher order centres are required within the low density residential zone;
- (f) neighbourhood centres do not expand to service a wider local centre catchment. South Gracemere is to accommodate a neighbourhood centre commensurate with the population of the immediate catchment;
- (g) new proposed centres within greenfield areas are not intended to accommodate full-line supermarkets;
- (h) development maximises opportunities for surveillance, activation of street fronts, integration with surrounding streetscapes, and presents an attractive appearance to the street with variations in built form, shape and colour;
- (i) development maintains a high level of residential amenity having regard to traffic, noise, dust, odour, lighting and other locally specific impacts;
- (j) new residential developments are not located in proximity to existing incompatible uses such as rural uses, industrial uses and major community facilities without separation distances, landscaping and screening that minimise impacts on amenity in relation to noise, odour, dust, light, loss of privacy or other adverse impacts;
- (k) new residential developments are located and integrated with existing neighbourhoods;
- (l) development is sited and designed to respond to the region's climate (sustainable practices for maximising energy efficiency, water conservation and public/active transport use), local heritage features, natural landscape features and environmental constraints;
- (m) development provides connection to pathways, cycle ways, roads and public transport infrastructure commensurate with the needs of the use;
- (n) development is serviced by infrastructure that is commensurate with the needs of the use; and
- (o) the establishment of one (1) precinct within the zone where particular requirements are identified:
 - (i) residential stables precinct.

The proposal is for the expansion of the existing Benevolent Aged Care Facility currently located on the site. While the proposal is not regarded as a "low-rise" structure, the design of the new facility is not considered to affect the surrounding urban forms which are predominantly one (1) storey and two (2) storey dwelling houses on individual lots. The proposal contributes to the provision of intergenerational housing options in the Rockhampton region, particularly for the region's growing elderly population. The site is also located in proximity to critical supporting infrastructure including the Rockhampton Base Hospital and the Hillcrest Private Hospital which will support the proposed development. As such, the proposal is largely consistent with the purpose of the Zone.

Rockhampton Regional Planning Scheme Codes

The following codes are applicable to this application: -

- Low Density Residential Zone Code;
- Access, Parking and Transport Code;
- Airport Environs Overlay Code
- Landscape Code;
- Stormwater Management Code;
- Waste Management Code; and
- Water and Sewer Code.

An assessment has been made against the requirements of the abovementioned codes and the proposed development generally complies with the relevant Performance outcomes and Acceptable outcomes. An assessment of the Performance outcome/s which the application is in conflict with, is outlined below:

Airport Environs Overlay Code		
Performance Outcome		Officer's Response
PO1	Development does not involve permanent, temporary or transient physical obstruction (natural or man-made) of operational airspace.	<p>The proposal intrudes into the airports operational airspace as identified on the overlay map. Council requested that the applicant undertake a formal Obstacle Limitation Surface (OLS) assessment by an appropriately qualified consultant.</p> <p>The OLS assessment concluded that the height of the tallest building (Building B), which will be 39.64 metres AHD is approximately 13.86 metres below the upper limit of the inner horizontal surface for the Rockhampton Airport. Therefore, while the site is located within the horizontal extent of the Rockhampton Airport, the height of the tallest building will not intrude into the obstacle limitation surfaces of the Rockhampton Airport.</p>

Low Density Residential Zone Code		
Performance Outcomes		Officer's Response
PO1	Development does not adversely impact on the urban form of the surrounding low density residential area and significant landscape features, having regard to the scale and height of buildings and site cover.	<p>The height of the tallest building will be approximately 36 metres which exceeds the height requirement for the zone. However, the architectural design of the building generates a high degree of visual interest using variations in colour, angles and materials which are complementary to the surrounding area. The built form will also create appealing open space areas, orientated towards all elevations of the proposed buildings in order to create an attractive streetscape.</p> <p>The topography of the site also falls</p>

		<p>approximately eight (8) metres from west to east, with the tallest building being located on the lowest point of the site. The position of these buildings on the lowest point of the site will significantly reduce the visual amenity impacts for residents located on Lennox Street who are positioned approximately ten (10) metres higher than the subject site.</p> <p>Photomontage views of the proposed development from the perspective of the residential properties on the western side of Lennox Street were also provided. These images demonstrate that views of Mount Archer and the Berserker Ranges will be uncompromised as a result of the proposal.</p> <p>The applicant also provided shadow diagrams which provide visual information to demonstrate how access to sunlight will change to the surrounding residents as a result of the proposal. The shadow diagrams demonstrated that access to natural light for residents located on Lennox and Cambridge Streets will largely be unaffected with the exception of the Winter solstice which may cause some minor shadowing impacts to some residents on Cambridge Street. However, these impacts are considered to be negligible.</p>
PO11	<p>The development is located and designed so that buildings and structures make provision for:</p> <ul style="list-style-type: none"> (a) an appropriate scale and size that reflects the purpose of the zone; (b) access to natural light and ventilation; (c) landscaping; (d) privacy and noise attenuation; (e) screening of materials when stored outside buildings; (f) integration with the streetscape and built form; (g) orientated to the street frontage; (h) landscape features of the site; and (i) access to open space. 	<p>The proposal, in part, infringes on the prescribed road boundary setback of three (3) metres on Lennox and West Streets. These infringements on the prescribed road boundary setback are considered very minor and will not affect the amenity of the surrounding area; not compromise the safety of the road network; nor cause any impacts to natural light, ventilation, privacy and noise attenuation. The proposed buildings are also partially screened by landscaping proposed within the road verge which will soften any impacts to surrounding residents.</p>
PO16	<p>Development for a multiple dwelling, relocatable home park, residential care facility or retirement facility is located at highly accessible sites:</p>	<p>The subject site is located further than 200 metres from the nearest major hospital (Rockhampton Base Hospital and Hillcrest Private Hospital).</p>

	<ul style="list-style-type: none"> (a) that provide for the safety and convenience of people using the premises; (b) in proximity to centres of activity containing shopping, community facilities, and recreation and entertainment areas; (c) in proximity to public transport facilities and public transport routes; (d) that can minimise impacts on local amenity and the local street network. 	<p>Notwithstanding, the site is for the redevelopment of an existing Residential Care Facility. The subject site is located within reasonable distance to the Rockhampton Base Hospital, which is approximately 400 metres to the west of the site. The use of the premises for a Residential Care Facility is very close to this supporting major infrastructure which will provide for the safety and convenience of Rockhampton's elderly population using the premises.</p>
PO17	<p>Residential development is designed and sited in a manner that:</p> <ul style="list-style-type: none"> (a) is of an appropriate scale and size that reflects the purpose of the zone; (b) is attractive in appearance, climate responsive and functional in design, and safe for residents; (c) has regard to streetscape and street function, privacy, passive recreation and living space needs of residents; and (d) does not compromise the character and amenity of the surrounding area. 	<p>The proposal will exceed the prescribed unit density for the Low Density Residential Zone (one (1) unit per 400m²). Despite this non-compliance, the proposal is for the redevelopment of the existing Benevolent Aged Care Facility to accommodate Rockhampton's increased ageing population. The proposed built form is considered necessary to accommodate the region's ageing population as there are currently limited options for seniors living, other than the traditional nursing home model or gated retirement villages.</p> <p>Photomontage views of the proposed development provided by the applicant from the perspective of the residential properties on the western side of Lennox Street were also provided. These images demonstrate that views of Mount Archer and the Berserker Ranges will be uncompromised as a result of the proposal.</p> <p>It is also considered that the proposed built form represents a rational development outcome for the zone as it is consistent with the amenity and characteristics of the surrounding area, as well as being in very close proximity to major supporting infrastructure including the Rockhampton Base Hospital and Hillcrest Private Hospital.</p>
PO24	<p>Significant trees are retained onsite to maintain the streetscape and amenity of the surrounding area.</p>	<p>The proposal will involve the removal of existing street trees which exceed four (4) metres in height. These street trees are located on Lennox Street and West Street.</p> <p>A Landscape Master Plan was submitted as part of the development application. This plan shows that new street trees will be planted on West, Cambridge, and Lennox Streets to offset the removal of the existing trees. The new street trees will ensure that the existing residential streetscape is maintained, while ensuring that the bulk and</p>

		scale of the proposed built form is adequately screened from adjoining and surrounding residences.
--	--	--

Access, Parking and Transport Code		
Performance Outcome		Officer's Response
PO1	<p>Access driveways are located to avoid conflicts and designed to operate efficiently and safely, taking into account:</p> <ul style="list-style-type: none"> (a) the size of the parking area; (b) the volume, frequency and type of vehicle traffic; (c) the need for some land uses (for example hospitals) to accommodate emergency vehicle access; (d) the type of use and the implications on parking and circulation, for example long-term or short-term car parking; (e) frontage road function and conditions; and (f) the capacity and function of the adjoining street system. 	<p>The proposed new access to Building B is within 20 metres of the unsignalised West / Cambridge Street intersection. This new crossover facilitates access to the Porte Cochere and drop off point to the renovated Jean May building on West Street.</p> <p>The new crossover is an "entry" only point, which connects to an exit point located further from the intersection, and provides access to a basement car park beneath Building B which is for long-term parking for residents. Given the nature of the new crossover, and its function, it is not anticipated that its construction and ongoing use will cause any traffic hazard to road network or the nearby intersection.</p>
PO5	<p>Provision is made for on-site vehicle parking:</p> <ul style="list-style-type: none"> (a) to meet the demand likely to be generated by the development; and (b) to avoid on-street parking where that would adversely impact on the safety or capacity of the road network or unduly impact on local amenity. 	<p>The proposal will make provision of 75 on-site car parking spaces, which is a minor shortfall from the required amount across the combined land uses.</p> <p>In addition to the on-site car parks provided, there is also a large number of existing on-street car parks located on both West and Lennox Streets, and to a lesser extent Cambridge Street. These existing on-street car parks are currently utilised by staff and visitors utilising the existing Benevolent Aged Care facility located at the site.</p> <p>The expansion to the existing use is not anticipated to cause an adverse effect to the road network by using on-street car parks. While there is a minor shortfall (of 12 car parking spaces) in the number of on-site car parks required, the number provided is considered to be sufficient to meet the demand likely to be generated from the development.</p>

Based on a performance assessment of the above mentioned codes, it is determined that the proposal is acceptable and generally complies with the relevant Performance outcomes and where there is deviation from the codes, sufficient justification has been provided.

Sufficient Grounds

The proposed development is, in part, inconsistent with the *Rockhampton Region Planning Scheme 2015*. Council should note, however, that pursuant to the *Planning Act 2016* a development can be approved on its merits. The merits to support the development are as follows:

- a) The proposal contributes to the diversification of residential land uses in the zone by providing intergenerational housing options for Rockhampton's growing ageing population;
- b) The subject site is located in direct proximity to critical supporting infrastructure, including the Rockhampton Base Hospital and Hillcrest Private Hospital, which will service the needs of residents residing at the premises;
- c) The design of the facility will exhibit a high degree of visual amenity by using variations in colour, materials and landscaping treatments which are complementary to the surrounding area in order to maintain the immediate residential streetscape and character;
- d) The proposed use does not compromise the strategic framework in the *Rockhampton Region Planning Scheme 2015*;
- e) Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; and
- f) The proposed development does not compromise the relevant State Planning Policy.

Having regard to all of the above, it is recommended Council, from a land use perspective, consider the proposed development favourably as there are considered merits to justify a decision that favours the alternative land uses proposed herein.

INFRASTRUCTURE CHARGES

Adopted Infrastructure Charges Resolution (No. 5) 2015 for accommodation (short and long term) applies to the application and it falls within Charge Area 1. The Infrastructure Charges are as follows:

Column 1 Use Schedule	Column 1A Use (QPP)	Column 2 Charge Area	Column 3 Adopted Infrastructure Charge for residential development (\$/dwelling unit)			Column 4 Unit	Calculated Charge
			1 bedroom	2 bedrooms	3 or more bedrooms		
Accommodation (Long Term)	Retirement facility	Area 1	13,000	15,000	19,000	Per bedroom dwelling	\$650,000.00

Adopted Infrastructure Charges Resolution (No. 5) 2015 for non-residential development also applies to the application and it falls within Charge Area 1. The Infrastructure Charges are as follows:

Column 1 Use Schedule	Column 1A Use (QPP)	Column 2 Charge Area	Column 3 Adopted Infrastructure Charge		Column 4 Adopted Infrastructure Charge for stormwater network		Calculated Charge
			(\$)	Unit	(\$)	Unit	
Places of Assembly	Community Use	Area 1	59.50	per m ² of GFA			\$40,519.50
Essential Services	Residential Care Facility	Area 1	119	per m ² of GFA			\$551,922.00
					8.50	per m ² of impervious area	\$28,628.00
					Total		\$1,209,152.90
					Less credit		\$185,752.00
					TOTAL CHARGE		\$1,085,317.50

This is based on the following calculations:

- (a) A charge of \$650,000.00 for a Retirement Facility, consisting of the following:
- (i) \$13,000.00 for 1 x one (1) bedroom unit;
 - (ii) \$375,000.00 for 26 x two (2) bedroom units; and
 - (iii) \$247,000.00 for 13 x three (3) bedroom units.
- (b) Gross Floor Area being 5,319 square metres, consisting of the following:
- (i) \$40,519.50 for 681 square metres for the Community Use (Salon, Gym, training rooms, communal lounge areas, office space located in Building A); and
 - (ii) \$551,922.00 for 4,638 square metres for the Residential Care Facility (Buildings A and C).
- (c) A charge of \$28,628.00 for Impervious Area being 3,368 square metres (roof area, hardstand areas, access, and parking areas); and
- (d) An Infrastructure Credit of \$185,752.00, made up as follows:
- (i) \$42,000.00 applicable for the two (2) Dwelling Houses;
 - (ii) \$101,388.00 applicable for Bill Power buildings (based on a GFA of 852 square metres and rate of \$119 per square metre) which will be demolished; and
 - (iii) \$42,364.00 applicable for the Kitchen building located on Lennox Street (based on a GFA of 356 square metres and rate of \$119 per square metre) which was ancillary to the existing Residential Care Facility.

Therefore, a total charge of \$1,085,317.50 is payable and will be reflected in an Infrastructure Charges Notice for the development.

CONSULTATION

The proposal was the subject of public notification between 26 August 2019 and 17 September 2019, as per the requirements of the *Planning Act 2016* and the Development Assessment Rules, and no submissions were received.

REFERRALS

The application was not subject to any referrals.

STATEMENT OF REASONS

Description of the development	The proposed development is for Material Change of Use - Residential Care Facility, Retirement Facility and Community Use	
Reasons for Decision	<p>a) The proposal contributes to the diversification of residential land uses in the zone by providing intergenerational housing options for Rockhampton's growing ageing population;</p> <p>b) The subject site is located in direct proximity to critical supporting infrastructure, including the Rockhampton Base Hospital and Hillcrest Private Hospital, which will service the needs of residents residing at the premises;</p> <p>c) The design of the facility will exhibit a high degree of visual amenity by using variations in colour, materials and landscaping treatments which are complementary to the surrounding area in order to maintain the immediate residential streetscape and character;</p> <p>d) The proposed use does not compromise the strategic framework in the <i>Rockhampton Region Planning Scheme 2015</i>;</p> <p>e) Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; and</p> <p>f) The proposed development does not compromise the relevant State Planning Policy.</p>	
Assessment Benchmarks	<p>The proposed development was assessed against the following assessment benchmarks:</p> <ul style="list-style-type: none"> • Low Density Residential Zone Code; • Access, Parking and Transport Code; • Airport Environs Overlay Code • Landscape Code; • Stormwater Management Code; • Waste Management Code; and • Water and Sewer Code. 	
Compliance with assessment benchmarks	The development was assessed against all of the assessment benchmarks listed above and complies with all of these with the exception(s) listed below.	
	Assessment	Reasons for the approval despite

	Benchmark	non-compliance with benchmark
	Airport Environs Overlay Code	<p>The OLS assessment concluded that the height of the tallest building (Building B), which will be 39.64 metres AHD is approximately 13.86 metres below the upper limit of the inner horizontal surface for the Rockhampton Airport. Therefore, while the site is located within the horizontal extent of the Rockhampton Airport, the height of the tallest building will not intrude into the obstacle limitation surfaces of the Rockhampton Airport.</p>
	Low Density Residential Zone Code	<p>The height of the tallest building will be approximately 36 metres which exceeds the height requirement for the zone. However, the architectural design of the building generates a high degree of visual interest using variations in colour, angles and materials which are complementary to the surrounding area. The built form will also create appealing open space areas, orientated towards all elevations of the proposed buildings in order to create an attractive streetscape.</p> <p>The topography of the site also falls approximately eight (8) metres from west to east, with the tallest building being located on the lowest point of the site. The position of these buildings on the lowest point of the site will significantly reduce the visual amenity impacts for residents located on Lennox Street who are positioned approximately ten (10) metres higher than the subject site.</p> <p>Photomontage views of the proposed development from the perspective of the residential properties on the western side of Lennox Street were also provided. These images demonstrate that views of Mount Archer and the Berserker Ranges will be uncompromised as a result of the proposal.</p> <p>The applicant also provided shadow diagrams which provide visual information to demonstrate how access to sunlight will change to the surrounding residents as a result of the proposal. The shadow diagrams demonstrated that access to natural light for residents located on Lennox and Cambridge Streets will largely be</p>

		<p>unaffected with the exception of the Winter solstice which may cause some minor shadowing impacts to some residents on Cambridge Street. However, these impacts are considered to be negligible.</p> <p>The infringements on the prescribed road boundary setback are considered very minor and will not affect the amenity of the surrounding area; not compromise the safety of the road network; nor cause any impacts to natural light, ventilation, privacy and noise attenuation. The proposed buildings are also partially screened by landscaping proposed within the road verge which will soften any impacts to surrounding residents.</p> <p>The subject site is located further than 200 metres from the nearest major hospital (Rockhampton Base Hospital and Hillcrest Private Hospital). Notwithstanding, the site is for the redevelopment of an existing Residential Care Facility. The subject site is located within reasonable distance to the Rockhampton Base Hospital, which is approximately 400 metres to the west of the site. The use of the premises for a Residential Care Facility is very close to this supporting major infrastructure which will provide for the safety and convenience of Rockhampton's elderly population using the premises.</p> <p>The proposal will exceed the prescribed unit density for the Low Density Residential Zone (one (1) unit per 400m²). Despite this non-compliance, the proposal is for the redevelopment of the existing Benevolent Aged Care Facility to accommodate Rockhampton's increased ageing population. The proposed built form is considered necessary to accommodate the region's ageing population as there are currently limited options for seniors living, other than the traditional nursing home model or gated retirement villages.</p> <p>Photomontage views of the proposed development provided by the applicant from the perspective of the residential properties on the western side of Lennox Street were also provided.</p>
--	--	---

		<p>These images demonstrate that views of Mount Archer and the Berserker Ranges will be uncompromised as a result of the proposal.</p> <p>It is also considered that the proposed built form represents a rational development outcome for the zone as it is consistent with the amenity and characteristics of the surrounding area, as well as being in very close proximity to major supporting infrastructure including the Rockhampton Base Hospital and Hillcrest Private Hospital.</p> <p>The proposal will involve the removal of existing street trees which exceed four (4) metres in height. These street trees are located on Lennox Street and West Street.</p> <p>A Landscape Master Plan was submitted as part of the development application. This plan shows that new street trees will be planted on West, Cambridge, and Lennox Streets to offset the removal of the existing trees. The new street trees will ensure that the existing residential streetscape is maintained, while ensuring that the bulk and scale of the proposed built form is adequately screened from adjoining and surrounding residences.</p>
	Access, Parking and Transport Code	<p>The proposed new access to Building B is within 20 metres of the unsignalised West / Cambridge Street intersection. This new-crossover facilitates access to the Porte Cochere and drop off point to the renovated Jean May building on West Street.</p> <p>The new crossover is an “entry” only point, which connects to an exit point located further from the intersection, and provides access to a basement car park beneath Building B which is for long-term parking for residents. Given the nature of the new crossover, and its function, it is not anticipated that its construction and ongoing use will cause any traffic hazard to road network or the nearby intersection.</p>
		<p>The proposal will make provision of 75 on-site car parking spaces, which is a minor shortfall from the required amount across the combined land uses.</p> <p>In addition to the on-site car parks provided, there is also a large number of existing on-street car parks located</p>

		<p>on both West and Lennox Streets, and to a lesser extent Cambridge Street. These existing on-street car parks are currently utilised by staff and visitors utilising the existing Benevolent Aged Care facility located at the site.</p> <p>The expansion to the existing use is not anticipated to cause an adverse effect to the road network by using on-street car parks. While there is a minor shortfall in the number of on-site car parks required, the number provided is considered to be sufficient to meet the demand likely to be generated from the development.</p>
Matters prescribed by regulation	<ul style="list-style-type: none"> • The <i>State Planning Policy – Part E</i>; • The <i>Central Queensland Regional Plan</i>; • The <i>Rockhampton Region Planning Scheme 2015</i>; • Surrounding use of adjacent premises in terms of commensurate and consistent development form; and • The common material, being the material submitted with the application. 	
Relevant Matters	<p>The proposed development was assessed against the following relevant matters:</p> <p><u>Planning need</u></p> <p>Evidence indicates that the percentage of Rockhampton's "retirement age" population will increase by approximately 30.4% by 2026. The proposed development is considered necessary to broaden Rockhampton's currently limited options for retirement and senior's accommodation, particularly in proximity to the Central Business District (CBD).</p> <p>It is considered that the proposal will address a future planning need by providing another housing option for Rockhampton's ageing population which is forecasted to increase significantly by 2026.</p>	

CONCLUSION

The proposal for the redevelopment of the existing Benevolent Aged Care Facility is largely consistent with the intent of the Low Density Residential Zone. Its construction will contribute to the diversification of residential land uses in the zone by providing intergenerational housing options for Rockhampton's growing ageing population. Furthermore, the location of the site is located in proximity to critical supporting infrastructure, including the Rockhampton Base Hospital and the Hillcrest Private Hospital. For these reasons, the application is recommended for approval subject to the conditions outlined in this report.

**D/30-2019 - DEVELOPMENT
APPLICATION FOR A MATERIAL
CHANGE OF USE FOR RESIDENTIAL
CARE FACILITY, RETIREMENT
FACILITY AND COMMUNITY USE**

Locality Plan

Meeting Date: 15 October 2019

Attachment No: 1



**D/30-2019 - DEVELOPMENT
APPLICATION FOR A MATERIAL
CHANGE OF USE FOR RESIDENTIAL
CARE FACILITY, RETIREMENT
FACILITY AND COMMUNITY USE**

Site Plan

Meeting Date: 15 October 2019

Attachment No: 2

landscape concept master plan



Place Design Group Pty Ltd
131 Robertson Street
Fortitude Valley, Brisbane, QLD
4006 Australia
T + 61 7 3852 3922
F + 61 7 3852 4766

**place
design
group.**

BENEVOLENT AGED CARE
Landscape Concept

DATE	PROJECT NO.	REVISION	DWG NO.
04/04/2019	101B050	04	04
0	10	20	30
40	50	60	70
80	90	100	110

**D/30-2019 - DEVELOPMENT
APPLICATION FOR A MATERIAL
CHANGE OF USE FOR RESIDENTIAL
CARE FACILITY, RETIREMENT
FACILITY AND COMMUNITY USE**

Elevations

Meeting Date: 15 October 2019

Attachment No: 3



**BENEVOLENT AGED CARE
RENDERS | BUILDING A 3D VIEW**

**Deicke
Richards**
ABN 79 050 405 135

Drawing No.	Date	21/10/19	Drawn	IM, SC	Scale
	Rev	P3	Approved	JD	A1 A3





BENEVOLENT AGED CARE
RESIDENTS | BUILDING C 3D VIEW

**Deicke
Richards**
ASN 79 050 405 135

Project	180203	Drawing No.		Date	21/3/19	Drawn	IM, SC	Scale	
				Rev	PS	Approved	JD	AI	A3

11.2 COUNCIL DELEGATIONS TO CHIEF EXECUTIVE OFFICER**File No:** 12660**Attachments:**

1. Safety in Recreational Water Activities Act 2011 Delegation Register [↓](#)
2. Strong and Sustainable Resource Communities Act 2017 Delegation Register [↓](#)
3. Summary Offences Regulation 2006 Delegation Register [↓](#)
4. Survey and Mapping Infrastructure Act 2003 Delegations Register [↓](#)
5. Trusts Act 1973 Delegations Register [↓](#)

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

SUMMARY

This report seeks Council's approval for delegations under State legislation to the position of Chief Executive Officer.

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 in schedule 1 of the registers attached to this report:
 1. *Safety in Recreational Water Activities Act 2011*
 2. *Strong and Sustainable Resource Communities Act 2017*
 3. *Summary Offences Regulation 2006*
 4. *Survey and Mapping Infrastructure Act 2003*
 5. *Trusts Act 1973*
2. These powers must be exercised subject to any limitations contained in schedule 2 of the attached Delegation Registers.

COMMENTARY

Last year a decision was made to commence use of the delegation service provided by the Local Government Association of Queensland (LGAQ). Previously, Council engaged a service provider to obtain updates to legislative delegable powers. The LGAQ Delegation Service is a free service containing a register of delegable State legislative powers impacting on Local Government. The LGAQ Delegation Service is updated with the assistance of King and Company Solicitors approximately every six months at no cost to Council.

The powers set out in Council's existing Delegation Register differ to the powers contained in the LGAQ Delegation Service Register. As a result of these differences, a complete review of all delegations to Chief Executive Officer (CEO) will be carried out. This may result in Council needing to adopt amended legislative powers for each piece of State legislation relevant to Council.

This review will be a staged project. Stage one consists of a review of State legislation included in the LGAQ Delegation Register, however not previously been contained within Council's delegation register. The Delegation Registers containing the new powers for various legislation has been prepared for Council's consideration and are attached to this report.

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.

The LGAQ Delegation Service, with the assistance of King and Company Solicitors, has developed a register following a comprehensive review of listed State legislation as it impacts on Local Government.

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.

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.

CONCLUSION

This report includes Delegation Registers for legislation incorporating sections to be delegated from the Council to the CEO. These Delegation Registers are new and haven't been previously delegated to the CEO.

Once Council has resolved to delegate to the CEO, the exercise of powers contained in schedule 1 of the Delegation Registers attached to this report subject to any limitations contained in schedule 2 of the Delegation Registers, 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

Safety in Recreational Water Activities Act 2011 Delegation Register

Meeting Date: 15 October 2019

Attachment No: 1

Delegations Register – *Safety in Recreational Water Activities Act 2011 {SRWA}*

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 SRWA	Entity Power Given To	Title	Description
Section 29	Entity Power Given To: A Person Who Conducts a Business or Undertaking	Part 3 - Incident Notification	Power, as a person who conducts a business or undertaking that provides recreational water activities, to ensure that the regulator is notified immediately after becoming aware that a notifiable incident arising out of the conduct of the business has occurred.
Section 29(7)	Entity Power Given To: A Person Who Conducts a Business or Undertaking	Part 3 - Incident Notification	Power, as a person conducting a business or undertaking that provides recreational water activities, to keep a record of each notifiable incident for at least 5 years from the day that notice of the incident is given to the regulator.
Section 30	Entity Power Given To: A Person Who Conducts a Business or Undertaking	Part 3 - Incident Notification	Power as a person with management or control of a place at which a notifiable incident has occurred, to ensure, so far as is reasonably practicable, that the site where the incident occurred is not disturbed until an inspector arrives or otherwise directs.

Schedule 2

Limitations to the Exercise of Power	
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

Strong and Sustainable Resource Communities Act 2017 Delegation Register

Meeting Date: 15 October 2019

Attachment No: 2

Delegations Register – Strong & Sustainable Resource Communities Act 2017 {SSRA}

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 SSRA	Entity Power Given To	Title	Description
Section 7(3)	Entity Power Given To: Local Government	Part 2 - Provisions for the Benefit of Residents of Communities in the Vicinity of Large Resource Projects	Power to consult with the owner of a large resource project preparing an operational workforce management plan.
Section 9(5)	Entity Power Given To: Local Government	Part 2 - Provisions for the Benefit of Residents of Communities in the Vicinity of Large Resource Projects	Power to consult with the owner of, or proponent for, a large resource project described in section 9(1) about the social impact assessment prepared under section 9(2).

Schedule 2

Limitations to the Exercise of Power	
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

Summary Offences Regulation 2006 Delegation Register

Meeting Date: 15 October 2019

Attachment No: 3

Delegations Register – Summary Offences Regulation 2006 {SUOR}

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 SUOR	Entity Power Given To	Title	Description
Section 10(1)(a)	Entity Power Given To: Local Government	Part 2 - Driving of Motorbikes on Public Land	Power to consult with an entity that intends to make an application for an area of public land to be prescribed as motorbike control land about the proposal.
Section 14(3)	Entity Power Given To: Local Government	Part 2 - Driving of Motorbikes on Public Land	Power, as entity having a legitimate interest in the area, to consult with a government entity for the purposes of reviewing the number and location of prescribed areas of motorbike control land.

Schedule 2

Limitations to the Exercise of Power	
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

Survey and Mapping Infrastructure Act 2003 Delegations Register

Meeting Date: 15 October 2019

Attachment No: 4

Delegations Register – Survey and Mapping Infrastructure Act 2003 {SMIA}

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 SMIA	Entity Power Given To	Title	Description
Section 21(2)	Entity Power Given To: Owner or Occupier of Land	Part 3 - Carrying Out Surveys Division 3 - Surveyors' Powers	Power, as an owner or occupier of land, to consent to a surveyor placing a permanent survey mark on the land.
Section 34	Entity Power Given To: Public Authority	Part 4 - Survey Marks Division 1 - Establishing Recognised Permanent Survey Marks	Power, as a public authority that placed, or requested to be placed, a survey mark, to give to the chief executive a copy of a survey plan or other information necessary to establish a survey mark as a recognised permanent survey mark.
Section 39	Entity Power Given To: Local Government	Part 4 - Survey Marks Division 1 - Maintaining Recognised Permanent Survey Marks	Power, where the survey mark is on a road under the control of Council, to maintain the integrity of survey markers, and provide updated information to the survey control register.
Section 40	Entity Power Given To: Public Authority	Part 4 - Survey Marks Division 1 - Maintaining Recognised Permanent Survey Marks	Power, as a public authority, where the survey mark is on land, other than roads, controlled by Council, to maintain the integrity of survey markers, and provide updated information to the survey control register.
Section 44	Entity Power Given To: Public Authority	Part 4 - Survey Marks Division 3 - Interfering with Survey Marks	Power, as a public authority, where a person interferes with a recognised permanent survey mark, to take action reasonably necessary to reinstate the physical and survey integrity of a recognised permanent survey marker.
Section 49	Entity Power Given To: Public Authority	Part 5 - Recording Survey & Mapping Information Division 1 - State Datasets Subdivision 2 - Other State Datasets	Power, as a public authority, to provide the chief executive with information about the boundaries of an administrative area.

Schedule 2

Limitations to the Exercise of Power	
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

Trusts Act 1973 Delegations Register

Meeting Date: 15 October 2019

Attachment No: 5

Delegations Register – Trusts Act 1973 {TRUA}

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 TRUA	Entity Power Given To	Title	Description
Section 116	Entity Power Given To: Local Government	Part 10 - Miscellaneous	Power, where appointed trustee for certain purposes, to administer trust property.

Schedule 2

Limitations to the Exercise of Power	
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.

11.3 CENTRAL QUEENSLAND BUSHFIRES FLEXIBLE FUNDING GRANTS - ROUND TWO**File No:** 54**Attachments:**

1. CQ Bushfires Funding Grant Fact Sheet [↓](#)
2. CQ Bushfires Funding Grant Information Paper [↓](#)

Authorising Officer: Matthew Mansfield - Coordinator Media and Communications
Damon Morrison - Executive Coordinator to the Mayor**Author:** Camille Steinberger - Community Engagement Officer

SUMMARY

Round two of the Central Queensland Bushfires Flexible Funding Grants has opened for funding submissions. This report seeks Council approval to submit an application for the roll-out of digital noticeboards as proposed in the report.

OFFICER'S RECOMMENDATION

THAT Council approves the submission of a grant application for \$150,000 under Central Queensland Bushfires – Category C Flexible Funding Grants Program Round 2 for the Digital Noticeboard Project.

COMMENTARY

Round 2 of the Central Queensland Bushfires Flexible Funding Grants Program provides approximately \$4.9 million across eight Local Government Areas for projects aimed at driving recovery, building awareness and increasing resilience.

To be eligible, projects need to contribute to one or more of the following Disaster Recovery Outcomes;

- The needs of vulnerable groups are addressed in disaster recovery;
- The community is aware of the disaster recovery processes;
- The community can express its changing disaster recovery needs;
- Community members are aware of the risks of future disasters;
- The community has improved capacity and capability to respond to future disasters;
- Business and not-for-profit organisations have in place adequate mitigation practices for risks and threats; and
- Government, private sector, civil society and organisations are engaged in plans for mitigation and management of the recovery.

There is no requirement for Council co-contribution with grants available for projects from \$2,500 to \$150,000.

Projects must align with national disaster resilience and recovery outcomes as outlined in the Queensland State Recovery Plan;

1. Human and Social;
2. Economic;
3. Environment;
4. Building; and
5. Roads and Transport

Grant and Application Timeframes

- Applications open 1 October 2019.
- Applications close 5 November 2019.
- Successful projects announced mid-December 2019.
- Earliest project start date – January 2020.

Digital Noticeboard Project

The proposed project scope would see digital noticeboards installed at locations around the Rockhampton Region.

During a disaster, these digital noticeboards would provide critical notifications and community messaging furthering the resilience and recovery outcomes as outlined in the Queensland State Recovery Plan.

It is proposed that the noticeboards would be otherwise utilised for the display of key messages to increase community preparedness for future natural disasters.

The boards would be powered from Ergon Low Voltage poles, with data connectivity via 4G mobile network and content sent remotely from a Council office.

Seven sites have been selected as potential locations based on known risks identified in the Local Disaster Management Plan including isolation during times of disaster and communication difficulties during power and telecommunications outages.

From these criteria, officers have performed a preliminary assessment of sites in the Kabra, Gracemere, Pink Lily, Westwood, Gogango, Stanwell and Bouldercombe areas.

The proposed locations are:

- Main Street, Stanwell
- Burnett Highway, Bouldercombe
- Ridgeland Road, Pink Lily
- Conaghan Park, Lawrie Street, Gracemere
- High Street, Bajool
- Capricorn Highway, Westwood
- Capricorn Highway, Kabra

BACKGROUND

Rockhampton Regional Council adopted the *Local Disaster Management Plan* in December 2017.

This Plan works to enhance community safety through the development of effective disaster management strategies in order to ensure effective planning and co-ordination of available resources to assist communities to:

- mitigate wherever possible, the potential adverse effects of an event;
- prepare for managing the effects of an event; and
- effectively respond to, and recover from, a disaster or an emergency situation.

These digital noticeboards also meet a number of secondary objectives related to Council's community engagement strategy which includes improved communication with communities who have obstacles posed by factors including distance and telecommunication.

BUDGET IMPLICATIONS

Cost estimations undertaken by Council officers indicate that if the proposed application is approved and maximum funding is granted, the application amount would allow for a significant number, if not all, of the proposed sites to proceed without Council co-contribution.

CORPORATE/OPERATIONAL PLAN*Corporate Plan:*

1.3 Safe places for our community

1.5 Inclusive, connected and informed community.

Operational Plan:

1.3.7 Public safety initiatives and emergency response services and systems are in place to respond to a disaster effectively

CONCLUSION

Council continues to take proactive steps and submit funding applications via applicable programs to progressively improve disaster management resiliency and community engagement outcomes across the broader Rockhampton Region.

It is proposed that the Digital Noticeboard Project be submitted under the CQ Bushfires – Category C Flexible Funding Grants Program Round 2 program.

CENTRAL QUEENSLAND BUSHFIRES FLEXIBLE FUNDING GRANTS - ROUND TWO

CQ Bushfires Funding Grant Fact Sheet

Meeting Date: 15 October 2019

Attachment No: 1



Department of Communities, Disability Services and Seniors

communityrecovery

CQ Bushfires- Category C Flexible Funding Grants Program Round 2 – Fact Sheet

(October 2019)

The CQ Bushfires – Category C Flexible Funding Grant has been jointly-funded by the Australian and Queensland Governments to provide non-government organisations, community groups and Local Governments with flexible funds to implement projects aimed at driving recovery, building awareness and resilience within the eight disaster affected Local Government areas.

The Grant will support community-led engagement activities and the development of local recovery initiatives as well as partnerships and collaboration.

Grants are intended to reduce future risks and minimise community dependence on government assistance.

Projects must be aligned with national disaster resilience and recovery outcomes (not limited to human and social recovery), [National Strategy for Disaster Resilience](#), and the [National Disaster Recovery Principles](#) as outlined in the [Community Recovery Handbook](#) and [Queensland State Recovery Plan](#) to:

- understand the context
- recognise *complexity*
- use local, *community-led* approaches
- ensure *coordination* of all activities
- employ effective *communication*
- acknowledge and build local *capacity*
- identify lessons and build resilience

How much can projects receive?

Non-recurrent (one-off) grant funding of:

- \$2,500 up to \$50,000 (small grant)
- \$50,001 up to \$150,000 (large grant)

is available (excluding GST).

Funding for eligible projects is determined by an assessment panel and will vary according to each project budget.

What can be funded in this grant round?

Successful applicants will implement projects aimed at driving recovery, building awareness and resilience. Projects should preferably involve partnerships with local government, and other organisations and/or groups.

Funded projects will need to contribute to one or more of the following Disaster Recovery Outcomes.

- The needs of vulnerable groups are addressed in disaster recovery.
- The community is aware of the disaster recovery processes.
- The community can express its changing disaster recovery needs.
- Community members are aware of the risks of future disasters.
- The community has improved capacity and capability to respond to future disasters.



- Business and not-for-profit organisations have in place adequate mitigation practices for risks and threats.
- Government, private sector, civil society and organisations are engaged in plans for mitigation and management of the recovery.

Who is eligible to apply?

Non-government organisations, community groups and Local Governments in the disaster affected areas local government areas of:

- Banana
- Bundaberg
- Central Highlands
- Gladstone
- Isaac
- Livingstone
- Mackay
- Rockhampton

How do I apply?

Funding submissions under this grant round must be made on an online SmartyGrants application form available at:

<https://communities.smartygrants.com.au/CQ/BCCFFGPR2Small> (small grants)

<https://communities.smartygrants.com.au/CQ/BCCFFGPR2large> (large grants)

If you are new to SmartyGrants, you will need to register before you can apply. Refer to the [SmartyGrants—Help Guide for Applicants](#) for information on registering and completing your application form.

When do applications close?

Applications for Round Two must be received by **2pm on Tuesday 5 November 2019**. Late applications *may* be considered at the discretion of the grant evaluation panel.

Where can I find more information?

Please refer to our website for more grant information, including access to the funding information paper:

<https://www.communities.qld.gov.au/industry-partners/funding-grants/funding-available>

Information and resources about community recovery are available at:

<https://www.communities.qld.gov.au/community/community-recovery>

If you have specific queries regarding the grant, please direct them by email to:

grantqueries@communities.qld.gov.au

Important dates

- **1 October 2019** – Round Two Grant applications open
- **5 November 2019 (2pm)** – Closing date for Round Two grant applications
- **Mid-December 2019** – Successful Round Two applicants announced
- **1 January 2020** – Contract commence

CENTRAL QUEENSLAND BUSHFIRES FLEXIBLE FUNDING GRANTS – ROUND TWO

CQ Bushfires Funding Grant Information Paper

Meeting Date: 15 October 2019

Attachment No: 2



Department of Communities, Disability Services and Seniors

communityrecovery

CQ Bushfires- Category C Flexible Funding Grants Program

Funding Information Paper
October 2019

This initiative is jointly funded under the Commonwealth/State Disaster Recovery Funding Arrangements.



Australian Government



Queensland
Government

1. About this grants program

Over two years from 2019 to 2021, a total of \$6 million (GST exclusive) will be made available through two open funding rounds to provide flexible grants to non-government organisations, community groups and Local Governments in the disaster affected local government areas of Banana, Bundaberg, Central Highlands, Gladstone, Isaac, Livingstone, Mackay and Rockhampton to implement projects aimed at driving recovery, building awareness to:

- reduce future risks and minimise community dependence on government assistance
- enhance self-efficacy and community-efficacy
- minimise negative impacts and embrace opportunities
- promote connectedness, encourage support networks and social inclusion
- support and promote opportunities for sustainable economic recovery
- support business and service provider continuity
- promote preparedness and resilience to future disasters.

Funded projects will need to contribute to one or more of the following Disaster Recovery Outcomes:

- the needs of vulnerable groups are addressed in disaster recovery
- the community is aware of the disaster recovery processes
- the community can express its changing disaster recovery needs
- community members are aware of the risks of future disasters
- the community has improved capacity and capability to respond to future disasters
- business and not-for-profit organisations have in place adequate mitigation practices for risks and threats
- government, private sector, civil society and organisations are engaged in plans for mitigation and management of the recovery.

Round 1 valued at approximately \$1.8M was released on 1 April 2019.

- Small Grants: (Min. \$2,500 up to \$20,000)
- Large Grants: (Min. \$20,000 up to \$100,000)

Round 2 valued at \$4,905,699 will be released on 1 October 2019.

- Small Grants: (Min. \$2,500 up to \$50,000)
- Large Grants: (Min. \$50,001 up to \$150,000)

Projects must be aligned with national disaster resilience and recovery outcomes (not limited to human and social recovery), the [National Strategy for Disaster Resilience](#), and the [National Disaster Recovery Principles](#) as outlined in the [Queensland State Recovery Plan](#) and the [Community Recovery Handbook](#):

- understanding the context
- recognising *complexity*
- using local, *community-led* approaches
- ensuring *coordination* of all activities
- employing effective *communication*
- acknowledging and building local *capacity*
- identifying lessons and building resilience

N.B A third funding round may be opened should all funds not be fully expended in either round.

2. Key information

Contact – Grantqueries@communities.qld.gov.au

Applications

- Funding submissions must be made on the appropriate SmartyGrants online application form.
- The applicant must have no outstanding financial accountability, service delivery or performance issues for funding previously provided by the Queensland Government.
- Any outstanding Acquittal Reports must be submitted before any new funding will be provided.

Submitting applications

Please refer to the [funding available](#) page of our website for more information, including access to the guidelines and contact information.

Online SmartyGrants applications only will be accepted.

If you are new to SmartyGrants, you will need to register before you can apply. Refer to the [SmartyGrants—Help Guide for Applicants](#) for information on registering and completing your application form.

The relevant online SmartyGrants application form can be found at:

Small grant application form - <https://communities.smartygrants.com.au/CQBCCFFGPR2Small>

Large grant application form - <https://communities.smartygrants.com.au/CQBCCFFGPR2large>

Closing date

A completed online application form must be received by the Department of Communities, Disability Services and Seniors (DCDSS) with all required documents by **2pm AEST Tuesday 5 November 2019**.

Late applications

An application submitted after the closing date will be considered a late application. Late applications may be accepted at the discretion of the assessment panel. Incomplete applications will not be accepted.

3. Funding priorities

Applications are invited from eligible organisations to fund projects between \$2,500 and \$150,000 (excluding GST). Successful projects will receive one-off, non-recurrent funding to implement projects aimed at driving recovery, building awareness and resilience. Projects should preferably involve partnerships with local government, and other organisations and/or groups.

The higher the amount of funding an applicant seeks, the higher the expectation is for the project to provide:

- stronger evidence of partnerships and collaboration
- rigorous supporting documents, including supporting research and development
- clear evidence of broader scope, application and impact.

The Flexible Funding Grants will fund projects that promote:

- recovery from the impact of the disaster
- community education and information
- planning for the community's future
- disaster preparedness and building community capacity
- healing and self-expression
- community connectedness and identity
- capturing of stories.

Eligible initiatives could include (but are not limited to):

- delivery of small projects that facilitate the recovery of the communities through community capacity and resilience building, to assist communities to understand how to be better prepared for hazards into the future
- neighbourhood and community strengthening activities that focus specifically on capacity building for future weather events
- workshops or education/information sessions on issues such as insurance awareness, seasonal preparation, disaster proofing homes and developing disaster plans
- establishing regional disaster resilience planning networks involving local governments and key stakeholders such as industry and peak bodies, community and health service providers, chamber of commerce and emergency service agencies
- developing knowledge and skills across local governments and communities to improve recovery outcomes, and future disaster risk reduction and resilience
- focused recovery support services for impacted small businesses and primary producers, which will include business advisors and mentoring
- community group forums could provide access to individual support for recovery services, grants, insurance, business financial counselling, advice and/or mentoring grants
- training and skills development throughout the community, such as small business continuity/contingency planning to help individual businesses to survive in the short to medium term
- grants to establish and build resilience in collaboration with other key disaster management stakeholders
- commemorative and reflective gardens or public memorials
- community events and other community arts, sporting and cultural projects.

Targeted projects should be relevant to specific groups including:

- children and families
- young people
- Aboriginal and Torres Strait Islanders
- culturally and linguistically diverse (CALD) communities
- people with Disability
- seniors
- small businesses
- primary producers.

4. Eligibility for funding

Eligibility Criteria

Successful applicants must provide evidence of incorporation prior to payment. Alternatively if you are an Approved Service Provider (ASP) for the Department of Communities, Disability Services and Seniors (DCDSS), you may provide your ASP details.

The following types of organisations can apply for funding under the *CQ Bushfire Category C Flexible Funding Grants Program*:

- groups and organisations based in Queensland
- organisations such as community groups, local councils, non-government organisations, peak & industry groups, and research bodies
- groups and organisations with no outstanding financial liability, service delivery or performance issues for funding previously and currently provided by the Queensland Government
- groups and organisations who hold the appropriate public liability insurance required to undertake their project and all related activities, consisting of a minimum value of \$10 million
- groups and organisations with a registered Australian Business Number (ABN).

Funding will not be provided for:

- groups and organisations based outside of Queensland
- individuals, or individual businesses or primary producers
- clean up activities
- replacing losses covered by insurance or claimable through other funding sources
- privately owned cultural assets, including collections, buildings and spaces
- capital works/places/objects owned by a State or Commonwealth Government department, agency or authority
- restoration of infrastructure such as buildings, roads or bridges
- environmental restoration
- covering existing debts or budget deficits
- projects that are not related to disaster recovery from or future disaster resilience
- projects that have a political or religious outcomes focus
- projects that may have a negative impact on existing businesses/services
- projects benefiting individuals or individual businesses or primary producers
- facilities that are not open to the whole community.

The above list identifies the most common examples of ineligible costs and is not intended to be prescriptive or comprehensive. Contact grantqueries@communities.qld.gov.au to clarify costs that you are not sure are eligible.

The above list identifies the most common examples of ineligible costs and is not intended to be prescriptive or comprehensive. Contact Grantqueries@communities.qld.gov.au to clarify costs that you are not sure are eligible.

5. Assessment of applications

Applications will be assessed in a competitive, merit based process against the program's assessment criteria. Assessment will be conducted by a panel, and will be subject to strict assessment and eligibility criteria.

Successful applications will support the development of new innovative, purpose built solutions aimed at driving recovery, building awareness and resilience.

Assessment criteria

Applicants may apply for a grant for more than one project.

Small grant applications (Min. \$2,500 up to \$50,000) should meet the Program objectives and eligibility criteria, and:

- a) demonstrate how the project contributes to the recovery of the community from the impact of the disaster and/or contributes to the future disaster preparedness of the community
- b) include evidence of capacity to deliver project to timeframe and budget
- c) include evidence of community support and participation in the project.

Large grant applications (Min. \$50,001 up to \$150,000) should meet the Program objectives and eligibility criteria, and:

- d) demonstrate how the project contributes to the recovery of the community from the impact of the disaster and contributes to the future disaster preparedness of the community
- e) include evidence of significant community support for the project
- f) include evidence of inclusive processes used to identify and prioritise the project/s such as community engagement or community development plans; and endorsement by the Local Recovery Groups and/or Local Disaster Management Group
- g) include evidence of community participation in the development and implementation of the project
- h) include confirmation of alternative funding source of any ongoing costs (e.g. maintenance of facilities)

A project plan, detailing the deliverables, milestones and timelines etc, to be delivered within the first quarterly funded period will be required to support all Approved Large Grant projects.

The assessment panel's recommendations will be used to support funding decisions, and will take into account how strongly each application addresses the program objectives, funding priorities and funding criteria. The panel will consider the local needs, emerging community issues, geographical spread of available funds and to what extent the proposed projects support the purpose of the grant funding.

It is anticipated the outcomes of Round Two will be announced by mid-December 2019.

6. Successful applicants

Successful applications will be advertised in Queensland Government publications and websites.

Successful applicants will enter into an agreement with DCDSS, outlining the obligations of both parties, including, but not limited to, funding and payment details, reporting requirements, agreed outcomes and acquittal conditions. The panel may decline certain components of an application, or limit the amount of funds approved for individual items.

All successful applicants will be bound to the grant agreement, and to the short form contractual terms and conditions. Additional individual conditions may be specified at the time of approval. If necessary, a revised project plan may be negotiated.

Unsuccessful applicants will be given the opportunity to seek feedback by emailing a request to Grantqueries@communities.qld.gov.au whereby a member of the evaluation panel will respond.

7. Project completion

Project spending must be concluded within 12 months from the date of approval nominated on the grant agreement.

Reporting Requirements

Applicants with approved Smaller Grant projects are required to provide:

- Quarterly progress reports outlining achievements and deliverables completed within the reporting period (i.e. against what was identified in the application).

Applicants with approved Larger Grant projects are required to provide:

- Project plan (milestones, timelines etc) to be delivered within the first quarterly funded period
- Quarterly progress reports outlining achievements and deliverables completed within the reporting period (i.e. against what was identified in the application).
- A detailed general ledger or transaction report supporting actual expenditure incurred in delivering the funded project in that quarter.

Acquittal process

A Project Acquittal report must be submitted to DCDSS within three months of project completion, or at the latest by the end of the financial year in which the works were completed.

Acquittal reports must be certified by the Chief Executive Officer, or an equivalent / delegate.

Smaller Grant project acquittal reports must include:

- completion report outlining achievements and deliverables against what was identified in the project application
- A detailed general ledger or transaction report supporting the claimed final expenditure.

Larger Grant project acquittal reports must include:

- final progress report
- evidence demonstrating the completed project achievements against the deliverables identified in the project application
- an audited financial statement and detailed general ledger or transaction report from the applicant's finance system supporting claimed expenditure.

All applications, including progress and acquittal reports, must be certified by the agency/applicant Chief executive Officer / Director in line with its delegations.

Eligible costs

Costs directly associated with delivering the approved project, and excluding ineligible costs.

Ineligible costs

- costs associated with ineligible project activities
- costs of preparing applications, reports or associated supporting material
- legal costs
- in-kind contributions
- purchase of land or property

- salaries or general operating costs not directly associated with delivering an approved project
- cash prizes or commercial gifts
- work already commenced or been completed
- core business for an organisation
- purchase of core business capital equipment such as motor vehicles and office equipment
- remuneration of permanent or executive officers
- land acquisition costs
- duplication of existing initiatives
- furnishings and supplies
- temporary works, other than those required to enable completion of the proposed project
- ongoing costs for administration, operation or maintenance
- remuneration of employees for work not directly related to the proposed project
- unsupported on-cost charges and non-specific indirect and overhead costs
- vehicle leasing, unless directly related to the delivery of the project

These lists identify the most common examples and are not intended to be prescriptive or comprehensive. Contact DCDSS with eligibility enquiries.

8. Governance

Acknowledgment of joint State and Australian Government assistance

Public acknowledgement of DRFA assistance is required under Section 5.2 of the Commonwealth Guidelines available at: [www.disasterassist.gov.au/Documents/Natural - Disaster - Relief - and - Recovery - Arrangements/disaster - recovery - funding - arrangements - 2018.pdf](http://www.disasterassist.gov.au/Documents/Natural%20Disaster%20Relief%20and%20Recovery%20Arrangements/disaster%20recovery%20funding%20arrangements%202018.pdf).

The announcement of an eligible measure/s will occur as a joint media statement unless otherwise agreed by the Commonwealth.

In addition, prior agreement must be reached with the Commonwealth on the nature and content of any subsequent events, announcements, promotional material or publicity relating to an eligible measure under the arrangements. This includes but is not limited to: media releases, events, social media, signage and advertising.

As the program is being delivered, the Lead Agency will identify announcement, progress and finalization of program media opportunities. The Lead Agency will communicate these opportunities to Queensland Reconstruction Authority (QRA), which will advise Emergency Management Australia.

Each Lead Agency is responsible for organising media events and drafting associated materials. QRA will oversee approval of media events and associated materials for government agencies, councils and not - for - profits, in consultation with Emergency Management Australia.

All media events and materials (initial and subsequent) must adhere to the 2018 DRFA Public Acknowledgement Guidelines.

Administration

To ensure collaboration and integration of recovery initiatives, DCDSS will implement a district level governance structure. Governance groups will be established in Gladstone, Livingstone and Mackay. Each group is proposed to include stakeholders from the following groups:

- Department Communities, Disability Services and Seniors

- Mayor or Representative from each of the local governments within the district
- Health and Hospital Service
- Community Development Officers
- Disaster Management Officer/s across the affected districts
- QRA Liaison Officer / Recovery Officer
- Other relevant Recovery Functional Group leads such as DAF or Small Business

Project management costs, including extraordinary administration costs to deliver the grants program, will be eligible under DRFA.

As the lead agency responsible for overarching administration of the DRFA, QRA will work closely with state and local governments to deliver value for money and best practice expenditure and acquittal of DRFA funds within disaster - affected communities.

9. Further information

Please direct any enquiries about the grants program, including matters such as funding criteria, late applications and feedback on funding decisions via email to grantqueries@communities.qld.gov.au.

For a full list of Queensland Government grants available to the community, please refer to <https://www.qld.gov.au/community/community-organisations-volunteering/funding-grants-resources>.

11.4 CORPORATE SERVICES DEPARTMENT - MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019**File No:** 1392**Attachments:**

1. CTS Monthly Report - September 2019 [↓](#)
2. ES Monthly Report - September 2019 [↓](#)
3. Finance Monthly Report - September 2019 [↓](#)
4. SP Monthly Report - September 2019 [↓](#)

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

SUMMARY

The monthly operations report for the Corporate Services Department as at 30 September 2019 is presented for Councillors information.

OFFICER'S RECOMMENDATION

THAT the Corporate Services Departmental Operations report as at 30 September 2019 be 'received'.

COMMENTARY

It is recommended that the monthly operations report for Corporate Services Department as at 30 September 2019 be received.

CORPORATE SERVICES DEPARTMENT MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019

CTS Monthly Report - September 2019

Meeting Date: 15 October 2019

Attachment No: 1

MONTHLY OPERATIONS REPORT

CORPORATE AND TECHNOLOGY SERVICES

PERIOD ENDED SEPTEMBER 2019



1. Operational Summary

Fleet:

The fleet capital renewal program is progressing well with carryover equipment being commissioned. Work has commenced on 19/20 renewals with high priority assets being addressed first.

Workshop activity continues to be busy as construction activity is high. Recruitment for mechanic vacancies continues to be a concern with successive recruitment cycles not finding suitable applicants.

Work is nearing completion at the new Pinnacle Mountain Communications Site. The solar power system is online and the new microwave link installed.

The ITS Technology Infrastructure team is working to switch services from the Telstra IPMAN service to the new microwave network link.

The Pinnacle Mountain communications tower ensures full 2-way digital radio coverage for the region (an essential component of the LDCC disaster communications) and higher speed Council network connections into Mt Morgan.

SmartHub:

The annual GovHack event, sponsored by CQU Australia Research Department, Digital Dexterity, Rockhampton Regional Council, Livingstone Shire Council and Startup Capricorn took place over the weekend 6 to 8 September. Participants formed four teams and over the weekend made an impressive effort using open data to solve problems relating to renewable energy, skilling students to fulfil the future workforce, drought and a virtual reality game to promote Aboriginal and Torres Strait Islander languages.

On 24 September the SmartHub hosted one of two regional focus groups to help the Federal Government create a strategy for allocating the \$18M Boosting Female Founders Initiative. The program will provide targeted funding and support women engaging in innovative entrepreneurship and ensure the needs of diverse groups are served including female entrepreneurs in regional areas and indigenous founders.

The weekly Facebook HubLive interviews continued in September to help build our business community by promoting the activity in the space, allow for storytelling about how to run a successful business and how the use of technology can improve business spaces and efficiency. Throughout the month, Elize was joined by:

- Week 1 - Jason Foss (AlmostAnything) to talk about GovHack 2019.
- Week 2 - Simon Lever (CROSS Recruit) discussed team building and how to recruit the right people for your business.
- Week 3 - Elize went solo to cover the 7 steps to a winning team.
- Week 4 - World Changers Coach Matt Doyle chatted to Elize about strategic direction.

The event spaces are continuing to be utilised frequently with bookings for private meetings, workshops and functions by members, program partners, external parties and other units within Council.

Enquiries and submissions for SmartHub Membership continue to be received and reviewed by the RRC SmartHub Working Group – currently 86 members.

Corporate & Technology Services Monthly Operations Report

Procurement & Logistics:

Procurement Training

A total of 14 employees attended procurement training in September (11 in a group session and 3 in two separate one-on-one sessions). Feedback was very positive with a number of improvements implemented for future training session based on feedback received.

Purchasing Compliance

Non-compliance forms for May 2019 were issued. June purchasing report is still under review. System changes have slowed down the review process. July and August reports are yet to be run due to system issues with the report. Currently still with Financial Systems team.

2. Customer Service Requests






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

	Balance B/F	Completed in Current Month	Current Month NEW Request		TOTAL INCOMPLETE REQUESTS BALANCE	On Hold	Completion Standard (days)	Avg Completion Time (days) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)	Avg Completion Time (days) Q1
			Received	Completed								
Accounts Payable Enquiry	1	0	1	1	1	0	2	0.00	0.00	0.75	9.29	0.00
Insurance: Mower / Slasher / Whipper / Snipper	2	2	2	0	0	0	10	0.00	4.60	13.80	14.78	11.00
Insurance: Personal Accident / Injury	0	0	3	0	0	0	120	0.00	0.00	2.00	124.19	0.00
Insurance: Public Liability / Property Damage Public Property	1	1	5	2	0	0	10	1.00	7.56	7.82	8.84	5.60
Leased Premises – General Enquiry	0	0	0	0	0	0	5	0.00	1.67	1.67	0.00	0.00

● Average completion time is calculated using customer request open and close dates – does not take into consideration periods where the customer request has been placed on hold.

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 September 2019 – 25% of year elapsed.

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	Life to date actual (inc commitments)
Fleet Asset Renewal Program (CP440)	01/07/2019	30/06/2020		\$7,877,810	\$4,507,152
Comments					
IT Asset Renewal & Upgrade Program – excluding RAMP (CP230)	01/07/2019	30/06/2020		\$1,754,399	\$1,045,453
Comments					
RRC Asset Management Project RAMP (CP230)	22/01/2018	30/09/2019		\$2,610,118 (includes anticipated 18/19 rollover \$175,543)	\$2,894,708
Comments					
Stage 3C Smart Technology	01/07/2019	30/06/2020		\$352,000	\$0
Comments	Smart technology rollout – Quay St (William to Derby St). Will follow at the completion of Stage 3E				
Stage 3E Smart Technology	04/04/2019	30/06/2020		\$876,000 (includes anticipated 18/19 rollover \$513,721)	\$766,141
Comments	Smart technology rollout – Col Brown Park and Victoria Pd (North to Archer St)				

In terms of scope, schedule and budget, the project is:		
		
on track	generally on track, with minor issues	off track

4. Operational Projects

For period ended September - 25% of year elapsed.

Project	Planned Start Date	Planned End Date	On Track	Budget Estimate – Current Year	YTD Actual (inc committals)
Turbo-Traction Lab	15/03/2019	30/06/2020		\$451,690	\$197,947
Turbo-Traction Lab	15/03/2019 – 30/06/2020	The Turbo-Traction Lab (TTL) is a hands on program designed to build a modern business in 80 days. The Australian Government, in conjunction with Bevan Slattery's Capital [b] and Council is funding this stage specific incubator program designed to allow both full time and part time founders to bootstrap their business. Founders will have an opportunity to gain significant traction in their global market with hands on assistance from world class experts in residence. As a fitting conclusion to the program, a selection of participants from the program will have the opportunity to travel to the USA for a week to experience the global marketplace, as well as meet startups and potential customers.			
<u>Comments</u> This month in the Lab we have hosted topic experts: <ul style="list-style-type: none">• Tamara Loehr & Chris Lorang (Startegy & Validation)• Natalie Nichols (Project Planning)• Phil Martin (Tech Setup & MVP) The Turbo-Traction Lab 2 cohort continue to receive hands-on help from our experts to progress their businesses and secure their first international customers. During the month participants also attended the Boosting Female Founders Initiative workshop; and Expert Residence Daniel Johnsen and TTL participant Wes Alan (TapEditGo founder) attended the September Capricornia Chamber of Commerce Meeting.					
Startup Weekend and GovHack	Date 26/07/2019-28/07/2019 completed and 06/09/2019–08/09/2019 completed	Startup Weekend 2019 In just 54 hours, participants experience the highs, lows, fun, and pressure that make up life as a startup. They learn how to create a real company, meet great mentors, investors, co-founders, and sponsors who are ready to help turn their idea into an actual business with paying customers. GovHack 2019 (yearly) GovHack is an open data hackathon held across Australia. It's all about encouraging and celebrating people's technical and creative capacity with government for great outcomes, and building upon the social and economic value of Open Data published by government.			
<u>Comments</u> The annual GovHack event, sponsored by CQU Australia Research Department, Digital Dexterity, Rockhampton Regional Council, Livingstone Shire Council and Startup Capricorn took place over the weekend 6 to 8 September. Participants formed 4 teams and over the weekend made an impressive effort using open data to solve problems relating to renewable energy, skilling students to fulfil the future workforce, drought and a virtual reality game to promote Aboriginal and Torres Strait Islander languages.					

5. Budget

Financial performance as expected for the reporting period.

	Adopted Budget \$	Actuals \$	EOM Commitments \$	Total \$	Variance %
CORPORATE & TECHNOLOGY SERVICES					
<i><u>Fleet</u></i>					
Revenues	(310,000)	(79,132)	0	(79,132)	25.5%
Expenses	12,531,527	2,918,978	1,155,342	4,074,320	23.3%
Transfer / Overhead Allocation	(16,617,700)	(4,282,594)	0	(4,282,594)	25.8%
Total Unit: Fleet	(4,396,173)	(1,442,748)	1,155,342	(287,406)	32.8%
<i><u>Property & Insurance</u></i>					
Revenues	(416,399)	(188,488)	0	(188,488)	45.3%
Expenses	3,975,982	1,106,752	188,937	1,295,689	27.8%
Transfer / Overhead Allocation	9,171	1,837	0	1,837	20.0%
Total Unit: Property & Insurance	3,568,755	920,101	188,937	1,109,038	25.8%
<i><u>Corporate & Technology Management</u></i>					
Expenses	659,459	134,806	30,097	164,904	20.4%
Transfer / Overhead Allocation	0	15	0	15	-
Total Unit: Corporate & Technology Management	659,459	134,821	30,097	164,919	20.4%
<i><u>Information Systems</u></i>					
Revenues	(15,000)	(40,385)	0	(40,385)	269.2%
Expenses	7,666,837	2,250,892	340,671	2,591,563	29.4%
Transfer / Overhead Allocation	19,768	2,931	0	2,931	14.8%
Total Unit: Information Systems	7,671,604	2,213,438	340,671	2,554,110	28.9%
<i><u>Procurement & Logistics</u></i>					
Revenues	0	(109)	0	(109)	-
Expenses	1,882,043	497,057	774	497,832	26.4%
Transfer / Overhead Allocation	(112,546)	10,713	0	10,713	-9.5%
Total Unit: Procurement & Logistics	1,769,497	507,662	774	508,436	28.7%
<i><u>Smart Hub Business</u></i>					
Revenues	(448,025)	(115,229)	0	(115,229)	25.7%
Expenses	847,228	135,351	178,757	314,107	16.0%
Transfer / Overhead Allocation	0	1,139	0	1,139	-
Total Unit: Smart Hub Business	399,203	21,261	178,757	200,018	5.3%
Total Section: CORPORATE & TECHNOLOGY SERVICES	9,672,345	2,354,535	1,894,579	4,249,114	24.3%

Comments

Corporate and Technology Services on track.

6. Section Statistics

Safety Statistics

	First Quarter		
	July	Aug	Sep
Number of Lost Time Injuries	0	0	0
Number of Days Lost Due to Injury	0	0	0
Total Number of Incidents Reported	0	1	1
Number of Incomplete Hazard Inspections	0	1	1

Service Delivery

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
IT support services provided within service levels outlined in the IT Service Catalogue.	90%	93%	Operational
Ensure availability of system up-time during core business hours (excluding planned outages).	99%	100%	Operational
Process records on the day of receipt as per Recordkeeping Charter.	95%	100%	Operational
Ensure top 100 suppliers by dollar value under formal purchasing agreements (contracts).	90%	93%	Operational
Ensure supplier payments are made within stated trading terms – 7 days.	90%	86%	Operational
Ensure tenanted properties in any month, have current lease agreements and public liability insurance.	80%	90%	Operational
Process insurance claims within procedural timeframes.	100%	100%	Operational
SmartHub Membership (Target 2018 - 20)	100	86	Operational

Liquor Permit Applications on Council Owned or Controlled Land

	July	Aug	Sept
Applications Received	3	3	2
Applications Approved	3	3	2
Applications Denied	0	0	0

7. Whole of Council Reports and Statistics

Fleet Services



Plant Hire Operations Budget (Surplus)

\$10,091,004

Year to Date (Surplus)

\$3,065,702

Procurement & Logistics

Contracts Awarded for September – 12

Tender/ Contract No.	Contract Name	Awarded	Amount
TEN13388	Thirsty Creek Road Gravel Crushing	HR & KG Thomas	SOR
TEN13541	Dry Hire of Prime Mover	Hastings Deering (Australia) Pty Ltd	SOR
TEN13558	Airport Terminal Upgrade	Kane Constructions (Qld) Pty Ltd T/A arete Australia	\$2,983,901
TEN13581	Supply of Fire Equipment	Panel	SOR
TEN13604	Servicing of Overhead Cranes	ACE Materials Handling Pty Ltd	SOR
TEN13622	Airport Terminal Mechanical Services Security Upgrade	Trevelle Services Pty Ltd T/A McMaster Refrigeration	\$1,499,900
TEN13623	Rockhampton Northside Pool Perimeter Fencing	Taboh Pty Ltd T/A BT Builders	\$151,070
TEN13652	Airport Terminal Building Power Supply	Stanke Group Electrics Pty Ltd	\$389,731
QUO13654	Veterinary Services Rockhampton Zoo	Animality Pty Ltd T/A Alma Street Veterinary Hospital	SOR
TEN13671	Supply & Delivery of Calcium Hydroxide	Grenof Pty Ltd	SOR
CON13733	FRW SCADA Software & Hardware Upgrade	Honeywell Ltd	\$485,617
CON13754	Supply of Dog and Handler for Dog Safety Education Presentations	Rockhampton Dog Obedience Club Incorporated	\$25 per presentation

Tenders / quotes in progress - 30

Corporate & Technology Services Monthly Operations Report

CORPORATE SERVICES DEPARTMENT MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019

ES Monthly Report - September 2019

Meeting Date: 15 October 2019

Attachment No: 2

MONTHLY OPERATIONS REPORT

FINANCE – ENVIRONMENTAL SUSTAINABILITY

PERIOD ENDED SEPTEMBER 2019



1. Operational Summary

Environmental Sustainability Strategy

- Council continues to implement the FY2019-20 annual action plan. The Sustainability Strategy Executive Group will meet on 10 October 2019 to monitor and review progress.
- Council's Environment Policy is due for routine review. Council is scheduled to consider proposed updates at a Workshop in November 2019.

Bringing Nature Back Program

- Tropicana 2019 welcomed over 2,500 participants to 'celebrate and connect with nature' at the Rockhampton Botanic Gardens on 14 September 2019. The event leveraged Council's successful Bringing Nature Back program and Nature Play Passports. Highlights of the day included an interactive nature play zone, workshops, nature craft, performances, Schools Calendar Competition presentation, tree planting activities, free native plants, Uno's Garden interactive book readings, meet the wildlife and opportunities to meet the local groups and organisations working to protect, maintain and enhance our local natural environment.
- The Natural Environment Study has been finalised and presented for Leadership Team consideration. Council is scheduled to consider the Study at a Councillor Workshop in October 2019.
- Council's Native Plant Program was again offered at Tropicana, with local residents taking home 1000 plants to promote urban canopy cover in their own backyards.

Living Sustainably Program

- In September, Council's Living Sustainably program focussed on the theme of 'encouraging wildlife and wildlife habitat'. A range of practical tips were distributed to over 2,000 residents via the Sustainability e-newsletter. The program delivered the monthly workshop as well as an additional 37 targeted school holiday workshops, attracting over 700 participants at Council's Rockhampton, Gracemere and Mount Morgan Libraries.
- Council awarded the winners of this year's *Sustainability in Action!* Schools Calendar Competition at Tropicana 2019, recognising the efforts of 14 local schools. Council's 2020 Community Calendar will be distributed in November 2019.

Second Nature Program

- The next Internal Sustainability Working Group meeting is scheduled for 23 October 2019. The workshop will focus on the 'energy' theme with participants to learn more about the newly installed Electric Vehicle charging station located at the Dooley Street Depot and the transition that Council is making to a low emissions fleet.

Other:

- Early discussions are underway for an LGAQ sponsored Regional NRM Forum to be hosted in Rockhampton in early 2020 (attracting local government NRM officers from throughout regional Queensland).
- Council's next round of the Community Assistance Program – Environment and Sustainability Scheme opened on 09 September 2019. Council has sent further details to interested local not-for-profit organisations and School P&Cs who are eligible to apply. Applications close 28 October 2019.
- Council officers participated in the Reef Guardian Councils working group meeting on 03 September 2019. The workshop identified further collaborative project and funding opportunities across the reef regions.
- The Clean Growth Choices final community workshop was held on 13 September 2019, progressing the 'making water work' roadmap and initial business case for further planning and investment.

2. Customer Service Requests



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





3. Operational Projects



As at period ended September – 25% of year elapsed.



Project	Planned Start	Planned End	On Track	Comment	Budget Estimate	YTD actual (inc commitments)
Environmental Sustainability Strategy:						
Sustainability governance: Facilitate quarterly meetings of the Sustainability Strategy Executive Group and Internal Sustainability Working Group.	Jul 19	Jun 20		<ul style="list-style-type: none"> SSEG met 18 July 2019, with Q4 progress report received by Council on 20 Aug 2019. Next SSEG meeting scheduled for 10 Oct 2019, to review Q1 progress. 	\$0	\$0
Pathway 1 – Natural environment (partnerships and programs)						
Natural environment study: Identify and map priority natural assets for protection and enhancement. This work will replace the natural environment study completed in 2010 (covering the amalgamated regions) and will inform future works, identify areas for future development offsets and also inform the Planning Scheme.	Sep 18	Jun 20		<ul style="list-style-type: none"> Final draft report received from Cardno in mid Aug 2019. Final report received mid Sep 2019. Councillor workshop scheduled to consider next steps in Oct 2019. 	\$60,000 (expended FY18-19)	\$0
Bringing Nature Back - works program: On-ground works projects to protect, maintain and enhance key natural assets, green corridors and	Jul 19	Jun 20		<ul style="list-style-type: none"> Fraser Park bush regeneration works – continuing with Parks and partner support (Capricornia Catchments, Multicultural Australia 	\$50,000	\$5,000

Project	Planned Start	Planned End	On Track	Comment	Budget Estimate	YTD actual (inc commitments)
urban waterways in conjunction with key stakeholders and the community. The program may also provide catalyst funding to help address environmental projects on Council land.				and Capricorn Correctional Centre). <ul style="list-style-type: none"> Native plant propagation at Council's Nursery – continuing with funding support from the Environmental Sustainability Unit, volunteers and input from Multicultural Australia. Operational NRM activities – continuing at multiple sites including Col Austin and Eichelberger Parks in conjunction with Parks and partner organisations (Multicultural Australia, Jobs Queensland and Capricornia Correctional Centre). 		
Bringing Nature Back – engagement program: Long-term nature-based community engagement program, designed to bring nature back into the community's hearts, minds and everyday lives. The Program will deliver a free native plant program, nature photography competition, nature play passports and activities and tools that help the community to improve urban canopy cover in their own backyards, local streets, nearby creeks and on Council land.	Jul 19	Jun 20		<ul style="list-style-type: none"> Native Plant Program – continued rollout at key events during the period July to October 2019. Nature Play Passports – delivered a major interactive nature play installation at Tropicana 2019. Passport rollout continues with a second print run scheduled for late 2019. Nature Photography Competition – scheduled for April to June 2020. Community workshop / volunteer program – currently under development. 	\$30,000	\$20,000
Pathway 2 – Empowering our community (external programs)						
Living Sustainably program: Long-term behaviour change program designed to encourage the community to adopt a wide array of actions and behaviours that support Council's sustainability goals. The program will recognise and reward sustainability awareness and action in schools as part of the annual schools calendar competition, 2020 community calendar and a rolling monthly communications program.	Jul 19	Rolling		<ul style="list-style-type: none"> Monthly engagement program – rolling program of monthly displays, workshops and e-newsletters is in progress. Schools calendar competition 2019 - closed 28 June 2019. Winners awarded at Tropicana 2019. Calendars – currently being printed, scheduled to be distributed to schools in November 2019. 	\$30,000	\$18,000

Project	Planned Start	Planned End	On Track	Comment	Budget Estimate	YTD actual (inc commitments)
Community Assistance Program (CAP E&S): The CAP Environment and Sustainability Scheme provides small grants to support community-based environment and sustainability initiatives.	Jul 19	Rolling		<ul style="list-style-type: none"> Round 2 – two projects were approved by Council on 06 Aug 2019. Changeology – community master class and project incubator workshop in Nov 2019. Round 3 - applications close in Oct 2019. Round 4 - applications close in Mar 2020. 	\$30,000	\$10,000
Other sustainability education activities: Encourage sustainability awareness and action via key regional events and educational opportunities.	Jul 19	Rolling		<ul style="list-style-type: none"> River Festival (July 2019) – delivered a nature play workshop within Adventure Land. Emergency Services Day (July 2019) – coordinated major Native Plant Program activities in conjunction with National Tree Day. Tropicana (Sep 2019) – coordinated major 'nature connection' activities. World Environment Day (June 2020) – TBC. Rockhampton Show (June 2020) – TBC. 	\$10,000	\$5,000
Pathway 3 – Industry and infrastructure						
Sustainable Rockhampton Investment Fund: Support projects that deliver both positive environmental outcomes and real operational savings for Council.	Jul 19	Rolling		<ul style="list-style-type: none"> Awaiting Glenmore Water Treatment Plant solar as the first project for consideration under the Fund. 	TBC	TBC
Clean Growth Choices: Support development of business cases for the 'making water work' pathway.	Aug 18	Jun 20		<ul style="list-style-type: none"> Business case - awaiting draft for review. Stakeholder workshop – held 13 Sep 19. 	Advance	Advance

Project	Planned Start	Planned End	On Track	Comment	Budget Estimate	YTD actual (inc commitments)
Pathway 4 – Council operations (corporate sustainability)						
Second Nature program: Council's internal sustainability engagement program has been designed to advance sustainability awareness and action within Council's operations. The Internal Sustainability Working Group champion sustainability initiatives across departments, act as a conduit for information and support sustainability action across the organisation.	Jul 19	Rolling		<ul style="list-style-type: none"> Field trip – scheduled for Oct 2019 to Dooley Street, with a focus on Electric Vehicles. 	\$0	\$0
Sustainability Seed Fund program: As a key part of the internal sustainability engagement program, seed fund initiatives provide the opportunity to trial staff-initiated sustainability projects that foster sustainable behaviour whilst improving Council's wise use of resources.	Jul 19	Rolling		<ul style="list-style-type: none"> Seed fund initiatives – project scoping and planning phases, along with purchase of long lead time items, conducted in July to Sep 2019. Changeology - internal master class and project incubator workshop – scheduled for Nov 2019. 	\$20,000	\$9,000

4. Budget

Financial performance is as expected for September – 25% of year elapsed.

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



As At End Of September

Report Run: 03-Oct-2019 15:21:13 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 25% of Year Gone
CORPORATE SERVICES							
FINANCE							
<i>Natural Resource Management</i>							
Expenses	539,684	0	24,230	134,109	158,340	29%	✗
Transfer / Overhead Allocation	0	0	0	1,697	1,697	0%	✗
Total Unit: Natural Resource Management	539,684	0	24,230	135,806	160,037	30%	✗
Total Section: FINANCE	5,918,363	0	662,083	1,384,105	2,046,188	35%	✗

Comments

Unit budget is on track, noting additional unit expenses related to Tropicana 2019 in the first quarter.

5. Section Statistics

Program/Activity	Date/s	Participants
Completed activities		
Living Sustainably 'encouraging wildlife and wildlife habitat': Council worked with Capricornia Catchments to deliver this month's workshop at Tropicana.	14 Sep 19	~100
Tropicana 2019 'celebrating and connecting with nature' activities: The Environmental Sustainability Unit worked with the Advance Rockhampton Events Team to deliver nature themed activities as part of Tropicana 2019. Highlights included an interactive nature play zone, Uno's Garden art installation and performances, free native plants and nature craft. The event also offered a variety of food, entertainment and interactive activities.	14 Sep 19	2,500
Kids storytime session at Northside Library: Laura from Council's Environmental Sustainability unit took time out to get involved with the kids storytime session, reading 'Uno's Garden' to a lively bunch of young readers.	19 Sep 19	20
Living Sustainably September school holiday activities: Council hosted a major school holiday display and workshop series at Rockhampton Regional Libraries in Rockhampton, Gracemere and Mount Morgan, with 37 separate workshop sessions attended by some 700 local residents.	21 Sep – 04 Oct 19	~700
Upcoming activities		
Living Sustainably 'improving water use and water efficiency': Monthly display and workshop at Rockhampton Regional Library.	12 Oct 19	~50
Changeology master class and project incubator: These capability-building workshops are designed to introduce participants to the skills and knowledge required to support positive behaviour change activities across Council and the Region. The training will be delivered as two sessions: (1) designed to support members of Council's Internal Sustainability Working Group and (2) a subsidised program for members of not-for-profit community groups involved in local environment and sustainability initiatives.	04-05 Nov 19	~50
Living Sustainably 'recycling right with your yellow lid bin': Monthly display and workshop at Rockhampton Regional Library.	09 Nov 19	~50
Living Sustainably 'green gift giving and festive decorations': Monthly display and workshop at Rockhampton Regional Library.	07 Dec 19	~50

6. Sustainability Events and Media Coverage



Tropicana 2019 attracted over 2,500 participants to the Rockhampton Botanic Gardens (14 Sep 2019):

Council's nature-based Tropicana event was well attended and engaged families in a range of different nature connection activities. Families enjoyed Nature Play Queensland's 'weathy imaginasion', a specialised nature play installation, as well as lots of interactive displays, music and entertainment, free native plants and opportunities to talk with the Region's major environmental and NRM-focussed groups.



Council's Living Sustainably school holiday program attracted some 700 local residents to participate in a variety of hands-on workshops focussed on backyard habitat, with kids eager to learn about bugs, butterflies and native bees, how to make their own bug hotel and bees wax wraps and even how to create a butterfly or frog friendly backyard. The sessions were coordinated by Council's Environmental Sustainability Team in conjunction with a range of local organisations and guest speakers.

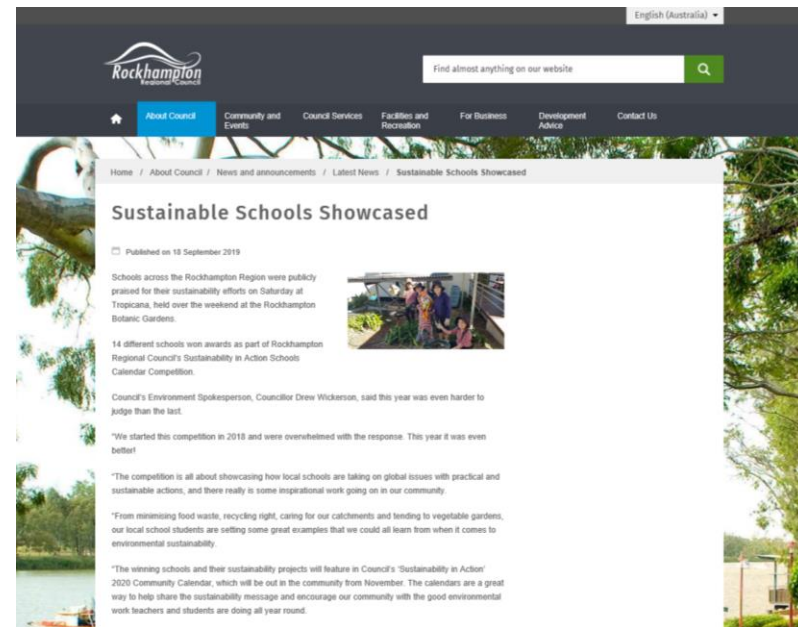
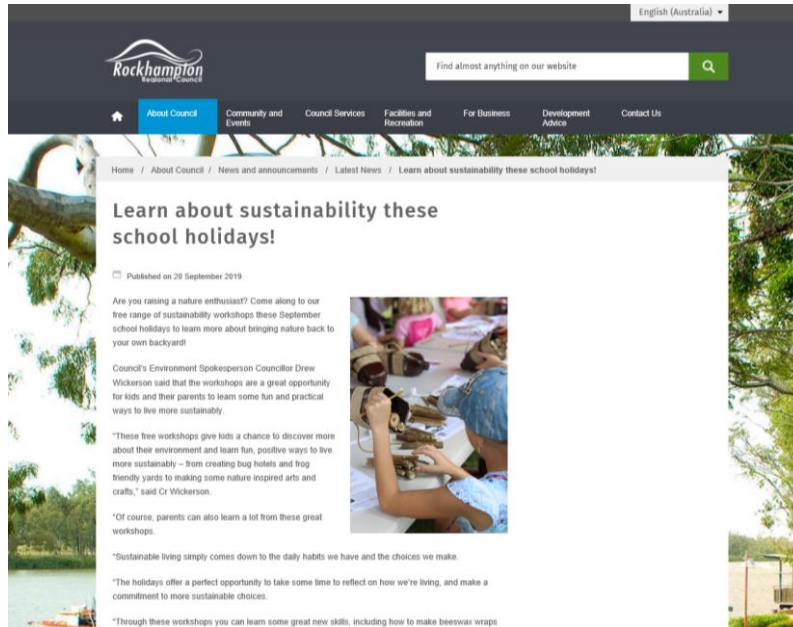


Living Sustainably Community Workshop at Tropicana (14 Sep 2019):

Council's September workshop sessions attracted around 100 participants as part of the activities at Tropicana 2019.

The workshop focussed on 'encouraging wildlife and wildlife habitat'.

The sessions were coordinated by Council's Environmental Sustainability Team in conjunction with Capricornia Catchments.



Council released a number of sustainability related media items during the month:
Articles focussed on Council's Living Sustainably school holiday program and also celebrated the winners of Council's 'Sustainability in Action' schools calendar competition, which was awarded at Tropicana 2019.

CORPORATE SERVICES DEPARTMENT MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019

Finance Monthly Report September 2019

Meeting Date: 15 October 2019

Attachment No: 3

MONTHLY OPERATIONS REPORT

FINANCE

PERIOD ENDED SEPTEMBER 2019



1. Operational Summary

The Annual Financial Statements were reviewed Audit and Business Improvement Committee and subsequently signed by the Mayor and CEO on the 26 September, 2019. Certification is expected on Friday 4th October, 2019.

The Sustainability Unit was kept busy with Tropicana on the 14th September, 2019.

2700 rates reminder notices were issued on the 13 September which is approximately 400 less than the same time last year.

2. Customer Service Requests

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



All Monthly Requests (Priority 3) Finance 'Traffic Light' report September 2019

	Balance Bf	Completed in Current Mth	Current Month NEW Requests		TOTAL 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)	Avg Completion Time (days) Q1
			Received	Completed								
Bookings Enquiry	3	0	0	0	3	0	5	0.00	1.00	2.73	18.50	2.00
Relax Searches	12	12	102	96	6	0	5	2.71	2.87	2.86	2.82	2.82
Relax Enquiry	1	1	76	69	7	0	3	0.70	0.72	0.87	0.61	0.64

V1 | Monthly Operations Report for Section

3. Capital Projects

No Capital Projects.

V1 | Monthly Operations Report for Section

4. Operational Projects

As detailed in the Environmental Sustainability section report.

V1 | Monthly Operations Report for Section

5. Budget

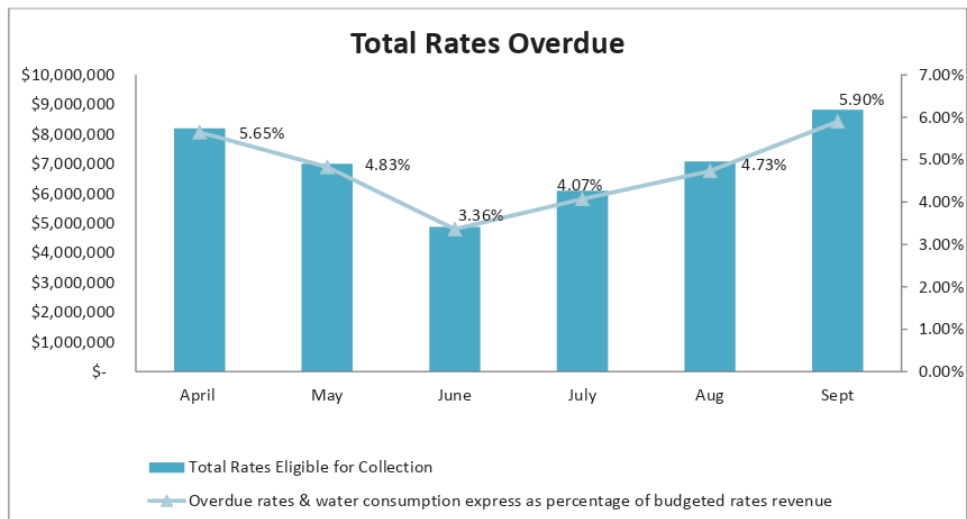
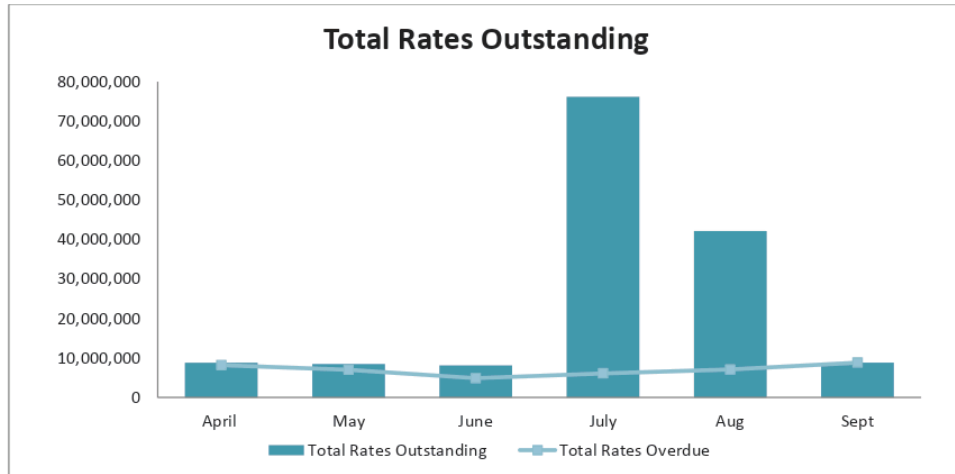
Financial performance as expected for the reporting period.

End of Month Budget Management Report - (Operating Only) - FINANCE					
As At End Of September					
Report Run: 03-Oct-2019 12:44:24 Excludes Nat Accts: 2802,2914,2917,2924					
	Adopted Budget	Actuals	EDM Commitments	Total	Variance
	\$	\$	\$	\$	%
					On Target
					25% of Year Gone
					100
FINANCE					
<u>Finance Management</u>					
Expenses	544,167	135,612	125,385	260,997	24.9%
Total Unit: Finance Management	544,167	135,612	125,385	260,997	24.9%
<u>Accounting Services</u>					
Expenses	1,683,328	407,361	0	407,361	24.2%
Transfer / Overhead Allocation	0	597	0	597	-
Total Unit: Accounting Services	1,683,328	407,958	0	407,958	24.2%
<u>Financial Systems</u>					
Revenues	(1,160)	0	0	0	0.0%
Expenses	239,155	52,846	280	53,126	22.1%
Transfer / Overhead Allocation	600	0	0	0	0.0%
Total Unit: Financial Systems	238,595	52,846	280	53,126	22.1%
<u>Customer Service</u>					
Revenues	(211,003)	(73,878)	0	(73,878)	35.0%
Expenses	1,826,260	419,440	56,822	476,262	23.0%
Transfer / Overhead Allocation	0	60	0	60	-
Total Unit: Customer Service	1,615,257	345,622	56,822	402,444	21.4%
<u>Rates & Revenue</u>					
Revenues	(513,109)	(116,101)	0	(116,101)	22.6%
Expenses	1,809,691	422,352	455,365	877,727	23.3%
Transfer / Overhead Allocation	750	0	0	0	0.0%
Total Unit: Rates & Revenue	1,297,332	306,251	455,365	761,626	22.6%
<u>Natural Resource Management</u>					
Expenses	539,684	134,109	24,230	158,340	24.8%
Transfer / Overhead Allocation	0	1,697	0	1,697	-
Total Unit: Natural Resource Management	539,684	135,806	24,230	160,037	25.2%
Total Section: FINANCE	5,918,363	1,384,105	662,083	2,046,188	22.4%

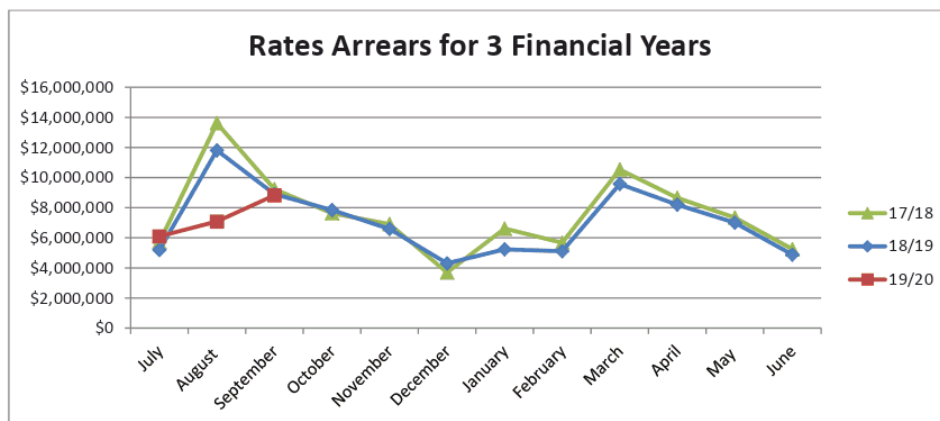
Comments

Commitments for Audit Fees and Collection Fees are representative for the entire year. All areas within expected expenditure limits.

6. Section Statistics



V1 | Monthly Operations Report for Section



7. Whole of Council Reports and Statistics

Safety Statistics

Customer Requests Completed Monthly & Top 5 Customer Requests

	July	August	September	October	November	December	January	February	March	April	May	June
Requests Logged	3354	3561	3461									
Same month Completed	2538	2585	2637									
% completed same month	75%	73%	76%									
Completed Total for Month	3770	3694	3301									
Total Pending	5829	2934	2642									
Top 5 Requests for Month	Dog Amend Fac Man WLeak AnComp AnBerk1	Dog Amend Fac Man WLeak AnComp AnBerk1	Dog Amend Fac Man WLeak AnComp AnBerk1									

Total outstanding customer requests up to 3 months old:	1521	Conquest Work Order up to 3 months old:	712
Total outstanding customer requests between 3 to 6 months old:	243	Conquest Work Order between 3 to 6 months old:	181
Total outstanding customer requests greater than 6 months old:	1278	Conquest Work Order greater than 6 months old:	1239

Minor Maintenance City

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

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

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

Key:	T/Trees - Tree Trimming	Mat - Vector Mating	An/Door - Dog Registration Inquiry	MSJR - Missed Recycling Bin Service
	M/Maint - Meter Maintenance	Fac Man - Facilities Management	WLeak - Water Leak	AnComp - Animal Complaints
	Bin RRC - Replace Bin RRC	W/An - Wandering & Restrained Animal for Collection	AnBerk1 - Animal Barking Stage 1	

Nil to report

	CS KPI	Achieved for month	
Maintain the ratio of customer queries satisfied by Customer Service Officers, without referral to departments.	80%	93%	Operational
Customer Service Call Centre answering 75% of incoming calls within 45 seconds.	75%	64%	Adopted

V1 | Monthly Operations Report for Section

CORPORATE SERVICES DEPARTMENT MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019

SP Monthly Report - September 2019

Meeting Date: 15 October 2019

Attachment No: 4

MONTHLY OPERATIONS REPORT

STRATEGY & PLANNING

PERIOD ENDED SEPTEMBER 2019



1. Operational Summary

Strategic Planning

- Planning Scheme Major Amendment review by the State has commenced. The State have requested additional information in response to the changes made post public consultation. A report to Council recommending a way forward has been scheduled for early October.
- Project continuing to remove a portion of the Music Bowl site (Lot 2 RP 616767) from the State Environmental Management Register.
- Regional policy and statistical research to contribute to planning and advocacy.
- Strategic planning input and contribution to Airport planning and other strategic projects.
- Cardno completed the final report of the Natural Environment Study for the Rockhampton region. Staff to present report at Councillor Workshop on 8 October 2019.
- Steven Ellis commenced as the new Senior Strategic Planner on 23 September 2019.

Grant Applications

- Grant management process has been mapped in anticipation of working with business analysts to investigate appropriate systems and workflow to manage project information and reporting requirements.
- Advice, drafting and support for grants applications listed below:

Grant Name	Description	Department	Amount	Closing Date
Building Our Region - Construction Projects	Based on a decision by Council, three projects were put forward for the EOI stage: <ul style="list-style-type: none"> • Rockhampton Solar Project • NRFMA Sewer Works • Barriers and Grandstands 	Various	Various	30 August 2019
Local Government Illegal Dumping Partnership Grants	Funding for a Compliance Officer, vehicle, technology enhancements to reporting systems, cameras and other equipment for monitoring illegal dumping	Local Laws	Approx. \$200,000	6 September 2019
Local Government Illegal Dumping Hotspot Grants	Funding for prevention program.	Waste and Recycling	Approx. \$60,000	18 September 2019

V1 | Monthly Operations Report for Section

Building Our Region – Planning Project	Rockhampton Airport Apron extension.	Advance Rockhampton	\$300,000	27 September 2019
Building Better Regions – Infrastructure Projects Stream	Initial investigations	Various	TBD	TBA
Building Better Regions – Community Investment Stream	Initial investigations			TBA
Various RRWR projects not covered by RRIDP	Projects have been identified outside those suitable for RRIDP that require external funding. Working with RRWR to prepare project information for grant opportunities.	Rockhampton Regional Waste and Recycling	TBD	TBD

2. Customer Service Requests

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

	Balance BF	Completed in Current Mth	Current Month NEW Requests			TOTAL REQUESTS IN SERVICE	On hold	Completion Standard (days)	Avg Completion in Current Mth	Avg Completion in Current 6 Months	Avg Completion in Current 12 Months	Avg Days to Complete (12 Months (Completed & Incomplete))	Avg Completion Time (days) if 21
			Received	Completed	Completed								
Strategic Planning Enquiry	0	0	0	0	0	0	0	3	0.00	0.90	0.85	0.70	2.63

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 September.

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


4. Operational Projects

As at period ended September 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	Comments	Budget Estimate	YTD actual (incl committals)
Removal of portion of Music Bowl site (Lot 2 RP 616767) from Environmental Management Register	Feb 2019	September 2019		Butler Partners (consultant) have provided their final report to GHD (auditor) for assessment and completion of auditors report. Expect to be finalised for application submission to Department of Environment and Science by October 2019.	Butler Partners \$52,500.00 GHD \$21,163.00	\$19,097.65 \$7,463.50
Natural Environment Study Project initiated to commission an updated Natural Environment Study for the RRC local government area.	Dec 2018	June 2019		Cardno has provided the final report. Council workshop scheduled for 8 October 2019 for discussion on the study.	\$60,000.00 (Environmental Sustainability budget) any variations from S&P budget	\$0.00
Event Transport Management Strategic Assessment	May 2019	July 2019		PricewaterhouseCooper have provided final draft report.	\$21,450.00	\$21,450.00

V1 | Monthly Operations Report for Strategy & Planning

Project	Planned Start Date	Planned End Date	On Track	Comments	Budget Estimate	YTD actual (incl committals)
Rockhampton Region Planning Scheme – Major Amendment V2 Stage 1 – Planning and Preparation – completed Stage 2 – State Interest Review – completed Stage 3 – Public Consultation – commenced Stage 4 - Consideration by State Stage 5 - Adoption	Sept 2017	Dec 2019		The State has advised Council that some changes made in response to public consultation are significantly different. Additional information required from Council before the State can continue with the assessment. A report to Council requesting a way forward has been scheduled for early October.	In house	

5. Budget

Financial performance as expected for the reporting period.

STRATEGY AND PLANNING

Strategy and Planning

Revenues	(533)	0	0	0	0.0%
Expenses	1,049,025	233,173	9,164	242,337	22.2%
Transfer / Overhead Allocation	5,367	40	0	40	0.6%
Total Unit: Strategy and Planning	1,054,859	233,213	9,164	242,377	22.1%
Total Section: STRATEGY AND PLANNING	1,054,859	233,213	9,164	242,377	22.1%

Comments

11.5 PROPOSED INTERNATIONAL TRAVEL TO CHINA - INVITATION TO PRESENT AT THE 2019 CHINA HI-TECH FAIR**File No:** 8308**Attachments:** 1. 2019 China Hi-Tech Forum - Asia-Pacific Smart City Development Forum Agenda [↓](#)**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer**Author:** Drew Stevenson - Manager Corporate & Technology

SUMMARY

This report seeks Council approval for the Manager Corporate & Technology and SmartHub Business Manager to attend the 2019 China Hi-Tech Fair in Shenzhen China to present a case study of our region's implementation of our award winning Smart Way Forward Strategy.

OFFICER'S RECOMMENDATION

THAT Council approves the international travel for the Manager Corporate & Technology and SmartHub Business Manager to visit Shenzhen China to present the region's Smart Way Forward Strategy implementation at the 2019 China Hi-Tech Fair.

COMMENTARY

Acknowledging our Economic Development Australia 2016 Award for Excellence in the Digital Entrepreneurs Category and solid progress in the implementation of the Smart Way Forward Strategy, RRC representatives have been invited to attend the China Hi-Tech Forum (CHTF) to showcase our smart technology rollout and the success of our SmartHub. As per the attached agenda, our presentation is scheduled for 14 November as part of the Asia-Pacific Smart City Development Forum. This invitation to present at the 2019 CHTF has been facilitated by Advance Rockhampton's Senior Trade and Investment Officer.

As noted on the CHTF website, this international high-tech and information technology exhibition is the largest and most influential scientific and technological fair in China. It integrates forum style presentations with product and technology exhibitions focusing on advanced technologies and products in the areas of energy conservation, environmental protection, next generation information technology, biology, manufacturing and new energies. The smart city forum is reportedly a key element of the CHTF as a result of Shenzhen taking an innovative role in digital development in China. It is understood, "*China recently made the announcement that Shenzhen will be taking lead in many aspects including reform and opening, economy, culture, Greater Bay strategy and many other sectors.*"

This is the 21st annual CHTF being held in Shenzhen from 13 to 17 November 2019. Council officers are proposing to commence their travel to Shenzhen on Tuesday 12 November and return to Rockhampton on Sunday 17 November.

BUDGET IMPLICATIONS

The travel and accommodation for the forum is mostly funded by the China Hi-Tech organizing committee, with the exception of one of the presenter's travel expenses.

The travel expenses for one Council Officer will be catered for in the Corporate & Technology Section operating budget.

CONCLUSION

This is an excellent opportunity to showcase the Rockhampton Region and our achievements in the smart city space to a broad international audience. It is requested Council approves the international travel for two Council officers to attend and present at the China Hi-Tech Forum.

PROPOSED INTERNATIONAL TRAVEL TO CHINA - INVITATION TO PRESENT AT THE 2019 CHINA HI-TECH FAIR

2019 China Hi-Tech Forum Asia-Pacific Smart City Development Forum Agenda

Meeting Date: 15 October 2019

Attachment No: 1

2019

亚太智慧城市发展论坛

Asia-Pacific Smart City Development Forum



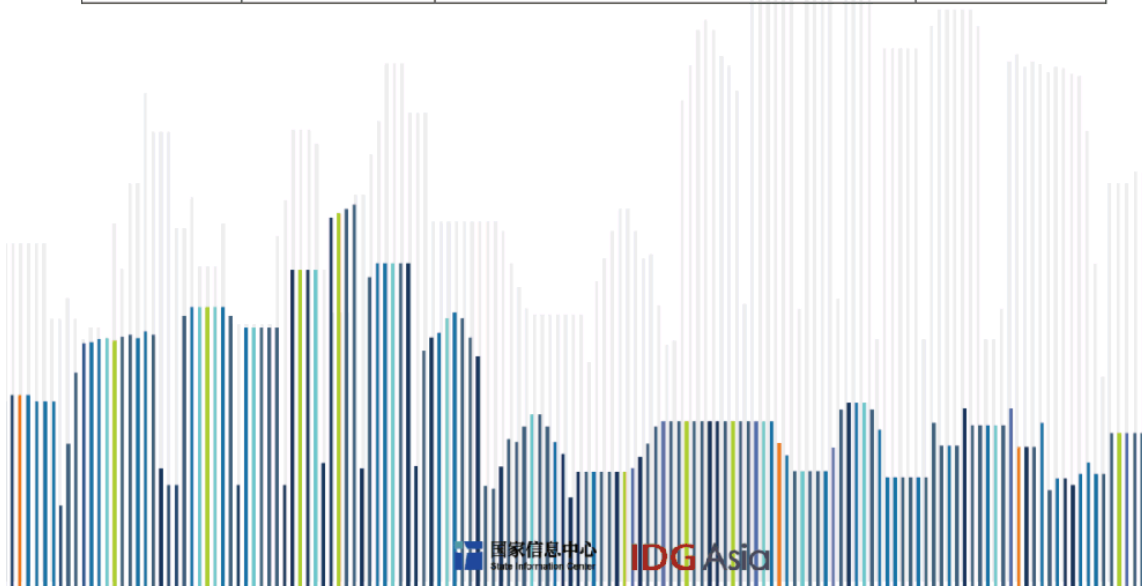
日程 (拟)

Agenda (Draft)

论坛地点：深圳会展中心 6 楼茉莉厅

Event Venue: Shenzhen Exhibition & Convention Centre 6F Jasmine Hall

时间 Date/Time	论坛场次 Sessions	名称 Events	地点 Venue
11.14(Nov 14) 9:30-12:00	主论坛 Main Session	智数创联，产城变革 Digital Transformation with AI	茉莉厅 (6 楼) Jasmine Hall (6F)
11.14(Nov 14) 14:00-17:00	分论坛 1 Parallel Session 1	人工智能+智慧城市 Artificial Intelligence Promotions in Smart City Development	茉莉厅 (6 楼) Jasmine Hall (6F)
11.14(Nov 14) 17:00-18:10	同期活动 Side Event	项目对接会 Projects Matchmaking Meeting	深圳柏悦酒店 5 楼 沙龙厅 (沙龙壹+贰) Park Hyatt Shenzhen 5F Salon 1+2
11.14(Nov 14) 18:30-20:30	同期活动 Side Event	2019 亚太智慧城市评选颁奖典礼暨答谢晚宴 (仅限受邀嘉宾) Asia-Pacific Smart City Gala Night 2019 (Invitation Only)	深圳柏悦酒店 5 楼 宴会厅 Park Hyatt Shenzhen 5F Ballroom
11.15(Nov 15) 9:30-12:00	分论坛 2 Parallel Session 2	数字化转型助力产业和城市发展 Speeding Industry and Urban Development with Digital Transformation	茉莉厅 (6 楼) Jasmine Hall (6F)
11.15(Nov 15) 14:00-16:30	分论坛 3 Parallel Session 3	智能制造，工业互联网+ Intelligent Manufacturing, Industrial Internet+	茉莉厅 (6 楼) Jasmine Hall (6F)



2019

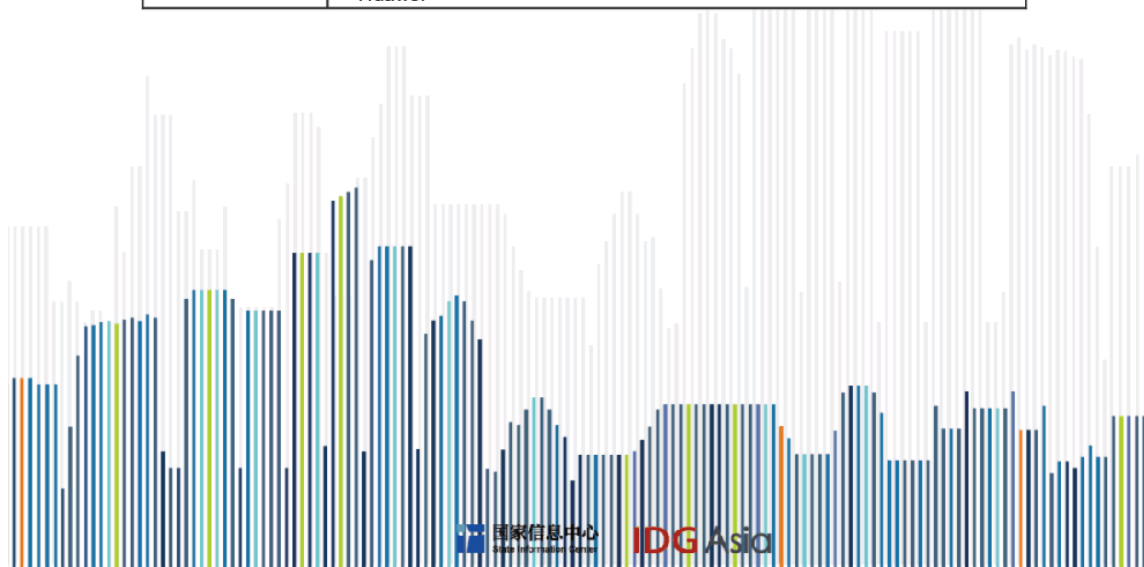
亚太智慧城市发展论坛

Asia-Pacific Smart City Development Forum



论坛详细议程 Full Agenda

11.14(Nov 14) 上午 A.M.	主论坛 Main Forum
09:00 – 09:30	VIP 见面会 (论坛 VIP 嘉宾与会) VIP Meeting (by VIP guests of the Forum)
09:30 – 09:35	大会开幕 深圳市政府领导致辞 深圳市 市长/副市长 Opening Ceremony with Address by Shenzhen Mayor/Deputy Mayor
09:35 – 09:40	(中国)国家信息中心领导致辞 国家信息中心 主任 程晓波 Address by Cheng Xiaobo, Director of State Information Center
09:40 – 09:45	领导致辞 工信部 信息和软件司司长 谢少峰 Address by Xie Shaofeng, Director of Information and Software Services Office of Ministry of Industry and Information Technology of P.R.China
09:45 – 09:50	IDG 高层 致辞 IDG 亚洲 亚洲总裁 徐洲 Address by Jennifer Xu, President of IDG Asia
09:50 – 10:05	主题演讲 国家信息中心 信息化和产业发展部主任、中国智慧城市发展研究中心主任 单志广 Shan Zhiguang, Director (bureau level) of Information and Industrial Development Department of State Information Center
10:05 – 10:20	主题演讲 欧盟驻中国代表团 科技参赞 魏立国 Dr. Philippe Vialatte, Minister Counsellor, Head of the Science and Technology Section, Delegation of the European Union to China
10:20 – 10:35	Keynote: Huawei



2019

亚太智慧城市发展论坛

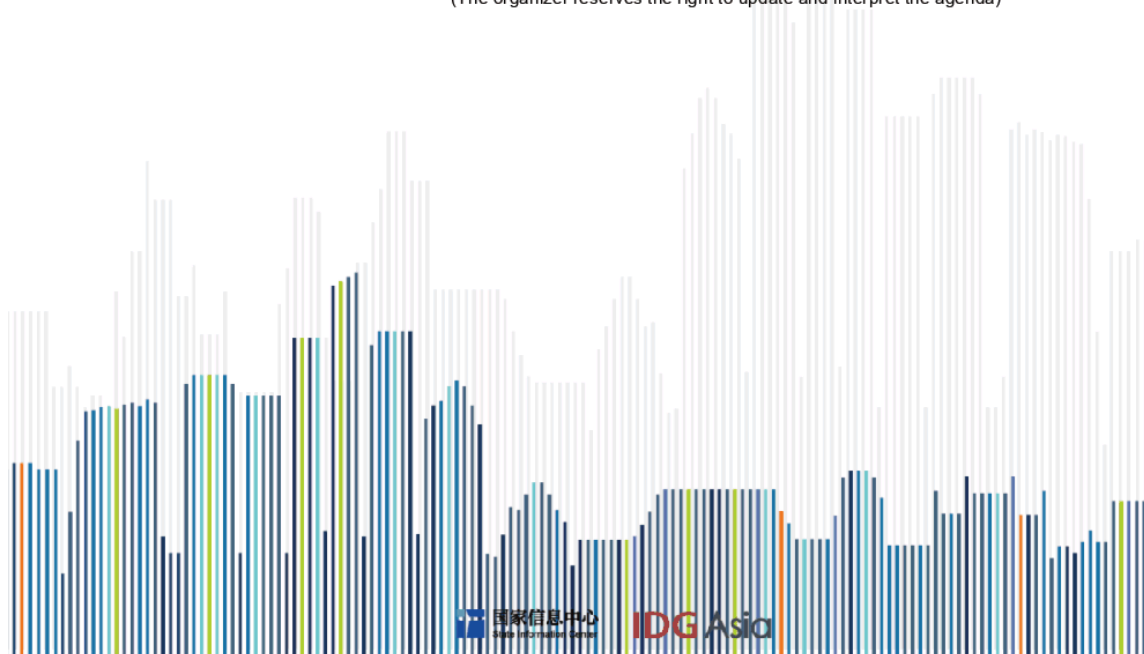
Asia-Pacific Smart City Development Forum



11.14(Nov 14) 上午 A.M.	主论坛 Main Forum
10:35 – 10:50	主题演讲 澳大利亚智慧城市案例分享和发展机遇 Australia Smart City Case Sharing & Opportunities 澳大利亚罗克汉普顿区政府 Drew Stevenson Drew Stevenson, Manager Corporate & Technology, Rockhampton Regional Council
10:50 – 11:05	Keynote ZET
11:05 – 11:20	主题演讲 新加坡智慧城市案例分享和发展机遇 Singapore Smart City Case Sharing & Opportunities 新加坡共和国驻华大使馆一等秘书、新加坡资讯通信媒体发展局 (IMDA) 司长(中国区) 庄庆维 CHNG Ken-Wei, Centre Director(China) of Infocomm Media Development Authority of Singapore (Singapore)
11:20 – 11:35	Keynote Pingan Technology
11:35 – 12:10	Panel Discussion 5G drives Smart+ New Technology 1. Dr. Philippe Vialatte, Minister Counsellor, Head of the Science and Technology Section, Delegation of the European Union to China 2. CHNG Ken-Wei, Centre Director(China) of Infocomm Media Development Authority of Singapore (Singapore) 3. Huawei 4. ZTE 5. Pingan Tech

(主办方保留对议程的更新及解释权)

(The organizer reserves the right to update and interpret the agenda)



11.6 OFFICE OF THE CEO DEPARTMENT - MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019**File No:** 1830**Attachments:**

1. Office of the CEO and Office of the Mayor - Monthly Report - September 2019 [↓](#)
2. Workforce and Governance - Monthly Report - September 2019 [↓](#)

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

SUMMARY

The monthly operations report for the Office of the CEO Department for the period ending 30 September 2019 is presented for Councillors information.

OFFICER'S RECOMMENDATION

THAT the Office of the CEO Departmental Operations Report as at 30 September 2019 be "received".

COMMENTARY

The Office of the CEO Department includes the following sections:

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

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

**OFFICE OF THE CEO DEPARTMENT -
MONTHLY OPERATIONAL REPORT -
SEPTEMBER 2019**

**Office of the CEO and Office of the Mayor -
Monthly Report - September 2019**

Meeting Date: 15 October 2019

Attachment No: 1

MONTHLY OPERATIONS REPORT

OFFICE OF THE CEO / OFFICE OF THE MAYOR

PERIOD ENDED SEPTEMBER 2019



1. Operational Summary

Office of the CEO

Directorate

- Chief Executive Officer is a member of the Local Government Reference Group to provide input to DLGRMA on proposed changes to Local Government legislation (Belcarra Stage 2).

Committee Support

- Investigations are continuing regarding an alternate method for travel requests.
- Domestic travel for staff and Councillors continues to be very busy.
- International travel being organised to Korea for General Manager Advance Rockhampton and Senior Executive for Trade and Investment from 30 November to 6 December 2019 as per Council resolution to further develop international relations and generate opportunities for international education.

Office of the Mayor

- Council's petition to Queensland Parliament 'Investment, population, jobs and business growth in regional Queensland' received a response in Parliament from Deputy Premier Trad.
- The Media Unit organised a range of media events during the reporting period including: joint media events with QFES to thank interstate firefighters; event with Vassallo Constructions to mark the opening of their new office in Rockhampton; and the opening of the new Gracemere SES facility and Lawrie Street streetscape upgrades.
- Engagement officers met with external branding team to progress rural vehicle wraps and completed location tour for proposed digital billboards.

Executive Support Unit

Civic events undertaken in the reporting period included:

- a civic reception on 3 September for players and officials of the Oceania Cup hockey event;
- two citizenship ceremonies held on 17 September welcoming 84 new citizens to the Region; and
- official opening for the Gracemere SES facility and Lawrie Street streetscape upgrades on 23 September.

2. Customer Service Requests

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



All Monthly Requests (Priority 3) Governance 'Traffic Light' report September 2019

	Balance Bf	Completed in Current Mth	Current Month NEW Requests		Completion Standard (days)	Avg Completion Time (days) Current Mth	Avg Completion Time (days) 9 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)	Avg Completion Time (days) Q1
			Received	Completed						
Media All Enquiries	0	0	1	1	5	0.00	0.00	3.00	0.00	0.00
Citizenship Request/Enquiry	0	0	0	0	5	0.00	0.00	0.33	0.33	0.00
Committee Support - Meetings/Agendas etc	0	0	0	0	2	0.00	0.00	0.00	0.00	0.00
CEO General Request	0	0	0	0	5	0.00	13.00	11.29	0.50	0.00
Councillor General Enquiry	3	1	3	2	5	3.50	7.39	9.55	7.86	10.14
Mayor's Personal (Mayor's General Info) DEPT USE	0	0	0	0	2	0.00	0.00	0.00	0.00	0.00

Service Standards Commentary

CEO Office

Current reporting period trending in accordance with established timeframes.

Media and Communication (not recorded in Pathways Report)

During the reporting period, the Media and Communications Unit received 58 enquiries from media outlets with all response times completed in line with established timeframes. 35 of the 58 enquiries were received in response to proactive media releases from Council.

Executive Support

66 of 79 Pathway requests were logged by the Executive Support Unit on behalf of Councillors during the reporting period.

There are three outstanding Councillor General Enquiry requests, one of which has since been completed and the remaining continue to be actioned for closing.


3. Capital Projects

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




V1 | Monthly Operations Report for Section

4. Operational Projects




As at period ended September – 25% of year elapsed

	on track
	generally on track, with minor issues
	off track

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

Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl. commitments)
Office of the CEO						
<i>Travel and Conference Attendance Policy</i>	April 2018	August 2019		Review of existing policy is progressing however has encountered some delays due to staff absences and workload.	Labour	Labour
<i>Registers of interest for Councillors are updated on the public website as per legislative requirements (5.2.1.5)</i>	1 July 2019	30 June 2020		Ongoing	Labour	Labour
Office of the Mayor						
<i>Community Engagement Policy and Procedure</i>		March 2019		Report to Council on Community Engagement Policy and Procedure is currently being finalised for presentation and consideration	Labour	Labour

V1 | Monthly Operations Report for Section

Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl. committals)
				pending briefing of Councillors on 15 October.		
<i>Deliver Community Engagement Strategy actions within agreed timeframes (1.5.3.1)</i>	July 2019	June 2020		Site visits undertaken for implementation of community noticeboards and funding options identified subject to Council consideration and adoption. Arrangements for Growing Gracemere roundtable progressed.	TBD	\$0
<i>Review of Council's Social Media Accounts</i>	Feb 2019	Oct 2019		Social media implementation plan completed. Final mergers and deletions due to take place in October and November.	Labour	Labour
<i>Social media levels of reach, engagement and interaction meeting benchmark targets (1.5.3.2)</i>	July 2019	June 2020		Benchmarks on track to be met. Impending changes to Facebook will require monitoring as interface changes from Newsfeed to Groups focus may impact on established benchmarks.	Labour	Labour

5. Budget

Financial performance as expected for the reporting period.



End of Month Budget Management Report - (Operating Only) - CHIEF EXECUTIVE OFFICER

As At End Of September

Report Run: 03-Oct-2019 12:44:21 Excludes Nat Accts: 2802,2914,2917,2924

	Adopted Budget \$	Actuals \$	EOM Commitments \$	Total \$	Variance %	On Target 25% of Year Gone
--	-------------------------	---------------	--------------------------	-------------	---------------	-------------------------------

CHIEF EXECUTIVE OFFICER

CEO Management

Expenses	1,034,622	160,646	0	160,646	15.5%
Total Unit: CEO Management	1,034,622	160,646	0	160,646	15.5%
Total Section: CHIEF EXECUTIVE OFFICER	1,034,622	160,646	0	160,646	15.5%

Executive Co-ordinator to the Mayor

Mayors Office

Expenses	578,042	152,263	34,087	186,350	26.3%
Transfer / Overhead Allocation	0	785	0	785	-
Total Unit: Mayors Office	578,042	153,048	34,087	187,136	26.5%
Total Section: Executive Co-ordinator to the Mayor	578,042	153,048	34,087	187,136	26.5%

Comments

Nil

6. Section Statistics

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

Media & Communications		
Description	No	Comments
Media Releases – distributed	77	Generated: <ul style="list-style-type: none">- 1,958 stories- Audience total of 8,860,887- Advertising equivalent - \$4,412,500
Media Opportunities	20	
Social Media – Facebook likes	24,454	Increase of 2.6%
Social Media – Impressions	3,162,154	People liking, commenting and sharing up 8.6% on previous quarter
Social Media – Clicks	8,800	Clicks on posts to follow links

7. Whole of Council Reports and Statistics

No whole of Council reports or statistics to report.

OFFICE OF THE CEO DEPARTMENT - MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019

Workforce and Governance – Monthly Report - September 2019

Meeting Date: 15 October 2019

Attachment No: 2

MONTHLY OPERATIONS REPORT

WORKFORCE AND GOVERNANCE

PERIOD ENDED SEPTEMBER 2019



1. Operational Summary

Certified Agreement Negotiations

Internal and External Certified Agreement educational awareness sessions are beginning to be rolled out across the organisation.

Council is awaiting a hearing date at the Queensland Industrial Relations Commission (QIRC) for the certification of the Treatment Plant Operators Certified Agreement 2018.

The Child Care Certified Agreement 2018 received a 92% positive vote in favour of accepting the terms and conditions. The document will now be filed for a hearing date at the QIRC.

The proposed Waste and Recycling Certified Agreement did not receive a positive majority, further options are now being considered.

Cultural Values Survey and CEO's forum

Following the Chief Executive Officer's (CEO) Forum in August where the results of the recent Values Assessment Survey were discussed, each General Manager has been analysing and discussing their survey results with their teams and identifying actions to improve the culture in their departments and across the organisation.

The CEO has directed General Managers to present their action plans for their respective departments on 30 September. Action plans will then be widely communicated and reported on across Council.

Domestic and Family Violence Awareness Sessions 16 October

Domestic and Family Violence awareness sessions including actions that can be implemented at Council to provide support were conducted for about 100 supervisors in February. Council has again engaged the services of the CQUniversity (CQU) Centre for Domestic and Family Violence to address all staff on Domestic and Family Violence at the Pilbeam Theatre on 16 October.

The presenter has extensive knowledge, experience and insight into Domestic and Family and is responsible for the review of each Domestic and Family Violence related death that occurs in Queensland.

In addition to these sessions, a range of providers such as LGLAsuper, QSuper, Remserv, Salary Packaging Australia and Medibank will be set up in the foyer of the Pilbeam Theatre to provide employees with information about the services they offer. There will also be representatives from the health industry such as Prostrate, Breast Cancer, and Quit Smoking to provide education and enable employees to ask questions.

EEO Statistics as at 30 September

Currently Council's labour force ratio is comprised of 38% female and 62% male.

It should be noted that the ratio varies between departments with the largest variances in:

- Office of the CEO – 85% female, 15% male
- Regional Services – 11% female, 89% Male

Council currently has 3.5% of our workforce identifying as being Aboriginal, Torres Strait Island or South Sea Islander.

The 2016 Census shows that Aboriginal and Torres Strait Islander people represented 2.8% of the population.

Within the Queensland Public Service, Aboriginal and Torres Strait Islander employees represent 2.03% of the workforce.

Currently, 0.88% of employees identify as either being from a NESB1 (people who have migrated to Australia and whose first language is a language other than English) or NESB2 (people whose parents migrated to Australia and whose first language is a language other than English) -

Some 0.68% of employees identify as having a disability – disability is generally described as:

- Total or partial loss of body function or a body part
- The presence of organisms (such as HIV or Hepatitis C) that may cause disease or disability, malformation or disfigurement of the body
- Dental or psychological diseases or disorders
- Conditions or disorders that may result in a person learning more slowly.

2. Customer Service Requests

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



All Monthly Requests (Priority 3) Workforce & Strategy 'Traffic Light' report September 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) 8 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)	Avg Completion Time (days) Q1
			Received	Completed								
Administrative Action Complaints	0	0	0	0	0	0	36	0.00	0.00	0.00	0.00	0.00
WMS - Complaints Management Process (NOT CSO USE)	1	1	7	2	5	0	30	1.50	6.07	7.88	6.11	5.00

V1 | Monthly Operations Report for Section

3. Capital Projects



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

V1 | Monthly Operations Report for Section






4. Operational Projects

As at period ended September – 25% of year elapsed



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	Comment	Budget Estimate	YTD actual (incl. committals)
Certified Agreements (5.4.2.2)	01/07/2019	30/06/2020		Information sessions for supervisory staff have commenced and relevant changes to allowances and other conditions have been implemented.	Labour only	Labour only
Aurion Upgrade – Timekeeper & Award Interpreter (5.4.2.1)	Carryover from 2018/19	30/06/2020		Work is continuing with Aurion consultant on the various rule sets that will automatically determine payment for time worked and allowances. A preliminary trial in Library Services will be conducted to obtain feedback. A further trial will also commence in Civil Design. A meeting is scheduled for November with the Asset Management Project team to cross-check the links between the two systems.	IT Budget & Labour	

V1 | Monthly Operations Report for Section

Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl. commitments)
People Strategy (4.3.2.1)				The rollout of the People Plan including the Leadership Capability Framework will commence in October with supervisory staff in Corporate Services being the initial target group.		
Learning Management System Project (5.4.3.1)				Currently working with the consultant on a number of issues in order to accommodate Council's specific requirements for a Learning Management System that will be able to meet the training needs of employees and contractors. A trial of the Learning Management System will be deployed in RRWR and Workforce and Governance.		
Safety & Training Strategic Plan (1.3.5.1)	01/07/2019	30/06/2020		2019/20 revised Strategic Plan finalised and approved. Priority projects will be carry-over items from 18/19 Plan.		
• Health & Wellbeing Program	01/07/2019	30/06/2020		Planning for activities during Safe Work Month (October) being discussed.	\$6,000	\$10,000
• Legislative Compliance Training Program (4.2.2.1 & 4.3.4.1)	01/07/2019	30/06/2020		Training held during the month of September included: • CPR	\$345,000	\$118,098

V1 | Monthly Operations Report for Section

Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl. committals)
				<ul style="list-style-type: none"> • Confined Space Refresher • Breathing Apparatus Refresher • White Card • RMLV Training • Working at Heights • First Aid • Drain Cleaning • Working in Proximity to Traffic – Parts 1 & 2 		
Local Law Authorisations & Delegations (5.2.1.8)	01/07/19	30/06/20		<p>Action has been split into 2 projects:</p> <p>Project 1 - identification and implementation of delegable and authorised person powers.</p> <p>Project 2 – Local Law Policy alignment/development.</p> <p>Project 1 is progressing on track with remaining Stage One Local Law powers finalised and rolled out to staff.</p> <p>Stage 2 consists of 18 laws. Currently, the identification of proposed powers within these laws is in progress.</p>	Labour Only	Labour Only
Complaints Management Framework (5.2.1.4)	01/07/2019	30/06/2020		Council complaints are continuing to be managed in accordance with Council policy and procedure.	Labour Only	Labour Only

V1 | Monthly Operations Report for Section

Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl. committals)
Annual Communication Plan for Internal Communications (5.4.4.2)	01/07/2019	30/6/2020		Manager and Employee Toolkits are now live on the HUB and will continue to be updated as required.		

5. Budget

Financial performance as expected for the reporting period.

End of Month Budget Management Report - (Operating Only) - WORKFORCE & GOVERNANCE MANAGEMENT						
As At End Of September						
Report Run: 03-Oct-2019 12:44:23 Excludes Nat Accs: 2802,2814,2817,2824						
	Adopted Budget	Actuals	EOM Commitments	Total	Variance	On Target
	\$	\$	\$	\$	%	25% of Year Gone
WORKFORCE & GOVERNANCE MANAGEMENT						
<u>Human Resources and Payroll</u>						
Expenses	1,541,921	363,255	0	363,255	23.6%	
Transfer / Overhead Allocation	8,250	1,305	0	1,305	22.2%	
Total Unit: Human Resources and Payroll	1,548,171	364,640	0	364,640	23.6%	
<u>Safety & Training</u>						
Revenues	(51,000)	1,257	0	1,257	-1.4%	
Expenses	1,470,846	314,717	123,095	440,812	21.4%	
Transfer / Overhead Allocation	56,500	7,411	0	7,411	13.1%	
Total Unit: Safety & Training	1,436,146	323,384	126,096	449,480	22.5%	
<u>Legal & Governance</u>						
Expenses	749,306	151,761	45,062	196,853	20.3%	
Total Unit: Legal & Governance	749,306	151,791	45,062	196,853	20.3%	
<u>Workforce & Governance Management</u>						
Revenues	(15,000)	0	0	0	0.0%	
Expenses	903,051	237,041	40,829	276,470	25.3%	
Transfer / Overhead Allocation	0	2,946	0	2,946	-	
Total Unit: Workforce & Governance Management	888,051	240,587	40,829	281,416	27.1%	
<u>Workforce Relations & Ethics</u>						
Expenses	373,611	118,462	1,493	119,980	31.7%	
Transfer / Overhead Allocation	0	15	0	15	-	
Total Unit: Workforce Relations & Ethics	373,611	118,497	1,493	119,995	31.7%	
Total Section: WORKFORCE & GOVERNANCE MANAGEMENT	4,995,885	1,198,900	213,485	1,412,385	24.0%	

Comments

Expenses tracking as expected.

6. Section Statistics Reported Quarterly

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

Establishment – Workforce and Governance

FTE Positions	Period	Workforce & Governance
Starting Point	1 July 2019	41.39
Previous Quarter	01 Apr 2019 – 30 Jun 2019	41.39
Current Quarter	01 Jul 2019 – 30 Sept 2019	46.39

This quarter a number of new permanent positions were approved as part of the 2019/20 budget for a Senior Solicitor, Senior Safety Advisor and a Safety Support Officer. Two short term temporary roles for a Safety Advisor and Administration Officer have been appointed to cover workload and staff shortages.

Lost Time Injury Free Days – Workforce and Governance

Section	Date of Last LTI	LTI Free Days	LTI Free Record
Workforce & Governance	29/02/2016	1310	1310

7. Whole of Council Reports and Statistics

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

Establishment – Whole of Council

FTE Positions	Period	Council
Starting Point	1 July 2019	959.35
Previous Quarter	01 April 2019 – 30 June 2019	959.35
Current Quarter	01 July 2019 – 30 September 2019	969.80

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

This quarter a number of new positions were approved as part of the 2019/20 budget some of which include Senior Project Manager, Senior Solicitor, Senior Safety Advisor, Pest Management Officer and Tourism Support Officer.

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

Year	Apprentices	Trainees
2019	18	18
2018	13	17

Safety

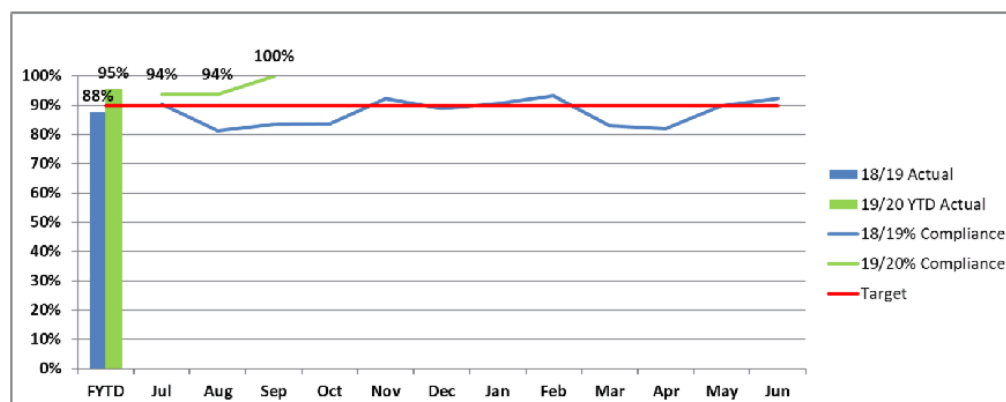
Please note that the statistical data recorded in this section of the report is accurate at the time of compilation. As this information is sourced from a live database, changes will occur as required when amendments or upgrades are made to injury severities including lost and rehabilitation days.

The following statistics are reported against organisational key performance indicators in accordance with the Workplace Health & Safety Procedure – Performance Measures.

Non-compliance listed in tables in red.

Incident Logging

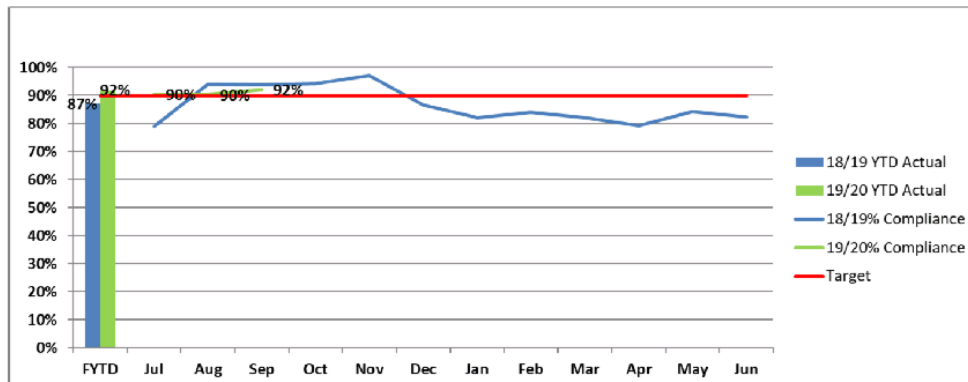
Council's 2019/20 target is for 90% of all incidents to be logged into Riskware by the end of the next business day.



Department	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Advance	96%	100%	100%	-	-	-	-	-	-	-	-	-
Community	94%	94%	100%	-	-	-	-	-	-	-	-	-
Corporate	100%	100%	100%	-	-	-	-	-	-	-	-	-
Office CEO	100%	-	100%	-	-	-	-	-	-	-	-	-
Regional	91%	91%	100%	-	-	-	-	-	-	-	-	-
Council	94%	94%	100%	-	-	-	-	-	-	-	-	-

Hazard Inspections

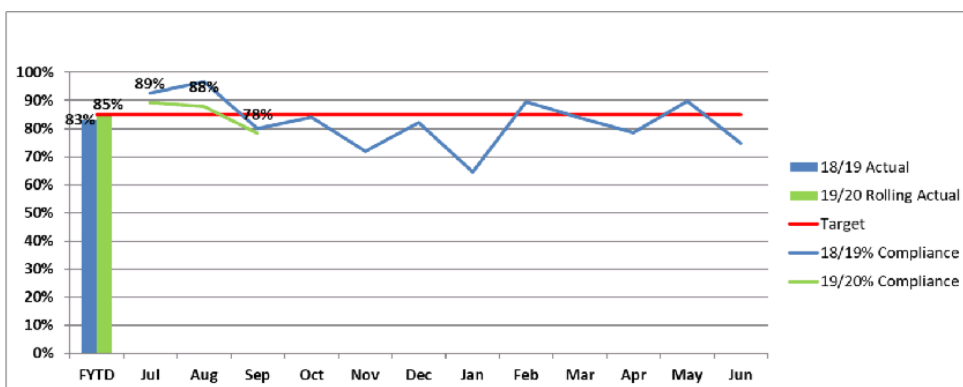
Council's 2019/20 target is for 90% of all hazard inspections to be completed within the scheduled month.



Department	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Advance	-	80%	100%	-	-	-	-	-	-	-	-	-
Community	80%	95%	93%	-	-	-	-	-	-	-	-	-
Corporate	100%	67%	75%	-	-	-	-	-	-	-	-	-
Office CEO	-	100%	-	-	-	-	-	-	-	-	-	-
Regional	93%	91%	94%	-	-	-	-	-	-	-	-	-
Council	90%	90%	92%	-	-	-	-	-	-	-	-	-

Corrective Actions

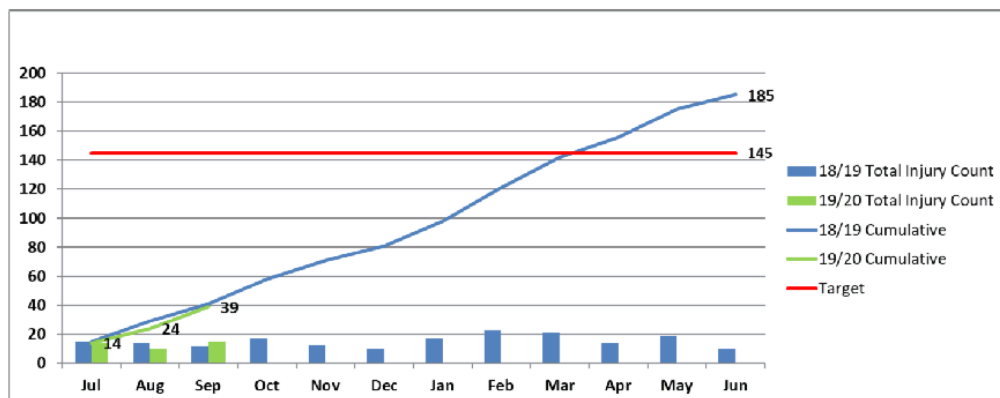
Council's 2019/20 target is for 85% of all corrective actions to be completed by the nominated due date.



Department	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Advance	100%	100%	67%	-	-	-	-	-	-	-	-	-
Community	93%	89%	76%	-	-	-	-	-	-	-	-	-
Corporate	75%	94%	78%	-	-	-	-	-	-	-	-	-
Office CEO	100%	86%	100%	-	-	-	-	-	-	-	-	-
Regional	79%	83%	79%	-	-	-	-	-	-	-	-	-
Council	89%	88%	78%	-	-	-	-	-	-	-	-	-

Total Injury Count.

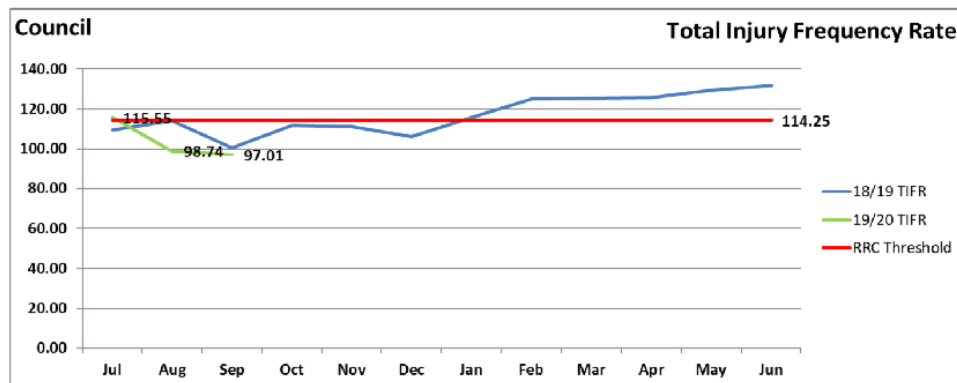
Council's 2019/20 injury threshold is 145.



Department	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Advance	-	1	-	-	-	-	-	-	-	-	-	-	1
Community	9	5	10	-	-	-	-	-	-	-	-	-	24
Corporate	-	-	1	-	-	-	-	-	-	-	-	-	1
Office CEO	-	-	1	-	-	-	-	-	-	-	-	-	1
Regional	5	4	3	-	-	-	-	-	-	-	-	-	12
Council	14	10	15	-	-	-	-	-	-	-	-	-	39

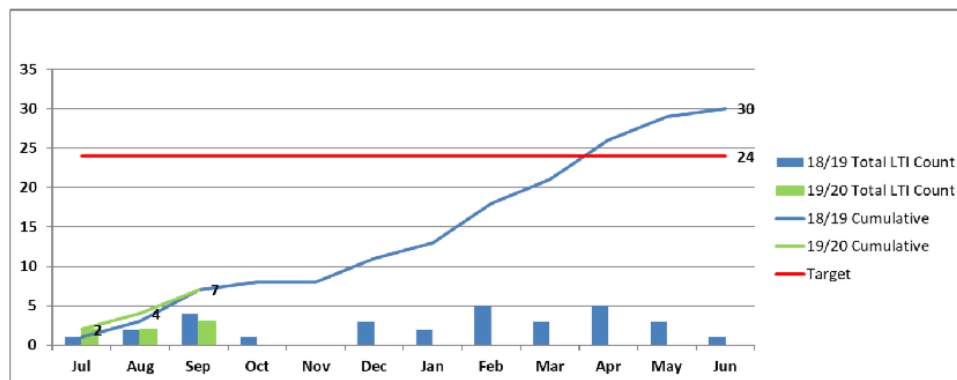
Total Injury Frequency Rate

Council's 2019/20 injury frequency rate threshold is 114.25.



Lost Time Injury Count

Council's 2019/20 lost time injury count threshold is 24.

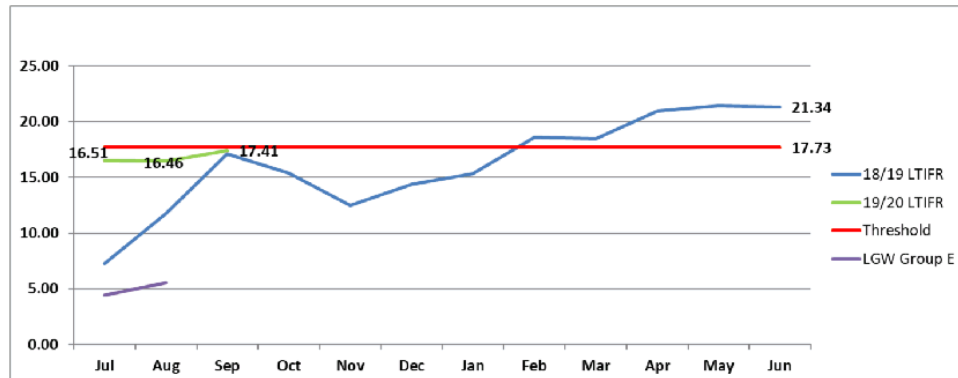


Department	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Advance	-	1	-	-	-	-	-	-	-	-	-	-	1
Community	1	1	3	-	-	-	-	-	-	-	-	-	5
Corporate	-	-	-	-	-	-	-	-	-	-	-	-	0
Office CEO	-	-	-	-	-	-	-	-	-	-	-	-	0
Regional	1	-	-	-	-	-	-	-	-	-	-	-	1
Council	2	2	3	-	-	-	-	-	-	-	-	-	7

Lost Time Injury Frequency Rate

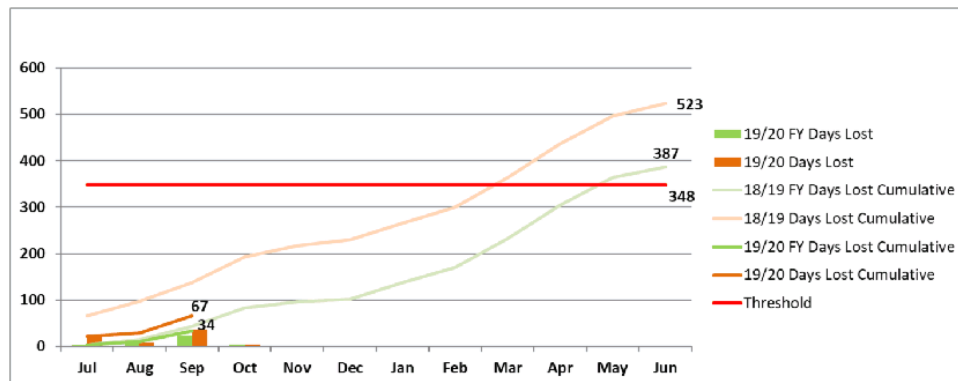
(Number of lost time injuries per million man hours worked)

Council's 2019/20 lost time injury frequency rate threshold is 17.38.



Days Lost due to Injury

Council's 2019/20 days lost due to injury threshold is 348.



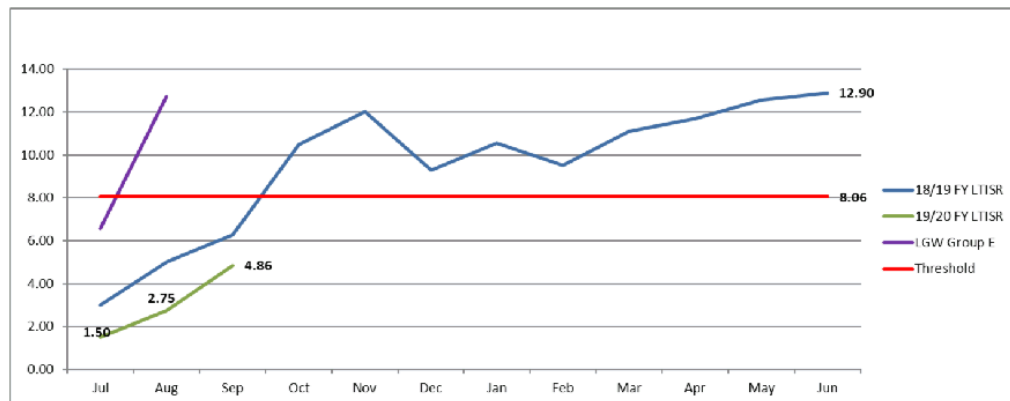
Department	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Advance	-	5	6	-	-	-	-	-	-	-	-	-	11
Community	20	3	17	-	-	-	-	-	-	-	-	-	40
Corporate	-	-	-	-	-	-	-	-	-	-	-	-	0
Office CEO	-	-	-	-	-	-	-	-	-	-	-	-	0
Regional	2	-	14	-	-	-	-	-	-	-	-	-	16
Council	22	8	37	-	-	-	-	-	-	-	-	-	67

* This data includes days lost from injuries which occurred in or before the 2019/20 financial year.

Lost Time Injury Severity Rate

(Average number of lost days per lost time injury)

Council's 2019/20 lost time injury severity rate threshold is 8.06.



11.7 WASTE STRATEGY PUBLIC CONSULTATION PROPOSAL

File No: 13511

Attachments: 1. **Draft Waste Strategy for Public Consultation**[↓](#)

Authorising Officer: Peter Kofod - General Manager Regional Services

Author: Michael O'Keeffe - Manager Rockhampton Regional Waste and Recycling

SUMMARY

The report is to seek Council's endorsement to proceed to a formal public consultation of the draft Rockhampton Regional Council Waste Strategy 2020-2030.

OFFICER'S RECOMMENDATION

THAT Council endorses the draft document "Rockhampton Regional Council Waste Strategy 2020-2030" and it be distributed for a 28 day public consultation, as detailed in the report.

BACKGROUND

It is a requirement of the *Waste Reduction and Recycling Act 2011* that Council prepares and maintains a Waste Reduction and Recycling Plan (WRRP). It is a further requirement of *the Act* that this plan is reviewed and revised as necessary every 3 years, and that public feedback is taken into consideration. The required method for gathering public feedback is a public consultation period of no less than 28 days.

The Rockhampton Regional Council Waste Strategy 2020-2030 is the 2019 revision of our WRRP, previously published in 2016 and thus due for its three yearly review in 2019.

COMMENTARY

Rockhampton Regional Waste and Recycling (RRWR) conducted a council workshop on 10 September to illicit recommendations on the key aspects of this strategy review. This was followed by an informal summary briefing to Councillors on the 26 September to confirm feedback and gather any further input into this draft document prior to taking to public consultation.

The attached document sets out the strategic framework for waste management within the Rockhampton Regional Council (RRC) local government area for the next 10 years. It provides a long-term vision and aspirational goal of achieving "zero-waste" by 2050. It provides a detailed action plan that Council believes it will need to implement over the coming 10 years in order to achieve this long-term goal.

The proposed public consultation period will run for 28 days from 21 October to 17 November. It will be administered by the RRC Communications team, with feedback received via the Engage Rockhampton Region web portal. Specific stakeholders who have a direct interest in waste management in our region will be mailed directly to let them know that their feedback and comment is requested.

As this is still a draft document some sections are incomplete.

CONCLUSION

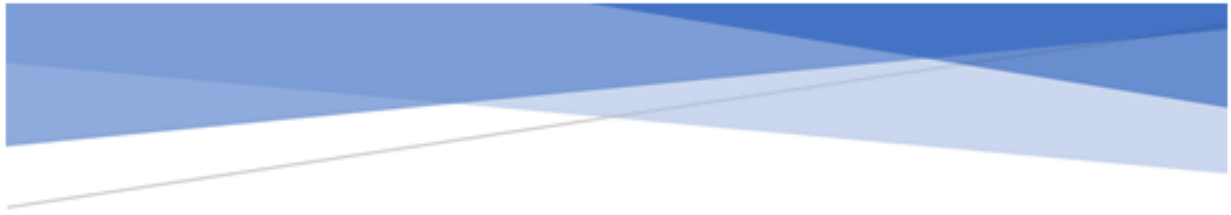
The successful implementation of the RRC Waste Strategy 2020-2030 will require a whole of community response. The public consultation process is a vital first step in gaining that wider support and engagement, as well as being a necessary regulatory requirement under the *Waste Reduction and Recycling Act 2011*.

WASTE STRATEGY PUBLIC CONSULTATION PROPOSAL

Draft Waste Strategy for Public Consultation

Meeting Date: 15 October 2019

Attachment No: 1



RRC WASTE STRATEGY
2020-2030

Building a Circular Economy

Contents

Message from the Mayor.....	2
Introduction	3
Our Vision.....	4
Key Policy Drivers	5
Guiding Principles.....	6
Where Are We Now?	7
Opportunities & Challenges	9
Strategic Targets	11
Strategic Priorities.....	12
Priority 1: Behaviour Change	12
Priority 2: Building Resource Recovery Capacity	12
Priority 3: Market Development	14
Strategic Action Plan	16
Measuring Our Success	17
Appendix 1: Waste Stream Data	18

Message from the Mayor

[Please insert final copy here]

Introduction

Waste management in Australia is currently undergoing a once in a generation transformation.

Society is increasingly acknowledging that our current rate of consumption of natural resources is not sustainable. A desire for convenience and an ever growing consumption of single use goods are contributing to a rapidly growing waste stream. Despite decades of well-intentioned policy, in recent years we have seen little or no improvement in the proportion of waste diverted from landfill whilst the overall amount of waste continues to increase as our population and economic activities grows.

The recently imposed ban by South East Asian governments on the importation of contaminated recyclable from overseas has caused a collapse in the value of recyclable materials here in Australia as the industry responds to an oversupply of commodities alongside an under capacity in domestic processing infrastructure and almost no market demand for recycled products.

Both the Commonwealth and State Governments have responded, recognising the urgent need for investment and structural change to overcome these challenges. At the heart of this new policy agenda is the adoption of the principles of a circular economy. This can be seen in National Waste Policy as revised in 2018 and the Queensland Waste Management and Resource Recovery Strategy formally adopted in 2019.

A circular economy is one where resources are retained in the productive cycle for as long as possible, minimising the environmental impact of our consumption whilst maximising the benefits of those resources in our local economy.

The RRC Waste Strategy

The RRC Waste Strategy is Rockhampton Regional Council's own response to meet these challenges and to align our efforts with the new policy positions being adopted across the waste management sector. Importantly, it outlines the strategies we will employ to support the transition of our community towards a circular economy with the long term goal of achieving zero waste by 2050.

In this strategy you will find an evaluation of our existing capacity and current performance. It then seeks to outline what a zero waste community would look like in 2050 in terms of the waste we forecast our own community will generate, establishing the measures against which we will monitor our progress. Finally, it provides Council's detailed strategic action plan that we intend to implement over the next 10 years in pursuit of achieving the goal of zero waste by 2050. This strategy fulfils all of Council's obligations under the *Waste Reduction and Recycling Act 2011*.

Council recognises that to achieve the ambitions of a circular economy and zero waste, a whole of community response will be required. This strategy is therefore intended as the first step in a much longer conversation and collaboration across our community, local business, government agencies, the waste industry, educators and many other stakeholders.

Our Vision

Vision Statement: To live in a community without waste

Long term Goal: We will become a “zero-waste” community by 2050, diverting 90% of waste from landfill.

Envisioned Future:

Our community will have fully embraced the principles of a circular economy and waste minimisation.

We will be diverting a minimum of 90% of our waste from landfill, the remainder being made up of only waste for which there is no other available disposal options such as regulated wastes.

We will adopt zero waste strategies across every waste stream, seeking out and nurturing viable local markets for the continuous recovery of materials, keeping the flow of resources as local as possible.

Business, social enterprise and the public sector will work in partnership to maximise the economic value out of all the resources we use, creating new economic activity and jobs in our community.

We will become an exemplar for best practice in waste management, being nationally recognised for the sustainable ways in which it manages our waste.

Council’s waste management services will be delivered at a level of service and at a cost that is admired by other local governments.

Key Policy Drivers

There are several national and state legislative and policy requirements that guide the direction of this plan.

National Waste Policy

The National Waste Policy, revised in 2018 is aimed at providing a common national approach to waste management, applying the principles of a circular economy and giving effect to Australia's international obligations e.g. UN Sustainable Development Goal 12 on responsible consumption and production.

Queensland Waste Management and Resource Recovery Strategy

The Queensland Waste Management and Resource Recovery Strategy (Queensland Waste Strategy) was adopted in July 2019 to provide a coordinated framework to delivery on the principles of the circular economy. It outlines a vision of a zero-waste society, which it further defines by way of a series of progressive targets for waste reduction and resource recovery to 2050.

Aligned around three strategic priorities, it promotes sustainable waste management practices for business, industry, local governments and households and sets the outline of a progressive policy and regulatory framework. The introduction of a waste disposal levy in 2019 provides the funding framework to implement the Queensland Waste Strategy whilst also sending a pricing signal to waste generators and acting as a disincentive for inter-state dumping practices.

Waste Reduction & Recycling Act 2011

The *Waste Reduction & Recycling Act 2011* provides the waste management legislative framework in Queensland. Local government entities are required to adopt a Waste Reduction and Recycling Plan, which must set clear guidelines for waste management within the local government area in order to best achieve the objectives of the Act. The Act further requires that the Waste Reduction & Recycling Plan is reviewed as a minimum every three years. This strategy is the Waste Reduction and Recycling Plan for Rockhampton Regional Council.

Rockhampton Regional Council Planning Framework

This plan has been developed with regard to the broader Rockhampton Regional Council planning framework, being specifically mindful to align with the Corporate Plan, Environmental Sustainability Strategy and economic development strategies.

In particular, Council's Corporate Plan outlines three categories of initiative aimed at driving economic growth in our region:

- enabling initiatives that support growth and prosperity
- value adding initiatives that build on the existing strengths of our region's economy
- diversification initiatives that will foster growth in new industries and business

This strategy directly supports this approach, focusing on delivering solutions within the waste management context that build economic sustainability for current and future generations.

Guiding Principles

Waste Hierarchy

The waste and resource management hierarchy is a framework that guides the order of preference for managing waste. Waste should be avoided as a first priority, after which options for reuse and recycling should be explored. The options of fuel production, energy production or disposal should be reserved for residual waste that is unsuitable for higher order options. The hierarchy shapes this Strategy's priorities and provides the basis for the development of the strategic actions.

[Insert Waste Hierarchy Infographic here]

Circular Economy

Rather than follow a linear take-make-use-dispose approach, circular economy principles consider opportunities across the entire supply chain to retain and circulate resources in the economy at their highest value for as long as possible. A circular economy builds on long-lasting sustainability concepts, including life cycle thinking and resource efficiency, as well as complementing the waste hierarchy. A circular economy refers to the flow of both materials and energy.

[Insert Circular Economy Infographic here]

The circular economy has the potential to transform the way we design, teach and invest, and how we buy products, gradually moving the economy to where there is no waste and we use fewer virgin resources.

Inter-generational Equity

We are committed to making waste management decision which ensure the health, diversity and productivity of our environment is maintained or enhanced for the benefit of future generations.

When making pricing decisions for our services, it is important that the full cost of the service provided is levied upon the user of that service and not future generations e.g. when we are pricing the cost of landfill disposal, we must ensure that we charge a price that reflects not only the current cost of construction and operation of the landfill, but also the post closure cost of remediating the site.

Local Solutions

A circular economy presents opportunities for increased local recycling, reprocessing and manufacturing activity. Local solutions create local jobs and minimise the costs and environmental impacts of unnecessary transport.

Creating and supporting local markets retains the economic benefits within our community, creating new skills and opportunity, and attracting new investment from outside our region. This in turn increases economic and community resilience, an essential consideration for regional and rural communities as we tackle the longer-term impacts of climate change.

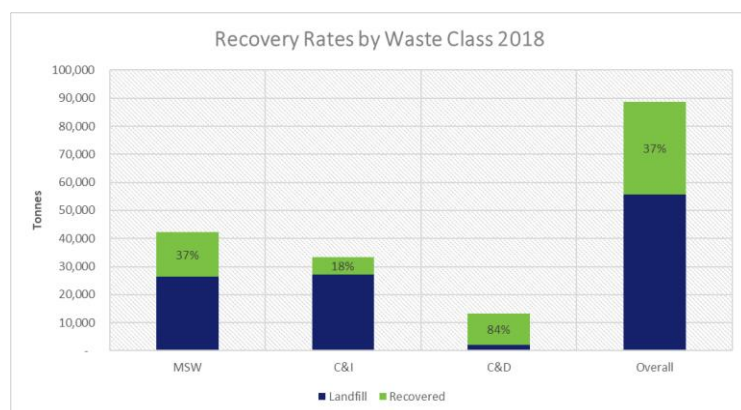
Where Are We Now?

Rockhampton Regional Council has an estimated 2019 population of 85,978, living in approximately 35,000 residential dwellings. The region's population is projected to grow at an average annual increase of 1.8% to 112,701 by 2036. This growth has been factored into the waste flow projections presented here.

During the 10 years to 2014, economic growth in the region was consistent with state-wide growth, averaging 3.3% per annum. With the downturn in mining investment and completion of several large-scale infrastructure projects, the four years to 2018 saw an average economic contraction of 1.7% per annum. Due to the unpredictability of economic growth rates in CQ, economic growth has not been factored in the waste flow projections presented here.

Waste Profile

Total waste generated in 2017-18 was 89,000 tonnes. Of this 33,000 tonnes were recovered, consisting of kerbside commingled collections and self-haul green waste and other recyclables dropped off at WTS. The remaining 56,000 was buried in landfill, giving an overall recovery rate of



Stream	Landfill	Recovered	Recovery Rate
MSW	26,488	15,678	37%
C&I	27,173	6,111	18%
C&D	2,135	11,217	84%
Overall	55,795	33,006	37%

37%.

The biggest waste source is Municipal Solid Waste (see side bar for definitions) at 42,000 tonnes per annum, 37% of which was recovered.

Commercial and Industrial (C&I) waste accounted for 32,000 tonnes per annum, with just 17% being recovered.

Construction and Demolition (C&D) waste accounted for 13,000 tonnes, with 84% being recovered, the direct result of the work of Civil Operations team who divert nearly all of their concrete, asphalt and clean earth materials for screening, crushing and reuse.

Kerbside Collections

Council currently provides approximately 32,000 domestic and 5,000 commercial or public place general waste bin collections per week from the kerbside, using its own labour force and fleet of 11 collection vehicles. A further 32,000 domestic and 2,500 commercial or public place kerbside recycling bin services are provided on a fortnightly collection cycle via an external contractor. All kerbside collections use 240 litre wheelie bins.

The regional material recovery facility (MRF) is located in Wade Street, Rockhampton. It is privately owned and operated, and currently sorts 12,500 tonnes per annum of the kerbside recyclables from four participating councils in our region. Of this total, Rockhampton provides approximately 5,000 tonnes per annum.

Waste Facilities

Council operates one active landfill site located at Lakes Creek Road, Rockhampton, with a state of the art “piggyback” engineered landfill that will sit over the top of the existing closed landfill. This landfill will consist of a total of 12 adjoining cells, with construction scheduled to take approximately 20 years. When complete, the profile of the “piggyback” landfill area will match the height of the previous landfill. At current fill rates this site has a projected life expectancy of 43 years.

Also on the Lakes Creek Road site is a large covered recycling drop off zone and adjoining tip shop where visitors drop off a wide range of household recyclables. General public and small commercial vehicles are then directed to a purpose built waste transfer station to unload general waste and bulky recoverable items such as metals, mattresses and tyres.

Council operates a network of six other waste transfer stations serving the remainder of the local government area, located at Gracemere, Mount Morgan, Bouldercombe, Alton Downs, Bajool and Bushley. These facilities accept a wide variety of self-hauled materials from the general public, including general waste, commingled recyclables, green waste, metals, oil, batteries and useful salvageable household items. In addition, e-waste is accepted at Gracemere and Lakes Creek Road sites, chemical containers at Gracemere, Bushley and Lakes Creek Road sites, and paint at the Lakes Creek road site.

Our local government area also has an estimated 30 closed landfill sites which council is required to manage and monitor in line with the requirements of the *Environmental Protection Act 1994*.

Types of Waste Explained (sidebar/pop-out)

Municipal Solid Waste (MSW) is waste generated from a combination of household and council activities managed on behalf of the general public e.g. parks, public places, illegal dumping, etc.

Commercial and Industrial (C&I) is waste generated by businesses, including waste from schools, restaurants, retail, offices, agriculture, manufacturing, community groups and sports clubs.

Construction and Demolition (C&D) is waste generated from construction and demolition activity, usually including brick, timber, concrete and metal.

Opportunities & Challenges

Challenges	Opportunities
Waste Generation	
<p>Population growth and increasing per capita waste generation is creating an ever increasing quantity of waste to be managed.</p> <p>Councils are not in control of many of the key drivers of this growth such as economic growth cycles, consumer trends, packaging design, and regulatory interventions.</p>	<p>Council has a strong voice in the local community, so can use this influencer role to promote key waste reduction messages.</p> <p>Council can directly impact waste generation behaviours via pricing strategies on its key services.</p> <p>Council can directly reduce its own waste generation with structural changes to its procurement policies and behaviours.</p>
Policy Landscape	
<p>A large amount of policy work is currently in development across all levels of government and in the wider industry, in direct response to the issues facing the sector and driven by increasing political attention.</p> <p>Difficulty for council is to remain responsive to this changing policy landscape whilst still being able to set our own long-term strategic agenda.</p>	<p>As a significant regional player, Council is well placed to play a leading role in development and implementation of this policy agenda, particularly as a voice for regional communities.</p> <p>Now is the time to revise our own waste strategy in light of this new policy landscape but must ensure it is an adaptive and agile strategic framework that can respond to further inevitable policy and industry change.</p> <p>Opportunities to access several new streams of government funding.</p>
Market Development	
<p>Market demand for recovered materials in our local economy are very limited.</p> <p>There is almost no secondary reprocessing of recyclable materials within our region, meaning all our recovered materials are transported out of region, interstate or overseas. This transportation burden reduces the commodity value and is a lost opportunity for our local economy.</p>	<p>The development of commercially viable, local market opportunities for recovered materials can create jobs and economic growth, both the direct benefit arising from local reprocessing and the indirect benefits of creating local secondary and tertiary markets for the materials.</p>
Technological and Investment Risks	
<p>The new appetite for change presents the industry with a wide range of potential technological solutions, each with a complex mix of technical and commercial risk and rewards.</p> <p>Poor decision making could lock council into an inappropriate or failed solutions.</p>	<p>Strategic review at this time gives council the opportunity to identify options that will deliver good quality outcomes for our community.</p> <p>Strong business cases need to be developed for all the key investment decisions, drawing on advice from regulators, technical consultants, private sector partners, industry representative bodies and other councils.</p>
Regional Collaboration	

<p>Regional communities don't have sufficient population size to generate enough waste to make investment in large scale resource recovery solutions commercially viable. Long distances between dispersed populations creates further cost and operational impacts.</p> <p>Combining regional feedstock can overcome these challenges but require contractual certainty and political partnerships between councils over the medium to long term. No formal mechanism currently exists in CQ to facilitate this collaboration.</p>	<p>Ten year relationship between CQ councils combining feedstocks into regional MRF has forged an environment of collaboration and strong working relationships.</p> <p>Regional education campaigns is one identified area where collaboration can deliver better outcomes and financial savings.</p> <p>Transport infrastructure funding is being made available to support regional waste solutions.</p>
Bin Contamination	
<p>Reduced commodity value and operating efficiencies arising from high contamination levels in waste stream.</p> <p>The high contamination is generally the result of low community awareness of the co-mingled recycling process and of low levels of source separation across commercial waste generators.</p> <p>Outmoded processing technologies are also not necessarily designed to efficiently deal with modern waste streams.</p>	<p>Targeted community education and awareness campaigns can drive down contamination rates.</p> <p>Targeted business initiatives to encourage and enforce more user responsibility.</p> <p>Integrated design of the collection infrastructure and processing technologies can minimise the impact of contamination and improve recovery rates.</p>
Environmental and Public Health	
<p>Littering and illegal dumping is a key risk arising from waste management decisions.</p> <p>Waste management facilities need to manage leachate, landfill gas, stormwater, odour, dust, litter and visual impact.</p> <p>Landfill sites need post closure remediation and monitoring.</p>	<p>Maintain strict adherence to compliance frameworks and regulations in respect of site management, emissions etc.</p> <p>Education campaigns to address behaviour change with respect to illegal dumping and littering.</p> <p>Ongoing public consultation to ensure have social licence to operate.</p>
Waste Data and Performance Management	
<p>The inconsistency of waste data and reporting requirements is a considerable blockage on understanding and monitoring performance.</p>	<p>Implementing strategy with a clear measurement framework, built around KPIs.</p> <p>Investment in improved data capture and management systems and processes.</p>

Strategic Targets

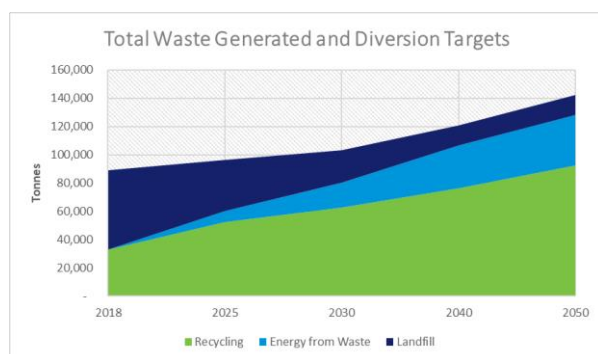
Our long term goal, in pursuit of our vision to live in a community without waste, is to become a zero-waste community by 2050. We acknowledge that there will always be residual wastes for which there is no viable alternative than to send to landfill, such as asbestos or contaminated soils. In line with the Queensland Waste Strategy therefore, we have defined zero waste as achieve 90% diversion from landfill by 2050.

In order to measure progress against this long term target, our current waste streams have been modelled to 2050, with projections being based on the successful implementation of the actions outlined in this strategy. From this analysis, a series of targets have been established that reflect where we expect to be at given points along the journey.

Built into this modelling is an assumed 25% reduction in household waste between now and 2050, which aligns with the aspirations of the Queensland Waste Strategy.

This modelling forecasts that the total waste generated in our community by 2050 will be 142,000 tonnes.

In order to meet 90% diversion target, we anticipate we will divert 65% of the waste stream through reuse and recycling, whilst diverting a further 25% using waste to energy technology.



Total Waste Stream	2018	2025	2030	2040	2050
Recycling %	37%	54%	61%	63%	65%
Energy from Waste %	0%	8%	17%	25%	25%
Total Diversion %	37%	63%	78%	88%	90%
Residual to Landfill %	63%	37%	22%	12%	10%

A more detailed breakdown of this modelling is provided in Appendix 1.

Strategic Priorities

Priority 1: Behaviour Change

Empowering the community to embrace the principles of a circular economy

To achieve our goal of zero waste by 2050, every one of us must play our part. Our whole community must rethink our relationship with the materials we consume and dispose of, from the purchase decision, product design, repairability, and the process by which the materials can be returned into productive use. In a circular economy there is no such thing as waste, only resources being returned into the economic cycle.

Council aims to be an advocate for change, engaging with our community, delivering education and being a catalyst for a whole of community response.

- 1.1. Establish long term community engagement plan,** taking a long term view of the key messaging required to embed the principles of the circular economy. We will liaise, partner and seek feedback from a wide range of stakeholders across all sectors of the community to ensure we are delivering relevant outcomes.

- 1.2. Deliver a waste education and awareness program**

- 1.2.1. Develop and deliver an annual waste education plan.** An annual plan will be formulated to set the scope and objectives of the program. Each annual plan will be designed to support the priorities of this strategy at that particular point in the strategic cycle, outlining key messaging, target audiences, delivery method and expected outcomes.

- 1.2.2. Deliver a regional education campaign in partnership with other CQ Councils.** Where neighbouring councils have the same messaging e.g. commingled recycling campaigns, there are benefits of pooling resources to procure media and marketing coverage that has a much bigger community reach.

- 1.3. Deliver an illegal dumping and littering reduction campaign.** To protect public health and the environment, we will work with other stakeholders to deliver strong media messaging on the consequences of waste crime, coordinate education and support compliance activities.

Priority 2: Building Resource Recovery Capacity

Maximising resource recovery opportunities across our community

In order to divert 90% of our waste from landfill by 2050, our community will need the capacity to process up to an estimated 140,000 tonnes of materials per annum.

This will require infrastructure investment for sorting, separation and processing purposes. It will require partnerships with a wide range of stakeholders including private operators, technical experts, regulators and financial partners. It will require broad community support and buy-in, commonly referred to as social licence to operate.

In many instances, Council's role will be that of service provider and owner of the infrastructure. In other instances, Council will be partner or facilitator providing the support to allow private operators to deliver appropriate service.

2.1. Organic waste

- 2.1.1. Develop an organics business case** to establish best combined collections and processing solution to maximise the diversion of our organic waste stream.
- 2.1.2. Procure an organic kerbside collection services** based on business case outcomes, procure the necessary infrastructure, plant, equipment and/or engage third party service provider.
- 2.1.3. Procure an organic processing solution** based on the business case outcomes, procure the necessary organics processing infrastructure, plant, equipment and/or engage third party service provider.
- 2.1.4. Commercial food waste action plan.** Implement a long term strategy aimed at maximising commercial food waste diversion. Exploring a range of collection options and/or on-site processing options, education campaigns, financial incentives, private operator partnerships and development approval initiatives. Targeting large and small generators.

2.2. Commingled recycling

- 2.2.1. Procure new MRF solution.** Develop business case, determining preferred ownership model, preferred operating model, collections method, identify capital funding sources, determine viable material streams to include, secure external feedstocks, seek out wider sorting and processing opportunities. Go to market.
- 2.2.2. Develop a plastics processing business case.** Develop a business case and action plan to explore local processing solutions for the diversion of various plastics.
- 2.2.3. Procure a plastics processing solution.** Based on business case, procure plastics processing solution.

2.3. Mixed residual waste

- 2.3.1. Develop an AWT business case.** Undertake a technical analysis to establish best fit Alternative Waste Treatment (AWT) solution(s) to process residual mixed waste into viable product and/or energy in line with diversion targets.
- 2.3.2. Procure an AWT solution.** Go to market for preferred AWT solution(s) as determined by the recommendations of the business case.
- 2.3.3. Develop a C&I and C&D sorting and separation solution.** Establish a processing solution for the cost effective diversion of materials from the C&I and C&D mixed

waste stream, prior to feeding an AWT solution. It is envisioned that this will be a largely manual/mechanical solution, but the final scope will be contingent on the preferred AWT solution.

2.4. Regulated and difficult waste

2.4.1. Develop a solar panel management action plan. Establish a policy position and management plan for accepting and processing solar panels.

2.4.2. Develop a textile waste recovery action plan. Develop business case for viable recovery of textiles from the waste stream, establish potential market demand and develop long term action plan.

2.4.3. Develop a timber recovery action plan. Establish a commercially viable solution for dealing with timber content in mixed waste streams.

2.5. Infrastructure management

2.5.1. Develop a concept plan for a Lakes Creek Road waste precinct. Establish a long term plan for the development of the Lakes Creek Road site, to take advantage of existing infrastructure, co-location potential for reuse of extracted landfill gas, and creating a community amenity to be a hub for education and engagement.

2.5.2. Progressive construction of the piggyback landfill at Lakes Creek Road. Continue with the construction of the piggyback landfill and associated infrastructure in line with the design masterplan as amended over time by changing forecasts consumption of airspace and design best practices.

2.5.3. Procure landfill gas extraction infrastructure for Lakes Creek Road landfill. Procure services from a third party contractor to install, own and operate landfill gas extraction infrastructure across capped landfill site, with future capacity to expand to the new piggyback landfill.

2.5.4. Upgrade of Gracemere Waste Transfer Station. Complete the final capping of the landfill site and construct upgraded waste transfer facility to meet the future needs of the Gracemere community.

2.5.5. Implement a long term management plan for closed landfill sites. Establish a risk based plan to best manage Council's legacy.

Priority 3: Market Development

Optimising the return to our local economy by retaining resources in the local production cycle

Retaining and circulating resources in the economy at their highest value for as long as possible will maximise the economic return on those resources. By keeping that economic activity local the

benefits accrue to the local community in jobs, investment and secondary activities. Our local environment benefits from the lower demand on virgin materials.

Council is committed to developing and supporting sustainable local markets across a range of recovered materials and processed recycled products. As one of the largest organisations in our community, Council further acknowledges that it has a duty to lead by example and be amongst the largest purchaser of local recycled materials.

As a community, we need to ruthlessly drive up the quality of these materials. Higher quality materials are more likely to find a market. We need to treat waste as a tradeable commodity where quality is an important driver of price.

Regional communities have additional challenges to overcome, having to bear the cost of transportation to get materials to market. This creates an even greater imperative to seek out and support local processing solutions.

- 3.1. **Development of a sustainable, local compost market.** Seek out sustainable markets for compost product from our chosen organics processing solution. Product could include composts, feed, nutrient supplements, fertilisers and soil conditioners.
- 3.2. **Development of a sustainable AWT offtake product(s) market.** Develop a sustainable market for offtake products from chosen AWT solution. Depending upon final solution selected, offtake products could include recovered separated materials, processed engineered fuel, biogas, bio char, heat, synthetic gas.
- 3.3. **Development of a sustainable, local glass reuse market.** Establish a diverse and commercially sustainable local market for glass fines received in local kerbside collections, primarily focusing on encouraging construction sector to use as a sand substitute in road base, asphalt, pipe bedding, block manufacture and similar applications.
- 3.4. **Prioritise Council's own procurement of recycled materials.** Council will seek to adopt a comprehensive procurement position that prioritises the purchase of materials and goods that manufactured from locally processed recovered materials.

Strategic Action Plan

Priority 1: Behaviour Change		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1.1	Establish long term community engagement plan										
1.2	Waste education										
1.1.1	Develop and deliver an annual waste education plan										
1.1.2	Deliver a regional education campaign in partnership with other CQ councils										
1.2	Deliver an illegal dumping and littering reduction campaign										
Priority 2: Building Resource Recovery Capacity											
2.1	Organic Waste										
2.1.1	Develop an organics business case to establish best combined collections and processing solution										
2.1.2	Procure an organic kerbside collection services based on business case outcomes										
2.1.3	Procure an organic processing solution based on the business case outcomes										
2.1.4	Commercial food waste action plan										
2.2	Comingled recycling										
2.2.1	Procure new MRF solution										
2.2.2	Develop a plastics processing business case										
2.2.3	Procure a plastics processing solution										
2.3	Mixed residual waste										
2.3.1	Develop an AWT business case										
2.3.2	Procure an AWT solution										
2.3.3	Develop a C&I and C&D sorting and separation solution										
2.4	Regulated and difficult waste										
2.4.1	Develop a solar panel management action plan										
2.4.2	Develop a textile waste recovery action plan										
2.4.3	Develop a timber recovery action plan										
2.5	Infrastructure management										
2.5.1	Develop a concept plan for a Lakes Creek Road waste precinct										
2.5.2	Progressive construction of the piggyback landfill at Lakes Creek Road										
2.5.3	Procure landfill gas extraction infrastructure at Lakes Creek Road landfill										
2.5.4	Upgrade of Gracemere waste transfer station										
2.5.5	Implement a long term management plan for closed landfill sites										
Priority 3: Market Development											
2.1	Development of a sustainable, local compost market										
2.2	Development of a sustainable AWT offtake product(s) market										
2.3	Development of a sustainable, local glass reuse market										
2.4	Prioritise Council's own procurement of recycled materials										

Measuring Our Success

Over the life of this strategy we will implement a wide range of actions and will work with partners from across the community. Some of these actions will be easy to track and have a very clear measure of success, whereas other actions will be much harder to measure directly or over the short term. A series of key performance indicators will therefore be used to track long term performance against our overall goal of a zero waste community by 2050.

Municipal Solid Waste generated per capita:

Measuring the broader community engagement in reducing overall waste

MSW	2018	2025	2030	2040	2050
MSW Tonnes per capita	517	469	448	429	414

Diversion of total waste from landfill

Measuring the effectiveness of our commitment and investment in resource recovery

Year	Diversion Rate
2018	37%
2025	63%
2030	78%
2040	88%
2050	90%

Contamination Rates:

Measuring the effectiveness of our community engagement

Behaviour Change	2018	2025	2030	2040	2050
Commingle Bin Contamination %	20%	12%	10%	8%	6%
Organics Contamination %	-	12%	10%	8%	6%

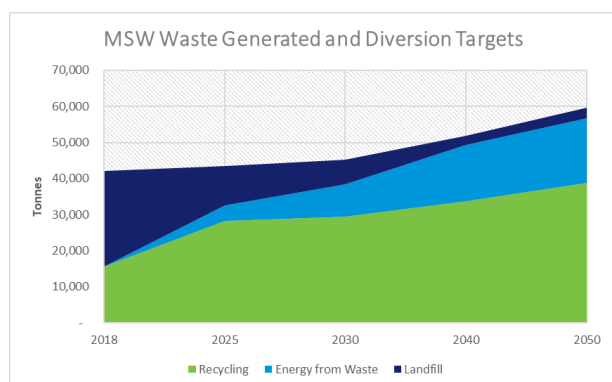
The RRC Waste Strategy will be reviewed every three years and the key actions will be reviewed on an annual basis. More frequent review may be required should it be necessitated by significant change to the underlying assumptions such as dramatic changes in market conditions, or large-scale government policy shifts.

[Insert Strategic Roadmap infographic here]

Appendix 1: Waste Stream Data

Municipal Solid Waste (MSW)

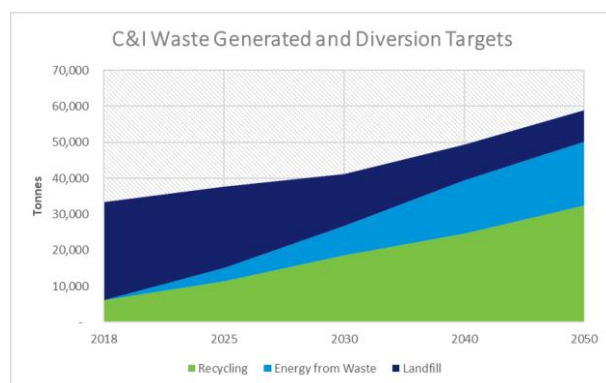
MSW projections have factored in a 25% per capita reduction in household waste between 2018 and 2050, in line with the Queensland Strategy. The combined impact of this per capital reduction with the increased population over the same period will result in a forecast of 59,742 tonnes of MSW waste in 2050. Diversion will come via commingled recycling, self-haul drop off of recyclables, self-haul green waste, organic diversion to an organics processing facility and mixed waste diversion into an AWT converting waste to energy.



MSW	2018	2025	2030	2040	2050
Recycling %	37%	65%	65%	65%	65%
Energy from Waste %	0%	10%	20%	30%	30%
Total Diversion %	37%	75%	85%	95%	95%
Residual to Landfill %	63%	25%	15%	5%	5%

Commercial and Industrial (C&I)

The C&I forecast waste at 2050 is 59,000 tonnes. This waste stream will require the biggest increase in diversion from current performance. It is anticipated that 55% diversion will be achieved from processing of the organic fraction, improving the current level of source separation and self-haul recycling drop-off, as well as implementing a sorting/separation facility to further extract value out of the mixed waste prior to feeding it into an AWT solution. The AWT will then yield a further 30% recovery via energy from waste.

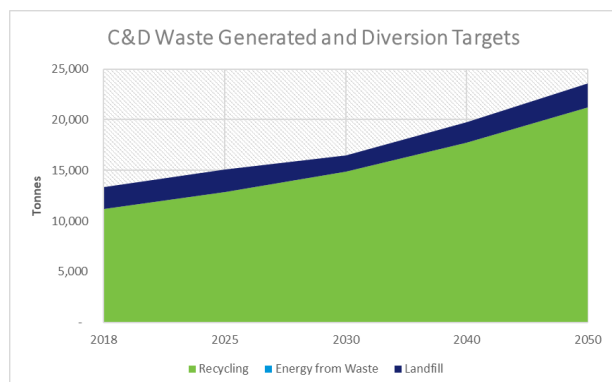


C&I	2018	2025	2030	2040	2050
Recycling %	18%	30%	45%	50%	55%
Energy from Waste %	0%	10%	20%	30%	30%
Total Diversion %	18%	40%	65%	80%	85%
Residual to Landfill %	82%	60%	35%	20%	15%

Construction and Demolition (C&D)

Projected C&D at 2050 is 24,000 tonnes per annum. However, this can vary significantly dependent upon just one or two major projects being undertaken in any given year.

Current diversion is extremely high due to the work over the last 5 years of Council's Civil Operations team to divert materials from their roads and construction activities. Since this waste stream is largely inert materials with negligible calorific value, it is not suited to waste to energy processing. The current recovery rates are therefore anticipate to continue with small improvements to 2050 based on implementing better technology and a reduction in mixed waste loads being received from commercial construction sites.

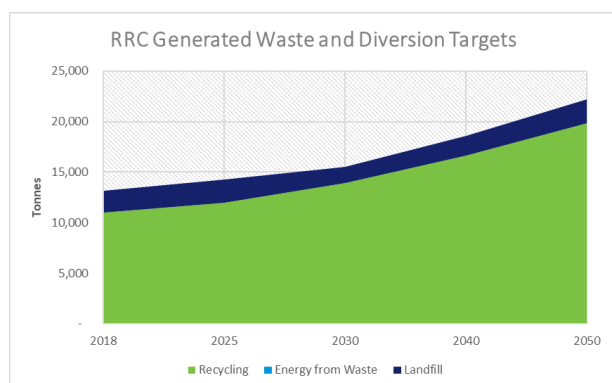


C&D	2018	2025	2030	2040	2050
Recycling %	84%	85%	90%	90%	90%
Energy from Waste %	0%	0%	0%	0%	0%
Total Diversion %	84%	85%	90%	90%	90%
Residual to Landfill %	16%	15%	10%	10%	10%

Rockhampton Regional Council Generated Waste

The *Waste Reduction and Recycling Act 2011* requires that we set targets for overall waste reduction and recycling rates for Council's own waste.

Waste generated by Council's own activities is forecast to be 22,044 tonnes by 2050. The majority of this waste is Construction & Demolition materials arising from roads, water, sewerage, facilities management etc. This waste is generally made up of masonry materials so is not suitable for energy from waste processes. As such, no Energy from Waste target is set for Council's own waste.



RRC	2018	2025	2030	2040	2050
Recycling %	88%	85%	90%	90%	90%
Energy from Waste %	0%	0%	0%	0%	0%
Total Diversion %	88%	85%	90%	90%	90%
Residual to Landfill %	12%	15%	10%	10%	10%

Kerbside Bin Composition

When modelling the data, some information was not directly available from weighbridge data capture, for example, we don't directly capture the material composition of mixed loads arriving at our site.

As such, estimates of particular material volumes have been included in the modelling which have



been derived from other sources. A key source has been our annual bin audit, which takes a sample of 500 kerbside bins (250 general waste and 250 commingled recycling) and determines the average bin weight and composition by material type. The graphic below shows the results of the 2018 bin audit.

Additional Resources (to be used as sidebars, infographics, etc.)

C&D Recovery Success

Over the past five years, our Civil Operations team has transformed a corner of our Lakes Creek Road Waste Facility into a C&D recovery centre. Seeing an opportunity to reduce operational costs by recycling materials such as concrete, asphalt and dirty fill, Dale Park is now reprocessing up to 30,000 tonnes per annum. Named after plant operator Terry Dale, the site screens, grinds and separates the input materials into several clean products for reuse in civil construction projects across council and used to support the operations of the Lakes Creek Road landfill. Supervisor Mick Baker explains the commercial thinking behind the project:

"It was costing us \$180-\$200 per tonne to dump the material and at around 90 tonnes per day, the costs were huge. It now costs us around \$20 per tonne to crush material, so there are savings not only in disposal costs but of course, we are no longer purchasing the products as we are producing them in-house."

Council's commitment to recycling these materials has meant that we are now at the leading edge of what is standard industry practice, producing several grades of gravel profile as well as quality topsoil and asphalt. Mick goes on to say:

"In all my experience, I have never seen such good quality profile as what we have in our stockpiles now and we are also in the testing phase of producing high grade road base. Apart from some major cities, there are few Councils who are recycling and producing materials to the level that we do".

The project has not only of course saved money but has also resulted in a very significant diversion of materials from landfill. Civil Operations Manager David Bremert expressed pride in the project saying:

"The recycling of the materials meets the requirements from Council to reduce our effects on the environment and to be cost efficient. Since the beginning of this project, Council has saved a large sum of money which has been able to be used back on the roads. Special thanks go out to Mick and Terry who have developed a sensational facility".

Glass Reused in Landfill Construction

Rockhampton Regional Council's Waste and Recycling team have introduced yet another innovative solution at their Lakes Creek Waste Facility.

Last year the 'Piggyback' project was commenced, extending the lifespan of the landfill site for another 40+years by adding a series of additional cells.

Chair of Council's Waste Committee, Councillor Fisher, said Council was now making the Piggyback project more environmentally sustainable by using recycled materials in the cells:

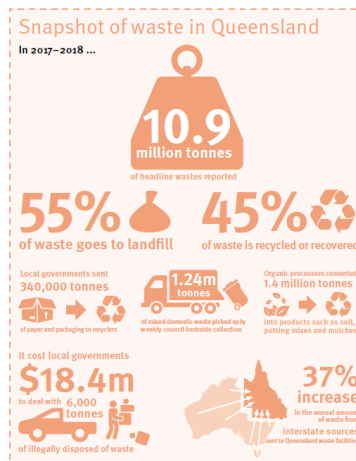
"It's really important that each of the cells has an excellent lining system to ensure liquid that is generated as waste decomposes does not enter the environment. This lining needs to be protected when the cell is initially filled to ensure sharp waste doesn't damage it, and part of that protection would usually be provided by screened sand supplied from the local area. However, our Waste and Recycling team will instead be taking glass from our local recycling facility after it has been crushed into tiny particles, similar in size to screened sand. This means we will be using 100% recycled materials rather than taking sand from the natural environment."

Councillor Fisher said that its use wouldn't stop there: "As we build more cells, we will also use the processed glass in their construction, meaning that the glass from our recycling plant will be put to good use right here in Rockhampton for the next 5 to 10 years. We are also working with our Civil Operations team to see if the material can be used effectively in some of their projects."

As well as the Piggyback construction, a green buffer is being established with 2,400 native trees recently planted along one kilometre of the frontage and entrance of the facility. This green buffer will provide additional screening for the residents and traffic along Lakes Creek Road.

Waste in Rockhampton Region Snapshot

In 2017-18...				
Total tonnes waste generated		88,801	tonnes	
Domestic waste generated per capita		517	kgs	
% going to landfill		63%	%	
% recycled or recovered		37%	%	
Total kerbside recycling collected		5,240	tonnes	
Tonnes kerbside waste collected		22,056	tonnes	
Total greenwaste processed		13,918	tonnes	



11.8 ADVANCE ROCKHAMPTON OPERATIONAL REPORT SEPTEMBER 2019**File No:** 12614**Attachments:** 1. Advance Rockhampton Operational Report
September 2019 [↓](#)**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Marcus Vycke - Acting General Manager Advance
Rockhampton

SUMMARY

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

OFFICER'S RECOMMENDATION

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

COMMENTARY

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

Leading into a new financial year, budget, corporate and operational plan, the activities and deliverables of the unit will now become more targeted through KPI's that align with the following:

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

BACKGROUND

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

CONCLUSION

It is recommended that Council receive the attached report.

**ADVANCE ROCKHAMPTON
OPERATIONAL REPORT
SEPTEMBER 2019**

**Advance Rockhampton
Operational Report September 2019**

Meeting Date: 15 October 2019

Attachment No: 1

MONTHLY OPERATIONS REPORT

**ADVANCE ROCKHAMPTON, Economic Development,
Commercial, Tourism, Events and Marketing**

PERIOD ENDED September 2019



1. Commercial Summary

CBD Activation

September Riverside Alive brought a host of local musicians to perform live on Friday and Saturday evenings throughout the month, including Bordaline and their inflatable drummer who always gets a reaction from the audience. Other entertainment included a second drumming circle workshop (following the success of the first session), Moonlight Movies (How to Train your Dragon: Hidden World) and we welcomed Capricorn Caves to the Riverside precinct for the first time to deliver a full capacity attended Fossil Fossicking Workshop. Rivernites September also featured new additions of A Spontaneous Shakespeare performance of A Midsummer Night's Dream and the Rockhampton Musical Union Youth Choir who drew a huge crowd to hear their Disney Dazzle and songs from 13 The Musical. Attendance figures from some of these activations:

- Bordaline – 40
- Come and Try Circus Tent – 70
- Fossil Fossicking Workshop – 25
- Moonlight Movie - 38

We have also used WiFi data technology (which is still in its infancy) to review foot traffic on the Riverside Precinct over the past few months since introducing Riverside Alive programming:

CBD Marketing and Promotion

Ongoing marketing and promotional initiatives for the CBD and Mount Morgan:

- Riverside Alive TV, radio and print advertising campaign to promote the program
- East Street promotional TV campaign commenced to promote the CBD as the shopping, dining and lifestyle go-to destination of Rockhampton
- Window decal refresh (East St) – updating existing artwork on vacant buildings
- What's happening in the CBD? brochure in final stages of approval

Development of the CBD Christmas Campaign has commenced. Businesses are encouraged to decorate their shop windows (with assistance of community volunteers) leading up to Christmas.

The replacement of seating, bins and installing drinking fountains is being researched for East Street in line with Rockhampton CBD Streetscape Design Manual.

Commenced approaching and pitching to grocery convenience brands encouraging investment in the CBD,

Mount Morgan

Advance Rockhampton is supporting MMPADs Shop Local Mount Morgan Christmas campaign and providing in-kind marketing support to promote the campaign.

As above we are currently exploring a CBD Christmas campaign encouraging Mount Morgan businesses to decorate their shop windows (with assistance of community volunteers) as a way of attracting more people to shop in the CBD. Professional Development and training for tourism-based volunteers is being offered to both MMPAD Railway Museum volunteers and Heritage Museum volunteers, following a request to upskill their volunteers at the Railway Museum. Workshops are likely to commence in November.

2. Customer Service Requests

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



All Monthly Requests (Priority 3) Marketing 'Traffic Light' report September 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)		Avg Completion Time (days) Q1	
			Received	Completed													
Community Engagement	0	0	0	0	0	0	3	●	0.00	●	0.00	●	0.00		0.00	●	0.00
Marketing Enquiries	0	0	0	0	0	0	1	●	0.00	●	2.00	●	8.00		3.50	●	2.00

3. Capital Projects

Details of capital projects not reported regularly to Council or a particular Committee in other project specific report updates as at period ended August 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			
Comments	<ul style="list-style-type: none"> Wayfinding Strategy is being reviewed. 				

4. Budget

Financial performance as expected for the reporting period.

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



As At End Of September

Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget	Revised Budget	EOM Commitments	YTD Actual		Var	25% of Year Gone
	\$	\$	\$	\$	\$	%	e
GM ADVANCE ROCKHAMPTON							
Revenues	(15,000)	0	(35)	(35)	(70)	0%	✓
Expenses	834,845	0	46,811	154,533	201,344	19%	✗
Transfer / Overhead Allocation	0	0	612	1,592	2,204	0%	✗
Total: GM Advance	819,845	0	47,387	156,090	203,477	19%	✗
ADVANCE COMMERCIAL							
<u>Manager Commercial</u>							
Revenues	0	0	0	(3,500)	(3,500)	0%	✓
Expenses	616,942	0	59,693	161,208	220,901	26%	✗
Transfer / Overhead Allocation	0	0	1,434	1,723	3,157	0%	✗
Total : Manager Commercial	616,942	0	61,127	159,430	220,558	26%	✗
REGIONAL DEVELOPMENT & EVENTS							
<u>Events</u>							
Revenues	(578,706)	0	(3,981)	(206,570)	(210,551)	36%	✓
Expenses	2,733,511	0	146,651	883,984	1,030,635	32%	✗
Transfer / Overhead Allocation	0	0	440	51,972	52,412	0%	✗
Total : Events	2,154,805	0	143,109	729,385	872,495	34%	✗
<u>Marketing</u>							
Revenues	(5,218)	0	0	0	0	0%	✓
Expenses	743,194	0	47,956	153,209	201,164	21%	✗
Transfer / Overhead Allocation	10,442	0	0	(715)	(715)	-7%	✓
Total : Marketing	748,418	0	47,956	152,494	200,449	20%	✗
<u>Regional Development</u>							
Revenues	(175,000)	0	0	(28,000)	(28,000)	16%	✓
Expenses	1,256,681	0	152,136	350,635	502,771	28%	✗
Transfer / Overhead Allocation	0	0	224	392	616	0%	✗
Total : Regional Development	1,081,681	0	152,360	323,027	475,387	30%	✗
<u>Tourism</u>							
Revenues	(10,000)	0	(1,542)	(5,345)	(6,887)	53%	✓
Expenses	514,754	0	34,712	85,923	120,635	17%	✗
Transfer / Overhead Allocation	0	0	15	(45)	(30)	0%	✓
Total : Tourism	504,754	0	33,185	80,533	113,718	16%	✗
<u>Manager Regional Development & Events</u>							
Expenses	344,417	0	25,284	70,617	95,901	21%	✗
Transfer / Overhead Allocation	0	0	307	582	889	0%	✗
Total : Man Reg Dev & Events	344,417	0	25,591	71,198	96,790	21%	✗
Total : REG DEVEL & EVENTS	4,834,074	0	402,201	1,356,637	1,758,839	28%	✗
Total : ADVANCE	6,270,861	0	510,716	1,672,157	2,182,873	27%	✗
	-783,924.05			-243,450.22		31%	

7,054,785	1,915,608	27%
6,270,860.83	1,672,157.45	27%

5. Section Statistics

Safety Statistics

The safety statistics for the reporting period ending September 2019:

	Quarter – ending Sept 2019		
	July	Aug	Sept
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

Trade and Investment Activities – September

- Korea hydrogen delegation – facilitated visit from delegation of representatives from Korea's investment marketing agency, KOTRA and a consulting firm, focussed on opportunities at Stanwell Corporation.
- Korea VET delegation – Preparations continue for the outbound VET visit to Korea from 30th November 2019.
- Assisting a Sydney-based migration agent to conduct a visit in mid-October. The visit is expected to focus on agriculture, property development, education and food manufacturing.
- HRD Korea visit delegation – Preparations continue for the inbound VET visit to Teys, SMW and Teys on 21 October 2019.



Figure 1 Korean delegation visiting Stanwell Corporation to discuss hydrogen development opportunities, September 2019.

International Engagement Activities – September

- Zhenjiang sister-city visit – preparations continued for the 64-person visit to Zhenjiang from 6 November 2019.
- 160-year celebration – Advance Rockhampton is continuing to work with the Chinese Multicultural Association on a 160-year celebration of Chinese settlement in Rockhampton. Event to occur on the weekend of 9-11 October 2020.

Economic and Business Development***Resource Sector Opportunities–Project Rocky***

Advance Rockhampton continues to promote resource sector opportunities to drive jobs and population growth.

Key activities in September included:

- Launching the Live Rockhampton Facebook page, with information and a suite of videos to encourage people to move to Rockhampton.
- Regular consultations with Adani representatives to advocate for further local procurement opportunities.
- Engagement and advocacy with the Mining Equipment, Technology and Services sector to understand their training/development needs, employment requirements, and confidence in the local economy.
- Developing enhanced industry capability marketing material.

Civil Construction and Defence Sectors – September update

- The Rockhampton region is experiencing significant civil construction activity on the back of major funding commitments.
- Advance Rockhampton continued to represent Council's interests at a number of key events in September, including:
 - Bowen Basin Mining Club Luncheon
 - Laing O'Rourke – Tender Compliance Workshop
 - Queensland Transport and Roads Investment Program (QTRIP) 2019 Industry Briefing
 - Consultation with Gladstone Ports Corporation to enhance knowledge of the expansion and future capacity of the ports precinct
- Developing a Capability Statement for the resource industry. This high level information document will be shared with local businesses to utilise in tendering opportunities.
- Working with Queensland Government agencies to deliver tender-writing and capability statement workshops to address gaps identified in a recent business engagement survey.

Industry Engagement***Rookwood Weir***

- Advance Rockhampton is encouraging local industry participation in Sunwater Expression of Interest procurement process.
- Continuing to consult stakeholders and advocate for local industry needs in response to public reports of the project's refined scope.

Making Water Work Project

- Advance Rockhampton participated in a Making Water Work project forum at CQUniversity on 13 September 2019

QME 2020

- Organising for Rockhampton Region resources companies to attend as part of a joint community delegation

Industry Growth Centre Connect - Rockhampton

- Attended workshop on manufacturing by Rockhampton Manufacturing Hub at CQU.

Sunwater Future Planning Needs

- Attended workshop in Emerald examining a range of scenarios for water use in the Fitzroy Basin

Regional Skills Investment Strategy (RSIS)

The RSIS is a two-year, 9-million state-wide vocational training advocacy program.

Council has partnered with the Queensland Government for a 2 year program to identify skills shortages, training and development needs now and into the future. The three Key Target Sectors of focus for the RSIS program here in Rockhampton are Mining and Resources, Civil Construction, Health & Community Services.

Advance Rockhampton's RSIS Coordinator continues to forge productive links with stakeholders in these three target sectors. Highlights in September 2019 include:

Hosting the 2nd Regional Skills Investment Strategy Reference Group meeting on 18 September 2019

- Productive discussions on mining skills and workforce shortages.
- A social services skills forum is under development, in partnership with sector participants.
- The forum will bring together employers, training organisations and government agencies to broker solutions to identified challenges.

Employment Improving

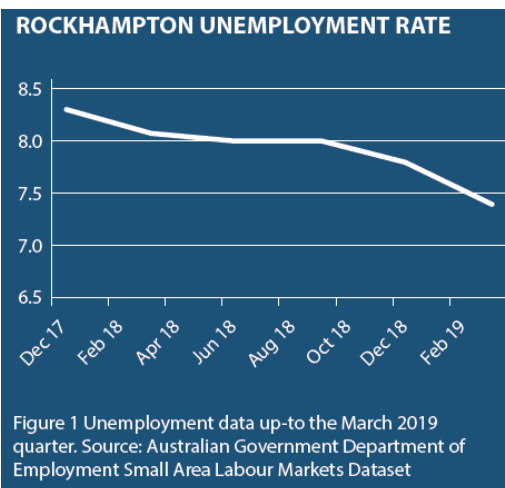
The current Rockhampton unemployment rate for the March 2019 quarter was 7.4 per cent*. This represents the lowest rate since March 2015*.

The Australian unemployment rate is 5.2 per cent for the June quarter, with the Queensland unemployment 6.5 per cent for the same period.

Workforce participation increased to 42,710 in the March quarter, up from 42,360 in the December 2018 quarter.

***Note:** The next unemployment rate for Rockhampton is due to be released in mid-October.

Key vacancies as listed on Seek.com.au on 1 September 2019 are listed below.

**RESOURCES INDUSTRY**

- Engineering and Maintenance – 15 vacancies
- Operations – 13 vacancies
- Health and Safety – 2 vacancies

CONSTRUCTION INDUSTRY

- Foreperson/supervisors – 5 vacancies
- Plant and Machinery Operators – 4 vacancies
- Other roles – 2 vacancies

HEALTH CARE & COMMUNITY

- Aged Care Nurses – 12 vacancies
- Disability and Aged Support – 12 vacancies
- Physio, OT and Rehab – 7 vacancies

Source: Seek.com.au 1 September 2019

TOURISM, EVENTS AND MARKETING

Marketing

Social Media implementation plan monitoring

Currently creating, updating sites and or content for the following -

- Advance Rockhampton web
- Explore Rockhampton (Tourism)
- My Rockhampton (Locals)
- Airport
- Roll-out updated business directory, events and community directory modules

My Rockhampton Magazine

- Summer edition work in progress (to be distributed December 2019)

Live Rockhampton Campaign

- Rex Airlines ad
- Live Rockhampton website content updates
- Live Rockhampton Work Adani marketing & communications roll out

Libraries

In progress -

- Develop and implement Marketing Communications Strategy and brand for the inaugural *Off the Shelf – Readers and Writers Festival*
- Develop and implement Marketing Communications Strategy for the *Authors in Action* events
- LTC web content review and strategy

Animal Management

- Barking Peace Pack development – 3 book series
- Design new off-leash park signage

Pest Management

- Develop and implement Marketing Communications Strategy to address the feral deer problem

Advance Rockhampton

- Advance Rockhampton e-newsletter distributed for September
- Workforce Economic Update fact sheet developed
- Reference Group Meeting presentation developed
- 160 Years Chinese Celebration – partnership proposal in development
- Black Dog Ball – RRC sponsor advertisement
- Australia Day Award Nominations: marketing plan developed and currently being implemented
- Event marketing: Australian Caravan Muster Oceania Cup & Challenge the Mountain



Tourism

- Fishing:
 - Agency appointed for social media management from Oct 2019-June2020
 - Baro Trauma video developed, to be released to market Oct 2019
 - Voluntary Code of Practice changes: fact sheet, website, form, stickers updated to reflect change in legal fish measurements
- Tourism re-brand: concepts developed, review in progress with October completion for roll out.

- Explore Rockhampton website content update in progress
- Concepts for Airport precinct billboard refresh
- New Tourism video in development

Zoo & Botanic Gardens

- Logo re-development – in concept stages

Events

- 2020 annual event calendar development
- Ongoing review of guidelines for completing a temporary event
- 2019 Rockhampton Show post event report and debrief

Oceania Cup 4th - 8th September 2019

Rockhampton Hockey hosted a contingent of international and Australian players during the Oceania Cup and the Tokyo 2020 Olympic Qualifier at Kalka Palms. The biannual competition is organised by the Oceania Hockey Federation and teams from New Zealand, Fiji, Papua New Guinea, Solomon Islands, Tonga, Samoa and Australia competed. Advance Rockhampton provided significant event and marketing assistance.



Challenge the Mountain: 6th – 8th September

More than 1000 people participated over the 3 days event.

Advance Rockhampton assisted event organisers with operational requirements, event preparations and marketing.



Tropicana 2019 Saturday 14th September

Tropicana - Rockhampton region's free family-friendly festival attracted 2500 people. With research continuing to support the idea that children [and adults] who spend regular time playing and learning in the natural world are happier, healthier, smarter, more creative and better problem solvers Tropicana is a well-received community event. Set in the Rockhampton Botanic Garden's beautiful bamboo amphitheatre nestled beside Murray lagoon it is also a great use of the gardens in Spring.

They came along to connect with nature through:

- Interactive nature play zone
- Music
- Entertainment – Junkyard Beats, Lion and The Mouse and Maggie Moo Music were extremely popular
- Kids Activities – Unos Garden and Advice from a tree



- Art Installations and workshops
- Darumbal dancing
- Food
- Tree planting
- Nature workshops
- Meet the wildlife
- Free Native Plants

Fitzroy River Water Garden Competition: Friday 13th September

Garden Competition Highlights

- 73 categories
- 37 individual addresses

Garden Competition judges were Donna Jackson Coordinator of Mackay Region Botanic Gardens and Cr Boyd Johnstone from Blackall and Toomba Regional Council.

My Garden Story judges were Jacquie MacKay and Jodie Ven de Wetering.

Mayor and Councilors announced competition winners at an afternoon tea on 13th September at the Botanic Garden

Bus Tour 15 September 2019

A very affordable \$10 for tickets on the half-day winning garden tours.

- 45 on morning tour
- 36 on afternoon tour

Overall more than \$10,300 was received in sponsorship and all sponsors have expressed an interest in the 2020 competition.

FUTURE EVENTS***Christmas in Rockhampton******Lighting of the Christmas Tree: Saturday 7th December***

Confirmed for 7 December in conjunction with The CBD Christmas Fair. The riverbank will come alive with a visit from Santa, The Lighthouse Christian College performing a Christmas show with carols and dancing and the lighting of the tree and Customs House at 7.45pm.

Dressing the CBD windows: Monday 18 November

Vacant businesses within the CBD will have their shop window fronts decorated in Christmas themes.

- 5 businesses participating at this stage
- Inner wheel team to decorate windows
- Occupied shops will be given the opportunity to have the Inner wheel team assist in decorating their windows
- Local youth community groups to be approached to decorate recycled tyre trees in Christmas theme to be judged by public and announced at Christmas Fair/ Tree Lighting

A full calendar of Christmas events and activities will be promoted via My Rockhampton and flyers including Carols and other community events in November.

Botanic Gardens 150 Anniversary Celebrations

- Finalising date for November – afternoon & early evening
- Picnic in the Gardens
- Entertainment, cultural & heritage themed
- Music performances
- Opening of the Finch Gazeebo

New Year's Eve Triple MMM Light up the Sky – 31 December 2019

The coordination for Rockhampton's favourite NYE fireworks are well underway. Families will be invited to enjoy food stalls along Quay Street and two spectacular fireworks displays at 7.30pm and midnight.

Australia Day at Kershaw Gardens – 26 January 2020

The event is an opportunity for local residents and visitors to come together to celebrate what it means to be Australian in a fun and relaxed picnic style atmosphere

Queensland Shows Annual Conference & Awards Dinner – 14-15 March 2020

120 Queensland delegates and their families will visit Rockhampton in March for the annual Conference & Awards Dinner. Events and tourism teams are supporting the event and providing families with pre and post tour itineraries.

Rocky River Run – 24 May 2020

Planning commenced on 2020 event.

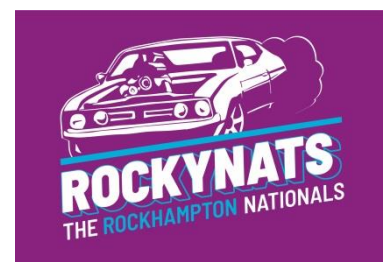
Rocky Agricultural Show – 10-12 June 2020

Work on 2020 show commenced, with program and entertainment to be finalized in next 2 months.

ROCKYNATS Event 26th – 28th June 2020

Planning continues, Rockynats planning meetings on site 10/11 September on operations, marketing & ticketing with another site visit including community CBD consultation & sponsorship launch in mid October. Tickets on sale late October/early November 2019.

Over 500 cars registered for the event to date.



Developing Northern Australia Conference 8th 9th 10th 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 planning for the conference have commenced around format and key note speakers. Advance Rockhampton is represented on the event committee with Jesse Gillard and Annette Pearce.

Rockhampton River Festival – 24-26 July 2020

Dates now confirmed work on event to commence in October.

TOURISM

INDUSTRY ENGAGEMENT

The new look Tourism News – the Advance Rockhampton's industry focussed newsletter was distributed to industry relevant contacts to keep them updated on tourism matters, events & industry news.

On 29th the Advance Rockhampton Tourism team, Councillors and volunteers from the Visitor Centre welcomed the first of the Singapore Armed Forces to Rockhampton for Exercise Wallaby. Throughout September and October more than 1400 troops are expected to pass through the airport heading for Shoalwater Bay. This is the 8th year that Advance Rockhampton have been welcoming the troops.



CAMPAIGNS

Drive in land

Social media for Drive Inland Promotion Association is now under management of Zoik Agency. Advance Rockhampton continues to support the Drive Inland campaign with some inspiring Facebook posts in September, including promotion of the Zoo, and the Tropic of Capricorn Spire Visitor Centre.

Website analytics has shown that the DIPA campaign ranked #1 for Australian Country Way, Leichardt Highway searches, Bunya Drive and Beef Capital of Australia.



FISHING THE FITZROY

Meetings with Boyne Tannum Hook Up team on work proactively towards the advancement of fishing tourism in the region.

A change was announced to the Queensland government fishing guidelines on September 1st to be rolled out across our campaigns.

'Fishing the Fitzroy' Facebook – September Statistics

The School holidays campaign sky-rocketed to 52K views with a relevancy score of 9/10. In 2018 the average for the entire month of September was 75-90K, and this year in one week alone the page reached 200K+ people, more than doubling last year's reach in the first two weeks. There were 27 new pledges for the Voluntary Code of practice resulting from presence at Tropicana. For additional 'Fishing the Fitzroy' stats, see table below:



Month	Page Views	Reach (Organic)	Likes	Followers	Highest performing Video		Voluntary Code of Practice
	(per month)	(per month)	(total)	(total)	Views		(Total)
August	2547	12,627	17,505	19,681	17,683	Fishing The Fitzroy - Net Free Special - 306 likes, 9788 views, 184 shares	487
September	1787	616,977	19,600	19,844	15,751	School's out(20/09) 156 like, 21 shares	514

Women that Fish Barra Classic

The 'Women that Fish Barra Classic' took place on 6-7th September and hosted 47 teams including 90 ladies and 48 skippers. The event is growing every year with many coming for a week leading up to the event for a practice run and holiday. This year three teams visited from New South Wales, 1 from WA and several from as far north as Cairns. There was media coverage from Win TV, Seven News, ABC and Morning Bulletin. The 9th annual event is scheduled for 25/26th September 2020.



VISITOR INFORMATION CENTRE

Tropic of Capricorn Spire Visitor Information Centre

In September, Visit Queensland completed an annual audit and all essential criteria achieved. The First Aid position for the VIC was processed in September and a position description for the volunteers was adopted as part of the council's Volunteer Programs Review. Another two new volunteers were welcomed and 568 volunteer hours were recorded, an increase of 36 from last month. The centre was busy processing the additional Fishing Voluntary Code of Practice sign-ups and in September more than 1200 welcome packs were prepared for tourism events. We continue to monitor stats and encourage all visitors to participate in the online survey. Data below:

Date	People Walk in	Australian Postcode								
		Local	QLD	NSW	VIC	SA	WA	NT	ACT	TAS
09/18	1407	0	519	263	6	224	64	51	30	4
09/19	724	22	127	104	2	67	22	16	20	2

Date	International Location										
	Germany	France	UK	Netherlands	Italy	Scandinavia	Europe	US	Asia	NZ	Other
09/18	53	40	22	13	12	4	38	14	16	25	9
09/19	6	4	0	0	0	0	4	2	4	6	3

Date	Age Brackets				
	0-18	19-35	36-50	51-65	66+
09/18	97	199	242	466	403
09/19	42	60	61	154	154

Date	Modes of Transport							
	Private Vehicle	Hire Vehicle	Bus	Caravan/Motorhome	Train	Bicycle	Motocycle	Aircraft
09/18	608	93	3		0	0	0	1
09/19	207	30	3	103	0	0	0	0

Date	Nights In Region	Reason for Visit							
		VFR	Passing Through	Holidays	Local	Education	Sports	Events	Business
09/18	1753	66	0	1246	0	0	0	0	95
09/19	2193	14	0	297	7	0	57	14	14

2193 visitor nights were recorded from visits to VIC in September. Down on prior year with a continued shift away from Visitor Centres, as travellers are using mobile technology to source information.

This trend is also reflected in our growth in visits to our Explore Rockhampton site and will be reflected in our tourism strategy to accommodate both in the future

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 Rookwood Weir

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 (Confidential briefing from proponent).

16.2 D/117-2017 - Update on the Ellida Estate Development

This report is considered confidential in accordance with section 275(1)(g), of the *Local Government Regulation 2012*, as it contains information relating to any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act.

16.3 Legal Matters Report - July to September 2019

This report is considered confidential in accordance with section 275(1)(f), of the *Local Government Regulation 2012*, as it contains information relating to starting or defending legal proceedings involving the local government.

16 CONFIDENTIAL REPORTS

16.1 ROOKWOOD WEIR

File No: 2830

Attachments: Nil

Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Peter Kofod - General Manager Regional Services

Author: Angus Russell - Manager Strategy and Planning
Jason Plumb - Manager Fitzroy River Water

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 (Confidential briefing from proponent).

SUMMARY

The report provides discussion of recent developments in relation to Rookwood Weir.

16.2 D/117-2017 - UPDATE ON THE ELLIDA ESTATE DEVELOPMENT

File No: D/117-2017
Attachments: 1. Locality Plan
Authorising Officer: Tarnya Fitzgibbon - Coordinator Development Assessment
Doug Scott - Manager Planning & Regulatory Services
Colleen Worthy - General Manager Community Services
Author: Thomas Gardiner - Planning Officer

This report is considered confidential in accordance with section 275(1)(g), of the *Local Government Regulation 2012*, as it contains information relating to any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act.

SUMMARY

Development Application Number: D/117-2017
Applicant: Stockland Development Pty Ltd C/O RPS
Real Property Address: 23-27 William Palfrey Road, 923-947 Yaamba Road and 985-1005 Yaamba Road, Parkhurst
Common Property Address: Lot 5 on SP238731, Lot 22 and Lot 23 on SP134380, Lot 49 on SP129857 and Lot 41 on SP226571, Parish of Murchison
Area of Site: 77.36 hectares
Planning Scheme: *Rockhampton Region Planning Scheme 2015*
Planning Scheme Zone: Low-Medium Density Residential Zone
Current Approval: Development Permit for Reconfiguring a Lot (one lot into 126 lots) (121 residential lots, 2 management lots, 1 active open space lot, 1 linear open space lot, and 1 balance lot)

16.3 LEGAL MATTERS REPORT - JULY TO SEPTEMBER 2019**File No:** 1830**Attachments:** 1. Legal Matters Report - 1 July to 30 September 2019**Authorising Officer:** Tracy Sweeney - Manager Workforce and Governance**Author:** Allysa Brennan - Coordinator Legal and Governance

This report is considered confidential in accordance with section 275(1)(f), of the *Local Government Regulation 2012*, as it contains information relating to starting or defending legal proceedings involving the local government.

SUMMARY

Presenting an update of current legal matters that Council is involved in as at 30 September 2019.

17 CLOSURE OF MEETING