



# ORDINARY MEETING

## AGENDA

**25 MAY 2021**

*Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 25 May 2021 commencing at 9:00am for transaction of the enclosed business.*

*In line with section 277E of the Local Government Regulation 2012, it has been determined that it is not practicable for the public to attend Council meetings in person at the current time. Until further notice, Council meetings will be livestreamed online.*

A handwritten signature in black ink, appearing to be "C. P.", written in a cursive style.

**CHIEF EXECUTIVE OFFICER**  
19 May 2021

Next Meeting Date: 08.06.21

**Please note:**

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

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**1 OPENING**

1.1 Acknowledgement of Country

**2 PRESENT**

Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor N K Fisher  
Councillor S Latcham  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor M D Wickerson  
Councillor D Kirkland  
Councillor G D Mathers

In Attendance:

Mr E Pardon – Chief Executive Officer

**3 APOLOGIES AND LEAVE OF ABSENCE****4 CONFIRMATION OF MINUTES**

Minutes of the Ordinary Meeting held 11 May 2021

**5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA****6 PUBLIC FORUMS/DEPUTATIONS**

Nil

**7 PRESENTATION OF PETITIONS**

Nil

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## 8 COUNCILLOR/DELEGATE REPORTS

### 8.1 COUNCILLOR DISCRETIONARY FUND APPLICATION - ROCKHAMPTON AGRICULTURAL SHOW; COUNCILLOR ELLEN SMITH

**File No:** 8295

**Attachments:** 1. Councillor Discretionary Fund Application Form; Rockhampton Agricultural Show [↓](#)

**Authorising Officer:** Emma Brodel - Senior Executive Assistant to the Mayor  
Matthew Mansfield - Acting Manager Office of the Mayor  
Evan Pardon - Chief Executive Officer

**Author:** Megan Careless - Executive Support Officer

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#### SUMMARY

*Councillor Ellen Smith is seeking approval from Council to donate \$300.00 from her Councillor Discretionary Fund for 6 x \$50.00 vouchers for grand parade prizes for the 2021 Rockhampton Agricultural Show.*

#### OFFICER'S RECOMMENDATION

THAT Council approve a donation of \$300.00 from Councillor Ellen Smith's Councillor Discretionary Fund for grand parade prizes for the 2021 Rockhampton Agricultural Show.

#### BACKGROUND

The Rockhampton Agricultural Show is coordinated by the Rockhampton Regional Council. The Show will be held at the Rockhampton Showgrounds Wednesday 9 June, Thursday 10 June and Friday 11 June with the People's Day Public Holiday on the Thursday.

Councillor Ellen Smith has advised of a conflict as she is on the organising committee along with the horse committee. The organising committee have approached Councillor Smith for financial assistance and are seeking grand parade donations to the value of \$300.00 (6 x \$50.00 prizes).

Councillor Smith is seeking approval from Council for the donation of \$300.00 from her Councillor Discretionary Fund.

**COUNCILLOR DISCRETIONARY FUND  
APPLICATION - ROCKHAMPTON  
AGRICULTURAL SHOW;  
COUNCILLOR ELLEN SMITH**

**Councillor Discretionary Fund  
Application Form;  
Rockhampton Agricultural Show**

**Meeting Date: 25 May 2021**

**Attachment No: 1**

## Councillor Discretionary Fund Application Form

Privacy Notice: Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.

This form is to be completed when applying for funding from a Councillor's Discretionary Fund. Councillor Discretionary Funds provide financial assistance to eligible community organisations across the Region. Refer to the Councillor's Discretionary Funds Policy for further information.



P: 07 4932 9000 | E: [enquiries@rrc.qld.gov.au](mailto:enquiries@rrc.qld.gov.au) | W: [www.rrc.qld.gov.au](http://www.rrc.qld.gov.au) | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

Customer Details			
Organisation name: Rockhampton Agricultural Show		Registered for GST: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Contact name: Bev Marston		ABN:	
Postal address:			
Preferred contact number: 49368035		Email: show@rrc.qld.gov.au	
Funding Request Details			
Please select the Councillor Discretionary Fund for contribution:			
<input type="checkbox"/> Mayor – Cr Tony Williams	<input type="checkbox"/> Div 1 – Cr Shane Latcham	<input type="checkbox"/> Div 2 – Cr Neil Fisher	
<input type="checkbox"/> Div 3 – Cr Grant Mathers	<input checked="" type="checkbox"/> Div 4 – Cr Ellen Smith	<input type="checkbox"/> Div 5 – Cr Cherie Rutherford	
<input type="checkbox"/> Div 6 – Cr Drew Wickerson	<input type="checkbox"/> Div 7 – Cr Donna Kirkland		
Amount requested: \$ 300			
Reason for funding: (please attach cover letter/supporting documentation) 6 x \$50 vouchers for grand parade prizes			
If other funding has been received for this purpose please provide details:			
Payment Details <small>(all payments are made electronically – please complete bank details below)</small>			
Account name:		Bank name:	
BSB:		Account number:	
Declaration			
On behalf of the above organisation, I acknowledge that funding is being requested from a Councillor Discretionary Fund in accordance with the Councillor's Discretionary Funds Policy. I declare that the details are correct to the best of my ability.			
Name: Bev Marston		Position: Senior events officer	
Signature: <i>Bev Marston</i>		Date: 18/05/2021	
OFFICE USE ONLY	I authorise this request to funding from my Councillor Discretionary Fund, acknowledging the request is eligible in accordance with the Councillor's Discretionary Fund Policy.		
	Councillor name:		Councillor signature:
	Does the Councillor have a Potential Conflict of Interest? <input type="checkbox"/> No <input type="checkbox"/> Yes		Date:
	If Yes, please provide details:		
Is Council approval required: <input type="checkbox"/> No <input type="checkbox"/> Yes		Date approved by Council:	Responsible officer:



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## 9 OFFICERS' REPORTS

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### ADVANCE ROCKHAMPTON

*Councillor Portfolio – Mayor Williams*

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#### 9.1 DEVELOPMENT INCENTIVES - MERCY HEALTH & AGED CARE CENTRAL QUEENSLAND LTD

<b>File No:</b>	<b>13674</b>
<b>Attachments:</b>	<b>1. Request from Mater Private Hospital Rockhampton</b> <a href="#">↓</a>
<b>Authorising Officer:</b>	<b>Greg Bowden - Executive Manager Advance Rockhampton</b>
<b>Author:</b>	<b>Rick Palmer - Senior Executive Industry Engagement</b>

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#### SUMMARY

*This report outlines a request from Mercy Health & Aged Care Central Queensland for development incentives for application D/163-2015.*

#### OFFICER'S RECOMMENDATION

THAT the infrastructure charges payable for application D/163-2015 be reduced from \$133,399 to \$66,699.50 in accordance with the Development Incentives Policy.

#### COMMENTARY

Mercy Health & Aged Care Central Queensland Limited is the operator of the Mater Private Hospital at 31 Ward Street, Rockhampton.

#### BACKGROUND

The applicant lodged two development applications to extend the hospital site. The first application (D/578-2013) was for a development permit for a material change of use for health care (extensions).

A second application (D/163-2015) was lodged by the applicant for a development permit for a material change of use for a hospital (extensions).

#### Application D/578-2013

The applicant lodged two development applications to extend the hospital site. The first application (D/578-2013) was for a development permit for a material change of use for health care (extensions). This application was approved by Council with infrastructure charges of \$195,672.

At its meeting on 12 December 2017 Council granted the applicant a 50 per cent reduction in infrastructure changes of \$97,836, leaving a balance of \$97,836 payable. An agreement under the Development Incentives Policy was entered into by both parties.

The applicant did not proceed with this application.

#### Application D/163-2015

A second application (D/163-2015) was lodged by the applicant for a development permit for a material change of use for a hospital (extensions). These extensions included two floors of the new cardiac and oncology building and a roofed impervious area. This application was approved on 3 May 2016 and infrastructure charges of \$133,399 became payable.

This project proceeded and the applicant applied for development incentives in regard to the second development approval. In its application the applicant made reference to the first application (D/578-2013) rather than the second (D/163-2015).

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When assessing the application, Council did not notice the incorrect number and approved the development incentives application for the first approval (D/578-2013) and reduced the infrastructure charges payable by the applicant (\$195,672) by \$97,836. These infrastructure charges never became payable as the development did not proceed.

The applicant is now being asked to pay the full infrastructure charge of \$133,399 for the second application.

### **Development Incentives Policy**

The Development Incentives Policy which applied when the applicant lodged the second application (D/163-2015) provided for a maximum concession of 50 per cent of infrastructure charges for non-residential developments in the Rockhampton Region within Council's Priority Infrastructure Area. The applicant's project is eligible for this concession.

The applicant's application for development incentives for the second project is attached to this report.

Should the applicant's request for development incentives be approved, the applicant should pay 50 per cent of the assessed infrastructure charges (\$66,699.50).

To enable this scenario to take place, there needs to be a determination by Council of the amount of the development incentives for the second application development approval (D/163-2015).

Under the current Development Incentives Policy routine approvals can be made by the CEO or the Executive Manager Advance Rockhampton.

As this application is not routine, it was considered the approval should be sought and considered by Council.

### **BUDGET IMPLICATIONS**

The applicant is applying under the Development Incentives Policy for a reduction of the payment of infrastructure charges for application D/163-2015 from \$133,399 to \$66,699.50.

**DEVELOPMENT INCENTIVES –  
MERCY HEALTH & AGED CARE  
CENTRAL QUEENSLAND LTD**

**Request from Mater Private Hospital  
Rockhampton**

**Meeting Date: 25 May 2021**

**Attachment No: 1**



Mater Misericordiae Ltd  
Ward Street  
Rockhampton QLD 4700  
[mater.org.au](http://mater.org.au)

P 07 4931 3313  
ABN 83 096 708 922

28 April 2021

Mr Evan Pardon  
Chief Executive Officer  
Rockhampton Regional Council  
PO Box 1860  
ROCKHAMPTON QLD 4700

Dear Mr Pardon

**Re: Request for development incentives for development of Mater Hospital, Rockhampton**

Mercy Health & Aged Care Central Queensland Limited, the operator of the Mater Private Hospital at 31 Ward Street, Rockhampton, recently lodged two development applications to extend the hospital site.

The first application (D/578-2013) was for a development permit for a material change of use for health care (extensions). This application was approved by Council with infrastructure charges of \$195,672.

At its meeting on 12 December 2017 Council granted the applicant a 50 per cent reduction in infrastructure charges of \$97,836, leaving a balance of \$97,836 payable.

Mercy Health and Aged Care did not proceed with this application.


A second application (D/163-2015) was lodged by the applicant for a development permit for a material change of use for a hospital (extensions). These extensions included two floors of the new cardiac and oncology building and a roofed impervious area. This application was approved on 3 May 2016 and infrastructure charges of \$133,399 became payable.

This project proceeded and Mercy Health and Aged Care applied for development incentives in regard to the second development approval. In its application the applicant made reference to the first application (D/578-2013) rather than the second (D/163-2015).

When assessing the application, Council did not notice the incorrect number and approved the development incentives application for the first approval (D/578-2013) and reduced the infrastructure charges payable by the applicant (\$195,672) by \$97,836. These infrastructure charges never became payable as the development did not proceed.

Mercy Health and Aged Care is now being asked to pay the full infrastructure charge of \$133,399 for the second application.

Mater is a ministry of Mercy Partners



The Development Incentives Policy which applied when the applicant lodged the second application (D/163-2015) provided for a maximum concession of 50 per cent of infrastructure charges for non-residential developments in the Rockhampton Region within Council's Priority Infrastructure Area. The applicant's project is eligible for this concession.

Mater Misericordiae Ltd formally Mercy Health and Aged Care requests development incentives for the second project, which, if approved, Mater Misericordiae Ltd would involve the payment of 50 per cent of the assessed infrastructure charges (\$66,699.50).

Kind Regards,



Joanna Vasilou  
Director Built Environment  
Mater Misericordiae Ltd

cc: Jerry Lynch, Engineering Services Officer, Mater Health Central Queensland

mater.org.au



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**AIRPORT***Councillor Portfolio – Councillor Fisher*

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No items for consideration

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**COMMUNITIES AND HERITAGE***Councillor Portfolio – Councillor Wickerson*

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**9.2 COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP - ALTON DOWNS POLOCROSSE AND SPORTS CLUB INC**

**File No:** 12535  
**Attachments:** Nil  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Kerri Dorman - Administration Supervisor

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**SUMMARY**

*An application from the Alton Downs Polocrosse and Sports Club Inc for Major Sponsorship Assistance towards their Queensland Polocrosse Association Challenge event is presented for Council consideration.*

**OFFICER'S RECOMMENDATION**

THAT Council considers the Major Sponsorship application from Alton Downs Polocrosse and Sports Club Inc for funding to assist with the staging of the Queensland Polocrosse Association Challenge to be held on 3 – 4 July 2021 and approves a sponsorship amount of \$16,000.00 towards the event.

**COMMENTARY**

Queensland Polocrosse Challenge is a bi-annual event which leads into selection of players representing the State at the Australian National Titles 2022.

The applicant states that this event will bring Queensland's top horsemen, women and juniors to Central Queensland to compete and highlight their expertise and skill in the sport of Polocrosse. Competition includes boys/girls sub juniors, juniors, under 21 and intermediate open, men, women and masters. The event is will bring competitors and supporters from the Gold Coast to Cairns and west to Longreach and Charleville.

It is fifteen years since this event was held in Alton Downs. The applicant is expecting this event will attract 300 players, 400 horses and 800 supporters, of which 500 attendees will require accommodation for 3 nights.

The event will be live streamed throughout the World Polocrosse Community. Rockhampton Regional Council's contribution will be acknowledged by naming rights to the Main Field, marketing in all media, MC and commentary promotion all weekend.

**Assessment**

In accordance with the adopted Policy and Procedure, applications received through the Major Sponsorship Scheme will be assessed by Council against the following criteria:

- Applicant's capacity to undertake the event including any experience with similar events, relevant approvals and permissions required
  - Community need or desire for the event and how this was determined
  - Economic and community outcomes anticipated from the event
  - Number of participants, including out of area visitors
-

- Value for money, including realistic budget with projected cost recovery

The applicant has had experience with previous events held at the Alton Downs Club, successful running of the Club House and Registered Kitchen. The draw will be prepared by the Queensland Polocrosse Association 2 week prior to event. Club has satisfactorily completed required acquittal reports for previous events/projects.

### **PREVIOUS DECISIONS**

No previous decisions for this non-Council event.

### **BUDGET IMPLICATIONS**

Independent assessment by a panel of 4 have indicated an average sponsorship amount for each of the projects/events, which is within Council's Community Assistance Program Operational Budget, as well as taking into consideration the community value of the event and the positive impact it will have on the community post-COVID-19.

### **LEGISLATIVE CONTEXT**

Administered under the Major Sponsorship Policy and Procedure.

### **LEGAL IMPLICATIONS**

Council administers the Community Assistance Program under a standard funding agreement and all funds are provided on a 'grants-basis'. Applicants are responsible for all aspects of event delivery.

### **STAFFING IMPLICATIONS**

No staffing implications for this non-Council event.

### **RISK ASSESSMENT**

Applicants are fully responsible for event delivery and must provide a final acquittal report outlining any receipts for expenditure, photographs, print media coverage, publications or other forms of documentation.

### **CORPORATE/OPERATIONAL PLAN**

1.4.1 – Streamline Council's funding for community not for profit organisations to ensure fairness and equity.

### **CONCLUSION**

Upon assessment of the information provided in the application against the rating tool and the community value of the event it is recommended Council approve the Assessment Panel's recommended funding allocation of \$16,000. A copy of the application has been supplied separately to Councillors for consideration, along with the rating tool as adopted by Council.

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**9.3 COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP -  
MOTORCYCLING QUEENSLAND**

**File No:** 12535  
**Attachments:** Nil  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Kerri Dorman - Administration Supervisor

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**SUMMARY**

*Assistance towards Motorcycling Queensland for the Handlebar Heroes Speedway Bike Spectacular event is presented for Council consideration.*

**OFFICER'S RECOMMENDATION**

THAT Council considers the Major Sponsorship application from Motorcycling Queensland for funding to assist with the staging of the Handlebar Heroes Speedway Bike Spectacular to be held on 23 – 24 July 2021 and approves a sponsorship amount of \$18,000.00 towards the event.

**COMMENTARY**

Solo and Sidecar Racing is an event for all ages, including seniors with background in racing at the Showgrounds. Rockhampton Showgrounds is the longest lasting speedway track in the world, with this being the 96<sup>th</sup> year of racing.

The applicant states this event will give the Rockhampton community the chance to see world class racing in our town.

The 2015 event had no riders from Rockhampton, growing to 20 solo riders now in our area.

The application states that Motorcycling Queensland have had 6 similar events over the last 5 years, hoping that this event will attract over 3,000 attendees from all over Australia. Most of the visitors stay in the area for the week, injecting much needed financial support back into the area.

Council's contribution will be acknowledged through signage, programs, T.V., Posters, Radio and Social Media.

**Assessment**

In accordance with the adopted Policy and Procedure, applications received through the Major Sponsorship Scheme will be assessed by Council against the following criteria:

- Applicant's capacity to undertake the event including any experience with similar events, relevant approvals and permissions required
- Community need or desire for the event and how this was determined
- Economic and community outcomes anticipated from the event
- Number of participants, including out of area visitors
- Value for money, including realistic budget with projected cost recovery

The applicant has had experience with previous events similar to this event. The organisation has satisfactorily completed required acquittal reports for previous events.

**PREVIOUS DECISIONS**

No previous decisions for this non-Council event.



**BUDGET IMPLICATIONS**

Independent assessment by a panel of 4 have indicated an average sponsorship amount for each of the projects/events, which is within Council's Community Assistance Program Operational Budget, as well as taking into consideration the community value of the event and the positive impact it will have on the community post-COVID-19.

**LEGISLATIVE CONTEXT**

Administered under the Major Sponsorship Policy and Procedure.

**LEGAL IMPLICATIONS**

Council administers the Community Assistance Program under a standard funding agreement and all funds are provided on a 'grants-basis'. Applicants are responsible for all aspects of event delivery.

**STAFFING IMPLICATIONS**

No staffing implications for this non-Council event.

**RISK ASSESSMENT**

Applicants are fully responsible for event delivery and must provide a final acquittal report outlining any receipts for expenditure, photographs, print media coverage, publications or other forms of documentation.

**CORPORATE/OPERATIONAL PLAN**

1.4.1 – Streamline Council's funding for community not for profit organisations to ensure fairness and equity.

**CONCLUSION**

Upon assessment of the information provided in the application against the rating tool and the community value of the event it is recommended Council approve the Assessment Panel's recommended funding allocation of \$18,000. A copy of the application has been supplied separately to Councillors for consideration, along with the rating tool as adopted by Council.

## 9.4 REGIONAL ARTS DEVELOPMENT FUND 2020-2021 ROUND 2 FUNDING RECOMMENDATIONS

**File No:** 8944  
**Attachments:** Nil  
**Authorising Officer:** John Webb - Manager Communities and Culture  
Alicia Cutler - General Manager Community Services  
**Author:** Louise Hales - Supervisor Major Venues

### SUMMARY

*Applications received for Round 2 of the 2020-21 Regional Arts Development Fund have been assessed by the RADF Committee and five applications are recommended for funding.*

### OFFICER'S RECOMMENDATION

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

Applicant	Purpose of Grant	Grant Recommended
Museums and Galleries QLD	The grant will be used towards the costs of bringing museum and gallery professionals to work with cultural organisations in Rockhampton in the Museums and Galleries QLD Standards Review Program.	\$5,000
Elizabeth Simard	The Generations of Men Exhibition and screening showcases local history, landscapes, soundscapes, and artefacts featured in a locally produced film.	\$6,400
Veronika Zeil	The artist is creating an immersive light experience as part of the exhibition "confluence" for the opening of the Rockhampton Museum of Art.	\$10,000
Niloufar Lovegrove	To work alongside children of different ages in a workshop series and develop mural for the Gracemere Scouts Hall Building.	\$10,840
Rockhampton Lapidary Club	To engage Rod Beattie to teach the craft of opal cutting and polishing to members of the Rockhampton Lapidary Club.	\$2,316
<b>TOTAL</b>		<b>\$34,556</b>

### COMMENTARY

Seven applications were received with a total requested amount of \$40,941. The Committee has recommended five of these for immediate funding support, totaling \$34,556.

In 2019, Niloufar Lovegrove was offered partial funding for an application. While she accepted the funds at the time, she was unable to secure the additional funding from other sources and sought advice on returning the amount to RADF. She has then applied in Round 2 and been recommended for the amount of the original grant.

The recommended applications provide a mixture of arts genres including film, visual art, lapidary and heritage. Development Grants represent 21% and Project Grants 79% of the total pool.

Two of the applications identified support of local priorities, with the remainder of applications appealing to many facets of the community and representing a broad appeal.

As per the Key Priority Objectives in the RADF Guidelines, the values of Quality, Reach, Impact and Viability are all strongly evident in the recommended applications.

One Quick Response applications was assessed and supported by CEO approval as per the policy which was for Rockhampton Youth Orchestra and Topology to run Rocky Revival, a series of creative workshops and performance focused on building connectedness.

**BACKGROUND**

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

**PREVIOUS DECISIONS**

Round 1 2020-21 awarded \$26,475

Quick Response awarded \$1000

**BUDGET IMPLICATIONS**

The recommended funding amount for Round 2 is \$34,556.

The total Community Grant Funding pool for RADF 2020-2021 was \$60,000. \$10,840 was added to the pool from returned funds. \$1,000 was awarded through Quick Response. The total available for Round 2 is \$43,365. After round 2, the remaining amount in the fund is \$8,809.

**CONCLUSION**

The Regional Arts Development Fund Committee recommends five applications for funding, with a total recommended funding amount of \$34,556.

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**9.5 SPECIALISED SUPPLIER ROCKHAMPTON REGIONAL LIBRARIES -  
OVERDRIVE AUSTRALIA PTY LTD**

**File No:** 11549  
**Attachments:** Nil  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** John Webb - Manager Communities and Culture

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**SUMMARY**

*The purpose of this report is to seek a Council resolution that OverDrive Australia Pty Ltd be deemed a specialised supplier in accordance with Section 235(b) of the Local Government Regulation 2012.*

**OFFICER'S RECOMMENDATION**

THAT pursuant to s235(b) of the *Local Government Regulation 2012* Council approve OverDrive Australia Pty Ltd as a specialised supplier for eContent (eAudiobooks, eBooks, digital magazines, and online databases).

**COMMENTARY**

OverDrive is a unique supplier of eContent and the Libby platform. eContent sold by Overdrive is accessible by Library Members through the Libby App and website. The eContent that we are interested in purchasing is exclusive through Overdrive and not available in this format from any other eContent supplier in Australia.

**BACKGROUND**

Early in the 20-21 financial year, we were notified that the digital component of one of our existing suppliers, Wavesound (RBdigital platform), was to be merged with OverDrive. During this merger the RBdigital platform became redundant, and the only option to maintain previously purchased content was to move to OverDrive. Exclusive content that would have been lost included 1502 eAudiobooks, 1055 eComics and a digital magazine licence for 3449 titles. During the merger, our existing pre-paid content plan was transferred to Overdrive, with no further payments required until June 2021.

Wavesound was part of Local Buy Pre-Qualified Supplier Arrangement LB284, previously negating the need for a specialised supplier exemption. When the digital component of this company was transferred to Overdrive, their contract was not novated to OverDrive. OverDrive have confirmed that they will apply to be part of the Local Buy Pre-Qualified Supplier Arrangement when the tender is released in October 2021. In the meantime, to continue providing access for Library Members to this resource, we are seeking a resolution to deem OverDrive Australia Pty Ltd as a specialised supplier.

**PREVIOUS DECISIONS**

There are no previous decisions.

**BUDGET IMPLICATIONS**

Upon approval of this supplier, Rockhampton Regional Libraries anticipate an approximate annual spend of \$30,000 (excluding GST), which will be available within the budget as part of the recurring State Library of Queensland (SLQ) Public Library Grant. SLQ Collection Standards recommend a minimum of 10-25% of the overall funding be spend on digital content (approximately \$40,000 - \$100,000 per annum).

**LEGISLATIVE CONTEXT**

Under Section 235, Other Exceptions, of the Local Government Regulation 2012:

“A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if

–

- (b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or  
or  
disadvantageous for the local government to invite quotes or tenders

**LEGAL IMPLICATIONS**

There are no legal implications.

**STAFFING IMPLICATIONS**

There will be no staffing implications.

**RISK ASSESSMENT**

A Risk Assessment is not required.

**CORPORATE/OPERATIONAL PLAN**

A Corporate/Operations Plan is not required.

**CONCLUSION**

It is recommended Council approve the use of OverDrive Australia Pty Ltd as a specialised supplier in accordance with Section 235(b) of the *Local Government Regulation 2012*.

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**INFRASTRUCTURE***Councillor Portfolio – Councillor Smith*

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No items for consideration

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**PLANNING AND REGULATION***Councillor Portfolio – Councillor Mathers*

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**9.6 ROCKHAMPTON REGION PLANNING SCHEME - MINOR AMENDMENT**

<b>File No:</b>	<b>RRPS-PRO-2021/001-03</b>
<b>Attachments:</b>	<b>1. Register of Changes</b> <a href="#">↓</a>
<b>Authorising Officer:</b>	<b>Cameron Wyatt - Coordinator Strategic Planning Ross Cheesman - Deputy Chief Executive Officer</b>
<b>Author:</b>	<b>Alyce James - Strategic Planner</b>

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**SUMMARY**

*This report seeks formal adoption and commencement of the Minor Amendment to the Rockhampton Region Planning Scheme.*

**OFFICER'S RECOMMENDATION**

THAT Council adopts the Minor Amendment to the Rockhampton Region Planning Scheme.

THAT the Minor Amendment to the Rockhampton Region Planning Scheme commence on Monday 14 June 2021.

**COMMENTARY**

Council officers commenced work early this year, on a minor amendment to the *Rockhampton Region Planning Scheme* in accordance with the Minister's Guidelines and Rules under the *Planning Act 2016*.

A minor amendment to a planning scheme is an amendment making a correction or change which does not introduce new information or significantly change an existing policy position. A minor amendment does not require public notification and can be adopted by Council prior to submitting the amendment package to the Minister for State Development, Infrastructure, Local Government and Planning.

The purpose and general effect of the minor amendment is to:

- 1) update all superseded legislation and Australian Standards;
- 2) update the list of approved 'inconsistent' development applications (Schedule 4); and
- 3) update the recently approved Ministerial Designations (Schedule 5).

These changes have been outlined in the 'Register of Changes' (refer to Attachment 1).

In accordance with Part 2, Section 5 of the Ministers Guidelines and Rules, Council must decide to adopt or not proceed with the proposed amendment. If Council decides to adopt the proposed amendment, Council must publish a public notice and within 10 business days of publishing a public notice, give the chief executive -

- a) a copy of the public notice; and
- b) a certified copy of the minor amendment, as adopted, including— i. an electronic copy of the amendment or instrument; and ii. a copy of all electronic planning scheme spatial data files (mapping) relevant to the minor amendment.

The process of adoption will involve a public notice in The Morning Bulletin and/or CQ Today, updated information on Council's website (including Rock e Plan) and publishing in the Queensland Government Gazette (the name of the Local Government, the adoption date, the commencement date and where to inspect and purchase a copy of the amended planning scheme). Taking these factors into consideration, Monday 14 June 2021 is recommended as the commencement date.

From commencement date, the current planning scheme will be superseded.

### **CONCLUSION**

To ensure the planning scheme remains up to date and current, it is recommended Council adopt the proposed minor amendment. Commencement of the minor amendment is therefore proposed for Monday 14 June 2021.

# **ROCKHAMPTON REGION PLANNING SCHEME - MINOR AMENDMENT**

## **Register of Changes**

**Meeting Date: 25 May 2021**

**Attachment No: 1**



## Register of Changes – Minor Amendment version 2.2

### Summary of Changes

- Update superseded legislation and Australian Standards
- Update approved Ministerial Designations
- Update list of approved 'inconsistent' development applications

### Table of Proposed Changes – Planning Scheme

PROPOSED CHANGE	JUSTIFICATION
<b>Part 1 About the planning scheme</b>	
<b>Table 1.6.1 Building assessment provisions</b>	
Changed reference to 'Australian Standard AS3959-2009' to 'Australian Standard AS3959-2018'	Updated to reflect current legislation.
<b>Table 1.7.1 Designated bushfire prone areas for Australian Standard AS 3959-2009</b>	
Changed reference to 'Australian Standard AS3959-2009' to 'Australian Standard AS3959-2018'	Updated to reflect current legislation.
<b>Part 2 State planning provisions</b>	
No change	
<b>Part 3 Strategic framework</b>	
No change	
<b>Part 4 Local government infrastructure plan</b>	
<b>Table 4.4.3.1 Stormwater network desired standards of service</b>	

Updated reference to 'Environmental Protection (Water) Policy 2009' with 'Environmental Protection (Water and Wetland Biodiversity) Policy 2019'.	Updated to reflect current legislation.
Updated reference to 'State Planning Policy Guideline State Interest – Water Quality (2013)' with 'State Planning Policy Guideline State Interest – Water Quality (2016)'.	
<b>Part 5 Tables of assessment</b>	
No change	
<b>Part 6 Zones</b>	
<b>Part 6.6 Industry zones category</b>	
<b>Table 6.6.1.3.1 Development outcomes for assessable development and requirements for accepted development (part)</b>	
AO11.1 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
AO11.2 Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.
<b>Part 6.6 Industry zones category</b>	
<b>Table 6.6.2.3.1 Development outcomes for assessable development and requirements for accepted development (part)</b>	
AO11.1 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
AO11.2 Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.

<b>Part 6.6 Industry zones category</b>	
<b>Table 6.6.3.3.1 Development outcomes for assessable development and requirements for accepted development (part)</b>	
AO8.1 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
AO8.2 Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.
<b>Part 6.6 Industry zones category</b>	
<b>Table 6.6.4.3.2 Development outcomes for assessable development and requirements for accepted development (part)</b>	
AO7.1 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
AO7.2 Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.
<b>Part 6.6 Industry zones category</b>	
<b>Table 6.6.5.4.1 Development outcomes for assessable development and requirements for accepted development (part)</b>	
AO11.1 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
AO11.2 Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.

<b>Part 6.7 Other zones category</b> <b>6.7.2 Emerging community zone code</b> <b>Table 6.7.2.3.1 Development outcomes for assessable development and requirements for accepted development (part)</b>	
AO4.11 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
<b>Part 6.7 Other zones category</b> <b>6.7.4 Rural zone code</b> <b>Table 6.7.4.3.1 Development outcomes for assessable development and requirements for accepted development (part)</b>	
AO7.11 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
<b>Part 6.7 Other zones category</b> <b>6.7.4 Rural zone code</b> <b>Table 6.7.4.3.2 Development outcomes for assessable development (part)</b>	
PO15 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.  Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.
PO20 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.  Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.

PO24 Updated reference to 'Environmental Protection (Water) Policy 2009' with 'Environmental Protection (Water and Wetland Biodiversity) Policy 2019'.	Updated to reflect current legislation.
<b>Part 6.7 Other zones category</b>	
<b>6.7.5 Rural residential zone code</b>	
<b>Table 6.7.5.3.1 Development outcomes for assessable development and requirements for accepted development (part)</b>	
AO4.11 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
<b>Part 6.7 Other zones category</b>	
<b>6.7.7 Township zone code</b>	
<b>Table 6.7.7.3.1 Development outcomes for assessable development and requirements for accepted development (part)</b>	
AO7.11 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
<b>Part 7 Local area plans</b>	
Not Applicable	
<b>Part 8 Overlays</b>	
<b>8.2.2 Airport environs overlay code</b>	
'Updated reference to 'Australian Standard AS2021-2000: Acoustics – Aircraft noise intrusion – Building siting and construction' with 'Australian Standard AS2021-2015: Acoustics – Aircraft noise intrusion – Building siting and construction'.	Updated to reflect current legislation.
<b>8.2.10 Special management area overlay code</b>	

<b>Table 8.2.10.3.2 Development outcomes for assessable development (part)</b>	
AO2.1 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'. Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.
<b>Part 9 Development codes</b>	
<b>9.2.1 Extractive industry code</b>	
<b>Table 9.2.1.3.1 Development outcomes for assessable development (part)</b>	
AO3.5 Updated reference to 'Environmental Protection (Noise) Policy 2008' with 'Environmental Protection (Noise) Policy 2019'.	Updated to reflect current legislation.
AO4.3 Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.
<b>9.3.9 Works code</b>	
<b>Table 9.3.9.3.1 Development outcomes for assessable development and requirements for accepted development (part)</b>	
PO16 Updated reference to 'Plumbing and Drainage Act 2002' with 'Plumbing and Drainage Act 2018'.	Updated to reflect current legislation.
<b>Part 10 Other plans</b>	
No change	
<b>Schedule 1 Definitions</b>	

No change	
<b>Schedule 2 Mapping</b>	
No change	
<b>Schedule 3 Local government infrastructure plan mapping</b>	
No change	
<b>Schedule 4 Notations required under the Planning Act 2016</b>	
Inclusion of decisions which conflict with the planning scheme	Administrative change
<b>Schedule 5 Designation of premises for development</b>	
Inclusion of South Rockhampton Flood Levee (MID-0119-0321)	Administrative change
Inclusion of Gracemere QFRS (MID-1019-0378)	Administrative change
Inclusion of Parkhurst State School (MID-1219-0393)	Administrative change
Inclusion of Rockhampton Alcohol and Drug Residential Rehabilitation Facility (MID-0520-0419)	Administrative change
<b>Schedule 6 Planning scheme policies</b>	
<b>SC6.3 Air, noise and hazard assessments and planning scheme policy</b>	
<b>SC6.3.1.2.1 Tier 1 assessment</b>	
(2) Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.
(3) a Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection	

(Air) Policy 2019'. (3) b Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	
<b>SC6.3.1.2.2 Tier 2 assessment</b>	
Editor's note Updated reference to 'Environmental Protection (Air) Policy 2008' with 'Environmental Protection (Air) Policy 2019'.	Updated to reflect current legislation.
<b>SC6.3.2.3 Requirements</b>	
2 (a) and (b) Updated reference to 'Australian Standard AS 1055.3-1997 — Acoustics – Description and measurement of environmental noise' with 'Australian Standard AS 1055.3-2018 — Acoustics – Description and measurement of environmental noise'.	Updated to reflect current legislation.
<b>SC6.5 Bushfire management planning scheme policy</b>	
<b>SC6.5.5.3 Construction of buildings in bushfire hazard areas</b>	
Changed reference to 'Australian Standard AS3959-2009' to 'Australian Standard AS3959-2018'	Updated to reflect current legislation.
<b>SC6.10 Flood hazard planning scheme policy</b>	
Changed reference to 'AS ISO 31000:2009 : Risk management – Principles and guidelines' with 'AS ISO 31000:2018 : Risk management – Guidelines'.	Updated to reflect current legislation.
<b>SC6.11 Geotechnical report planning scheme policy</b>	
Updated reference to 'Plumbing and Drainage Act 2002' with 'Plumbing and Drainage Act 2018'.	Updated to reflect current legislation.
<b>SC6.12 Landscape design and street trees planning scheme policy</b>	
<b>SC6.12.6.5 Landscape furniture and playground equipment</b>	



<p>1 (a) Amended wording to reflect the whole 'Australian Standard AS 4685 - Playground equipment and surfacing'.</p> <p>(b) Removed reference to 'Australian Standard AS 4486.1:1997 — Playgrounds and playground equipment — Development, installation, inspection, maintenance and operation' as it was superseded by 'Australian Standard AS4685' which is covered in item (a).</p> <p>(c) Updated reference to 'Australian Standard/New Zealand Standard AS/NZS 4422:1996' with 'Australian Standard/New Zealand Standard AS/NZS 4422:2016'.</p>	Updated to reflect current legislation.
<b>SC6.17 Sewerage infrastructure planning scheme policy</b>	
Updated reference to 'Plumbing and Drainage Act 2002' with 'Plumbing and Drainage Act 2018'.	Updated to reflect current legislation.
<b>SC6.18 Stormwater management planning scheme policy</b>	
Updated reference to 'Environmental Protection (Water) Policy 2009' with 'Environmental Protection (Water and Wetland Biodiversity) Policy 2019'.	Updated to reflect current legislation.
<b>SC6.20 Waste management planning scheme policy</b>	
Updated reference to 'Environmental Protection (Water) Policy 2009' with 'Environmental Protection (Water and Wetland Biodiversity) Policy 2019'.	Updated to reflect current legislation.
<b>SC6.21 Water supply infrastructure planning scheme policy</b>	
Updated reference to 'Plumbing and Drainage Act 2002' with 'Plumbing and Drainage Act 2018'.	Updated to reflect current legislation.

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**PARKS, SPORT AND PUBLIC SPACES***Councillor Portfolio – Councillor Rutherford*

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No items for consideration

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**WASTE AND RECYCLING***Councillor Portfolio – Councillor Latcham*

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No items for consideration

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**WATER AND ENVIRONMENTAL SUSTAINABILITY***Councillor Portfolio – Councillor Kirkland*

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No items for consideration

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**BUDGET, GOVERNANCE AND OTHER MATTERS**

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**9.7 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 30 APRIL 2021**

**File No:** 8148

**Attachments:**

1. [Income Statement April 2021](#) 
2. [Key Indicator Graphs April 2021](#) 

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

**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*The Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 30 April 2021.*

**OFFICER'S RECOMMENDATION**

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 30 April 2021 be 'received'.

**COMMENTARY**

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

1. Income Statement (Actuals and Budget for the period 1 July 2020 to 30 April 2021), Attachment 1.
2. Key Indicators Graphs, Attachment 2.

The attached financial statement provides Council's position after ten months of the 2020/21 financial year has passed. Results should be approximately 83.3% of the revised budget on an even monthly distribution basis.

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

Total Operating Revenue is at 92% of the revised budget. Key components of this result are:

- Net Rates and Utility Charges are 97% of the budget. Council's rates and utility charges for the second six months of the financial year ending 30 June 2021 have been raised and were due on 24 February 2021.
- Private works and recoverable works are at 89% of the budget due to higher than budgeted bulk water sales and the timing of the works done by the Civil Operations teams for Department of Main Roads.
- Grants, subsidies and contributions are behind budget at 59%. This is due to the timing of receipt of the Federal Assistance Grant.
- Interest revenue is ahead of budget at 92%. Interest revenue historically remains ahead of budget for the first six months of the financial year and then moves closer to budget during the second half of the financial year.
- All other revenue items are in proximity to budget.

Total Operating Expenditure is at 77% of the revised budget. Key components of this result are:

- Contractors and consultants are at 71%. Professional consultancies and other contractors are below budget due to the timing of works planned during the year. It is expected as the year progresses these works will be completed and paid.
- Asset operational is at 77%. This is due to electricity, cleaning and security costs being below budget mostly due to the timing of billing. There has been some savings in security costs for the airport due to low passenger numbers earlier in the financial year.
- Administrative expenses are at 60% of budget attributable to reduced activity for Council's venues and events due to COVID-19 restrictions. Administrative expenses are also impacted by some delayed spending on replacement of ICT equipment and licensing renewals, this spend will occur in May and June.
- Other expenses are at 53% of the budget mostly due to the timing of Council grants, contributions and sponsorships.
- All other expenditure items are in proximity to budget.

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

Total Capital Income is at 76% of the revised budget and in line with expectations at this stage of the financial year. The majority of capital revenue budgeted to be received in 2020/21 is from grants and subsidies tied to performance obligations. As capital works progress during the year and meet performance milestones, grants will be claimed.

Total Capital Expenditure is at 59% of the revised budget. Major projects such as the Art Gallery construction and the Airport Terminal refurbishment are progressing well. It is expected that the budget review being undertaken in May will transfer some project expenditure into next financial year.

Total Investments are \$74.8M at 30 April 2021.

Total Loans are \$121.3M at 30 April 2021.

## **CONCLUSION**

After ten months of the 2020/2021 financial year operational income and expenses are mostly in line with expectations.

The capital program saw \$4.9M spent during April. The level of capital expenditure is anticipated to increase in May and June as work continues to deliver the projects budgeted for 2020/21.

# **SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 30 APRIL 2021**

## **Income Statement April 2021**

**Meeting Date: 25 May 2021**

**Attachment No: 1**



**Income Statement**  
**For Period July 2020 to April 2021**  
**83.3% of Year Gone**

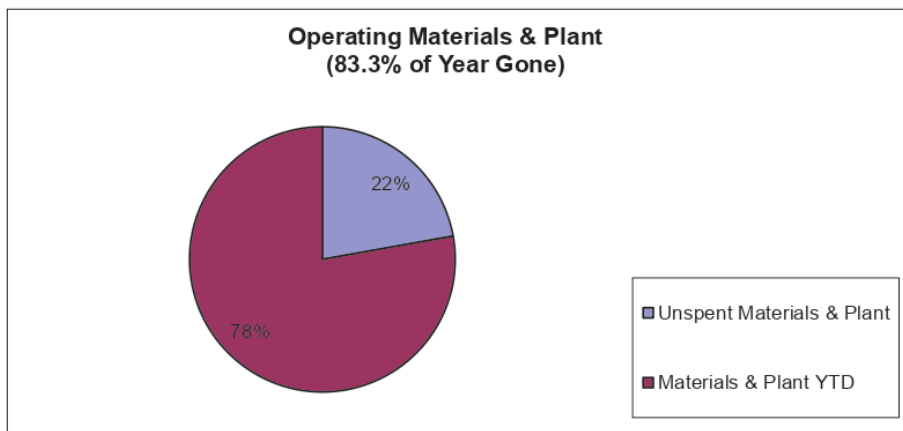
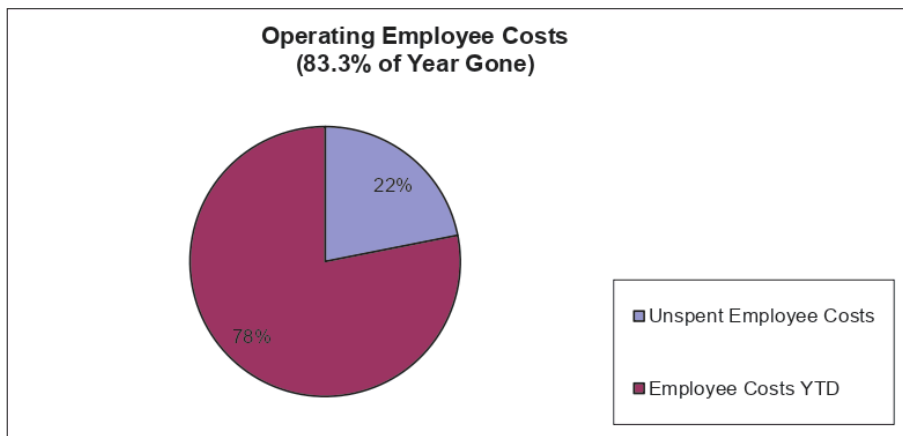
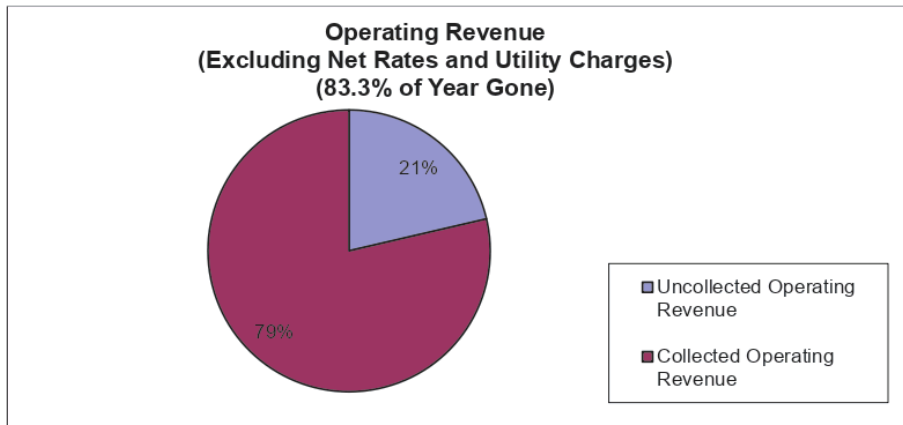
	Adopted Budget	Revised Budget	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Revised Budget
	\$	\$	\$	\$	\$	
<b>OPERATING</b>						
<b>Revenues</b>						
Net rates and utility charges	(153,000,167)	(153,000,167)	(148,794,802)	0	(148,794,802)	97%
Fees and Charges	(22,458,987)	(22,803,673)	(19,244,003)	0	(19,244,003)	84%
Private and recoverable works	(5,989,487)	(6,179,225)	(5,499,099)	0	(5,499,099)	89%
Rent/Lease Revenue	(3,017,353)	(2,990,743)	(2,586,178)	0	(2,586,178)	86%
Grants Subsidies & Contributions	(14,150,094)	(14,468,044)	(8,529,065)	0	(8,529,065)	59%
Interest revenue	(508,000)	(508,000)	(469,797)	0	(469,797)	92%
Other Income	(6,020,926)	(6,103,020)	(5,390,163)	0	(5,390,163)	88%
<b>Total Revenues</b>	<b>(205,145,014)</b>	<b>(206,050,872)</b>	<b>(190,513,708)</b>	<b>0</b>	<b>(190,513,708)</b>	<b>92%</b>
<b>Expenses</b>						
Employee Costs	85,499,929	85,383,048	86,894,318	118,825	86,813,144	78%
Contractors & Consultants	17,952,970	19,216,491	13,895,170	7,502,227	21,197,397	71%
Materials & Plant	13,518,209	13,373,896	10,406,081	2,853,205	13,259,286	78%
Asset Operational	25,808,718	25,808,285	19,784,152	2,548,391	22,332,543	77%
Administrative expenses	15,170,473	13,901,288	8,370,547	2,939,066	11,310,213	80%
Depreciation	54,989,352	55,851,316	46,542,781	0	46,542,781	83%
Finance costs	5,373,800	5,368,800	4,354,139	0	4,354,139	81%
Other Expenses	1,797,295	1,843,495	983,304	14,020	997,324	53%
<b>Total Expenses</b>	<b>219,880,746</b>	<b>220,546,398</b>	<b>170,830,492</b>	<b>15,976,335</b>	<b>186,806,827</b>	<b>77%</b>
<b>Transfer / Overhead Allocation</b>						
Transfer / Overhead Allocation	(9,303,324)	(9,355,480)	(7,106,551)	252,027	(6,854,524)	76%
<b>Total Transfer / Overhead Allocation</b>	<b>(9,303,324)</b>	<b>(9,355,480)</b>	<b>(7,106,551)</b>	<b>252,027</b>	<b>(6,854,524)</b>	<b>76%</b>
<b>TOTAL OPERATING POSITION (SURPLUS)/DEFICIT</b>	<b>5,432,409</b>	<b>5,140,047</b>	<b>(26,789,766)</b>	<b>16,228,362</b>	<b>(10,561,405)</b>	<b>-521%</b>
<b>CAPITAL</b>						
<b>Total Developers Contributions Received</b>	<b>(2,940,300)</b>	<b>(2,719,800)</b>	<b>(812,626)</b>	<b>0</b>	<b>(812,626)</b>	<b>30%</b>
<b>Total Capital Grants and Subsidies Received</b>	<b>(61,409,409)</b>	<b>(44,171,565)</b>	<b>(34,749,966)</b>	<b>0</b>	<b>(34,749,966)</b>	<b>79%</b>
<b>Total Proceeds from Sale of Assets</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Total Capital Income</b>	<b>(64,349,709)</b>	<b>(46,891,365)</b>	<b>(35,562,593)</b>	<b>0</b>	<b>(35,562,593)</b>	<b>76%</b>
<b>Total Capital Expenditure</b>	<b>170,583,964</b>	<b>153,811,643</b>	<b>90,869,589</b>	<b>53,267,861</b>	<b>143,937,450</b>	<b>59%</b>
<b>Net Capital Position</b>	<b>106,234,255</b>	<b>106,920,278</b>	<b>55,106,996</b>	<b>53,267,861</b>	<b>108,374,857</b>	<b>52%</b>
<b>TOTAL INVESTMENTS</b>			<b>74,817,463</b>			
<b>TOTAL BORROWINGS</b>			<b>121,345,942</b>			

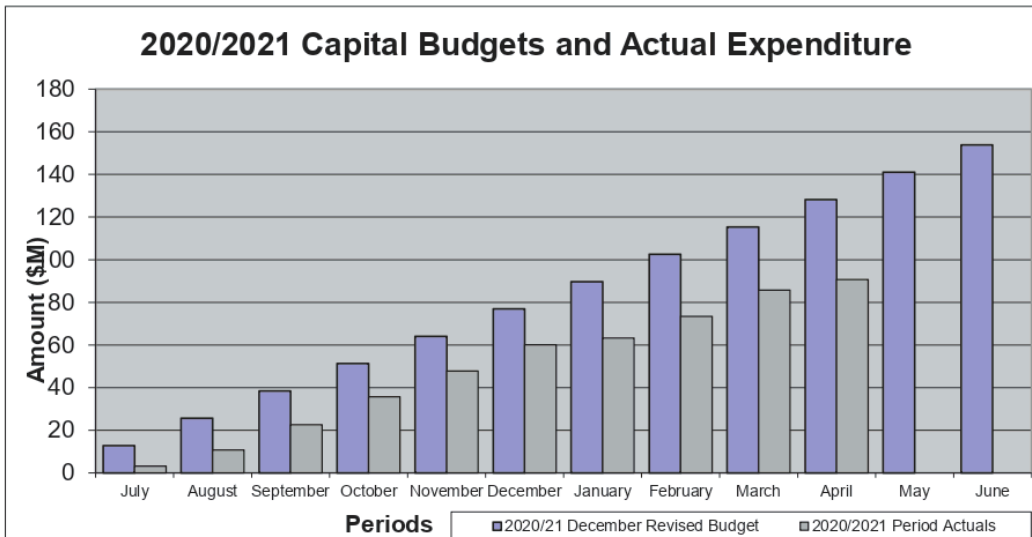
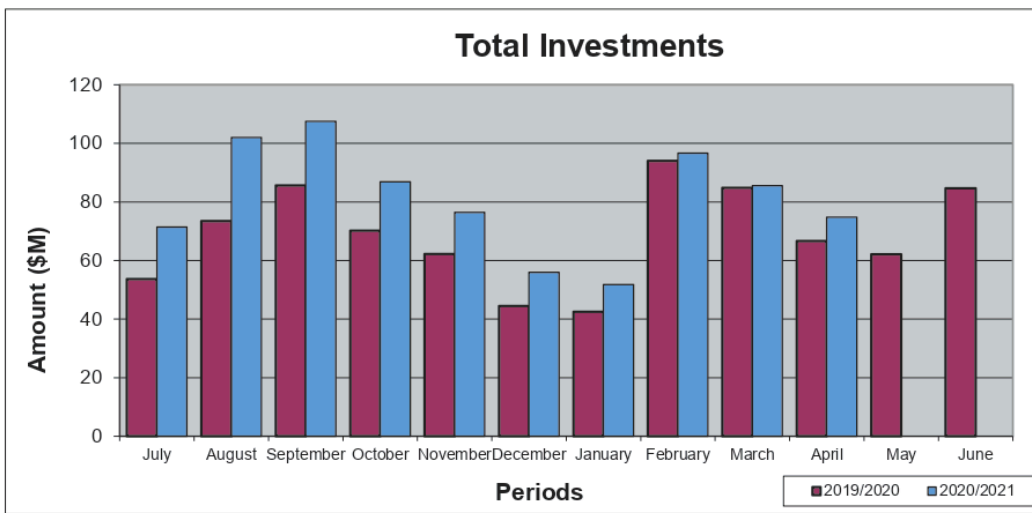
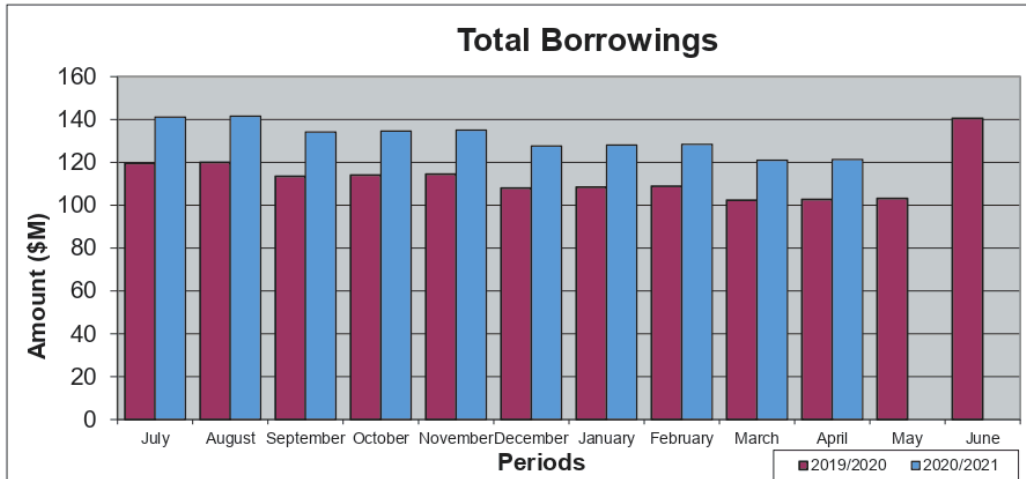
# **SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 30 APRIL 2021**

## **Key Indicator Graphs April 2021**

**Meeting Date: 25 May 2021**

**Attachment No: 2**







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**9.8 HOUSING CONSTRUCTION GRANT PROGRAM - DRAFT AMENDMENTS**

<b>File No:</b>	<b>1291</b>
<b>Attachments:</b>	<b>1. Email dated 30 April 2021 from CQ Properties to Council CEO</b> <a href="#">↓</a> <b>2. Amended Draft Housing Construction Grant Policy - Tracked Changes Version</b> <a href="#">↓</a> <b>3. Amended Draft Housing Construction Grant Policy - Clean Version</b> <a href="#">↓</a>
<b>Authorising Officer:</b>	<b>Marnie Taylor - Chief Financial Officer Ross Cheesman - Deputy Chief Executive Officer</b>
<b>Author:</b>	<b>Damon Morrison - Manager Office of the Mayor</b>

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**SUMMARY**

*The Housing Construction Grant program previously introduced by Council provides for payments of approved applications upon completion of construction of new homes by 30 June 2021. This report summarises a number of identified capacity constraints in the local construction industry and other circumstances which may impact the delivery of payments by 30 June 2021 and presents an amended policy for consideration and adoption.*

**OFFICER'S RECOMMENDATION**

THAT Council adopt amendments to the Housing Construction Grant Policy as outlined within the report.

**COMMENTARY**

A representative of Master Builders Queensland has recently raised a number of ongoing factors that are currently influencing the local construction industry which are likely to impact a number of pre-approved applicants under Council's Housing Construction Grant program from completing construction of their new homes by 30 June 2021 including:

- COVID-19 Pandemic – resulting in disruption and delays to the supply of building materials, including timber.
- Hail Storms – the April 2020 hail storm in Rockhampton and the October 2020 hail storm in southeast Queensland have continued to lead to increased demands for sub-contractors undertaking urgent repair works resulting in labour supply shortages locally in the construction and completion of new homes.
- HomeBuilder Program – In June 2020, in response to the COVID-19 pandemic, the Federal Government introduced the HomeBuilder program, providing for \$25,000 grants to build new houses or renovate existing homes. The Federal Government has already extended the scheme beyond its initially proposed December 2020 expiry date due to demand. The demand for this program locally has created additional capacity constraints on the construction industry.

Further, a representative from CQ Properties has made contact with Council's Chief Executive Officer noting similar current capacity constraints / supply chain issues in the local construction industry and requesting Council's consideration of amendments to its Housing Construction Grant program. A copy of the email received from CQ Properties dated 30 April 2021 is attached for consideration.

The recent Federal Government 2021/2022 Budget has also introduced a number of measures aimed at helping first home buyers enter the market including:

- first home buyer's scheme will be boosted by another 10,000 places, where buyers will only need a five per cent deposit to secure a home.

- A new initiative will see single parents able to purchase a home with just a two per cent deposit.
- And the First Home Super Save Scheme will allow first timers to access as much as \$50,000 from their superannuation to purchase a house.

On further review, these representations and announcement indicate a real likelihood that a number of pre-approved applicants to Council's Housing Construction Grant program will not ultimately be eligible for payment.

The attached draft Housing Construction Grant Policy has been amended to reflect proposed recommended changes to provide successful applicants under the program with an opportunity to receive payment. Amendments proposed include allowing for payment of the grant upon receipt of written evidence from a certified builder that foundations of the relevant property have been laid and receipt of confirmation of payment of the first progress payment for the building works under the relevant contract within an extended time period.

### **BACKGROUND**

The Housing Construction Grant program was approved by Council on 24 July 2019 providing for a \$5,000 grant to eligible local residents building new homes in the Rockhampton Local Government Area with the aim of:

- (a) increasing the number of new homes within the Region;
- (b) stimulating activity across the building and construction industries; and
- (c) facilitating future population growth in the Region.

Council received 185 applications in total. 107 applications have been finalised as at the date and payment of the \$5,000 grant has been made. A further 41 applications were either refused or ineligible leaving a balance of 37 active applications remaining.

On assessment of the 37 active applications, it is anticipated that 12 applications will not be proceeding as the properties have not yet been transferred to the applicants from the developers and there are no active building applications. As such, 25 applications currently exist with properties that are in various stages of construction and which may not be finalised until next financial year.

### **PREVIOUS DECISIONS**

On 24 July 2019, Council resolved that:

'...

- (b) *Council approve the implementation of the Resource Industry Relocation Incentive Program of up to \$2,500.00 per eligible applicant as outlined in the report;*
- (c) *Council approve a Housing Construction Incentive Grant Program for local residents and relocating resource industry workers of up to \$5,000.00 per applicant; and*
- (d) *Council authorise the Chief Executive Officer to finalise, approve and monitor the terms and conditions for the abovementioned incentives.'*

On 20 August 2019, Council resolved to '*adopt the draft Housing Construction Policy.*'

On 8 December 2020 Council resolved to '*adopt amendments to the Housing Construction Grant Policy as outlined within the report.*'

### **BUDGET IMPLICATIONS**

Based on the expectation that 25 of the 37 active applications will be eligible for payment under the terms of the proposed amendments (subject to Council approval), Council will be liable for payment of \$125,000.

It is anticipated that a number of those active applications will be processed and paid in the current final year of which \$115,000 remains allocated in the budget with the balance falling for payment in the 2021/2022 financial year.

An allocation has been made in the current draft operational budget submission for Council's future consideration of \$50,000 for payment of those outstanding pre-approved applications that fall into the next financial year.

**LEGISLATIVE CONTEXT**

There is no relevant legislation to Council applicable.

**LEGAL IMPLICATIONS**

There are no identified legal implications to Council relevant to this matter.

**STAFFING IMPLICATIONS**

There will be no implications to Council permanent staffing levels if Council adopts the proposed amendments to the Housing Construction Grant Policy.

**RISK ASSESSMENT**

In accordance with the provisions of the current policy, a number of pre-approved applicants are expected to forfeit payment of the Housing Construction Grant under the current terms of the policy.

Such an outcome would impact the efficacy of the Housing Construction Grant program and intended objectives Council sought when first introducing the program. It has been assessed that a low risk exists that a number of pre-approved applicants will not be in a position to complete the purchase of their new homes if payment of Council's grant is forfeited due to these ongoing and unforeseen delays.

The proposal to advance payment for pre-approved applicants prior to completion of construction but rather on completion of the foundations and payment of the first progress payment is considered low-risk. Under these circumstances, if an applicant's builder defaults prior to receipt of a Form 21 – Final Inspection Certificate, applicants will be entitled to seek redress under the Queensland Home Warranty Scheme administered via the Queensland Building and Construction Commission to facilitate completion of construction.

**CORPORATE/OPERATIONAL PLAN**

Corporate Plan 2017-2022 – section 2.2 - Value add to the strengths of industry to deepen regional economic activity.

**CONCLUSION**

A number of factors have been identified and confirmed as likely to impact the ability of a number of pre-approved applicants for housing construction grants to receive their payments by the due date of 30 June 2021.

A proposal to allow for pre-approved applicants to receive payment either on completion of construction or after confirmation of the laying of foundations and payment of the first progress payment under the relevant contract by 30 June 2022 is recommended to ensure the intended objectives of the program are realised.

# **HOUSING CONSTRUCTION GRANT PROGRAM - DRAFT AMENDMENTS**

**Email dated 30 April 2021 from  
CQ Properties to Council CEO**

**Meeting Date: 25 May 2021**

**Attachment No: 1**

**From:** Wayne Land <[wayne@cqproperties.com.au](mailto:wayne@cqproperties.com.au)>  
**Sent:** Friday, 30 April 2021 11:51 AM  
**To:** CEO Rockhampton Regional Council <[CEO@rrc.qld.gov.au](mailto:CEO@rrc.qld.gov.au)>  
**Cc:** Norman Emanouel <[norman@cqproperties.com.au](mailto:norman@cqproperties.com.au)>  
**Subject:** Request for Further Extension of RRC New Housing Grant Deadline/ Eligibility Milestone

**[External Email]** This email was sent from outside the organisation – be cautious, especially with links and attachments.

Hi Evan,

Thank you for your prior agreement to extend the deadline for the RRC New Housing Grant to 30/6/21.

However, circumstances have now changed & we now have a new set of issues in the residential construction industry confronting first home buyers.

We have approx. 6 clients that had entered into building contracts during the first half of 2020 & that had pre-registered for the RRC New Housing Grant, who are now facing the real prospect that their houses will not be completed by this extended deadline of 30/6/21.

The new reasons for this are primarily the extensive delays with materials supply in the construction industry. For example, timber frames & trusses are typically taking builders 3-4 months lead times from the ordering date.

These supply delays are totally outside the control of our buyers, but are having an impact of 3-6 month additional time extensions on projected completion timelines from builders.

Could RRC please consider amending the terms of the program to ensure these original clients, remain entitled to the New Housing Grant, due to these construction delays which have been caused through no fault of their own?

Even if the date is not extended, an alternative solution may be to amend the definition of the program from say 'completion' to 'commencement', or upon evidence of the an earlier stage of building progress having been reached before 30/6/21.

I appreciate your further consideration.

*Thanks & Regards,*

**Wayne Land**  
**Rockhampton's First Home Buyer Specialist**

**Ph 07 4933 2147**

**Mob 0417 742 928**

**Email [wayne@cqproperties.com.au](mailto:wayne@cqproperties.com.au)**

**Web [www.cqproperties.com.au](http://www.cqproperties.com.au)**



Emelan Pty Ltd T/As Central Qld Properties

Real Estate License: 3417583

Display Home / Sales Office: Cnr Wheeler Ave & Olympic Ave, Gracemere Q. 4702 (PO Box 40, Gracemere Q. 4702)

# **HOUSING CONSTRUCTION GRANT PROGRAM - DRAFT AMENDMENTS**

## **Amended Draft Housing Construction Grant Policy - Tracked Changes Version**

**Meeting Date: 25 May 2021**

**Attachment No: 2**

## HOUSING CONSTRUCTION GRANT POLICY

### COMMUNITY POLICY



#### 1 Scope

This policy applies to residents living and constructing new homes in the Region.

#### 2 Purpose

The purpose of this policy is to provide residents in the Region an incentive and support to build a new home in the Region with the aim of:

- (a) Increasing the number of new homes within the Region;
- (b) Stimulating activity across the building and construction industries; and
- (c) Facilitating future population growth in the Region.

#### 3 Related Documents

##### 3.1 Primary

Nil

##### 3.2 Secondary

*Building Act 1975*

*Local Government Act 2009*

*Local Government Regulations 2012*

Housing Construction Grant Procedure

Rockhampton Region Planning Scheme 2015

#### 4 Definitions

To assist in interpretation, the following definitions apply:

CEO	Chief Executive Officer A person who holds an appointment under section 194 of the <i>Local Government Act 2009</i> . This includes a person acting in this position
Comprehensive Home Building Contract	A contract under which a builder licensed with the Queensland Building and Construction Commission undertakes to build a new home from the start of building work to the point where the new home is ready for occupation and, if for any reason, the work to be carried out under the contract is not completed, includes any further contract under which the work is to be completed.

#### LEGAL & GOVERNANCE USE ONLY

Adopted/Approved:	<a href="#">Adopted, 8 December 2020 DRAFT</a>	Department:	Corporate Services
Version:	2	Section:	Finance
Reviewed Date:		Page No:	Page 1 of 5

Consideration	For an eligible transaction means: (a) For a contract to have a new home built — the total consideration payable for the building work; or (b) For the building of a new home by an owner builder — the actual costs to the owner of carrying out the work, excluding any allowance for the owner builder's own labour.
Council	Rockhampton Regional Council
Councillor/s	The Mayor and Councillors of Council, within the meaning of the <i>Local Government Act 2009</i> .
Dwelling	A building or part of a building used or capable of being used as a self-contained residence that must include the following: (a) Food preparation facilities; (b) A bath or shower; (c) A toilet and wash basin; and (d) Clothes washing facilities. This term includes outbuildings, structures and works normally associated with a dwelling.
Eligible Transaction	Either: (a) A comprehensive home building contract made by the owner of land in the Region, or a person who will on completion of the contract be the owner of land in the Region, to have a new home built on the land, if the contract is made on or after 1 August 2019, <del>and the building work is completed on or before 31 March 2021</del> ; or (b) The building of a new home in the Region by an owner builder if an owner builder permit is issued by the Queensland Building and Construction Commission on or after 1 August 2019, <del>and the building work is completed on or before 31 March 2021</del> .
HCG	Housing Construction Grant
Immediate Family	Includes spouse, de-facto spouse, child, ex-nuptial child, stepchild, adopted child, parent, sibling, grandparent or grandchild.
Individual	Any living human at least 18 years of age as at 1 August 2019. That is, an individual is not a company, trust or deceased person.
Interested Person	A person who is, or will be, on completion of the eligible transaction to which the application relates, an owner of the relevant new home.

## LEGAL &amp; GOVERNANCE USE ONLY

Adopted/Approved:	<a href="#">Adopted; 8 December 2020 DRAFT</a>	Department:	Corporate Services
Version:	2	Section:	Finance
Reviewed Date:		Page No:	Page 2 of 5



KMP	<p>Key management personnel or key management person. KMP of Council for the purpose of this policy are:</p> <p>(a) The Mayor; (b) Councillors; (c) The CEO; (d) The Deputy Chief Executive Officer/General Manager Corporate Services; (e) Executive Manager Advance Rockhampton; (f) General Manager Regional Services; (g) General Manager Community Services; (h) Executive Manager Workforce and Governance; (i) Chief Financial Officer; (j) Manager Office of the Mayor; and (k) Manager Strategy and Planning.</p> <p>The definition excludes any persons acting in the roles for less than a four week period, unless otherwise nominated by the CEO.</p>
New Home	A single-detached dwelling situated on a single lot.
Region	Rockhampton Regional Area defined by the Local Government Areas of Queensland.

## 5 Policy Statement

This policy is a discretionary program which seeks to provide the Region's residents an incentive and support to build a new home in the Region in order to increase the number of new homes within the Region, stimulate activity across the building and construction industries and facilitate future population growth in the Region.

An application for a HCG must be made to Council between 1 August 2019 and 30 June 2020.

The number of applications approved under this policy will be strictly limited to 200 in number.

### 5.1 Eligibility Criteria

To be eligible under this policy all interested persons must be applicants and individuals must meet the following criteria.

#### 5.1.1 Individual to be an Australian Citizen or Permanent Resident

An individual making an application under this policy must be an Australian citizen or permanent resident.

If an application is made under this policy by more than one individual and one of the individuals is an Australian citizen or permanent resident, it is not necessary for the other or others to be an Australian citizen or permanent residents.

#### 5.1.2 Individual to be a Resident of the Region

An individual making an application under this policy must provide evidence that they live in the Region at the time an application is made and at the time of payment of the HCG.

If an application is made by more than one individual and one of the individuals provides evidence that they live in the Region at the time an application is made and at the time of payment of the HCG, it is not necessary for the other or others to live in the Region at the relevant time(s).

LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	<a href="#">Adopted; 8 December 2020 DRAFT</a>	Department:	Corporate Services
Version:	2	Section:	Finance
Reviewed Date:		Page No:	Page 3 of 5

**5.2 Ineligible Transactions and Applications**

The following transactions and applications will be ineligible for the HCG:

- (a) Where Council is satisfied that the contract that formed the basis of the eligible transaction replaces a contract made before 1 August 2019 and that earlier contract was a comprehensive home building contract to build the same or substantially similar new home;
- (b) Where Council is satisfied that a contract that formed the basis of an eligible transaction for the construction (or purported construction) of a new home does not constitute a genuine construction of the new home. For these purposes, Council may take into account:
  - (i) Whether the parties to the contract are related parties or close associates;
  - (ii) Whether the transaction is not at arm's length; or
  - (iii) Such other matters as Council considers appropriate,
- (c) Applications received from KMP and their immediate families.

**5.3 Approvals and Payments**

**5.3.1 Approval of Applications**

The CEO, Deputy Chief Executive Officer or Chief Financial Officer may approve applications under this policy. Despite anything contained in this policy, Council reserves the right to impose any condition to an approved application or withdraw any approval granted at any time.

**5.3.2 Amount of HCG**

The amount of the HCG payable under this policy in respect of any single eligible transaction is the lesser of the following:

- (a) The consideration for the eligible transaction; or
- (b) \$5,000.00.

Only one HCG is payable:

- (a) Per individual; and
- (b) Per eligible transaction.

**5.3.3 When HCG is Payable**

An approved application under this policy is payable if:

- (a) An individual or, if there are two or more of them, complies with the eligibility criteria; and
- (b) The transaction for which the HCG is sought is still an eligible transaction; and

(c) The applicant has provided Council with either:

(i) A Form 21 – Final Inspection Certificate confirming construction of the new home was completed on or before 31 March 2021 (or on or before 30 June 2021 if an extension of time is requested and approved in accordance with paragraph 5.3.6); or

(ii) Written evidence:

a. From a builder certified in accordance with the Building Act 1975 confirming foundations of the new home have been laid; and

a.b. Confirming that the first progress payment for the building works under the Comprehensive Home Building Contract has been made (i.e. a copy of a receipt or letter from the applicant's builder or financial institution confirming payment of the first progress payment).

**LEGAL & GOVERNANCE USE ONLY**

Adopted/Approved:	<u>Adopted; 8 December 2020 DRAFT</u>	Department:	Corporate Services
Version:	2	Section:	Finance
Reviewed Date:		Page No:	Page 4 of 5

**5.3.4 Payment of HCG**

The HCG must be paid to:

- (a) The individual (or individuals in the case of a joint application); or
- (b) A financial institution to whom the individual directs in writing the HCG be paid.

**5.3.5 Payment of HCG (where there are two or more individuals)**

If there is more than one individual in an approved application and the HCG is payable, Council will pay the HCG in equal portions to each approved applicant unless agreed otherwise by all approved applicants.

**5.3.6 Applications for Extension of Time**

~~If an applicant does not obtain a Form 21 – Final Inspection Certificate confirming construction of the new home was completed on or before 31 March 2021, the applicant may request an extension of time to provide Council with a Form 21 – Final Inspection Certificate confirming construction of the new home was completed on or before 30 June 2021. Any application must be in writing and approved by the CEO, Deputy Chief Executive Officer or Chief Financial Officer.~~

**6 Review Timelines**

This policy is reviewed when any of the following occur:

- (a) The related information is amended or replaced; or
- (b) Other circumstances as determined from time to time by Council.

**7 Document Management**

Sponsor	Chief Executive Officer
Business Owner	Deputy Chief Executive Officer
Policy Owner	Chief Financial Officer
Policy Quality Control	Legal and Governance

**LEGAL & GOVERNANCE USE ONLY**

Adopted/Approved:	<del>Adopted, 8 December 2020</del> DRAFT	Department:	Corporate Services
Version:	2	Section:	Finance
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# **HOUSING CONSTRUCTION GRANT PROGRAM - DRAFT AMENDMENTS**

## **Amended Draft Housing Construction Grant Policy - Clean Version**

**Meeting Date: 25 May 2021**

**Attachment No: 3**

## HOUSING CONSTRUCTION GRANT POLICY

### COMMUNITY POLICY



#### 1 Scope

This policy applies to residents living and constructing new homes in the Region.

#### 2 Purpose

The purpose of this policy is to provide residents in the Region an incentive and support to build a new home in the Region with the aim of:

- (a) Increasing the number of new homes within the Region;
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#### 3 Related Documents

##### 3.1 Primary

Nil

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Adopted/Approved:	DRAFT	Department:	Corporate Services
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Individual	Any living human at least 18 years of age as at 1 August 2019. That is, an individual is not a company, trust or deceased person.
Interested Person	A person who is, or will be, on completion of the eligible transaction to which the application relates, an owner of the relevant new home.

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Adopted/Approved:	DRAFT	Department:	Corporate Services
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## 5.2 Ineligible Transactions and Applications

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- (b) Where Council is satisfied that a contract that formed the basis of an eligible transaction for the construction (or purported construction) of a new home does not constitute a genuine construction of the new home. For these purposes, Council may take into account:
  - (i) Whether the parties to the contract are related parties or close associates;
  - (ii) Whether the transaction is not at arm's length; or
  - (iii) Such other matters as Council considers appropriate,
- (c) Applications received from KMP and their immediate families.

## 5.3 Approvals and Payments

### 5.3.1 Approval of Applications

The CEO, Deputy Chief Executive Officer or Chief Financial Officer may approve applications under this policy. Despite anything contained in this policy, Council reserves the right to impose any condition to an approved application or withdraw any approval granted at any time.

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Only one HCG is payable:

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- (b) Per eligible transaction.

### 5.3.3 When HCG is Payable

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- (b) The transaction for which the HCG is sought is still an eligible transaction; and
- (c) The applicant has provided Council with either:
  - (i) A Form 21 – Final Inspection Certificate confirming construction of the new home was completed on or before 30 June 2022; or
  - (ii) Written evidence:
    - a. From a builder certified in accordance with the *Building Act 1975* confirming foundations of the new home have been laid; and
    - b. Confirming that the first progress payment for the building works under the Comprehensive Home Building Contract has been made (i.e. a copy of a receipt or letter from the applicant's builder or financial institution confirming payment of the first progress payment).

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Adopted/Approved:	DRAFT	Department:	Corporate Services
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**5.3.4 Payment of HCG**

The HCG must be paid to:

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- (b) A financial institution to whom the individual directs in writing the HCG be paid.

**5.3.5 Payment of HCG (where there are two or more individuals)**

If there is more than one individual in an approved application and the HCG is payable, Council will pay the HCG in equal portions to each approved applicant unless agreed otherwise by all approved applicants.

**6 Review Timelines**

This policy is reviewed when any of the following occur:

- (a) The related information is amended or replaced; or
- (b) Other circumstances as determined from time to time by Council.

**7 Document Management**

Sponsor	Chief Executive Officer
Business Owner	Deputy Chief Executive Officer
Policy Owner	Chief Financial Officer
Policy Quality Control	Legal and Governance



LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Corporate Services
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**9.9 ASSISTANT PORTFOLIO COUNCILLOR APPOINTMENT**

**File No:** 10072  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Damon Morrison - Manager Office of the Mayor

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**SUMMARY**

*A request has been received for an appointment as Assistant Portfolio Councillor for the Infrastructure Portfolio.*

**OFFICER'S RECOMMENDATION**

THAT Councillor Latcham be appointed as the Infrastructure Assistant Portfolio Councillor.

**COMMENTARY**

Following the recent consideration around Council Portfolios, a request has been received from Councillor Latcham to be appointed as the Assistant Portfolio Councillor for the Infrastructure Portfolio. This position has not been appointed and is currently vacant.

**PREVIOUS DECISIONS**

At the Council meeting on 13 April 2021 the matter of Portfolio Titles, Portfolio Councillors and Assistant Portfolio Councillors was considered. Following that meeting the Assistant roles for Parks, Sport and Public Spaces, Advance Rockhampton and Infrastructure were not filled and remain vacant.

At its Council meeting on 11 May 2021 Council resolved that Councillor Wickerson be appointed as the Parks, Sport and Public Spaces Assistant Portfolio Councillor.

**BUDGET IMPLICATIONS**

Nil

**LEGISLATIVE CONTEXT**

Nil

**LEGAL IMPLICATIONS**

Nil

**STAFFING IMPLICATIONS**

Nil

**RISK ASSESSMENT**

N/A

**CORPORATE/OPERATIONAL PLAN**

N/A

**CONCLUSION**

As Council has been through a consideration process recently it is recommended that Councillor Latcham be appointed as the Assistant Portfolio Councillor for the Infrastructure Portfolio.

## 10 NOTICES OF MOTION

### 10.1 NOTICE OF MOTION - COUNCILLOR DREW WICKERSON - REVIEW OF COUNCILLOR TRAVEL APPROVAL PROCESS

**File No:** 10072  
**Attachments:** Nil  
**Responsible Officer:** Emma Brodel - Senior Executive Assistant to the Mayor  
Damon Morrison - Manager Office of the Mayor  
Evan Pardon - Chief Executive Officer

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#### SUMMARY

*Councillor Drew Wickerson has indicated his intention to move a Notice of Motion at the Ordinary Council Meeting on 25 May 2021 seeking amendment to Council's Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy regarding payment or reimbursement of expenses incurred by Councillors for all travel incurred outside of the Rockhampton Local Government Area.*

#### COUNCILLOR'S RECOMMENDATION

THAT Council adopt amendment to the Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy as outlined in the report.

#### BACKGROUND

Councillor expenditure for conferences and other meetings outside of the Rockhampton Local Government Area, including associated travel costs, registration fees, accommodation and other out-of-pocket expenses should demonstrate full transparency and accountability.

It is therefore proposed that the Expenses Reimbursement and Provision of Facilities for Mayor and Councillors Policy be amended to provide that:

- all Councillor (excluding Mayoral) conference and travel proposed to be undertaken outside of the Rockhampton Local Government Area, be presented to an Ordinary Council Meeting in advance for approval;
- any request for approval is to include accompanying support documentation and justification demonstrating the value to Council and the broader Rockhampton Region;
- prior-Council approval extends to all conferences, meetings and associated travel outside the Rockhampton Local Government Area related to Councillor appointments as representatives to external organisations;
- where possible, alternate methods of engagement or attendance at meetings/conferences outside of the Rockhampton Local Government Area, including virtual participation, should be explored.

**11 QUESTIONS ON NOTICE**

Nil

**12 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.*

**13 CLOSURE OF MEETING**