



ORDINARY MEETING

AGENDA

9 OCTOBER 2018

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 9 October 2018 commencing at 9.00am for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C. P.", is written over a faint, light-colored rectangular stamp.

CHIEF EXECUTIVE OFFICER
3 October 2018

Next Meeting Date: 23.10.18

Please note:

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

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1 OPENING

The opening prayer presented by Rev Tom Henderson-Brooks from All Saints, North Rockhampton Parish.

2 PRESENT

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)
Councillor C E Smith
Councillor C R Rutherford
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

Councillor Rose Swadling previously granted leave of Absence from 2 October 2018 to 4 November 2018

3.1 LEAVE OF ABSENCE FOR COUNCILLOR DREW WICKERSON

SUMMARY

Councillor Drew Wickerson is seeking leave of absence from Monday 1 October 2018 to Friday 12 October 2018 inclusive.

OFFICER'S RECOMMENDATION

THAT Councillor Wickerson be granted leave of absence from Monday 1 October 2018 to Friday 12 October 2018 inclusive.

4 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting held 25 September 2018

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS**9.1 AUDIT AND BUSINESS IMPROVEMENT COMMITTEE MEETING –
28 SEPTEMBER 2018****RECOMMENDATION**

THAT the Minutes of the Audit and Business Improvement Committee meeting, held on 28 September 2018 as circulated, be received and that the recommendations contained within these minutes be adopted.

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

Recommendation of the Audit and Business Improvement Committee, 28 September 2018**9.1.1 ANNUAL FINANCIAL STATEMENTS 30 JUNE 2018**

File No: 9509

Attachments:

1. 2017/18 Draft Financial Statements
2. Management Representation Letter 2018

Authorising Officer: Drew Stevenson - Acting General Manager Corporate Services

Author: Alicia Cutler - Chief Financial Officer

SUMMARY

Chief Financial Officer presenting the Audited Financial Statements to the Audit and Business Improvement Committee prior to final signing by Council and the Queensland Audit Office.

COMMITTEE RECOMMENDATION

THAT the Financial Statements 2017/18 report be received.

Recommendation of the Audit and Business Improvement Committee, 28 September 2018

9.1.2 2018 CLOSING REPORT

File No: 9509
Attachments: 1. Rockhampton Regional Council - 2018 Closing Report
Authorising Officer: Drew Stevenson - Acting General Manager Corporate Services
Author: Alicia Cutler - Chief Financial Officer

SUMMARY

The attached report from Thomas Noble Russell is provided in regards to the final audit for 2018.

COMMITTEE RECOMMENDATION

THAT the 2018 Closing Report be received.

Recommendation of the Audit and Business Improvement Committee, 28 September 2018

9.1.3 PLACEHOLDER - CEO INTRODUCTION

File No: 5207
Attachments: Nil
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The CEO will update the committee on any matters of importance.

COMMITTEE RECOMMENDATION

THAT the CEO's update be received.

Recommendation of the Audit and Business Improvement Committee, 28 September 2018**9.1.4 ANNUAL AUDIT PLAN FY 2018-2019 PROGRESS**

File No: 5207
Attachments: 1. Audit Plan Progress
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The status of the approved annual audit plan is presented for the information of the committee.

COMMITTEE RECOMMENDATION

THAT Annual Audit Plan FY 2018-2019 Progress report be received and progress noted.

Recommendation of the Audit and Business Improvement Committee, 28 September 2018**9.1.5 ACTION PROGRESS REPORT**

File No: 5207
Attachments: 1. Action Progress Report as at 17 September 2018
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The quarterly Action Progress Report is provided for the information of the Committee.

COMMITTEE RECOMMENDATION

THAT the report be received and management's updates on progress of outstanding actions be noted.

Recommendation of the Audit and Business Improvement Committee, 28 September 2018**9.1.6 PLACEHOLDER - CHAIR TO UPDATE COMMITTEE ON PLANNED MEETING DATES FOR 2019 CALENDAR YEAR**

File No: 5207
Attachments: Nil
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: John Wallace - Chief Audit Executive

SUMMARY

The Chair will indicate planned dates for committee meetings for the 2019 calendar year.

COMMITTEE RECOMMENDATION

THAT the Chair's update be received and meeting dates below be formally noted:

- 7 February 2019
- 20 June 2019
- 26 September 2019
- 21 November 2019

9.2 PLANNING AND REGULATORY COMMITTEE MEETING - 2 OCTOBER 2018**RECOMMENDATION**

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 2 October 2018 as circulated, be received and that the recommendations contained within these minutes be adopted.

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

Recommendation of the Planning and Regulatory Committee, 2 October 2018**9.2.1 BUSINESS OUTSTANDING TABLE FOR PLANNING AND REGULATORY COMMITTEE**

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

SUMMARY

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

COMMITTEE RECOMMENDATION

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

Recommendation of the Planning and Regulatory Committee, 2 October 2018**9.2.2 D/19-2017 - MINOR CHANGE TO DEVELOPMENT PERMIT FOR RECONFIGURING A LOT (TWO LOTS INTO FIVE LOTS) AND ACCESS EASEMENT**

File No: D/19-2017

Attachments: 1. Locality Plan
2. Site Plan

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

Author: Bevan Koelmeyer - Planning Officer

SUMMARY

Development Application Number: D/19-2017

Applicant: Vicki Heilbronn

Real Property Address: Lot 1844 on LIV40662 and Lot 485 on LIV40112, Parish of Murchison

Common Property Address: 277 Yeppoon Road and 66 Alfred Road, Parkhurst

Planning Scheme: Rockhampton City Plan 2005

Planning Scheme Area: Yeppoon Road Corridor Environmental Protection Area

Approval Sought: Minor Change to Development Permit D/19-2017 for Reconfiguring a Lot (two lots into five Lots) and Access Easement

Level of Assessment: Code Assessable

Submissions: Not Applicable

Referrals: The Department of State Development, Manufacturing, Infrastructure and Planning

Infrastructure Charges Area: Charge Area 3

COMMITTEE RECOMMENDATION**RECOMMENDATION A**

THAT That in relation to the application for a Minor Change to Development Permit D/19-2017 for Reconfiguring a Lot (two lots into five Lots) and Access Easement, made by V Heilbronn, located at 277 Yeppoon Road and 66 Alfred Road, Parkhurst, described as Lot 1844 on LIV40662 and Lot 485 on LIV40112, Parish of Murchison, Council resolves that:

1. Condition 4.3 be amended by replacing:

As part of Stage 2, Olive Street must be constructed to a Rural Access standard from the intersection with McMillan Avenue to the access point for Lot 11.

With

As part of Stage 2 of the development, Olive Street must be designed and constructed from the intersection with McMillan Avenue to the access point for Lot 11 to the following parameters:

- 4.3.1 a minimum 4.5 metre wide gravel formation;
- 4.3.2 a pavement depth suitable for the in-situ subgrade conditions and expected traffic loadings but no less than 150 millimetres;
- 4.3.3 a desirable minimum design speed of 50 kilometres/per hour with a minimum design speed for individual elements of 30 kilometres/per hour;
- 4.3.4 a turning area to permit vehicle U-Turns opposite the access point for Lot 11;
- 4.3.5 with appropriate road furniture and signage to the *Manual of Uniform Traffic Control Devices – Queensland*; and
- 4.3.6 the horizontal alignment is permitted to vary around the existing road reserve centreline by plus/minus 5 metres.

2. Condition 4.4 be amended by replacing:

As part of Stage 2 of the development, McMillan Avenue must be designed and constructed as a half road construction, with a minimum width of 5.5 metres from the end of the existing seal to the intersection with Olive Street. The edge line of the new construction must match the alignment of the existing kerb and channel on the western side of McMillan Avenue. Council will accept a two-coat seal in accordance with the requirements of the Capricorn Municipal Development Guidelines in lieu of asphalt surfacing for this section of roadway, with no kerb and channel construction required in this instance.

With

As part of Stage 2 of the development, McMillan Avenue must be designed and constructed from the end of the existing seal in McMillan Avenue to the intersection with Olive Street to the following parameter:-

- 4.4.1 a minimum 4.5 metre wide gravel formation and a two-coat bitumen seal;
- 4.4.2 a pavement depth suitable for the in-situ subgrade conditions and expected traffic loadings but no less than 150 millimetres;
- 4.4.3 a desirable minimum design speed of 50 kilometres/per hour with a minimum design speed for individual elements of 30 kilometres/per hour;
- 4.4.4 with appropriate road furniture and signage to the *Manual of Uniform Traffic Control Devices – Queensland*; and
- 4.4.5 the horizontal alignment must generally align with the centre of the existing seal in McMillan Avenue.

3. Condition 4.5 be amended by replacing:

As part of Stage 2 of the development, the intersection of McMillan Avenue and Olive Street must be sealed with a minimum of a two-coat seal in accordance with the requirements of the Capricorn Municipal Development Guidelines such that it has a minimum width of 6.5 metres within the Olive Street road reserve and extends a minimum of ten (10) metres to the east along Olive Street.

With

As part of Stage 2 of the development, the intersection of McMillan Avenue and Olive Street must be designed and constructed such that there is a minimum width of 5.5 metres for a distance of ten (10) metres to the east along Olive Street and ten (10) metres to the south along McMillan Avenue. The pavement depth must be suitable for the in-situ subgrade conditions but no less than 150 millimetres and be sealed with a minimum two-coat bitumen seal.

RECOMMENDATION B

That in relation to the application for a Minor Change to Development Permit D/19-2017 for Reconfiguring a Lot (two lots into five Lots) and Access Easement, made by V Heilbronn, Lot 1844 on LIV40662 and Lot 485 on LIV40112, Parish of Murchison, located at 277 Yeppoon Road and 66 Alfred Road, Parkhurst - 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 issue of the Compliance Certificate for the Survey Plan, unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the issue of the Compliance Certificate for the Survey Plan, 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; and
- (ii) Access Works.
- 1.6 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.7 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.8 The access to Lot 12 and Lot 13 must be via Easement B over Lot 485 and Easement C over Lot 13. Easement documents must accompany the Survey Plan for endorsement by Council, prior to the issue of the Compliance Certificate for the Survey Plan.

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>
Flood Hazard Assessment	K3925-0002	21 February 2017
Proposed Subdivision Layout	R17006-001, Revision D	Undated
Bushfire Hazard Assessment &	Version 2	10 March 2017

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Bushfire Management Plan		
Regulated Vegetation Impact Assessment and Mitigation	Version 2	29 March 2017

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 two (2) discrete stages, namely:

3.1.1 Lots 12, 13 and Lot 14 (Stage One – three [3] lots); and

3.1.2 Lot 11 (Stage Two – one [1] lot).

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

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

3.2 Unless otherwise expressly stated, the conditions must be read as being applicable to all stages.

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 for Stage 2.

4.2 All road works for Stage 2 of the development must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, and relevant *Australian Standards* and *Austrroads Guidelines* and the provisions of a Development Permit for Operational Works (road works).

4.3 As part of Stage 2 of the development, Olive Street must be designed and constructed from the intersection with McMillan Avenue to the access point for Lot 11 to the following parameters:-

4.3.1 A minimum 4.5 metre wide gravel formation;

4.3.2 A pavement depth suitable for the in-situ subgrade conditions and expected traffic loadings but no less than 150 millimetres;

4.3.3 A desirable minimum design speed of 50 kilometres/per hour with a minimum design speed for individual elements of 30 kilometres/per hour;

4.3.4 A turning area to permit vehicle U-Turns opposite the access point for Lot 11;

4.3.5 With appropriate road furniture and signage to the *Manual of Uniform Traffic Control Devices – Queensland*; and

4.3.6 The horizontal alignment is permitted to vary around the existing road reserve centreline by plus/minus 5 metres.

4.4 As part of Stage 2 of the development, McMillan Avenue must be designed and constructed from the end of the existing seal in McMillan Avenue to the intersection with Olive Street to the following parameter:-

4.4.1 A minimum 4.5 metre wide gravel formation and a two-coat bitumen seal;

-
- 4.4.2 A pavement depth suitable for the in-situ subgrade conditions and expected traffic loadings but no less than 150 millimetres;
 - 4.4.3 A desirable minimum design speed of 50 kilometres/per hour with a minimum design speed for individual elements of 30 kilometres/per hour;
 - 4.4.4 With appropriate road furniture and signage to the *Manual of Uniform Traffic Control Devices – Queensland*; and
 - 4.4.5 The horizontal alignment must generally align with the centre of the existing seal in McMillan Avenue.
- 4.5 As part of Stage 2 of the development, the intersection of McMillan Avenue and Olive Street must be designed and constructed such that there is a minimum width of 5.5 metres for a distance of ten (10) metres to the east along Olive Street and ten (10) metres to the south along McMillan Avenue. The pavement depth must be suitable for the in-situ subgrade conditions but no less than 150 millimetres and be sealed with a minimum two-coat bitumen seal.
- 4.6 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 WORKS
- 5.1 A Development Permit for Operational Works (access works) must be obtained prior to the commencement of any access works required by this development approval.
- 5.2 All access works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), and *Capricorn Municipal Development Guidelines*, and the provisions of a Development Permit for Operational Works (access works).
- 5.3 The internal access to Lot 12 and Lot 13 must be constructed from the end of Alfred Road to the southern boundary of Lot 12. Construction must be a minimum of four (4) metres wide with a low flow pipe and concrete spillway with a one (1) year ARI immunity through the existing natural channel.
- 5.4 A new access must be constructed for Lot 11 for Stage 2 of the development in accordance with the requirements of the *Capricorn Municipal Development Guidelines*.
- 5.5 Flood height markers must be installed along the access to Lot 12 and Lot 13, for the full extent of the 1% Average Exceedance Probability inundation area.
- 6.0 PLUMBING AND DRAINAGE WORKS
- 6.1 On-site sewage treatment and disposal must be in accordance with the Queensland Plumbing and Wastewater Code and Council's Plumbing and Drainage Policies. This can be completed at the building works application stage.
- 6.2 On-site water supply for domestic and firefighting purposes must be provided and may include the provision of a bore, dams, water storage tanks or a combination of each. This can be completed at the building works application stage.
- 7.0 STORMWATER WORKS
- 7.1 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.
- 8.0 SITE WORKS
- 8.1 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.
-

- 8.2 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.
- 8.3 Vegetation must not be cleared unless and until written approval has been provided by Council. A Development Permit for Operational Works constitutes written approval, only for the purposes of clearing vegetation directly pertinent to the operational works that are the subject of the Development Permit.
- 8.4 All site works must be undertaken to ensure that there is:
- 8.4.1 no increase in upstream or downstream flood levels for all levels of immunity up to a one per cent (1%) Annual exceedance probability defined flood event;
 - 8.4.2 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
 - 8.4.3 a lawful point of discharge to which the approved works drain during the construction phase.
- 9.0 ELECTRICITY
- 9.1 Electricity services must be provided in accordance with the standards and requirements of the relevant service provider, prior to the issue of the Compliance Certificate for the Survey Plan.
- 10.0 TELECOMMUNICATIONS
- 10.1 Evidence that the new lots can be provided with telecommunications services from the relevant service provider must be provided to Council, prior to the issue of the Compliance Certificate for the Survey Plan.
- 11.0 ASSET MANAGEMENT
- 11.1 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.
- 11.2 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.
- 11.3 '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 issue of the Compliance Certificate for the Survey Plan. This information must be provided in accordance with the Asset Design and As Constructed Manual (ADAC).
- 12.0 ENVIRONMENTAL
- 12.1 Any application for a Development Permit for Operational Works must be accompanied by an Erosion and Sediment Control Plan that addresses, but is not limited to, the following:
- (i) objectives;
 - (ii) site location and topography
 - (iii) vegetation;
 - (iv) site drainage;
-

- (v) soils;
- (vi) erosion susceptibility;
- (vii) erosion risk;
- (viii) concept;
- (ix) design; and
- (x) implementation,

for the construction and post-construction phases of work.

- 12.2 The Erosion Control and Stormwater Control Management Plan prepared by a Registered Professional Engineer of Queensland in accordance with the *Capricorn Municipal Design Guidelines*, must be implemented, monitored and maintained for the duration of the works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped). The plan must be available on-site for inspection by Council Officers whilst all works are being carried out.
- 12.3 The development must be undertaken in accordance with the recommendations in the approved Bushfire Management Plan (refer to condition 2.1).
- 12.4 The maintenance of the fire management trail must be the responsibility of the owner of the land (the Developer) until the subdivision is accepted by Council as being 'off defects' whereupon it must be the responsibility of the relevant property owners. All future owners of the proposed lots must be advised by the Developer in writing of their responsibility to comply with the requirements of the approved Bushfire Management Plan (refer to condition 2.1).
- 12.5 All future buildings on the proposed lots must be constructed in accordance with *Australian Standard AS3959 "Construction of buildings in bushfire-prone areas"* and the approved Bushfire Management Plan (refer to condition 2.1). A property note to this effect will be entered against Lots 11, 12, 13 and 14.

ADVISORY NOTES

NOTE 1. 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 2. 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 3. Property Note (Bushfire)

All future buildings on the proposed lots must be constructed in accordance with *Australian Standard AS3959 "Construction of buildings in bushfire-prone areas"* and the approved Bushfire Management Plan.

NOTE 4. Infrastructure Charges Notice

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

NOTE 5. Clearing within Road Reserve

An approval for a Tree Clearing Permit, issued by the Department of Environment and Heritage Protection in addition to the Operational Works (road works) permit, will be required when constructing the proposed new roads.

It is a requirement under the *Nature Conservation Act 1992* that an approved Tree Clearing Permit is obtained from the Department of Environment and Heritage Protection, prior to any tree clearing activities that are to occur within a road reserve that is under Council control.

NOTE 6. Provision for Sewer and Water services

Each lot must be provided with on-site sewerage treatment and disposal systems at the time of house construction. All systems must comply with the *Queensland Plumbing and Wastewater Code, Australian Standard AS1547:2012 "On-site domestic wastewater management"* and Council Plumbing and Drainage Policies. Sustainable Water sources including rainwater tanks, and a bore or small dam must be provided.

NOTE 7. Rural Addressing

Rural addressing must be provided to each lot in accordance with Council's rural addressing procedures.

Recommendation of the Planning and Regulatory Committee, 2 October 2018**9.2.3 D/20-2017 - MINOR CHANGE TO DEVELOPMENT PERMIT FOR RECONFIGURING A LOT (ONE LOT INTO THREE LOTS) AND ACCESS EASEMENT**

File No: D/20-2017

Attachments: 1. Locality Plan
2. Site Plan

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

Author: Bevan Koelmeyer - Planning Officer

SUMMARY

Development Application Number: D/20-2017

Applicant: Capehead Pty Ltd

Real Property Address: Lot 485 on LIV40112, Parish of Murchison

Common Property Address: 66 Alfred Road, Parkhurst

Planning Scheme: Rockhampton City Plan 2005

Planning Scheme Area: Yeppoon Road Corridor Environmental Protection Area

Approval Sought: Minor Change for Development Permit D/20-2017 for Reconfiguring a Lot (one lot into three lots) and Access Easement

Level of Assessment: Code Assessable

Submissions: Not Applicable

Referrals: Nil

Infrastructure Charges Area: Charge Area 3

COMMITTEE RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the application for a Minor Change to Development Permit D/19-2017 for Reconfiguring a Lot (two lots into five Lots) and Access Easement, made by Capehead Pty Ltd, Lot 485 on LIV40112, Parish of Murchison, located at 66 Alfred Road, Parkhurst - Council resolves that:

1. Condition 4.3 be amended by replacing:

As part of Stage 2, Olive Street must be constructed to a Rural Access standard from the intersection with McMillan Avenue to the access point for Lot 11.

With

As part of Stage 2 of the development, Olive Street must be designed and constructed from the intersection with McMillan Avenue to the access point for Lot 11 to the following parameters:-

- 4.3.1 A minimum 4.5 metre wide gravel formation;
- 4.3.2 A pavement depth suitable for the in-situ subgrade conditions and expected traffic loadings but no less than 150 millimetres;
- 4.3.3 A desirable minimum design speed of 50 kilometres/per hour with a minimum design speed for individual elements of 30 kilometres/per hour;
- 4.3.4 A turning area to permit vehicle U-Turns opposite the access point for Lot 11;
- 4.3.5 With appropriate road furniture and signage to the *Manual of Uniform Traffic Control Devices – Queensland*; and
- 4.3.6 The horizontal alignment is permitted to vary around the existing road reserve centreline by plus/minus 5 metres.

2. Condition 4.4 be amended by replacing:

As part of Stage 2 of the development, McMillan Avenue must be designed and constructed as a half road construction, with a minimum width of 5.5 metres from the end of the existing seal to the intersection with Olive Street. The edge line of the new construction must match the alignment of the existing kerb and channel on the western side of McMillan Avenue. Council will accept a two-coat seal in accordance with the requirements of the Capricorn Municipal Development Guidelines in lieu of asphalt surfacing for this section of roadway, with no kerb and channel construction required in this instance.

With

As part of Stage 2 of the development, McMillan Avenue must be designed and constructed from the end of the existing seal in McMillan Avenue to the intersection with Olive Street to the following parameter:-

- 4.4.1 A minimum 4.5 metre wide gravel formation and a two-coat bitumen seal;
- 4.4.2 A pavement depth suitable for the in-situ subgrade conditions and expected traffic loadings but no less than 150 millimetres;
- 4.4.3 A desirable minimum design speed of 50 kilometres/per hour with a minimum design speed for individual elements of 30 kilometres/per hour;
- 4.4.4 With appropriate road furniture and signage to the *Manual of Uniform Traffic Control Devices – Queensland*; and
- 4.4.5 The horizontal alignment must generally align with the centre of the existing seal in McMillan Avenue.

3. Condition 4.5 be amended by replacing:

As part of Stage 2 of the development, the intersection of McMillan Avenue and Olive Street must be sealed with a minimum of a two-coat seal in accordance with the requirements of the Capricorn Municipal Development Guidelines such that it has a minimum width of 6.5 metres within the Olive Street road reserve and extends a minimum of ten (10) metres to the east along Olive Street.

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As part of Stage 2 of the development, the intersection of McMillan Avenue and Olive Street must be designed and constructed such that there is a minimum width of 5.5 metres for a distance of ten (10) metres to the east along Olive Street and ten (10) metres to the south along McMillan Avenue. The pavement depth must be suitable for the in-situ subgrade

conditions but no less than 150 millimetres and be sealed with a minimum two-coat bitumen seal.

RECOMMENDATION B

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

ADMINISTRATION

- 1.1 The Developer and his employee, agent, contractor or invitee is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:
 - 1.3.1 to Council's satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the issue of the Compliance Certificate for the Survey Plan, unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the issue of the Compliance Certificate for the Survey Plan, 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; and
 - (ii) Access Works.
- 1.6 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.7 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.8 The access to proposed Lot 3 must be via the proposed Easement A over proposed Lot 2. Easement documents must accompany the Survey Plan for endorsement by Council, prior to the issue of the Compliance Certificate for the Survey Plan.

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>
Proposed Subdivision Layout	R17003-001, Revision C	19 October 2017

- 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 two (2) discrete stages, namely:
- 3.1.1 Lot 3 (Stage One – one [1] lot); and
- 3.1.2 Lots 1 to 2 (Stage Two – two [2] lots).
- in accordance with the approved proposed subdivision layout plan (refer to condition 2.1).
- The stages are not required to be undertaken in any chronological order.
- 3.2 Unless otherwise expressly stated, the conditions must be read as being applicable to all stages.
- 4.0 ROAD WORKS (STAGE 2)
- 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*, and relevant *Australian Standards* and *Austroads Guidelines* and the provisions of a Development Permit for Operational Works (road works).
- 4.3 As part of Stage 2 of the development, Olive Street must be designed and constructed from the intersection with McMillan Avenue to the access point for Lot 11 to the following parameters:-
- 4.3.1 A minimum 4.5 metre wide gravel formation;
- 4.3.2 A pavement depth suitable for the in-situ subgrade conditions and expected traffic loadings but no less than 150 millimetres;
- 4.3.3 A desirable minimum design speed of 50 kilometres/per hour with a minimum design speed for individual elements of 30 kilometres/per hour;
- 4.3.4 A turning area to permit vehicle U-Turns opposite the access point for Lot 11;
- 4.3.5 With appropriate road furniture and signage to the *Manual of Uniform Traffic Control Devices – Queensland*; and
- 4.3.6 The horizontal alignment is permitted to vary around the existing road reserve centreline by plus/minus 5 metres.
- 4.4 As part of Stage 2 of the development, McMillan Avenue must be designed and constructed from the end of the existing seal in McMillan Avenue to the intersection with Olive Street to the following parameter:-
- 4.4.1 A minimum 4.5 metre wide gravel formation and a two-coat bitumen seal;
- 4.4.2 A pavement depth suitable for the in-situ subgrade conditions and expected traffic loadings but no less than 150 millimetres;
- 4.4.3 A desirable minimum design speed of 50 kilometres/per hour with a minimum design speed for individual elements of 30 kilometres/per hour;
- 4.4.4 With appropriate road furniture and signage to the *Manual of Uniform Traffic Control Devices – Queensland*; and
- 4.4.5 The horizontal alignment must generally align with the centre of the existing seal in McMillan Avenue.

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- 4.5 As part of Stage 2 of the development, the intersection of McMillan Avenue and Olive Street must be designed and constructed such that there is a minimum width of 5.5 metres for a distance of ten (10) metres to the east along Olive Street and ten (10) metres to the south along McMillan Avenue. The pavement depth must be suitable for the in-situ subgrade conditions but no less than 150 millimetres and be sealed with a minimum two-coat bitumen seal.
- 4.6 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 WORKS
- 5.1 A Development Permit for Operational Works (access works) must be obtained prior to the commencement of any access works required by this development approval.
- 5.2 All access works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), and *Capricorn Municipal Development Guidelines*, and the provisions of a Development Permit for Operational Works (access works).
- 5.3 New sealed accesses must be constructed for proposed Lots 2 and 3.
- 6.0 PLUMBING AND DRAINAGE WORKS
- 6.1 On-site sewage treatment and disposal must be in accordance with the *Queensland Plumbing and Wastewater Code* and Council's Plumbing and Drainage Policies. This can be completed at the building works application stage.
- 6.2 On-site water supply for domestic and firefighting purposes must be provided and may include the provision of a bore, dams, water storage tanks or a combination of each. This can be completed at the building works application stage.
- 7.0 STORMWATER WORKS
- 7.1 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.
- 7.2 Easements must be provided over all land assessed to be within the one (1) per cent Average Annual Exceedance (AEP) probability defined flood event inundation area.
- 8.0 SITE WORKS
- 8.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.
- 9.0 ELECTRICITY
- 9.1 Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider.
- 10.0 TELECOMMUNICATIONS
- 10.1 Evidence that the new lots can be provided with telecommunications services from the relevant service provider must be provided to Council, prior to the issue of the Compliance Certificate for the Survey Plan.
- 11.0 ASSET MANAGEMENT
- 11.1 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.
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- 11.2 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.
- 12.0 ENVIRONMENTAL
- 12.1 Any application for a Development Permit for Operational Works must be accompanied by a detailed Environmental Management Plan that addresses, but is not limited to, the following:
- (i) water quality and drainage;
 - (ii) erosion and silt/sedimentation management;
 - (iii) fauna management;
 - (iv) vegetation management and clearing;
 - (v) top soil management;
 - (vi) interim drainage plan during construction;
 - (vii) construction programme;
 - (viii) geotechnical issues;
 - (ix) weed control;
 - (x) bushfire management;
 - (xi) emergency vehicle access;
 - (xii) noise and dust suppression; and
 - (xiii) waste management.
- 12.2 Any application for a Development Permit for Operational Works must be accompanied by an Erosion and Sediment Control Plan that addresses, but is not limited to, the following:
- (i) objectives;
 - (ii) site location and topography
 - (iii) vegetation;
 - (iv) site drainage;
 - (v) soils;
 - (vi) erosion susceptibility;
 - (vii) erosion risk;
 - (viii) concept;
 - (ix) design; and
 - (x) implementation,
- for the construction and post-construction phases of work.
- 12.3 The Environmental Management Plan approved as part of a Development Permit for Operational Works must be part of the contract documentation for the development works.
- 12.4 The Erosion Control and Stormwater Control Management Plan prepared by a Registered Professional Engineer of Queensland in accordance with the *Capricorn Municipal Design Guidelines*, must be implemented, monitored and maintained for the duration of the works, and until all exposed soil areas are permanently stabilised

(for example, turfed, hydromulched, concreted, landscaped). The plan must be available on-site for inspection by Council Officers whilst all works are being carried out.

13.0 OPERATING PROCEDURES

- 13.1 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 McMillan Avenue and Olive Street.

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 and Partnerships website www.datsip.qld.gov.au.

NOTE 2. General Environmental Duty

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

NOTE 3. General Safety Of Public During Construction

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

NOTE 4. Property Note (Bushfire)

All future buildings on the proposed lots must be constructed in accordance with *Australian Standard AS3959 "Construction of buildings in bushfire-prone areas"*.

NOTE 5. Works in Road Reserve Permit

It is advised that a Works in Road Reserve Permit (including a fee for the vehicle crossover and compliant with Standard *Capricorn Municipal Development Guidelines*, Standard Drawings) may be accepted in place of the application for a Development Permit for Operational Works (access works).

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 of the Planning and Regulatory Committee, 2 October 2018**9.2.4 D/125-2017 - MINOR CHANGE TO DEVELOPMENT PERMIT FOR A HOTEL
(EXTENSIONS FOR AN ANCILLARY CAR PARK AND BEER GARDEN)**

File No: D/125-2017

Attachments:

1. Locality Plan
2. Site Plan
3. Floor Plan

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

Author: Bevan Koelmeyer - Planning Officer

SUMMARY

Development Application Number: D/125-2017

Applicant: Red Lion Property Holdings Pty Ltd

Real Property Address: Lot 1 and Lot 2 on RP600326, Parish of Rockhampton

Common Property Address: 138 Denham Street, Allenstown

Area of Site: 1,400 square metres

Planning Scheme: Rockhampton Region Planning Scheme 2015

Planning Scheme Zone: Low-Medium Density Residential Zone

Planning Scheme Overlays: Nil Applicable

Existing Development: Hotel

Approval Sought: Minor Change to a Development Permit for a Material Change of Use for a Hotel (extensions for an ancillary car park and beer garden)

Level of Assessment: Impact Assessable

Submissions: One (1) submission

Infrastructure Charges Area: Charge Area 1

COMMITTEE RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the application for a request for a Minor Change to a Development Permit for a Material Change of Use for a Hotel (extensions for an ancillary car park and beer garden), made by Red Lion Property Holdings Pty Ltd, located at 138 Denham Street, Allenstown, described as Lot 1 and 2 on RP600326, Parish of Rockhampton, Council resolves that:

1. Condition 2.1 be amended by replacing:

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>Drawing/report title</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference number</u>
Proposed Site Plan	Lotus	23 January 2018	Nil, Revision E
Floor Plan & Elevations	Lotus	23 January 2018	Nil, Revision E
Proposed Carpark and Swept Path Analysis	McMurtrie	18 July 2017	0071718-SK-0001, Revision A
Noise Impact Assessment	Alpha Acoustics	25 September 2017	Nil

With

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>Drawing/report title</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference number</u>
Proposed Site Plan	Lotus	6 September 2018	Nil, Revision F
Floor Plan & Elevations	Lotus	6 September 2018	Nil, Revision F
Proposed Carpark and Swept Path Analysis	McMurtrie	18 July 2017	0071718-SK-0001, Revision A
Noise Impact Assessment	Alpha Acoustics	25 September 2017	Nil

2. Condition 21.1 be amended by replacing:

All recommendations included in the Noise Impact Assessment (refer to condition 2.1) are to be implemented prior to the commencement of use of Stage Two and maintained thereafter.

Note: Any air-conditioning units proposed for the beer garden area (including the storeroom, bar and grill areas) must be located, installed and maintained at all times, so as not to cause a nuisance.

With

All recommendations included in the Noise Impact Assessment (refer to condition 2.1) are to be implemented prior to the commencement of use of Stage Two and maintained thereafter.

In lieu of glass louvres, a core filled block wall with a minimum depth of 110 millimetres may be constructed in accordance with the 'Floor Plan & Elevations' (refer to Condition 2.1), such that the set noise criteria as stipulated in the 'Noise Impact Assessment' (refer to Condition 2.1) at a minimum, is achieved.

Note: Any air-conditioning units proposed for the beer garden area (including the storeroom, bar and grill areas) must be located, installed and maintained at all times, so as not to cause a nuisance.

RECOMMENDATION B

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

PART A: GENERAL CONDITIONS (APPLICABLE TO BOTH STAGES ONE AND TWO)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 All Development Permits for Operational Works and Plumbing and Drainage Works must be obtained prior to the issue of a Development Permit for Building Works.
- 1.6 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.7 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.8 Lot 1 and Lot 2 on RP600326 must be amalgamated and registered as one lot prior to the commencement of the use for Stage Two.

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>Drawing/report title</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference number</u>
Proposed Site Plan	Lotus	6 September 2018	Nil, Revision F
Floor Plan & Elevations	Lotus	6 September 2018	Nil, Revision F
Proposed Carpark and Swept Path Analysis	McMurtrie	18 July 2017	0071718-SK-0001, Revision A
Noise Impact Assessment	Alpha Acoustics	25 September 2017	Nil

- 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 and/or Building Works.
- 3.0 STAGED DEVELOPMENT
- 3.1 This approval is for a development to be undertaken in two (2) stages, namely:
- 3.1.1 Cocktail room and hotel room (Stage One); and
- 3.1.2 Beer garden, storeroom, bar and grill and carpark (Stage Two).
- in accordance with the approved Site Plan (refer to condition 2.1).
- 3.2 Stage One must be completed prior to the commencement of use for Stage Two.
- 3.3 Unless otherwise expressly stated, the conditions must be read as being applicable only to the particular stages(s) being developed.
- 4.0 PLUMBING AND DRAINAGE WORKS
- 4.1 A Development Permit for Plumbing and Drainage Works must be obtained for both Stages One and Two. This also applies to the removal and/or demolition of any existing dwelling structure on the development site.
- 4.2 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 2002* and Council's Plumbing and Drainage Policies.
- 4.3 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.
- 5.0 ROOF AND ALLOTMENT DRAINAGE WORKS
- 5.1 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.
- 6.0 SITE WORKS
- 6.1 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to surrounding land or infrastructure.
- 7.0 BUILDING WORKS
- 7.1 A Development Permit for Building Works must be obtained for the proposed extensions on the development site for both Stages One and Two.
- 8.0 LANDSCAPING
- 8.1 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 are locally native to the Central Queensland region due to their low water dependency.
- 8.2 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.
- 8.3 The landscaped areas must be subject to:
- 8.3.1 a watering and maintenance plan during the establishment moment; and
- 8.3.2 an ongoing maintenance and replanting programme.

9.0 ENVIRONMENTAL HEALTH

- 9.1 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to 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"*.
- 9.2 Noise emitted from the activity must not cause an environmental nuisance.
- 9.3 Operations on the site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, noise or dust.
- 9.4 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 2008*.

10.0 ASSET MANAGEMENT

- 10.1 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.
- 10.2 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.
- 10.3 '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)*.

11.0 OPERATING PROCEDURES

- 11.1 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 Denham Street, West Street.

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 and 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. 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 5. Infrastructure Charges Notice

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

PART B: STAGE ONE12.0 ADMINISTRATION

12.1 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:

12.1.1 Plumbing and Drainage Works; and

12.1.2 Building Works.

PART C: STAGE TWO13.0 ADMINISTRATION

13.1 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:

13.1.1 Operational Works:

(i) Access and Parking Works;

(ii) Stormwater Works;

(iii) Site Works;

13.1.2 Plumbing and Drainage Works; and

13.1.3 Building Works.

14.0 ACCESS AND PARKING WORKS

14.1 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.

14.2 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*, and *Australian Standard AS2890 "Parking facilities"* and the provisions of a Development Permit for Operational Works (access and parking works).

14.3 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).

- 14.4 The existing access from Denham Street to the development must be upgraded to a commercial access standard to comply with the requirements of the *Capricorn Municipal Development Guidelines*.
- 14.5 Service and delivery vehicles including for the purpose of refuse collection, are not permitted to enter the site.
- 14.6 Any redundant vehicular crossovers must be replaced by Council standard kerb and channel.
- 14.7 All vehicles must ingress and egress the development in a forward gear.
- 14.8 The access driveway to the site's proposed carpark on Denham Street must be confined within the extent of the development site's boundaries.
- 14.9 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"*.
- 14.10 A minimum of 11 parking spaces must be provided on-site.
- 14.11 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"*.
- 14.12 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).
- 14.13 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"*.
- 14.14 All vehicle operation areas must be illuminated in accordance with the requirements of *Australian Standard AS1158 "Lighting for roads and public spaces"*.
- 14.15 All internal pedestrian pathways must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.
- 15.0 SEWERAGE WORKS
- 15.1 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*, and *Plumbing and Drainage Act 2002*.
- 15.2 The development must be connected to Council's reticulated sewerage network and the existing sewerage connection point(s) must be retained and upgraded, if necessary, to service the development.
- 15.3 Compliance with the Build Over Sewer Compliance Permit (Reference: 583-2017) is required, in particular:
- 15.3.1 The space around the subject access chamber must be constructed with all new walls/gates with a minimum offset of 1.2 metres from the centre of the access chamber.
- 15.3.2 Suitable ventilation must be provided with a minimum opening of 2.1 metres from the breezeway to the carpark.
- 15.3.3 The subject access chamber must have a gas tight sealed lid to ensure gases are not released into the covered area.
Note: In the event of a sewer surcharge or the access chamber lid becoming unsealed, please contact Fitzroy River Water (FRW) immediately to rectify.
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16.0 WATER WORKS

- 16.1 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*.
- 16.2 The development must be connected to Council's reticulated water network and the existing water connection point(s) must be retained and upgraded, if necessary, to service the development.
- 16.3 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.

17.0 STORMWATER WORKS

- 17.1 A Development Permit for Operational Works (stormwater works) must be obtained prior to the commencement of any stormwater works required by this development approval.
- 17.2 All stormwater 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*, and sound engineering practice and the provisions of a Development Permit for Operational Works (stormwater works).
- 17.3 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.
- 17.4 The development must not increase peak stormwater runoff for a selected range of storm events up to and including a one per cent (1%) Annual exceedance probability storm event, for the post-development conditions.
- 17.5 Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by engineering plans with details of any new drainage systems including retention systems, inlet and outlet structures, or the amendment and upgrading of existing drainage systems to implement the proposed drainage strategy. In particular please indicate the location of the detention tank as outlined in the Stormwater Management Plan.

18.0 ROOF AND ALLOTMENT DRAINAGE WORKS

- 18.1 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*, and sound engineering practice.

19.0 SITE WORKS

- 19.1 A Development Permit for Operational Works (site works) must be obtained prior to the commencement of any site works on the development site.
- 19.2 Any application for a Development Permit for Operational Works (site works) must be accompanied by an earthworks plan that clearly identifies the following:
- 19.2.1 the location of cut and/or fill;
 - 19.2.2 the type of fill to be used and the manner in which it is to be compacted;
 - 19.2.3 the quantum of fill to be deposited or removed and finished cut and/or fill levels;
 - 19.2.4 details of any proposed access routes that are intended to be used to transport fill to or from the development site; and
 - 19.2.5 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.
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- 19.3 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.
- 19.4 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).
- 19.5 Any retaining structures close to or crossing sewerage infrastructure must comply with *Queensland Development Code, Mandatory Part 1.4 "Building over or near relevant infrastructure."* The structure must be self-supporting and no additional load must be applied to Council's sewerage infrastructure.

20.0 BUILDING WORKS

- 20.1 The proposed building must be designed to suit the Building Over/Adjacent to Local Government Sewerage Infrastructure Permit (Reference: 583-2017) conditions/plans.
- 20.2 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:
- 20.2.1 designed and located so as not to cause a nuisance to neighbouring properties;
 - 20.2.2 surrounded by at least a 1.8 metre high screen fence that obstructs from view the contents of the waste storage area by any member of the public from any public place;
 - 20.2.3 of a sufficient size to accommodate commercial type bins that will be serviced by a commercial contractor as Kerbside collection. No Waste Service Vehicles are permitted entry into the site.
 - 20.2.4 setback a minimum of two (2) metres from any road frontage; and
 - 20.2.5 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 2002*.

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.

21.0 ENVIRONMENTAL HEALTH

- 21.1 All recommendations included in the Noise Impact Assessment (refer to condition 2.1) are to be implemented prior to the commencement of use of Stage Two and maintained thereafter.

In lieu of glass louvres, a core filled block wall with a minimum depth of 110 millimetres may be constructed abutting the northern boundary, in accordance with the 'Floor Plan & Elevations' (refer to Condition 2.1) such that the noise criteria stipulated in the 'Noise Impact Assessment' (refer to Condition 2.1) at a minimum, is achieved.

Note: Any air-conditioning units proposed for the beer garden area (including the storeroom, bar and grill areas) must be located, installed and maintained at all times, so as not to cause a nuisance.

Recommendation of the Planning and Regulatory Committee, 2 October 2018
9.2.5 D/85-2018 - DEVELOPMENT APPLICATION FOR OPERATIONAL WORKS FOR AN ADVERTISING DEVICE (ROOF SIGN)

File No: D/85-2018

Attachments:

1. Locality Plan
2. Site Plan
3. Elevation Plan

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

Author: Brandon Diplock - Planning Officer

SUMMARY

Development Application Number: D/85-2018

Applicant: Apex Digital Billboards C/- Ethos Urban

Real Property Address: Lot 1 on RP604875, Parish of Rockhampton

Common Property Address: 190 Bolsover Street, Rockhampton City

Area of Site: 1,012 square metres

Planning Scheme: Rockhampton Region Planning Scheme 2015

Planning Scheme Zone: Principal Centre Zone (Core Precinct)

Planning Scheme Overlays: Not Applicable

Existing Development: Commercial

Existing Approvals: Not Applicable

Approval Sought: Development Permit for Operational Works for an Advertising Device (Roof Sign)

Level of Assessment: Code Assessable

Infrastructure Charges Area: Charge Area 1

Application Progress:

<i>Application Lodged:</i>	6 August 2018
<i>Request for Further Information sent:</i>	13 August 2018
<i>Request for Further Information responded to:</i>	16 August 2018
<i>Last receipt of information from applicant:</i>	16 August 2018
<i>Statutory due determination date:</i>	5 October 2018

COMMITTEE RECOMMENDATION

THAT officers negotiate with the applicant to seek a more sympathetic design in keeping with the surrounding environment.

Recommendation of the Planning and Regulatory Committee, 2 October 2018**9.2.6 DECISIONS UNDER DELEGATION - AUGUST 2018**

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

SUMMARY

This report outlines the properly made development applications received in August 2018 and whether they will be decided under delegation or decided by Council.

COMMITTEE RECOMMENDATION

THAT this report into the applications lodged in August 2018 be received.

Recommendation of the Planning and Regulatory Committee, 2 October 2018**9.2.7 D/36-2018 - NEGOTIATED DECISION NOTICE FOR DEVELOPMENT PERMIT FOR A MATERIAL CHANGE OF USE FOR A SHOWROOM AND OPERATIONAL WORKS FOR AN ADVERTISING DEVICE (PYLON SIGN)**

File No: D/36-2018

Attachments:

1. Locality Plan
2. Site Plan
3. Elevation Plan

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

Author: Bevan Koelmeyer - Planning Officer

SUMMARY

Development Application Number: D/36-2018

Applicant: ARB Corporation Ltd

Real Property Address: Lots 4, 5 and 6 on RP853443 and Lot 2 on RP602840, Parish of Rockhampton

Common Property Address: 123 Gladstone Road and 46 John Street, Allenstown

Area of Site: 4,190 square metres

Planning Scheme: Rockhampton Region Planning Scheme 2015

Planning Scheme Zone: Specialised Centre Zone

Planning Scheme Overlays: Flood Hazard (Fitzroy River Flood – Medium and Low)

Existing Development: Office and Workshop

Approval Sought: Negotiated Decision Notice for Development Permit D/36-2018 for a Material Change of Use for a Showroom and Operational Works for an Advertising Device (Pylon Sign)

Level of Assessment: Code Assessable

Referral Agency(s): Department of State Development, Manufacturing, Infrastructure and Planning

Infrastructure Charges Area: Charge Area 1

COMMITTEE RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the application for a request for a Negotiated Decision Notice for Development Permit D/36-2018 for a Material Change of Use for a Showroom and Operational Works for an Advertising Device (Pylon Sign), made by ARB Corporation Ltd,

located at 123 Gladstone Road and 46 John Street, Allenstown on Lots 4, 5 and 6 on RP853443 and Lot 2 on RP602840, Parish of Rockhampton - Council resolves that:

1. Condition 17.5 be amended by replacing:

The hours of operations for the development site must be limited to:

- (i) 0800 hours to 1730 hours on Monday to Friday, and
- (ii) 0800 hours to 1200 hours on Saturday,

with no operations on Sundays or Public Holidays.

With

The hours of operations for the development site must be limited to:

- i. 0700 hours to 1800 hours on Monday to Friday, and
- ii. 0700 hours to 1400 hours on Saturday,

with no operations on Sundays or Public Holidays.

2. Conditions 3.14 and 6.8 be deleted.

3. The Infrastructure Charges be amended by replacing:

Column 1 Use Schedule		Column 2 Charge Area	Column 3 Adopted Infrastructure Charge		Column 4 Adopted Infrastructure Charge for stormwater network		Calculated Charge
			(\$)	Unit	(\$)	Unit	
Commercial (Bulk Goods)	All uses as per AICN 4/14 Table 2.2.1	Area 1	119	per m ² of GFA			\$265,370.00
					8.50	per m ² of impervious area	\$34,161.50
			Total				\$299,531.50
			Less credit				\$84,000.00
			TOTAL CHARGE				\$215,531.50

This is based on the following calculations:

- a) A charge of \$265,370.00 for Gross Floor Area for a Showroom being 2,230 square metres;
- b) A charge of \$34,161.50 for Impervious Area being 4,019 square metres (roof area, hardstand areas, access and parking areas); and
- c) An Infrastructure Credit of \$84,000.00, made up as follows:
 - (i) \$84,000.00 - Infrastructure Credit applicable for the existing four (4) allotments;

Therefore, a total charge of \$215,531.50 is payable and will be reflected in an Infrastructure Charges Notice for the development.

With		Column 2 Charge Area	Column 3 Adopted Infrastructure Charge		Calculated Charge
Column 1 Use Schedule			(\$)	Unit	
Commercial (Bulk Goods)	All uses as per AICN 4/14 Table 2.2.1	Charge Area 1	119	per m ² of GFA	\$72,590.00
Industry	All other uses as per AICN 4/14 Table 2.2.1	Charge Area 1	42.50	per m ² of GFA	\$68,850.00
+ \$8.50 per m ² of impervious area					\$34,161.50
Total					\$175,601.50
Less credit					\$84,000.00
TOTAL CHARGE					\$91,601.50

This is based on the following calculations:

- a) A charge of \$141,440.00 for Gross Floor Area made up as follows:
 - (i) 610 square metres (showroom and staff areas);
 - (ii) 1620 square metres (warehouse and fitment centre); and
- b) A charge of \$34,161.50 for Impervious Area being 4,019 square metres (roof area, hardstand areas, access, and parking areas); and
- c) An Infrastructure Credit of \$84,000.00 is applicable for the existing four (4) allotments.

Therefore, a total charge of \$91,601.50 is payable and will be reflected in the Negotiated Infrastructure Charges Notice for the development.

RECOMMENDATION B

That in relation to the application for a request for a Negotiated Decision Notice for Development Permit D/36-2018 for a Material Change of Use for a Showroom and Operational Works for an Advertising Device (Pylon Sign), made by ARB Corporation Ltd, located at 123 Gladstone Road and 46 John Street, Allenstown on Lots 4, 5 and 6 on RP853443 and Lot 2 on RP602840, Parish of Rockhampton - Council resolves to Approve the application subject to the following conditions:

Part A - Material Change Of Use for a Showroom

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 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) Access and Parking Works;
- (ii) Sewerage Works;
- (iii) Stormwater Works;
- (iv) Roof and Allotment Drainage;
- 1.5.2 Plumbing and Drainage Works; and
- 1.5.3 Building Works:
1. Demolition Works; and
2. Building Works.
- 1.6 All Development Permits for Operational Works and Plumbing and Drainage Works must be obtained prior to the issue of a Development Permit for Building Works.
- 1.7 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.8 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant Australian Standards and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.9 Lots 4, 5 and 6 on RP853443 and Lot 2 on RP602840 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>Drawing/report title</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference number</u>	<u>Version/issue</u>
Proposed Site Layout	Tony Cosentino Architect	29 June 2018	TP02-A	-
Proposed Elevations	Tony Cosentino Architect	17 March 2018	TP03	-
Existing Site Plan & Demolition Plan	Tony Cosentino Architect	17 March 2017	TP01-1	-
Preliminary Sewerage	McMurtrie	22 August	062-17-	C

<u>Drawing/report title</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference number</u>	<u>Version/issue</u>
Reticulation and Stormwater Quality	Consulting Engineers	2018	18-P-0004	

- 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/Building Works.
- 3.0 ACCESS AND PARKING WORKS
- 3.1 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.
- 3.2 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).
- 3.3 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).
- 3.4 The existing access to the development from John Street must be closed.
- 3.5 A new access to the development must be provided from John Street as per the approved drawings.
- 3.6 Any redundant vehicular crossovers must be replaced by Council standard kerb and channel.
- 3.7 All vehicles must ingress and egress the development in a forward gear.
- 3.8 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"*.
- 3.9 A minimum of thirty (30) parking spaces must be provided on-site.
- 3.10 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"*.
- 3.11 Parking spaces must be line-marked in accordance with the approved plans (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).
- 3.12 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"*.
- 3.13 Road signage and pavement markings must be installed in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"*.
- 3.14 All internal pedestrian pathways must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.

4.0 SEWERAGE WORKS

- 4.1 A Development Permit for Operational Works (sewerage works) must be obtained prior to the commencement of any sewerage works on the development site.
- 4.2 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 2002* and the provisions of a Development Permit for Operational Works (sewerage works).
- 4.3 The development must be connected to Council's reticulated sewerage network.
- 4.4 Sewerage works must be carried out generally in accordance with McMurtrie Consulting Engineers Drawing 062-17-18-P-0004 Revision B dated 29 June 2018.
- 4.5 The finished sewerage access chamber or lamphole 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.
- 4.6 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.
- 4.7 All works must be undertaken in accordance with *Queensland Development Code, Mandatory Part 1.4 "Building over or near relevant infrastructure."*
- 4.8 The development must comply with Council's Building Over/Adjacent to Local Government Sewerage Infrastructure Policy. Any permit associated with the Building Over/Adjacent to Local Government Sewerage Infrastructure Policy must be obtained prior to the issue of a Development Permit for Building Works.

5.0 WATER WORKS

- 5.1 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*
- 5.2 The development must be connected to Council's reticulated water network.
- 5.3 The existing water connection point fronting Gladstone Road must be retained and upgraded, if necessary, to service the development.
- 5.4 The existing water connection for Lot 2 on RP602840 must be disconnected.
- 5.5 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.

6.0 PLUMBING AND DRAINAGE WORKS

- 6.1 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.
- 6.2 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 2002*, Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.
- 6.3 The development must be connected to Council's reticulated sewerage and water networks.
- 6.4 Sewer connections and 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.
- 6.5 Alteration or relocation of internal sanitary drainage works associated with the existing building must be in accordance with regulated work under the *Plumbing and Drainage Act 2002*.

- 6.6 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 2002* and Council's Plumbing and Drainage Policies.
- 6.7 All sanitary drainage works must comply with *Australian Plumbing and Drainage Standard AS3500* Part 2 section 3 and 4 for flood affected areas.
- 7.0 STORMWATER WORKS
- 7.1 A Development Permit for Operational Works (stormwater works) must be obtained prior to the commencement of any stormwater works required by this development approval.
- 7.2 All stormwater 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 (stormwater works).
- 7.3 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.
- 7.4 The development must not increase peak stormwater runoff for a selected range of storm events up to and including a one per cent (1%) Annual exceedance probability storm event, for the post-development conditions.
- 7.5 Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by engineering plans with details of any new drainage systems including retention systems, inlet and outlet structures, or the amendment and upgrading of existing drainage systems to implement the proposed drainage strategy.
- 8.0 ROOF AND ALLOTMENT DRAINAGE WORKS
- 8.1 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.
- 8.2 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).
- 8.3 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.
- 8.4 The development must not increase peak stormwater runoff for a selected range of storm events up to and including a one per cent (1%) Annual exceedance probability storm event, for the post-development conditions.
- 9.0 SITE WORKS
- 9.1 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.
- 9.2 Any application for a Development Permit for Operational Works must be accompanied by a preliminary site investigation into acid sulfate soils. If preliminary testing indicates that acid sulfate soils are present in the areas to be excavated or filled, a more detailed acid sulfate soil investigation must be completed, and an appropriate management plan submitted to Council as part of any application for a Development Permit for Operational Works (site works). The detailed investigation
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and associated management plan must be carried out in accordance with the *Queensland Acid Sulfate Soil Technical Manual* and *State Planning Policy 2017*.

- 9.3 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.
- 9.4 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).
- 9.5 Retaining structures close to or crossing sewerage infrastructure must comply with *Queensland Development Code, Mandatory Part 1.4 "Building over or near relevant infrastructure."* The structure must be self-supporting and no additional load must be applied to Council's sewerage infrastructure.
- 9.6 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.

10.0 BUILDING WORKS

- 10.1 A Development Permit for Building Works must be obtained for the removal and/or demolition of any existing structures on the development site.
- 10.2 All external elements, such as air conditioners and associated equipment, must be adequately screened from public view, to Council's satisfaction.

11.0 LANDSCAPING WORKS

- 11.1 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 are locally native to the Central Queensland region due to their low water dependency.
- 11.2 The landscaped areas must be subject to:
- 11.2.1 a watering and maintenance plan during the establishment moment; and
 - 11.2.2 an ongoing maintenance and replanting programme.

12.0 ELECTRICITY

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

13.0 TELECOMMUNICATIONS

- 13.1 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.

14.0 ASSET MANAGEMENT

- 14.1 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.
- 14.2 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.

14.3 '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)*.

15.0 ENVIRONMENTAL

15.1 Any application for a Development Permit for Operational Works must be accompanied by an Erosion and Sediment Control Plan that addresses, but is not limited to, the following:

- (i) objectives;
- (ii) site location and topography;
- (iii) vegetation;
- (iv) site drainage;
- (v) soils;
- (vi) erosion susceptibility;
- (vii) erosion risk;
- (viii) concept;
- (ix) design; and
- (x) implementation,

for the construction and post-construction phases of work.

15.2 The Erosion Control and Stormwater Control Management Plan prepared by a Registered Professional Engineer of Queensland in accordance with the *Capricorn Municipal Design Guidelines*, must be implemented, monitored and maintained for the duration of the development works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped). The plan must be available on-site for inspection by Council Officers whilst all works are being carried out.

16.0 ENVIRONMENTAL HEALTH

16.1 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to 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"*.

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

16.3 Operations on the site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, noise, odour or dust.

16.4 No contaminants are permitted to be released to land or water, including soil, silt, oils, detergents, etcetera. Any wash-down areas used for the maintenance or cleaning of equipment (including vehicles) must be appropriately bunded and drained to the sewer network in accordance with a trade waste permit.

17.0 OPERATING PROCEDURES

17.1 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 John Street.

17.2 All waste storage areas must be:

- 17.2.1 kept in a clean and tidy condition; and

- 17.2.2 maintained in accordance with *Environmental Protection Regulation 2008*.
- 17.3 No panel beating, spray-painting or any body works must be carried out on-site.
- 17.4 No washing of plant equipment and vehicles is permitted on the development site unless an approved washdown bay is built to prevent contamination of land and the stormwater system.
- 17.5 The hours of operations for the development site must be limited to:
- (i) 0700 hours to 1800 hours on Monday to Friday, and
 - (ii) 0700 hours to 1400 hours on Saturday,
- with no operations on Sundays or Public Holidays.

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 and 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 a Negotiated Infrastructure Charges Notice.

Part B – Operational Works for an Advertising Device (Pylon Sign)**18.0 ADMINISTRATION**

- 18.1 The approved signage must be completed and maintained generally in accordance with the approved drawings and documents, except where amended by the conditions of this permit.

<u>Drawing/report title</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference number</u>	<u>Version/issue</u>
Proposed Site Layout	Tony Cosentino Architect	29 June 2018	TP02-A	-
External Signage 8m Pylon	-	-	-	-
External Signage ARB Illuminated Logo	-	-	-	-
Grey ACM Clad Shoebox Style Illuminated Box for 8m Pylon	-	-	-	-

- 18.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.
- 18.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for endorsement by Council prior to the submission of a Development Application for Building Works.
- 18.4 The Developer is responsible for ensuring compliance with this approval and the Conditions of the approval by an employee, agent, contractor or invitee of the Developer.
- 18.5 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 of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 18.6 All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- 18.7 The following further development permits are required prior to the commencement of any works on the site:
- 18.7.1 Building Works.
- 18.8 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.
- 19.0 ILLUMINANCE AND LUMINANCE**
- 19.1 Luminance levels of the Advertising Device(s) must not exceed the applicable levels listed in Table 1 below.

Table 1: Luminance levels Advertising Device

			All Colours		Bailey's Sign Nit Setting	
Ambient Condition Description	Dimming Level	Advertising Device Illuminance Vertical Component (lx)	Screen Luminance (Cd/m ²) Max	Screen Luminance (Cd/m ²) Min	Max (nit)	Min (nit)
Sunny Day	5	40,000	6,300	2,800	6,000	2,800
Cloudy Day	4	4,000	1,100	500	1,100	500
Twilight	3	400	480	260	480	260
Dusk	2	40	380	120	380	120
Night	1	< 4	340	80	270	80

Note: Illuminance refers to the intensity of light falling at a given place on a lighted surface when measured by a lux meter and expressed as luminous flux per unit area (otherwise known as lux (lx)). Luminance refers to the intensity of light per unit area of its source when measured by a luminance meter and expressed as candela per square metre (cd/m²). It is often used to describe the perceived brightness of a light source.

20.0 ADVERTISING DEVICE CONSTRUCTION

- 20.1 All Construction work and other associated activities are permitted only between 0700 hours and 1800 hours Monday to Saturday. No work is permitted on Sundays or public holidays. All requirements of the *Environmental Protection Act 1994* and *Environmental Protection Regulations 2008* must be observed at all times.
- 20.2 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site.
- 20.3 The Advertising Device must be designed and certified by a Registered Professional Engineer of Queensland and constructed in accordance with the requirements of the *Queensland Development Code* and the *Building Code of Australia*.
- 20.4 All electrical services and systems must comply with 'Australian and New Zealand Standard AS/NZS 3000:2007 - Electrical Installations'.
- 20.5 Any damage to, or alterations necessary, to electricity, telephone, water mains, sewerage mains, stormwater drains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken immediately at full cost to the Developer.

21.0 ADVERTISING DEVICE SPECIFICATIONS

- 21.1 Content displayed on the advertising device(s) must not incorporate video or animated images.

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

- 21.2 The advertising device(s) must not be capable of playing audio nor synchronised with any outdoor sound system utilised for advertising purposes.

22.0 OPERATING PROCEDURE

- 22.1 All text and images displayed on the Pylon Sign must be static, not imitate a traffic control device or include traffic instructions (for example 'stop'), and not involve moving parts or flashing lights.

- 22.2 All signage must only display or advertise a matter associated with the primary purpose for which the premises are used, or the purpose stated in this approval.
- 22.3 All signage must be maintained by the premises owner, to a standard that ensures public safety and does not adversely impact the visual amenity.
- 22.4 Any lighting devices associated with the signage, such as sensory lighting, must be positioned on the site and shielded so as not to cause glare or other nuisance to nearby residents or motorists. Night lighting must be designed, constructed and operated in accordance with '*Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting*'.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage Act, 2003

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

NOTE 2. General Safety of Public During Construction

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

RECOMMENDATION C

That in relation to the application for a request for a Negotiated Decision Notice for Development Permit D/36-2018 for a Material Change of Use for a Showroom and Operational Works for an Advertising Device (Pylon Sign), made by ARB Corporation Ltd, located at 123 Gladstone Road and 46 John Street, Allenstown on Lots 4, 5 and 6 on RP853443 and Lot 2 on RP602840, Parish of Rockhampton - Council resolves to issue a Negotiated Infrastructure Charges Notice for the amount of \$91,601.50.

COMMITTEE RECOMMENDATION

THAT the authority to issue Infrastructure Charges that recognise different uses on the same site be delegated to the Chief Executive Officer.

Recommendation of the Planning and Regulatory Committee, 2 October 2018
9.2.8 D/63-2018 - DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR AN EXTRACTIVE INDUSTRY

File No: D/63-2018

Attachments:

1. Locality Plan
2. Site Plan

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

Author: Brandon Diplock - Planning Officer

SUMMARY

Development Application Number: D/63-2018

Applicant: John McEvoy

Real Property Address: Lot 722 on LN1520, Parish of Bouldercombe

Common Property Address: 248 Kabra Road, Kabra

Area of Site: 550 hectares (approximately)

Planning Scheme: Rockhampton Region Planning Scheme 2015

Planning Scheme Zone: Rural Zone

Planning Scheme Overlays: Biodiversity Areas – MLES general, MSES, Waterways;
Bushfire Hazard – Buffer, Medium, High, Very High;
Steep Land – 15%-25%+;
Transport Noise Corridor – Category 1-4.

Existing Development: Rural Land

Existing Approvals: Not Applicable

Approval Sought: Development Permit for a Material Change of Use for an Extractive Industry

Level of Assessment: Impact Assessable

Submissions: One

Referral Agency(s): Department of State Development, Manufacturing, Infrastructure and Planning

Infrastructure Charges Area: Charge Area 3

Application Progress:

<i>Application Lodged:</i>	19 June 2018
<i>Acknowledgment Notice issued:</i>	28 June 2018
<i>Request for Further Information sent:</i>	9 July 2018

<i>Request for Further Information responded to:</i>	<i>31 July 2018</i>
<i>Submission period commenced:</i>	<i>3 August 2018</i>
<i>Submission period end:</i>	<i>23 August 2018</i>
<i>Government Agency Response:</i>	<i>24 July 2018</i>
<i>Last receipt of information from applicant:</i>	<i>24 August 2018</i>
<i>Statutory due determination date:</i>	<i>4 October 2018</i>

COMMITTEE RECOMMENDATION

THAT in relation to the application for a Development Permit for a Material Change of Use for an Extractive Industry, made by John McEvoy, on land located at 248 Kabra Road, Kabra, described as Lot 722 on LN1520, Parish of Bouldercombe, 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) Stormwater Works;
 - (iv) Allotment Drainage Works; and
 - (v) Site Works.
- 1.6 All Development Permits for Operational Works must be obtained and completed prior to the commencement of the use.
- 1.7 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.

- 1.8 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.

2.0 APPROVED PLANS AND DOCUMENTS

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

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Location Plan	SK-001 Rev 1	21 June 2018
Proposed Site Plan	SK-003 Rev 2	21 June 2018
Technical Memorandum	0861718	8 May 2018
Environmental Report – EA Application	-	1 June 2018

Note: Stormwater Management Plan (Report no: 086-17-18, dated 08/05/2018) has not been approved. An updated SMP is required at Operational Works stage.

- 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 commencement of the use.

3.0 ROAD WORKS

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

- 3.2 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).

- 3.3 Right-in traffic movements from Moonmera Road to the development site must be via suitably designed Basic Right turn treatment (BAR) for the intended design vehicle (truck and dog combination).

Note: Sufficient pavement width is to be provided for the through traffic to pass a vehicle (truck and dog combination) waiting to turn right.

- 3.4 Any application for a Development Permit for Operational Works (road works) must be accompanied by an intersection analysis for Moonmera Road / Poison Creek Road, prepared and certified by a Registered Professional Engineer of Queensland that as a minimum includes:

- 3.4.1 detailed and scaled plans which demonstrate the turning movements / swept paths of the design vehicle (truck and dog combination) at the intersection;
- 3.4.2 demonstrate whether left turn and right turn into and out of the intersection can be accommodated safely without impacting on the safety and efficiency of the intersection; and
- 3.4.3 recommendation of mitigation measures to ensure no adverse impact on the safety and efficiency of the intersection.

3.5 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*.

4.0 ACCESS AND PARKING WORKS

4.1 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.

4.2 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).

4.3 All driveway accesses within the road reserve must be concrete paved or sealed.

4.4 All car parking, internal access, storage and vehicle manoeuvring areas must be constructed of Type 2 Unbound material, Subtype 2.5, with minimum California Bearing Ratio (soaked) of 15. All surface must be constructed, operated and maintained in a manner that no significant impact on the amenity of adjoining premises or the surrounding area is caused due to the emission of dust or results in sediment laden water.

4.5 Where Council receive dust complaints, Council will conduct nuisance monitoring, to investigate any genuine complaint of nuisance caused by dust.

Note: If the complaints are genuine and should it be demonstrated that surface treatment is not effectively controlling the dust generation; the entire driveway including parking spaces and vehicle manoeuvring areas must be paved or sealed to the satisfaction of Council.

4.6 A minimum of two (2) parking spaces must be provided on-site for passenger vehicles (B85 and B99).

4.7 All vehicles must ingress and egress the development in a forward gear.

4.8 Road signage and pavement markings must be installed in accordance with *Australian Standard AS1742.1 “Manual of uniform traffic control devices”*.

5.0 PLUMBING AND DRAINAGE WORKS

5.1 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, Plumbing and Drainage Act* and Council's Plumbing and Drainage Policies.

5.2 If required, on-site water supply for domestic and fire fighting purposes must be provided and may include the provision of a bore, dams, water storage tanks or a combination of each. The water storage must be easily accessible having regard to pedestrian and vehicular access.

5.3 If required, on-site sewerage treatment and disposal must be provided in accordance with the *Queensland Plumbing and Wastewater Code* and Council's Plumbing and Drainage Policies.

6.0 STORMWATER WORKS

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

6.2 All stormwater 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 (stormwater works).

-
- 6.3 All stormwater must drain to a 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.
- 6.4 Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by an updated Stormwater Management Plan, prepared and certified by a Registered Professional Engineer of Queensland that as a minimum includes:
- 6.4.1 an assessment of the peak discharges for all rainfall events up to and including a one per cent (1%) Annual exceedance probability storm event, for the pre-development and post-development scenarios;
 - 6.4.2 demonstration of how major design storm flows are conveyed through the subject development to a lawful point of discharge in accordance with the *Queensland Urban Drainage Manual* and the *Capricorn Municipal Development Guidelines*;
 - 6.4.3 the detail design of the channel; and
 - 6.4.4 the detail design of the Sedimentation Basin at a minimum includes:
 - 6.4.4.1 design flow;
 - 6.4.4.2 size of treatment;
 - 6.4.4.3 type of basin;
 - 6.4.4.4 size and dimension of basin;
 - 6.4.4.5 design inflow and outflow (low /high flow) systems;
 - 6.4.4.6 vegetation specification;
 - 6.4.4.7 maintenance access and plan;
 - 6.4.4.8 sediment disposal method;
 - 6.4.4.9 rehabilitation process for the basin area;
 - 6.4.4.10 basin's operational procedures; and
 - 6.4.4.11 the demonstration of how the flow (major and minor) characteristics from sedimentation basin will be similar to pre-development scenarios for all rainfall events up to and including a one per cent (1%) Annual exceedance probability storm event.
- 7.0 ALLOTMENT DRAINAGE WORKS
- 7.1 A Development Permit for Operational Works (allotment drainage works) must be obtained prior to the commencement of any drainage works on the development site.
- 7.2 All 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 (allotment drainage works).
- 7.3 All 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.
- 7.4 The development must not increase peak stormwater runoff for a selected range of storm events up to and including a one per cent (1%) Annual exceedance probability storm event, for the post-development conditions.
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8.0 SITE WORKS

- 8.1 A Development Permit for Operational Works (site works) must be obtained prior to the commencement of any site works on the development site.
- 8.2 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.
- 8.3 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.

9.0 ASSET MANAGEMENT

- 9.1 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.
- 9.2 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.

10.0 ENVIRONMENTAL

- 10.1 Any application for a Development Permit for Operational Works must be accompanied by an Erosion and Sediment Control Plan which addresses, but is not limited to, the following:
- (i) objectives;
 - (ii) site location / topography;
 - (iii) vegetation;
 - (iv) site drainage;
 - (v) soils;
 - (vi) erosion susceptibility;
 - (vii) erosion risk;
 - (viii) concept;
 - (ix) design; and
 - (x) implementation, for the construction and post construction phases of work.
- 10.2 The Erosion Control and Stormwater Control Management Plan which is to be prepared by a Registered Professional Engineer of Queensland in accordance with the *Capricorn Municipal Design Guidelines*, must be:
- 10.2.1 implemented, monitored and maintained for the duration of the works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped); and
 - 10.2.2 available on-site for inspection by Council Officers whilst all works are being carried out.

11.0 ENVIRONMENTAL HEALTH

- 11.1 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to 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"*.
-

- 11.2 Noise emitted from the activity must not cause an environmental nuisance.
- 11.3 Operations on the site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, noise, odour or dust.
- 11.4 Odour and visible contaminants, including but not limited to dust, fume, smoke, aerosols, overspray or particulates, must not be released to the environment in a manner that will or may cause environmental nuisance or harm unless such release is authorised by Council.
- 11.5 No contaminants are permitted to be released to land or water, including soil, silt, oils, detergents, etcetera. Any wash-down areas used for the maintenance or cleaning of equipment (including vehicles) must be appropriately bunded and drained to a holding tank and evaporated.
- 11.6 When requested by Council, nuisance monitoring must be undertaken and recorded within three (3) months, to investigate any genuine complaint of nuisance caused by noise, light or dust. An analysis of the monitoring data and a report, including nuisance mitigation measures, must be provided to Council within fourteen (14) days of the completion of the investigation.
- 11.7 All fuel dispensing areas must be drained to a holding tank. Contaminants within the holding tank must be removed and disposed of as regulated waste (for example, fuel, oil). Clean water can then be deposited to the stormwater system.
- 12.0 OPERATING PROCEDURES
- 12.1 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 Moonmera Road and Poison Creek Road.
- 12.2 The hours of operations for the development site must be limited to:
- (i) 0600 hours to 1800 hours on Monday to Saturday,
with no operations on Sundays or Public Holidays.
- 12.3 The proposed operations must not extract more than 20,000 tonne of material per annum.
- 12.4 Where un-sealed surface treatments are utilised in access, parking and vehicle manoeuvring areas, contaminants such as oils or chemicals must not be released onto the surface treatment.
- 12.5 All waste storage areas must be:
- 12.5.1 kept in a clean and tidy condition; and
- 12.5.2 maintained in accordance with *Environmental Protection Regulation 2008*.
- 12.6 Vehicle (Body Truck / Truck and dog combination) movements for deliveries are limited to a maximum of two (2) trips per day.
- Note: One (1) trip equals arriving to and departing the development site or vice versa.
- 12.7 No washing of plant equipment and vehicles is permitted on the development site unless an approved washdown bay is built to prevent contamination of land and the stormwater system.
- 12.8 Cleaning of plant equipment and vehicles must be carried out in an area where wastewater can be suitably managed so as not to cause contaminants to release into waterways or overland flow paths.

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 and Partnerships website www.datsip.qld.gov.au.

NOTE 2. General Environmental Duty

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

NOTE 3. Duty to Notify of Environmental Harm

If a person becomes aware that serious or material environmental harm is caused or threatened the by an activity or an associated activity, that person has a duty to notify Rockhampton Regional Council.

NOTE 4. 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 5. Infrastructure Charges Notice

Council has resolved not to issue an Infrastructure Charges Notice for this development. Based on an assessment of the use and the infrastructure demand it is likely to generate, Council has determined that a nil charge be applied.

RECOMMENDATION B

That in relation to the application for a Development Permit for a Material Change of Use for an Extractive Industry, made by John McEvoy, on land located at 248 Kabra Road, Kabra, described as Lot 722 on LN1520, Parish of Bouldercombe, Council resolves not to issue an Infrastructure Charges Notice.

Recommendation of the Planning and Regulatory Committee, 2 October 2018

9.2.9 ENFORCEMENT PROCEEDINGS FOR DEVELOPMENT OFFENCES**File No:** 4842**Attachments:**

1. OPW Approval
2. Aerial 2010
3. Aerial 2013
4. Aerial 2016
5. Ground level Comparison
6. Further Fill Introduced

Authorising Officer: Philip Harrison - Coordinator Building Plumbing and Compliance
Steven Gatt - Manager Planning and Regulatory Services
Colleen Worthy - General Manager Community Services**Author:** Steven Hill - Development Compliance Officer

SUMMARY

This report summarises the continued failure to comply with a Development approval regarding illegal filling of the property.

COMMITTEE RECOMMENDATION

THAT Council adopt Option 2 as detailed in the report, with the matter to return to Council in 12 months.

Moved by: Councillor Smith**Seconded by:** Mayor Strelow**MOTION CARRIED**

Recommendation of the Planning and Regulatory Committee, 2 October 2018
9.2.10 D/71-2018 - DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A HOTEL (ANCILLARY CARPARK)

File No: D/71-2018

Attachments:

1. Locality Plan
2. Carpark Layout Plan
3. Stormwater Management Plan

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

Author: Jonathon Trevett-Lyall - Planning Officer

SUMMARY

Development Application Number: D/71-2018

Applicant: Maroon Holdings Pty Ltd

Real Property Address: Lot 1 on RP604056 and Lot 1 on RP858373, Parish of Gracemere

Common Property Address: 2-8 Old Capricorn Highway and 2 McLaughlin Street, Gracemere

Area of Site: 3,288 square metres

Planning Scheme: Rockhampton Region Planning Scheme 2015

Planning Scheme Zone: Low Impact Industry Zone
District Centre Zone

Planning Scheme Overlays: Nil

Existing Development: Dwelling House and Hotel

Existing Approvals: 3103333-2007 – Dwelling House
D/665-2012 – Hotel (extension)

Approval Sought: Development Permit for a Material Change of Use for a Hotel (Ancillary Carpark)

Level of Assessment: Impact Assessable

Submissions: One (1) not properly made submission

Referral Agency(s): Department of State Development, Manufacturing, Infrastructure and Planning

Infrastructure Charges Area: Charge Area 1

Application Progress:

<i>Application Lodged:</i>	29 June 2018
<i>Confirmation Notice issued:</i>	12 July 2018
<i>Request for Further Information sent:</i>	16 July 2018
<i>Request for Further Information responded to:</i>	31 July 2018
<i>Submission period commenced:</i>	2 August 2018

<i>Submission period end:</i>	<i>24 August 2018</i>
<i>Government Agency Response:</i>	<i>7 August 2018</i>
<i>Last receipt of information from applicant:</i>	<i>29 August 2018</i>
<i>Statutory due determination date:</i>	<i>11 October 2018</i>

COMMITTEE RECOMMENDATION

RECOMMENDATION A

THAT in relation to the application for a Development Permit for a Material Change of Use for a Hotel (Ancillary Carpark), made by Maroon Holdings Pty Ltd, on land located at 2-8 Old Capricorn Highway and 2 McLaughlin Street, Gracemere, described as Lot 1 on RP604056 and Lot 1 on RP858373, Parish of Gracemere, 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) Stormwater Works; and
 - (iv) Site Works.
- 1.6 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.7 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.

2.0 APPROVED PLANS AND DOCUMENTS

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

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Carpark Layout Plan	0941718-SK-001, Rev C	22 August 2018
Stormwater Management Plan	0941718-SK-002, Rev A	22 August 2018

Note: Stormwater Management Plan (Report no: 094-17-18, dated 22/08/2018, Rev B) has not been approved.

- 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 commencement of the use.

3.0 ROAD WORKS

- 3.1 A Development Permit for Operational Works (road works) must be obtained prior to the commencement of any road works required by this development approval.
- 3.2 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*, *Austrroads Guidelines* and the provisions of a Development Permit for Operational Works (road works).
- 3.3 Right-in traffic movements from the Old Capricorn Highway to the development site must be via suitably designed Basic Right turn treatment (BAR) for the intended design vehicle.

Note: Sufficient pavement width is to be provided for the through vehicle (Articulated Vehicle) to pass a vehicle waiting to turn right.

- 3.4 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*.

4.0 ACCESS AND PARKING WORKS

- 4.1 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.
- 4.2 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"*, SC6.12 Landscape design and street trees planning scheme policy of the *Rockhampton Region Planning Scheme 2015* and the provisions of a Development Permit for Operational Works (access and parking works).
- 4.3 All driveway accesses within the road reserve must be concrete paved.
- 4.4 All car parking, internal access and vehicle manoeuvring area must be concrete paved or asphalt sealed.
- 4.5 Any redundant vehicular crossovers must be replaced by Council standard kerb and channel.
- 4.6 All vehicles must ingress and egress the development in a forward gear.

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- 4.7 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).
- 4.8 The existing universal access parking spaces, located at the southern end of the on-street parking area adjacent to the Gracemere Hotel, must be upgraded to be in accordance with *Australian Standard AS2890.6 "Parking facilities - Off-street parking for people with disabilities"*.
- 4.9 All vehicle operation areas must be illuminated in accordance with the requirements of *Australian Standard AS1158 "Lighting for roads and public spaces"*.
- 4.10 All internal pedestrian pathways must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.
- 4.11 The developer must undertake a traffic count prior to applying for operational works for either roadworks or access and parking works.
- 5.0 PLUMBING AND DRAINAGE WORKS
- 5.1 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*, and *Plumbing and Drainage Act 2002*.
- 5.2 The existing sewerage connection point(s) for the existing dwelling must be relocated to ensure they are located outside of the proposed swales and detention basin.
- 5.3 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.
- 5.4 Sewer connection and water meter box located within trafficable areas must be raised or lowered to suit the finished surface levels and must be provided with heavy duty trafficable lids.
- 6.0 STORMWATER WORKS
- 6.1 A Development Permit for Operational Works (stormwater works) must be obtained prior to the commencement of any stormwater works required by this development approval.
- 6.2 Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by a detailed Stormwater Management Plan, prepared and certified by a Registered Professional Engineer of Queensland. The Stormwater Management Plan must clearly demonstrate that:
- 6.2.1 all content of the stormwater management plan is in accordance with the *Queensland Urban Drainage Manual, Capricorn Municipal Development Guidelines*, stormwater management design objectives in *State Planning Policy 2017*, and sound engineering practice;
- 6.2.2 the Stormwater discharge is to a lawful point of discharge in accordance with the *Queensland Urban Drainage Manual*;
- 6.2.3 the volume of detention is sufficient to attenuate the peak discharge from the development site to ensure non-worsening for a range of design rainfall events up to and including a one per cent (1%) Annual exceedance probability flood event, in accordance with the provisions of the *Queensland Urban Drainage Manual*;
- 6.2.4 the potential pollutants in stormwater discharged from the development site are managed in accordance with current water quality best industry practices and in accordance with *State Planning Policy 2017*;
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- 6.2.5 the stormwater management plan is accompanied by full calculations; including electronic modelling files from industry standard modelling software, (including both electronic model files and results files) and all details of the modelling assumptions to support both the proposed water quantity and quality management strategy; and
 - 6.2.6 it includes detailed engineering plans with details of any new drainage systems, or the amendment and upgrading of existing drainage systems to implement the proposed drainage strategy.
 - 6.3 All roof water from the existing dwelling house must be collected and drained to the proposed grass swale to be constructed along northern boundary.
 - 6.4 A grass swale must be constructed in the Armstrong Lane road reserve, parallel to the eastern boundary of the site, for the full frontage of the development site. The road reserve area between the grass swale and the eastern boundary of the site must be appropriately turfed.
 - 6.5 An appropriately designed rock pad must be provided at the outlet of the low flow outlet pipes to minimise the risk of erosion.
 - 6.6 The detention basin/bio basin as identified on the approved plans (refer to condition 2.1) must be landscaped in accordance with Council's requirements. Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by detailed plans and specifications for the detention basin, and the design must:
 - 6.6.1 be suitable to the climate and incorporate predominately native species;
 - 6.6.2 maximise areas suitable for on-site infiltration of stormwater;
 - 6.6.3 incorporate shade trees; and
 - 6.6.4 demonstrate that all areas apart from garden beds are fully turfed or hydromulched.

Note: The detailed design of the detention basin must ensure the safety of the public and/or tenants and where applicable include all required safety measures and facilities (for example, child proof fences). A maintenance plan for the proposed detention basin system must be submitted as part of any application for a Development Permit for Operational Works (stormwater works).

7.0 SITE WORKS

- 7.1 A Development Permit for Operational Works (site works) must be obtained prior to the commencement of any site works on the development site.
- 7.2 Any application for a Development Permit for Operational Works (site works) must be accompanied by an earthworks plan that clearly identifies the following:
 - 7.2.1 the location of cut and/or fill;
 - 7.2.2 the type of fill to be used and the manner in which it is to be compacted;
 - 7.2.3 the quantum of fill to be deposited or removed and finished cut and/or fill levels;
 - 7.2.4 details of any proposed access routes that are intended to be used to transport fill to or from the development site; and
 - 7.2.5 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.
- 7.3 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.

- 7.4 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.
- 7.5 Retaining structures above one (1) metre in height 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).
- 8.0 ASSET MANAGEMENT
- 8.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.
- 8.2 Any damage to existing stormwater, water supply and sewerage infrastructure, kerb and channel, pathway or roadway (including removal of concrete slurry from public land and Council infrastructure), that occurs while any works are being carried out in association with this development approval must be repaired at full cost to the developer. This includes the reinstatement of any existing traffic signs or pavement markings that may have been removed or damaged.
- 8.3 '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)*.
- 9.0 ENVIRONMENTAL
- 9.1 Any application for a Development Permit for Operational Works must be accompanied by a detailed Environmental Management Plan that addresses, but is not limited to, the following:
- (i) water quality and drainage;
 - (ii) erosion and silt/sedimentation management;
 - (iii) top soil management;
 - (iv) interim drainage plan during construction;
 - (v) construction programme;
 - (vi) geotechnical issues;
 - (vii) weed control;
 - (viii) noise and dust suppression; and
 - (ix) waste management.
- 9.2 The Environmental Management Plan approved as part of a Development Permit for Operational Works must be part of the contract documentation for the development works.
- 9.3 An Erosion Control and Stormwater Control Management Plan prepared by a Registered Professional Engineer of Queensland in accordance with the *Capricorn Municipal Design Guidelines*, must be:
- 9.3.1 implemented, monitored and maintained for the duration of the works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped); and
 - 9.3.2 available on-site for inspection by Council Officers whilst all works are being carried out.
-

10.0 ENVIRONMENTAL HEALTH

- 10.1 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to 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"*.
- 10.2 Noise emitted from the activity must not cause an environmental nuisance.
- 10.3 Operations on the site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, noise or dust.
- 10.4 When requested by Council, nuisance monitoring must be undertaken and recorded within three (3) months, to investigate any genuine complaint of nuisance caused by noise, light or dust. An analysis of the monitoring data and a report, including nuisance mitigation measures, must be provided to Council within fourteen (14) days of the completion of the investigation.

11.0 OPERATING PROCEDURES

- 11.1 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 Old Capricorn Highway and Armstrong Lane.

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 and 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. 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 5. 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 B

THAT in relation to the application for a Development Permit for a Material Change of Use for a Hotel (Ancillary Carpark), made by Maroon Holdings Pty Ltd, on land located at 2-8 Old Capricorn Highway and 2 McLaughlin Street, Gracemere, described as Lot 1 on RP604056 and Lot 1 on RP858373, Parish of Gracemere, Council resolves to issue an Infrastructure Charges Notice for the amount of \$20,517.30.

10 COUNCILLOR/DELEGATE REPORTS

Nil

11 OFFICERS' REPORTS

11.1 PROPOSED LOCAL AND SUBORDINATE LOCAL LAWS PRESENTED FOR THE COMMENCEMENT OF THE MAKING OF LOCAL LAWS PROCESS

File No:	11698
Attachments:	<ol style="list-style-type: none">1. Animal Management (Amendment) Local Law (No. 1) 2018↓2. Community and Environmental Management (Amendment) Local Law (No. 1) 2018↓3. Local Government Controlled Areas, Facilities and Roads (Amendment) Local Law (No. 1) 2018↓4. Parking (Amendment) Local Law (No. 1) 2018↓5. Aerodromes (Amendment) Local Law (No. 1) 2018↓
Authorising Officer:	Colleen Worthy - General Manager Community Services
Author:	Steven Gatt - Manager Planning and Regulatory Services

SUMMARY

In July 2016 the Chief Executive Officer requested that a Local Law Review Project be undertaken to review Local and Subordinate Local Laws for the Rockhampton Regional Council. Reviews have been conducted by internal stakeholders and outdated Local and Subordinate Local Laws have been repealed or amended accordingly.

The Council's Local and Subordinate Local Laws have now reached the stage where they are being presented to Council to formally commence the Local Law making process for the revised Local Laws suite.

OFFICER'S RECOMMENDATION

THAT

- Council resolve to propose to make:
 - Animal Management (Amendment) Local Law (No. 1) 2018
 - Community and Environmental Management (Amendment) Local Law (No. 1) 2018
 - Local Government Controlled Areas, Facilities and Roads (Amendment) Local Law (No. 1) 2018
 - Parking (Amendment) Local Law (No. 1) 2018
 - Aerodromes (Amendment) Local Law (No. 1) 2018
- Council resolves to consult with relevant government entities about the overall State interest in each proposed local law under section 29A(3) of the *Local Government Act 2009*.

COMMENTARY

The proposed Local Laws are presented to Council for 'Proposed to Make' resolutions that are required prior to the State Interest Check.

Council resolutions are required for each step in the Local Law making process and there will be subsequent reports brought before the council for each of the law making process steps.

The first task to undertake following, the resolutions to *propose to make* will be to provide all of the amendment Local Laws to the State Government for their State Interest Check.

It is envisaged that the State will take between 4-6 weeks to provide their comments on the amended Local Laws. The State does not require any of the Subordinate Local Laws to be sent for State Interest Check.

Following this process the Suite of Local Laws will go out for public consultation as directed by council and the delegations of the Chief Executive Officer.

The project aim is to provide Rockhampton Regional Council with Local Laws that are relevant, consistent and comprehensible and allow enforcement when and when required.

BACKGROUND

The Chief Executive Officer required a full review of Council's current Local Laws Suite.

These laws were workshopped with councilor and council officers. These draft changes were forwarded to Council solicitors for comment and drafting with final amendments agreed and adopted at council meeting on the 12 June 2018.

Drafts were reviewed and amended where necessary for legal purposes and final proposed laws be brought to Council at meetings held on 6 March 2018, 26 April 2018 and 12 June 2018.

PREVIOUS DECISIONS

Previous decisions were made by Council on 6 March 2018, 26 April 2018 and 12 June 2018 to accept the amendments made to the current Local and Subordinate Local Laws.

BUDGET IMPLICATIONS

The project is budgeted for within the Planning and Regulatory Services Operational Budget.

LEGISLATIVE CONTEXT

The *Local Government Act 2009* and the *Local Government Regulation 2012* provide the legislative guidance for the making of Local and Subordinate Local Laws.

CONCLUSION

The Council's Local and Subordinate Local Laws have now reached the stage where they are being presented to Council to formally commence the Local Law making process for the revised Local Laws suite.

**PROPOSED LOCAL AND
SUBORDINATE LOCAL LAWS
PRESENTED FOR THE
COMMENCEMENT OF THE MAKING OF
LOCAL LAWS PROCESS**

**Animal Management (Amendment)
Local Law (No. 1) 2018**

Meeting Date: 9 October 2018

Attachment No: 1

Rockhampton Regional Council Animal Management (Amendment) Local Law (No. 1) 2018

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Part 1 Preliminary

1 Short title

This local law may be cited as *Animal Management (Amendment) Local Law (No. 1) 2018*.

2 Local law amended

This local law amends *Local Law No. 2 (Animal Management) 2011*.

Part 2 Amendment of local law

3 Amendment of s1 (Short title)

Section 1, ‘model’—

omit.

4 Amendment of s7 (Requirement to desex an animal)

Section 7(1)—

omit, insert—

‘(1) The local government may, by subordinate local law, require—

- (a) an animal of a particular species or breed to be desexed; and
- (b) a menacing dog to be desexed.’

5 Amendment of s12 (Control of animals in public places)

Section 12(3)(a)(i), after ‘rein’—

insert—

‘which has a length of not more than 2m’.

6 Amendment of s21 (Seizure of animals)

(1) Section 21(1)(b) to (d)—

omit, insert—

‘(b) if a compliance notice has been given to the responsible person for the animal in relation to compliance with a requirement of this local law—the authorised person has entered a property, including private property, under chapter 5, part 2, division 1 of the Act, and reasonably believes the responsible person for the animal has not complied with the compliance notice; or

(c) the authorised person reasonably believes the animal—

(i) has attacked, threatened to attack or acted in a way that causes fear to, a person or another animal; or

(ii) is, or may be, a risk to community health or safety; or

(d) the animal is being kept in contravention of section 5 or section 6 of this local law and the authorised person reasonably believes there is a risk the animal may be

concealed or moved to avoid a requirement of section 5 or section 6 of this local law; or

(e) the authorised person considers on reasonable grounds that the animal has been abandoned, left or found on a road in the circumstances mentioned in section 100(12) of the *Transport Operations (Road Use Management) Act 1995*.

(2) Section 21(2)(b) and (c)—

omit, insert—

‘(b) if a compliance notice has been given to the responsible person for the dog in relation to compliance with a requirement of this local law—the authorised person has entered a property, including private property, under chapter 5, part 2, division 1 of the Act, and reasonably believes the responsible person for the dog has not complied with the compliance notice; or

(c) the dog is being kept in contravention of section 5 or section 6 of this local law and the authorised person reasonably believes there is a risk the dog may be concealed or moved to avoid a requirement of section 5 or section 6 of this local law; or

(d) the authorised person considers on reasonable grounds that the dog has been abandoned, left or found on a road in the circumstances mentioned in section 100(12) of the *Transport Operations (Road Use Management) Act 1995*.

7 Amendment of s22 (Power to immediately destroy seized animal)

Section 22(2)(b)—

omit, insert—

‘(b) the animal is suffering as a result of disease, severe infection, severe emaciation or serious injury; or’.

8 Amendment of s25 (What is a notice of impounding)

(1) Section 25(1)(b)(v), ‘.’—

omit, insert—

‘; and’.

(2) After section 25(1)(b)(v)—

insert—

‘(vi) if the animal has been seized under section 21(1)(c)—the owner of the animal agrees, in writing, to permanently remove the animal from the local government area not later than 14 days after the animal is reclaimed by the owner.’.

(3) After section 25(2)—

insert—

‘(3) Subsection (4) applies if—

(a) an animal is reclaimed within the prescribed period under subsection (1)(b)(iv); and

(b) the animal is not permanently removed from the local government area not later than 14 days after the animal is reclaimed by the owner.

(4) An authorised person may, by giving a compliance notice to the owner of the animal, require the owner to permanently remove the animal from the local government area.’.

9 Amendment of s29 (Reclaiming an impounded animal)

(1) Section 29(2)(d), ‘.’—

omit, insert—

‘; and’.

(2) After section 29(2)(d)—

insert—

‘(e) if the animal is a cat or a dog that is not implanted with a PPID — has the animal implanted with a PPID before the animal is reclaimed.’.

10 Amendment of s 32 (Sale, disposal or destruction of animals)

Section 32(1)(b)(ii)—

omit, insert—

‘(ii) dispose of the animal in some other way without destroying it, for example, by giving the animal to an animal welfare agency for disposal by the animal welfare agency; or’.

11 Amendment of s33 (Register of impounded animals)

(1) Section 33(2), after ‘contain’—

insert—

‘at least’.

(2) Section 33(3)—

omit, insert—

‘(3) Subject to the *Information Privacy Act 2009*, the register of impounded animals must be kept available for public inspection at the place of care for animals or, if the place has no public office, at an office prescribed by subordinate local law.

(4) However, a person may not inspect the register unless the person satisfies the local government that the person is the owner of, or responsible person for, an impounded animal by, for example, providing to the local government a statutory declaration detailing the facts and circumstances of the seizure or impounding of the impounded animal.

(5) The owner of, or responsible person for, an impounded animal may only inspect that part of the information on the register that relates to the impounding of the impounded animal.’.

12 Amendment of s34 (Access to impounded animal)

Section 34(3)—

omit, insert—

‘(3) Subsection (2) does not apply if—

(a) it is impracticable or would be unreasonable to allow the inspection;
or

(b) in the opinion of an authorised person acting reasonably, allowing the owner of the animal to inspect it would be likely to create a significant risk of injury or damage to a local government employee.’.

13 Amendment of sch (Dictionary)

Schedule—

insert—

‘animal welfare agency means—

- (a) the Royal Society for the Prevention of Cruelty to Animals (Queensland); and
- (b) the Animal Welfare League of Queensland; and
- (c) another incorporated association which—
 - (i) has objects similar to the objects of the corporation referred to in paragraph (a) or the incorporated association referred to in paragraph (b); and
 - (ii) is recognised as an animal welfare agency by the local government.

menacing dog has the meaning given in the *Animal Management (Cats and Dogs) Act 2008*.

PPID has the meaning given in the *Animal Management (Cats and Dogs) Act 2008*.’.

This and the preceding 4 pages bearing my initials is a certified copy of *Animal Management (Amendment) Local Law (No. 1) 2018* made in accordance with the provisions of the *Local Government Act 2009* by Rockhampton Regional Council by resolution dated the day of 2018.

.....
Chief Executive Officer

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**PROPOSED LOCAL AND
SUBORDINATE LOCAL LAWS
PRESENTED FOR THE
COMMENCEMENT OF THE MAKING OF
LOCAL LAWS PROCESS**

**Community and Environmental
Management (Amendment)
Local Law (No. 1) 2018**

Meeting Date: 9 October 2018

Attachment No: 2

Rockhampton Regional Council Community and Environmental Management (Amendment) Local Law (No. 1) 2018

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Part 1 Preliminary

1 Short title

This local law may be cited as *Community and Environmental Management (Amendment) Local Law (No. 1) 2018*.

2 Local law amended

This local law amends *Local Law No. 3 (Community and Environmental Management) 2011*.

Part 2 Amendment of local law

3 Amendment of s 1 (Short title)

Section 1, ‘model’—

omit.

4 Amendment of s 5 (Application of part)

Section 5(1) and (2)—

omit, insert—

‘Subject to section 48(3) of the *Biosecurity Act 2014*, this part does not apply to a biosecurity matter¹ that is, under the *Biosecurity Act 2014*—

- (a) mentioned as a prohibited matter²; or
- (b) declared to be a prohibited matter; or
- (c) prescribed by regulation as a prohibited matter; or
- (d) mentioned as a restricted matter³; or
- (e) declared to be a restricted matter; or
- (f) prescribed by regulation as a restricted matter; or
- (g) a controlled biosecurity matter; or
- (h) a regulated biosecurity matter.’

5 Amendment of s 6 (Declaration of local pests)

(1) Section 6(1), ‘an animal or plant’—

omit, insert—

‘an invasive animal or an invasive plant’.

(2) Section 6(4), ‘*Land Protection (Pest and Stock Route Management) Act 2002*’—

omit, insert—

¹ See the *Biosecurity Act 2014*, section 15.

² See the *Biosecurity Act 2014*, section 19.

³ See the *Biosecurity Act 2014*, section 21.

‘Biosecurity Act 2014’.

6 Amendment of s 7 (Emergency declarations)

(1) Section 7(1) and (2)—

omit, insert—

‘(1) This section applies if the local government is satisfied urgent action is needed because—

(a) a species of animal has, or is likely to have, a significant adverse impact on a biosecurity consideration because of the introduction, spread or increase in population size of the species in an area; or

(b) a plant species has, or is likely to have, a significant adverse impact on a biosecurity consideration because of the introduction, spread or increase in the population size of the species in an area.

(2) The local government may, by resolution, declare to be a local pest—

(a) an animal which satisfies the criteria specified in subsection (1)(a);

(b) a plant which satisfies the criteria specified in subsection (1)(b).’

(2) Section 7(3)(c)—

omit, insert—

‘(c) must be reviewed by the local government within 3 months of the date of publication; and

(d) comes to an end—

(i) on the date a revocation notice is published in a newspaper circulating generally in the local government’s area; or

(ii) if no revocation notice is published sooner—6 months after the date the declaration came into force.’

(3) Section 7(4)—

omit.

7 Amendment of s 10 (Pest control notices)

(1) Section 10, heading, ‘**Pest**’—

omit, insert—

‘Local pest’.

(2) Section 10(1), ‘the owner of land, require the owner⁶—

omit, insert—

‘the owner or occupier of land, require the owner⁶ or occupier’.

(3) Section 10(2)(a) to (e)—

renumber as section 10(2) (a) to (f).

⁶ See the Act, section 140, in relation to the owner’s right to enter property where the owner is not the occupier to take action to comply with a remedial notice, and section 141, in relation to an occupier’s right to recover amounts incurred to satisfy an owner’s obligations.

(4) Section 10(2)(f), ‘.’—

omit, insert—

‘; or’.

(5) After section 10(2)(f)—

insert—

‘(g) surrender the declared local pests to an authorised person for destruction.’.

8 Amendment of s 13 (Overgrown allotments)

(1) Section 13, heading ‘**Overgrown allotments**’—

omit, insert—

‘Unightly objects, materials or vegetation’.

(2) Section 13(1)—

omit, insert—

‘(1) The responsible person for an allotment must not—

- (a) bring onto the allotment; or
- (b) allow to remain on the allotment; or
- (c) allow to accumulate on the allotment; or
- (d) place on the allotment,

any objects, materials or vegetation which, in the opinion of an authorised person, is unsightly or not in accordance with the amenity of the locality in which the allotment is located.

Examples of objects or materials which may be unsightly or not in accordance with the amenity of the locality—

- Broken down or dilapidated vehicles and car bodies;
- Broken down or dilapidated boats, boat trailers and boat parts;
- Scrap machinery or machinery parts;
- Discarded bottles, containers or packaging;
- Dilapidated or unsightly building hoardings;
- Shopping trolleys;
- Overgrown vegetation that seriously affects the visual amenity of the allotment or is likely to attract or harbour vermin.

Maximum penalty—20 penalty units.’.

(3) Section 13(2)—

omit, insert—

‘(2) An authorised person may, by compliance notice⁴ given to the responsible person for the allotment, require the responsible person to—

(a) remove objects, materials or vegetation that is causing the circumstance mentioned in subsection (1); or

(b) take other specified action to remedy the circumstance mentioned in subsection (1).’.

(4) After section 13(2)—

insert—

‘(2A) A notice issued under subsection (2) may also require the repetition of the specified action at stated intervals or on the reappearance of the accumulation of objects, materials or vegetation on the allotment within a specified period.’.

(5) Section 13(2A), (3) and (4)—

renumber as section 13(3), (4) and (5).

9 Omission of s 14 (Accumulation of objects and materials on allotments)

Section 14—

omit.

10 Amendment of s 15 (Regulation of lighting and maintaining fires in the open)

(1) Section 15(1), ‘*Rescue Service*’—

omit, insert—

‘*Emergency Services*.’.

(2) Section 15, footnote 11—

(a) ‘*Rescue Service*’—

omit, insert—

‘*Emergency Services*.’.

(b) ‘*Commissioner of Fire and Rescue Service*’—

omit, insert—

‘*Commissioner of the Queensland Fire and Rescue Service*.’.

(3) Section 15—

renumber as section 14.

⁴ See footnote 5.

11 Amendment of s 16 (Fire hazards)

(1) Section 16(3), ‘that is liable to’—

omit, insert—

‘, vegetation, mulch or compost that is easily capable of ignition or’.

(2) Section 16(3), ‘Dry vegetation’—

omit, insert—

‘Vegetation’.

(3) Section 16, footnote 13—

(a) ‘Rescue Service’—

omit, insert—

‘Emergency Services’.

(b) ‘Fire Services Commissioner’—

omit, insert—

‘Commissioner’.

(4) Section 16—

renumber as section 15.

12 Insertion of new pt 4A (Community amenity)

After part 4—

insert—

‘Part 4A Community amenity**16 Releasing helium balloons**

A person must not release an unsecured balloon containing helium unless the balloon is—

(a) released unintentionally and without negligence; or

(b) released inside a building or structure and does not make its way into the open air; or

(c) released for scientific, including meteorological, purposes; or

(d) a balloon aircraft that is recovered after landing.

Maximum penalty—20 penalty units.’.

13 Amendment of s 17 (What is a community safety hazard)

(1) Section 17(b), after ‘land’—

insert—

‘, including roof sheeting, guttering or sheet metal,’.

(2) Section 17, ‘ • An unfenced dam adjacent to a public park or reserve.’—

omit.

14 Amendment of sch (Dictionary)

Schedule—

insert—

‘*aircraft*’ has the meaning given in the *Civil Aviation Act 1988 (Cwlth)*.

biosecurity consideration has the meaning given in the *Biosecurity Act 2014*.

biosecurity matter has the meaning given in the *Biosecurity Act 2014*

controlled biosecurity matter has the meaning given in the *Biosecurity Act 2014*.

invasive animal has the meaning given in the *Biosecurity Act 2014*.

invasive plant has the meaning given in the *Biosecurity Act 2014*.

prohibited matter, in relation to biosecurity matter, has the meaning given in the *Biosecurity Act 2014*.

regulated biosecurity matter has the meaning given in the *Biosecurity Act 2014*.

restricted matter, in relation to biosecurity matter, has the meaning given in the *Biosecurity Act 2014*.

vermin means—

- (a) reptiles, bed bugs, lice, fleas, parasites and cockroaches; and
- (b) guinea pigs and other rodents capable of carrying or transmitting a notifiable condition; but
- (c) does not include—
 - (i) a protected animal within the meaning of the *Nature Conservation Act 1992*; or
 - (ii) a local government public health risk.’.

This and the preceding 6 pages bearing my initials is a certified copy of *Community and Environmental Management (Amendment) Local Law (No. 1) 2018* made in accordance with the provisions of the *Local Government Act 2009* by Rockhampton Regional Council by resolution dated the day of 2018.

.....
Chief Executive Officer

719728_1

**PROPOSED LOCAL AND
SUBORDINATE LOCAL LAWS
PRESENTED FOR THE
COMMENCEMENT OF THE MAKING OF
LOCAL LAWS PROCESS**

**Local Government Controlled Areas,
Facilities and Roads (Amendment)
Local Law (No. 1) 2018**

Meeting Date: 9 October 2018

Attachment No: 3

Rockhampton Regional Council Local Government Controlled Areas, Facilities and Roads (Amendment) Local Law (No. 1) 2018

Contents

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2	Local law amended	2
Part 2	Amendment of local law	2
3	Amendment of s2 (Purpose and how it is to be achieved).....	2
4	Amendment of s4 (Relationship with other laws).....	2
5	Amendment of s5 (Prohibited and restricted activities).....	2
6	Amendment of s6 (Motor vehicle access to local government controlled areas).....	3
7	Amendment of s8 (Power of closure of local government controlled areas)	3
8	Amendment of s9 (Power to require owner of land adjoining road to fence land)	4
9	Amendment of s11 (Compliance notice about a road or footpath crossing).....	4
10	Amendment of sch (Dictionary).....	5

Part 1 Preliminary

1 Short title

This local law may be cited as *Local Government Controlled Areas, Facilities and Roads (Amendment) Local Law (No. 1) 2018*.

2 Local law amended

This local law amends *Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011*.

Part 2 Amendment of local law

3 Amendment of s2 (Purpose and how it is to be achieved)

Section 2(2)(c), after ‘affecting’—

insert—

‘local government controlled areas and’.

4 Amendment of s4 (Relationship with other laws)

Section 4, footnote 2, ‘1995’—

omit, insert—

‘2009’.

5 Amendment of s5 (Prohibited and restricted activities)

Section 5(3)—

omit, insert—

‘(3) In this section—

reasonable steps may include each of the following—

(a) the display of a notice at a prominent place within each local government controlled area for which a declaration under subsection (1)(b) has been made, stating—

- (i) if the declaration relates to the whole area— the restricted activities for the area; and
- (ii) if the declaration relates to a part of the area— the restricted activities and a description of the part of the area to which the declaration applies; and
- (iii) in general terms, the provisions of subsection (4);

(b) the display of a notice on the local government’s website which—

- (i) identifies each local government controlled area for which a declaration under subsection (1)(b) has been made; and
- (ii) in general terms, states the information specified in paragraph (a).’.

6 Amendment of s6 (Motor vehicle access to local government controlled areas)

Section 6(7)(d), ‘if used in circumstances of an emergency.’—

omit, insert—

‘if used—

- (i) in the circumstances of an emergency; or
- (ii) by persons undertaking disaster operations under the direction of a district disaster coordinator or a local disaster coordinator.’.

7 Amendment of s8 (Power of closure of local government controlled areas)

(1) Section 8(1), ‘The local government may, by resolution,’—

omit, insert—

‘An authorised person may’.

(2) Section 8(1)(d), ‘.’—

omit, insert—

‘; or’.

(3) After section 8(1)(d) —

insert—

‘(e) for the purpose of the undertaking of an activity authorised by the authorised person.’.

(4) Section 8(2), ‘A resolution’ —

omit, insert—

‘A closure’.

(5) Section 8(2)(b) —

omit, insert—

‘(b) must be revoked by the authorised person as soon as practicable after the authorised person becomes satisfied that the reason for the closure no longer exists.’.

(6) Section 8(3)(e), ‘.’ —

omit, insert—

‘;’.

(7) After section 8(3)(e) —

insert—

‘(f) if the local government determines that the permanent closure of the local government controlled area to public access is necessary or convenient for the good rule and local government of its local government area.’.

8 Amendment of s9 (Power to require owner of land adjoining road to fence land)

(1) Section 9(1), ‘local government’s opinion’—

omit, insert—

‘opinion of an authorised person’.

(2) Section 9(2), ‘The local government’—

omit, insert—

‘The authorised person’.

9 Amendment of s11 (Compliance notice about a road or footpath crossing)

Section 11(1) and (2) —

omit, insert—

‘(1) An authorised person may give a compliance notice to—

(a) the owner of land adjoining or adjacent to a road to perform work on the land or the road if the work to be carried out is required as a direct result of the actions of the owner or occupier of the land or will confer a direct benefit on the owner or occupier and, in the opinion of the authorised person, the work should be performed to—

(i) protect public health, safety or amenity; or

(ii) prevent environmental harm or environmental nuisance;
or

(iii) prevent interference with the safe movement of traffic or the safe use of a road; or

(b) the owner of land adjoining or adjacent to a road to—

(i) construct a vehicle crossing to provide vehicular access between the road and the land to a standard specified in the compliance notice; or

(ii) if a vehicle crossing provides vehicular access between the land and the road — maintain, repair or alter the vehicle crossing, or construct a new or modified vehicle crossing, to a standard specified in the compliance notice if, in the opinion of the authorised person, the vehicle crossing—

(A) is not effective for its intended purpose; or

(B) is causing a nuisance or poses a risk of a nuisance; or

(C) constitutes an actual or potential safety hazard; or

(iii) alter a vehicle crossing, or construct a new or modified vehicle crossing between the land and the road to a standard specified in the compliance notice if, in the opinion of the authorised person, the vehicle crossing is no longer adequate having regard to—

(A) the volume or nature of traffic using the vehicle crossing; or

(B) the manner in which the vehicle crossing is used by traffic; or

(C) changes in the use of the land to which the vehicle crossing provides access; or

(D) changes in the usual or expected standard of vehicle crossing provision in the relevant locality.

(2) The local government may recover the amount that the local government properly and reasonably incurs in taking the action required by the compliance notice as a debt payable by the person who failed to take the action.

(3) Interest is payable on the debt at the same rate that interest is payable on overdue rates levied by the local government.

(4) The local government must give the person who failed to take the action

written notice of the amount of the debt.

(5) Subsection (6) applies if the person who failed to take the action is the owner of the land.

(6) If the debt is not paid within 30 days after the date of the written notice, the local government may recover the debt as if the debt were overdue rates.’.

10 Amendment of sch (Dictionary)

Schedule—

insert—

‘*environmental harm* see *Environmental Protection Act 1994*, schedule 4.’.

This and the preceding 4 pages bearing my initials is a certified copy of *Local Government Controlled Areas, Facilities and Roads (Amendment) Local Law (No. 1) 2018* made in accordance with the provisions of the *Local Government Act 2009* by Rockhampton Regional Council by resolution dated the day of 2018.

.....
Chief Executive Officer

719734_1

**PROPOSED LOCAL AND
SUBORDINATE LOCAL LAWS
PRESENTED FOR THE
COMMENCEMENT OF THE MAKING OF
LOCAL LAWS PROCESS**

**Parking (Amendment)
Local Law (No. 1) 2018**

Meeting Date: 9 October 2018

Attachment No: 4

Rockhampton Regional Council Parking (Amendment) Local Law (No. 1) 2018

Contents

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1	Short title	2
2	Local law amended	2
Part 2	Amendment of local law	2
3	Amendment of s1 (Short title)	2
4	Amendment of s8 (Commercial vehicle identification labels).....	2

Part 1 Preliminary

1 Short title

This local law may be cited as *Parking (Amendment) Local Law (No. 1) 2018*.

2 Local law amended

This local law amends *Local Law No. 5 (Parking) 2011*.

Part 2 Amendment of local law

3 Amendment of s1 (Short title)

Section 1, ‘model’ —
omit.

4 Amendment of s8 (Commercial vehicle identification labels)

Section 8(1), after ‘may’—
insert—

‘, on application, approve the’.

This and the preceding page bearing my initials is a certified copy of *Parking (Amendment) Local Law (No. 1) 2018* made in accordance with the provisions of the *Local Government Act 2009* by Rockhampton Regional Council by resolution dated the day of
2018.

.....
Chief Executive Officer

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**PROPOSED LOCAL AND
SUBORDINATE LOCAL LAWS
PRESENTED FOR THE
COMMENCEMENT OF THE MAKING OF
LOCAL LAWS PROCESS**

**Aerodromes (Amendment)
Local Law (No. 1) 2018**

Meeting Date: 9 October 2018

Attachment No: 5

Rockhampton Regional Council Aerodromes (Amendment) Local Law (No. 1) 2018

Contents

Part 1	Preliminary	2
1	Short title	2
2	Local law amended	2
Part 2	Amendment of local law	2
3	Amendment of s4 (Application of local law)	2
4	Amendment of s8 (Use of vehicles on an airside area)	2
5	Amendment of s11 (Conduct of persons on the airside area of an aerodrome)	2
6	Amendment of s16 (Notice to remove hazard)	2
7	Amendment of s25 (Aerodrome damage)	2
8	Amendment of s26 (Service of notices)	2
9	Amendment of sch (Dictionary)	2

Part 1 Preliminary

1 Short title

This local law may be cited as *Aerodromes (Amendment) Local Law (No. 1) 2018*.

2 Local law amended

This local law amends *Local Law No. 7 (Aerodromes) 2011*.

Part 2 Amendment of local law

3 Amendment of s4 (Application of local law)

(1) Section 4, from ‘This’ to ‘laws.’—
renumber as subsection (1).

(2) After section 4(1)—
insert—

‘(2) This local law is to be read with *Local Law No. 1 (Administration) 2011*.’.

4 Amendment of s8 (Use of vehicles on an airside area)

Section 8(2), ‘an emergency worker who is’—
omit, insert—
‘emergency personnel who are’.

5 Amendment of s11 (Conduct of persons on the airside area of an aerodrome)

(1) Section 11(3)—
omit, insert—

‘(3) A person must not smoke or do any act to procure a naked flame on an airside area.

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

(2) Section 11(4)—
omit.

(3) Section 11(5), ‘subsection (5)’—
omit, insert—
‘subsection (4)’.

(4) Section 11(5) and (6)—
renumber as section 11(4) and (5).

6 Amendment of s16 (Notice to remove hazard)

Section 16(2), ‘The local government’—

omit, insert—

‘An authorised person’.

7 Amendment of s25 (Aerodrome damage)

Section 25, from ‘Where’ to ‘jurisdiction.’—

omit, insert—

‘Whether or not any person is prosecuted under section 9(1)(b) or (c), the local government may recover the cost of repair or replacement of a thing which is damaged, destroyed or interfered with contrary to section 9(1)(b) or (c) as a debt owing by the person who caused the damage, destruction or interference.’

8 Amendment of s26 (Service of notices)

(1) Section 26(1)(a)(ii), ‘telex,’—

omit.

(2) Section 26(1)(b), ‘telex,’—

omit.

9 Amendment of sch (Dictionary)

(1) Schedule, definition *aircraft*—

omit, insert—

‘*aircraft* has the meaning given in the *Civil Aviation Act 1988* (Cwlth), section 3.’

(2) Schedule, definition *emergency worker*—

omit, insert—

‘*emergency personnel* means—

(a) an employee, contractor or volunteer of an ambulance, rescue or fire service or a State or Territory emergency service who is responding to an emergency; or

(b) an officer or employee of the Queensland Police Service; or

(c) a member of the Defence Force who is responding to an event or threat of unlawful interference with aviation.’

This and the preceding 2 pages bearing my initials is a certified copy of *Aerodromes (Amendment) Local Law (No. 1) 2018* made in accordance with the provisions of the *Local Government Act 2009* by Rockhampton Regional Council by resolution dated the _____ day of _____ 2018.

.....
Chief Executive Officer

719735_1

11.2 RISK REGISTERS - QUARTERLY UPDATE AS AT 24 AUGUST 2018

File No:	8780
Attachments:	<ol style="list-style-type: none">1. Corporate Risk Register - Quarterly update as at 24 August 2018↓2. Operational Risk Register - Quarterly Update as at 24 August 2018↓3. Potential and Current Risk Exposure Profile as at 24 August 2018↓
Authorising Officer:	John Wallace - Chief Audit Executive Drew Stevenson - Acting General Manager Corporate Services
Author:	Kisane Ramm - Senior Risk and Assurance Advisor

SUMMARY

Submission of the quarterly risk register updates as at 24 August 2018 for Council's consideration.

OFFICER'S RECOMMENDATION

THAT the quarterly risk register updates as at 24 August 2018, as presented in the attachments to this report, be "received".

LEGISLATIVE CONTEXT

The Local Government Regulation 2012, Chapter 5, s164, requires... (1) a local government must keep a written record stating (a) the risks the local government's operations are exposed to...; and (b) the control measures adopted to manage the risks.

CORPORATE/OPERATIONAL PLAN

The Corporate/Operational Plans document Council's objectives for the period in which they cover.

The 2018-2019 Operational Plan requires that risk register updates are presented to Council as per the Enterprise Risk Management Framework, which is quarterly.

The purpose for doing risk management is to improve the chances of an objective being realised. Therefore there is a strong link between the Corporate/Operational Plans and the enterprise risk management process. It is not about whether, overall, Council is risk averse or wishes to take risks. It is about considering all the available information at that time and making a well-informed decision to achieve the best outcome.

COMMENTARY

Council's risk management responsibilities under the Enterprise Risk Management Framework are to provide direction and oversight of risk management across the organisation. This includes the adoption of the risk registers, and any updates, as well as monitoring the effectiveness of associated controls and satisfying itself that the risks assessed as ALARP are tolerable and effectively managed. To assist Council with this responsibility the quarterly update of the risk registers are attached.

The following table highlights some of the changes in this quarter's updates:

Three projects have been listed as 100% completed this period, which will see them removed from the register next reporting period, and one new project has been added. Additionally one new risk has also been added.

RISK NUMBER	CHANGE	RISK OWNER
P447	This project (new Animal Management Facility) has been completed and will be removed from the risk register next reporting period - see <i>Operational Risk Register</i> attachment.	Manager Planning and Regulatory Services
P448	This project (Kershaw Gardens restoration and redevelopment) has been completed and will be removed from the risk register next reporting period - see <i>Operational Risk Register</i> attachment.	Manager Parks
P309	This project (Lakes Creek Road Landfill piggy back expansion cells) has been completed and will be removed from the risk register next reporting period - see <i>Operational Risk Register</i> attachment.	Manager Rockhampton Regional Waste and Recycling
P457	This is a new project this reporting period – City Hall Reception Room – see <i>Operational Risk Register</i> attachment.	Manager Community Assets and Facilities
606	This is a newly added risk – see <i>Operational Risk Register</i> attachment.	Manager Regional Development and Promotions
106	Changed from ALARP to Treat with a Future Control added. This control has been 30% completed with an expected completion date of 30/6/18.	Manager Workforce and Strategy
238	The Future Control has been listed as 10% with 30/6/19 as the expected Completion Date	Manager Workforce and Strategy
239	A newly identified Existing Control has been added	Manager Workforce and Strategy
240	The Future Controls have been completed and so this will no longer appear in the Risk Requiring Further Treatment listing.	Manager Workforce and Strategy
242	A new Risk Causation has been added along with an additional Existing Control.	Manager Workforce and Strategy
244	Completion date expired 6/6/2018. Airport lighting system was commissioned 5/6/17 however rectification works are ongoing as part of the extension of the defect liability period therefore this Future Control has not been closed out and is showing as 90% completed.	Manager Airport
245	Completion date expired 2/4/18	Manager Airport
248	Completion date expired 1/6/18	Manager Airport
303	Completion date expired 31/12/17	Manager Civil Operations
308	Changed from ALARP to Treat.	Manager Civil Operations
310	Completion date expired 31/12/17	Manager Infrastructure Planning
311	Completion date expired 31/12/17	Manager Infrastructure Planning

RISK NUMBER	CHANGE	RISK OWNER
312	Changed from ALARP to Treat	Manager Infrastructure Planning
313	Completion date expired 30/6/18	Manager Infrastructure Planning
315	Completion date expired 1/7/18	Manager Infrastructure Planning
428	The future control has been completed and so this will no longer appear in the Risk Requiring Further Treatment listing	Manager Planning and Regulatory Services
429	Percentage Complete has been increased from 75% to 85%	Manager Planning and Regulatory Services
430	One of the four Future Controls has been completed, with the other three progressing.	Manager Planning and Regulatory Services
431	Completion date expired 30/3/18	Manager Parks
434	Future Control added with 31/12/2023 listed as the expected Completion Date	Manager Community Assets and Facilities
440	Completion date expired 31/3/18	Manager Parks
2	Completion date expired 30/6/16	CEO
3	Future Control has increased to 10% complete	CEO

CONCLUSION

The risk registers, having undergone their quarterly review conducted by the respective managers, are now presented for Council's consideration.

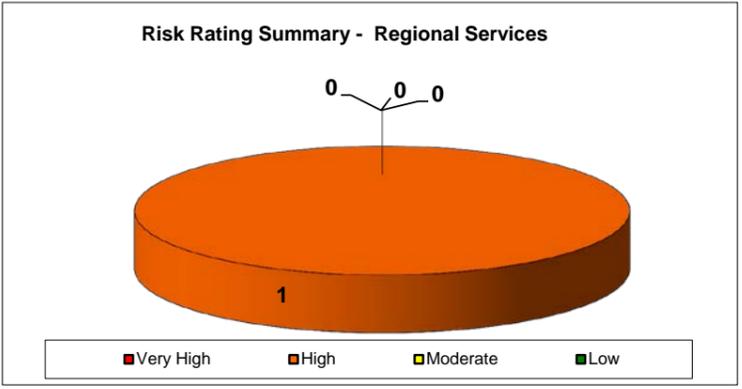
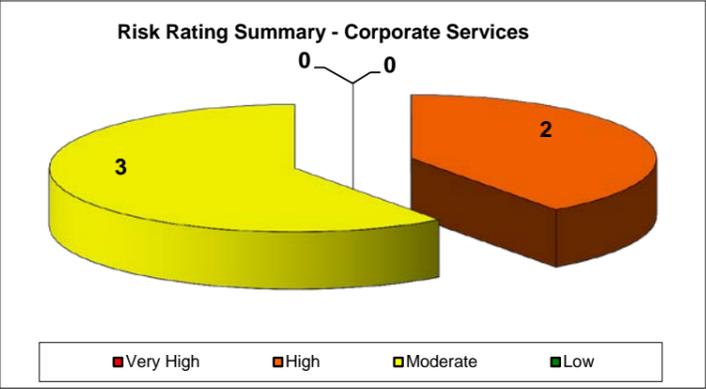
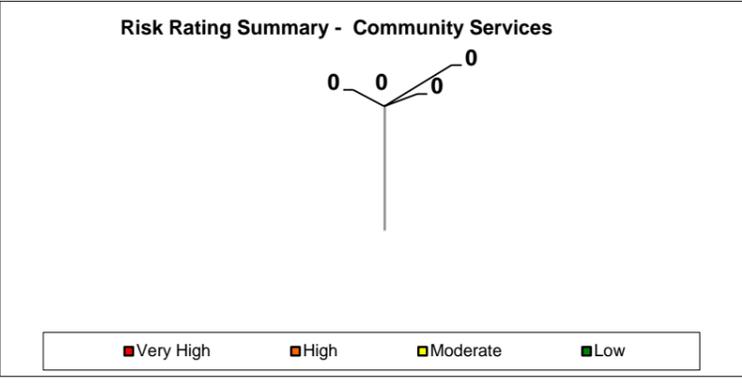
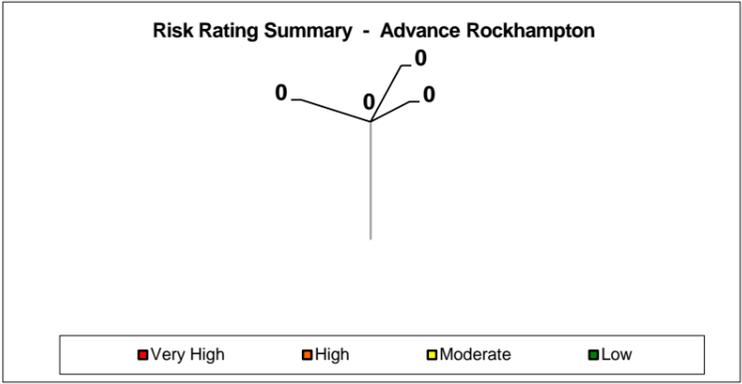
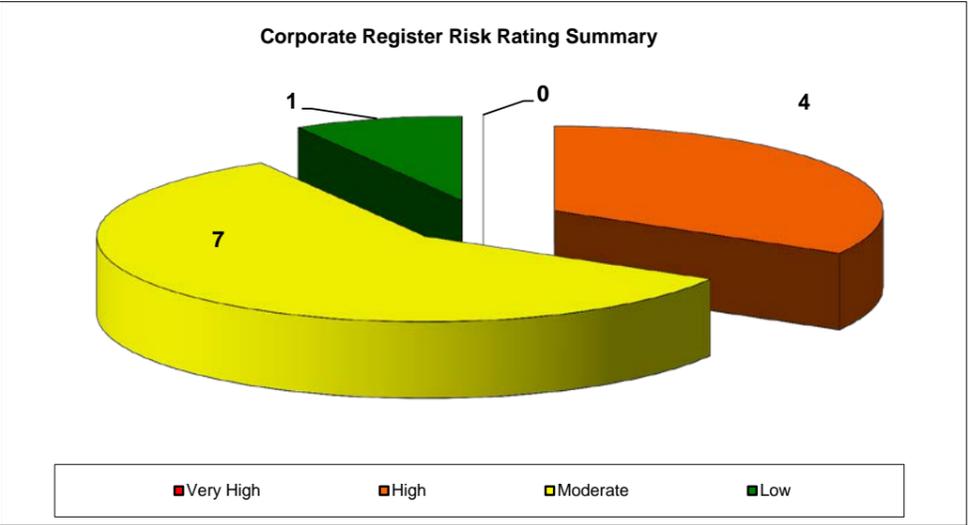
RISK REGISTERS - QUARTERLY UPDATE AS AT 24 AUGUST 2018

Corporate Risk Register – Quarterly Update as at 24 August 2018

Meeting Date: 9 October 2018

Attachment No: 1

ERM RISK SUMMARY REPORT
Corporate Current Risk Rating Profile as at 24/8/2018



CORPORATE RISKS

Very High and 'High' Current Risk Ratings as at 24/8/2018

Risk Category	Risk Identification No.	Link to Planning (Objective)	Risk/Failure (including consequence/s)	Current Risk Rating	Existing Controls Implemented By Risk Owner	Risk Evaluation	Risk Owner	Management's Comments
02. Business Process Management	1	5.2 Strong leadership that provides quality governance to support and service the community	Council processes and services are provided without due recognition of economy, efficiency and effectiveness (value for money) exposing Council to increased costs, loss in reputation and ratepayer confidence and impacting service delivery.	High 5	(1) Established Asset Management plans. (2) Non-priced based selection criteria included in the tender / quote assessment process to assist in the value for money assessment. (3) Tender evaluation plans with weighted selection criteria assessment that does not rely on price as having the highest weighting. (4) Capital Projects evaluation process includes whole of life cycle cost considerations. (4) Fleet asset assessment utilises a whole of life cost model as part of the acquisition and operations process. (5) Long term financial forecasts based around asset management plans adopted.	Accept Risk (ALARP)	Deputy CEO	24/8/18: No change
04. Disasters: Business Continuity, & Disaster Recovery	8	1.3 Safe places for our community	Identified Disaster Mitigation Strategies not actioned resulting in increased impact/effect of disaster events on the community and potential for increased costs to Council in recovery and restoration costs.	High 5	(2) Identified disaster mitigation strategies implemented where possible within disaster management budget. (2) Appropriate funding opportunities identified and sourced to implement identified disaster mitigation strategies. 19/2/16: (1) Disaster mitigation strategies reviewed and reported on annually. (2) Forward works program for disaster mitigation strategies developed and considered through Council's Capital Project budget evaluation by 1 July each year. (2) Funding is pursued under Natural Disaster Relief, or similar program, if and when State Government make the funding available.	Accept Risk (ALARP)	GM Regional Services	24/8/18: No change
08. Fiscal Environment	9	5.3 Financially sustainable organisation	Council's financial operations fail to support and sustain Council's service provision, financial sustainability and the community's expectations resulting in revenue shortfalls, increased debt, reduced service levels, loss of reputation and community discontent.	High 5	(1) Council's Long Term Financial Forecast includes forecasts from asset management plans. (2) Long Term Financial Forecasts are reviewed annually. (3) Asset Management Plans reviewed regularly. (4) Finance staff are adequately qualified as per the respective Position Descriptions. (5) Council lobbies other levels of government for appropriate grants and subsidies. (5) Council financially operates in a surplus position. (6) Financial controls are monitored. Finance also works closely with Internal and External Audit in regards to internal controls. (7) Project Delivery procedure developed.	Accept Risk (ALARP)	Deputy CEO	24/8/18: No change
10. Legal, Regulatory & Compliance	10	5.2 Strong leadership that provides quality governance to support and service the community	Actions of Council, Councillors or employees that fail to meet the standards of behaviour outlined in the Local Government Act and other Legislation, Council's Code of Conduct and other associated policies or procedures resulting in damage to Council's reputation, complaints, investigations, financial losses and regulatory breaches against Council or individuals.	High 4	(1-4) Policy implemented. (3) Controls within Local Government Act and policy. (2-3) Training in obligations undertaken. 30/1/15: (4) Management's ongoing review/update of authorisations and delegations (including signing of correspondence) 2/10/15: (1) Fraud and Corruption risk assessment undertaken annually by managers. 19/2/16: (5) Complaints Management Process adopted by Council. (5) Industrial Relations and Investigations Unit investigate and monitor administrative action complaints. (2, 4, 3) Councillors and staff are regularly reminded of obligations under LGA and Council's Code of Conduct along with other relevant legislation and policies.	Accept Risk (ALARP)	CEO	24/8/18: No change

CORPORATE RISKS

Corporate Risks Requiring Further Treatment as at 24/8/2018

Risk Category	Risk Identification No.	Link to Planning (Objective)	Risk/Failure (including consequence/s)	Current Risk Rating	Future Risk Control(s)	Resources / Budget Needed	Performance / Constraints	% Complete	Completion Date	Risk Owner	Management's Comments
04. Disasters: Business Continuity, & Disaster Recovery	2	5.2 Strong leadership that provides quality governance to support and service the community	Non-existent or inadequate business continuity initiatives leading to prolonged service / process disruptions resulting in adverse community reactions and possible financial loss.	Moderate 5	1. Additional continuity plans to be implemented across the organisation. 2. Regular review and testing required.	Additional resources required.	BCP Management policy and procedures adopted August 2015. Responsible areas to draft identified critical function BCPs. Constraint - Lack of Resources.	(30/1/15: 80%)	30/06/2016	CEO	24/8/18: Most critical areas are completed such as IT & FRW. Status check needs to be completed by 31 March 2019
05. Employees	3	1.3 Safe places for our community	A legislatively compliant SafePlan is not implemented, monitored and reviewed effectively, for the whole of council, its workers and contractors, to achieve the acceptable compliance level with annual WH&S audits resulting in: increased worker injuries, legislative breaches/legal action, reputational damage, reduced service levels, increased costs and non-compliance with a key council objective.	Low 7	1. Yearly Action Plans to be completed and ongoing annual review to be conducted (26/2/18)	Additional budget requirements		10%	30/06/2019	CEO	24/8/18: The Yearly Action Plan 18-19 is 10% complete, with to be completed Date 30/6/19.

RISK REGISTERS - QUARTERLY UPDATE AS AT 24 AUGUST 2018

Operational Risk Register - Quarterly Update as at 24 August 2018

Meeting Date: 9 October 2018

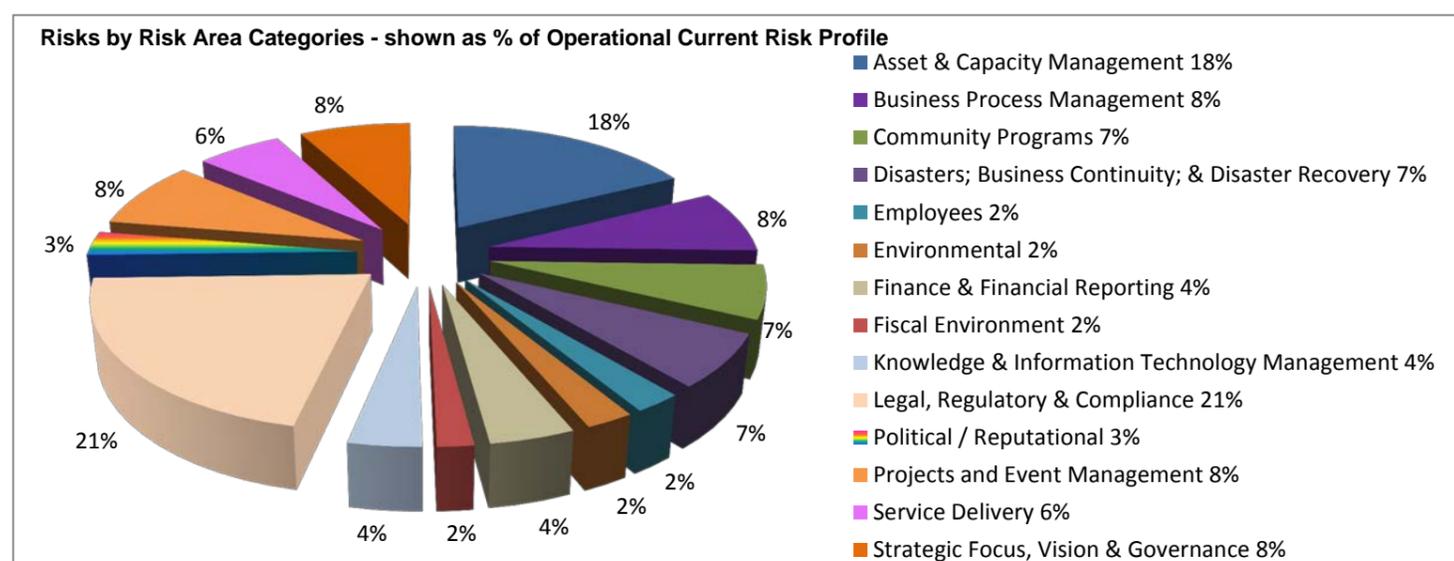
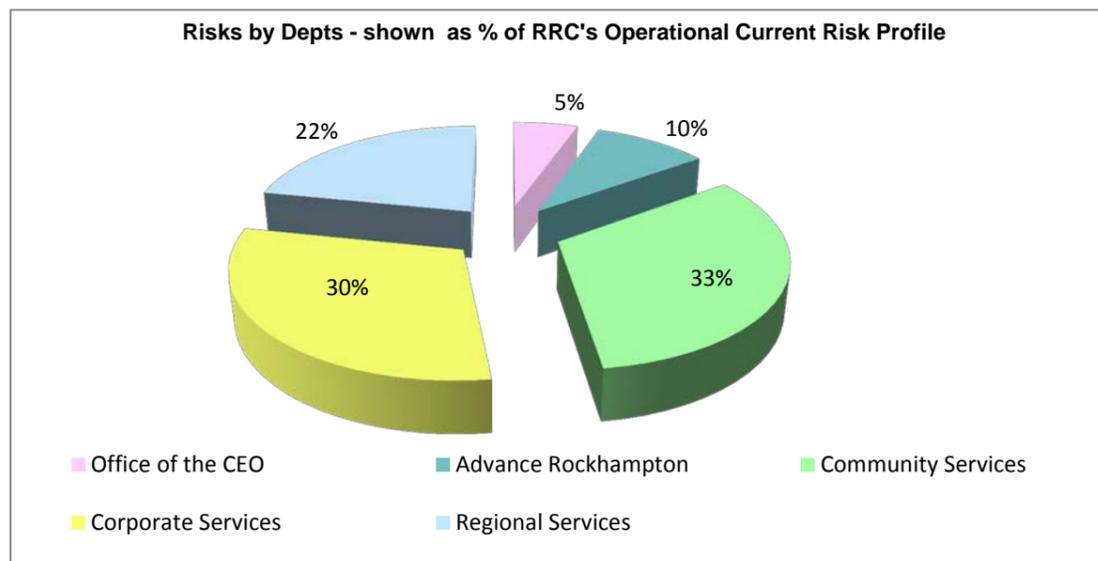
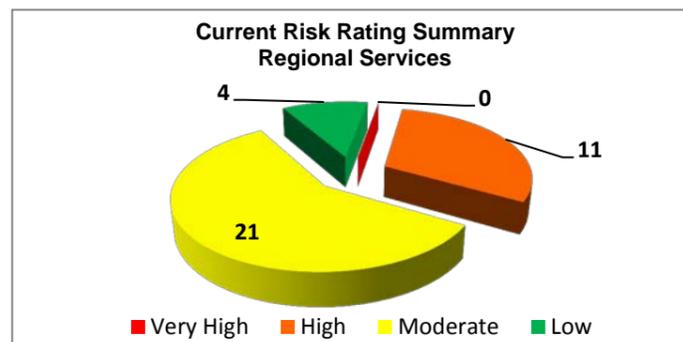
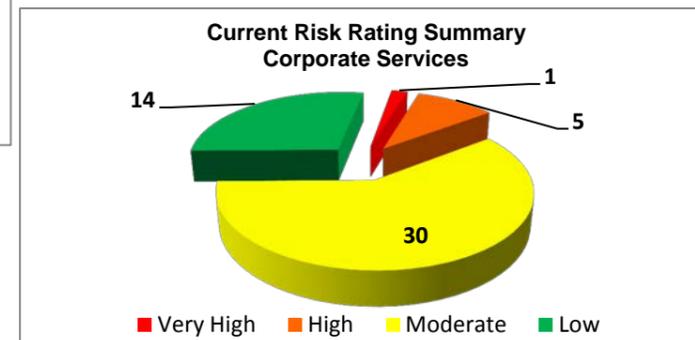
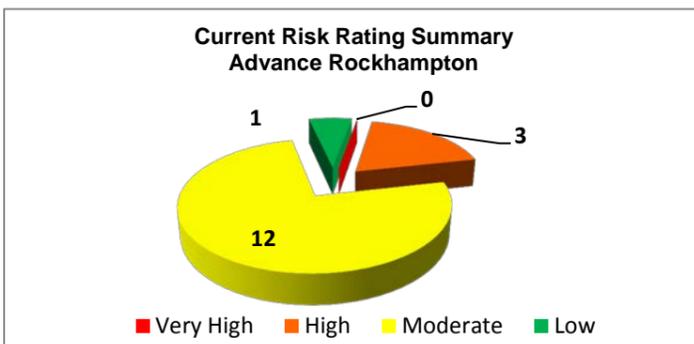
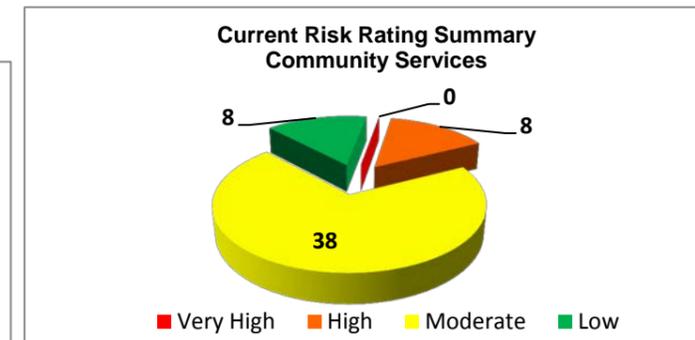
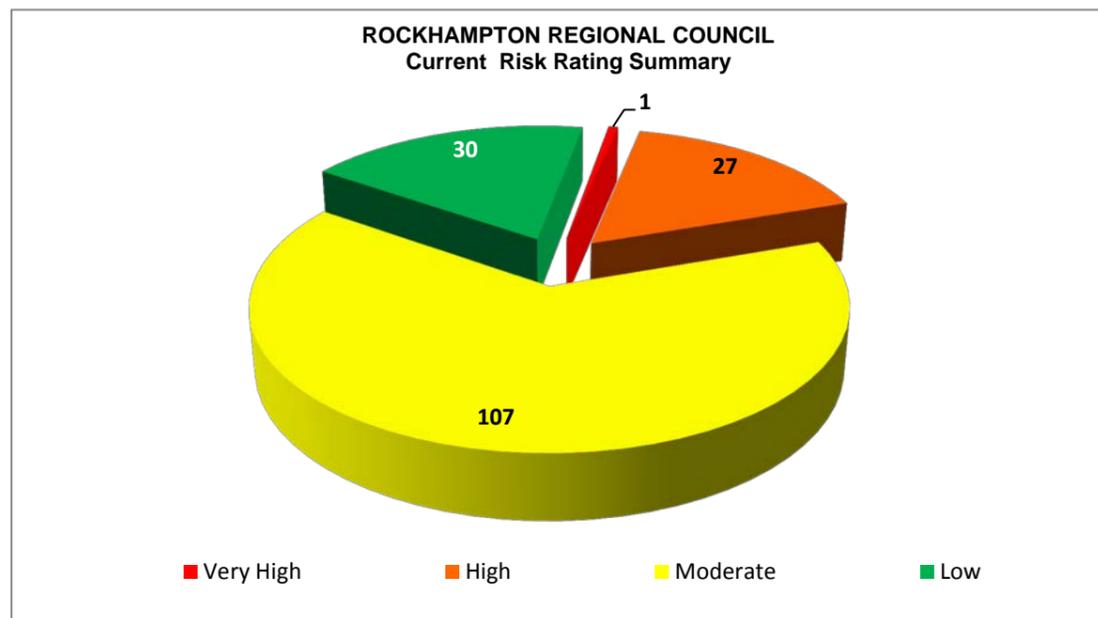
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ROCKHAMPTON REGIONAL COUNCIL																						
RISK REGISTER - Operational - 2018 Reporting Copy as at 24/8/18 (To be adopted by Council 9/10/2018)																						
IDENTIFY RISKS and EXISTING CONTROL EFFECTIVENESS										RISK ANALYSIS		RISK EVALUATION & FURTHER RISK TREATMENT		FUTURE CONTROL & RISK TREATMENT PLANS								
Risk Identification	OBJECTIVE <u>Links to Planning (Core Plan 2017-22 OR other documentation)</u>	Risk/Failure (including consequence/s)	Risk Categories	Risk Causations [Source]	Potential Exposure Rating	Existing Controls Implemented By Risk Owner	Control Effectiveness	Control Owner/s	Rate the Consequence	Rate the Likelihood	CURRENT RISK RATING	Risk Evaluation (don't proceed to Column N if risk is accepted as per results of ACTION TABLE and/or Cost-Benefit Analysis)	Future Risk Controls	Control Implementation / Monitoring	Resource / Budget Needed	Performance / Constraints	% Complete	Completion Date	Section / Unit	Risk Owner	Dept	MANAGEMENT'S COMMENTS/NOTES ON ANY CHANGES TO BE MADE TO DETAILS IN ALL COLUMNS except Resources/Budget Needed; and Performance/Constraints - those cells can be typed in directly
RISKS TO BE REMOVED LISTED BELOW HERE																						
P-309	1.1 Safe, accessible, reliable and sustainable infrastructure	The construction process may be delayed or significantly alter the construction of the Lakes Creek Road Landfill piggy back expansion cells project leading to financial and or legislative consequences.	12. Projects and Event Management	Unforeseen or undetected geotechnical fault encountered	4. Major	Extensive geotechnical investigations have been undertaken and in ground monitoring system has been installed to provide information which would permit early intervention.	4. Substantially Effective	Project Manager / Superintendent's Representative	4	B	High 5	Accept Risk (ALARP)					24/8/18: 100%		Rockhampton Regional Waste and Recycling	Manager Rockhampton Regional Waste and Recycling	Regional Services	24/8/18: PROJECT FINISHED - To be deleted
P-447	1.1 Safe, accessible, reliable and sustainable infrastructure	New proposed Pound Animal Management Facility not being fit for purpose and able to fulfill expectations leading to: Council's reputation being tarnished; additional funding required to rectify; and Corporate/Operational Plan objectives not effectively addressed.	01. Asset & Capacity Management	(1). Inappropriate budget/resources. (2). Ad hoc decision making without full consideration of impact and adopted processes. (3). Incorrect data or assumptions for purpose of modelling requirements. (4). Incomplete data or assumptions for purpose of modelling requirements.	4. Major	1. (1 & 2) Capital budget and assorted asset policies and processes followed; 2. (2) Appropriate planning and development; 3. (1) Council informed of budget limitations associated with this project.	3. Partially Effective	Manager Planning and Regulatory Services	3	D	High 4	Treat Risk	(1) Pound constructed and operated in line with Council's and community's expectations. (2) Appropriate budget provided.	Manager Planning and Regulatory Services	In current budget	(1) Appropriate site (2 & 3) Appropriate resourcing (1) Budget	8/06/18-70% 25/08/17-60% 16/04/17-10% 5%	8/6/18: 31/08/2018 16/06/17-31/01/2018 2/12/16-31/12/2017 30/06/2017	Local Laws	Manager Planning and Regulatory Services	Community Services	24/8/18: New Animal Management Facility completed with operations commencing there on 13/8/18. This will be removed from the register next reporting period.
P-448	1.2 Regional public places that meet the community's needs	Kershaw Gardens restoration and redevelopment project not being fit for purpose and able to fulfill expectations leading to: Council's reputation being tarnished; additional funding required to rectify; and Corporate/ Operational Plan objectives not effectively addressed.	12. Projects and Event Management	1. Ineffective project planning, design not meeting community and council expectations. 2. Inappropriate budget/resources. 3. Ad hoc decision making without full consideration of impact and adopted processes.	3. Moderate	1. Capital Budget & assorted asset policies and processes followed. 2. Project Management, Contract and Procurement policies and processes followed and reviewed. 3. Third party or peer reviews conducted as required.	4. Substantially Effective	Project Manager / Superintendent's Representative (Program Delivery)	2	C	Moderate 6	Accept Risk (ALARP)					24/8/18: 100%		Parks	Manager Parks	Community Services	24/8/18: Note: Project now 100% completed as at 10/08/2018 and will be removed from the register next reporting period. (T) Parks
NEW RISKS ADDED LISTED BELOW HERE																						
606	2.4 Infrastructure services are driven to deliver future economic growth	Failure to continue to keep infrastructure concessions relevant across the region. This could lead to 'in-demand' businesses and developers choosing other regions than Rockhampton resulting in lost economic outcomes, employment and strategic development opportunities.	11. Political / Reputational	1. Lack of continuous review of relevant sectors by Council officers. 2. Lack of informative guidance to the Council table.	3. Moderate	1. Quarterly review for relevance as per the Operational Plan	4. Substantially Effective	Manager Regional Development and Promotions	3	C	Moderate 5	Accept Risk (ALARP)							Regional Development	Manager Regional Development and Promotions	Advance Rockhampton	
P-457	1.2 Regional public places that meet the community's needs	City Hall Reception Room - reinstatement of original reception room	12. Projects and Event Management	1. Ineffective project planning, not meeting community and council expectations due to third party intervention. 2. Inappropriate budget/resources. 3. Ad hoc decision making without full consideration of impact and adopted processes.	3. Moderate	1. Capital budget and asset policies and processes followed. 2. Appropriate planning and development with well developed and documented Scope, allowing flexibility for adjustments subject to approval conditions. 3. Project Manager and/or Superintendents Representative only authorised to amend Scope. 4. Project Management, Contract and Procurement Policies processes followed and reviewed. 5. Contract in place stipulating Scope to be provided by contractor.	3. Partially Effective	Project Manager / Superintendent's Representative	3	C	Moderate 5	Accept Risk (ALARP)							Community Assets and Facilities / Community Projects and Open Spaces	Manager Community Assets and Facilities	Community Services	24/8/18: Amend to Community Projects and Open Spaces; Manager Community Assets and Facilities

ERM RISK SUMMARY REPORT

Rockhampton Regional Council's Current Risk Rating Profile

based on the Operational Register as at 24/8/18



ROCKHAMPTON REGIONAL COUNCIL

Very High and High Current Risk Ratings as at 24/8/18

Risk Category	Risk Identification No.	Objectives (Links To Planning - Corp Plan 2017-22 or other documentation)	Risk/Failure (including consequence/s)	Existing Controls Implemented By Risk Owner	CURRENT RISK RATING	Risk Evaluation (don't proceed to Column N if risk is accepted as per results of ACTION TABLE and/or Cost-Benefit Analysis)	Risk Owner
01. Asset & Capacity Management	213	5.2 Strong leadership that provides quality governance to support and service the community	Operational degradation or failure of Council's Two-way radio communication system resulting in failed regional communications for daily operations and emergency / disaster response.	1. Vendor support for current technology (due to expire Dec 14). 2. Maintenance of adequate spares in-house (limited). 3. Some internal system redundancy. 4. Use of mobile phones in service areas.	High 4	Treat Risk	Manager Corporate and Technology Services
01. Asset & Capacity Management	310	1.1 Safe, accessible, reliable and sustainable infrastructure	Inability of Engineering Services to provide or maintain adequate levels of service for infrastructure planning, development assessment and infrastructure design resulting in reduced productivity, inadequate infrastructure, risk to the general public and workers and financial loss for Council.	(2.) Production of specific training & development plans for technical & professional staff has commenced for Design Services only at this stage.	High 4	Treat Risk	Manager Infrastructure Planning
01. Asset & Capacity Management	312	1.1 Safe, accessible, reliable and sustainable infrastructure	Inadequate Developer Contributions for Infrastructure resulting in a cost impost on ratepayers and reduction in funds available for other projects.	1. The Adopted Infrastructure Charges Resolution (AICR) under State Planning Regulatory Provisions (SPRP) has been adopted by Council. 2. 28/10/16 - Local Government Infrastructure Plan (LGIP) adopted with new planning scheme, and AICR amended to reflect changes.	High 5	Treat Risk	Manager Infrastructure Planning
01. Asset & Capacity Management	315	1.1 Safe, accessible, reliable and sustainable infrastructure	Failure to maintain accuracy and value of the forward works program and adequately provide for the annual capital program resulting in projects nominated for delivery being deferred to accommodate increased costs within annual capital program and the Long Term Financial Strategy (LTFS).	1. (1.) Corporate capital planning framework currently in place. 2. (2.) Pre-project planning and design program initiated to provide early design of known fixed year projects. 3. (2.) Project Scoping confirmation process developed and implemented as part of design process.	High 4	Treat Risk	Manager Infrastructure Planning
01. Asset & Capacity Management	P-447	1.1 Safe, accessible, reliable and sustainable infrastructure	New proposed Pound Animal Management Facility not being fit for purpose and able to fulfil expectations leading to: Council's reputation being tarnished; additional funding required to rectify; and Corporate/Operational Plan objectives not effectively addressed.	1. (1 & 2) Capital budget and assorted asset policies and processes followed; 2. (2) Appropriate planning and development; 3. (1) Council informed of budget limitations associated with this project.	High 4	Treat Risk	Manager Planning and Regulatory Services
01. Asset & Capacity Management	P 501	1.1 Safe, accessible, reliable and sustainable infrastructure	Airport (runway) pavement resurfacing project not being fit for purpose and able to fulfil expectations leading to: damage to Council's reputation; additional funding required to rectify; and Corporate/Operational Plan objectives not effectively addressed; safety of users negatively impacted.	1. Capital Budget & assorted asset policies and processes followed. 2. Project Control Group (PCG) formed to ensure project governance oversight. 3. Defined and agreed project scope as approved by PCG. 4. Appropriate planning and development 5. Project Management, Contract and Procurement Policies processes followed and reviewed. 6. Dedicated project manager providing monthly reports. 7. Contract in place stipulating scope to be provided by contractor and nominated date(s) for Practical Completion for entire scope and/or separable portions (if any). 8. Third-party Airport Consultant involved from Tender stage.	High 4	Treat Risk	Manager Airport
02. Business Process Management	115	5.2 Strong leadership that provides quality governance to support and service the community	Gaps in Council's assurance program, are/will lead to: incorrect audit focus; Council reputation damage, missed opportunity to save/redirect \$ and increase efficiency and effectiveness.	1. (2) Audit Planning Process 2. (1) Management independently undertaking assurance activities 3. (2) Audit Committee oversight of audit process 4. Corporate/Operational Plan reporting 5. (4) Assurance Gap Analysis incorporated into ERM Process Procedure (16/6/17) 6. (2) Resource provided of part-time qualified internal auditor.	Very High 3	Accept Risk (ALARP)	Chief Audit Executive
03. Community Programs	414	1.4 Healthy living and active lifestyles	Council fails to maintain, train and supervise adequate numbers of volunteers to assist with operations across its sites resulting in inability to deliver some services, or injury to volunteers or public.	1. Development and implementation of processes for engagement and training of volunteers. 2. Supervision of volunteer work on Council sites. 3/3/17: 3. Training procedures for volunteers developed and distributed to sections. 3/3/17: 4. Responsibility for volunteers at some sites have transitioned to community organisations.	High 4	Accept Risk (ALARP)	Manager Communities and Culture
03. Community Programs	417	1.6 Our sense of place, diverse culture, history and creativity are valued and embraced	Grant and sponsorship programs not delivered in accordance with regulations, policy and procedures resulting in loss of reputation for Council with community concerns about disbursement of funds, and withdrawal of matching funding from other levels of government meaning grant is unable to be offered.	1. Policy, procedure and funding regulations implemented and reviewed regularly.	High 4	Accept Risk (ALARP)	Manager Communities and Culture
06. Environmental	339	3.1 Healthy natural ecosystems	The objectives, targets and actions plans contained in Council's Waste Reduction and Recycling Plan 2015-2024 (WRRP) [Strategic Waste Management Plan] are not realised affecting Council's reputation through broadening negative publicity with loss of customer confidence in the ability to manage a large facility/process on behalf of the community.	1. Policies, procedures, work instructions etc put in place. 2. Regular monitoring and reporting to senior management, Council and other regulatory bodies of key targets and performance indicators.	High 4	Treat Risk	Manager Rockhampton Regional Waste and Recycling

Risk Category	Risk Identification No.	Objectives (Links To Planning - Corp Plan 2017-22 or other documentation)	Risk/Failure (including consequence/s)	Existing Controls Implemented By Risk Owner	CURRENT RISK RATING	Risk Evaluation (don't proceed to Column N if risk is accepted as per results of ACTION TABLE and/or Cost-Benefit Analysis)	Risk Owner
07. Finance & Financial Reporting	302	1.1 Safe, accessible, reliable and sustainable infrastructure	Increased input costs not factored in to budgets thus resulting in inability to fully complete stated work programs.	1. Anticipate increased input costs when drafting budget. 2. When preparing budget for main material and resource components, forecast costs are obtained where possible.	High 4	Accept Risk (ALARP)	Manager Civil Operations
08. Fiscal Environment	251	5.3 Financially sustainable organisation	The loss of revenue impacting on Council's financial position potentially resulting in higher future rate rises, additional borrowings or service level reductions.	1. Undertaken training workshops with Council on Financial Sustainability and implications of change. 2. Include a lower reliance on grants and subsidies from other levels of government in Council's long term financial forecast. 3. Conservative financial forecast estimates. 4. Conservative estimates used in conjunction with DA applications. 5. Align related capital expenditure directly with developer contributions. 6. Using historical forecasts trending with wetter seasons.	High 5	Accept Risk (ALARP)	Chief Financial Officer
09. Knowledge & Information Technology Management	313	4.3 Accountable and motivated organisation	Poor records and information management retrieval and storage capabilities (hardcopy and electronic) resulting in an inability to find and retrieve critical infrastructure planning information resulting in reduced productivity, inadequate infrastructure, risk to the general public and workers and financial loss for Council.	1. Drawing Register database has been developed. 2. Design Office engineering drawings are being electronically stored and made accessible through GIS. 3. As-Constructed processes are in place through the operational works process.	High 4	Treat Risk	Manager Infrastructure Planning
10. Legal, Regulatory & Compliance	311	1.1 Safe, accessible, reliable and sustainable infrastructure	Breach of the Professional Engineers Act resulting in installation of unsafe infrastructure or infrastructure that does not meet legislative requirements causing the following possible impacts to Council: Service delivery delays; negative financial impacts; possible serious harm to public/workers; and reputation tarnished.	1. Employment of some RPEQ's in required positions. 2. Quality Assurance (QA) System implemented in Design Office. 3. Professional Indemnity insurance coverage. 4. Public Liability Insurance coverage.	High 4	Treat Risk	Manager Infrastructure Planning
10. Legal, Regulatory & Compliance	332	5.2 Strong leadership that provides quality governance to support and service the community	Failure to collect revenue, as dictated by legislation, results in less funds available and lack of confidence in Council business practices.	(1) Customer financial management system (Pathway)	High 5	Treat Risk	Manager Planning and Regulatory Services
10. Legal, Regulatory & Compliance	422	1.3 Safe places for our community	Inability to comply with regulatory obligations and conservation of heritage assets, asbestos inspections and treatment, resulting in facilities being non-compliant and deemed unsafe and unusable, with loss of service to community, possible injury to staff and public, and damage to reputation of Council.	1. Partial Completion of conservation management plan (CMP) program, however not funded in 13-14 and 15-16 budget to be updated as required. 2. Identified assets requiring inspection included in planned maintenance subject to funding. 19/2/16 - 3. Forward budget submission referencing Risk Register, Corporate Plan and legislative requirement developed. 19/2/16 - 4. Conservation and Maintenance plans incorporated into Asset Register and Management Plan. 3/3/17: 5. Renewal schedule within Asset Management Plan, and maintenance planned in accordance with budget allocation.	High 4	Accept Risk (ALARP)	Manager Community Assets and Facilities
10. Legal, Regulatory & Compliance	427	4.2 Practical and values based compliance frameworks	Council does not meet its legislative and service delivery responsibilities for Local Laws' community compliance leading to the possibility of legal action, significant damage to Council's reputation with multiple complaints, and general public dissatisfaction.	1. Budget submission for appropriate resources to address required compliance service levels. 2. Infringement financial management system (Pathways module). 3. 8/6/18: Infringement Notice Policy and Procedure implemented. 4. 8/6/18: Management has completed a process review internal audit and identified actions have been implemented.	High 4	Treat Risk	Manager Planning and Regulatory Services
10. Legal, Regulatory & Compliance	429	4.2 Practical and values based compliance frameworks	Inconsistent regulation and enforcement of local laws and legislation resulting in poor service and considerable public dissatisfaction.	1. Staff trained. 2. Local Law review. 3. Process and procedure review. 4. 2 x Local Law committee members for 2018 with Australian Institute of Animal Management. (8/12/17)	High 4	Treat Risk	Manager Planning and Regulatory Services
11. Political / Reputational	304	1.1 Safe, accessible, reliable and sustainable infrastructure	Failure of operation asset condition (roads, drainage, etc.) leading to: injury or death of public/staff; damage to property/equipment - resulting in legal outcomes, financial impacts and negative publicity for Council.	(1) Routine and reactive inspections to identify defects. (2a) Improved inspection systems and resourcing (previous risk treatment plan) (2b) Safety matters are managed through the WHS System discussed at all Toolbox sessions (28/4/18).	High 4	Treat Risk	Manager Civil Operations

Risk Category	Risk Identification No.	Objectives (Links To Planning - Corp Plan 2017-22 or other documentation)	Risk/Failure (including consequence/s)	Existing Controls Implemented By Risk Owner	CURRENT RISK RATING	Risk Evaluation (don't proceed to Column N if risk is accepted as per results of ACTION TABLE and/or Cost-Benefit Analysis)	Risk Owner
12. Projects and Event Management	301	1.1 Safe, accessible, reliable and sustainable infrastructure	Budget overrun (Capital Projects) resulting in inability to complete project to specification impacting on end user/fit for purpose, seeing corporate/operational plan objectives not being addressed and Council's credibility with the community being impacted.	(1) Oversee and report to General Manager Regional Services: (1a) Review fortnightly expenditure reports. (1b) Close supervision of site activities. (1c) Monitor resource utilisation onsite. (2) Funding shortfall on overall program requiring reprioritisation of projects. (1,3) Project management framework has been refined to include regular project reporting and provision of a contingency budget (26/2/18). (2) Coordinators Urban and Rural Operations prepare estimates for new projects which are reviewed by Manager Civil Operations (26/2/18). (2) Design Services design high risk projects prior to drafting budget to provide design estimates. Cost indexation applied to design estimates to update estimate to proposed budget period. (26/2/18)	High 4	Treat Risk	Manager Civil Operations
12. Projects and Event Management	P 309	1.1 Safe, accessible, reliable and sustainable infrastructure	The construction process may be delayed or significantly alter the construction of the Lakes Creek Road Landfill piggy back expansion cells project leading to financial and or legislative consequences.	Extensive geotechnical investigations have been undertaken and in ground monitoring system has been installed to provide information which would permit early intervention.	High 5	Accept Risk (ALARP)	Manager Rockhampton Regional Waste and Recycling
12. Projects and Event Management	P 604	2.5 Promote, foster and embrace growth opportunities, strategic investment and international exports	The Supercars event (a) not being attracted to the region resulting in a lost economic opportunity; and (b) if attracted, project not being appropriately scoped, resourced, and managed resulting in possible financial losses and tarnished reputation.	1. Consistent monitoring of the project by Economic Committee and Senior Council Staff. 2. Appropriate planning and development of project. 3. Bi-weekly reporting to General Manager to ensure consistent scope updates.	High 4	Treat Risk	Manager Regional Development and Promotions
13. Service Delivery	308	1.1 Safe, accessible, reliable and sustainable infrastructure	Landslip and/or rocks on road along Pilbeam Drive at Mt Archer - poses a threat to safety of road users resulting in public liability.	1. Shut road to traffic in significant rain events. 2. Speed restricted to 40 kmh. 3. Fallen rocks warning signs installed. 4. Inspect road after major rain events and at monthly intervals to remove rocks and check that 40 kmh speed restriction and Fallen rocks warning signs are in place.	High 5	Treat Risk	Manager Civil Operations
13. Service Delivery	331	5.3 Financially sustainable organisation	Availability of staff to undertake essential Council Services, i.e.: Development Assessment, is impacted by changes made to State Legislation resulting in less capacity to provide planning services, requiring supplemental funding from other sources, eg: increased rates.	Current fees address service level requirements.	High 4	Accept Risk (ALARP)	Manager Planning and Regulatory Services
14. Strategic Focus, Vision & Governance	101	5.2 Strong leadership that provides quality governance to support and service the community	Service delivery coverage, quality or correct balance of these audit services may not meet the requirements of the organisation, or may conflict	(1) & (2) Annual risk based audit planning highlights risks vs the required or appropriate need for internal audit coverage. (4) External Consultants - Limited (4) Audit Committee	High 4	Accept Risk (ALARP)	Chief Audit Executive
14. Strategic Focus, Vision & Governance	109	2.5 Promote, foster and embrace growth opportunities, strategic investment and international exports	Failure to take advantage of Rockhampton Region's economic development opportunities which can result in limited growth of Council's rate base.	1. Appointment of Manager Economic Development. 2. Appointment of Senior Resource Advisor to focus on opportunities arising for the Rockhampton Region from the Central Queensland resource sector. 3. Working with the Commonwealth and Queensland Governments and the Rockhampton Region community to maximise economic development opportunities. 4. Promotion of regional economic development opportunities in the media and at appropriate conferences and other forums.	High 5	Accept Risk (ALARP)	Manager Regional Development and Promotions
14. Strategic Focus, Vision & Governance	237	2.4 Infrastructure services are driven to deliver future economic growth	Failure to implement the outcomes of the Smart Way Forward Strategy leading to failure to capitalise on the opportunities presented by the smart/digital economy and loss of reputation.	1. Council adopted Smart Way Forward Strategy. 2. Smart Way Forward Action Plan developed to implement/commence implementing the outcomes 2016 to 2020. 3. Smart Regional Centre budget adopted including human resourcing. 4. Council approved the development of the Smart Hub - 212 Quay Customs House 5. Proactive approach to seeking out and submitting relevant funding applications. 6. Ongoing engagement with the community, business and government promoting the strategy. 7. SmartHub Operational Plan 2018-2020 adopted by Council (8/6/18).	High 5	Accept Risk (ALARP)	Manager Corporate and Technology Services

Risk Category	Risk Identification No.	Objectives (Links To Planning - Corp Plan 2017-22 or other documentation)	Risk/Failure (including consequence/s)	Existing Controls Implemented By Risk Owner	CURRENT RISK RATING	Risk Evaluation (don't proceed to Column N if risk is accepted as per results of ACTION TABLE and/or Cost-Benefit Analysis)	Risk Owner
14. Strategic Focus, Vision & Governance	330	4.4 Plan for future population and economic growth giving consideration to a diverse range of industries and services	Failure to address general long term planning needs for the community will result in lower quality development, less development overall, continued poor economic and community performance indicators, and lost opportunities in pursuit of achieving elevation of Rockhampton's reputation to an exceptional regional city.	1. (1) Have staff employed working in this field. 2. (2) Have budget allocated for training. 30/1/15: 3. (1) Use attrition opportunities to hire new staff with required skill sets. 4. (2) Train existing staff to pursue strategic planning functions. 5. (3) Reduce time devoted to low risk, low value, tasks to free more time for strategic and placemaking planning. 6. (4) Continue to liaise with State Govt officers to ease regulatory burden on RRC's capacity for self determination. 7. (5) Pursue all opportunities to educate all sectors of the community on the benefits of quality targeted planning initiatives. 8. (5) Develop partnerships with business and community groups to pursue initiatives of joint benefit.	High 4	Accept Risk (ALARP)	Manager Strategy and Planning

ROCKHAMPTON REGIONAL COUNCIL
Risks Requiring Further Treatment as at 24/8/18

Risk Category	Risk Identification No.	Links To Planning (Objectives)	Risk/Failure (including consequence/s)	CURRENT RISK RATING	Future Risk Control/s	Resource / Budget Needed	Performance / Constraints	% Complete	Completion Date	Risk Owner	MANAGEMENT'S COMMENTS/NOTES ON ANY CHANGES TO BE MADE TO DETAILS IN COLUMNS B - Q, T and/or U - W
01. Asset & Capacity Management	213	5.2 Strong leadership that provides quality governance to support and service the community	Operational degradation or failure of Council's Two-way radio communication system resulting in failed regional communications for daily operations and emergency / disaster response.	High 4	Commence planning and implement a replacement RRC regional two-way radio communications system. Two stage plan - 1. Replace the Rockhampton City Two-way system (26/8/16 - Completed) . 2. Integrated regional solution taking in the Gracemere infrastructure.	19/2/16: \$855,000	8/6/18: Project delayed with ongoing land tenure dispute with adjoining owner causing disruption to site preparation. Tender awarded May 2018. Finalising design & construction contract with a 12 to 16 week construction period. Expected completion by Nov 2018.	8/6/18: 75% 8/12/17: 70% 19/2/16- 60% 02/10/15- 15% 40%	Stage 2 - (6/6/17- 30/11/2018; 8/12/17- 30/06/2018; 16/6/17- 31/12/2017; 3/3/17- 31/8/2017) 30/10/2016 Stage 1 completed	Manager Corporate and Technology Services	24/8/18: No change
01. Asset & Capacity Management	244	2.4 Infrastructure services are driven to deliver future economic growth	Aircraft accident, incident or malfunction occurs within the Rockhampton airport precinct resulting in possible death or injury, financial loss, interruption to airline service delivery, damage to infrastructure and reputation damage to the airport.	Moderate 6	Upgrade airport lighting system.		24/8/18: Airport lighting system was commissioned 5/6/17 - rectification works ongoing as part of the extension of the defect liability period. 25/8/17: Work completed still covered for defects under contract which expires 6/6/18. 3/3/17: Failure of contractor to supply required documentation to be submitted to CASA and decommissioning delays owing to Exercise Wallaby commencement. 17/7/2015 - Stage 3 delayed due to military exercise Talisman Sabre. Commissioning now due late September. 17/4/15: Cyclone Marcia has delayed works but still tracking for June 30 completion. In order to reduce risk main runway transformers replaced in the interim and circuit reliability improved from 0 megaohms to 0.3 megaohms. Contract awarded for stage 3 and contractors to commence Feb 2015.	19/2/2016: 90% 2/10/2015- 85% 17/7/2015 - 80% (17/4/2015- 70%)	26/2/18: 6/06/2018 3/3/17: 31/07/2017 2/12/16: 31/3/2017 26/8/16- 30/11/2016 27/5/16- 31/07/2016 19/2/2016 17/7/15- 30/06/2016 17/7/15- 31/12/2015 (Stage 3- 30/6/2016)	Manager Airport	24/8/18: The Airport Lighting System was commissioned on the 5th June 2017, ongoing rectification works as part of the extension of the defect liability period.
01. Asset & Capacity Management	245	2.4 Infrastructure services are driven to deliver future economic growth	Security breach or threat at the airport resulting in possible death or injury, reputation damage to the airport, additional costs, disruption to airline services due to airport closure, infrastructure damage, fines in relation to a regulatory breach.	Moderate 6	Replace hard key system on all gates and access points with proxcard electronic card system so lost cards can have access withdrawn.	Budget has been provided under Security upgrade	24/8/18: Construction of the automatic vehicle gate at Airside Security Gate 1 has been completed. Transition to amalgamate with Council's Cardax system ongoing. 26/02/18: Works have commenced on the installation of an electronic gate for emergency access. 3/3/17: A number of locks have failed and a cause needs to be identified by the manufacturer before roll-out of the balance of the locks is done. 17/7/2015: Locks acquired however installation of the Hot spot readers to enable update of access cards has been delayed due to technical IT issues experienced by Chubb expected.	19/2/2016: 90% 2/10/2015- 85% 17/7/2015 - 75% (17/4/2015- 60%)	26/2/18: 2/04/2018 2/12/16- 31/07/2017 19/2/16- 30/06/2016 17/7/15- 31/12/2015 (17/4/14- 30/06/2016)	Manager Airport	24/8/18: Construction of the automatic vehicle gate at Airside Security Gate 1 has been completed. Transition to amalgamate with RRC Facilities Cardax system ongoing.
01. Asset & Capacity Management	248	2.4 Infrastructure services are driven to deliver future economic growth	Airport assets not maintained, upgraded, inspected or monitored effectively in accordance with regulatory requirements resulting in possible death or injury, reputational damage, compliance failure, reduced service delivery, WH&S fine.	Moderate 6	Facility maintenance and condition assessment inspection schedules are in the process of being completed and detailed in Conquest. Consultant engaged to identify critical infrastructure and to load into Conquest to ensure regular maintenance is performed.	Facilities Co-ordinator providing resources. Budget funds are available over next few years for consultant to complete critical infrastructure assets in Conquest.	8/12/17: AMP completed and is to be worked through by Airport Facilities Team.	2/12/16 : 80% 2/10/2015- 80% 17/4/2015- 80% (21/1/15- 80%)	8/12/17: 01/06/2018 17/7/15- 30/6/2017 (17/11/14- Stage 1- 30/06/2015)	Manager Airport	24/8/18: Internal audit of airport assets scheduled for October 2018.
01. Asset & Capacity Management	303	1.1 Safe, accessible, reliable and sustainable infrastructure	Loss of/damage to office and depot facilities with an impact on ability to coordinate and deliver services.	Moderate 6	Obtain generator to provide emergency power to depots - liaise with Facilities to achieve outcome.	Budget required to provide connection and test run hired generator.	(17/11/14: Not carried out)	0%	3/3/17: 31/12/2017 19/2/16- 30/06/2016 30/06/2015	Manager Civil Operations	24/8/18: NO CHANGE
01. Asset & Capacity Management	310	1.1 Safe, accessible, reliable and sustainable infrastructure	Inability of Engineering Services to provide or maintain adequate levels of service for infrastructure planning, development assessment and infrastructure design resulting in reduced productivity, inadequate infrastructure, risk to the general public and workers and financial loss for Council.	High 4	1. (1.) Undertake staffing level review and business planning for Engineering Services. 2. (2.) Improve focus on professional development and training (including graduate development program) by management implementing appropriate training and development plans and staff completing them.	Professional Development Training Budgets required	Lack of resources and higher priorities impacting on time available for implementation and completion.	26/8/16: 70% 2/10/15- 60% 30/1/15- 40%	3/3/17: 31/12/2017 17/7/15- 1/7/2016 (30/1/15- 31/12/2015)	Manager Infrastructure Planning	24/8/18: No change
01. Asset & Capacity Management	312	1.1 Safe, accessible, reliable and sustainable infrastructure	Inadequate Developer Contributions for Infrastructure resulting in a cost impost on ratepayers and reduction in funds available for other projects.	High 5	Local Government Infrastructure Plan to be reviewed in 2018/2019 (24/8/18)		26/8/16: Limiting factors: State Legislation caps infrastructure charges; Decision by Council to charge less, in most cases, than what is allowed under State Legislation.			Manager Infrastructure Planning	24/8/18: LGIP to be reviewed in 2018/19- UPDATE COL N Future risk controls
01. Asset & Capacity Management	315	1.1 Safe, accessible, reliable and sustainable infrastructure	Failure to maintain accuracy and value of the forward works program and adequately provide for the annual capital program resulting in projects nominated for delivery being deferred to accommodate increased costs within annual capital program and the Long Term Financial Strategy (LTFS).	High 4	1. Continued refinement of forward works program. 2. (2. & 3.) Development of indicative estimating tool. 3. Develop Network specific prioritisation processes.	Budget, IT Support, Software.	3/3/17: Draft 10 year Capital Program has been developed. Availability of personnel to do this work.	17/7/15: 75% (50%)	3/3/17: 01/07/2018 04/07/2016	Manager Infrastructure Planning	24/8/18: No Change
01. Asset & Capacity Management	323	1.1 Safe, accessible, reliable and sustainable infrastructure	Failure to adequately maintain process assets resulting in fines, loss of revenue, disruption to services and loss of reputation.	Moderate 5	1. Seek Council approval and Implement Sewage Treatment Plant Strategy. 2. Implement rolling condition assessment program.	1. Project Delivery Staff 2. Budget	26/2/18: STP Strategy being implemented as planned with construction of the new rising required for the decommissioning of the West Rockhampton STP now 80% complete. Gracemere STP augmentation project underway in design phase.	8/6/18: 70% 17/7/15- 15% (30/1/15- 40%)	31/12/2019	Manager FRW	24/8/18: NO CHANGE

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01. Asset & Capacity Management	336	1.1 Safe, accessible, reliable and sustainable infrastructure	Failure to undertake long-term planning for the provision of future landfill airspace and or alternative waste technologies beyond the operational life of the existing facilities-which would result in the community not having any location to effectively dispose of its waste causing possibly a decrease in public health and a significant potential for large scale environmental harm to be caused.	Moderate 7	1. Education of Councillors and community on need for, and costs associated with, waste management. Dependent on site and or technology identified... 2. Controls to be decided and put in place within 15 years (current site has a 20 year life - 2035) . [Note - this has been extended from 20 year life to 37 year life - 2056. 8/6/18] 3. Once site and or technology identified, increased intensity and focus of education of Councillors and community.	TBA			19/2/16: 1. Continuous 2. 8/6/18: 2041 2024 3. TBA 26/02/2016	General Manager Regional Services	24/8/18: No Change
01. Asset & Capacity Management	420	1.1 Safe, accessible, reliable and sustainable infrastructure	Damage or failure of Council facilities, plant and equipment resulting in injury to staff or public, potential litigation, and inability to deliver services.	Moderate 5	26/2/18: Initiatives in place to assist staff with statutory maintenance requirements.	26/2/18: Additional resources required to assist in managing and working on defects, significant number of defects currently in the system, with large costs attributed, to be rectified.	26/2/18: Large number of building defects to be reviewed and actioned which are being worked through with staff. Condition assessments completed faster than defects can be dealt with resulting in a backlog of issues.	10%	30/06/2019	Manager Community Assets and Facilities	24/8/18: Change title Coordinator Community Facilities; add in Coordinator Community Assets
01. Asset & Capacity Management	434	1.2 Regional public places that meet the community's needs	Insufficient interment space for future burials leading to damage to council's reputation and loss of revenue.	Low 9	24/8/18: Planning for future growth of Gracemere Cemetery		Lack of budget	0%	31/12/2023	Manager Community Assets and Facilities	24/8/18: Future Control added
01. Asset & Capacity Management	445	5.2 Strong leadership that provides quality governance to support and service the community	Loss of property (including Council property, cash/revenue and exhibits) due to theft/fraud resulting in: negative publicity; loss of reputation; and monetary loss.	Moderate 6	1. CCTV [8/6/18]	Budget required.			30/06/2020	Manager Parks	24/8/18:
01. Asset & Capacity Management	446	1.2 Regional public places that meet the community's needs	Integrity of land-fill caps, where Council is now using the space for public use (eg: parks), is impacted through an event occurring causing exposure of toxins, hazards etc (eg: TC Marcia causing tree fall and erosion) resulting in: public health and safety; financial; and environmental repercussions.	Moderate 7	1. Continuous review and updating of Site Management Plan. 2. Site remediation priorities to be determined, planned and implemented.	To be determined per event and site. (Kershaw Remediation is now estimated at \$8.4m. The amount for other sites is hard to assess generically.)	(Note: Remediation Plan for Kershaw Gardens in effect) Public perception Funding	8/6/18: 0% 25/8/17: 60% 16/6/17: 50% 02/10/2015: 15% 2%	8/6/18: Timely post event. 46/6/17: 30/06/2018 19/2/16: 30/06/2017 04/12/2015	Manager Parks	24/8/18:
01. Asset & Capacity Management	P-447	1.1 Safe, accessible, reliable and sustainable infrastructure	New proposed Pound Animal Management Facility not being fit for purpose and able to fulfill expectations leading to Council's reputation being tarnished; additional funding required to rectify; and Corporate/Operational Plan objectives not effectively addressed.	High 4	(1) Pound constructed and operated in line with Council's and community's expectations. (2) Appropriate budget provided.	In current budget.	(1) Appropriate site (2 & 3) Appropriate resourcing (1) Budget	24/8/18: 100% 8/06/18: 70% 25/08/17: 60% 16/6/17: 40% 5%	8/6/18: 31/08/2018 16/06/17: 31/01/2018 2/12/16: 31/12/2017 30/06/2017	Manager Planning and Regulatory Services	24/8/18: New Animal Management Facility completed with operations commencing there on 13/8/18. This will be removed from the register next reporting period.
01. Asset & Capacity Management	P 501	1.1 Safe, accessible, reliable and sustainable infrastructure	Airport (runway) pavement resurfacing project not being fit for purpose and able to fulfill expectations leading to: damage to Council's reputation; additional funding required to rectify; and Corporate/Operational Plan objectives not effectively addressed; safety of users negatively impacted.	High 4	1. Preliminary Survey and Geotech required. 2. Airport runway constructed in line with Council's and communities expectation. 3. Ensure suitably qualified staff/contractors are engaged for specialised work. 4. Contract documentation to ensure inclusion and set out of significant risk factors. (i.e. damages for runway unavailability)		Budget of \$2, 622,337 has been allocated with a \$5M contribution from Building Better Regions Fund (BBRF) scheme.	10%	25/02/2019	Manager Airport	24/8/18: Project is 60% completed.
02. Business Process Management	407	1.2 Regional public places that meet the community's needs	Damage to Council facilities and equipment due to non-compliance by Hirers resulting in financial loss and loss of reputation.	Moderate 6	(17/11/14 Improved business systems in the Venue Operations Unit)	(1) Capital budget provided for new venue management system.	Suitability of existing commercial venue management systems.	16/6/17: 90% 2/12/16: 85% 27/5/16: 70% 25%	8/6/18: 31/12/2018 8/12/17: 31/03/2018 25/8/17: 31/12/2017 16/6/17: 30/09/2017 2/12/16: 30/03/2017 26/8/16: 31/12/2016	Manager Communities and Culture	24/8/18:
03. Community Programs	440	1.2 Regional public places that meet the community's needs	Tree falls resulting in: injury/death; damage to property; damage to Council's reputation; negative financial impact.	Low 7	1. Review and update Street Tree Policy and Procedure to align with adopted policy. 2. Programmed maintenance works to be implemented to full capacity. 3. Ergon Service Level Agreement is to be in place and implemented.	Staff time and management overview, possible external review and update Nil	3/3/17: Tree Management Policy adopted, work proceeding on Procedure to support.	(3/3/17: 70%) 60%	8/12/17: 31/03/2018 2/12/16: 28/02/2017 19/2/16: 30/04/2016	Manager Parks	8/6/18:
04. Disasters; Business Continuity; & Disaster Recovery	328	1.1 Safe, accessible, reliable and sustainable infrastructure	Fire in FRW buildings resulting in injury to staff; loss of plant and equipment.	Moderate 6	16/6/17: Additional controls to reduce the risk of fire in FRW buildings being implemented as per Audit Recommendations (minor capital upgrades and administrative improvements)			20%	8/6/18: 30/06/2019 26/2/18: 31/12/2018	Manager FRW	24/8/18: NO CHANGE
05. Employees	238	1.3 Safe places for our community	Safety Management System not continuously improved according to audit findings, legislative requirements and legal advice received resulting in an increase in: incidents, possibility serious or fatal; insurance premiums and common law claims as well as a potential breach of Policy / Procedures and possible prosecution of council or individuals.	Low 7	1. Yearly Action Plan for 2018-2019, from the rolling Health and Safety Strategy, to be implemented.	Additional budget requirements		10%	30/06/2019	Manager Workforce and Governance	24/8/18: The Yearly Action Plan 18-19 is 10% complete, with to be Completed Date 30/6/19.
06. Environmental	339	3.1 Healthy natural ecosystems	The objectives, targets and actions plans contained in Council's Waste Reduction and Recycling Plan 2015-2024 (WRRP) [Strategic Waste Management Plan] are not realised affecting Council's reputation through broadening negative publicity with loss of customer confidence in the ability to manage a large facility/process on behalf of the community.	High 4	1. Develop plans and budget to fulfill actions listed in the WRRP 2. Quotation from local consultancy to deliver the educational component of the WRRP being sourced - if appointed completion for education elements of the strategy to be completed by 30/06/2018 (8/12/17).	\$200,000	Lack of resources		26/2/18: 31/12/2020 24/12/2016	Manager Rockhampton Regional Waste and Recycling	24/8/18: NO CHANGE

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06. Environmental	443	1.2 Regional public places that meet the community's needs	Loss of significant/ historic/ iconic botanical collections resulting in negative publicity and loss of: reputation; region's "green" status; iconic material; and research opportunities.	Moderate 6	1. Review, update and implement existing land & conservation management & succession plans. 2. Complete the identification of the current collection as part of the succession plan. 3. Rockhampton Botanic Gardens Master Plan in final draft. 4. Plant Pathogen Management Plan to be prepared and implemented.	Staff time and management overview.		8/6/18: 50% 26/8/16: 80% (40%)	8/6/18: 31/12/2023 16/6/17: 31/12/2017 26/8/16: 30/06/2017 (30/06/2016)	Manager Parks	24/8/18:
09. Knowledge & Information Technology Management	313	4.3 Accountable and motivated organisation	Poor records and information management retrieval and storage capabilities (hardcopy and electronic) resulting in an inability to find and retrieve critical infrastructure planning information resulting in reduced productivity, inadequate infrastructure, risk to the general public and workers and financial loss for Council.	High 4	1. Plan and implement completion and population of central registry for planning studies. 2. (1.) Continued population of drawing register database and scanning and loading of engineering drawings into GIS. 3. (2.) Retrieval of historical development plans to be scanned and loaded into GIS. 4. Identify and acquire (if necessary) appropriate storage areas for records.	Require dedicated Project Admin/technical librarian support	Lack of a plan and resources.	3/3/17: 60% 26/8/16: 50% 30/1/15: 30%	30/06/2018	Manager Infrastructure Planning	24/8/18: No Change
09. Knowledge & Information Technology Management	433	1.2 Regional public places that meet the community's needs	Loss of information and critical cemetery records (paper/electronic) resulting in poor service delivery through: inability to provide information to families/funeral directors for future/past burial information and replace historical records - some information lost forever; and reliance on data with inefficient communication networks.	Moderate 7	Investigate use of NBN technologies to improve network connectivity			0%	31/12/2018	Manager Community Assets and Facilities	24/08/2018: No changes
10. Legal, Regulatory & Compliance	106	5.2 Strong leadership that provides quality governance to support and service the community	Improper release of confidential information resulting in: complaints; investigations; and sanctions.	Moderate 5	(1) Internal awareness training programs to be developed and delivered.			30%	30/06/2018	Manager Workforce and Governance	24/8/18: Add Future Control: Internal awareness training programs to be developed and delivered. 30% Completed with Completion Date as 30/6/18.
10. Legal, Regulatory & Compliance	250	1.1 Safe, accessible, reliable and sustainable infrastructure	A safe environment is not effectively provided for Airport workers, passengers and the public resulting in possible death or injury, compliance breaches, safety breaches, reputational damage, insurance claims, legal action.	Moderate 5	Online inductions provided to airport staff and contractors (26/2/18).			0%	01/07/2019	Manager Airport	24/8/18: The biennial Aerodrome Emergency Exercise was conducted on Wednesday 30 May 2018.
10. Legal, Regulatory & Compliance	311	1.1 Safe, accessible, reliable and sustainable infrastructure	Breach of the Professional Engineers Act resulting in installation of unsafe infrastructure or infrastructure that does not meet legislative requirements causing the following possible impacts to Council: Service delivery delays; negative financial impacts; possible serious harm to public/workers; and reputation tarnished.	High 4	1. (1.) Make RPEQ qualification mandatory for some positions in the future. 2. (2.) Request technical staff to obtain their RPEQ if possible.	Resources required through the Training Assistance process	1. Requires study assistance. 2. Lack of incentive to obtain RPEQ qualification - owing to the level of responsibility and potential liability that attaches to the RPEQ rather than the organisation.	17/7/15: 50% (30/1/15: 40%)	3/3/17: 31/12/2017 31/12/2016	Manager Infrastructure Planning	24/8/18: No Change
10. Legal, Regulatory & Compliance	322	1.1 Safe, accessible, reliable and sustainable infrastructure	Failure to comply with legislative requirements for water and sewerage services resulting in fines, loss of reputation and environment or health impacts.	Moderate 5	1. Conduct condition assessment and review maintenance strategy for monitoring equipment. 2. Alternative power supply to be installed at critical sites. 3. Seek Council approval, and Implement Sewage Treatment Plant Strategy.	(1, 2 & 3) Budget (3) Project delivery staff	26/2/18: STP Strategy currently being implemented as planned. SCADA upgrade project completed (add this as a new control) to improve the effectiveness of monitoring of water and sewerage assets and operations:	8/6/18: 70% 17/7/15: 20% (30/1/15: 45%)	31/12/2019	Manager FRW	24/8/18: NO CHANGE
10. Legal, Regulatory & Compliance	325	1.1 Safe, accessible, reliable and sustainable infrastructure	Failure of Water Treatment Plant resulting in loss of supply for extended period, financial loss, loss of reputation, public health risk, safety risk; and breach of license conditions.	Moderate 6	1. Security cameras and equipment to be installed and monitored via SCADA software. 2. FRW Maintenance Strategy to be finalised (note: implementation is occurring as components are developed) [Completed 8/6/18]. 3. Investigate backup power options. 4. Complete electrical renewal of GWTP [fire suppression systems, etc.] 8/6/18.	(1, 2 & 3) Staff (1, 4) Budget	(1) Awaiting budget approval. (2 & 3) Staff availability.	8/6/18: 30% 17/7/15: 50% (30/1/15: 20%)	8/6/18: 30/6/2019 3/03/17: 30/06/2017 2/10/16: 30/06/2016 17/7/15: 31/12/2015 (31/12/2014)	Manager FRW	24/8/18: NO CHANGE
10. Legal, Regulatory & Compliance	326	1.1 Safe, accessible, reliable and sustainable infrastructure	Failure of Sewage Treatment Plant resulting in breach of EPA license; serious disruption of services; serious litigation and financial loss; loss of reputation.	Moderate 5	1. Site-specific SOPs [Implemented 8/6/18]. 2. Investigate backup power options. 3. Implement RRC's STP upgrade strategy. 4. Complete electrical renewal of North Rockhampton STP. 8/6/18	(2, 3) Staff. (3, 4) Budget.	(2) Staff availability. (3) Project staff. (3, 4) Budget. 16/6/17: Continuing construction of rising main required to decommission West Rton STP; and augmentation of Gmere STP currently progressing through design phase.	8/6/18: 70% 19/2/16: 60% 17/7/15: 40% (30/1/15: 35%)	8/6/18: 31/12/2018 2/12/16: 30/06/2018 19/2/16: 31/12/2016 02/10/15: 30/06/2018 30/06/2017	Manager FRW	24/8/18: NO CHANGE
10. Legal, Regulatory & Compliance	332	5.2 Strong leadership that provides quality governance to support and service the community	Failure to collect revenue, as dictated by legislation, results in less funds available and lack of confidence in Council business practices.	High 5	1. Develop process and workflow to facilitate collection. 2. Review with Council re threshold for collection activity.	Can be done with existing resources.	Constraints - age of some overdue payments may make collection difficult.	(30/1/15: 90%)	8/6/18: 31/03/2019 26/8/16: 30/6/2017 19/2/16: 30/06/2016 31/12/2015	Manager Planning and Regulatory Services	24/8/18: Infrastructure charges collection is completed. Collection of infrastructure contributions is well under way.
10. Legal, Regulatory & Compliance	424	3.1 Healthy natural ecosystems	Council does not have appropriate and implemented pest management planning for pest plants and pest animal management leading to public complaints about service delivery, localised damage to Council's reputation, temporary redirection/addition of staff/resources required.	Moderate 5	Advised of major changes to legislation occurring in 2016 - 1. Review and realign plan with newly identified changes; [Completed but left showing as #2 is dependent on this] 2. Review of service level arrangements / requirements (Dependent on 1.) 3. Budgeted staff allocation of 1 trainee- 1 Assistant Pest Management Officer to be recruited in 2018 (26/2/18).	Existing.	Dependent future control awaiting adoption and budget resourcing.	8/12/17: 80% 16/6/17: 70%	8/6/18: 31/12/2018 31/12/2017	Manager Planning and Regulatory Services	24/8/18: No Changes
10. Legal, Regulatory & Compliance	427	4.2 Practical and values based compliance frameworks	Council does not meet its legislative and service delivery responsibilities for Local Laws' community compliance leading to the possibility of legal action, significant damage to Council's reputation with multiple complaints, and general public dissatisfaction.	High 4	1. Effective Infringement financial management process to be put in place. [Completed 8/6/18] 2. Internal Audit Process Review. [Completed 8/6/18] 3. Additional position currently granted through budget process - to be revisited in the 18/19 budget as has been put on hold until new animal management facility is completed.	(1) System update budget. (2) Existing staff and resources.	(1) IT systems are currently in development for infringement management	8/6/18: 80% 16/6/17: 40% 17/7/15: 30% (25%)	8/6/18: 31/12/2018 16/6/17: 31/12/2017 26/8/16: 30/06/2017 17/4/15: 30/06/2016 (30/06/2016)	Manager Planning and Regulatory Services	24/8/18: No Change

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10. Legal, Regulatory & Compliance	429	4.2 Practical and values based compliance frameworks	Inconsistent regulation and enforcement of local laws and legislation resulting in poor service and considerable public dissatisfaction.	High 4	1. Reviews to be completed - 1a) Internal Audit Process Review; 1b) Legal review of Local Laws. 2. Membership subscription to LGAQ's Legislation Compliance Service.	1a) Existing staff and resources. 1b - 2) Review of budget required.	19/2/16 : (1a) Review of Council's Animal Management function currently being undertaken - scheduled to be completed by May 2016. 19/2/16: (1b) Additional project officer employed to conduct legal review of Local Laws - to be completed June 2017. Constraint: Available budget	24/8/18: 85% 8/6/18: 75% 16/6/17: 65% 5%	8/6/18: 31/12/2018 16/6/17: 31/3/2018 27/5/16:- 31/01/2017 (17/4/15:- 30/12/2016) 31/12/2014	Manager Planning and Regulatory Services	24/8/18:(R) 85%
10. Legal, Regulatory & Compliance	430	4.2 Practical and values based compliance frameworks	Loss of community amenity and reduced public safety due to increased violation of the local laws resulting in public dissatisfaction and increased injury to person and property.	Moderate 5	1. Develop responsible pet ownership education videos for community education. 2-Develop "Snip and Chip" program in partnership with local vets to provide subsidised desexing, vaccinations, and microchipping for eligible pension card holders. 3. Recruit Education Officer position. 4. 'Annual Education and Communication Action Plan' is programmed to be developed by September 2018.			80%	31/11/2018	Manager Planning and Regulatory Services	24/8/18: Progress on Future Controls (1) Education program video scripts have been developed. (2) Has been completed -Aug 2018. Add as Existing Control statement: Subsidised services are being provided to the community targeting seasonal issues on an ongoing basis. (3) Recruitment in process (4) Is in progress
10. Legal, Regulatory & Compliance	431	1.2 Regional public places that meet the community's needs	Animal housing at the Zoo does not meet the required standard (inclusive of; animal husbandry, record keeping, staffing & asset renewal) resulting in: Loss of zoo licences / closure of facility; Injury or death to an animal; Negative public perception; Staff turnover; Injury or death to zookeepers.	Moderate 6	1. Documented procedures rolling review. 2. Develop, implement, and annually review development plan (linkage to budget required) to upgrade exhibitions and achieve implementation of the approved/ultimate zoo master plan. 3. Staff to monitor and contribute to review/formation of industry guidelines standards.	Annual Budget External contractors to be used. Staff time and management overview.	(17/11/17 Procedure Manual review / update is continuing.)	8/12/17: 50% 16/6/17: 35% 19/2/16: 20% 10%	8/12/17: 30/03/2018 16/6/17:- 31/12/2017 26/8/16:- 30/11/2016 (30/06/2016)	Manager Parks	8/6/18:
11. Political / Reputational	304	1.1 Safe, accessible, reliable and sustainable infrastructure	Failure of operation asset condition (roads, drainage, etc.) leading to: injury or death of public/staff; damage to property/equipment - resulting in legal outcomes, financial impacts and negative publicity for Council.	High 4	(1) Fine tune and review the ongoing Civil Operation asset condition inspections, which are conducted in conjunction with Council's Asset Management Unit for assets, facilities & major projects. (Note - Civil Operations inspect rural roads but the Asset Management Unit inspect urban roads)	Staff Resources	Lack of staff in Assets - Provision of inspection services by Asset Services and reporting of defects identified has not progressed significantly and it is doubtful it will under the current structure. No change to status.	25/08/17 - 60% 17/7/15: 50% (17/4/15: 40%)	3/3/17: 31/12/2018 19/2/16:- 31/12/2016 17/4/15:- 31/12/2016 28/02/2015	Manager Civil Operations	24/8/18: Amend control (2b) to read Safety matters are managed through the WHS System.
12. Projects and Event Management	112	2.1 A destination sought for lifestyle, community events and tourism	River Festival has low attendance or is cancelled resulting in loss of revenue and reputational damage.	Moderate 6	(1) Investigate insurance cost/benefit					Manager Regional Development and Promotions	24/8/18: No changes required
12. Projects and Event Management	301	1.1 Safe, accessible, reliable and sustainable infrastructure	Budget overrun (Capital Projects) resulting in inability to complete project to specification impacting on end user/fit for purpose, seeing corporate/operational plan objectives not being addressed and Council's credibility with the community being impacted.	High 4	1- (2) Design Services to design high-risk projects prior to drafting budget to provide design estimates. Apply cost indexation to design estimates to update estimate to proposed budget period. 2- (2) Coordinators Urban and Rural Operations to prepare estimates for new projects and the Manager Civil Operations to review estimates. (3, 2) Developing a consistent approach for project scoping and estimates (26/2/18)	Additional Design resources required to provide designs and estimates for critical projects prior to drafting budget.	(17/11/14: No additional design staff appointed. Forward planning for 2016/17 Capital Works Budget has not commenced).	8/6/18: 85% 26/2/18: 70%	30/12/2018	Manager Civil Operations	24/8/18: No Change
12. Projects and Event Management	P 382	1.1 Safe, accessible, reliable and sustainable infrastructure	Rockhampton Flood Mitigation Project: - natural disaster event (flooding) during construction works. Negative publicity, damage to Council's reputation.	Moderate 5	Construction Flood Management Plan will be required as part of the subcontractors Terms of Contract.	Utilising existing resources	Construction Flood Management Plan monitored and reviewed regularly	0%	30/12/2021	General Manager Regional Services	24/8/18: NO CHANGE
12. Projects and Event Management	P 455	1.2 Regional public places that meet the community's needs	Kalka Shades Hockey Redevelopment (C09884305 - W4Q Rnd 2) Project not being fit for purpose to hold State and National Events, resulting in lost opportunities for tourism, financial gains to the local economy, and high level media events such as international level fixtures.	Low 7	1. Council and Rockhampton Hockey Association (RHA) workgroup meetings		Siting of new facility (flood modelling)- Budget- End user (RHA)	8/6/18: 20% 40%	8/6/18: 31/12/2018 04/10/2018	Manager Parks	24/8/18: (T) Parks
12. Projects and Event Management	P 604	2.5 Promote, foster and embrace growth opportunities, strategic investment and international exports	The Supercars event (a) not being attracted to the region resulting in a lost economic opportunity; and (b) if attracted, project not being appropriately scoped, resourced, and managed resulting in possible financial losses and tarnished reputation.	High 4	1. Community Engagement 2. Appropriate contracts to be put in place limiting Council liability 3. Insurance					Manager Regional Development and Promotions	24/8/18: No changes required
13. Service Delivery	308	1.1 Safe, accessible, reliable and sustainable infrastructure	Landslip and/or rocks on road along Pilbeam Drive at Mt Archer - poses a threat to safety of road users resulting in public liability.	High 5	Bank stabilisation work to commence in September 2018 to address high risk areas (24/8/18)	The budgets to fully negate this risk are not achievable by the Council. An appropriate inspection regime and safety controls at relevant times will mitigate risk to some extent.				Manager Civil Operations	24/8/18: Bank stabilisation work to commence in September 2018. These works will address the high risk areas- Update TREATMENT COLUMN to this effect.
13. Service Delivery	428	5.4 Leading public sector employer	Insufficient appropriate human and equipment resources to manage and operate sites resulting in significant loss of service range and quality.	Moderate 5	1- Supervisor development goal-orientated coaching provided via external provider to supervisors with 360-degree feedback-			100%	31/11/2018	Manager Planning and Regulatory Services	24/8/18: (N) Completed.

Risk Category	Risk Identification No.	Links To Planning (Objectives)	Risk/Failure (including consequence/s)	CURRENT RISK RATING	Future Risk Control/s	Resource / Budget Needed	Performance / Constraints	% Complete	Completion Date	Risk Owner	MANAGEMENT'S COMMENTS/NOTES ON ANY CHANGES TO BE MADE TO DETAILS IN COLUMNS B - Q, T and/or U - W
13. Service Delivery	444	1.2 Regional public places that meet the community's needs	Inadequate/ inappropriate open space does not meet the community's requirements/ expectations resulting in lack of: standardised infrastructure charges; consistency and quality of the asset including land; lack of benchmark for Council/ developer Standards; unwanted contributed assets; leading to reputational damage; social problems and; financial impacts.	Moderate 5	<ol style="list-style-type: none"> 1. Develop & implement a Parks Infrastructure Strategy for conditioning of new development. 2. Develop a local parks contribution policy. 3. Complete & implement Landscape Guidelines (as part of CMDG). 4. Open Space Strategy to be reviewed-adopted by Council and implemented (inc service levels). 		26/8/16: Sport, Parks, Active Recreation and Community (SPARC) Strategy currently in preparation awaiting Council consideration.	8/6/18: 80% 70%	8/6/18: 31/12/2019 16/6/17:- 31/03/2018 26/8/16:- 30/04/2017 (31/12/2016)	Manager Parks	24/8/18:
14. Strategic Focus, Vision & Governance	247	2.4 Infrastructure services are driven to deliver future economic growth	Airport revenue decreases over a sustained period resulting in the airport performance KPI's not being met, budgetary impacts, reduced availability of funds for capital programs.	Moderate 5	Consultant engaged to provide airline data analysis (26/2/18)			10%	01/09/2020	Manager Airport	24/8/18: Negotiations have commenced with airlines to renew their Aeronautical Agreements.

RISK REGISTERS - QUARTERLY UPDATE AS AT 24 AUGUST 2018

Potential and Current Risk Exposure Profile as at 24 August 2018

Meeting Date: 9 October 2018

Attachment No: 3

POTENTIAL EXPOSURE RISK RATINGS as at 24 AUGUST 2018

(Management's rating considering the maximum plausible level of consequence for a risk, assuming controls fail or there are no controls in place)

	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic	Dept Totals
Corporate Risks	0	0	2	7	3	12
Advance Rton	0	1	7	7	1	16
Community Services	0	6	25	23	0	54
Corporate Services	0	3	7	39	1	50
Office of the CEO	0	3	4	2	0	9
Regional Services	0	0	13	20	3	36
	0	13	58	98	8	177

Risk Rating	Number of Risks This Period	Number of Risks Last Period	This Period's % of Total
Catastrophic	8	8	4.52%
Major	98	99	55.37%
Moderate	58	56	32.77%
Minor	13	13	7.34%
Insignificant	0	0	0.00%
Total number of risks	177	176	

CURRENT RISK RATINGS as at 24 AUGUST 2018

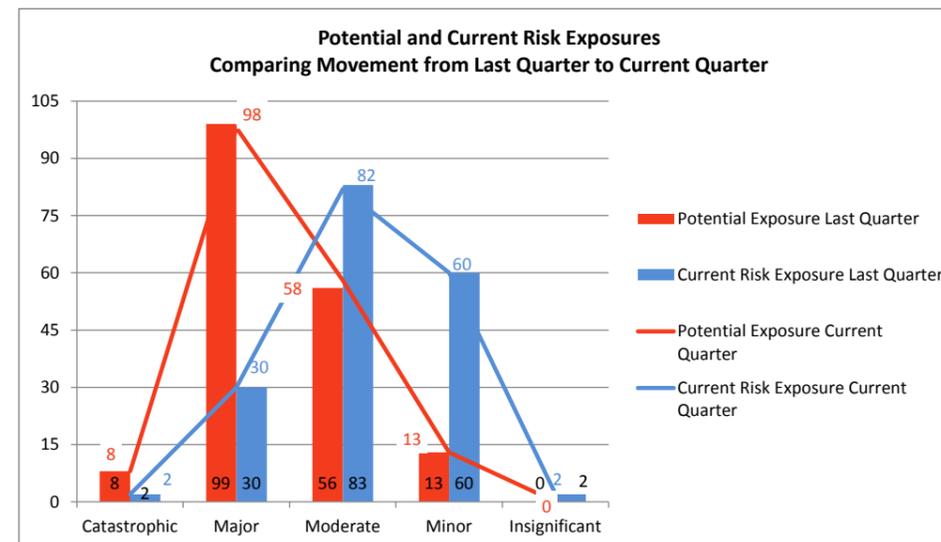
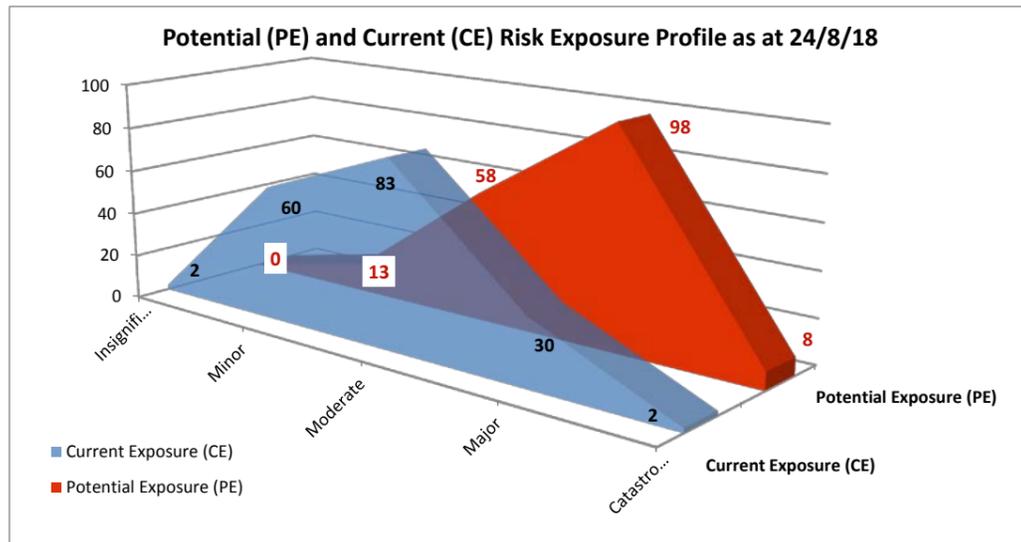
(Management's rating after considering any Existing Controls and the severity and likelihood of the consequence) *

	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic	Dept Totals
Corporate Risks	0	3	5	4	0	12
Advance Rton	0	4	9	3	0	16
Community Services	1	18	31	4	0	54
Corporate Services	1	27	16	6	0	50
Office of the CEO	0	3	6	0	0	9
Regional Services	0	5	16	13	2	36
	2	60	83	30	2	177

Risk Rating	Number of Risks This Period	Number of Risks Last Period	This Period's % of Total
Catastrophic	2	2	1.13%
Major	30	30	16.95%
Moderate	83	82	46.89%
Minor	60	60	33.90%
Insignificant	2	2	1.13%
Total number of risks	177	176	

* To get a Current Risk Rating the Risk Owner has also considered the effectiveness of the existing controls to mitigate against the consequence and likelihood of the risk event occurring.

Tip on interpreting this graph: The numbers in the Bars relate to last quarter's data and the numbers outside relate to the Lines which represent the current quarter's data. The gap between the two points shows the movement (if any).



11.3 GET ONLINE WEEK EVENT GRANT

File No: 12534
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Naomi Brownless - Acting Coordinator Library and Child Services

SUMMARY

Funding has been sought from the Good Thing Foundation for the Be Connected – Get online week grant. This report seeks retrospective approval for the application to external funding to hold an event in the library for Get Online Week.

OFFICER'S RECOMMENDATION

THAT Council retrospectively approves the Rockhampton Regional Libraries application to apply for \$1,500 from the Good Things Foundation to deliver an event during Get Online Week.

COMMENTARY

The library service has applied for funding through the Good Things Foundation for the Be Connected – Get Online Week Event Grant. Applications for the grant had a fast turnaround time from submitting the grant, being awarded and acceptance of the grant therefore an application and acceptance of the grant were made prior to seeking approval from Council.

BACKGROUND

The aim of the Get Online Week Event is to assist older Australians in becoming more comfortable with using online technologies. Libraries also aim to introduce potential Be Connected participants to the learning opportunities and technology services offered through Rockhampton Regional Libraries Technology Centre. The launch event called “#try1thing” will allow participants to meet the Library Technology Centre staff and volunteers, encourage them to enroll in Be Connected sessions and to (using the marketing tag line) #try1thing.

The #try1thing event will allow participants to:

- *create a 360 photo and view them through a VR headset
- *download one of the library apps
- *access and download an eBook, eAudiobook or eMagazine
- *take a selfie with the #try1thing selfie sign
- *learn how to post on social media.

Participants will have the opportunity to go into a draw to win a #try1thing prize pack including an Apple iPad. Conditions of the draw for the #try1thing include attempting one of the online activities, with the prize drawn at the conclusion of the event.

BUDGET IMPLICATIONS

The grant application consisted of the following:

- \$460 for #try1thing prize including Gen Apple iPad 6 - 32GB WiFi (\$460)
- \$460 for Gen Apple iPad 6 - 32GB WiFi (\$460) to be used for training
- \$180 to cover the cost of 2 casual staff to assist with the event (4 hrs @ \$46.85)
- \$400 Catering for Afternoon Tea \$8pp @ 50 people

STAFFING IMPLICATIONS

Additional staffing costs for the event will be funded by the grant. \$180 to cover the cost of 2 casual staff to assist with the event (4 hrs @ \$46.85).

CONCLUSION

It is recommended that the Rockhampton Regional Libraries application for \$1,500 is retrospectively approved by Council.

11.4 BE CONNECTED: HELPING OLDER AUSTRALIANS THRIVE IN A DIGITAL WORLD - ACTIVATION GRANTS

File No: 12534
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Naomi Brownless - Acting Coordinator Library and Child Services

SUMMARY

Funding has been sought from the Good Things Foundation for the Be Connected: Helping Older Australians Thrive In A Digital World – Activation Grant. This report seeks retrospective approval for the application to external funding to deliver specifically designed workshops for giving seniors who do not engage with technology access and confidence to use technology using specially designed workshops.

OFFICER'S RECOMMENDATION

THAT Council retrospectively approves the Rockhampton Regional Libraries application to apply for \$2,000 from the Good Things Foundation to deliver specially designed workshops to seniors.

COMMENTARY

The library service has applied for funding through the Good Things Foundation for a one-time \$2,000 grant to support older people to develop their digital skills and confidence over a maximum 10 month period.

Applications for the grant had a fast turnaround time from submitting the grant, being awarded and acceptance. An application and acceptance of the grant were made prior to seeking approval from Council.

BACKGROUND

Good Things Foundation is leading the Be Connected Grants program which is funded by the Department of Social Services. The Be Connected program (also referred to as Digital Literacy for Older Australians - DLOA) aims to support people over the age of 50 who do not engage with digital technology to thrive in a digital world and includes a \$20m grant program which will run until June 2020.

Libraries applied for and were successful in their bid for \$2,000 to deliver a minimum of eight two-hour scheduled small group sessions. Additional opportunities for one-on-one sessions will be available four times a week (16 per month) with volunteers at scheduled times. These additional one-on-one sessions will be particularly helpful if a participant was unable to make the regular session, needs extra assistance or has a particular area of interest.

BUDGET IMPLICATIONS

The \$2,000 funding will be spent on the following:

- \$320 for 8 x Police Check Volunteer physical copy at \$40 each (Required by the funding body)
- \$980 for local Newspaper advertising The Morning Bulletin
- \$580 Smartphone device for training
- \$120 for 3 x Grow your Knowledge prize packs (including \$20 plant and \$20 coffee and cake voucher).

CONCLUSION

It is recommended that the Rockhampton Regional Libraries application for \$2,000 is retrospectively approved by Council.

11.5 TECH SAVVY SENIORS QUEENSLAND GRANT 2018-19

File No: 12534
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Naomi Brownless - Acting Coordinator Library and Child Services

SUMMARY

Funding has been sought from the State Library of Queensland for the Tech Savvy Seniors Queensland Grant 2018-19. This report seeks approval for the application to external funding to deliver Tech Savvy Senior sessions throughout the Rockhampton region.

OFFICER'S RECOMMENDATION

THAT Council approves the Rockhampton Regional Libraries application to apply for \$15,000 from the State Library of Queensland, Tech Savvy Seniors Queensland Grant 2018-19 to deliver 43 sessions to an estimated 258 participants.

COMMENTARY

Rockhampton Regional Libraries propose to deliver Tech Savvy Seniors Queensland (TSSQ) sessions travelling to regional hubs and more remote areas giving remote older residents equitable access to learning opportunities and introduction to other online library services which they may not have the confidence to use.

Expanding on already existing community courses delivered through the Library Technology Centre and also using the new training packages developed by State Library of Queensland the Library Technology Trainer will deliver additional workshop sessions to seniors in the library setting taking them to all library sites.

The Local History Librarian will deliver four 'How to access Family History Resources' (1 per quarter) and one 'Digitising your own personal collections'.

Library assistants will deliver 4 'Coding and Robotics for seniors' with the first session delivered during Social Inclusion week in November 2018. For this first Seniors Robotics session, utilising the existing community networks and relationships, there will be an inter-generational session partnering with the First 5 Forever officer.

BACKGROUND

The Tech Savvy Seniors Queensland program is an ongoing partnership between the Queensland Government (led by State of Queensland) and Telstra.

The 2018-19 program will continue to be delivered through selected Queensland Local Government library services, and will provide seniors with the opportunity to participate in free digital literacy training sessions and activities that will develop their skills and confidence to use technology.

The total 2018-19 TSSQ grant funding amount on offer is \$285,000. All Councils who operate a library service are eligible to apply for a TSSQ Grant of up to \$15,000 to deliver the program to seniors in their council region.

PREVIOUS DECISIONS

Rockhampton Regional Libraries have delivered the Tech Savvy Seniors program in both the 2016-17 and 2017-18 financial years.

BUDGET IMPLICATIONS

Staff costs for administration and delivery of the TSSQ sessions are covered by the grant.

STAFFING IMPLICATIONS

Due to staff costs being covered by the grant to deliver the TSSQ sessions the Library daily operations will not be affected.

CONCLUSION

It is recommended that the Rockhampton Regional Libraries grant application submission for \$15,000 is approved by Council.

11.6 APPOINTMENT OF REGIONAL ARTS DEVELOPMENT FUND (RADF) COMMITTEE

File No: 8944
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: John Webb - Acting Manager Communities and Culture

SUMMARY

Council has undertaken a process calling for applications from suitably qualified and/or experienced members of the local arts community to join the existing RADF assessment committee as replacement members to be appointed from October 2018.

OFFICER'S RECOMMENDATION

THAT Council appoint Mr Peter Owens, Ms Lynda Dowley, Mr Kevin Hogan and Ms Kat Robinson as replacement member of the Rockhampton RADF grant assessment committee effective from 9 October 2018 until 31 July 2020.

COMMENTARY

The RADF program is a partnership between Council and the Queensland Government that supports professional artists and arts practitioners living in the Rockhampton region. The program focuses on the development of quality art and arts practice for, and with, regional communities.

Rockhampton Regional Council (and the former Rockhampton City Council) has participated in the RADF Program since it was established in 1991.

Funding is made available to the broader community through an application process, typically three funding rounds held across the financial year.

Applications are made under one of eight categories and assessed against established funding criteria and guidelines developed through community consultation and approved by the state government through Arts Queensland.

Assessment of grant applications is undertaken by a community-based committee established to reflect the diverse cultural and geographical make-up of the Council area with a general representation across broad arts portfolio areas.

Council then confirms its support of the RADF assessment committee's decisions via resolution of the Communities Services Committee and ultimately full Council. A funding agreement is issued and a grant of funds made to the successful applicants.

After a number of resignations a call for nominations to the current RADF assessment committee was undertaken with a closing date of 14 September 2018. This call was made using local media and advertised on Council's website and social media accounts.

At the time of this closing date four new applications had been received. This would bring the total committee numbers to eight.

The community nominations are as follows:

Name	Area of Expertise
Mr Peter Owens	Theatre Community Cultural Development Museums and Cultural Heritage
Ms Lynda Dowley	Theatre Writing Dance Festivals

Ms Kat Robinson	Theatre Dance Music Festivals Community Cultural Development
Mr Kevin Hogan	Visual Arts Music Festivals

Continuing members:

Name	Area of Expertise
Cr Rose Swadling	Council representative
Mr Rod Haynes	Music
Ms Debbie Heineman	Visual Arts Craft Festivals
Mr Oliver Skrycznski	Theatre Music Dance

It is worth noting expertise areas of design and multimedia are not currently represented in the committee's joint areas of expertise nor does the group include a person of culturally and linguistically diverse background nor a person with a disability. These areas of expertise and demographic grouping can be targeted in future calls for nominations to the committee.

Mr Peter Owens and Ms Kat Robinson are currently employees of Rockhampton Regional Council within Communities and Culture. However, both are active members of the Rockhampton arts community beyond their employment.

CONCLUSION

The proposed new committee members along with the continuing members provide a good cross section of the local arts community and will comprise an effective and knowledgeable local RADF grant assessment committee for the Rockhampton region. The increase in active committee members will ensure sufficient participation to assess grant applications.

11.7 SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS - JANUARY TO DECEMBER 2019

File No: 1460
Attachments: 1. **Schedule of Meetings - January to December 2019**[↓](#)
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

Schedule of Council and Committee meetings for the period January to December 2019 is presented for adoption by Council.

OFFICER'S RECOMMENDATION

THAT the Schedule of Council and Committee meetings for the period January to December 2019, as attached to the report, be adopted.

COMMENTARY

A Schedule of Council and Committee meetings for the period January to December 2019 is presented for Councillors' information.

Meetings will commence on Tuesday 22 January 2019, with a meeting of Ordinary Council at 9.00am. Ordinary Council meetings will then occur on the 1st and 3rd Tuesday of the month.

Standing Committee meetings have been scheduled to fall later in the month, taking into consideration Finance end of month close dates allowing officers adequate time to complete the monthly operations reports for each Committee.

The Schedule has been altered in April, taking into consideration the Easter break, school holidays and Anzac Day commitments.

**SCHEDULE OF COUNCIL AND
COMMITTEE MEETINGS –
JANUARY TO DECEMBER 2019**

**Schedule of Meetings –
January to December 2019**

Meeting Date: 9 October 2018

Attachment No: 1

**SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS
JANUARY TO DECEMBER 2019**

JANUARY 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
31 DEC		1 JAN	NEW YEAR'S DAY			2 JAN				3 JAN		4 JAN	
7 JAN		8 JAN				9 JAN				10 JAN		11 JAN	
14 JAN		15 JAN				16 JAN				17 JAN		18 JAN	
21 JAN		22 JAN	Council (9am)			23 JAN				24 JAN		25 JAN	
28 JAN	AUSTRALIA DAY HOL	29 JAN				30 JAN				31 JAN		1 FEB	

FEBRUARY 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
4 FEB		5 FEB	Council (9am)			6 FEB				7 FEB		8 FEB	
11 FEB		12 FEB	Planning & Regulatory (9am)			13 FEB				14 FEB		15 FEB	
18 FEB		19 FEB	Council (9am)			20 FEB				21 FEB		22 FEB	
25 FEB		26 FEB	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	27 FEB	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		28 FEB		1 MAR	

MARCH 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
4 MAR		5 MAR	Council (9am)			6 MAR				7 MAR		8 MAR	
11 MAR		12 MAR	Planning & Regulatory (9am)			13 MAR				14 MAR		15 MAR	
18 MAR		19 MAR	Council (9am)			20 MAR				21 MAR		22 MAR	
25 MAR		26 MAR	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	27 MAR	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		28 MAR		29 MAR	

APRIL 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
1 APRIL		2 APRIL	Council (9am)			3 APRIL				4 APRIL		5 APRIL	
8 APRIL		9 APRIL	Planning & Regulatory (9am)			10 APRIL				11 APRIL		12 APRIL	
15 APRIL		16 APRIL	Council (9am)			17 APRIL				18 APRIL		19 APRIL	GOOD FRIDAY
22 APRIL	EASTER MONDAY	23 APRIL				24 APRIL				25 APRIL	ANZAC DAY	26 APRIL	
29 APRIL		30 APRIL	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	1 MAY	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		2 MAY		3 MAY	

MAY 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
6 MAY	LABOUR DAY	7 MAY	Council (9am)			8 MAY				9 MAY		10 MAY	
13 MAY		14 MAY	Planning & Regulatory (9am)			15 MAY				16 MAY		17 MAY	
20 MAY		21 MAY	Council (9am)			22 MAY				23 MAY		24 MAY	
27 MAY		28 MAY	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	29 MAY	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		30 MAY		31 MAY	

JUNE 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
3 JUNE		4 JUNE	Council (9am)			5 JUNE				6 JUNE		7 JUNE	
10 JUNE		11 JUNE	Planning & Regulatory (9am)			12 JUNE				13 JUNE	SHOW HOLIDAY	14 JUNE	
17 JUNE		18 JUNE	Council (9am)			19 JUNE				20 JUNE		21 JUNE	
24 JUNE		25 JUNE	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	26 JUNE	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		27 JUNE		28 JUNE	

JULY 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
1 JULY		2 JULY	Council (9am)			3 JULY				4 JULY		5 JULY	
8 JULY		9 JULY	Planning & Regulatory (9am)			10 JULY				11 JULY		12 JULY	
15 JULY		16 JULY	Council (9am)			17 JULY				18 JULY		19 JULY	
22 JULY		23 JULY				24 JULY				25 JULY		26 JULY	
29 JULY		30 JULY	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	31 JULY	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		1 AUG		2 AUG	

AUGUST 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
5 AUG		6 AUG	Council (9am)			7 AUG				8 AUG		9 AUG	
12 AUG		13 AUG	Planning & Regulatory (9am)			14 AUG				15 AUG		16 AUG	
19 AUG		20 AUG	Council (9am)			21 AUG				22 AUG		23 AUG	
26 AUG		27 AUG	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	28 AUG	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		29 AUG		30 AUG	

SEPTEMBER 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
2 SEPT		3 SEPT	Council (9am)			4 SEPT				5 SEPT		6 SEPT	
9 SEPT		10 SEPT	Planning & Regulatory (9am)			11 SEPT				12 SEPT		13 SEPT	
16 SEPT		17 SEPT	Council (9am)			18 SEPT				19 SEPT		20 SEPT	
23 SEPT		24 SEPT	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	25 SEPT	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		26 SEPT		27 SEPT	

OCTOBER 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
30 SEPT		1 OCT	Council (9am)			2 OCT				3 OCT		4 OCT	
7 OCT	QUEEN'S BIRTHDAY	8 OCT	Planning & Regulatory (9am)			9 OCT				10 OCT		11 OCT	
14 OCT		15 OCT	Council (9am)			16 OCT				17 OCT		18 OCT	
21 OCT		22 OCT				23 OCT				24 OCT		25 OCT	
28 OCT		29 OCT	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	30 OCT	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		31 OCT		1 NOV	

NOVEMBER 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
4 NOV		5 NOV	Council (9am)			6 NOV				7 NOV		8 NOV	
11 NOV		12 NOV	Planning & Regulatory (9am)			13 NOV				14 NOV		15 NOV	
18 NOV		19 NOV	Council (9am)			20 NOV				21 NOV		22 NOV	
25 NOV		26 NOV	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	27 NOV	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		28 NOV		29 NOV	

DECEMBER 2019

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
2 DEC		3 DEC				4 DEC				5 DEC		6 DEC	
9 DEC		10 DEC	Council (9am)			11 DEC				12 DEC		13 DEC	
16 DEC		17 DEC				18 DEC				19 DEC		20 DEC	
23 DEC		24 DEC				25 DEC	CHRISTMAS DAY			26 DEC	BOXING DAY	27 DEC	

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 Tender Consideration Plan

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

16.2 Proposed Property Disposal

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

16.3 Guarantee of Bank Loan to Rockhampton Hockey Association

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

16.4 Chief Executive Officer Performance Review

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

16 CONFIDENTIAL REPORTS

16.1 TENDER CONSIDERATION PLAN

File No: TEN13165

Attachments: Nil

Authorising Officer: Evan Pardon - Chief Executive Officer

Author: Chris Ireland - Acting General Manager Advance Rockhampton

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

SUMMARY

This report seeks Council approval for the Tender Consideration Plan for Print Advertising, Television Advertising and Radio Advertising for Council.

16.2 PROPOSED PROPERTY DISPOSAL**File No:** 1680**Attachments:** 1. Previous Reports & Resolutions**Authorising Officer:** Drew Stevenson - Acting General Manager Corporate Services**Author:** Kellie Anderson - Coordinator Property and Insurance

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

SUMMARY

Coordinator Property & Insurance reporting on a proposal to dispose of a property.

16.3 GUARANTEE OF BANK LOAN TO ROCKHAMPTON HOCKEY ASSOCIATION**File No:** 6228**Attachments:**

1. RHA Financial Statements 31 October 2016
2. RHA Financial Statements 31 October 2017
3. RHA Ten year Budget 2018-2027
4. RHA Player Numbers 2014-17

Authorising Officer: Drew Stevenson - Acting General Manager Corporate Services**Author:** Alicia Cutler - Chief Financial Officer

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

SUMMARY

Rockhampton Hockey Association Inc. has approached Council to guarantee a bank loan to enable the Association to contribute to the construction of hockey fields and associated infrastructure at Birdwood Park, Kalka. This application is to be considered in terms of Council's Loans / Loan Guarantees to Community Organisations Policy.

16.4 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW**File No:** 6947**Attachments:** Nil**Authorising Officer:** Tracy Sweeney - Manager Workforce and Governance**Author:** Tracy Sweeney - Manager Workforce and Governance

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

SUMMARY

This report is presented for Councillors to consider the annual performance review and the proposed contract renewal for the Chief Executive Officer.

17 CLOSURE OF MEETING