



PARKS, RECREATION AND SPORT COMMITTEE MEETING

AGENDA

12 FEBRUARY 2020

Your attendance is required at a meeting of the Parks, Recreation and Sport Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 12 February 2020 commencing at 12:30pm for transaction of the enclosed business.

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

CHIEF EXECUTIVE OFFICER
5 February 2020

Please note:

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

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT	1
3	APOLOGIES AND LEAVE OF ABSENCE	1
4	CONFIRMATION OF MINUTES.....	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA	1
6	BUSINESS OUTSTANDING	2
	6.1 LIFTING MATTERS FROM THE TABLE	2
7	PUBLIC FORUMS/DEPUTATIONS	3
	NIL	3
8	OFFICERS' REPORTS	4
	8.1 CEMETERY RELATED ACTIVITIES POLICY	4
	8.2 ZOO AND AQUARIUM ASSOCIATION WILDLIFE FUNDRAISING.....	16
9	NOTICES OF MOTION	19
	NIL	19
10	URGENT BUSINESS/QUESTIONS	20
11	CLOSED SESSION	21
	12.1 INCREASING ZOO SECURITY	
12	CONFIDENTIAL REPORTS.....	22
	12.1 INCREASING ZOO SECURITY	22
13	CLOSURE OF MEETING.....	23

1 OPENING

2 PRESENT

Members Present:

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

In Attendance:

Ms A Cutler – Acting General Manager Community Services (Executive Officer)
Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Minutes of the Parks, Recreation and Sport Committee held 29 January 2020

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 LIFTING MATTERS FROM THE TABLE

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

SUMMARY

Items laid on the table require a report to be lifted from the table before being dealt with. This report is designed to lift all necessary reports from the table to be dealt with at the Parks Recreation and Sport Committee meeting on 12 February 2020.

OFFICER'S RECOMMENDATION

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

- Cemetery Related Activities Policy

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 CEMETERY RELATED ACTIVITIES POLICY

File No:	11979
Attachments:	1. Draft Cemetery Related Activities Policy ↓
Authorising Officer:	Richard Dunkley - Manager Community Assets and Facilities Alicia Cutler - Chief Financial Officer
Author:	Sophia Czarkowski - Coordinator Facilities
Previous Items:	8.1 - Gracemere Cemetery - Pre-purchase of Burial Rights - Parks, Recreation and Sport Committee - 26 Jun 2019 12.30pm 8.1 - Gracemere Cemetery - Pre-purchase of Burial Rights - Parks, Recreation and Sport Committee - 29 May 2019 12.30pm 9.5.5 - Gracemere Cemetery - Reservation and pre-purchase of burial plots - Parks, Recreation and Sport Committee - 16 Aug 2017 12.30 pm

SUMMARY

This matter was laid on the table at the Parks, Recreation and Sport committee meeting on 26 June 2019 with the following resolution:

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

A workshop was held with Councillors on the 25 September 2019.

OFFICER'S RECOMMENDATION

THAT the Cemetery Related Activities Policy be adopted.

COMMENTARY

This report was presented to the Parks, Recreation and Sport Committee on 29 May 2019 and was laid on the table until the following committee meeting. At the Parks, Recreation and Sport Committee on 26 June 2019 the report was resubmitted for consideration and it was laid on the table pending a workshop. The workshop has since been held and the report is being presented for consideration for adoption.

Council's Cemetery Related Activities Policy provides a framework for the operation and management of Council's cemeteries. The policy covers:

- Management and administration of Council cemeteries;
- Burial rights and holder of burial rights provisions;
- Internments and burials in Council cemeteries and burials outside of cemeteries;
- Disturbance of human remains; and
- Vases, mementos and adornments.

A review of the policy has been carried out along with the inclusion of a new section covering the *“Pre-purchase of Burial Rights at Gracemere Cemetery”*. This applies to the lawn, columbarium, ashes garden/s sections of the Gracemere Cemetery and any future development, however excludes the original monumental section.

BACKGROUND

A number of Council's cemeteries are approaching capacity due to space constraints. The Gracemere Cemetery has adequate land available to accommodate over 100 years of sites. In August 2017, Council resolved to allow the pre-purchase of burial rights at Gracemere Cemetery. The existing Cemeteries Policy was updated to permit the pre-purchase of burial rights of sites at Gracemere Cemetery and in the process a review of the current policy was performed which encompassed the proposed changes to Subordinate Local Law No. 4.

The updated policy was presented to the Parks, Recreation and Sport Committee on 29 May 2019 and 26 June 2019 with a workshop held with Councillors on 25 September 2019. The policy has been updated to reflect the outcomes of the workshop.

PREVIOUS DECISIONS

On 21 March 2017, Council adopted the committee recommendation that *"a further report be presented in regard to the reservation and pre-purchase of burial plots at Gracemere Cemetery"*.

In August 2017 it was resolved that *"Council makes provision for the reservation and pre-sale of plots at Gracemere Cemetery including required changes to the Cemeteries Policy and schedule of fees and charges, and such amended Policy be returned for consideration. This policy will apply to Gracemere Cemetery only due to space constraints in other cemeteries."*

The proposed changes to the existing Cemetery Policy responds to these resolutions.

29 May 2019 – Parks, Sport and Recreation Committee – Gracemere Cemetery – Pre-purchase of Burial Rights

26 June 2019 – Parks, Sport and Recreation Committee – Gracemere Cemetery – Pre-purchase of Burial Rights

BUDGET IMPLICATIONS

Upon Council approval for the Cemetery Related Activities Policy the following proposed changes to the schedule of fees and charges will be progressed:

Pre-purchase of Burial Rights Application Fee (the Initial Fee)	Initial Fee payable only once	\$570 for Lawn Cemetery \$580 for Family Plot
Refund of the Initial Fee	Once off reimbursement	50% of the Initial Fee

LEGISLATIVE CONTEXT

Proposed policy was prepared in consultation with Legal and Governance and are sympathetic to Subordinate Local Law No. 4.

LEGAL IMPLICATIONS

Proposed policy was prepared in consultation with Legal and Governance and King and Co lawyers.

STAFFING IMPLICATIONS

The proposed policy will assist staff in managing the operations of Council's cemeteries.

RISK ASSESSMENT

The primary risk to the implementation of this updated policy is the availability of existing sites. Currently Gracemere Cemetery has 115 sites remaining with less than five years remaining before capacity is reached. The uptake of pre-purchase of burial rights will reduce the number of available sites remaining and hence this timeframe. Plans are well developed for the future expansion of the lawn cemetery with the next stages scheduled to come online in 2020.

CORPORATE/OPERATIONAL PLAN

Corporate Plan 2017 – 2022

1.2 Regional public places that meet our community's needs.

1.6 Our sense of place, diverse culture, history and creativity are valued and embraced.

Operational Plan 2018 – 2019

1.2.1.1 Provide quality regional cemeteries for burial and memorialisation services.

CONCLUSION

The Cemeteries Policy has been updated to facilitate the pre-purchase of burial rights at the Gracemere Cemetery in response to Council's resolutions. It is recommended that the updated Cemeteries Related Activities Policy be approved.

CEMETERY RELATED ACTIVITIES POLICY

Draft Cemetery Related Activities Policy

Meeting Date: 12 February 2020

Attachment No: 1

CEMETERY RELATED ACTIVITIES POLICY

LOCAL LAW POLICY



1 Scope

This policy applies to cemetery related activities within the Rockhampton Regional Council Region, excluding the operation of cemeteries in accordance with *Subordinate Local Law No. 1.9 (Operation of Cemeteries) 2011*.

2 Purpose

The purpose of this policy is to:

- (a) Provide a framework for the management and operation of Council's Cemeteries;
- (b) Provide a framework for the management of cemetery related activities; and
- (c) Ensure a safe and respectful environment for all users.

3 Related Documents

3.1 Primary

Nil

3.2 Secondary

Births, Deaths and Marriages Registration Act 2003

Coroners Act 2003

Information Privacy Act 2009

Land Act 1994

Local Government Act 2009

Local Law No. 1 (Administration) 2011

Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011

Public Health Act 2005

Queensland Heritage Act 1992

Subordinate Local Law No. 1.13 (Undertaking Regulated Activities Regarding Human Remains) 2011

Subordinate Local Law No. 1.9 (Operation of Cemeteries) 2011

Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2019

Work Health and Safety Act 2011

Authorisation for Exercise of Burial Rights

Cemetery Memorial Guide Fact Sheet

Cemetery Related Activities Procedure

Cemetery Service Exhumation Request Form

LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Community Assets and Facilities
Reviewed Date:		Page No:	Page 1 of 8

Cemetery Service Request Form

4 Definitions

To assist in interpretation, the following definitions apply:

Ashes	Processed remains recovered from the cremation of human remains.
Authorised Person	The Supervisor Cemeteries, Coordinator Community Facilities, Manager Community Assets and Facilities, General Manager Community Services and CEO are authorised under <i>Subordinate Local Law 4 (Local Government Controlled Areas, Facilities and Roads) 2019</i> .
Burial	The act or practice of burying human remains.
Burial Rights	The right to use a site for the interment of human remains or ashes.
Cemetery	An area containing one or more sites each of which may be used for the exercise of a burial right including a lone site, a family site or a larger collection of sites each of which is to be used for the exercise of burial rights.
CEO	Chief Executive Officer A person who holds an appointment under section 194 of the <i>Local Government Act 2009</i> . This includes a person acting in this position.
Columbarium	Area or wall established for the placement of ashes and/or memorialisation.
Council	Rockhampton Regional Council.
Disturbance of Human Remains	As defined in <i>Local Law No. 1 (Administration) 2011</i> , includes interfering with remains, removal of remains and opening of a site of burial.
Employee	Local government employee: (a) The CEO; or (b) A person holding an appointment under section 196 of the <i>Local Government Act 2009</i> .
Exhumation	The act of digging something out of the ground (especially human remains) where it has been buried. To remove from a site; disinter.
Funeral Service	Any burial, ashes interment, exhumation, chapel or garden services or refreshments/wake event conducted in one of Council's cemeteries.
Grave	A hole dug in the ground to receive a coffin or human remains.
Grave Cover	A conforming structure as detailed in the Cemetery Related Activities Procedure.
Holder of Burial Rights	For a site, means the lawful holder of the right to inter human remains or ashes within a Council cemetery.
Human Remains	The body or part of the body of a deceased person.
Interment	The placement or burial of human remains or ashes on or into a site.
Memorial	Includes: (a) A headstone; (b) An inscribed plaque or commemorative plate; (c) Monumental, ornamental or other structure/s erected on a grave site; (d) Anything else erected or placed to mark the site where human remains have been buried or placed, or to commemorate a deceased person.

LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Community Assets and Facilities
Reviewed Date:		Page No:	Page 2 of 8

Niche	Space in a columbarium to place ashes.
Non-conforming Grave Cover	A structure placed on or over the boundaries of the grave or site that is inconsistent with the standard dimensions.
Ownership	The right of possessing something.
Pre-purchase	The purchase of burial rights for a site in advance of actual need for use for interment.
Qualified Undertaker	A person who carries on the business of disposing of human remains.
Region	Rockhampton Regional Area defined by the Local Government Areas of Queensland.
Re-open	A burial subsequent to the first Interment.
Reservation	See pre-purchase.
Site	A place set aside for the interment of human remains or ashes, including a grave, niche, plot or memorial.
Stonemason	A tradesman mason or person possessing the skills to competently and professionally carry out monumental masonry work to a tradesman-like standard.

5 Policy Statement

5.1 Management of Council Cemeteries

Council is committed to:

- (a) The provision of interment and memorialisation services to the community;
- (b) Servicing the deceased and their families with dignity and respect;
- (c) Preserving the history of the Council's cemeteries and maintaining records for genealogy research;
- (d) Maintaining Council's cemetery grounds to meet community needs and expectations; and
- (e) Planning for the future burial needs of the Region's communities.

5.2 Administration of Council Cemeteries

A Cemetery Service Request Form must be received at least three business days prior to the service requested on the form.

Payment for service must be made two business days prior to service commencement unless otherwise agreed by Council.

Burial rights do not commence until payment has been received and an Authorisation for Exercise of Burial Rights given by the CEO or authorised person.

Council maintains records and plans (electronic, printed or hand-written) about each interment and reservation (except where historically this information was not retained).

Existing pre-paid burials and/or sites registered with Council will be honoured.

Individuals or groups are not able to reserve or set aside a site/s other than at Gracemere Cemetery. Existing reservations will be honoured at all cemeteries.

Instances where historic administration practices conflict with this policy will be dealt with on a case by case basis.

LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Community Assets and Facilities
Reviewed Date:		Page No:	Page 3 of 8

5.2.1 Pre-Purchase of Burial Rights at Gracemere Cemetery

The following conditions apply to the pre-purchase of burial rights for a site at the Gracemere Cemetery:

- (a) Council reserves the right to limit the number of sites in respect of which Council may permit a person, or group of persons, to pre-purchase burial rights;
- (b) An application for burial rights in respect of a site must be accompanied by the fee prescribed by Council for the burial rights;
- (c) An application for burial rights in respect of a site must nominate a minimum of one burial (being either the holder of burial rights or another person as nominated by the holder of burial rights) to be interred in the site;
- (d) If an application for burial rights for a site is granted by Council, the holder of burial rights may exercise the burial rights within 20 years of the grant of the burial rights ("the initial term");
- (e) The holder of burial rights may make application, within the last year of expiry, to Council to extend the initial term for further term of 20 years (commencing on the expiry of the initial term);
- (f) The holder of burial rights may make application, within the last year of expiry of any subsequent terms, to Council to extend the term for further term of 20 years (commencing on the expiry of the current term);
- (g) If the holder of burial rights for a site does not make an application to Council to extend the initial term, or any subsequent terms, for a further term of 20 years, the burial rights expire at the end of the current term;
- (h) If an application for burial rights for a site is granted by Council, the application specifies a residential address for the holder of burial rights, and the residential address changes, the holder of burial rights must notify Council of the new residential address of the holder of burial rights within seven days after making the change.

5.3 Council Cemeteries Burial Rights and Holder of Burial Rights

If a holder of burial rights holds the burial rights for a site in a Council Cemetery, the holder of burial rights has:

- (a) The right to be interred in the site; and
- (b) The right to authorise the interment of others (each of whom must be specified in writing by the holder of burial rights) in the site (up to the maximum number permitted for the site as determined by Council from time to time).

Burial rights are assigned by Council based on historical records and other available information.

The burial rights of a holder of burial rights may not be sold or assigned, and are not transmissible on the death of the holder of burial rights.

A holder of burial rights for a site may surrender the burial rights for the site to Council. Any refund of any purchase price paid for the burial rights by the holder of burial rights will be at the sole discretion of Council.

The exercise of burial rights, including an interment, and the installation, maintenance or modification of a memorial at a site must not be undertaken without the written consent of:

- (a) The holder of burial rights for the site; or
- (b) If the holder of burial rights is deceased and the burial right to be exercised is the maintenance or modification of a memorial at the site—a member of the family of the holder of burial rights, or another person who has a proper interest in the maintenance or modification of the memorial.

LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Community Assets and Facilities
Reviewed Date:		Page No:	Page 4 of 8

Each of the following persons are responsible for the costs of the acquisition, installation, repair, maintenance and modification of any memorial associated with a site:

- (a) The holder of burial rights for the site;
- (b) If the holder of burial rights is deceased — a member of the family of the holder of burial rights;
- (c) Another person who has a proper interest in the maintenance and modification of the memorial.

A holder of burial rights who holds burial rights in respect of a site at a Council cemetery must comply with the rules and regulations of Council which apply to the operation of the Council cemetery from time to time.

The holder of burial rights acknowledges that Council reserves the right to vary the rules and regulations which apply to the operation of a Council cemetery at any time, and from time to time, in any manner deemed appropriate by Council.

The right of a holder of burial rights to exercise burial rights in respect of a site comes to an end on the occurrence of the last of the following:

- (a) The death of the holder of burial rights unless the holder of burial rights has not nominated themselves to be interred into the site or;
- (b) If the holder of burial rights nominates, in writing, one or more persons who may be interred in the site, the earlier of:
 - (i) The date on which the last of the nominated persons are interred in the site; or
 - (ii) One year after Council becomes aware there are no surviving nominated persons; or
 - (iii) The date on which the last of the nominated persons give notice to Council that they wish to surrender their rights to be interred in the site.

For a site in respect of which burial rights have been granted to a holder of burial rights, Council (alone) may, in the absolute discretion of Council, and provided that Council has no reason to believe that the holder of burial rights for the site would have objected, permit a person to be interred in the site if the person is:

- (a) A relative of the holder of burial rights; or
- (b) A member of the family of the holder of burial rights; or
- (c) Another person who has a proper association with the holder of burial rights.

If Council grants an approval to exercise burial rights for a site:

- (a) The holder of burial rights for the site is the person nominated as the holder of burial rights in the approval; and
- (b) The holder of burial rights may exercise the burial rights for the site; and
- (c) A person other than the holder of burial rights may not exercise the burial rights for the site, for example, if a person other than the holder of burial rights paid the prescribed fee for the grant of the burial rights, but the person is not nominated as the holder of burial rights, the person may not exercise the burial rights for the site.

Council reserves the right to cancel the right of the holder of burial rights to exercise burial rights in respect of a site in the following circumstances:

- (a) Non-compliance with the rules and regulations for the time being of the Council cemetery in which the site is situated;
- (b) If a maximum number of persons may be interred in the site from time to time — the maximum number of persons have been interred in the site;
- (c) Non-compliance with a relevant statutory requirement;
- (d) Permitting one or more persons to be interred in the site would have a detrimental impact on public health and safety.

LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Community Assets and Facilities
Reviewed Date:		Page No:	Page 5 of 8

On the death of the holder of burial rights, the right of the holder of burial rights to authorise the interment of persons other than the holder of burial rights in the site comes to an end.

If the right of a burial rights holder to exercise burial rights at a site comes to an end, ownership rights of the site will revert back to Council.

Council acts in good faith when it relies on information and advice provided by an applicant for burial rights, and Council does not accept any responsibility for, as the case may be:

- (a) Allowing an interment;
- (b) Allowing the erection of a memorial;
- (c) Permitting a memorial to be maintained; or
- (d) Allowing human remains interred within a Council cemetery to be disturbed,

if the relevant activity later becomes the subject of a dispute between relatives or family members of a person whose human remains are interred at the Council cemetery.

5.4 Interment/Burial

No interment or burial is permitted in or outside a Council Cemetery until Council approval has been granted. Applications must be made on a Cemetery Service Request Form.

Burials must be arranged and conducted by a qualified undertaker.

5.4.1 Interment/Burial in Council Cemeteries

Ashes interment may be arranged through a qualified undertaker or directly with Council.

New burial sites will be allocated by Council in its discretion.

Digging of burial sites will be undertaken by Council.

Specific cultural/religious requirements must be advised on the Cemetery Service Request Form. Each request will be considered with regard to Council's work health and safety obligations, procedures, the availability of suitably skilled employees and the necessary equipment.

When the removal of a memorial is required on re-opening a grave in a monumental section, Council will take all reasonable care not to cause any damage, however if a memorial is damaged during this process, Council will not be liable for any costs associated with the repair of the memorial.

If a memorial and/or grave cover is assessed to be beyond the capabilities or experience of Council to remove, and where circumstances warrant, Council may engage the services of a stonemason to remove and reinstate the memorial and/or conforming grave cover and applicable fees will apply.

Council will not reinstate non-conforming memorials and/or grave covers.

5.4.2 Burials Outside a Cemetery

Applications for burials outside a cemetery must be submitted at least 10 days prior to the proposed service and must include details and evidence as detailed in *Subordinate Local Law No. 1.13 (Undertaking Regulated Activities Regarding Human Remains) 2011* and the following:

- (a) Confirmation the burial will be undertaken by a qualified undertaker;
- (b) Evidence the proposed burial site will be at least 200 metres from buildings of any nature, water courses and adjoining properties;
- (c) Verification the burial site will be prepared in accordance with paragraph 5.3 of the Cemetery Related Activities Procedure;
- (d) Undertaking that all requested records be supplied to Council for storage as permanent records;

LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Community Assets and Facilities
Reviewed Date:		Page No:	Page 6 of 8

- (e) Undertaking to notify Council's Rates Section of use for future permanent record;
- (f) Undertaking to erect a permanent memorial within two years (confirmation to be sent to Council) and the burial site is to be maintained; and
- (g) Evidence that native title and cultural heritage issues have been satisfactorily addressed.

Burials must be carried out in accordance with the Cemetery Related Activities Procedure.

5.5 Disturbance of Human Remains

Approval of the disturbance of human remains may be granted if the disturbance is within six days of a burial or after six months of a burial. A request to disturb human remains will be considered at Council's discretion in accordance with Council's Local Laws.

5.5.1 Exhumation in a Council Cemetery

A Cemetery Service Exhumation Request Form must be completed for exhumation of human remains in a Council Cemetery and will only be accepted when accompanied by the written consent of:

- (a) The holder of burial rights for the site; or
- (b) If a holder of burial rights is deceased—a member of the family of the deceased person; or
- (c) Another person who has a proper interest in the human remains.

Exhumations of human remains are to be carried out in conjunction with a qualified undertaker.

The disinterment of ashes may be conducted by Council.

Ashes cannot be exhumed and transferred to another site in a Council cemetery unless the site is surrendered and a new site purchased in a Council cemetery.

5.5.2 Reopen of a Grave in a Council Cemetery

Reopening of a grave requires approval from Council's authorised person.

5.5.3 Disturbance of Human Remains Outside a Cemetery

Applications and approvals for the disturbance of human remains outside a Cemetery must be in accordance with *Subordinate Local Law No. 1.13 (Undertaking Regulated Activities Regarding Human Remains) 2011*. The site must be prepared in accordance with paragraph 5.6.2 of the Cemetery Related Activities Procedure.

5.6 Vases, Mementos and Adornments

Visitors may place mementos in commemoration as listed in the Cemetery Related Activities Procedure.

Items must not interfere with other mementos or pose a safety or injury risk to other persons.

Items must be securely placed.

LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Community Assets and Facilities
Reviewed Date:		Page No:	Page 7 of 8

6 Review Timelines

This policy is reviewed when any of the following occur:

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

7 Document Management

Sponsor	Chief Executive Officer
Business Owner	General Manager Community Services
Policy Owner	Manager Community Assets and Facilities
Policy Quality Control	Legal and Governance

OUR VALUES



LEGAL & GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Community Assets and Facilities
Reviewed Date:		Page No:	Page 8 of 8

8.2 ZOO AND AQUARIUM ASSOCIATION WILDLIFE FUNDRAISING

File No: 1464
Attachments: Nil
Authorising Officer: Alicia Cutler - Acting General Manager Community Services
Author: Aaron Pont - Manager Parks

SUMMARY

Rockhampton Zoo has identified an opportunity to support bushfire fundraising in aid of Australian native wildlife impacted by bushfire and drought.

OFFICER'S RECOMMENDATION

THAT Council endorses the proposed fundraising to be undertaken by Rockhampton Zoo with donations going to Zoo and Aquarium Association.

COMMENTARY

Rockhampton Zoo is an active member of ZAA (Zoo and Aquarium Association), which is the peak industry body for zoos and aquariums across Australasia. Caring for animals within our care, participating in conservation efforts and support wildlife during crisis are important responsibilities of zoos today.

As Rockhampton Zoo does not have a wildlife hospital of its own it is proposed to raise monetary funds and awareness for the Bushfire efforts. All donations over \$2 are tax deductible.

It is proposed that Council provide the following support to ZAA:

- Lump sum donation of \$15,000 (approximate annual donations from zoo visitors) to the ZAA Wildlife Conservation Fund.
- Zoo donations moving for the next 12 months, approx. \$15,000.
- Offer a salary sacrifice option to RRC employees to donate for wildlife
- Educating the public in daily talks on what is happening and how people can help (including donating then and there to the wildlife bushfire victims)

Alternatively, Council can consider a combination of the above options or a separate fundraiser/s specifically for ZAA.

A summary of the fund is provided below, courtesy of the ZAA website (<https://zooaquarium.org.au/>)

With the current drought and bushfire crisis in Australia, reports now estimate 800 million native animals affected by Australia's bushfire crisis in NSW and more than one billion nationally, with many more injured or displaced and facing a tough time ahead while food resources are low and predators have greater opportunities to prey on native species whose habitats have been destroyed.

Many of our Association's member zoos and wildlife parks run wildlife hospitals, rescue and rehabilitation facilities and those in or near fire affected areas are facing an overwhelming number of native animals requiring both short and long-term support.

The Zoo and Aquarium Association (ZAA) is coordinating a collaborative response to the emerging rescue and rehabilitation needs of affected wildlife. This will allow us to bring together the significant expertise, resources, equipment and facilities across our membership to help native animals in the crisis affected areas.

The effects of this crisis on wildlife and their destroyed habitats is going to require a long-term approach so the ZAA fire and drought response will also consider what's needed in years ahead to rehabilitate our surviving native wildlife and ensure that we can return them to livable habitats.

This approach aims to execute three key phases:

Phase one - placing rescued native animals with appropriate facilities and expert care for treatment, ongoing rehabilitation and preparation to return to the wild.

Phase two – assessing the impacts on wildlife and habitat to understand where rehabilitation efforts are most needed.

Phase three – medium and long-term recovery efforts to return healthy animals to regenerated habitats and revive and sustain populations of wildlife in affected areas.

You can help our wildlife rescue efforts by contributing to the ZAA Wildlife Conservation Fund (WCF). The funds raised will be allocated appropriately by the Wildlife Conservation Committee to focus on:

- Rescue and rehabilitation of drought and fire-affected Australian native wildlife with the specific end-goal of returning healthy rehabilitated animals back to the wild;*
- Restoration, rehabilitation and ongoing care and resilience improvement of drought and fire-affected Australian native habitats;*
- Science and research geared toward reassessing species status, habitat regeneration and other science-related projects*
- Activities that continue to support or help establish federal and/or state endorsed, targeted breed for release conservation activities.*

Key benefits of supporting the ZAA Wildlife Conservation Fund:

- Help care for and rehabilitate native wildlife
- Help care for animals until their habitat is restored
- Help restore their natural habitat

PREVIOUS DECISIONS

No related decisions relating to Zoo or bushfire fundraising have been made by Council.

BUDGET IMPLICATIONS

Funds for this proposal are not sourced from Council's budget, and utilize donated funds from the public. By seeking donations towards the bushfire efforts, donations to our own zoo could reduce.

LEGISLATIVE CONTEXT

No known legislative context.

LEGAL IMPLICATIONS

No foreseen legal implications.

STAFFING IMPLICATIONS

Educating the public as a part of daily talks has minimal impact on keepers as approximately 3 minutes would be added onto existing keeper talks.

RISK ASSESSMENT

Utilizing funds already donated may result in negative public opinion due to perception that funds are intended for reinvestment into the zoo.

CORPORATE/OPERATIONAL PLAN**Community**

1.2.2 Develop, maintain and promote the Rockhampton Zoo's profile and place of regional significance.

Participating in this disaster response will develop and promote the zoo's profile as a zoo that is committed to conservation and the protection of wildlife.

CONCLUSION

Raising funds and donating to the ZAA Wildlife Conservation Fund to help support native wildlife affected by bushfire and drought is a small contribution that Rockhampton Zoo can make in this time of need. Given we have no wildlife hospital to assist; donating funds (that members of the public have donated to the zoo) and raising awareness is a good way to support those who are able to assist animals in need.

9 NOTICES OF MOTION

Nil

10 URGENT BUSINESS/QUESTIONS

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

11 CLOSED SESSION

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

RECOMMENDATION

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

12.1 Increasing Zoo Security

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.

12 CONFIDENTIAL REPORTS

12.1 INCREASING ZOO SECURITY

File No: 1464

Attachments: Nil

Authorising Officer: Alicia Cutler - Acting General Manager Community Services

Author: Aaron Pont - Manager Parks

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

Following a number of recent incidents at the Zoo, a budget review is proposed for Council's consideration that enables Zoo perimeter fencing upgrades in 2019-20.

13 CLOSURE OF MEETING