



PLANNING AND REGULATORY COMMITTEE MEETING

AGENDA

18 SEPTEMBER 2018

Your attendance is required at a meeting of the Planning and Regulatory Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 18 September 2018 commencing at 9.00am for transaction of the enclosed business.

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

ACTING CHIEF EXECUTIVE OFFICER
12 September 2018

Next Meeting Date: 02.10.18

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

2 PRESENT

Members Present:

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

In Attendance:

Ms C Worthy – 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 Planning and Regulatory Committee held 21 August 2018

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 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.

OFFICER'S RECOMMENDATION

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

BUSINESS OUTSTANDING TABLE FOR PLANNING AND REGULATORY COMMITTEE

Business Outstanding Table

Meeting Date: 18 September 2018

Attachment No: 1

Date	Report Title	Resolution	Responsible Officer	Due Date	Notes
01/05/2018	Animal Management - Surrendered and Unclaimed Animals Policy	THAT the Draft Animal Management – Surrendered and Unclaimed Animals Policy be referred to a later meeting.	Nishu Ellawala	15/05/2018	Animal Management - Surrendered and Unclaimed Animals Policy has been approved by the CEO. An information report will be presented at the August Committee.
22/05/2018	Parking During Major Events	THAT Council officers prepare an overview report with recommendations which would reduce impacts of significant events at the Showgrounds on the Wandal community and retail precinct, which may involve temporary changes to the parking regime or other alternatives as suggested.	Steven Gatt	30/08/2018	Plan drafting underway.
21/08/2018	D/117-2017 - Infrastructure Charges for Development Permit for Reconfiguring a Lot (one lot into 126 lots) (121 residential lots, 2 management lots, 1 active open space lot, 1 linear open space lot, and 1 balance lot)	As per Committee resolution.	Thomas Gardiner	04/09/2018	

Date	Report Title	Resolution	Responsible Officer	Due Date	Notes
21/08/2018	Proposed Animal Inspection Program	THAT in accordance with the <i>Animal Management (Cats and Dogs) Act 2008</i> and <i>Local Government Act 2009</i> , Council approves an inspection program, the Systematic Inspection Program, for the locality of Gracemere, between 1 May 2019 and 2 June 2019.	Nishu Ellawala	04/09/2018	
21/08/2018	Customer Requests with Councillor or Public Interest at Building, Plumbing and Compliance	THAT Council adopt Option Two as detailed in the report.	Brett Robson	04/09/2018	

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 D/17-2018 - REQUEST FOR NEGOTIATED DECISION NOTICE FOR A DEVELOPMENT APPLICATION FOR RECONFIGURING A LOT (ONE LOT INTO TWO LOTS)

File No: D/17-2018

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/17-2018

Applicant: Timothy Roy Flynn and Prue Ellen Flynn

Real Property Address: Lot 3 on RP887484, Parish of Wiseman

Common Property Address: L 3 Alton Downs - Nine Mile Road, Alton Downs

Area of Site: 15.842 hectares

Planning Scheme: Rockhampton Region Planning Scheme 2015

Planning Scheme Zone: Rural Zone (Alton Downs Precinct)

Planning Scheme Overlays: Not Applicable

Existing Development: Rural Land

Existing Approvals: Not Applicable

Approval Sought: Negotiated Decision Notice for a Development Permit for Reconfiguring a Lot (one lot into two lots)

Level of Assessment: Impact Assessable

Submissions: Nil

Infrastructure Charges Area: Charge Area 3

OFFICER'S RECOMMENDATION

RECOMMENDATION A

THAT in relation to the request for a Negotiated Decision Notice to Development Permit D/17-2018 for Reconfiguring a Lot (one lot into two lots), made by Timothy Roy Flynn and Prue Ellen Flynn, on land located at Lot 3 Alton Downs - Nine Mile Road, Alton Downs, described as Lot 3 on RP887484, Parish of Wiseman, Council resolves that:

1. **Condition 6.1 be amended by replacing:**

Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider.

with

Electricity services must be provided to each lot in accordance with the standards

and requirements of the relevant service provider. Alternatively, renewable energy (solar) provisions can be utilised for each site provided that the amenity of the adjoining residences is not impacted.

2. Advisory Note 6 be included:

Where alternative electricity arrangements are sourced, the owner is responsible for advising any future owners that standard electricity connections are not provided.

RECOMMENDATION B

That to reflect the above changes to conditions, Timothy Roy Flynn and Prue Ellen Flynn, be issued with a Negotiated Decision Notice for Development Permit D/17-2018 for Reconfiguring a Lot (one lot into two lots).

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 Survey Plan Approval Certificate, 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 Survey Plan Approval Certificate, unless otherwise stated.
- 1.5 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.6 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>
Plan of Proposed Lots 83 and 84	180945-01 (Sheet 1 of 1)	4 February 2018

- 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 PLUMBING WORKS

- 3.1 Internal Plumbing of existing building (shed) located within proposed Lot 84 must be contained within the lot it serves.

4.0 ALLOTMENT DRAINAGE WORKS

- 4.1 All allotment runoff from each proposed lot must be discharged such that it must not restrict, impair or change the natural flow of runoff water or cause a nuisance or worsening to surrounding land or infrastructure.

5.0 SITE WORKS

- 5.1 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.

6.0 ELECTRICITY

- 6.1 Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider. Alternatively, renewable energy (solar) provisions can be utilised for each site provided that the amenity of the adjoining residences is not impacted.
- 6.2 Evidence must be provided that electricity services are available to each lot in accordance with the standards and requirements of the relevant service provider, prior to the issue of the Survey Plan Approval Certificate.

7.0 TELECOMMUNICATIONS

- 7.1 Telecommunications services must be provided to each lot in accordance with the standards and requirements of the relevant service provider.
- 7.2 Evidence that each lot is provided with telecommunications services from the relevant service provider must be provided to Council, prior to the issue of the Survey Plan Approval Certificate.

Note: The *Telecommunications Act 1997* (Cth) specifies where the deployment of optical fibre and the installation of fibre-ready facilities is required.

Note: For telecommunications services, written evidence must be in the form of either a "Telecommunications Infrastructure Provisioning Confirmation" where such services are provided by Telstra or a "Notice of Practical Completion" where such services are provided by the NBN.

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.

9.0 OPERATING PROCEDURES

- 9.1 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 Alton Downs – Nine Mile Road.

ADVISORY NOTESNOTE 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 Multicultural Affairs website www.datsima.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. Plumbing and Drainage Works

For any future development proposed on Lots 83 and 84, the construction of internal sanitary drainage works must be in accordance with regulated work under the *Plumbing and Drainage Act* and including the provision of On-site sewerage and disposal in accordance with the *Queensland Plumbing and Wastewater Code* and *Council's Plumbing & Drainage Policies*.

For any future development proposed on Lots 83 and 84, the construction of internal plumbing works must be in accordance with regulated work under the *Plumbing and Drainage Act* and *Council's Plumbing and Drainage Policies*. Including the provision of adequate on-site water storage for domestic and fire-fighting purposes and may include bore, dams, water storage tanks or a combination of each. The water storage must be easily accessible having regard to pedestrian and vehicular access.

NOTE 5. Access Works

For any future development proposed on Lot 83, the construction of access works must be in accordance with *Capricorn Municipal Development Guidelines* and *Australian Standard AS2890 "Parking facilities"*.

For any future development proposed on Lot 84, the existing access must be upgraded to comply with the requirements of the *Capricorn Municipal Development Guidelines*.

Rural addressing must be provided to each lot in accordance with Council's Local Law for Roads.

A permit (Operation Works (access works) or else Works in Road Reserve) must be obtained for the works within road reserve.

NOTE 6. Electricity

Where alternative electricity arrangements are sourced, the owner is responsible for advising any future owners that standard electricity connections are not provided.

BACKGROUND**BACKGROUND/PROPOSAL**

At its meeting on 29 May 2018, Council approved a Development Permit for Reconfiguring a Lot (one lot into two lots) over land located at Lot 3 Alton Downs - Nine Mile Road, Alton Downs described as Lot 3 on RP887484, Parish of Wiseman.

On 27 June 2018, the applicant suspended the applicant's appeal period under section 75 (2) of the *Planning Act 2016*. On 2 August 2018, the applicant submitted a request for a Negotiated Decision Notice, specifically relating to a change to condition 6.1 to allow for the inclusion of alternate energy sources for the proposed allotments.

SITE AND LOCALITY

The subject site has an area of 15.842 hectares and is located on a corner allotment fronting Alton Downs – Nine Mile Road. The site is currently accessed via a rural standard crossover on Alton Downs – Nine Mile Road and accommodates a rural shed with on-site water facilities. The site is surrounded by other rural allotments ranging in size from four (4) hectares up to 17 hectares.

PLANNING ASSESSMENT**MATTERS FOR CONSIDERATION**

This request has been assessed by relevant Council planning, engineering, environmental health, and other technical officers as required. The assessment has been in accordance with the assessment process provisions of the *Planning Act 2016* and the Development Assessment Rules, based on consideration of the relevant State Planning Policy; State Government guidelines; the Council's Town Planning Scheme, Planning Policies and other general policies and procedures, as well as other documents as considered relevant.

TOWN PLANNING COMMENTS

The applicant has requested the following condition be amended:

Condition 6.1

'Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider.'

Applicant's request:

The applicant has requested that condition 6.1 be amended to incorporate the opportunity to take advantage of alternate energy sources and allow the development to use renewable energy sources (solar).

Council response:

It is the requirement that any newly created allotments need to provide standard infrastructure services as per the requirements of the zoning. It is noted that Council's strategic framework supports renewable energy technology in rural areas, where potential adverse impacts on adjoining and nearby uses can be mitigated.

Recommendation:

This condition is to be amended to allow the alternative option to provide renewable energy sources (solar).

REFERRALS

No referral agencies were triggered by the original application.

STATEMENT OF REASONS

Description of the development	The proposed development is for Reconfiguring a Lot (one lot into two lots)	
Reasons for Decision	<p>a) The proposed development remains consistent with the surrounding rural allotments and will not detract from the rural character and productive capacity of the land.</p> <p>b) The proposed use does not compromise the strategic framework in the <i>Rockhampton Region Planning Scheme 2015</i>;</p> <p>c) Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity;</p> <p>d) The proposed development does not compromise the relevant State Planning Policy; and</p> <p>e) On balance, the application should be approved because the circumstances favour Council exercising its discretion to approve the application even though the development does not comply with an aspect of the assessment benchmarks.</p>	
Assessment Benchmarks	<p>The proposed development was assessed against the following assessment benchmarks:</p> <ul style="list-style-type: none"> • Rural Zone Code; and • Reconfiguring a Lot Code 	
Compliance with assessment benchmarks	The development was assessed against all of the assessment benchmarks listed above and complies with all of these with the exception listed below.	
	Assessment Benchmark	Reasons for the approval despite non-compliance with benchmark
	Rural Zone Code	Whilst one (1) of the proposed allotments will fall just short of the minimum eight (8) hectare requirement, the proposed development will remain consistent with other smaller allotments in the surrounding area. The proposed development will not compromise the rural character and productive capacity of the land.
Matters prescribed by regulation	<p>(i) The <i>State Planning Policy – Part E</i>;</p> <p>(ii) The <i>Central Queensland Regional Plan</i>;</p> <p>(iii) The <i>Rockhampton Region Planning Scheme 2015</i>;</p> <p>(iv) Surrounding use of adjacent premises in terms of commensurate and consistent development form; and</p> <p>(v) The common material, being the material submitted with the application.</p>	

CONCLUSION

The applicant's request to amend the Decision Notice is considered reasonable and recommended for approval as detailed below. The applicant accepted the change to conditions on 21 August 2018.

**D/17-2018 - REQUEST FOR
NEGOTIATED DECISION NOTICE FOR
A DEVELOPMENT APPLICATION FOR
RECONFIGURING A LOT
(ONE LOT INTO TWO LOTS)**

Locality Plan

Meeting Date: 18 September 2018

Attachment No: 1

L 3 Alton Downs - Nine Mile Road



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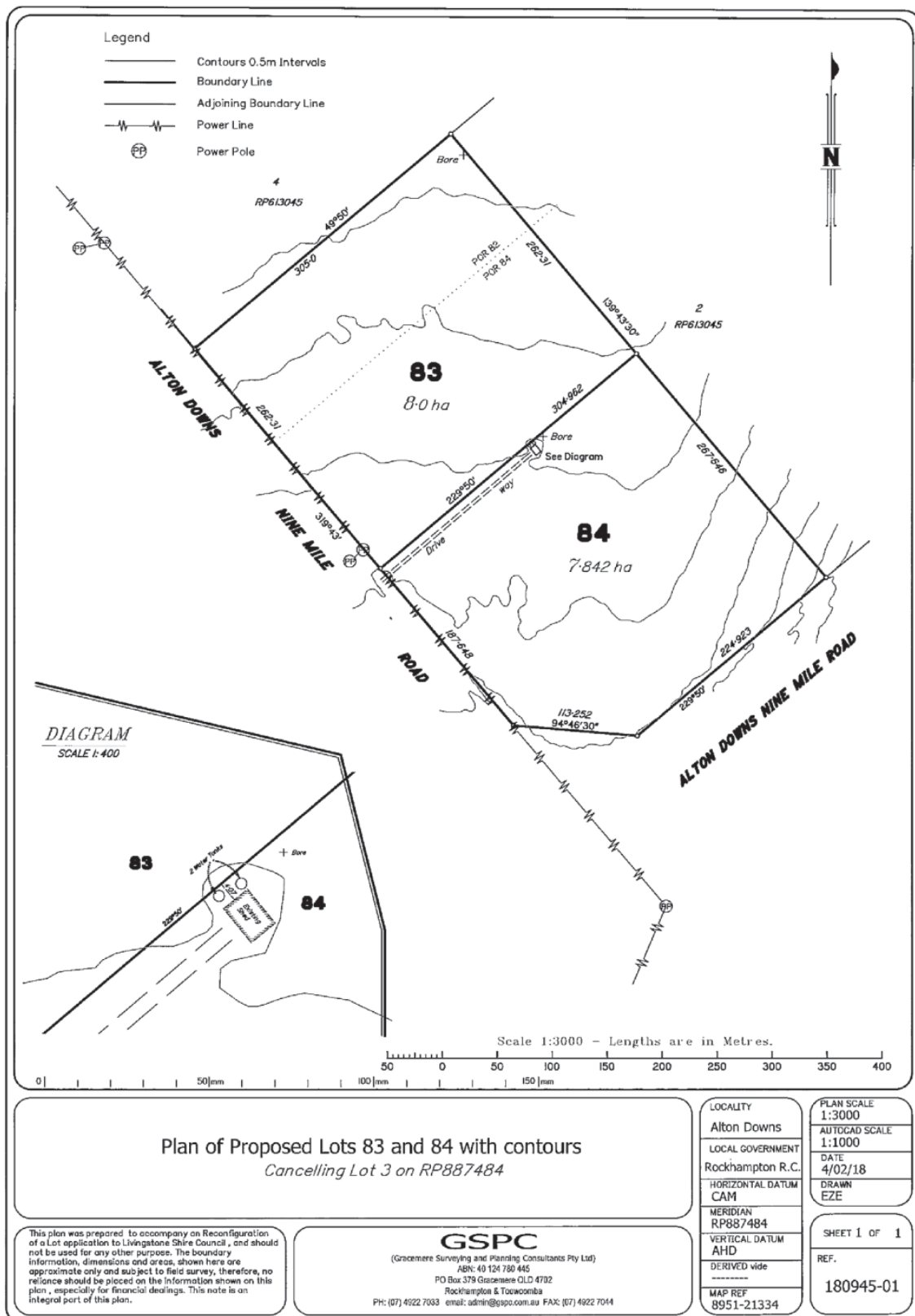


**D/17-2018 - REQUEST FOR
NEGOTIATED DECISION NOTICE FOR
A DEVELOPMENT APPLICATION FOR
RECONFIGURING A LOT
(ONE LOT INTO TWO LOTS)**

Site Plan

Meeting Date: 18 September 2018

Attachment No: 2



8.2 MONTHLY OPERATIONS REPORT FOR PLANNING AND REGULATORY SERVICES - AUGUST 2018**File No:** 1464**Attachments:** 1. Monthly Operations Report for Planning and Regulatory Services - August 2018 [↓](#)**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Steven Gatt - Manager Planning and Regulatory Services

SUMMARY

The Monthly Operations Report for the Planning and Regulatory Services Section for August 2018 is presented for Councillor's information.

OFFICER'S RECOMMENDATION

THAT the Planning and Regulatory Services Monthly Operations Report for August 2018 be 'received'.

COMMENTARY

The monthly operations report for Planning and Regulatory Services is attached for Council's consideration.

The performance information contained within the attached report relates directly to the adopted 2018/2019 Operational Plan Key Performance Indicators.

MONTHLY OPERATIONS REPORT FOR PLANNING AND REGULATORY SERVICES - AUGUST 2018

Monthly Operations Report for Planning and Regulatory Services - August 2018

Meeting Date: 18 September 2018

Attachment No: 1



Monthly Operations Report

Planning and Regulatory Services
August 2018

1. Highlights

Local Laws

The new Animal Management Centre located at 158 Foster Street, Gracemere commenced operations on Monday 13th August replacing the facility in Quay Street, Rockhampton City which is no longer equipped to meet the region's animal management requirements. The opening of the facility marks a key operational plan deliverable and reflects Council's commitment to providing a safe community through effective animal management.

This up-to-date facility has almost double the capacity of Council's Quay Street facility and addresses both current and future needs, features greater security and safety, and minimises health risks for both animals and staff.



Pest Management

Pest Management Officers attended the Mt Morgan Show on the 11 August 2018.

Another important event during August was the media launch of our joint Biosecurity Project with Fitzroy Basin Association, resulting in weevils being produced and then made available to private landholders for their use.



Pictured: Shannon Van Nunen from Fitzroy Basin Association, Councillors Smith and Wickerson oversee the weevils at work.

A Pathway Weevil Licence has been developed, allowing Council to capture details of weevil release locations, the amount of infected aquatic weed being released and inspection dates with future follow up inspections to monitor progress.

Preparations have commenced with the release of the prospectus for Small Landholder Day at the Showgrounds on 6th October, with 16 confirmed stallholders and seven more tentative. To date there has been 10 confirmed presenters.

Development Engineering (DEU)

DEU have been able to negotiate an outcome with Queensland Rail and Aurizon regarding the drainage channel downstream of the Aldi Development site. The culverts under the railway lines and land downstream of this point owned by Aurizon are in dire need of maintenance to ensure flood waters can recede following a local rain event.



The civil engineering assessment for the RHA application at Kalka Shades is progressing. The additional information provided by the consultant is now consistent with the recommendation of the flood study.

Discussions are still progressing with Stocklands regarding a potential Infrastructure Agreement for the Ellida Development at Parkhurst.

2. Innovations, Improvements and Variations

Health and Environment

Infor recommended E & PH keep only 5 years' worth of workflows for our reporting trends and delete all previous workflows to lessen the scrolling through history and speed the "thinking time" of Pathway. This has been completed, deleting 4,033 workflows from 2010 – end of 2012.

Proactive and Reactive Misting Licenses have been developed in the Licensing Module of Pathway. This will keep a record of areas misted within our region and assist in reporting statistics and vector trends.

Silver Perch fish have been purchased and released into the six Bio tanks at Dooley Street to assist in the control of mosquito larvae in these tanks.

Local Laws

Puppy/Dog Microchipping & Vaccination Drive

A dog microchipping and vaccination drive has been programmed to encourage owners of dogs, specifically puppies, to have their dog microchipped and vaccinated. The program will run over a course of four months with a monthly vaccination and microchipping event at a designated location for a reduced fee. The program is scheduled to commence late October 2018.

Vaccinations

The vaccination program is specifically aimed at puppies and will provide subsidised puppy vaccinations to Rockhampton Regional Council residents that are an eligible holder of a Queensland Pensioner Concession Card issued by Centrelink such as Commonwealth Seniors Health Card, Pensioner Concession Card, Health Care Card and Newstart Allowance.

Microchipping

The event will provide an avenue for all Rockhampton Regional Council resident dog owners to have their pet dog's microchipped at a designated location for a reduced fee.

Development Assessment

The Development Forum was held on 23 August 2018. The topics for this forum included sewerage easements, sustainability, an update on the DAC, an update from Strategic Planning and a presentation on outcomes based planning. The forum was attended by 13 industry stakeholders.

Building, Plumbing and Compliance

Customer Request workflow tasks have gone live and will show in our reporting. A few initial teething issues were experienced but resolved with the help of IT.

Development Engineering

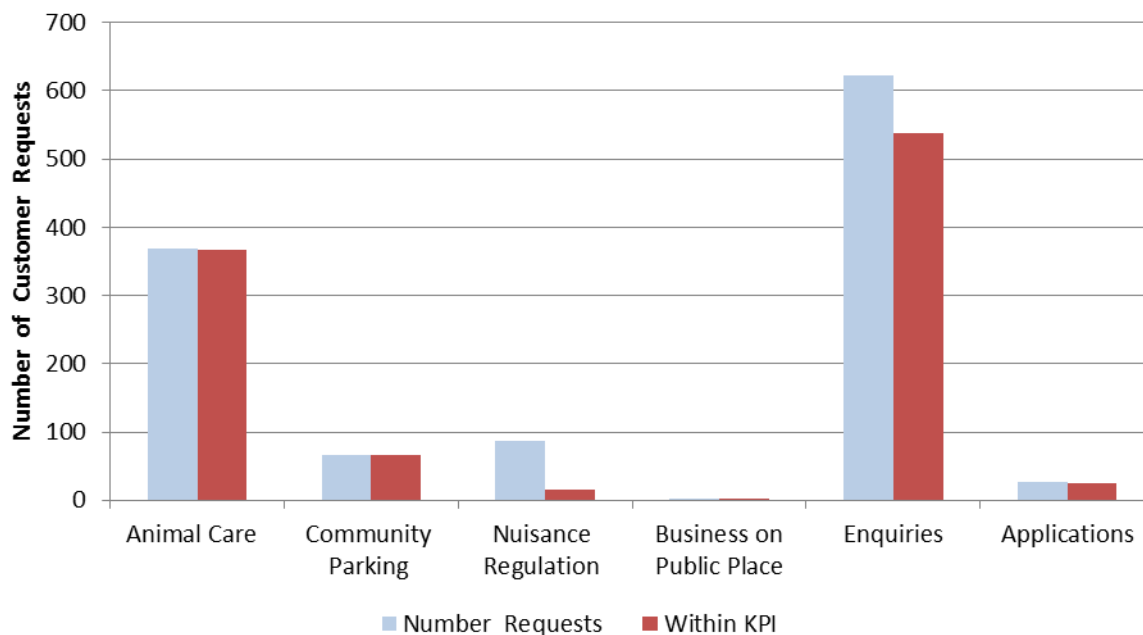
Presentation on sewerage easements was provided at the Development Forum with some positive comments received from industry regarding the options presented. DEU will investigate the option of permitting sewers within the road reserve in lieu of private properties.

3. Customer Service Requests

The Planning and Regulatory Services section has received in the vicinity of 9,802 customer requests from January 2018 to date. Of these 8,830 have been completed giving an average completion rate of 90% across the spectrum of operations.

Local Laws

Customer Request KPI Performance



Comments:

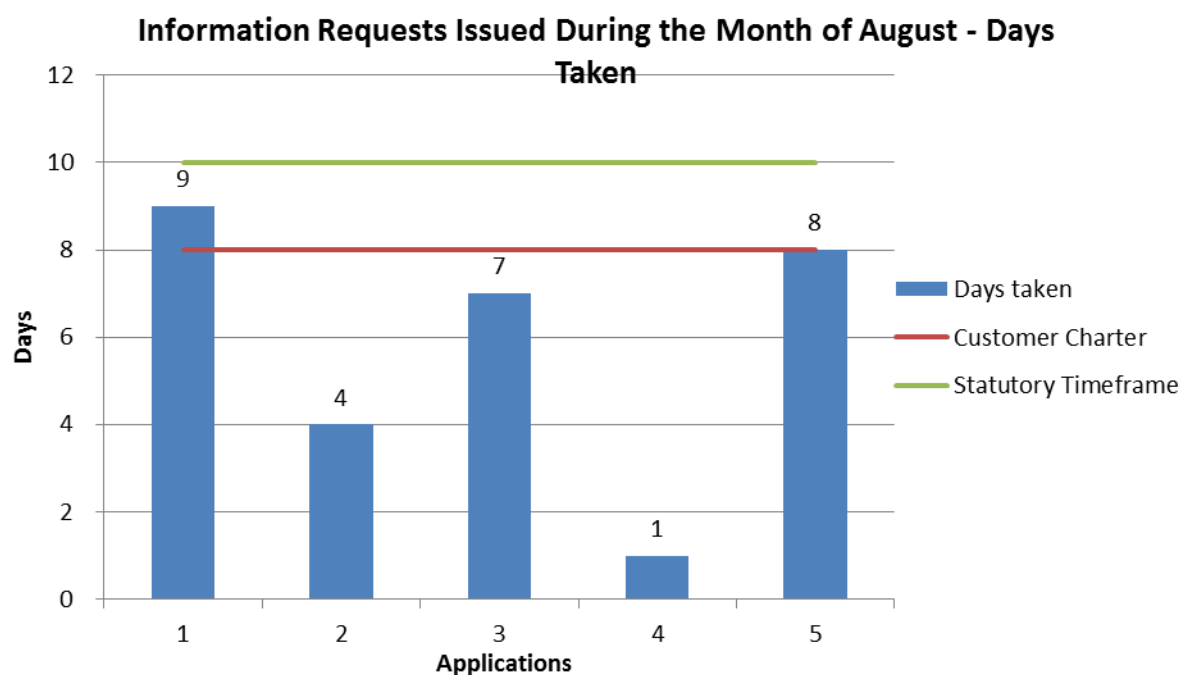
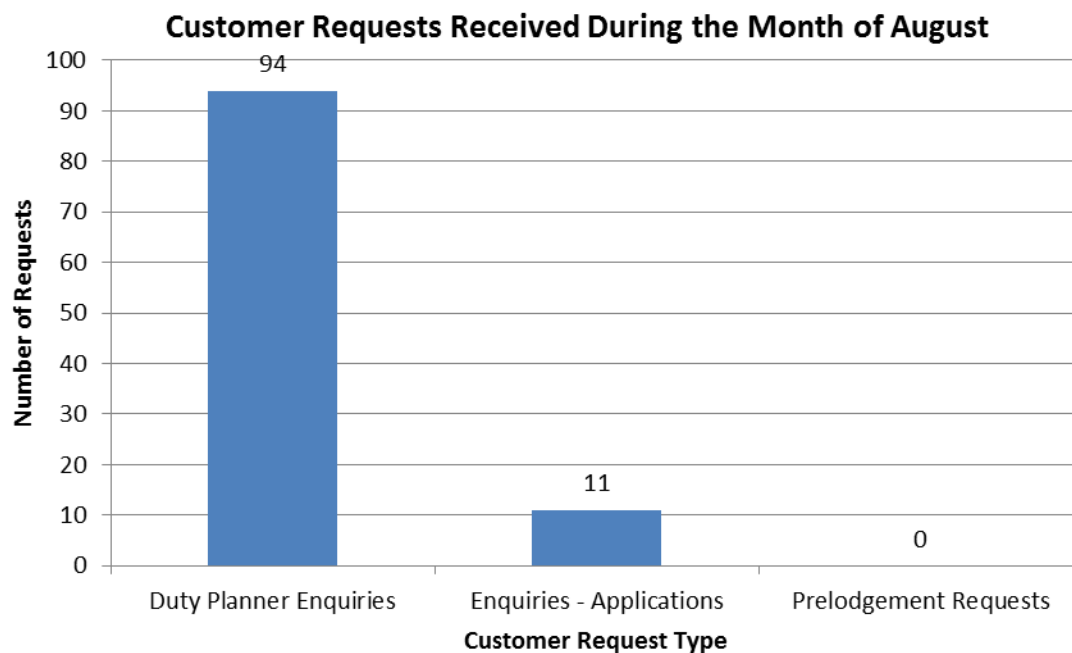
- Local Laws received 1,182 customer requests during the month of August with 657 Requests completed during the period.
 - A total of 369 customer requests were received for animal care matters with 194 requests been wandering animal requests. Within the period 100% of the animal wandering animal requests were responded within 3 Hours (P1).
 - 622 enquires were received in the period with 543 dog registration been renewal requests. 465 dog registration renewal requests responded to within 2 Business days (P2).
 - Both nuisance regulation (P2) and enquires (P2) are at 89% and 86% respectively and below the lowest acceptable level for initial response of within 2 business days. This is due to high levels of customer request activity experienced in high priority Animal Care (P1) requests and dog registration renewals (P2) and reallocation of resources in response resulted in a setback in meeting the performance standard.

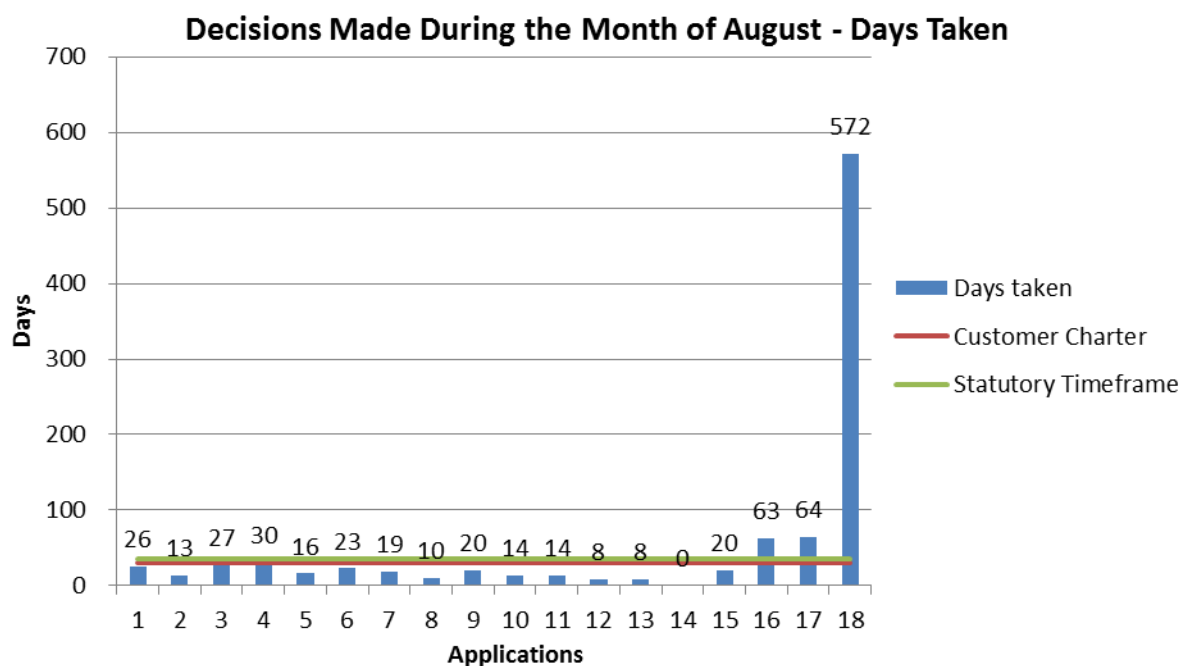
Development Engineering

Development Engineering received a total of 11 customer requests for the month. Of these 9 have been completed. The 2 remaining requests were received late in the month and still in progress.

Development Assessment

Development Assessment received 105 customer requests during the month of August. As at 1 September 2018 all but four (4) customer requests had been completed, giving a completion rate of 96%. Three of the four (4) uncompleted requests were only received on 29 and 31 August 2018 and remained within target response times.





As per the above graph, three applications have taken far longer than the standard 35 business day decision period. All three applications were extended by agreement with the Applicants in accordance with the *Sustainable Planning Act 2009*. These extensions were necessary to negotiate with the Applicant for the best development outcomes and were for the following applications:

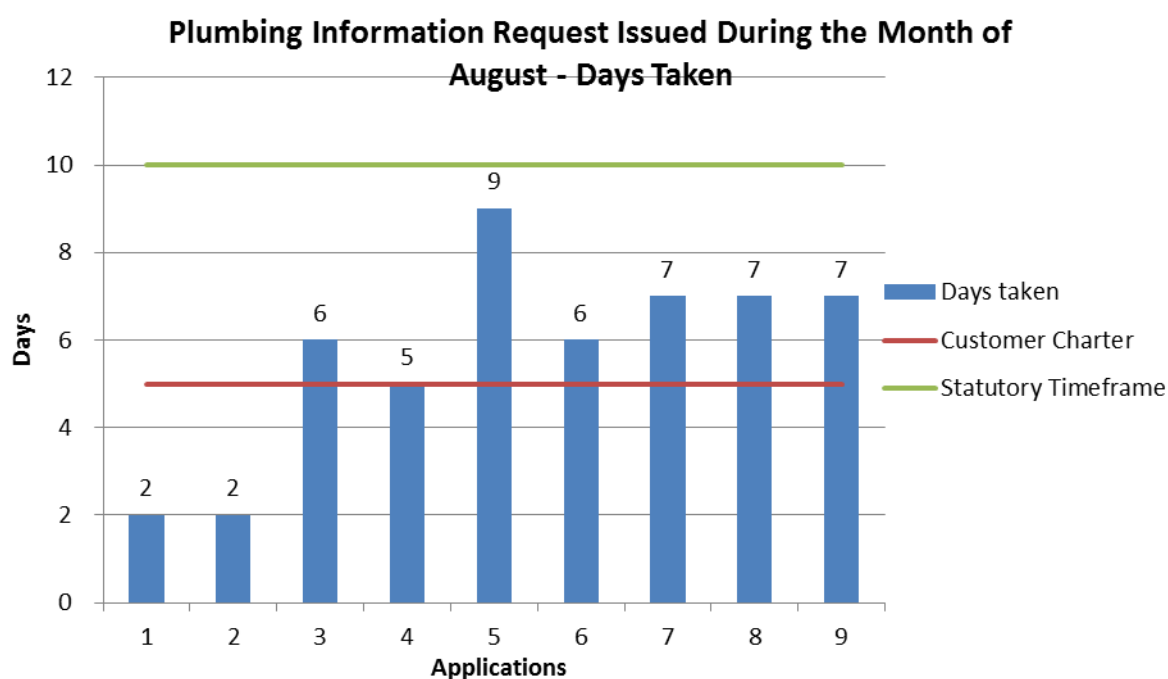
D/83-2018 – Nagle Drive/ Norman Road Child Care Centre

D/85-2018 – Nagle Drive/ Norman Road Shopping Centre, Service Station, Food and Drink Outlet, Indoor Sport and Recreation and Health Care Services

D/90-2015 – Holt Street House

Building Plumbing & Compliance

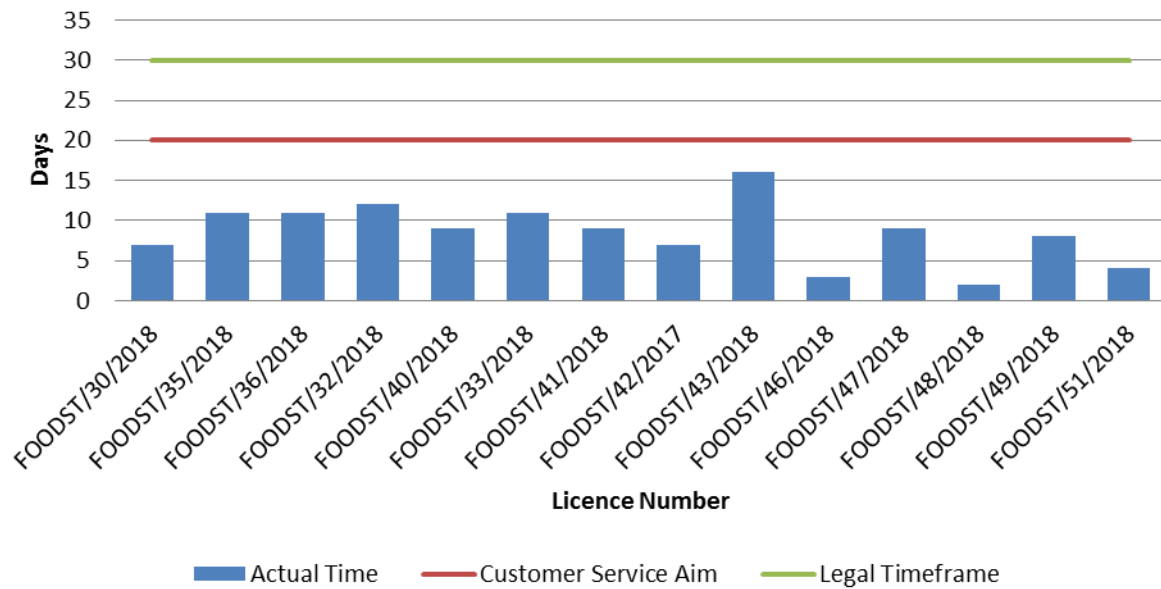
Building, Plumbing & Compliance received a total of 63 customer requests for the month. Of these 46 have been completed giving a completion rate of 73%.



Environmental Health

14 Short term food business licences were decided in August 2018, all under the customer service target of 20 days, with the average time approximately 8.5 days.

Short Term Food Business Decision Time (Applications Decided August 2018)



4. Service Delivery

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
Health and Environment			
Annual inspection of licensed food businesses undertaken	474 premises	17% completed	Operational
Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken	11 premises	11% completed	Operational
Annual inspection of devolved licensed environmentally relevant activities undertaken	16 premises	0% completed	Operational
Development Assessment			
Confirmation Notices (where required) sent out within 10 business days of applications lodged	100%	100%	Operational
Information Requests (where required) sent out within timeframes required under SPA and PA	100%	100%	Operational
Decisions are made within timeframes required under SPA and PA	100%	100%	Operational
Decision notices are issued within 5 business days of the decision being made	100%	100%	Operational
Building			
Action notices and confirmation notices (where required) sent out within 10 business days of applications being lodged	100%	100%	Operational
Information requests (where required) sent out within timeframes under <i>Planning Act 2016</i>	100%	100%	Operational
Building approvals – decisions are made within a 35 business day timeframe	100%	93%	Operational
Plumbing			
Plumbing and Drainage Approvals – decisions are made within 20 business day timeframes	100%	100%	Operational
Development Engineering			
Development MCU, ROL Completed in 8 days	90%	100%	Operational
Development Operational Works Completed in 8 days	90%	86%	Operational

5. Legislative Compliance and Standards

Legislative timeframes

Item	Due Date	Compliant? (Yes/No)	Status
Local Laws			
Certificate IV (Government Investigations)	Various	Yes	Current
Environment and Public Health			
Council's Ground Distribution Contract Licence	6 Apr 2020	Yes	Current
Pest Management Officers AC/DC Licenses	Various	Yes	Current
Vector Management Officers Pest Management Technicians Licenses	Various	Yes	Current
Payment of Pest Management Government Charges to DAFF	3 Feb 2019	Yes	Current
RRC Restricted Matter Permit (for Biotanks)	Nov 2019	Yes	Current
Building, Plumbing and Compliance			
Compliance Officers Powers of Entry	Various	Yes	Current
C Class Drivers Licence	Various	Yes	Current
Development Engineering			
Registration as a Professional Engineer Queensland	Various	Yes	Current
C Class Drivers Licence	Various	Yes	Current
Drainers Licence	Various	Yes	Current

6. Operational Plan Targets by Section

Operational Plan Ref	Action	Target	Status
1.1.3	Develop plans that support the delivery of trunk infrastructure and service future development		
1.1.3.2	Implement governance arrangements for the management of the Capricorn Municipal Development Guidelines	Governance arrangements implemented by 30 June 2019	Draft document endorsed by CMDG committee and legal review complete. Document to be presented to Council for endorsement in the near future.
1.3.2	Public safety initiatives that enhance public amenity and lifestyle		
1.3.2.1	Prevention of disease and adverse impact of domestic animals	Implement actions in accordance with the Animal Management Guidelines	No incidents to report during the period.
		Ensure educational programs are completed in accordance with the Animal Management Strategy	Educational programs continue in accordance with the Animal Management Strategy.
2.2.3.1	Support programs that assist people with seeking employment		
2.2.3.1	Support programs that encourage residents to transition away for social support options	Consider options in budget planning to support employment programs in 2019/20	The section continues to utilise the Traineeship program and has made application for 2019/2020 traineeship allocations.
3.1.3	Provide effective weed, pest animal and environmental health management programs		
3.1.3.1	Implement strategic plans to advise community on programs	Achieve strategy outcomes in the Biosecurity Plan in accordance with timeframes	Officers continue to control invasive weeds and animals on Council land including waterways. Officers continue to enforce, when able with the dry weather, provisions of the Act on private land.
3.3.1	Consider the potential impacts of climate change on Council operations		
3.3.1.1	Ensure climate change is factored into Council planning and decision making	Identify potential impacts of climate change	Pest Management has purchased fish as a mosquito larvae control in the recently built Bio-tanks reducing the chemical requirements.

Operational Plan Ref	Action	Target	Status
4.1.1	Customer focused organisation that ensures Council's service delivery is efficient and representative of the community's needs and views		
4.1.1.1	Provide timely and effective delivery of Council's services	Non-compliances of the unit's customer service standards or adopted service levels reported monthly	<u>Local Laws</u> Both nuisance regulation (P2) and enquires (P2) are at 89% and 86% respectively and below the lowest acceptable level for initial response of within 2 business days. This is due to high levels of customer request activity experienced in high priority Animal Care (P1) requests and dog registration renewals (P2) and reallocation of resources in response resulted in a setback in meeting the performance standard.
4.2.1	Ensure public health, safety, policies and local laws are adhered to		
4.2.1.1	Provide effective development management programs in line with legislative requirements for environment, health, food, safety, noise, odour and dust protection	Compliance with development management programs	EHOs have responded to complaints in relation to the environment, water contamination, asbestos, food and public health during August. Two water contamination and one environmental complaint continue to be investigated.
4.2.1.2	Provide formal and informal education opportunities to the public to ensure the community are aware of their legislative obligations	Education program implemented in accordance with program milestones	B, P&C are organising the next Industry Forum. Development Assessment has just held its Development Forum on 23 August 2018. Vector and Pest Management held a stall at the Mt Morgan Show. Environmental Health has been approached by a local scouts group to provide food safety education, with the session to occur in September 2018.
4.2.2	Monitor compliance and trigger legislative changes		
4.2.2.3	Provide a diverse range of compliance tools to a wide range of amenity, health, and safety issues across the community to enhance liveability	Review and update the enforcement manual by 30 June 2019	Ongoing.

Operational Plan Ref	Action	Target	Status
5.2.1	Council's decision making, planning and reporting processes provide transparent and accountable governance		
5.2.1.4	Operational risks are monitored and managed in accordance with legislative requirements	Risks register is being maintained	Continuing.
5.2.1.9	Monitor and review non-compliance of legislative requirements	Report on legislative non-compliance included in sectional reports presented to Council on a monthly basis.	No non-compliances noted for the Section.
5.3.1	Council's resources are allocated in an efficient and effective manner		
5.3.1.1	Business plan developed setting out the section's proposed services, programs and projects to support the strategic objectives of Council's Corporate Plan for the period 1 July 2019 to 30 June 2022	A Business plan for the section is to be prepared and approved by 30 June 2019	Ongoing.
5.3.2	Ensure the efficient and effective management of Council's finances		
5.3.2.1	Review operational budgets to ensure effective capture and reporting of activities	Monthly review of the Operational Budget	Completed.
5.4.2	Encourage greater risk taking in the pursuit of innovation, improved processes and the delivery of efficient and effective services		
5.4.2.6	Undertake process review on a key activity within the section	Identify key activity by 30 September 2018 and complete process review by 30 June 2019	Under consideration.

7. Operational Projects

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
Local Laws					
Issuing of Dog Registration Renewals	Jun 2018	Sept 2018	In progress	\$20,000	\$3,670.00
Puppy/Dog Microchipping & Vaccination Drive	Oct 2018	Feb 2019	In progress	Operational	
Approved Inspection program	May 2019	June 2019	In progress	Operational	
Health and Environment					
Enforcement Guideline	Commenced	Yet to be determined	In progress	Operational	
Story Books (food safety, mosquitos) – education tools	Commenced	August 2018	Book launch planning continues.	Operational	
Development Assessment					
Outstanding infrastructure charges	Jun 17	Dec 18	Outstanding charges continue to be collected.	Within budget	Within budget
Development Engineering					
Capricorn Municipal Development Guideline - Governance Strategy Document	Commenced	June 2019	In progress	Operational	
Adopted Infrastructure Charges Resolution No.6	Commenced	To be determined	In progress	Operational	

8. Budget

End of Month General Ledger - (Operating Only) - COMMUNITY SERVICES						
As At End Of August						
Report Run: 06-Sep-2018 11:20:02 ; Excluding 2914, 2918, 2919, 2814, 2917, 2924, 1801, 1806, 1807, 1901, 1906						
	Adopted Budget FULL	YTD Actual	EOM Commitments	Commit - Actual	Variance %	On target 16.7% of Year Gone
	\$	\$	\$	\$		
PLANNING AND REGULATORY SERVICES						
<u>Development Engineering</u>						
Revenues	(2,624)	0	0	0	0%	*
Expenses	1,108,422	195,580	3,626	199,206	18%	*
Transfer / Overhead Allocation	(448,589)	(18,867)	0	(18,867)	4%	*
Total Unit: Development Engineering	657,263	176,713	3,626	186,333	27%	*
<u>Development Assessment</u>						
Revenues	(861,928)	(56,889)	0	(56,889)	7%	*
Expenses	1,533,026	248,657	33,668	282,324	18%	*
Transfer / Overhead Allocation	31,212	582	0	582	2%	*
Total Unit: Development Assessment	762,316	192,350	33,668	226,017	32%	*
<u>Building, Plumbing and Compliance</u>						
Revenues	(747,266)	(106,242)	0	(106,242)	14%	*
Expenses	1,359,712	187,661	5,261	192,922	14%	*
Transfer / Overhead Allocation	(106,419)	(20,657)	0	(20,657)	19%	*
Total Unit: Building, Plumbing and Compliance	566,627	68,762	5,261	66,624	13%	*
<u>Health & Environment</u>						
Revenues	(192,052)	(42,450)	0	(42,450)	22%	*
Expenses	2,611,869	342,698	43,588	386,286	15%	*
Transfer / Overhead Allocation	360,558	28,196	0	28,196	8%	*
Total Unit: Health & Environment	2,780,374	328,444	43,588	372,032	13%	*
<u>Local Laws</u>						
Revenues	(1,456,385)	(387,716)	0	(387,716)	27%	*
Expenses	2,784,876	489,141	273,051	762,192	27%	*
Transfer / Overhead Allocation	260,367	37,719	0	37,719	14%	*
Total Unit: Local Laws	1,568,858	135,144	273,051	412,195	26%	*
<u>Planning and Regulatory Services Management</u>						
Expenses	604,612	85,824	55,384	141,208	23%	*
Total Unit: Planning and Regulatory Services Management	604,612	85,824	55,384	141,208	23%	*
Total Section: PLANNING AND REGULATORY SERVICES	6,835,381	983,237	414,578	1,357,815	20%	*
Total Department: COMMUNITY SERVICES	6,839,391	983,237	414,578	1,397,815	20%	*
Grand Total:	6,839,391	983,237	414,578	1,397,815	20%	*

There has been requirement to date to utilise the Consultancies Legal in various areas for matters underway and advice provision for projects such as the Local Law review which have moved under the P&RS budget for this financial year. This has seen increased variance for Development Assessment and P&RS management.

The section is currently on track with the budget with other minor variances resultant from committing to future purchasing and the purchasing of Axon body worn cameras. These anomalies will be remedied via a journal at the next budget revision.

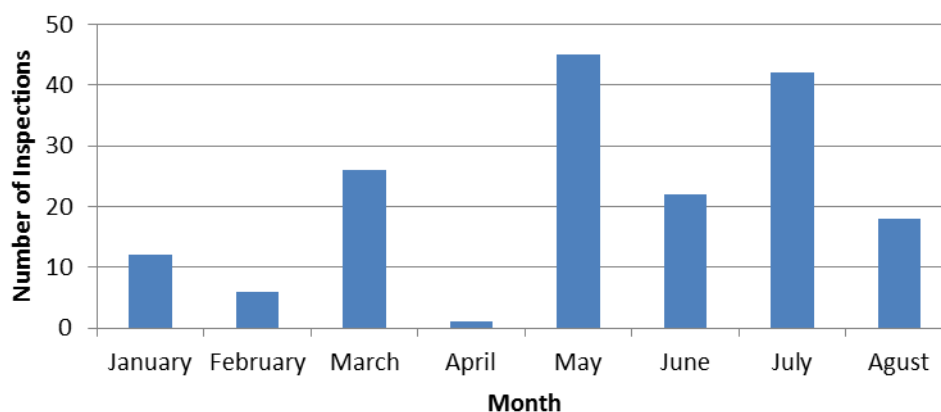
Overall the section budget is on track for the month.

9. Section Statistics

<i>Program Activity</i>	<i>Dates/s Held</i>	<i>Visitor/Participant Numbers</i>	<i>Comments</i>
Health and Environment			
Surveillance Program under Biosecurity Act – Month	1 – 31 Aug 2018	0	0
		0	0
Surveillance Program under Biosecurity Act – Entire Program to Date	1 Dec 2017 – To date	77	No change
Applications/Inspections		August 18	Comments
Number of Food Business Licence Applications		3	
Number of Short Term Food Business Licence Applications		16	
Number of Mobile Food Business Licence Applications		1	
Total Number of Approved Food Business Licences		467	Does not include short term food business licenses.
Number of Annual Inspections for Food Business Licences YTD		81	

Environmental Health Officers continue to conduct inspections of food premises (mobile vans and temporary stalls) at major events in the region. To date 174 initial inspections at events has been undertaken.

Food Premise Event Inspections Monthly Breakdownn (2018)

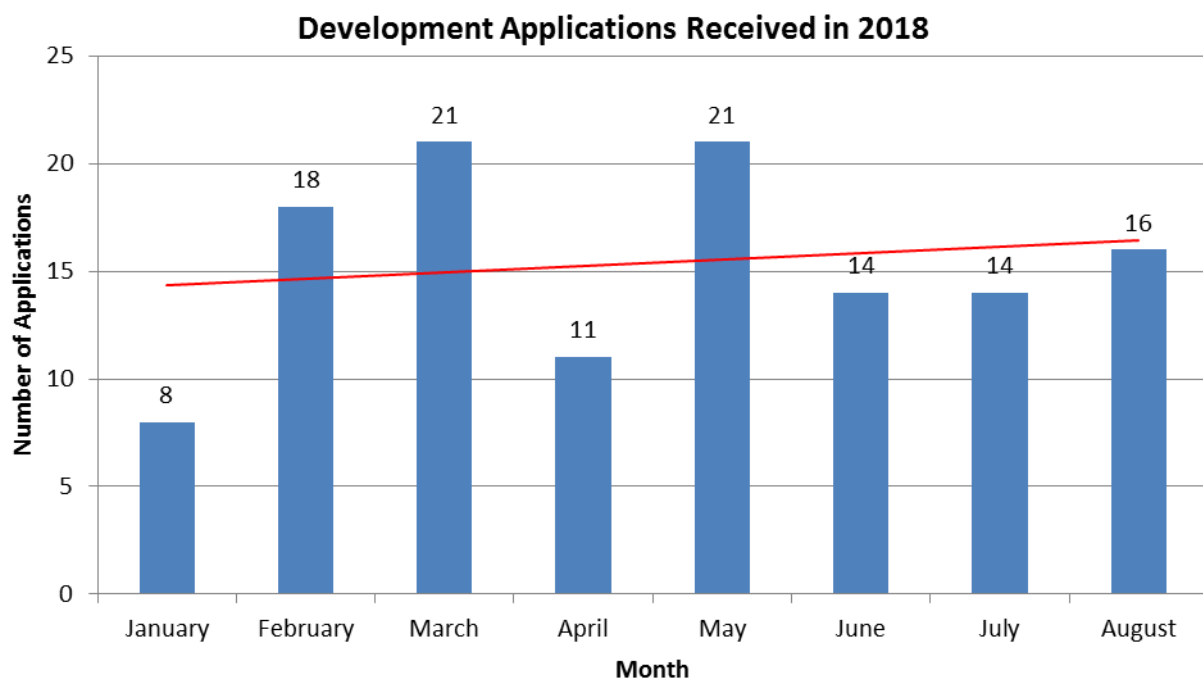


Development Engineering

Description	Jul 18	Aug 18	Sep 18	Oct 18	Financial YTD
MCU & ROL referrals completed	20	19			39
Op Works referral completed	17	36			53
Total Completed	37	55			92

Development Assessment

Description	Jul 18	Aug 18	Sept 18	Oct 18	Financial YTD
New Applications	11	12			23
Request to Change Applications	2	3			5
Development Incentives Applications	1	1			2
Total Received	14	16			30
Total Decided	18	18			36

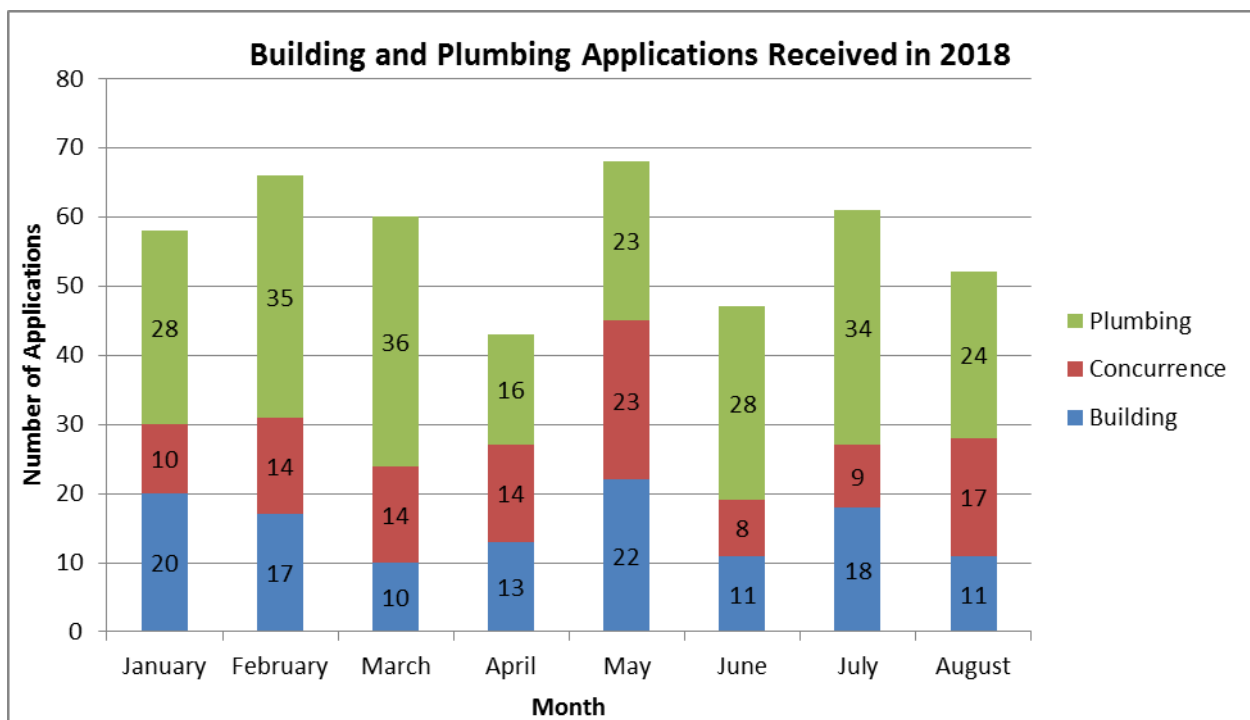


Building

Description	Jul 18	Aug 18	Sept 18	Oct 18	Financial YTD
Concurrence Applications	9	17			26
Building Works	18	11			29
Total Received	27	28			55
Total Decided	28	33			61

Plumbing

Description	Jul 18	Aug 18	Sept 18	Oct 18	Financial YTD
New Applications	34	26			60
Total Decided	22	26			48



Local Laws***Registered Dogs***

Description	Jul 18	Aug 18	Sept 18	Oct 18	Financial YTD
New Dogs Registered	224	274			498
Dog Registration Renewals	4687	3955			8642
Total	4911	4229			9140

Declared Dogs

Description	Jul 18	Aug 18	Sept 18	Oct 18	Financial YTD
Dangerous Dogs	3	2			5
Menacing Dogs	1	0			1
Restricted Dogs	0	0			0

Infringements Issued

Description	Jul 18	Aug 18	Sept 18	Oct 18	Financial YTD
Parking Infringements	301	493			794
Animal Infringements	22	3			25
Local Law Infringements	3	1			4
Total	326	497			823

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 CLOSURE OF MEETING