



# ORDINARY MEETING

## AGENDA

**10 OCTOBER 2017**

*Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 10 October 2017 commencing at 9.00am for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be the initials "CR" followed by a long horizontal stroke.

**CHIEF EXECUTIVE OFFICER**  
4 October 2017

Next Meeting Date: 24.10.17

**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 Pastor David Alley from Peace Apostolic Ministries.

**2 PRESENT**

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)  
Councillor R A Swadling  
Councillor A P Williams  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor M D Wickerson  
Councillor S J Schwarten

In Attendance:

Mr E Pardon – Chief Executive Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

Apology – Councillor Neil Fisher

**4 CONFIRMATION OF MINUTES**

Minutes of the Ordinary Meeting held 26 September 2017

**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 PLANNING AND REGULATORY COMMITTEE MEETING - 3 OCTOBER 2017**

#### **RECOMMENDATION**

THAT the Minutes of the Planning and Regulatory Committee meeting, held on 3 October 2017 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, 3 October 2017****9.1.1 BUSINESS OUTSTANDING TABLE FOR PLANNING AND REGULATORY COMMITTEE**

**File No:** 10097  
**Attachments:** 1. Business Outstanding Table  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

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**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, 3 October 2017****9.1.2 RECONFIGURATION OF LOT INCENTIVES REPORT**

**File No:** 7028  
**Attachments:** Nil  
**Authorising Officer:** Steven Gatt - Manager Planning & Regulatory Services  
Michael Rowe - General Manager Community Services  
**Author:** Tarnya Fitzgibbon - Coordinator Development Assessment

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**SUMMARY**

*There is an opportunity to introduce an incentive for reconfiguration of a lot approvals, by allowing the developer to pay infrastructure charges on a per lot basis either when the lot is sold or within two years of the approval (whichever is the earlier).*

**COMMITTEE RECOMMENDATION**

THAT Council develop a policy in relation to reconfiguration of lot approvals to allow developers to pay infrastructure charges on a per lot basis either when a lot is sold or within two (2) years, whichever is the earlier.

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**Recommendation of the Planning and Regulatory Committee, 3 October 2017**
**9.1.3 D/66-2017 - DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE**

**File No:** D/66-2017

**Attachments:**

1. Locality Plan
2. Site Plan

**Authorising Officer:** Tarnya Fitzgibbon - Coordinator Development Assessment  
Steven Gatt - Manager Planning & Regulatory Services  
Cheryl Haughton - Acting General Manager Community Services

**Author:** Thomas Gardiner - Planning Officer

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**SUMMARY**

*Development Application Number:* D/66-2017

*Applicant:* Bob Caton

*Real Property Address:* Lot 43 on SP133747, Parish of Gracemere

*Common Property Address:* 121 Boongary Road, Gracemere

*Area of Site:* Ten (10) Hectares

*Planning Scheme:* Rockhampton Region Planning Scheme 2015

*Planning Scheme Zone:* Rural Zone

*Planning Scheme Overlays:* Special Management Area Overlay  
Creek Catchment Flood Overlay – Planning Area 1  
Creek Catchment Flood Overlay – Planning Area 2  
Agricultural Land Classification Overlay

*Existing Development:* Shed

*Existing Approvals:* Building Approval for a Shed

*Approval Sought:* Development Permit for a Material Change of Use for a Dwelling House

*Level of Assessment:* Impact Assessable

*Submissions:* Nil

*Infrastructure Charges Area:* Charge Area 3

*Application Progress:*

<i>Application Lodged:</i>	22 June 2017
<i>Acknowledgment Notice issued:</i>	14 July 2017
<i>Request for Further Information sent:</i>	25 July 2017
<i>Request for Further Information responded to:</i>	3 August 2017
<i>Submission period commenced:</i>	14 August 2017

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<i>Submission period end:</i>	<i>4 September 2017</i>
<i>Council request for additional time:</i>	<i>12 September 2017</i>
<i>Last receipt of information from applicant:</i>	<i>11 September 2017</i>
<i>Statutory due determination date:</i>	<i>31 October 2017</i>

## COMMITTEE RECOMMENDATION

### **RECOMMENDATION A**

THAT in relation to the application for a Development Permit for a Material Change of Use for a Dwelling House, made by Bob Caton located at 121 Boongary Road, Gracemere, described as Lot 43 on SP133747, Parish of Gracemere, Council resolves to Approve the application despite its conflict with the planning scheme and provide the following grounds to justify the decision despite the conflict:

- a) The subject site is located within the Rural Zone. The proposal for a Dwelling House will not compromise the future intent of the area for uses including primary production, mining and tourism nor will it alienate the productive agricultural capacity of the land.
- b) The proposal is located within the Special Management Area Overlay. Notwithstanding, the site is not located in proximity to any existing industrial development which will not cause any adverse impacts on the health, well-being, amenity and safety of communities and individuals from the impacts of air, light, noise and odour emissions.
- c) The proposed use does not compromise the strategic framework in the *Rockhampton Region Planning Scheme 2015*;
- d) Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; and
- e) The proposed development does not compromise the relevant State Planning Policy.

### **RECOMMENDATION B**

THAT in relation to the application for a Development Permit for a Material Change of Use for a Dwelling House, made by Bob Caton located at 121 Boongary Road, Gracemere, described as Lot 43 on SP133747, 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 issue of the Certificate of Classification for the Building Works, 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 Certificate of Classification for the Building Works, 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 Works;
- 1.5.2 Plumbing and Drainage Works; and
- 1.5.3 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.
- 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>
Site Plan	17.71, Sheet 1 of 1	11 September 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/Building Works.
- 3.0 ACCESS WORKS
- 3.1 A Development Permit for Operational Works (access works) must be obtained prior to the commencement of any access works on the development site.
- 3.2 All access 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 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 from Boongary Road to the development must be upgraded to comply with the requirements of the *Capricorn Municipal Development Guidelines*.
- 3.5 All vehicles must ingress and egress the development in a forward gear.
- 4.0 PLUMBING AND DRAINAGE WORKS
- 4.1 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 2008*, *Plumbing*

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and *Drainage Act 2002*, Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.

- 4.2 Adequate domestic and fire-fighting protection must be provided to the development, and must be certified by an hydraulic engineer or other suitably qualified person.
- 4.3 All sanitary drainage works must comply with *Australian Plumbing and Drainage Standard AS3500* Part 2 section 3 and 4 for flood affected areas.
- 4.4 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. The on-site sewerage treatment and disposal area must not be located within the 1% A.E.P. (Annual Exceedance Probability) Gracemere Creek flood inundation extents or conflict with the separation distance as detailed with the *Queensland Plumbing and Wastewater Code*.

#### 5.0 SITE WORKS

- 5.1 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.
- 5.2 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.
- 5.3 All site works must be undertaken to ensure that there is:
  - 5.3.1 no increase in upstream or downstream flood levels for all levels of immunity up to a one per cent (1%) Annual exceedance probability flood event; and
  - 5.3.2 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.

#### 6.0 BUILDING WORKS

- 6.1 Structures must not be located within the on-site sewerage treatment and disposal area or conflict with the separation distances, in accordance with the *Queensland Plumbing and Wastewater Code*.
- 6.2 The finished floor level for habitable areas (refer to condition 2.1) must be a minimum of 500 millimetres above a one per cent (1%) Annual exceedance probability flood inundation level.
- 6.3 All non-habitable areas subjected to flood inundation during a one per cent (1%) Annual exceedance probability flood event, must be designed and constructed using suitable flood resilient materials.
- 6.4 All electrical and telecommunication services and utilities connected to the property, including electrical outlets, must be designed and installed at such a height that they are a minimum of 500 millimetres above a one per cent (1%) Annual exceedance probability flood level.

#### 7.0 ELECTRICITY

- 7.1 Electricity services must be provided to the development in accordance with the standards and requirements of the relevant service provider.
- 7.2 Evidence that the development is provided with electricity services from the relevant service provider must be provided to Council, prior to the commencement of the use.

#### 8.0 TELECOMMUNICATIONS

- 8.1 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.

- 8.2 Evidence that the development is provided with telecommunications services from the relevant service provider must be provided to Council, prior to the commencement of the use.

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 An Erosion Control and Stormwater Control Management Plan prepared 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.

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 Boongary Road.

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. 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 4. Infrastructure Charges Notice

Council has resolved not to issue an Infrastructure Charges Notice for this development because the new infrastructure charges arising from the development are less than the credits applicable for the new development.

**RECOMMENDATION C**

THAT in relation to the application for a Development Permit for a Material Change of Use for a Dwelling House, made by Bob Caton located at 121 Boongary Road, Gracemere, described as Lot 43 on SP133747, Parish of Gracemere, Council resolves not to issue an Infrastructure Charges Notice.

**10 COUNCILLOR/DELEGATE REPORTS****10.1 LEAVE OF ABSENCE - MAYOR MARGARET STRELOW**

**File No:** 10072  
**Attachments:** Nil  
**Authorising Officer:** Damon Morrison - Executive Coordinator to the Mayor  
Evan Pardon - Chief Executive Officer  
**Author:** Vikki Lawrie - Executive Assistant to the Mayor

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**SUMMARY**

*Mayor Margaret Strelow requesting Leave of Absence from 02 January 2018 to 23 January 2018 inclusive.*

**OFFICER'S RECOMMENDATION**

THAT leave of absence be granted for Mayor Margaret Strelow for the period 02 January 2018 to 23 January 2018 inclusive.

**10.2 LEAVE OF ABSENCE - COUNCILLOR NEIL FISHER**

**File No:** 10072  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

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**SUMMARY**

*Chief Executive Officer advising that Councillor Neil Fisher will require a leave of absence for medical reasons and seeking approval for Councillor Fisher to participate in Council and Committee meetings via teleconference if required.*

**OFFICER'S RECOMMENDATION**

1. THAT leave of absence be granted for 10 October 2017 for Councillor Neil Fisher.
2. THAT approval be granted for him to participate in Council and Committee meetings via teleconference with the consent of Councillor Fisher's doctor.

**BACKGROUND**

Councillors will be aware that Councillor Neil Fisher is dealing with some medical issues and will require a period of leave.

Councillor Fisher has requested approval from Council to participate in Council and Committee meetings via teleconference, as required by Section 276(3)(b) of *Local Government Regulation 2012* as follows:

**276 Teleconferencing**

- (1) *Teleconferencing is the use of a telephone, video conferencing equipment or other means of instant communication that allows a person to take part in discussions as they happen.*
- (2) *A local government may allow a person to take part in a meeting by teleconferencing.*
- (3) *A councillor taking part in a meeting by teleconferencing is taken to have attended the meeting if—*
  - (a) *the councillor was simultaneously in audio contact with each other person at the meeting;*  
*and*
  - (b) *the local government approved the teleconferencing arrangement.*

The Chief Executive Officer has been liaising with Councillor Fisher in relation to his commitments as an elected member and arrangements have been put in place to assist with these commitments.

## 11 OFFICERS' REPORTS

### 11.1 LOCAL GOVERNMENT GRANTS AND SUBSIDIES PROGRAM

<b>File No:</b>	<b>12534</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Authorising Officer:</b>	<b>Jason Plumb - Manager Fitzroy River Water</b>
<b>Author:</b>	<b>Penelope-Jane Fry - Regional Development Advisor</b>

#### SUMMARY

*Rockhampton Regional Council has applied to the Queensland Government's 2017-19 Local Government Grants and Subsidies Program to seek funding towards the cash costs of projects. This report recommends an additional project for submission.*

#### OFFICER'S RECOMMENDATION

THAT Council endorse the submission of the \$80,000 "Rockhampton River Network Gauge" project to the 2017-19 Local Government Grants and Subsidies Program (committing a 40% cash co-contribution) in addition to the seven projects previously approved for submission at the 12 September 2017 Ordinary Council meeting (ie priority project number 8).

#### COMMENTARY

The \$60 million 2017–19 Local Government Grants and Subsidies Program (the Fund) opened for applications on 28 August and will close on 6 October 2017.

The original list of projects for submission to the fund was resolved at Council meeting on 12 September 2017. After this date, Rockhampton Regional Council hosted the September Central Queensland Regional Organisation of Councils ("CQROC") meeting. At this meeting, the attendees recognised the need and opportunity to upgrade the existing 'manual read' river gauge to a fully automated river/rainfall alert and forecasting gauge. As a result, the Chief Executive Officer of Rockhampton Regional Council directed Officers to prepare an additional application to the 2017–19 Local Government Grants and Subsidies Program seeking funding for this work. The work was developed into the "Rockhampton River Network Gauge" project. The tabling of a report to Council was not feasible prior to the funding closing on 6 October 2017.

This report seeks endorsement from Council for the submission of this project to the Fund. If endorsement is not provided, the application will be withdrawn from the Fund.

#### PREVIOUS DECISIONS

At the 12 September 2017 Ordinary Council meeting, it was resolved as follows:

*a. to submit the following following projects to the 2017-19 Local Government Grants and Subsidies Program, committing a 40% co-contribution towards each project:*

1.	<i>Gracemere Sewage Treatment Augmentation Project</i>	<i>\$4.36 million</i>
2.	<i>Boundary Road Upgrade Package</i>	<i>\$1.25 million</i>
3.	<i>Toonooba Park Upgrade Project</i>	<i>\$0.255 million</i>
4.	<i>South Ulam Road Widening Project</i>	<i>\$1.2 million</i>
5.	<i>Park Street Drainage Scheme Stage 5</i>	<i>\$0.75 million</i>
6.	<i>McLeod Park Stage 3</i>	<i>\$0.6 million</i>
7.	<i>Sewer Main Relining in Flood Prone Areas</i>	<i>\$2.04 million</i>

*b. to specify that project prioritisation be indicated by the numerical order listed above.*

**BUDGET IMPLICATIONS**

Applications to the fund require a cash co-contribution commitment of at least 40%.

The “Rockhampton River Network Gauge” project has provisions available for the required \$32,000 cash co-contribution in the existing 2017/18 operational budget of the approved 2017/18 Rockhampton Regional Council Budget.

**STAFFING IMPLICATIONS**

Project delivery will require in-kind contributions from Council in the form of staff time.

**CORPORATE/OPERATIONAL PLAN**

This report relates to Corporate Outcome 1.2 of the ‘Regional Infrastructure and Facilities’ community expectation associated with the Community theme of the Corporate Plan.

**CONCLUSION**

Rockhampton Regional Council has the opportunity to seek funding for the “Rockhampton River Network Gauge” project from the Queensland Government’ 2017-19 Local Government Grants and Subsidies Program.

**11.2 MAJOR SPONSORSHIP**

**File No:** 12535  
**Attachments:** Nil  
**Authorising Officer:** Michael Rowe - General Manager Community Services  
**Author:** Cheryl Haughton - Manager Communities and Facilities

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**SUMMARY**

*An application from the Cathedral Parish of St Joseph for Major Sponsorship Assistance towards The Lights of Christmas 2017 event is presented for Council consideration.*

**OFFICER'S RECOMMENDATION**

THAT Council considers the application made under the Major Sponsorship scheme for cash assistance towards the staging of The Lights of Christmas event to be held from 17 – 23 December 2017.

**COMMENTARY**

The Cathedral Parish of St Joseph has submitted an application for assistance with the staging of the 'The Lights of Christmas 2017' event to be held from 17 - 23 December 2017. The application seeks cash sponsorship of \$15,000 from Council.

The event will use the William Street façade of St Joseph's Cathedral as the canvas for the show which will include the 7 - 8 minute animated movie *The Nutcracker*, to be followed by slides acknowledging sponsors, Christmas wishes and art. The full show will take about 20 minutes with several runs each night, commencing at 7:30pm and concluding at 9:30pm. The applicant states that it will be secular in nature, aiming to create a community spirit of goodwill and providing a focal point for those families who tour the region viewing Christmas light displays around Rockhampton. It sees the event as a first for Rockhampton, and estimates 20,000 – 30,000 people will view the show.

Nationally recognised company Illuminart has been commissioned to produce the show and provide the technical support. This company has undertaken similar work around Australia including the highly acclaimed "Vivid Festival" in Sydney.

The St Joseph's Cathedral Parish states that it has formed an organising committee around this event, and will utilise the extended Catholic family to assist with the event and minimise costs, with the Cathedral College community providing assistance with seating, car parking etc.

It will be seeking approval from Council to close William Street between Murray and West Street each night from 6:30pm until 10:00pm.

The budget for the event details a total cost of \$77,000 with the major expenses being for entertainment of \$45,000; equipment hire of \$22,000; travel cost \$5,000; and additional wages of \$5,000.

No business or marketing plan has been included as required for an event requesting major sponsorship.

**Assessment**

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

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

A copy of the application has been supplied separately to Councillors for consideration, along with the rating tool to assist with the assessment process.

**Conclusion**

Based on the information supplied in the application and use of the rating tool, it is recommended that Council consider the provision of cash sponsorship of \$9,120 for the event.

**11.3 COMMUNITY ASSISTANCE PROGRAM**

**File No:** 12535  
**Attachments:** Nil  
**Authorising Officer:** Michael Rowe - General Manager Community Services  
**Author:** Cheryl Haughton - Manager Communities and Facilities

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**SUMMARY**

*An application received from the Scouts Association of Australia, Queensland Branch Incorporated – Gracemere Scouts for grant assistance with the Disabled Toilet Room and office project is presented for Council consideration.*

**OFFICER'S RECOMMENDATION**

THAT Council provides the Gracemere Scout Group with a cash contribution of \$5,000 towards the construction of a Disabled Toilet Room and Office at their Den.

**COMMENTARY**

The Scouts Association of Australia, Queensland Branch Incorporated – Gracemere Scouts has submitted an application under the Community Assistance Program for a grant to assist with the construction of a Disabled Toilet Room and office at the Gracemere Den.

The application has been submitted out of the grant rounds as the Group has been offered a \$7,500 cash grant from Ken O'Dowd, the Member for Flynn, via the Stronger Communities Funding program and has to respond quickly.

The application seeks cash funding of \$7,500 from Council to provide for the construction of an accessible toilet and secure office space at the Den. The group states that the lack of these toilet facilities prevents people with a disability attending meetings and scout functions; and no office space, desk or filing facilities makes it difficult for leaders to plan activities and store important materials. The applicant believes that with the new provisions the hall could be hired to the wider community for a number of events.

Only one quote has been supplied with the application for a total cost of \$14,950 including GST. No details have been provided on project timelines or building approval process, and the group has not indicated if it has capacity to contribute any funds towards the project.

**Assessment**

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

- Applicant's ability to undertake the project including obtaining any relevant approvals and permissions
- Community need for the project and potential for use by other groups
- Community outcomes expected from the project, including any positive promotion of the local area and
- Value for money with realistic scope of works and at least two quotes for all works

The panel has assessed the application based on these criteria, with a recommendation of cash funding of \$5,000 towards the project.

A copy of the application has been supplied separately to Councillors for information.

**11.4 SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS - JANUARY TO DECEMBER 2018**

**File No:** 1460  
**Attachments:** 1. Schedule of Meetings - January to December 2018  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

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**SUMMARY**

*Schedule of Council and Committee meetings for the period January to December 2018 is presented for adoption by Council.*

**OFFICER'S RECOMMENDATION**

THAT the Schedule of Council and Committee meetings for the period January to December 2018, as attached to the report, be adopted.

**COMMENTARY**

A Schedule of Council and Committee meetings for the period January to December 2018 is presented for Councillors' information.

Meetings will commence on Tuesday 30 January 2018, with a meeting of Ordinary Council at 9.00am.

The schedule then follows the same format as adopted for 2017.

Consideration may need to be given to an amendment to the schedule for the Council meeting proposed for Tuesday 8 May, falling in the week of Beef 2018.

**SCHEDULE OF COUNCIL AND  
COMMITTEE MEETINGS –  
JANUARY TO DECEMBER 2018**

**Schedule of Meetings –  
January to December 2018**

**Meeting Date: 10 October 2017**

**Attachment No: 1**

**SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS  
JANUARY TO DECEMBER 2018**

**JANUARY 2018**

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
1 JAN		2 JAN				3 JAN				4 JAN		5 JAN	
8 JAN		9 JAN				10 JAN				11 JAN		12 JAN	
15 JAN		16 JAN				17 JAN				18 JAN		19 JAN	
22 JAN		23 JAN				24 JAN				25 JAN		26 JAN	<b>AUSTRALIA DAY</b>

**FEBRUARY 2018**

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
29 JAN		30 JAN	Council (9am)			31 JAN				1 FEB		2 FEB	
5 FEB		6 FEB				7 FEB				8 FEB		9 FEB	
12 FEB		13 FEB	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	14 FEB	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		15 FEB		16 FEB	
19 FEB		20 FEB	Council (9am)			21 FEB				22 FEB		23 FEB	

**MARCH 2018**

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
26 FEB		27 FEB	Planning & Regulatory (9am)			28 FEB				1 MAR		2 MAR	
5 MAR		6 MAR	Council (9am)			7 MAR				8 MAR		9 MAR	
12 MAR		13 MAR	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	14 MAR	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		15 MAR		16 MAR	
19 MAR		20 MAR	Council (9am)			21 MAR				22 MAR		23 MAR	
26 MAR		27 MAR				28 MAR				29 MAR		30 MAR	<b>GOOD FRIDAY</b>

**APRIL 2018**

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

**MAY 2018**

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
30 APRIL		1 MAY	Planning & Regulatory (9am)			2 MAY				3 MAY		4 MAY	
7 MAY	<b>LABOUR DAY</b>	8 MAY	Council (9am)			9 MAY				10 MAY		11 MAY	
14 MAY		15 MAY	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	16 MAY	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		17 MAY		18 MAY	
21 MAY		22 MAY	Council (9am)			23 MAY				24 MAY		25 MAY	
28 MAY		29 MAY				30 MAY				31 MAY		1 JUNE	

**JUNE 2018**

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

**JULY 2018**

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
2 JULY		3 JULY	Planning & Regulatory (9am)			4 JULY				5 JULY		6 JULY	
9 JULY		10 JULY	Council (9.00am)			11 JULY				12 JULY		13 JULY	
16 JULY		17 JULY	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	18 JULY	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		19 JULY		20 JULY	
23 JULY		24 JULY	Council (9am)			25 JULY				26 JULY		27 JULY	

**AUGUST 2018**

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
30 JULY		31 JULY	Planning & Regulatory (9am)			1 AUG				2 AUG		3 AUG	
6 AUG		7 AUG	Council (9am)			8 AUG				9 AUG		10 AUG	
13 AUG		14 AUG	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	15 AUG	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		16 AUG		17 AUG	
20 AUG		21 AUG	Council (9am)			22 AUG				23 AUG		24 AUG	
27 AUG		28 AUG				29 AUG				30 AUG		31 AUG	

**SEPTEMBER 2018**

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

**OCTOBER 2018**

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
1 OCT	<b>QUEEN'S BIRTHDAY</b>	2 OCT	Planning & Regulatory (9am)			3 OCT				4 OCT		5 OCT	
8 OCT		9 OCT	Council (9am)			10 OCT				11 OCT		12 OCT	
15 OCT		16 OCT	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	17 OCT	Community Services (9am)	Parks, Recreation & Sport (12.30pm)	Planning & Regulatory (9am)	18 OCT		19 OCT	
22 OCT		23 OCT	Council (9am)			24 OCT				25 OCT		26 OCT	

**NOVEMBER 2018**

MONDAY		TUESDAY				WEDNESDAY				THURSDAY		FRIDAY	
29 OCT		30 OCT	Planning & Regulatory (9am)			31 OCT				1 NOV		2 NOV	
5 NOV		6 NOV	Council (9am)			7 NOV				8 NOV		9 NOV	
12 NOV		13 NOV	Planning & Regulatory (9am)	Infrastructure (12.30pm)	Airport, Water & Waste (3pm)	14 NOV	Community Services (9am)	Parks, Recreation & Sport (12.30pm)		15 NOV		16 NOV	
19 NOV		20 NOV	Council (9am)			21 NOV				22 NOV		23 NOV	
26 NOV		27 NOV				28 NOV				29 NOV		30 NOV	

**DECEMBER 2018**

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

## 12 NOTICES OF MOTION

### 12.1 NOTICE OF MOTION - COUNCILLOR TONY WILLIAMS - PERCEIVED CONFLICT OF INTEREST

**File No:** 8246  
**Attachments:** 1. Letter - Notice of Motion  
**Responsible Officer:** Evan Pardon - Chief Executive Officer

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#### SUMMARY

*Councillor Tony Williams has indicated his intention to move the following Notice of Motion at the next Council Meeting.*

#### COUNCILLOR'S RECOMMENDATION

THAT Council note Councillor Tony Williams is a patron of Capricornia District Country Music Association and receive Councillor Williams' declaration of perceived conflict of interest.

#### BACKGROUND

- At Council meeting 26 September 2017, Item 9.6.3 "FREEHOLD LEASE AND TRUSTEE LEASE RENEWALS FOR PARKS UNTIL 30 JUNE 2019" Council (including Councillor Williams) voted to approve lease extensions.
- Following the voting Councillor Williams noticed that one of the leases was that of Capricorn District Country Music Association which he is a patron of. This was not picked up at the point of voting. This was an oversight.
- It is recommended Council note Councillor Tony Williams is a patron of Capricornia District Country Music Association and receive Councillor Williams' declaration of perceived conflict of interest.

**NOTICE OF MOTION –  
COUNCILLOR TONY WILLIAMS -  
PERCEIVED CONFLICT OF  
INTEREST**

**Letter - Notice of Motion**

**Meeting Date: 10 October 2017**

**Attachment No: 1**

3 October 2017

Mr Evan Pardon  
Chief Executive Officer  
Rockhampton Regional Council

**Notice of Motion**

Dear Evan

I hereby give notice of my intention to move the following motion at the meeting of Council on Tuesday 10 October 2017.

That Council note Cr Tony Williams is a patron of Capricornia District Country Music Association and receive Cr Williams declaration of perceived conflict of interest.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. Williams', with a long horizontal flourish extending to the right.

Cr Tony Williams  
**Division 3**

**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 Rockhampton Hockey Association Project

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.

#### 16.2 Acquisition of Land for Drainage Purposes on Lot 481 SP252178, Somerset Road Gracemere

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.

#### 16.3 Performance Review - Chief Executive Officer and Contract Renewal

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 ROCKHAMPTON HOCKEY ASSOCIATION PROJECT

**File No:** 4199  
**Attachments:** Nil  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Robert Holmes - Coordinator Parks Operations

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.

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#### SUMMARY

*At the Council meeting held 12 September 2017 a report providing an update to the Council on the current status of the Rockhampton Hockey Association relocation project and the options going forward, the Council requested a further report be presented following discussions with parties involved and the clarification of the costs estimated in respect of Option 3 presented to that meeting. This report provides an update on the matter including progress in meeting the Council's requirements.*

**16.2 ACQUISITION OF LAND FOR DRAINAGE PURPOSES ON LOT 481 SP252178,  
SOMERSET ROAD GRACEMERE**

**File No:** 12129  
**Attachments:** 1. Drawing 2018-067-01  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Angus Russell - Senior Executive Strategic Projects  
Kellie Anderson - Coordinator Property and Insurance

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.

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**SUMMARY**

*The report seeks Council's approval to compulsorily acquire a part of Lot 481 SP252178 for drainage and stormwater infrastructure purposes.*

**16.3 PERFORMANCE REVIEW - CHIEF EXECUTIVE OFFICER AND CONTRACT RENEWAL****File No:** 6947**Attachments:** Nil**Authorising Officer:** Tracy Sweeney - Manager Workforce and Strategy**Author:** Tracy Sweeney - Manager Workforce and Strategy

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.

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**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**