



ORDINARY MEETING

AGENDA

25 AUGUST 2026

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 25 August 2026 commencing at 10:00 AM for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C. P.", is positioned above the title of the Chief Executive Officer.

CHIEF EXECUTIVE OFFICER
19 August 2026

Next Meeting Date: 08.09.26

Please note:

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

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1 OPENING

- 1.1 Acknowledgement of Country

2 PRESENT

Members Present:

The Mayor, Councillor A P Williams (Chairperson)
Deputy Mayor, Councillor M D Wickerson
Councillor S Latcham
Councillor E W Oram
Councillor C R Rutherford
Councillor M A Taylor
Councillor G D Mathers
Councillor E B Hilse

In Attendance:

Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting held 11 August 2026

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

Nil

10 COUNCILLOR/DELEGATE REPORTS

10.1 COUNCILLOR DISCRETIONARY FUND APPLICATION - THE SHELTER COLLECTIVE

File No: 8295
Attachments: Nil
Authorising Officer: Nicole Semfel - Executive Assistant to the Mayor
Justin Kann - Manager Office of the Mayor and Economic Development
Evan Pardon - Chief Executive Officer
Author: Tahlee Gibbins - Executive Support Officer

SUMMARY

This report requests Council's consideration and approval for an allocation from Councillor Discretionary Funds towards The Shelter Collective, for financial support to assist with the Mobile Outreach Bus Initiative.

OFFICER'S RECOMMENDATION

THAT Council approves the allocation of Councillor Discretionary Fund (CDF) totalling \$2,400 as follows to support The Shelter Collective:

- \$500 from Mayor Tony Williams' Councillor Discretionary Fund;
- \$400 from Councillor Shane Latcham's Councillor Discretionary Fund;
- \$500 from Councillor Cherie Rutherford's Councillor Discretionary Fund;
- \$500 from Councillor Drew Wickerson's Councillor Discretionary Fund, and
- \$500 from Councillor Marika Taylor's Councillor Discretionary Fund.

BACKGROUND

The Shelter Collective has requested financial support to continue delivering its Mobile Outreach Bus Initiative, which provides outreach services and practical assistance to vulnerable people across the Rockhampton region. The initiative supports individuals experiencing homelessness, housing insecurity, social isolation, and other complex challenges by operating as a mobile service hub that connects people with essential services, information, referrals, and basic necessities.

Funding will help cover the operational costs of the Mobile Outreach Bus Initiative, enabling the continuation and growth of these important outreach services. By improving access to support for individuals and families who may face barriers to traditional services, the program promotes social inclusion, strengthens community connections, and contributes to the overall wellbeing of the Rockhampton community.

11 OFFICERS' REPORTS

11.1 DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR TWO (2) DWELLING HOUSES (BUILDING ENVELOPES) AND RECONFIGURING A LOT FOR A SUBDIVISION (TWO LOTS INTO THREE LOTS)

File No: D/69-2026

Attachments: 1. [Locality Plan](#)
2. [Site Plan](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Doug Scott - Manager Planning & Regulatory Services
Damon Morrison - General Manager Communities and Lifestyle

Author: Michelle Mackay - Planning Officer

SUMMARY

Development Application Number: D/69-2026

Applicant: Christopher Andrew Galvin & Simone Irene Galvin

Real Property Address: Lot 2 on B28617 and Lot 188 on SP107818

Common Property Address: 25 Mill Street, Bajool

Area of Site: 12,107 square metres

Planning Scheme: Rockhampton Region Planning Scheme 2015 (v5.0)

Planning Scheme Zone: Special Purpose Zone and Township Zone

Planning Scheme Overlays: Acid Sulfate Soils Overlay
Flood Hazard Overlay

Existing Development: Dwelling House on Lot 2 on B28617

Approval Sought: Development Permit for Material Change of Use for two (2) Dwelling Houses (building envelopes) and Reconfiguring a Lot for a Subdivision (two lots into three lots)

Category of Assessment: Assessable subject to Impact assessment

Submissions: Nil

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

OFFICER'S RECOMMENDATION

RECOMMENDATION A

THAT in relation to the application for a Development Permit for a Material Change of Use for two (2) Dwelling Houses (building envelopes) and Reconfiguring a Lot for a Subdivision (two lots into three lots), made by Christopher Andrew Galvin and Simone Irene Galvin, located at 25 Mill Street, Bajool described as Lot 2 on B28617 and Lot 188 on SP107818, Council resolves to provide the following reasons for its decision:

STATEMENT OF REASONS

Description of the development	
Material Change of Use for two (2) Dwelling Houses (building envelopes) and Reconfiguring a Lot for a Subdivision (two lots into three lots)	
Reasons for Decision	
a) 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 b) 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.	
Assessment Benchmarks	
The development was assessed against the following assessment benchmarks: • Local Government Infrastructure Plan • Strategic Framework • Special Purpose Zone Code • Township Zone Code • Access, Parking and Transport Code • Filling and Excavation Code • Landscape Code • Reconfiguring a Lot Code • Stormwater Management Code • Waste Management Code • Water and Sewer Code • Flood Hazard Overlay 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 exceptions listed below.	
Assessment Benchmark	Reasons for the approval despite non-compliance with benchmark
Special Purpose Zone Code	Special Purpose Zone 6.7.6.2 Purpose (1), (a) and (b) The proposed development may conflict with the Purpose of the Special Purpose Zone, specifically (1) (a) and (b) which state: 1 (a) <i>“protect important special purpose sites from the establishment of inappropriate land uses”; and</i> 1 (b) <i>“minimise land use conflict and ensure that development does not adversely affect the amenity and characteristics of the surrounding area”.</i> The proposal is for the reconfiguration of two lots into three lots, where three lots will now be located within the Special Purpose Zone and two (2) building envelopes for two (2) new Dwelling Houses are to be established.

	Lot 188 is zoned as Special Purpose because it was owned previously by Queensland Rail who sold the land as surplus to their needs. As the lot is no longer being utilised for its intended purpose by Queensland Rail the Special Purpose Zone is considered not applicable. Despite this, the development is located in the Rural Settlement Pattern where sensitive land uses are contemplated under 3.3.6.1 Specific Outcome (3). Furthermore, the development is split zoned with Lot 2 on B28617 being located in the Township Zone where Dwelling Houses are accepted. The reconfiguration and building envelopes are generally consistent with the acceptable outcomes of the Township Zone. Therefore, the proposed development is not anticipated to compromise the Strategic Framework of the Rockhampton Region Planning Scheme 2015.
Reconfiguring a Lot Code	Performance Outcome (PO) 14 The proposed development may conflict with PO14 because of its proximity to the rail corridor and no Acceptable Outcome (AO) is nominated. The reconfiguration and building envelopes are of a sufficient size and depth to ensure that noise attenuation measures can be facilitated for future dwellings. The building envelope over proposed Lot 4 has been positioned so that it is outside the Railway Noise Corridor, Category 4 Overlay. This will allow the building works to comply with the Queensland Development Code (QDC) MP4.4 – Buildings in a transport noise corridor. Furthermore, the proposed development responds effectively to the characteristics of the surrounding locality while providing additional residential opportunities within the Bajool community. Therefore, the development is taken to comply, on balance with the purpose of the Reconfiguring a Lot Code.
Relevant Matters	
The proposed development was not assessed against any relevant matters outside of the matters prescribed by regulation.	
Matters raised in submissions	
The proposal was the subject of public notification between 18 June 2026 and 10 July 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and no submissions were received.	
Matters prescribed by regulation	
• The Rockhampton Region Planning Scheme 2015 (version 5.0); • Central Queensland Regional Plan 2013; and • The common material, being the material submitted with the application.	

RECOMMENDATION B

THAT in relation to the application for a Development Permit for a Material Change of Use for two (2) Dwelling Houses (building envelopes) and Reconfiguring a Lot for a Subdivision (two lots into three lots), made by Christopher Andrew Galvin and Simone Irene Galvin, located at 25 Mill Street, Bajool described as Lot 2 on B28617 and Lot 188 on SP107818, Council resolves to Approve the application subject to the following conditions:

Reconfiguring a Lot**1.0 ADMINISTRATION**

- 1.1 The owner, the owner's successors in title, and any occupier of the premises 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 with condition notice 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 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
 - 1.4.1 Operational Works:
 - (i) Access Works.
 - 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.
 - 1.7 Street numbering for the development must be in accordance with *Australian/New Zealand Standard for Rural and Urban Addressing (AS4819:2011)*. Council will allocate street numbering to the development in accordance with this standard at the time of issuing the Survey Plan Approval Certificate.
 - 1.8 All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* should be read as being non-trunk infrastructure conditioned under section 145 of the *Planning Act 2016*, unless otherwise stated.
- 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>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Proposed Plan of Lots 2, 3 and 4 Superimposed on Google imagery and Contour Map	GSPC	26 March 2026	261421-01	01
Proposed Lots 2 to 4 and Proposed Building Envelopes in Lots 3 & 4	GSPC	26 March 2026	261421-01	01
Proposed Lots 2 to 4 and Proposed Access Arrangements	GSPC	26 March 2026	261421-02	02

- 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.

3.0 REFERRAL AGENCY CONDITIONS

- 3.1 Prior to lodgement of the Survey Plan to Council for endorsement, provide written confirmation to Council that the conditions as per the State Assessment and Referral Agency Response dated 25 June 2026 (Ref:2605-52404 SRA), or as amended, have been complied with.

4.0 STAGED DEVELOPMENT

- 4.1 This development approval is for a development to be undertaken in two (2) discrete stages, namely:

4.1.1 Proposed Lot 2 (Stage One);

4.1.2 Proposed Lots 3 and 4 (Stage Two),

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

Stage One must be completed prior to any other stage.

- 4.2 The currency period for Stage One and Stage Two is six (6) years from the date this approval takes effect.

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

5.0 ACCESS WORKS

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

- 5.2 All access works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, and the provisions of a Development Permit for Operational Works (access works).

- 5.3 A new access to proposed Lots 2, 3 and 4 must be constructed from the Mill Street carriageway and along the frontage of the lots (behind the existing sealed portion of Mill Street) as part of Stage 2. The construction must incorporate the following:

5.3.1 Construction must be an all-weather gravel surface, with any existing drainage swales to be maintained as necessary.

- 5.3.2 The alignment must be determined in consultation with Council and location details must be demonstrated in any application for a Development Permit for Operational Works (access works).
- 5.4 The access arrangements for Lots 2, 3 and 4 must comply with the requirements of the *Capricorn Municipal Development Guidelines* and be generally in accordance with the approved plans (refer to condition 2.1)

6.0 PLUMBING AND DRAINAGE WORKS

- 6.1 On-site sewerage and internal sanitary drainage infrastructure must be located wholly within the respective property boundaries of the lot in which it serves.

7.0 ELECTRICITY

- 7.1 Electricity services must be provided to each lot in accordance with the standards and requirements of the relevant service provider.
- 7.2 A *Certificate of Electricity Supply* from the relevant service provider must be provided to Council, prior to the issue of the Survey Plan Approval Certificate.

Note: The applicant can enter into a *Negotiated Connection Establishment Contract* with the Supplier for the provisioning of electrical services and/or street lighting. Provided the Applicant has undertaken all the conditions of the contract, including providing performance security, the Supplier will issue a *Certificate of Electricity Supply*.

8.0 TELECOMMUNICATIONS

- 8.1 Telecommunications services can be provided to each lot 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.

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

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

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 Mill Street.

ADVISORY NOTES**NOTE 1. Aboriginal Cultural Heritage**

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the “cultural heritage duty of care”). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism website <https://www.dwatsipm.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. Provision for Sewer and Water services

Any future Dwelling on Lots 3 and 4 must be provided with on-site sewerage treatment and disposal systems. All systems must comply with the *Queensland Plumbing and Wastewater Code, Australian Standard AS1547:2012 “On-site domestic wastewater management”* and Council Plumbing and Drainage Policies. Sustainable Water sources including rainwater tanks, and a bore or small dam must be provided.

NOTE 5. Infrastructure Charges Notice

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

Material Change of Use**1.0 ADMINISTRATION**

- 1.1 The owner, the owner’s successors in title, and any occupier of the premises 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 and completed:
 - 1.3.1 to Council’s satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the commencement of the use, unless otherwise stated.

- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of the use, unless otherwise stated.
- 1.5 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
 - 1.5.1 Plumbing and Drainage Works; and
 - 1.5.2 Building Works.
- 1.6 Development Permits for Plumbing and Drainage Works must be obtained prior to the issue of a Development Permit for Building Works.
- 1.7 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.8 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant Australian Standards and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.9 All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* should be read as being non-trunk infrastructure conditioned under section 145 of the *Planning Act 2016*, unless otherwise stated.
- 1.10 The currency period for the Dwelling Houses is six (6) years from the date this approval takes effect.

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>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/Issue</u>
Proposed Lots 2 to 4 and Proposed Building Envelopes in Lots 3 & 4	GSPC	26 March 2026	261421-01	01

- 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.

3.0 PLUMBING AND DRAINAGE WORKS

- 3.1 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 and Drainage Act 2018*, Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.
- 3.2 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.
- 3.3 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*.

3.4 Internal Plumbing and Sanitary Drainage of existing buildings must be contained within the lot it serves.

3.5 On-site water supply for domestic and fire fighting purposes must be provided and may include the provision of a bore, dams, water storage tanks or a combination of each.

4.0 ROOF AND ALLOTMENT DRAINAGE WORKS

4.1 All roof and allotment runoff from the development (each proposed Lot) must be discharged such that it must not impair or change the natural flow of runoff water or cause a nuisance or worsening to surrounding land or infrastructure.

5.0 BUILDING WORKS

5.1 A Development Permit for Building Works assessable under the Building Assessment Provisions must be obtained prior to the commencement of any building works on the site.

5.2 All structures (habitable and non-habitable) must be contained within the Building Envelopes located on Lot 3 and Lot 4.

6.0 ASSET MANAGEMENT

6.1 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.

6.2 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.

7.0 ENVIRONMENTAL

7.1 The Erosion Control and Stormwater Control Management Plan prepared and certified by suitably qualified person (*Certified Professional in Erosion and Sediment Control or a Registered Professional Engineer of Queensland*), with appropriate knowledge and experience in erosion and sediment control design and implementation, in accordance with the *State Planning Policy 2017*, *International Erosion Control Association Best Practice Guidelines* and *Capricorn Municipal Design Guidelines* requirements, must be:

7.1.1 implemented, monitored and maintained for the duration of the works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped); and

7.1.2 available on-site for inspection by Council Officers whilst all works are being carried out.

8.0 OPERATING PROCEDURES

8.1 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 Mill Street.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of

care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism website <https://www.dwatsipm.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. Transport Noise Corridor

Any residential buildings located within the Transport Noise Corridor must comply with the *Queensland Development Code (QDC)* MP4.4 – Buildings in a transport noise corridor.

BACKGROUND

SITE AND LOCALITY

The site is located at 25 Mill Street, Bajool, formally described as Lot 2 on B28617 and Lot 188 on SP107818. The site is irregular in shape with a total site area of 12,107 square metres. The existing Lot 188 is 11,500 square metres in size and is currently vacant land. Lot 188 is located within the Special Purpose Zone as it was previously land owned by Queensland Rail. The site was sold with the intention that the land be available for residential uses consistent with the adjoining Township Zone. The existing Lot 2 is within the Township Zone and is improved by a single Dwelling House.

The subject site is immediately bound by:

North and West: Queensland Rail corridor and vacant land in the Special Purpose Zone

East: Bajool State School and Bajool Cemetery located in the Township Zone

South: Mill Street, classified as a Rural Access Street

The wider area is characterised by established dwelling houses in the Township Zone and Rural Zone within the Bajool locality.

PROPOSAL

The Applicant seeks a Development Permit for a Material Change of Use for two (2) Dwelling Houses (building envelopes) and Reconfiguring a Lot for a Subdivision (two lots into three lots) over the subject site

Specifically, the proposal is to increase the size of existing Lot 2 and create two (2) new lots for future residential uses. All three (3) proposed lots are sufficient in size to achieve the minimum size required for an onsite sewer system noting Council's water and sewer networks are not available in this locality. Access to Lots 3 and 4 will be from a newly created access from Mill Street to serve as a service road behind the Bajool State Schools sealed parking area. The location of the access to Lot 2 will remain unchanged.

TABLE 1 – EXISTING AND PROPOSED LOT SIZES

CURRENT RPD	AREA (m ²)	PROPOSED LOT	PROPOSED AREA (m ²)
Lot 2	607m ²	Lot 2	4,000m ²
Lot 188	11,500m ²	Lot 3	4,007m ²
		Lot 4	4,098m ²

PLANNING ASSESSMENT**MATTERS FOR CONSIDERATION**

This application 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 Development Assessment Rules, based on consideration of the relevant State Planning Policy; State Government guidelines; the Council's Planning Scheme, Planning Policies and other general policies and procedures, as well as other documents as considered relevant.

Development Engineering Comments

Support, subject to conditions.

Public and Environmental Health Comments

Support, subject to conditions.

Strategic Planning Comments

Support, subject to conditions

HUMAN RIGHTS ACT

The relevant provisions of the *Human Rights Act 2019* have been considered as part of the decision making process for this application.

TOWN PLANNING COMMENTS**State Planning Policy 2017**

Section 2.1 of Rockhampton Region Planning Scheme 2015 noted the State Planning Policy 2017 is integrated in the planning scheme. The State planning interests are therefore addressed as part of this assessment of the development against the Rockhampton Region Planning Scheme 2015.

Central Queensland Regional Plan 2013

The Central Queensland Regional Plan 2013 is a statutory document which came into effect on 18 October 2013. The Regional Plan is identified as being appropriately integrated with the Planning Scheme and therefore an assessment against the Planning Scheme is taken to be an assessment against the Central Queensland Regional Plan 2013.

Rockhampton Region Planning Scheme 2015**Rockhampton Regional Planning Scheme Codes**

The following codes are applicable to this application:

- Special Purpose Zone Code
- Township Zone Code
- Access, Parking and Transport Code
- Filling and Excavation Code
- Landscape Code
- Reconfiguring a Lot Code
- Stormwater Management Code

- Waste Management Code
- Water and Sewer Code
- Flood Hazard Overlay Code

An assessment has been made against the requirements of the abovementioned codes and the proposed development generally complies with the relevant Performance Outcomes and Acceptable Outcomes. Where the application is in conflict with an Acceptable Outcome and is not otherwise conditioned to comply an assessment of the Performance Outcomes is contained in the Statement of Reasons in **Recommendation A** of this report.

Special Purpose Zone

The subject site is situated within the **Special Purpose Zone** under the Rockhampton Region Planning Scheme 2015. The purpose of the Special Purpose Zone identifies that:

1. *The purpose of the special purpose zone code is to:*
 - a. ***protect important special purpose sites from the establishment of inappropriate land uses;***
 - b. ***minimise land use conflict and ensure that development does not adversely affect the amenity and characteristics of the surrounding area; and***
 - c. *ensure that development within the zone has appropriate standards of infrastructure and essential services.*
2. *The purposes of the zone will be achieved through the following outcomes:*
 - a. *land uses which are ancillary to the main land use of the site (such as caretaker's accommodation) are compatible with and support the development of the primary land use;*
 - b. *development will not affect the ongoing operation of existing special purpose facilities or impact upon new facilities;*
 - c. *development has a scale that reflects the operational, functional and location needs of the use without undermining the role and function of centres;*
 - d. *development does not impact upon the character and amenity of the surrounding area;*
 - e. *development is located and designed to respond to local heritage features, natural landscape features and environmental constraints;*
 - f. *development is serviced by infrastructure that is commensurate with the needs of the use; and*
 - g. *the establishment of two (2) precincts within the zone where particular requirements are identified:*
 - i. *Depot Hill rail precinct; and*
 - ii. *Rockhampton Airport precinct.*

An assessment of the proposal identifies that the development presents conflicts with the purpose of the Special Purpose Zone. An assessment against the purpose of the zone is contained in the Statement of Reasons in **Recommendation A** of this report.

Township Zone

The subject site is situated within the **Township Zone** under the Rockhampton Region Planning Scheme 2015. The purpose of the Township Zone identifies that:

1. *The purpose of the township zone code is to:*
 - a. *retain the role of townships as important support centres for rural communities across the region;*
 - b. *facilitate limited residential growth within townships;*

- c. facilitate expansion of non-residential uses in all townships to serve only the needs of the local residents and surrounding rural communities.*

This application is consistent with the purpose of the Township Zone.

Strategic Framework

The subject site is situated within the Rural designation under the scheme's strategic framework map. The strategic framework themes and their strategic outcomes, as identified within Part 3 of the Rockhampton Region Planning Scheme 2015 are applicable:

- Settlement Pattern
- Natural Environment and Hazards
- Community Identity diversity
- Access and Mobility
- Infrastructure and Services
- Natural Resources and Economic Development

An assessment of the proposal demonstrates that the development will not compromise the Rockhampton Region Planning Scheme 2015 strategic outcomes.

INFRASTRUCTURE CHARGES

Charges Resolution (No. 2) of 2025 for **Reconfiguring a Lot** applies to the application. The Infrastructure Charges are as follows:

- (a) A charge of \$112,863.48 for three (3) new allotments; and
- (a) An Infrastructure Credit of \$75,242.32, applicable for the existing two (2) allotments.

The calculations are reflected in the below table:

Column 1 Use	Column 2 Infrastructure Charge (\$)	Column 3 Unit	Column 4 Calculated Charge
Reconfiguring a lot	36,670.70	per lot	\$110,012.10
Total Base Charge			\$110,012.10
Charge (including PPI)			\$112,863.48
Total Base Credit			\$73,341.40
Credit (including PPI)			\$75,242.32
TOTAL LEVIED CHARGE			\$37,621.16

The Infrastructure Charge is payable in stages:

- (a) No charge is payable for Stage One; and
- (b) A charge of \$37,621.16 is payable for Stage Two.

Therefore, a total charge of \$37,621.16 is payable and will be reflected in a Staged Infrastructure Charges Notice for the development.

CONSULTATION

The proposal was the subject of public notification between 18 June 2026 and 10 July 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and no submissions were received.

REFERRALS

The application was referred to the Department of State Development, Infrastructure and Planning (State Assessment and Referral Agency) as a Concurrence. The Department assessed the application and provided a referral agency response with conditions on 25 June 2026.

CONCLUSION

THAT the proposed development is not anticipated to compromise the Strategic Framework of Rockhampton Region Planning Scheme 2015. Furthermore, the proposal generally complies with the provisions included in the applicable codes. The proposal is therefore, recommended for approval in accordance with the approved plans and subject to the conditions outlined in the recommendation.

**DEVELOPMENT APPLICATION FOR A
MATERIAL CHANGE OF USE FOR
TWO (2) DWELLING HOUSES
(BUILDING ENVELOPES) AND
RECONFIGURING A LOT FOR A
SUBDIVISION
(TWO LOTS INTO THREE LOTS)**

Locality Plan

Meeting Date: 25 August 2026

Attachment No: 1



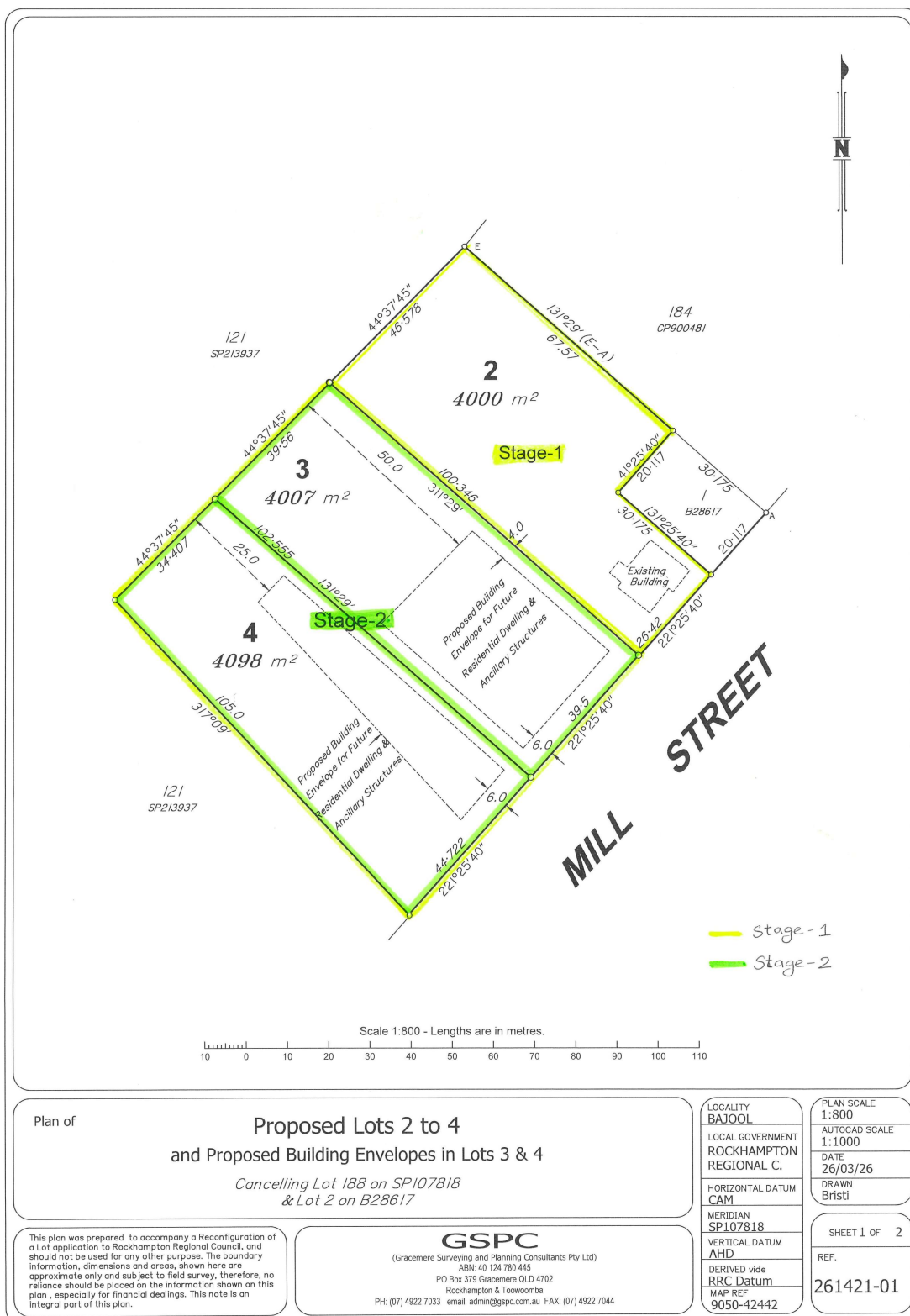
**DEVELOPMENT APPLICATION FOR A
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(BUILDING ENVELOPES) AND
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SUBDIVISION
(TWO LOTS INTO THREE LOTS)**

Site Plan

Meeting Date: 25 August 2026

Attachment No: 2

Document Set ID: 4130271
Version: 1, Version Date: 29/04/2026



11.2 DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR A DWELLING HOUSE AND SHED

File No: D/202-2025

Attachments:

1. [Locality Plan](#)
2. [Site Plan](#)
3. [Elevations](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Doug Scott - Manager Planning & Regulatory Services
Damon Morrison - General Manager Communities and Lifestyle

Author: Michelle Mackay - Planning Officer

SUMMARY

Development Application Number: D/202-2025

Applicant: Annette and Daniel Sos

Real Property Address: Lots 1 and 3 on RP603374

Common Property Address: 621-623 Montgomerie Street, Lakes Creek

Area of Site: 7,386 square metres

Planning Scheme: Rockhampton Region Planning Scheme 2015 (v5.0)

Planning Scheme Zone: Rural Zone

Planning Scheme Overlays: Airport Environs Overlay
Biodiversity Areas Overlay
Bushfire Hazard Overlay
Special Management Area Overlay
Steep Land Overlay

Existing Development: Vacant Land

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

Category of Assessment: Assessable development subject to impact assessment

Submissions: One (1) submission

Referral Agency: Nil

OFFICER'S RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the application for a Development Permit for a Material Change of Use for a Dwelling House and Shed, made by Anette and Daniel Sos, located at 621-623 Montgomerie Street, Lakes Creek, described as Lots 1 and 3 on RP603374, Council resolves to provide the following reasons for its decision:

STATEMENT OF REASONS

Description of the development	
Material Change of Use for a Dwelling and Shed	
Reasons for Decision	
a) 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 b) 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.	
Assessment Benchmarks	
The development was assessed against the following assessment benchmarks: • Local Government Infrastructure Plan • Strategic Framework • Rural Zone Code • Biodiversity Overlay Code • Bushfire Hazard Overlay Code • Special Management Overlay Code • Steep Land Overlay 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 exceptions listed below.	
Assessment Benchmark	Reasons for the approval despite non-compliance with benchmark
Rural Zone Code	Performance Outcome (PO) 3 The proposed development conflicts with Acceptable Outcome (AO) 3.1 (a) which states development is to be setback a minimum of twenty (20) metres from all site boundaries. The proposed dwelling house is oriented at an angle to the northern boundary, resulting in an increasing setback distance along this boundary. The north-eastern corner of the proposed dwelling house is setback approximately 13.164 metres from the northern boundary and approximately 17 metres from the eastern boundary. The proposed dwelling house will be constructed on stumps and is located within an area of the site that is already partially cleared. The proposed development maintains sufficient separation from adjoining properties and is not expected to adversely impact the use of neighbouring rural land for lawful rural purposes. Furthermore, the proposal does not compromise the continued operations of the Lakes Creek Meatworks facility or Boral Asphalt facility. Therefore the proposal is taken to comply with Performance Outcome (PO) 3.

Biodiversity Overlay Code	Performance Outcome (PO) 1 and 2 No acceptable outcomes are nominated. The Dwelling House is located within the Biodiversity Overlay, land mapped as containing matters of state or local environmental significance. A Bushfire Hazard Assessment Report has been provided by Max Bushfire Protection Consulting that requires the establishment of an Asset Protection Zone (APZ) with a radius of twenty (20) metres around the proposed development to ensure adequate separation from hazardous vegetation and achieve an appropriate level of bushfire protection. As a result of the recommendations, vegetation within the overlay will be cleared. The entire APZ area is within the development site where creation and maintenance of the APZ can be managed by the landowner to ensure ongoing protection from bushfires. The fuel load reduction activities can carefully target and focus on the management of invasive weeds, overgrown ground cover, and understory vegetation while minimising the clearing of native vegetation. These measures ensure the preservation of significant ecological values. Therefore, the proposed development is taken to comply with the purpose of the Biodiversity Overlay Code.
Bushfire Hazard Overlay Code	Performance Outcome (PO) 1 The proposed development conflicts with Acceptable Outcome (AO) 1.1.1 (b) that requires the access driveway to be a maximum length of sixty (60) metres. The proposed dwelling house will be sited approximately 65.6 metres from Montgomerie Street. Owing to the curvature required in the driveway design and the central siting of the dwelling toward the rear of the allotment, the overall driveway length will exceed 60 metres. The access driveway will be conditioned to provide a minimum sealed and formed width, including appropriate passing bays and turning areas, and will be constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i>. The access to the development will avoid potential for entrapment during a bushfire, will facilitate safe and efficient emergency services access and egress from the site and will enable safe evacuation of the site for site occupants, therefore the proposal is taken to comply with Performance Outcome (PO) 1. Performance Outcome (PO) 4 The proposed development does not comply with Acceptable Outcome (AO) 4.1 as the development does not have a Bushfire Attack Level of less than 12.5. The associated Bushfire Hazard Report has assessed the Bushfire Attack Level to be 29 and recommends the provision of an Asset Protection Zone (APZ) with specific actions required in the Inner Protection Area and Outer Protection Area. The report and recommendations demonstrate the proposed development is compatible with the level of risk associated with the bushfire hazard, therefore, the proposed development is taken to comply with Performance Outcome (PO) 4.

Special Management Overlay Code	8.2.10.2 Purpose (2), c Performance Outcome (PO) 1 The proposed development conflicts with Performance Outcome (PO) 1 because it seeks to establish a new dwelling house and thereby involves the intensification of a sensitive land use within the Lakes Creek Special Management Area. Furthermore, the development conflicts in part with the purpose and overall outcomes of the Special Management Overlay Code, specifically overall outcome (2) (c) which states that <i>“the establishment of new or the further intensification (except for minor alterations or extensions) of existing sensitive land use(s) does not occur”</i>. As the development does not comply with the Special Management Area Overlay Code, assessment and consideration has been given towards the Strategic Framework, particularly the themes for the settlement pattern (site is subject to rural designation) and natural environment and hazards. To the extent of the conflict identified with the purpose and overall outcome (2) (c) of the Special Management Area Overlay Code, assessment against the Strategic Framework is considered to outweigh those conflicts.
Strategic Framework	Settlement Pattern 3.3.6 Element – Rural Natural environment and hazards 3.4.7 Element – Air, noise and hazardous materials The proposed development does not comply with Specific Outcome 3.3.6.1 (3) which states the following: <i>“Sensitive land uses in rural areas will not occur when in proximity to incompatible development (for example industrial uses). The special management area overlay provides a separation distance between industry (such as the Lakes Creek meatworks, Bajool explosives reserve, Marmor limeworks, landfill sites and the Gracemere industrial area) and new sensitive land uses. Within this overlay no further subdivision or the establishment of new sensitive land uses is supported.”</i> The proposed Dwelling House is located approximately 810 metres from the Lakes Creek Meatworks processing facility (high impact industry), 500 metres from the Lakes Creek Meatworks facility cattle yards and approximately 170 metres from the Boral asphalt manufacturing facility (high impact industry). Both facilities are environmentally relevant activities (ERA) under the <i>Environmental Protection Act 1994</i> and each subject to an Environmental Authority (EA) approval. The proposed dwelling house is elevated above both the Lakes Creek Meatworks facility and the Boral Asphalt facility. Existing vegetation surrounding the plant and between the sites provides a barrier that will minimise potential amenity impacts. Despite the conflict identified above, the proposed development does comply with the balance of the Strategic Framework, with consideration particularly given to the themes for the settlement pattern (site is subject to rural designation) and natural environment and hazards.

	With regard to the natural environment and hazards theme, the following consideration is given to the specific outcomes of the air, noise and hazardous material element (3.4.7) between the existing industrial activities in Lakes Creek and the proposed dwelling house: • The health, well-being, amenity and safety of nearby residents (existing and future) is protected from the impacts of air, noise and odour emissions, and hazardous materials through implementation and continued development of environmental management plans from the existing industrial uses particularly the Lakes Creek Meatworks and Boral asphalt manufacturing facilities. Each of these sites have relevant environmental and amenity conditions as imposed by their respective EA approvals. • The separation distance between the subject site and the asphalt facility includes native vegetation which provides a naturally occurring landscape buffer and physical barrier that further minimises potential environmental nuisance that may result from the asphalt facility in addition to the relevant EA approval conditions (EPAEA/3/2013). • The subject site is not contaminated land and therefore can be suitable for a residential use. • The asphalt facility has hazardous material and waste management plans in place to mitigate offsite impacts as conditioned by the EA approval (EPAEA/3/2013). Therefore, potential impact and conflict between the development and the existing industrial activities within the Lakes Creek area are considered minimal. The proposed development is taken to comply with the balance of the strategic and specific outcomes of the Strategic Framework.
Relevant Matters	
The proposed development was assessed against the following relevant matters: The subject site is located within the Rural Zone where a Dwelling House is accepted development subject to the requirements of the Rural Zone Code. This demonstrates that the planning scheme generally anticipates and supports residential use within the Rural Zone where the relevant code requirements can be achieved. Furthermore, the locality contains a number of existing dwelling houses within both the Rural Zone and the adjoining Rural Residential Zone. These established residential uses demonstrate that residential living is an accepted and established component of the surrounding area. In this context, the proposed Dwelling House would be consistent with the existing character of the locality and would not represent an unforeseen land use outcome. The proposal is therefore considered to be a logical and compatible extension of the established development pattern within the locality.	
Matters raised in submissions	
The proposal was the subject of public notification between 6 June 2026 and 29 June 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and one submission was received.	

Submitter Concerns	Response
Access The submitter raised concerns the developer would not be required to provide a formed access along Montgomerie Street.	The applicant is required to construct an access driveway from the intersection of Montgomerie Street and Bassett Street to the proposed dwelling site, incorporating a minimum three (3) metre wide sealed pavement and a minimum five (5) metre wide road formation. In addition, the construction, establishment and ongoing maintenance of the section of access located within the unformed portion of Montgomerie Street will be the sole responsibility of the landowner.
Built Form The submitter raised concerns with the proposal being constructed from metal building materials and being unsuitable for fire code and aesthetics.	All buildings must be designed and constructed in accordance with the approved Bushfire Hazard Assessment Report, Australian Standard AS 3959 Construction of buildings in bushfire-prone areas and the National Association of Steel-Framed Housing Standard for steel-framed construction in bushfire areas. All recommendations and requirements of the approved Bushfire Hazard Assessment Report must be implemented as part of the development.
Matters prescribed by regulation	
• The Rockhampton Region Planning Scheme 2015 (version 5.0). • Central Queensland Regional Plan 2013; and • The common material, being the material submitted with the application.	

RECOMMENDATION B

THAT in relation to the application for a Development Permit for a Material Change of Use for a Dwelling House and Shed, made by Anette and Daniel Sos, located at 621-623 Montgomerie Street, Lakes Creek, described as Lots 1 and 3 on RP603374, Council resolves to Approve the application subject to the following conditions:

1.0 ADMINISTRATION

- 1.1 The owner, the owner's successors in title, and any occupier of the premises is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:
 - 1.3.1 to Council's satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the commencement of the use,
 unless otherwise stated.
- 1.4 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:

- 1.4.1 Operational Works:
- (i) Access Works; and
- (ii) Site Works;
- 1.4.2 Plumbing and Drainage Works; and
- 1.4.3 Building Works.
- 1.5 All Development Permits for Operational Works and Plumbing and Drainage Works must be obtained prior to the issue of a Development Permit for Building Works.
- 1.6 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.7 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant Australian Standards and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.8 Lots 1 and 3 on RP603374 must be amalgamated and registered as one lot prior to the commencement of the use.
- 1.9 All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* should be read as being non-trunk infrastructure conditioned under section 145 of the *Planning Act 2016*, unless otherwise stated.

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>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version /Issue</u>
Site Plan	AMF Building Design	4 November 2025	AMF 25625 - SD/02	A
Ground Floor	AMF Building Design	4 November 2025	AMF 25625 - SD/04	A
Site Sections	AMF Building Design	4 November 2025	AMF 25625 - SD/05	A
Elevations	AMF Building Design	4 November 2025	AMF 25625 - SD/07	A
Cover Sheet	Dileigh	12 December 2025	D25.349-00	C
General Existing Features and Plans	Dileigh	12 December 2025	D25.349-01	C
General Proposed Plan	Dileigh	12 December 2025	D25.349-101	C
General Earthworks	Dileigh	12 December 2025	D25.349-102	C
Roadworks Driveway Long Section (01 of 02)	Dileigh	12 December 2025	D25.349-103	C

Roadworks Driveway Long Section (02 of 02)	Dileigh	12 December 2025	D25.349-104	C
Erosion and Sediment Control Plan	Dileigh	12 December 2025	D25.349-301	C
Erosion and Sediment Control Notes	Dileigh	12 December 2025	D25.349-302	C
Wastewater Design	CQ Soil testing	26 May 2026	CQ30906	A
Landslide Susceptibility Analysis	CQ Soil testing	25 May 2026	CQ30906	A
Bushfire Hazard Assessment Bushfire Report	Max Bushfire protection Consulting	14 March 2026	B6130	2.1

- 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.

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.

Note: Alternatively, in lieu of the Development Permit for Operational Works, an Install / Alter Private Infrastructure in a Road Reserve Application can be submitted and obtained from Council for the access works.

- 3.2 All access works must be designed and constructed in accordance with the approved plans (refer to condition 2.1) and Capricorn Municipal Development Guidelines.
- 3.3 A minimum three (3) metre wide sealed pavement, with a road formation of five (5) metres wide, must be constructed from the intersection of Montgomerie Street and Bassett Street to the proposed dwelling site. The access within the unformed portion of Montgomerie Street road reserve must be designed and constructed to allow for future widening to a total width of five and a half (5.5) metres. The access must be constructed prior to approval of the building works.
- 3.4 The establishment and maintenance of the proposed access located within the unformed portion of Montgomerie Street, is the responsibility of the property owner and is to be undertaken at no cost to Council.
- Note: A property note to this effect will be included to notify future landowners.
- 3.5 A turnaround area with a minimum radius of eight (8) metres must be provided at the termination of the driveway access.
- 3.6 Passing bays in accordance with the approved plans (refer to condition 2.1) must be provided within the development site and the unformed portion of Montgomerie Street road reserve.
- 3.7 The access driveway gradient must be in accordance with the Capricorn Municipal Development Guidelines.

- 3.8 It is the property owner's responsibility to establish and maintain, in accordance with the approved Bushfire Hazard Assessment Bushfire Report (refer to condition 2.1):

3.8.1 A working area of three (3) metres on either side of the constructed access including both the portion of unconstructed Montgomerie Street road reserve and internal driveway. This working area must be cleared of all flammable vegetation greater than ten (10) centimetres in height; and

3.8.2 A minimum vertical clearance of 4.8 metres for the entire width of the constructed access including both the portion of unconstructed Montgomerie Street road reserve and internal driveway.

Note: A property note to this effect will be included to notify future landowners.

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 and Drainage Act 2018, 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 a hydraulic engineer or other suitably qualified person.

- 4.3 On-site water supply for domestic and fire fighting purposes must be provided and may include the provision of a bore, dams, water storage tanks or a combination of each.

- 4.4 A water tank with a minimum of 10,000 litres must be provided onsite within ten (10) metres of any building or structure and meet the following requirements:

4.4.1 A take off connection from the building to the tank which is at a level that provides on-site water storage of not less than 10,000 litres;

4.4.2 A hardstand area allowing heavy rigid fire appliance access within six (6) metres of a tank; and

4.4.3 Fire brigade tank fittings must consist of a 50 millimetre ball valve and male camlock coupling and above ground metal water pipe fittings.

- 4.5 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.

- 4.6 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.

5.0 ROOF AND ALLOTMENT DRAINAGE WORKS

- 5.1 All roof and allotment drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), Queensland Urban Drainage Manual, Capricorn Municipal Development Guidelines and sound engineering practice.

- 5.2 All roof and allotment runoff from the development must be directed to a lawful point of discharge and must not restrict, impair or change the natural flow of runoff water or cause an actionable nuisance or worsening to surrounding land or infrastructure.

6.0 SITE WORKS

- 6.1 A Development Permit for Operational Works (site works) must be obtained prior to the commencement of any site works on the development site when not approved under the Building Permit as incidental to the building work.

- 6.2 Any application for a Development Permit for Operational Works (site works) must be accompanied by an earthworks plan that clearly identifies the following:
- 6.2.1 the location of cut and/or fill;
 - 6.2.2 the type of fill to be used and the manner in which it is to be compacted;
 - 6.2.3 the quantum of fill to be deposited or removed and finished cut and/or fill levels;
 - 6.2.4 details of any proposed access routes that are intended to be used to transport fill to or from the development site; and
 - 6.2.5 the maintenance of access roads to and from the development site so that they are free of all cut and/or fill material and cleaned as necessary.
- 6.3 Cut and fill of the subject allotment(s) must be undertaken in accordance with the recommendations of the Landslide Susceptibility Analysis report (refer to condition 2.1).
- 6.4 All earthworks must be undertaken in accordance with Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments".
- 6.5 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 an actionable nuisance or worsening to surrounding land or infrastructure.
- 6.6 All retaining structures above one (1) metre in height require building approval. Structural engineering plans are to be prepared and endorsed by a Registered Professional Engineer of Queensland (Structural Engineer) for all structural components of the retaining wall.
- 7.0 **BUILDING WORKS**
- 7.1 A Development Permit for Building Works assessable under the Building Assessment Provisions must be obtained prior to the commencement of any building works on the site.
- 7.2 All buildings must be designed and constructed in accordance with the approved Bushfire Hazard Assessment Report (refer to Condition 2.1), Australian Standard AS3959 Construction of buildings in bushfire-prone areas and the National Association of Steel-Framed Housing Standard for steel-framed construction in bushfire areas. All recommendations and requirements of the approved Bushfire Hazard Assessment Report must be implemented as part of the development.
- Note: Regard should also be given to the Bushfire Resilient Building Guide for Queensland Homes published by the Queensland Government and CSIRO.
- 7.3 An Asset Protect Zone (APZ) must be established and maintained in accordance with the recommendations of the Bushfire Hazard Assessment Bushfire Report.
- 7.4 The Inner Protection Area of the APZ must be managed as follows:
- 7.4.1 A one (1) metre wide area, suitable for pedestrian traffic is to be provided around the immediate curtilage of the building;
 - 7.4.2 Planting is limited in the immediate vicinity of the building;
 - 7.4.3 All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period;
 - 7.4.4 Planting does not provide a continuous connection to the building;
 - 7.4.5 Plants greater than ten (10) centimetres in height are not recommended to be located within three (3) metres of a glazed element of the building;
 - 7.4.6 Low flammability vegetation species are used;
 - 7.4.7 Tree cover should be less than 15 per cent at maturity;
-

- 7.4.8 Trees at maturity should not touch or overhang the building;
- 7.4.9 Lower limbs should be removed up to a height of two (2) metres above the ground;
- 7.4.10 Tree canopies should be separated by two (2) to five (5) metres;
- 7.4.11 Preference should be given to smooth barked and evergreen trees;
- 7.4.12 Create large discontinuities or gaps in the vegetation to slow down or break the progress of fire towards buildings must be provided;
- 7.4.13 Shrubs should not be located under trees;
- 7.4.14 Shrubs should not form more than ten per cent ground cover;
- 7.4.15 Clumps of shrubs should be separated from exposed windows and doors by a distance of at least twice the height of the vegetation;
- 7.4.16 Grass should be kept mown regularly (as a guide grass should be kept to no more than 100 millimetres in height); and
- 7.4.17 Leaves and vegetation debris should be removed regularly.
- 7.5 The Outer Protection Area of the APZ must be managed as follows:
 - 7.5.1 Tree canopy cover should be less than 30 per cent at maturity;
 - 7.5.2 Tree canopies should be separated by two (2) to five (5) metres;
 - 7.5.3 Shrubs should not form a continuous canopy;
 - 7.5.4 Shrubs should not form more than 20 per cent ground cover;
 - 7.5.5 Grass should be kept mown regularly to a height of less than 100 millimetres; and
 - 7.5.6 Leaves and other debris should be removed regularly.
- 7.6 External walls and roof finishes should not include highly reflective surfaces or bright or high contrast colours including white, yellows or reds.
- 8.0 GEOTECHNICAL
- 8.1 All construction works must be designed and completed in accordance with the recommendations in the Landslide Susceptibility Analysis report (refer to condition 2.1).
- 8.2 Slope stability must be managed as follows:
 - 8.2.1 all engineering drawings/specifications and designs must be in accordance with the requirements of the relevant Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments" and must be approved by a Registered Professional Engineer of Queensland;
 - 8.2.2 site inspections must be undertaken by a Registered Professional Engineer of Queensland to confirm the design; and
 - 8.2.3 full engineering certification must be undertaken by a Registered Professional Engineer of Queensland.
- 9.0 ELECTRICITY
- 9.1 Electricity services must be provided in accordance with the standards and requirements of the relevant service provider.
- 10.0 TELECOMMUNICATIONS
- 10.1 Telecommunications services must be provided to the development in accordance with the standards and requirements of the relevant service provider.

11.0 ASSET MANAGEMENT

- 11.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be undertaken and completed at no cost to Council.
- 11.2 Any damage to existing stormwater, water supply and sewerage infrastructure, kerb and channel, pathway or roadway (including removal of concrete slurry from public land and Council infrastructure), that occurs while any works are being carried out in association with this development approval must be repaired at full cost to the developer. This includes the reinstatement of any existing traffic signs or pavement markings that may have been removed or damaged.
- 11.3 'As Constructed' information pertaining to assets to be handed over to Council and those which may have an impact on Council's existing and future assets must be provided prior to the commencement of the use. This information must be provided in accordance with the Asset Design and As Constructed Manual (ADAC).

12.0 ENVIRONMENTAL

- 12.1 The Erosion Control and Stormwater Control Management Plan prepared and certified by suitably qualified person (Certified Professional in Erosion and Sediment Control or Registered Soil Practitioner – Erosion and Sediment Control or Registered Professional Engineer of Queensland), with appropriate knowledge and experience in erosion and sediment control design and implementation, in accordance with the State Planning Policy 2017, International Erosion Control Association Best Practice Guidelines and Capricorn Municipal Design Guidelines requirements, must be:

12.1.1 implemented, monitored and maintained for the duration of the works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped); and

12.1.2 available on-site for inspection by Council Officers whilst all works are being carried out.

Note: Where engineering structures, either temporary or permanent, such as basins, channels, inlets, outlets and spillways etc form part of an Erosion and Sediment Control plan, the design and inspection of the structures must be undertaken by a Registered Professional Engineer of Queensland.

13.0 OPERATING PROCEDURES

- 13.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the development site. Storage of materials or parking of construction machinery or contractors' vehicles must not occur within Montgomerie Street, Bassett Street.

ADVISORY NOTES**NOTE 1. Aboriginal Cultural Heritage**

It is advised that under section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism website <https://www.dwatsipm.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. Retention of vegetation

It is advised the development site is mapped by the Department of the Environment, Tourism, Science and Innovation as containing Regulated Vegetation. The Vegetation Management Act 1999 has requirements with regard to the clearing of vegetation. Information on Vegetation Management is available at:

<https://www.qld.gov.au/environment/land/management/vegetation>

NOTE 5. Bushfire Prone Areas

Any future buildings in a bushfire prone area are required to be constructed in accordance with any bushfire management plan approved as part of this development permit and with AS3959 – Construction of buildings in bushfire prone areas and/or the National Association of Steel-Framed Housing Standard: Steel framed construction in bushfire areas. Regard should also be had to the Bushfire Resilient Building Guide for Queensland Homes published by the Queensland Government and CSIRO.

NOTE 6. Property Note (Access)

The establishment and maintenance of the proposed access located within the unformed portion of Montgomerie Street, is the responsibility of the property owner and is to be undertaken at no cost to Council.

It is the property owner's responsibility to establish and maintain a constructed access within the unconstructed Montgomerie Street road reserve and internal driveway that provides:

- a) A working area of three (3) metres on either side of the constructed access including both the portion of unconstructed Montgomerie Street road reserve and internal driveway. This working area must be cleared of all flammable vegetation greater than ten (10) centimetres in height; and
- b) Have a minimum vertical clearance of 4.8 metres for the entire width of the constructed access including both the portion of unconstructed Montgomerie Street road reserve and internal driveway.

BACKGROUND**SITE AND LOCALITY**

The site is located at 621-623 Montgomerie Street, Lakes Creek, formally described as Lots 1 and 3 on RP603374. The site is irregular in shape with a total site area of 7,386 square metres. The site is unimproved vacant land within the Rural Zone and is affected by the following overlays:

- Airport Environs Overlay (not assessable)
- Biodiversity Overlay

- Bushfire Hazard Overlay
- Special Management Area Overlay
- Steep Land Overlay

The wider area is characterised by mixed zoning including Rural and Rural Residential with established dwelling houses, and high impact industry (Lakes Creek Precinct).

PROPOSAL

The Applicant seeks a Development Permit for a Material Change of Use for a Dwelling House and Shed over the subject site. Specifically, the proposal is for a Dwelling House on stumps to be sited towards the rear of the site that is free of mature trees requiring limited clearing. The Dwelling House contains three (3) bedrooms with open plan kitchen, dining and living areas, and a deck wrapping around on three sides. The shed is located behind the Dwelling House providing covered car parking and storage space for the residents.

PLANNING ASSESSMENT

MATTERS FOR CONSIDERATION

This application 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 Development Assessment Rules, based on consideration of the relevant State Planning Policy; State Government guidelines; the Council's Planning Scheme, Planning Policies and other general policies and procedures, as well as other documents as considered relevant.

Development Engineering Comments

Support, subject to conditions.

Public and Environmental Health Comments

Support, subject to conditions.

Strategic Planning Comments

The proposed development is inconsistent with the intent and outcomes of the Rural designation, 'Natural hazards and climate change' element under the Strategic Framework and the Special Management Area overlay. Approval of this application would undermine the strategic intent to prevent land use conflict, compromise the integrity of the industrial buffer and set an undesirable precedent for further encroachment of sensitive uses into industrial areas and areas of natural hazard.

Refer to Statement of Reasons in **Recommendation A** of this report where the above conflicts with the Planning Scheme have been addressed.

HUMAN RIGHTS ACT

The relevant provisions of the *Human Rights Act 2019* have been considered as part of the decision making process for this application.

TOWN PLANNING COMMENTS

State Planning Policy 2017

Section 2.1 of Rockhampton Region Planning Scheme 2015 noted the State Planning Policy 2017 is integrated in the planning scheme. The State planning interests are therefore addressed as part of this assessment of the development against the Rockhampton Region Planning Scheme 2015.

Central Queensland Regional Plan 2013

The Central Queensland Regional Plan 2013 is a statutory document which came into effect on 18 October 2013. The Regional Plan is identified as being appropriately integrated with the Planning Scheme and therefore an assessment against the Planning Scheme is taken to be an assessment against the Central Queensland Regional Plan 2013.

Rockhampton Region Planning Scheme 2015**Rockhampton Regional Planning Scheme Codes**

The following codes are applicable to this application:

- Rural Zone Code;
- Biodiversity Overlay Code;
- Bushfire Hazard Overlay Code;
- Special Management Overlay Code; and
- Steep Land Overlay Code.

An assessment has been made against the requirements of the abovementioned codes and the proposed development generally complies with the relevant Performance Outcomes and Acceptable Outcomes. Where the application is in conflict with an Acceptable Outcome and is not otherwise conditioned to comply an assessment of the Performance Outcomes is contained in the Statement of Reasons in **Recommendation A** of this report.

Rural Zone

The subject site is situated within the Rural Zone under the Rockhampton Region Planning Scheme 2015. The purpose of the Rural Zone identifies that:

1. *The purposes of the rural zone code is to:*
 - a. *ensure that land with productive capacity is maintained for a range of existing and emerging rural uses that are significant to the economy of the planning scheme area;*
 - b. *recognise that different types of rural land are suited to specific uses such as animal industries, horticulture, cropping, intensive animal industries, intensive grazing and extractive industries;*
 - c. *prevent the establishment of development which may limit the productive capacity of the land;*
 - d. *provide for diversification of rural industries where impacts can be managed; and*
 - e. *maintain the environmental values of all rural land.*

This application is consistent with the purpose of the Zone.

Strategic Framework

The subject site is situated within the Rural designation under the scheme's strategic framework map. The strategic framework themes and their strategic outcomes, as identified within Part 3 of the Rockhampton Region Planning Scheme 2015 are applicable:

- Settlement Pattern;
- Natural Environment and Hazards;
- Community Identity diversity;
- Access and Mobility;
- Infrastructure and Services; and
- Natural Resources and Economic Development.

An assessment of the proposal identifies that the development presents conflicts with elements of the Strategic Framework. An assessment against the Strategic Framework is contained in the Statement of Reasons in **Recommendation A** of this report.

INFRASTRUCTURE CHARGES

Charges Resolution (No. 2) of 2025 applies to the application, however Council resolves not to issue an Infrastructure Charges Notice for this development because the charges arising from the development are less than or equal to the credits applicable for the development.

CONSULTATION

The proposal was the subject of public notification between 6 June 2026 and 29 June 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and one properly made submission was received.

The issues raised and how they were considered and addressed is outlined in the Statement of Reasons in **Recommendation A** of this Report.

CONCLUSION

THAT the proposed development is not anticipated to compromise the Strategic Framework of Rockhampton Region Planning Scheme 2015. Furthermore, the proposal generally complies with the provisions included in the applicable codes. The proposal is therefore, recommended for approval in accordance with the approved plans and subject to the conditions outlined in the recommendation.

DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR A DWELLING HOUSE AND SHED

Locality Plan

Meeting Date: 25 August 2026

Attachment No: 1



DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR A DWELLING HOUSE AND SHED

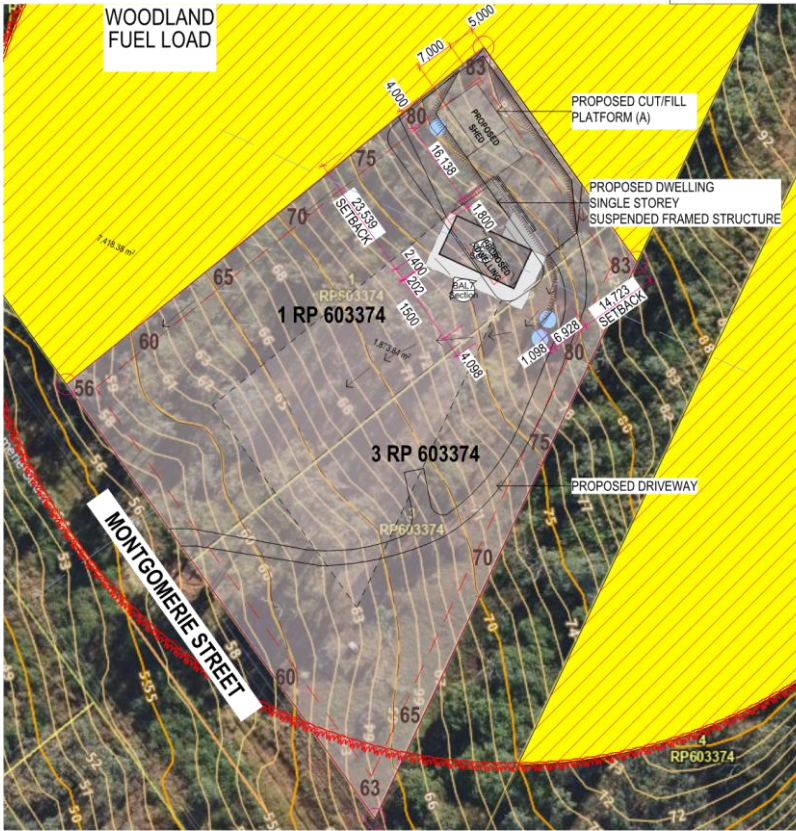
Site Plan

Meeting Date: 25 August 2026

Attachment No: 2

PROJECT REVIEW		
ITEM	COMMENTS	REVIEW
PLANNING		
ZONE		
RRC OVERLAYS		
NOTED ON BUSHFIRE CODE		
NOTED ON STEEP SITE		
NOTED ON ENVIRONMENTAL		
NOTED ON SPECIAL MANAGEMENT AREA		
RURAL CODE		
A01.1	MAX HEIGHT 2 STORES AND 10M	SINGLE STOREY, ELEVATED AT FRONT AND UNDER 10M - COMPLIES
A02.1	AQUACULTURE	N/A
A03.1	SETBACKS 20M TO ALL SITE BOUNDARIES	SMALL ALLOTMENT, THEREFORE NOT POSSIBLE TO ACHIEVE 20M SETBACK ALL SIDES, REQUESTED RURAL RESIDENTIAL CODE ASSESSMENT
A03.2	SECONDARY DWELLING	N/A
A04.1	HOME BASED BUSINESS LESS THAN 100M2	N/A
A05.01	MAX 2 HEAVY VEHICLES PER SITE	N/A
A06.01	ROADSIDE STALL	N/A
A07.1	SALES OFFICE	N/A
A08.1	SCREEN OUTDOOR STORAGE AREAS	N/A
A09.1	HAZARD MATERIALS	N/A
P010	NO IMPACT ON CHARACTER AND LANDSCAPE	VANICANT RURAL ALLOTMENTS, NO IMPACT ON CHARACTER
P011	NON RESIDENTIAL DEVELOPMENT	N/A
P012	SENSITIVE LAND USE	N/A
P013	DOES NOT UNDULY AFFECT THE AMENITY OR CHARACTER OF THE AREA	REMAINS RURAL CHARACTER
RURAL RESIDENTIAL		
A01.1	MAX HEIGHT 8.5M, 15 %SLOPE	COMPLIES
A02.1	MAX HEIGHT 10M GREATER THAN 15%	N/A
A03.1	NON RESIDENTIAL SETBACK 50M	N/A
A03.2	CARETAKER, 1 X MAX	N/A
A04.1	SECONDARY DWELLING	N/A
A04.1	DWELLING ADEQUATE ACCESS TO SERVICES	LEGAL ACCESS TO A CONSTRUCTED ROAD, NOT WITHIN WATER SERVICE AREA.
A05.01	1 X CARETAKER	N/A
A06.01	CARETAKER ACCESS TO SERVICES	N/A
A07.1	HOME BASED BUSINESS	N/A
A08.1	MAX 2 HEAVY VEHICLES	N/A
A09.1	ROAD SIDE STALL	N/A
A10.1	RURAL WORKERS ACCOMMODATION	N/A
P010	RURAL WORKERS ACCOMMODATION	N/A
P011	RURAL WORKERS ACCOMMODATION	N/A
P012	DOES NOT ADVERSELY AFFECT ADJOINING RESIDENTIAL	N/A
P013	SETBACK MIN 6M	DWELLING TO BE LOCATED AT REAR OF ALLOTMENT TO OBTAIN BEST VIEWS, SETBACK TO FRONT APPROX 77M.
P014	RESPONSE TO SENSITIVELY TO LAND USES	N/A
P015	ISOLATED USES	N/A
P016	ECOLOGICAL VALUES, HABITAT CORRIDORS, SOIL AND WATER QUALITY PROTECTED	SITE AROUND DWELLING TO BE CLEARED AND NATIVE VEGETATION REPLANTED SOME MINOR SITE WORKS REQUIRED TO AVOID EROSION AND TO MAINTAIN SWALE PATHWAY, TO COLLECT AND RETAIN RUNOFF FROM ABOVE ALLOTMENT.
P017	ANIMAL KEEPING	N/A
P018	AQUACULTURE	N/A
P019	BULK INDUSTRIES	N/A
P020	ANIMAL INDUSTRIES	N/A
P021-23	INTENSIVE ANIMAL INDUSTRIES	N/A
P024-25	INTENSIVE HORTI-CULTURE	N/A
P026	OUTDOOR SPORTS, RECREATION OR COMMUNITY DEVELOPMENT	N/A
P027	RENEWABLE ENERGY FARM	N/A
P028	TOURISM ACCOMMODATION	N/A
P029	TRANSPORT AND FREIGHT	N/A
P030	RESPONSE TO SENSITIVELY TO LAND USES, EFFECTIVE SEPARATION	N/A
P031	DOES NOT UNDULY AFFECT THE AMENITY OR CHARACTER OF THE AREA	LOW IMPACT , TO BLEND INTO NATURAL ENVIRONMENT.
P032	RESPONSE TO SENSITIVELY TO LAND USES	N/A
P033	COMMUNITY SAFETY	N/A
P034	LOT RE CONFIGURATION	N/A

PRELIMINARY ONLY
PLANNING REVIEW AND APPLICATION
(NOT FOR CONSTRUCTION)



AMF Building Design Mailing Address 262 Grubb St Kooragang QLD 4701 andrew@amfbuildingdesign.com.au (0423 375 400)		
QRCC No 1068756 ABN 22143 527 198 all projects residential commercial industrial		
A	4/11/2025	MCU APPLICATION
REV ID	Issue Date	DESCRIPTION



Project Name
PROPOSED DWELLING & SHED
621-623 Montgomery Street, Lakes Creek
Client
A & D SOS

Drawing Title:
SITE PLAN

Scale: As shown	Date: NOV 25
Status: SD	Checked By: AMF
Project No: AMF 25625	Drawing No.: SD/02

DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR A DWELLING HOUSE AND SHED

Elevations

Meeting Date: 25 August 2026

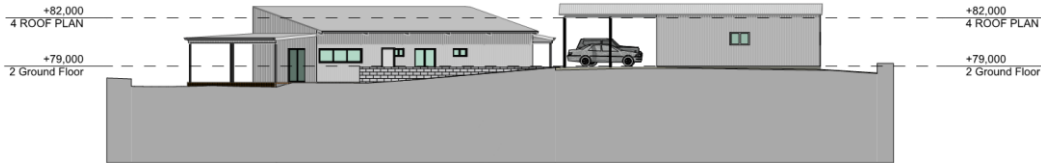
Attachment No: 3

PRELIMINARY ONLY
PLANNING REVIEW AND APPLICATION
(NOT FOR CONSTRUCTION)

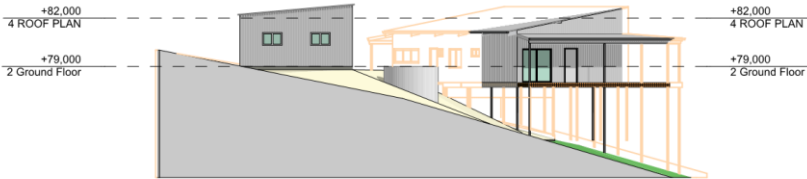
E4
-
ELEV S/E
SCALE1:250



E3
-
ELEV N/E
SCALE1:250



E2
-
ELEV N/W
SCALE1:250



E1
-
ELEV S/W
SCALE1:250



			AMF Building Design Mailing Address 262 Grubb St Kooragang QLD 4701 andrew@amfbuildingdesign.com.au (0423 375 400) QBCC No 1068756 ABN 22143 527 198 all projects residential commercial industrial 	Project Name PROPOSED DWELLING & SHED 621-623 Montgomerie Street, Lakes Creek Client A & D SOS	Drawing Title: Elevations	Scale: As shown	Date: NOV 25
REV ID	Issue Date	DESCRIPTION				Status: SD	Checked By: AMF
A	4/11/2025	MCU APPLICATION				Project No: AMF 25625	Drawing No.: SD/07

C:\Users\AndrewFisk\AMF Building Design\Projects - Files\2025\25625 625 Montgomerie Street_Dwelling ASOS\05 Drawings\25625 625 Montgomerie Street_Dwelling ASOS_4 021225.pln

Plot Date: 2/12/2025

11.3 DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR A CEMETERY (EXPANSION)

File No: D/37-2026

Attachments: 1. [Locality Plan](#)
2. [Overall Layout Plan](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Doug Scott - Manager Planning & Regulatory Services
Damon Morrison - General Manager Communities and Lifestyle

Author: Sophie Muggeridge - Planning Officer

SUMMARY

Development Application Number: D/37-2026

Applicant: Rockhampton Regional Council

Real Property Address: Lot 184 on SP355353

Common Property Address: Lot 184 Burnett Highway, Mount Morgan

Area of Site: 54,310 square metres

Planning Scheme: Rockhampton Region Planning Scheme 2015 (v5)

Planning Scheme Zone: Low Density Residential Zone
Community Facilities Zone

Planning Scheme Overlays: Biodiversity Areas Overlay;
Bushfire Hazard Overlay;
Flood Hazard Overlay;
Heritage Place Overlay; and
Steep Land Overlay.

Existing Development: Mount Morgan Cemetery

Approval Sought: Development Permit for Material Change of Use for a Cemetery (Expansion)

Category of Assessment: Assessable subject to Impact assessment

Submissions: One (1)

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

OFFICER'S RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the application for a Development Permit for Material Change of Use for a Cemetery (Expansion), made by Rockhampton Regional Council, located at Lot 184 Burnett Highway, Mount Morgan, described as Lot 184 on SP355353, Council resolves to provide the following reasons for its decision:

STATEMENT OF REASONS

Description of the development	
Material Change of Use for a Cemetery (Expansion)	
Reasons for Decision	
a) 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.	
Assessment Benchmarks	
The development was assessed against the following assessment benchmarks: • Local Government Infrastructure Plan; • Strategic Framework; • Low Density Residential Zone Code; • Community Facilities Zone Code; • Access, Parking and Transport Code; • Landscape Code; • Stormwater Management Code; • Waste Management Code; • Water and Sewer Code; • Biodiversity Overlay Code; • Bushfire Hazard Overlay Code; • Flood Hazard Overlay Code; • Heritage Place Overlay Code; and • Steep Land Overlay Code.	
Compliance with assessment benchmarks	
The development was assessed against all of the assessment benchmarks listed above and wholly complies without exception.	
Relevant Matters	
The proposed development was not assessed against any relevant matters outside of the matters prescribed by regulation.	
Matters raised in submissions	
The proposal was the subject of public notification between 5 May 2026 and 25 May 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and one (1) submission was received.	
Submitter Concerns	Response
Flora and Fauna Impacts Submitters raised concerns the development will impact on local flora and fauna species native to the area.	The submission raised concerns around tree clearing and local bird nesting times. The subject site is partially mapped within the biodiversity overlay, however the applicant has identified all vegetation that is to be cleared is located outside of the overlay. The development proposes sixteen (16) trees to be retained, and twelve (12) additional trees to be planted. Additionally, conditions have been imposed to ensure all trees required for removal are inspected by a qualified Council Arborist prior to

	any removal to ensure there is no significance or habitat linked to the tree. Tree protection zones and additional mitigation methods are conditioned to be implemented during the construction stage.
Fence Impacts Submitters have concerns with proposed fencing restricting movement for local animals.	The submitter raised concerns in relation to fencing restricting local animal movement between the site and adjoining properties. The proposal retains all existing boundary fencing with 1.1 metre fencing proposed along boundaries that are not currently fenced. Fences under 2 metres in height are accepted development as per the <i>Building Act</i> 1975 and is therefore not considered a planning matter and is not further addressed as part of the application. Conditions have been imposed to ensure any new fences are constructed as per the proposed plans.
Spread of paspalum grass from neighbouring property owner Submitters have concerns with the spread of paspalum grass into surrounding flood ways from neighbouring property owners mowing activities.	The submitter raised concerns in relation to the spread of weed grass (<i>paspalum grass</i>) into the adjoining flood way due to the neighbouring owners mowing activities. This is not considered a planning matter and is therefore not further addressed as part of this application.
Matters prescribed by regulation	
• The Rockhampton Region Planning Scheme 2015 (version 5). • Central Queensland Regional Plan 2013; and • The common material, being the material submitted with the application.	

RECOMMENDATION B

THAT in relation to the application for a Development Permit for Material Change of Use for a Cemetery (Expansion), made by Rockhampton Regional Council, located at Lot 184 Burnett Highway, Mount Morgan described as Lot 184 on SP355353, Council resolves to Approve the application subject to the following conditions:

1.0 ADMINISTRATION

- 1.1 The owner, the owner's successors in title, and any occupier of the premises is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:
 - 1.3.1 to Council's satisfaction.
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the commencement of the use, unless otherwise stated.

- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of the use, unless otherwise stated.
- 1.5 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
- 1.5.1 Operational Works:
- (i) Access and Parking Works;
 - (ii) Stormwater Works; and
 - (iii) Site Works.
- 1.6 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.
- 1.7 All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant Australian Standards and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.8 All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* should be read as being non-trunk infrastructure conditioned under section 145 of the *Planning Act 2016*, unless otherwise stated.

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 were amended by any condition of this development approval:

<u>Plan/Document Name</u>	<u>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version/ Issue</u>
Overall Layout Plan	McMurtrie Consulting Engineering	22 January 2026	R0332425-1002	B

- 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.

3.0 ACCESS AND PARKING WORKS

- 3.1 A Development Permit for Operational Works (access and parking works) must be obtained prior to the commencement of any access and parking works on the development site.
- 3.2 All access and parking works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, *Australian Standard AS2890 "Parking facilities"* and the provisions of a Development Permit for Operational Works (access and parking works).
- 3.3 All access, parking and vehicle manoeuvring areas must be asphalt 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 East Street South 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.
- 3.6 A minimum of seven (7) parking space along the internal access on the eastern section must be provided on-site.

- 3.7 Parking spaces must be line-marked as shown in the Site Plan (refer to condition 2.1) and in accordance with the Australian Standard AS2890 "Parking facilities" and the provisions of a Development Permit for Operational Works (access and parking works).
- 3.8 Universal access parking spaces must be provided on-site in accordance with *Australian Standard AS2890.6 "Parking facilities - Off-street parking for people with disabilities"*.
- 3.9 All vehicle operations associated with the development must be directed by suitable directional, informative, regulatory or warning signs in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"* and *Australian Standard AS2890.1 "Parking facilities – Off-streetcar parking"*.
- 3.10 Any signage and pavement markings must be installed in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"*.
- 3.11 All vehicle operation areas must be illuminated in accordance with the requirements of *Australian Standard AS1158 "Lighting for roads and public spaces"*.
- 3.12 All internal pedestrian pathways must be designed and constructed in accordance with *Australian Standard AS1428 "Design for access and mobility"*.

4.0 STORMWATER WORKS

- 4.1 A Development Permit for Operational Works (stormwater works) must be obtained prior to the commencement of any stormwater works on the development site.
- 4.2 All stormwater drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines*, sound engineering practice and the provisions of a Development Permit for Operational Works (stormwater works).
- 4.3 All stormwaters must drain to a lawful point of discharge and must not adversely affect surrounding land or infrastructure in comparison to the pre-development conditions, including but not limited to blocking, altering or diverting existing stormwater runoff patterns or having the potential to cause damage to other infrastructure.
- 4.4 Any application for a Development Permit for Operational Works (stormwater works) must be supported by a short Stormwater Management Report. The report must be prepared and certified by a Registered Professional Engineer of Queensland (RPEQ) and, as a minimum, include the following:
 - 4.4.1 identification of the drainage catchment for the proposed drainage channel along the northern boundary. A suitably scaled stormwater master plan that clearly identifies the contributing catchment area(s) and Lawful point(s) of discharge, demonstrating compliance with the *Queensland Urban Drainage Manual*;
 - 4.4.2 assessment of peak stormwater discharges for all critical rainfall events up to and including the one (1) per cent Annual Exceedance Probability (AEP) design flood event;
 - 4.4.3 identification and conceptual design of all proposed new drainage infrastructure and any required modifications to existing drainage systems, necessary to appropriately manage stormwater collection and discharge generated by the proposed development;

Note: The hydraulic capacity of a channel should be based on the expected channel conditions just prior to normal channel maintenance (i.e. prior to clearing, weeding, grass cutting).
 - 4.4.4 demonstration of how major design storm flows are safely conveyed through the site to a lawful point of discharge, in accordance with *Queensland Urban Drainage Manual* and *Capricorn Municipal Development Guidelines*;

- 4.4.5 identification of land affected by inundation during the 1% AEP flood event resulting from the existing overland flow path along the western boundary;
- 4.4.6 confirmation that all Site Works, Earthworks, Grave Site and Grave Beam extents are located entirely outside the one (1) per cent AEP flood inundation area;

Note: The development site is located within the Mount Morgan catchment and is affected by the one (1) per cent AEP local storm / overland flow flooding event. The one (1) per cent AEP flood extent from the Mount Morgan Flood Study may be superimposed onto the overall site layout plan to demonstrate compliance with this requirement.
- 4.4.7 full details of all calculations, assumptions, design parameters, and data files used in the stormwater assessment (where applicable).
- 4.5 Any application for a Development Permit for Operational Works (stormwater works) must be accompanied by engineering plans with details of any new drainage systems including inlet and outlet structures, or the amendment and upgrading of existing drainage systems to implement the proposed drainage strategy.
- 4.6 The proposed bed level crossing within the channel must be designed and constructed to ensure that:
 - 4.6.1 hydraulic capacity of the drainage line is maintained;
 - 4.6.2 no actionable nuisance or worsening of flooding upstream or downstream of the crossing;
 - 4.6.3 crossing remains trafficable during minor storm events;
 - 4.6.4 works complies with *Queensland Urban Drainage Manual* and *Capricorn Municipal Development Guidelines*;
 - 4.6.5 detailed design drawings, hydraulic calculations, and construction details are submitted for assessment and approved as part of a Development Permit for Operational Works (stormwater works).
- 5.0 SITE WORKS
- 5.1 A Development Permit for Operational Works (site works) must be obtained prior to the commencement of any site works on the development site.
- 5.2 Any application for a Development Permit for Operational Works (site works) must be accompanied by an earthworks plan that clearly identifies the following:
 - 5.2.1 the location of cut and/or fill;
 - 5.2.2 the type of fill to be used and the manner in which it is to be compacted;
 - 5.2.3 the quantum of fill to be deposited or removed and finished cut and/or fill levels;
 - 5.2.4 details of any proposed access routes that are intended to be used to transport fill to or from the development site; and
 - 5.2.5 the maintenance of access roads to and from the development site so that they are free of all cut and/or fill material and cleaned as necessary.
- 5.3 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.
- 5.4 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause an actionable nuisance or worsening to surrounding land or infrastructure.

- 5.5 Any retaining structures above one (1) metre in height must requires a building approval. Structural engineering plans are to be prepared and endorsed by a *Registered Professional Engineer of Queensland (Structural Engineer)* for all structural components of the retaining wall.
- 6.0 LANDSCAPING WORKS
- 6.1 Landscaping must be constructed and/or established prior to the commencement of the use in all areas shown on the approved plans (refer to condition 2.1).
- 6.2 An additional 12 shade trees must be provided as identified on the approved plans (refer to condition 2.1).
- 6.3 Any shade trees located within car parking areas must be planted within a deep natural ground/structured soil garden bed/island/bay and are protected by wheel stops or bollards as required.
- 6.4 Landscaping must be designed in accordance with the requirements of *Australian Standard AS 1428 — Design for access and mobility*.
- 6.5 At least fifty (50) per cent of all new plantings within the landscaping areas (refer to condition 2.1) must be locally native species with low water dependency and must comply with the following requirements:
- 6.5.1 Plant species are chosen from sources recommended in *Planning Scheme Policy SC6.12 – Landscape Design and Street Trees Planning Scheme Policy*; and
 - 6.5.2 Plant species must not include undesirable species identified in *Planning Scheme Policy SC6.12 – Landscape Design and Street Trees Planning Scheme Policy*.
- 6.6 Shade trees shown on the approved plan (refer to condition 2.1) must be retained and maintained.
- 6.7 Root control barriers must be installed where invasive roots may cause damage to car parking areas, pedestrian paths and road carriageways.
- 6.8 Large trees must not be planted within one (1) metre of the centreline of any sewerage and/or water infrastructure; small shrubs and groundcover are acceptable.
- 6.9 Trees identified for removal on the concept plan (refer to condition 2.1) must be physically identified for inspection by a qualified Council Arborist prior to any removal to ensure there is no significance or habitat linked to the tree.
- 6.10 Prior to the commencement of any works, the following must be provided:
- 6.10.1 Onsite provisions for future irrigation connections (e.g. water meter and backflow connections for irrigation systems)
 - 6.10.2 An impact assessment report prepared by Council's Level 5 Arborist. The report must inspect the health and determine the tree protection zones for trees to be retained. The report must provide all tree protection measures that must be followed during the development as per *Australian Standard AS 4970 Protection of Trees on development sites*.
- 6.11 The tree protection zones identified in the impact assessment report must be erected by Council's Level 5 Arborist and any other required control measures must be implemented with the project officer to ensure compliance and minimal disruption to the trees while the project is undertaken.
- 6.12 Landscaping, or any part thereof, upon reaching full maturity, must not:
- 6.12.1 obstruct sight visibility zones as defined in the Austroads 'Guide to Traffic Engineering Practice' series of publications;
 - 6.12.2 adversely affect any road lighting or public space lighting; or
-

6.12.3 adversely affect any Council infrastructure, or public utility plant.

6.13 The landscaped areas must be subject to:

6.13.1 a watering and maintenance plan during the establishment moment; and

6.13.2 an ongoing maintenance and replanting programme.

7.0 ASSET MANAGEMENT

7.1 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.

7.2 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.

7.3 'As Constructed' information pertaining to assets to be handed over to Council and those which may have an impact on Council's existing and future assets must be provided prior to the commencement of the use. This information must be provided in accordance with the *Asset Design and As Constructed Manual (ADAC)*.

8.0 ENVIRONMENTAL

8.1 The Erosion Control and Stormwater Control Management Plan prepared and certified by suitably qualified person (Certified Professional in Erosion and Sediment Control or Registered Soil Practitioner – Erosion and Sediment Control or Registered Professional Engineer of Queensland), with appropriate knowledge and experience in erosion and sediment control design and implementation, in accordance with the *State Planning Policy 2017*, *International Erosion Control Association Best Practice Guidelines* and *Capricorn Municipal Design Guidelines* requirements, must be:

8.1.1 implemented, monitored and maintained for the duration of the works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped); and

8.1.2 available on-site for inspection by Council Officers whilst all works are being carried out.

9.0 ENVIRONMENTAL HEALTH

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

10.0 OPERATING PROCEDURES

10.1 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 East Street South.

10.2 Boundary fencing must be provided for the perimeter of the subject sites as per the approved plans (refer to condition 2.1).

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on

Aboriginal cultural heritage is available on the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism website <https://www.dwatsipm.qld.gov.au/>

NOTE 2. Asbestos Removal

Any demolition and/or removal works involving asbestos materials must be undertaken in accordance with the requirements of the *Work Health and Safety Act 2011* and *Public Health Act 2005*.

NOTE 3. General Environmental Duty

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

NOTE 4. General Safety of Public During Construction

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

NOTE 5. Infrastructure Charges Notice

Council has resolved not to issue an Infrastructure Charges Notice for this development because the development is considered a minor use as per the Rockhampton Regional Council Charges Resolution No. 2 (2025).

NOTE 6. Clearing of fauna

Prior to any clearing of the subject site and during construction it is recommended an appropriately experienced and suitably qualified fauna spotter catcher be engaged to conduct a pre-clearing fauna survey to identify any wildlife habitats and breeding places within the clearing area. If identified the wildlife will be removed and relocated. Only a designated and trained person (fauna spotter catcher) can handle and remove fauna under the *Nature Conservation Act*.

The fauna spotter catcher should be present during all vegetation clearing to supervise, including clearing of grasslands.

NOTE 7. Landscaping

Council approval must be obtained prior to the removal of or interference with trees located on Council land.

BACKGROUND

SITE AND LOCALITY

The site located at Lot 184 Burnett Highway, Mount Morgan, formally described as Lot 184 on SP355353, is an irregular shaped lot and has a total site area of 54,310 square metres. The site is partially improved by the existing Mount Morgan Cemetery in the southern portion of the site and is unimproved vacant land in the northern portion of the site.

The subject site is immediately bound by:

- North: Low Density Residential Zone with established dwelling houses
- East: Gazetted road reserve classified as rural access and vacant Rural Zone land
- South: Vacant Rural Zone land and Rural Residential Zone with established dwelling houses
- West: East Street South classified as rural access

The wider area is characterised by rural, rural residential and low density residential zoned areas within the locality of Mount Morgan.

PROPOSAL

The Applicant seeks a Development Permit for Material Change of Use for a Cemetery (Expansion) over the subject site.

Specifically, the proposal is to expand on the existing Mount Morgan Cemetery into the vacant northern portion of the subject site. The development includes an additional 467 grave sites and a new internal driveway to service the extended burial area. No buildings are proposed as part of the expansion, with concrete grave beams proposed along the head of each plot row.

Access is achieved via East Street South with the internal driveway located centrally within the site. Grave site plots are located on both sides of the internal driveway. Seven (7) vehicle parking spaces are proposed along the eastern portion of the internal driveway.

The following buffer setbacks have been incorporated to maintain separation between the grave sites and property boundaries:

- Northern boundary: 19.95 metres
- East boundary: minimum 4 metres
- West boundary: Minimum 5 metres

PLANNING ASSESSMENT

MATTERS FOR CONSIDERATION

This application 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 Development Assessment Rules, based on consideration of the relevant State Planning Policy; State Government guidelines; the Council's Planning Scheme, Planning Policies and other general policies and procedures, as well as other documents as considered relevant.

Development Engineering Comments

Support, subject to conditions.

Public and Environmental Health Comments

Support, subject to conditions.

Parks, Open Space and Recreation Comments

Support, subject to conditions.

TOWN PLANNING COMMENTS

State Planning Policy 2017

Section 2.1 of Rockhampton Region Planning Scheme 2015 noted the State Planning Policy 2017 is integrated in the planning scheme. The State planning interests are therefore addressed as part of this assessment of the development against the Rockhampton Region Planning Scheme 2015.

Central Queensland Regional Plan 2013

The Central Queensland Regional Plan 2013 is a statutory document which came into effect on 18 October 2013. The Regional Plan is identified as being appropriately integrated with the Planning Scheme and therefore an assessment against the Planning Scheme is taken to be an assessment against the Central Queensland Regional Plan 2013.

Rockhampton Region Planning Scheme 2015

Rockhampton Regional Planning Scheme Codes

The following codes are applicable to this application:

- Low Density Residential Zone Code;
- Community Facilities Zone Code;
- Access, Parking and Transport Code;
- Landscape Code;
- Stormwater Management Code;
- Waste Management Code;
- Water and Sewer Code;
- Biodiversity Overlay Code;
- Bushfire Hazard Overlay Code;
- Flood Hazard Overlay Code;
- Heritage Place Overlay Code; and
- Steep Land Overlay Code.

Based on a performance assessment of the abovementioned codes, it is determined that the proposal is acceptable and wholly complies with the relevant Acceptable Outcomes.

Low Density Residential Zone

The subject site is partially situated within the Low Density Residential Zone under the Rockhampton Region Planning Scheme 2015. The purpose of the Low Density Residential Zone identifies that:

1. *The purpose of the low density residential zone code is to:*
 - a. *provide locations where residential uses, predominantly in the form and type of single detached one (1) storey and two (2) storey dwelling houses on individual lots are preferred to develop;*
 - b. *provide for the development of a mixture of other residential land use types that provide for long-term residency, where they are sited and designed to maintain the existing urban form (low rise and low density) and amenity of the surrounding area;*
 - c. ***minimise land use conflict and ensure that community and recreation facilities develop only where they are consistent with amenity and characteristics of the surrounding area; and***
 - d. *ensure that development within the zone has appropriate standards of infrastructure and essential services.*

This application is consistent with the purpose of the Low Density Residential Zone.

Community Facilities Zone

The subject site is partially situated within the Community Facilities Zone under the Rockhampton Region Planning Scheme 2015. The purpose of the Communities Facilities Zone identifies that:

1. *The purpose of the community facilities zone code is to:*
 - a. *provide for priority development areas regulated by planning instruments other than the planning scheme including the Central Queensland University (CQU) Rockhampton development scheme;*
 - b. ***provide for a range of community activities, equally distributed throughout urban and rural areas that are easily accessible by all members of the community;***

c. facilitate collocation of community and recreation uses to strengthen their community focus;

d. integrate community related activities with the amenity and characteristics of the surrounding area.

This application is consistent with the purpose of the Communities Facilities Zone.

Strategic Framework

The subject site is situated within the Urban Area designation under the scheme's strategic framework map. The strategic framework themes and their strategic outcomes, as identified within Part 3 of the Rockhampton Region Planning Scheme 2015 are applicable:

- Settlement Pattern
- Natural Environment and Hazards
- Community Identity diversity
- Access and Mobility
- Infrastructure and Services
- Natural Resources and Economic Development

An assessment of the proposal demonstrates that the development will not compromise the Rockhampton Region Planning Scheme 2015 strategic outcomes.

INFRASTRUCTURE CHARGES

Charges Resolution (No. 2) of 2025 applies to the application, however Council resolves not to issue an Infrastructure Charges Notice for this development as the use is considered a minor use as per the charges resolution and no charge is prescribed.

CONSULTATION

The proposal was the subject of public notification between 5 May 2026 and 25 May 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and one properly made submission was received.

The issues raised and how they were considered and addresses is outlined in the Statement of Reasons in **Recommendation A** of this Report.

REFERRALS

The application was referred to the Department of State Development, Infrastructure and Planning (State Assessment and Referral Agency) as a Concurrence. The Department assessed the application and provided a referral agency response with conditions on 22 April 2026.

CONCLUSION

THAT the proposed development is not anticipated to compromise the Strategic Framework of Rockhampton Region Planning Scheme 2015. Furthermore, the proposal generally complies with the provisions included in the applicable codes. The proposal is therefore, recommended for approval in accordance with the approved plans and subject to the conditions outlined in the recommendation.

DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR A CEMETERY (EXPANSION)

Locality Plan

Meeting Date: 25 August 2026

Attachment No: 1



DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE FOR A CEMETERY (EXPANSION)

Overall Layout Plan

Meeting Date: 25 August 2026

Attachment No: 2

11.4 DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE

File No: D/89-2026

Attachments:

1. Locality Plan [↓](#)
2. Site Plan [↓](#)
3. Floor Plan and Elevations [↓](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Doug Scott - Manager Planning & Regulatory Services
Damon Morrison - General Manager Communities and Lifestyle

Author: Elaine Bayles - Planning Officer

SUMMARY

Development Application Number: D/89-2026

Applicant: Paul John Goodwin

Real Property Address: Lot 36 on RP604011 and Lot 4, Lot 5 and Lot 6 on RP612262

Common Property Address: 24 Edith Street, Port Curtis

Area of Site: 7,246 square metres

Planning Scheme: Rockhampton Region Planning Scheme 2015 (Version 5)

Planning Scheme Zone: Limited Development (Constrained Land)

Planning Scheme Overlays: Acid Sulfate Soils Overlay
Airport Environs Overlay
Steep Land Overlay

Existing Development: Vacant Land

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

Category of Assessment: Assessable subject to impact assessment

Submissions: Nil

Referral Agency: Nil

OFFICER'S 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 P J Goodwin, located at 24 Edith Street, Port Curtis described as Lot 36 on RP604011 and Lot 4, Lot 5 and Lot 6 on RP612262, Council resolves to provide the following reasons for its decision:

STATEMENT OF REASONS

Description of the development

Material Change of Use for a Dwelling House

Reasons for Decision	
a) 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 b) 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.	
Assessment Benchmarks	
The development was assessed against the following assessment benchmarks: • Strategic Framework • Limited Development (Constrained Land) Zone Code • Access, Parking and Transport Code • Landscape Code • Stormwater Management Code • Waste Management Code • Water and Sewer 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(s) listed below.	
Assessment Benchmark	Reasons for the approval despite non-compliance with benchmark
Strategic Framework	3.3 Settlement Pattern 3.3.6 Element – Rural 3.3.6.1 Specific Outcome 8 The subject site is located in the Rural designation of the Strategic Framework Settlement Pattern. Specific Outcome 8 of the Rural Element (3.3.6.1) states: <i>“Dwellings are not established and further subdivision does not occur in historic subdivisions.</i> <i>Editor’s note—Historic subdivisions throughout the region have been zoned limited development.”</i> While specific outcome 8 discourages the establishment of dwellings within historic subdivisions, the proposed development includes four lots which will be amalgamated through development conditions. This encourages the amalgamation of smaller lots into larger lots to reduce fragmentation. As a result, the proposal will limit future opportunities for incompatible development. Furthermore, Specific Outcome 14 of the Rural Element (3.3.6.1) states: <i>“Other uses that are required to coexist with rural uses will be accommodated where they do not:</i> <i>a) diminish the productivity of agricultural land;</i>

	<i>b) impact on adjoining or nearby uses;</i> <i>c) impact on the capacity and safety of state controlled roads; and</i> <i>d) result in fragmentation of rural land.”</i> The proposal is consistent with Outcome 14, as it does not diminish productivity, create land use conflicts, or adversely impact infrastructure or surrounding uses. Furthermore, the proposed dwelling house is consistent with the surrounding land uses within the Rural designation. Therefore, on balance the proposed development is not anticipated to compromise the Strategic Framework of the <i>Rockhampton Region Planning Scheme 2015</i>.
Limited Development (Constrained Land) Zone Code	6.7.3.2 Purpose, Outcome 2 (a) and Performance Outcome (PO) 4 (c) The proposed development conflicts with outcome 2 (a) and PO4 (c) of the Limited Development (Constrained Land) Zone Code which seeks to limit residential uses. Despite the conflict with outcome 2 (a) and PO4 (c), the development is consistent with the remaining purpose outcomes, which are: • development does not compromise the operational, functional and location needs of surrounding land use or adversely affect the local character of the surrounding area; • development is sited and designed to reflect and respond to local natural landscape features and constraints on the land; • development is serviced by infrastructure that is commensurate with the needs of the use; • no further subdivision of land to create new lots occurs. In addition, the proposed development is for a single dwelling house use equivalent to established land uses on the surrounding lots; furthermore an approval is conditional on the amalgamation of Lot 36 on RP604011 and Lot 4, Lot 5 and Lot 6 on RP612262 prior to the commencement of the use which supports the purpose of the Limited Development (Constrained Land) Zone Code. The non-compliance with outcome (2) (a) and PO4 (c) is considered a low-level conflict and the proposed development complies with the remaining outcomes of the Limited Development (Constrained Land) Zone Code. Furthermore, the development does not compromise the Strategic Framework.
Relevant Matters	
The proposed development was not assessed against any relevant matters outside of the matters prescribed by regulation.	
Matters raised in submissions	
The proposal was the subject of public notification between 6 July 2026 and 24 July 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and no submissions were received.	
Matters prescribed by regulation	
• The Rockhampton Region Planning Scheme 2015 (Version 5).	

- Central Queensland Regional Plan 2013; and
- The common material, being the material submitted with the application.

RECOMMENDATION B

That in relation to the application for a Development Permit for a Material Change of Use for a Dwelling House, made by P J Goodwin, located at 24 Edith Street, Port Curtis described as Lot 36 on RP604011 and Lot 4, Lot 5 and Lot 6 on RP612262, Council resolves to Approve the application subject to the following conditions:

1.0 ADMINISTRATION

- 1.1 The owner, the owner's successors in title, and any occupier of the premises is responsible for ensuring compliance with the conditions of this development approval.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions, works, or requirements of this development approval must be undertaken, completed, and be accompanied by a Compliance Certificate for any operational works required by this development approval:
 - 1.3.1 to Council's satisfaction;
 - 1.3.2 at no cost to Council; and
 - 1.3.3 prior to the commencement of the use,unless otherwise stated.
- 1.4 Infrastructure requirements of this development approval must be contributed to the relevant authorities, where applicable, at no cost to Council, prior to the commencement of the use, unless otherwise stated.
- 1.5 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
 - 1.5.1 Operational Works:
 - (i) 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 (RPEQ)*.
- 1.9 Lot 36 on RP604011 and Lot 4, Lot 5 and Lot 6 on RP612262 must be amalgamated and registered as one lot prior to the commencement of the use.
- 1.10 All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* should be read as being non-trunk infrastructure conditioned under section 145 of the *Planning Act 2016*, unless otherwise stated.

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>Prepared by</u>	<u>Date</u>	<u>Reference No./ Sheet</u>	<u>Version/Issue</u>
Site Plan of Proposed Dwelling House	TPDC	1 July 2026	2604004-01a / 1 of 2	-
Proposed Dwelling House superimposed on Contour Map	TPDC	1 July 2026	2604004-01a / 2 of 2	-
Floor Plan	TPDC	1 May 2026	2604004-02 / 1 of 2	-
Elevations	TPDC	1 May 2026	2604004-02 / 2 of 2	-

- 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.

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.

Note: 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).

- 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* and the provisions of a Development Permit for Operational Works (access works).
- 3.3 A new access must be constructed for the proposed development from Edith Street.
- 3.4 The access driveway located within the road reserve of Edith Street must be asphalt sealed in accordance with the requirements of the *Capricorn Municipal Development Guidelines*.

Note: Access driveway within the development site may be constructed as an all-weather gravel pavement, extending from the property boundary to the proposed building.

4.0 PLUMBING AND DRAINAGE WORKS

- 4.1 A Development Permit for Plumbing and Drainage Works must be obtained for the proposed dwelling house on the development site.
- 4.2 All internal plumbing and drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines*, *Water Supply (Safety and Reliability) Act 2008*, *Plumbing and Drainage Act 2018*, Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.
- 4.3 Adequate on-site water supply for domestic and fire-fighting purposes must be provided and may include the provision of a bore, dams, water storage tanks or a combination of each. The water storage must be easily accessible having regard to

pedestrian and vehicular access. This must be certified by a hydraulic engineer or other suitably qualified person.

- 4.4 On-site sewerage treatment and disposal must be provided in accordance with the approved plans (refer to condition 2.1), *Queensland Plumbing and Wastewater Code* and Council's Plumbing and Drainage Policies.

- 4.5 The on-site sewerage treatment and disposal area must not be located within the existing water course, overland flow path or conflict with the separation distance as detailed with the *Queensland Plumbing and Wastewater Code*.

5.0 ROOF AND ALLOTMENT DRAINAGE WORKS

- 5.1 All roof and allotment drainage works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual*, *Capricorn Municipal Development Guidelines* and sound engineering practice.

- 5.2 All roof and allotment runoff from the development must discharge such that it must not restrict, impair or change the natural flow of runoff water or cause an actionable nuisance or worsening to surrounding land or infrastructure.

6.0 SITE WORKS

- 6.1 All earthworks must be undertaken in accordance with *Australian Standard AS3798 "Guidelines on earthworks for commercial and residential developments"*.

- 6.2 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 an actionable nuisance or worsening to surrounding land or infrastructure.

- 6.3 All retaining structures above one (1) metre in height must require a building approval. Structural engineering plans are to be prepared and endorsed by a *Registered Professional Engineer of Queensland (Structural Engineer)* for all structural components of the retaining wall.

7.0 BUILDING WORKS

- 7.1 A Development Permit for Building Works assessable under the Building Assessment Provisions must be obtained prior to the commencement of any building works on the site.

- 7.2 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*.

8.0 ELECTRICITY

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

9.0 TELECOMMUNICATIONS

- 10.0 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, pipes and conduits that provide a connection to the telecommunications network.

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

12.0 ASSET MANAGEMENT

- 12.1 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.

- 12.2 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.

13.0 ENVIRONMENTAL

- 13.1 An Erosion Control and Stormwater Control Management Plan prepared and certified by suitably qualified person (*Certified Professional in Erosion and Sediment Control or Registered Soil Practitioner – Erosion and Sediment Control or Registered Professional Engineer of Queensland*), with appropriate knowledge and experience in erosion and sediment control design and implementation, in accordance with the *State Planning Policy 2017*, *International Erosion Control Association Best Practice Guidelines* and *Capricorn Municipal Design Guidelines* requirements, must be:

13.1.1 implemented, monitored and maintained for the duration of the works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped); and

13.1.2 available on-site for inspection by Council Officers whilst all works are being carried out.

14.0 OPERATING PROCEDURES

- 14.1 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 Edith Street.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism website <https://www.dwatsipm.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. Rating Category

Please note, a Material Change of Use approval may result in an adjustment to a property's rating category. Please contact Council's Rates Department should you require further information.

NOTE 5. 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 or equal to the credits applicable for the new development.

NOTE 6. Transport Noise Corridor

Any residential buildings located within the Transport Noise Corridor must comply with the *Queensland Development Code (QDC)* MP4.4 – Buildings in a transport noise corridor.

BACKGROUND**SITE AND LOCALITY**

The site is located at 24 Edith Street, Port Curtis formally described as Lot 36 on RP604011 and Lot 4, Lot 5 and Lot 6 on RP612262, which are generally rectangular shaped lots with a combined site area of 7,246 square metres. The site is currently vacant land that is relatively level and cleared making it suitable for the proposed development.

The subject site is immediately bound by:

- North: Limited Development (Constrained Land) with established rural residential uses
- East: Rural Zone with an established rural residential use
- South: Bruce Highway, classified as a Highway (State Road)
- West: Edith Street, classified as a Rural Access road

The wider area is characterised by rural and rural residential uses. Edith Street has established rural residential uses on both sides of the road. Currently, within Edith Street there are approximately thirty-two lots with approximately twenty-one established residences noting some addresses are split over multiple allotments.

PROPOSAL

The Applicant seeks a Development Permit for Material Change of Use for a Dwelling House over the subject site.

Specifically, the proposal is to construct a four (4) bedroom Dwelling House with a total area of approximately 180 square metres utilising an existing driveway that provides direct access to and from Edith Street.

PLANNING ASSESSMENT**MATTERS FOR CONSIDERATION**

This application 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 Development Assessment Rules, based on consideration of the relevant State Planning Policy; State Government guidelines; the Council's Planning Scheme, Planning Policies and other general policies and procedures, as well as other documents as considered relevant.

Development Engineering Comments

Support, subject to conditions.

Public and Environmental Health Comments

Support with no conditions.

Strategic Planning Comments

Support with no conditions.

HUMAN RIGHTS ACT

The relevant provisions of the *Human Rights Act 2019* have been considered as part of the decision-making process for this application.

TOWN PLANNING COMMENTS**State Planning Policy 2017**

Section 2.1 of Rockhampton Region Planning Scheme 2015 noted the State Planning Policy 2017 is integrated in the planning scheme. The State planning interests are therefore addressed as part of this assessment of the development against the Rockhampton Region Planning Scheme 2015.

Central Queensland Regional Plan 2013

The Central Queensland Regional Plan 2013 is a statutory document which came into effect on 18 October 2013. The Regional Plan is identified as being appropriately integrated with the Planning Scheme and therefore an assessment against the Planning Scheme is taken to be an assessment against the Central Queensland Regional Plan 2013.

Rockhampton Region Planning Scheme 2015**Rockhampton Regional Planning Scheme Codes**

The following codes are applicable to this application:

- Strategic Framework
- Limited Development (Constrained Land) Zone Code
- Access, Parking and Transport Code
- Landscape Code
- Stormwater Management Code
- Waste Management Code
- Water and Sewer Code

An assessment has been made against the requirements of the abovementioned codes and the proposed development generally complies with the relevant Performance Outcomes and Acceptable Outcomes. Where the application is in conflict with an Acceptable Outcome and is not otherwise conditioned to comply an assessment of the Performance Outcomes is contained in the Statement of Reasons in **Recommendation A** of this report.

Limited Development (Constrained Land) Zone

The subject site is located within the Limited Development (Constrained Land) Zone under the Rockhampton Region Planning Scheme 2015. The Limited Development (Constrained Land) Zone identifies:

1. *The purpose of the limited development (constrained land) zone code is to:*
 - a. *ensure that areas of historic subdivision (historic township or historic small lot rural subdivision located at Egan's Hill and along the Fitzroy River) without urban services or basic community facilities are not used for urban purposes;*
 - b. *provide for the development of a limited range of uses where the uses do not require access to an urban standard of infrastructure and where the intensity and type of use will not be affected by the constraints of the land;*
 - c. *minimise land use conflict and ensure that development is consistent with the amenity and characteristics of the surrounding area; and*
 - d. *manage the intensity and type of development at the Mount Morgan mine site, due to significant constraints, man-made hazards and a lack of suitable infrastructure.*

2. *The purpose of the zone will be achieved through the following outcomes:*
- a. *development within areas of historic subdivision (historic township or historic small lot rural subdivision) is limited to small-scale rural uses and outdoor sport and recreation, and is not for residential uses;*
 - b. *development does not compromise the operational, functional and location needs of surrounding land use or adversely affect the local character of the surrounding area;*
 - c. *development is sited and designed to reflect and respond to local natural landscape features and constraints on the land;*
 - d. *development is serviced by infrastructure that is commensurate with the needs of the use;*
 - e. *no further subdivision of land to create new lots occurs; and*
 - f. *the establishment of one (1) precinct within the zone where particular requirements are identified:*
 - i. *Mount Morgan mine precinct.*

An assessment of the proposed Dwelling House identifies that the development presents conflicts with the Limited Development (Constrained Land) Zone. An assessment against the purpose of the zone is contained in the Statement of Reasons in **Recommendation A** of this report.

Strategic Framework

The subject site is situated within the **Rural** designation under the scheme's strategic framework map. The strategic framework themes and their strategic outcomes, as identified within Part 3 of the Rockhampton Region Planning Scheme 2015 are applicable:

- Settlement Pattern
- Natural Environment and Hazards
- Community Identity diversity
- Access and Mobility
- Infrastructure and Services
- Natural Resources and Economic Development

An assessment of the proposal identifies that the development presents conflicts with elements of the Strategic Framework. An assessment against the Strategic Framework is contained in the Statement of Reasons in **Recommendation A** of this report.

INFRASTRUCTURE CHARGES

Charges Resolution (No. 2) of 2025 applied to the application, however Council resolves not to issue an Infrastructure Charges Notice for this development because the charges arising from the development are less than or equal to the credits applicable for the development.

Therefore, no infrastructure charges are payable, and an Infrastructure Charges Notice is not required.

CONSULTATION

The proposal was the subject of public notification between 6 July 2026 and 24 July 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and no submissions were received.

CONCLUSION

That the proposed development is not anticipated to compromise the Strategic Framework of Rockhampton Region Planning Scheme 2015. Furthermore, the proposal generally complies with the provisions included in the applicable codes. The proposal is therefore, recommended for approval in accordance with the approved plans and subject to the conditions outlined in the recommendation.

DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE

Locality Plan

Meeting Date: 25 August 2026

Attachment No: 1

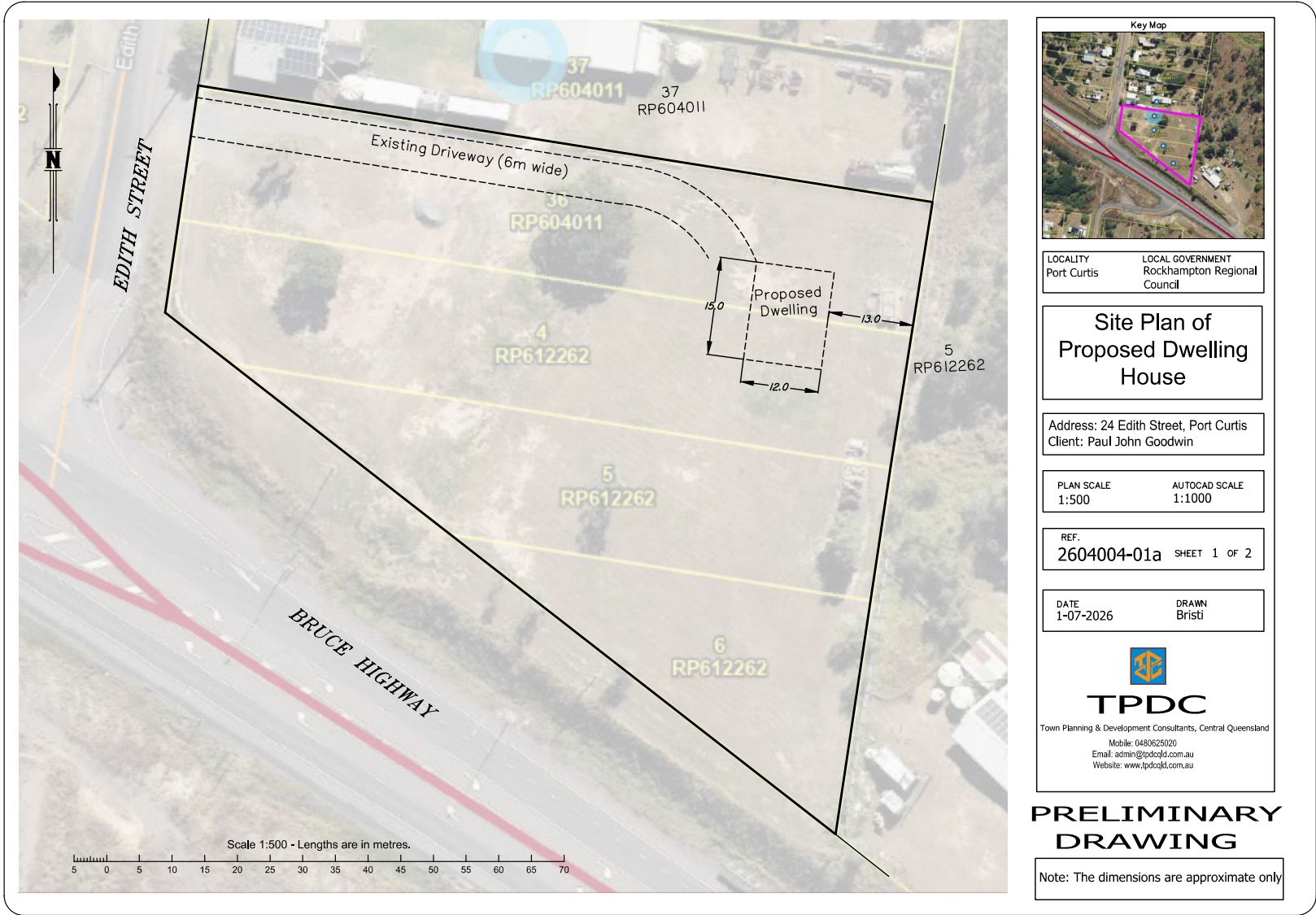


DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE

Site Plan

Meeting Date: 25 August 2026

Attachment No: 2

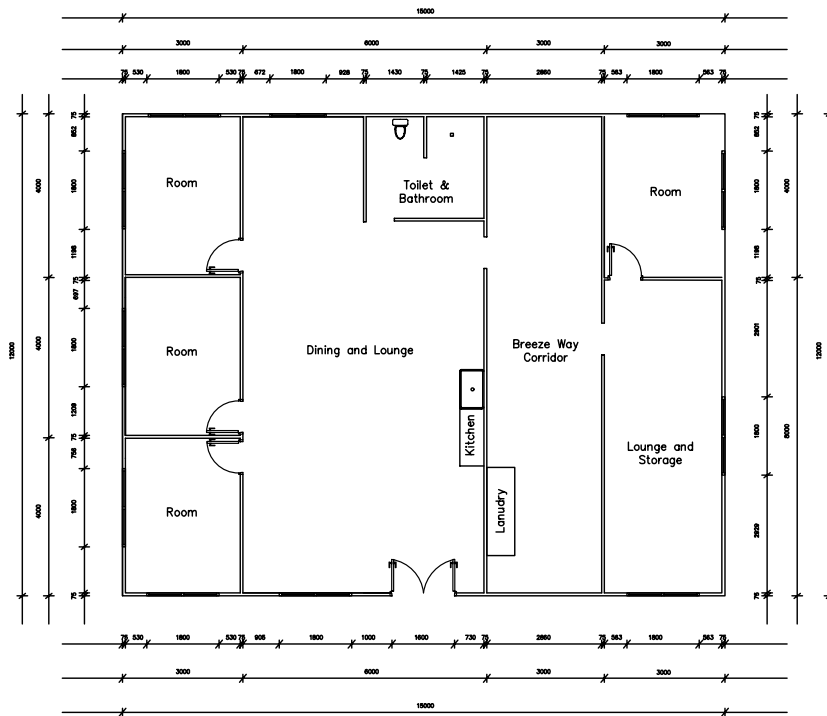


DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE

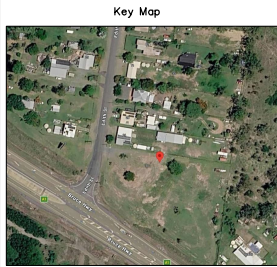
Floor Plan and Elevations

Meeting Date: 25 August 2026

Attachment No: 3



Floor Plan



LOCALITY
Port Curtis

LOCAL GOVERNMENT
Rockhampton Regional Council

Floor Plan of the Dwelling House

Address: 24 Edith Street, Port Curtis
Client: Paul John Goodwin

PLAN SCALE
1:100

AUTOCAD SCALE
1:1000

REF.
2604004-02

SHEET 1 OF 2

DATE
1-05-2026

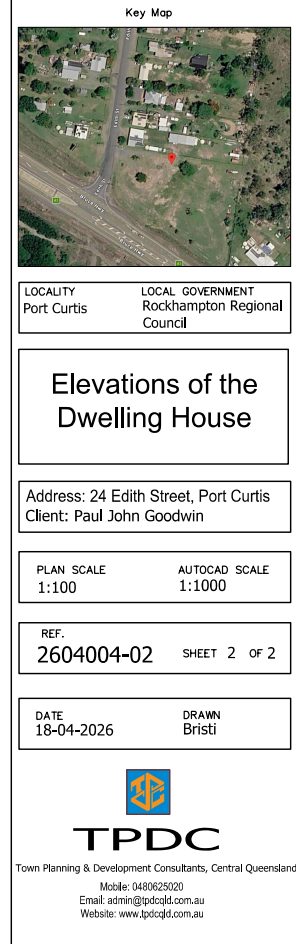
DRAWN
Bristi



TPDC

Town Planning & Development Consultants, Central Queensland
Mobile: 0480625020
Email: admin@tpdcqld.com.au
Website: www.tpdcqld.com.au

**PRELIMINARY
DRAWING**



PRELIMINARY
DRAWING

11.5 DEVELOPMENT APPLICATION FOR RECONFIGURING A LOT FOR A SUBDIVISION (ONE LOT INTO TWO LOTS)

File No: D/73-2026

Attachments: 1. [Locality Plan](#)
2. [Subdivision Plan](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Doug Scott - Manager Planning & Regulatory Services
Damon Morrison - General Manager Communities and Lifestyle

Author: Aidan Murray - Senior Planning Officer

SUMMARY

Development Application Number: D/73-2026

Applicant: S Heath

Real Property Address: Lot 230 on RP855799

Common Property Address: 240 Kalapa - Black Mountain Road, Kalapa

Area of Site: 63.07 hectares

Planning Scheme: Rockhampton Region Planning Scheme 2015 (v5.0)

Planning Scheme Zone: Rural Zone

Planning Scheme Overlays: Biodiversity Areas Overlay
Bushfire Hazard Overlay
Steep Land Overlay
Agricultural Land Classification Information Overlay

Existing Development: Dwelling House and Grazing/Agriculture

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

Category of Assessment: Assessable subject to impact assessment

Submissions: Nil

Referral Agency: Nil

OFFICER'S RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the application for a Development Permit for Reconfiguring a Lot for a Subdivision (one lot into two lots), made by S Heath, located at 240 Kalapa - Black Mountain Road, Kalapa, described as Lot 230 on RP855799, Council resolves to provide the following reasons for its decision:

STATEMENT OF REASONS

Description of the development

Reconfiguring a Lot for a Subdivision (one lot into two lots)

Reasons for Decision	
a) 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 b) 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.	
Assessment Benchmarks	
The development was assessed against the following assessment benchmarks: • Local Government Infrastructure Plan • Strategic Framework • Rural Zone Code • Reconfiguring a Lot Code • Access, Parking and Transport Code • Landscape Code • Stormwater Management Code • Water and Sewer Code • Filling and Excavation Code • Biodiversity Areas Overlay Code • Bushfire Hazard Overlay Code • Steep Land Overlay 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 exceptions listed below.	
Assessment Benchmark	Reasons for the approval despite non-compliance with benchmark
Strategic Framework	3.3 Settlement Pattern 3.3.6 Element – Rural 3.3.6.1 Specific Outcome (6) The proposed development conflicts with Specific Outcome (6) of the Rural designation element which prescribes that “subdivision of rural land will be regulated by minimum lot sizes established to maintain the productive potential of the land. The amalgamation of existing smaller lots into larger proportions is encouraged.” It is acknowledged the proposed subdivision will result in lots that are smaller than the prescribed minimum lot size for the Rural Zone. Despite this, the proposed development does comply on balance with the remaining relevant specific outcomes of the Rural designation element, particularly in relation to the following provisions: • Rural land is not used for urban development and is to be protected for its productive, landscape and natural resource values. • Development will not alienate or impact on the productive agricultural capacity of rural areas.

	Subdivision of rural land into rural residential lots will not occur, including areas adjoining land designated for rural residential development. The proposed development does not result in the creation or expansion of rural residential land beyond the designated areas. The subdivision proposes lot sizes that far exceed those seen in rural residential land and developments. The proposal is not considered to represent, facilitate or encourage future development for rural residential lots. The proposal can be supported based on the specific physical characteristics of the subject land. The productive capacity of the rural land will not be compromised by the development. The subdivision will not result in reduced potential for rural and agricultural production when compared to the pre-development conditions. Rural lands and natural areas will not be impacted by the subdivision and will continue to be maintained for their rural and landscape values. Therefore, on balance the proposed development is not anticipated to compromise the Strategic Framework of the <i>Rockhampton Region Planning Scheme 2015</i>.
Rural Zone Code	6.7.4.2 Purpose - Part (2), (f); and Performance Outcome (PO) 34 The proposed development does not comply with the following Overall Outcome (2), (f) of the Rural Zone Code Purpose: <i>f) "all rural land is maintained in large land holdings to protect the agricultural production capacity. In this regard, the reconfiguration of land only occurs when lot size is 100 hectares unless otherwise stated in a precinct"</i> The proposed development is for a subdivision (one lot into two lots) over land with a total site area of 63.07 hectares. At present, the site does not comply with the minimum lot size requirement for a lot located within the Rural Zone and is unable to achieve compliance with the overall outcome. Furthermore, the proposed development does not comply with Acceptable Outcome (AO) 34.1 which states: "Unless otherwise stated in a precinct the minimum lot size is 100 hectares". Despite this, the overarching Performance Outcome (PO) 34 states: "the further subdivision of land is limited to reflect the suitability of the land for primarily grazing purposes and to protect water quality, environmental and landscape values". The existing land parcel is bisected by Kalapa - Black Mountain Road, which runs east-west and physically separates the northern and southern parts of the lot on either side of the road. Subdivision of the land using the existing road as the new boundary will not reduce the suitability of the land to be used for grazing purposes or negatively impact on water quality or environmental and landscape values as the subdivision matches the existing physical characteristics of the site, specifically the existing segregation as a result of Kalapa - Black Mountain Road.

	Given the conflict with this part of the purpose and overall outcome of the Rural Zone Code, consideration has been given to the Strategic Framework of the Planning Scheme. The subdivision will not result in reduced potential for rural and agricultural production when compared to the pre-development conditions and will not compromise the rural and landscape values of the site and local area. The proposal would formalise legal and administrative separation of the land to align with the existing physical separation caused by Kalapa - Black Mountain Road. The subdivision proposes lot sizes that far exceed those seen in rural residential developments. The proposal is not considered to represent, facilitate or encourage future development for rural residential lots. The proposal can be supported based on the specific physical characteristics of the subject land. Ultimately, the proposed subdivision is considered to be generally consistent with the relevant provisions of the Strategic Framework, particularly in relation to the Rural designation under the settlement pattern theme and the provisions under the natural resources and economic development theme. Therefore, the proposed development is taken to comply with PO 34; and the non-compliance with part (2) (f) of the Rural Zone purpose is not anticipated to compromise the Strategic Framework of the <i>Rockhampton Region Planning Scheme 2015</i>.
Reconfiguring a Lot Code	Performance Outcome (PO) 7 The proposed development conflicts with Acceptable Outcome (AO) 7.1 as it does not meet the minimum area for lots located within the Rural Zone in accordance with Table 9.3.5.3.2 of the Reconfiguring a Lot Code. The current lot is 63.07 hectares, also below the minimum lot size for the Rural Zone, and is bisected by Kalapa - Black Mountain Road, which runs east-west physically separating the northern and southern parts of the lot on either side of the road. The proposed subdivision follows the physical characteristics of the site, specifically the existing segregation as a result of Kalapa - Black Mountain Road. Proposed Lot 230 contains an existing dwelling house, which will be fully contained in the new lot and will not be negatively affected by the subdivision. Proposed Lot 1 is currently vacant but allows for appropriate future development. The subdivision will not result in reduced potential for rural and agricultural production when compared to the pre-development conditions. Therefore, the proposed development is taken to comply with PO 7.
Relevant Matters	
The proposed development was not assessed against any relevant matters outside of the matters prescribed by regulation.	
Matters raised in submissions	
The proposal was the subject of public notification between 18 June 2026 and 8 July 2026, in accordance with the requirements of the <i>Planning Act 2016</i> and the	

Development Assessment Rules, and no submissions were received.

Matters prescribed by regulation

- The Rockhampton Region Planning Scheme 2015 (version 5.0)
- Central Queensland Regional Plan 2013
- The common material, being the material submitted with the application.

RECOMMENDATION B

THAT in relation to the application for a Development Permit for Reconfiguring a Lot for a Subdivision (one lot into two lots), made by S Heath, located at 240 Kalapa - Black Mountain Road, Kalapa described as Lot 230 on RP855799, Council resolves to approve the application subject to the following conditions:

1.0 ADMINISTRATION

- 1.1 The owner, the owner's successors in title, and any occupier of the premises 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 and completed:
 - 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 All works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards, unless otherwise stated.

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>Prepared by</u>	<u>Date</u>	<u>Reference No.</u>	<u>Version /Issue</u>
Reconfiguration Plan	CSG	17 April 2026	9906-01-ROL	A

- 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.

3.0 STORMWATER WORKS

- 3.1 All stormwater must drain to a demonstrated lawful point of discharge and must not adversely affect surrounding land or infrastructure in comparison to the pre-development conditions, including but not limited to blocking, altering or diverting existing stormwater runoff patterns or having the potential to cause damage to other infrastructure.

4.0 SITE WORKS

- 4.1 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.

5.0 ELECTRICITY

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

Alternatively, the approved development must be provided with an on-site energy supply installed in accordance with all laws and regulations and current best practices. The installation and maintenance of the on-site energy supply is to be borne by the landowner.

6.0 ASSET MANAGEMENT

- 6.1 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.

- 6.2 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.

7.0 OPERATING PROCEDURES

- 7.1 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 Kalapa-Black Mountain Road.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism website <https://www.dwatsipm.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. Infrastructure Charges Notice

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

NOTE 5. Provision for Sewer and Water services

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

NOTE 6. Rural Addressing

All Rural addressing must be provided to each lot in accordance with Council's rural addressing procedures and must be in accordance with *Australian/New Zealand Standard for Rural and Urban Addressing (AS4819:2011)*. Council will allocate new street numbering to proposed Lot 1 in accordance with this standard when a request for a driveway (access works) is applied for.

NOTE 7. Bushfire Prone Areas

Any future buildings in a bushfire prone area are required to be constructed in accordance with any bushfire management plan approved as part of this development permit and with *AS3959 – Construction of buildings in bushfire prone areas* and/or the *National Association of Steel-Framed Housing Standard: Steel framed construction in bushfire areas*. Regard should also be had to the *Bushfire Resilient Building Guide for Queensland Homes* published by the Queensland Government and CSIRO.

BACKGROUND**SITE AND LOCALITY**

The subject site located at 240 Kalapa - Black Mountain Road, Kalapa, formally described as Lot 230 on RP855799 is an irregular shaped lot and has a total site area of 63.07 hectares. The existing lot is separated into two parts by Kalapa - Black Mountain Road and is improved by an existing dwelling house and ancillary farm shed structures and domestic water tanks within the northern section. The site is located in the Rural Zone and is affected by the following overlays:

- Biodiversity Overlay containing Matters of State Environmental Significance (MSES), MSES Waterways and Biodiversity Corridors.
- Bushfire Hazard Overlay containing Very High Hazard and Buffer in the northernmost section as well as isolated Medium Hazard and Buffer on the southern section of the land.
- Steep Land Overlay containing gradient areas of 15% up to 20%, 25% and greater in the northern section of the land.

The subject site is immediately bound by Rural Zoned land on all sides with an unconstructed road reserve adjoining the western boundary of the northern section of the property. Adjoining the western boundary of the southern section of the site is Rowlands Road which is currently unsealed and appears to only be used by the lot immediately to the south of the subject allotment.

The wider area is characterised by Rural Zone land in all directions with Capricorn Highway further to the south and east of the site. The township of Stanwell is located approximately seven kilometres (7km) to the east of the subject allotment.

PROPOSAL

The Applicant seeks a Development Permit for Reconfiguring a Lot for a Subdivision (one lot into two lots) over the subject site. The subject land is 63.07 hectares and currently exists in two parts, physically separated by Kalapa - Black Mountain Road. No new boundaries are being created as part of the proposed subdivision which seeks to formally separate the physically separated parts of the land into separate land parcels and titles. Details of the proposed lot sized are shown in Table 1 below.

TABLE 1 – EXISTING AND PROPOSED LOT SIZES

CURRENT RPD	AREA (Ha)	PROPOSED LOT	PROPOSED AREA (Ha)
Lot 230 on RP855799	63.07	1	16.41
		230	46.66

PLANNING ASSESSMENT

MATTERS FOR CONSIDERATION

This application 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 Development Assessment Rules, based on consideration of the relevant State Planning Policy; State Government guidelines; the Council's Planning Scheme, Planning Policies and other general policies and procedures, as well as other documents as considered relevant.

HUMAN RIGHTS ACT

The relevant provisions of the *Human Rights Act 2019* have been considered as part of the decision-making process for this application.

Development Engineering Comments

Support, subject to conditions.

Public and Environmental Health Comments

Support, subject to conditions.

TOWN PLANNING COMMENTS

State Planning Policy 2017

Section 2.1 of Rockhampton Region Planning Scheme 2015 noted the State Planning Policy 2017 is integrated in the planning scheme. The State planning interests are therefore addressed as part of this assessment of the development against the Rockhampton Region Planning Scheme 2015.

Central Queensland Regional Plan 2013

The Central Queensland Regional Plan 2013 is a statutory document which came into effect on 18 October 2013. The Regional Plan is identified as being appropriately integrated with the Planning Scheme and therefore an assessment against the Planning Scheme is taken to be an assessment against the Central Queensland Regional Plan 2013.

Rockhampton Region Planning Scheme 2015

Rockhampton Regional Planning Scheme Codes

The following codes are applicable to this application:

- Rural Zone Code
- Reconfiguring a Lot Code
- Access, Parking and Transport Code
- Landscape Code

- Stormwater Management Code
- Water and Sewer Code
- Filling and Excavation Code
- Biodiversity Areas Overlay Code
- Bushfire Hazard Overlay Code
- Steep Land Overlay Code

An assessment has been made against the requirements of the abovementioned codes and the proposed development generally complies with the relevant Performance Outcomes and Acceptable Outcomes. Where the application is in conflict with an Acceptable Outcome and is not otherwise conditioned to comply an assessment of the Performance Outcomes is contained in the Statement of Reasons in **Recommendation A** of this report.

Rural Zone

The subject site is situated within the Rural Zone under the Rockhampton Region Planning Scheme 2015. The purpose of the Rural Zone identifies that:

1. *The purposes of the rural zone code is to:*
 - a. *ensure that land with productive capacity is maintained for a range of existing and emerging rural uses that are significant to the economy of the planning scheme area;*
 - b. *recognise that different types of rural land are suited to specific uses such as animal industries, horticulture, cropping, intensive animal industries, intensive grazing and extractive industries;*
 - c. *prevent the establishment of development which may limit the productive capacity of the land;*
 - d. *provide for diversification of rural industries where impacts can be managed; and*
 - e. *maintain the environmental values of all rural land.*
2. *The purpose of the zone will be achieved through the following outcomes:*
 - a. *development in the zone accommodates predominantly rural uses;*
 - b. *development:*
 - i. *does not detract from the scenic landscape features of rural land including the Fitzroy River, floodplains, lagoons, wetlands, salt pans, mountains and ridges and the coastline;*
 - ii. *is responsive to the environmental characteristics and constraints of the land, and minimises impacts on natural features such as waterways, wetlands and remnant vegetation;*
 - iii. *has legal and practical access to the road hierarchy;*
 - iv. *is serviced by infrastructure that is commensurate with the needs of the use; and*
 - v. *maximises energy efficiency and water conservation;*
 - c. *non-rural uses may be appropriate where they do not detract from the productivity or residential amenity of rural areas and can demonstrate:*
 - i. *a direct relationship with the rural use in the immediate locality; or*
 - ii. *the potential to make a contribution to primary production or the diversification of rural industries; or*
 - iii. *a need to be remote from urban uses as a result of their impacts; or*

- iv. *they cannot be located in an urban area (for example, due to land area requirements);*
- d. *transport and freight uses, which do not meet the definition of a home based business, are not established in the rural zone;*
- e. ***development does not alienate or impact on the productive agricultural capacity of rural areas and agricultural land is protected from incompatible development;***

Editor's note—Agricultural land classified as Class A or Class B is identified on the agricultural land classification overlay map OM-13.

- f. ***all rural land is maintained in large land holdings to protect the agricultural production capacity. In this regard, the reconfiguration of land only occurs when lot size is 100 hectares unless otherwise stated in a precinct;***
- g. *animal keeping (being kennels and catteries), intensive animal industries, intensive horticulture, aquaculture and rural industries establish where they:*
 - i. *are located on sites that are large enough to accommodate appropriate buffering to sensitive land use(s), residential, township and emerging community zones. Intensive animal industries are preferred in proximity to the lower Fitzroy River, west of Ridgeland;*
 - ii. *do not cause adverse impacts on sensitive land use(s) in relation to traffic, noise and air quality;*
 - iii. *do not cause a negative impact on water quality;*
 - iv. *protect natural, scenic and environmental values;*
 - v. *do not diminish the productive capacity of other land nearby;*
 - vi. *gain access from roads which are constructed to accommodate the traffic generated by the use; and*
 - vii. *are not located in areas identified on the Agricultural Land Classification (ALC) overlay maps (except for intensive horticulture);*
- h. *Rural workers' accommodation is appropriate where:*
 - i. *directly associated with the primary rural use undertaken at the site;*
 - ii. *compatible with the rural character of the zone;*
 - iii. *not compromising the existing or potential future operation of rural uses on adjoining lots; and*
 - iv. *not located in areas identified on the Agricultural Land Classification (ALC) overlay maps;*
- i. *urban and rural residential development is contained within the designated growth areas and does not expand into the rural zone;*
- j. *sensitive land use(s) are adequately separated from animal keeping (being kennels and catteries), intensive animal industry, aquaculture, rural industry, and industrial zoned areas (including the Gracemere industrial area, Stanwell power station, Bajool explosives reserve and Bouldercombe brickworks);*
- k. *renewable energy facilities are located on sites that are large enough to accommodate appropriate buffering from sensitive land use(s) and minimise adverse impacts on the natural environment;*
- l. *extractive industries (including Marmor limeworks) on rural land are protected from encroachment by incompatible uses;*

- m. extractive industry minimises environmental and traffic impacts. Once the operation has ceased the site is rehabilitated;*
- n. aquaculture activities may be integrated with horticulture operations, where benefits of diversification are evident and there are no adverse impacts on amenity, ecological values and existing fish habitats; and*
- o. the establishment of two (2) precincts within the zone where particular requirements are identified:*
 - i. Alton Downs precinct; and*
 - ii. Cropping and intensive horticulture precinct.*

An assessment of the proposal identifies that the development presents conflicts with the purpose of the Rural Zone. An assessment against the purpose of the zone is contained in the Statement of Reasons in **Recommendation A** of this report.

Strategic Framework

The subject site is situated within the **Rural designation** under the scheme's strategic framework map. The strategic framework themes and their strategic outcomes, as identified within Part 3 of the *Rockhampton Region Planning Scheme 2015 (version 5.0)* are applicable:

- Settlement Pattern
- Natural Environment and Hazards
- Community Identity diversity
- Access and Mobility
- Infrastructure and Services
- Natural Resources and Economic Development

An assessment of the proposal identifies that the development presents conflicts with elements of the Strategic Framework. An assessment against the Strategic Framework is contained in the Statement of Reasons in **Recommendation A** of this report.

INFRASTRUCTURE CHARGES

Charges Resolution (No. 2) of 2025 for **Reconfiguring a Lot** applies to the application. The Infrastructure Charges are as follows:

- (a) A charge of \$73,341.40 for two (2) new allotments; and
- (a) An Infrastructure Credit of \$36,670.70 applicable for the existing one (1) allotment.

The calculations are reflected in the below table:

Column 1 Use	Column 2 Infrastructure Charge (\$)	Column 3 Unit	Column 4 Calculated Charge
Reconfiguring a lot	36,670.70	per lot	\$73,341.40
Total Charge			\$73,341.40
Charge (including PPI)			\$75,242.32
Total Credit			\$36,670.70
Credit (including PPI)			\$37,621.16
TOTAL LEVIED CHARGE			\$37,621.16

Therefore, a total charge of \$37,621.16 is payable and will be reflected in an Infrastructure Charges Notice for the development.

CONSULTATION

The proposal was the subject of public notification between 18 June 2026 and 8 July 2026, in accordance with the requirements of the Planning Act 2016 and the Development Assessment Rules, and no submissions were received.

CONCLUSION

THAT the proposed development is not anticipated to compromise the Strategic Framework of *Rockhampton Region Planning Scheme 2015*. Furthermore, the proposal generally complies with the provisions included in the applicable codes. The proposal is therefore, recommended for approval in accordance with the approved plans and subject to the conditions outlined in the recommendation.

**DEVELOPMENT APPLICATION FOR
RECONFIGURING A LOT FOR A
SUBDIVISION
(ONE LOT INTO TWO LOTS)**

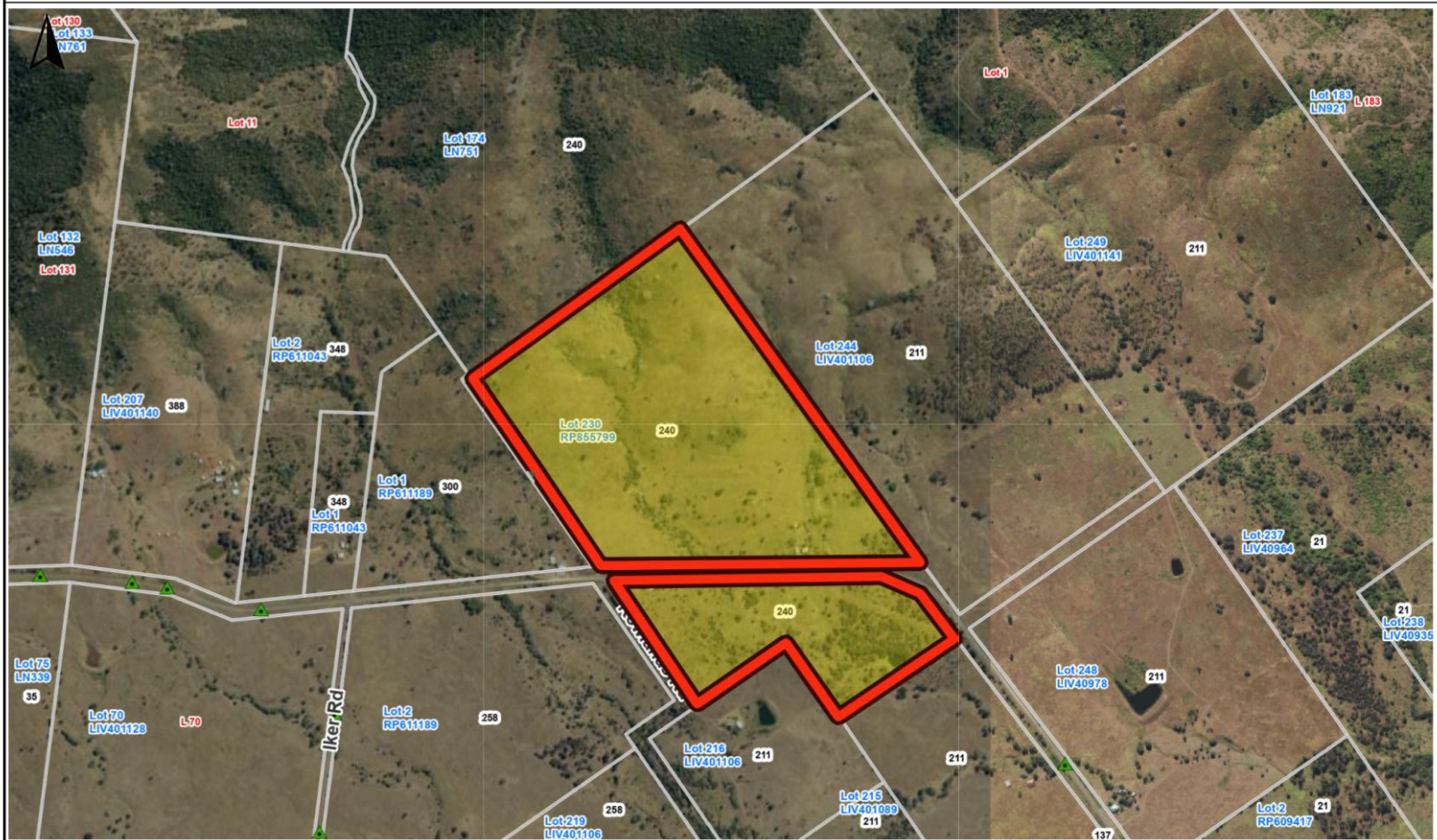
Locality Plan

Meeting Date: 25 August 2026

Attachment No: 1

D/73-2026 - Locality Plan

Printed from RGSIS on 14-August-2026
A4 Page - Scale 1: 12098



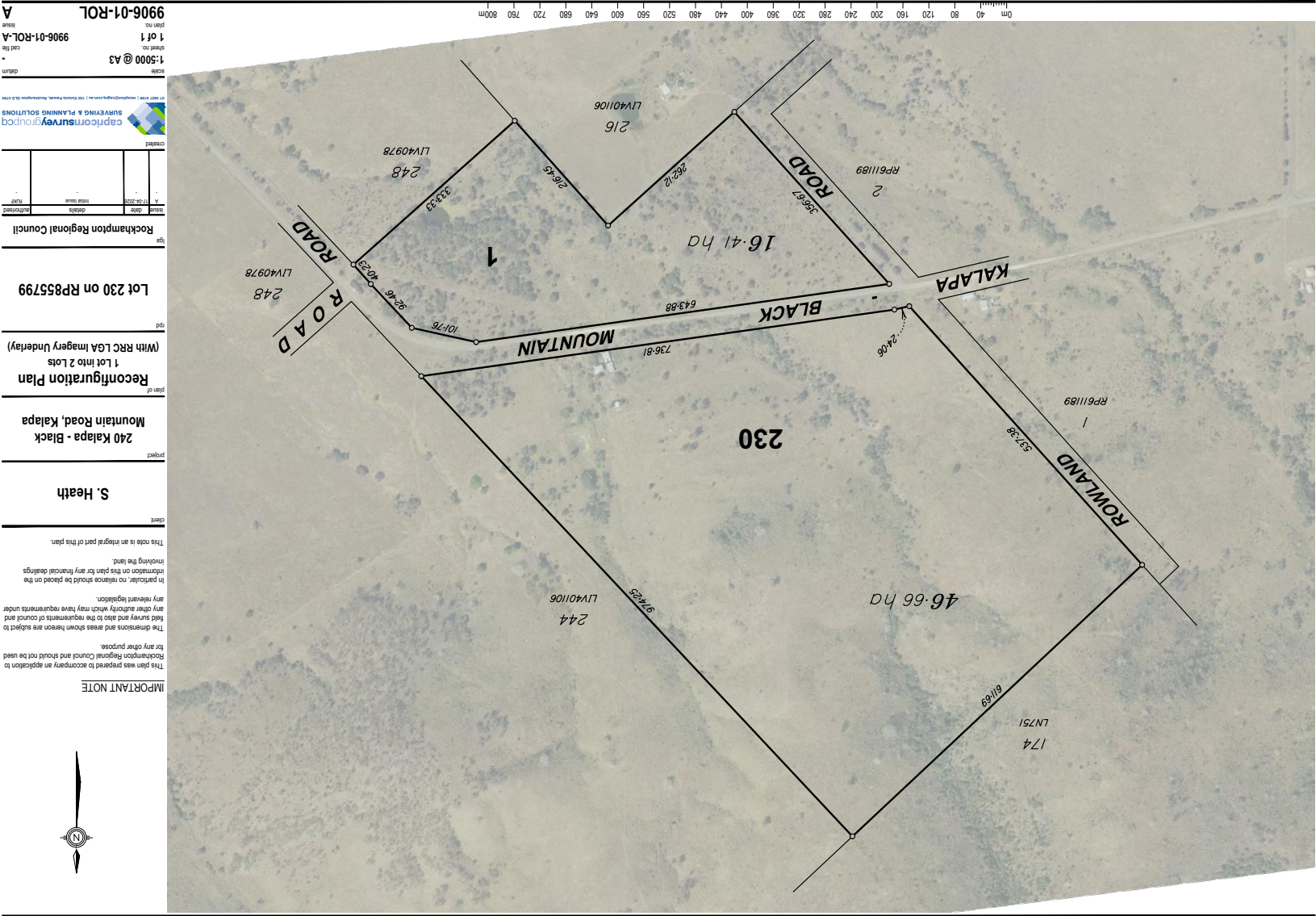
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**DEVELOPMENT APPLICATION FOR
RECONFIGURING A LOT FOR A
SUBDIVISION
(ONE LOT INTO TWO LOTS)**

Subdivision Plan

Meeting Date: 25 August 2026

Attachment No: 2



IMPORTANT NOTE

This plan was prepared to accompany an application to Rockhampton Regional Council and should not be used for any other purpose.

The dimensions and areas shown hereon are subject to field survey and also to the requirements of council and any other authority which may have requirements under any relevant legislation.

In particular, no reliance should be placed on the information on this plan for any financial dealings involving the land.

This note is an integral part of this plan.

S. Heath

project
240 Kalapa - Black Mountain Road, Kalapa

plan of
Reconfiguration Plan
1 Lot into 2 Lots
(With RRC LGA Imagery Underlay)

pid
Lot 230 on RP855799

Rockhampton Regional Council

authorised	date	drawn	checked
	17-04-2026		

caphtec
SURVEYING & PLANNING SOLUTIONS

9906-01-ROL-A
1 of 1
1:5000 @ A3
9906-01-ROL-A
A

11.6 ROCKHAMPTON LOCAL DISASTER MANAGEMENT PLAN

File No:	4704
Attachments:	1. Rockhampton Local Disaster Management Plan 2026 <u>↓</u> 2. LDMG Terms of Reference <u>↓</u>
Authorising Officer:	Martin Crow - Manager Infrastructure Planning Peter Kofod - General Manager Regional Services
Author:	Claudine Cassar - Coordinator Disaster Management

SUMMARY

The Rockhampton Region Local Disaster Management Plan has been reviewed and updated by the Rockhampton Region Local Disaster Management Group.

OFFICER'S RECOMMENDATION

THAT Council:

1. adopt the Rockhampton Region Local Disaster Management Plan 2026, and
2. endorse the Local Disaster Management Group Terms of Reference.

COMMENTARY

The purpose of the Rockhampton Region Local Disaster Management Plan (LDMP) is to enhance community safety through the development of effective disaster management strategies in order to ensure effective planning and co-ordination of available resources to assist communities to mitigate wherever possible, the potential adverse effects of an event, prepare for managing the effects of an event, and effectively respond to, and recover from, a disaster or an emergency situation.

The LDMP has not been developed for the management of commonly occurring incidents which are within the capacity of the individual combat agencies or major incidents which are within the capacity of the nominated lead agency with a threat specific role. However, elements of the LDMP may be activated in support of a lead agency responding to a major incident.

In the event of a disaster, decision-making authority for disaster management in the local government area rests with the Local Disaster Management Group (LDMG). Such authority involves the coordination of disaster operations and activities performed during all four stages of disaster management - prevention, preparedness, response and recovery.

After consultation with all LDMG members, the LDMG has endorsed the Rockhampton Region Local Disaster Management Plan and is seeking Council's support on the basis that the Rockhampton Region Local Disaster Management Plan and LDMG Terms of Reference are appropriate to manage the region's disaster related risks and to build a resilient and prepared community.

The adopted Plan and Terms of Reference will be made available to the public on Council's website, once endorsed by Council. The two documents we are seeking adoption are attached to this report.

PREVIOUS DECISIONS

The LDMP and Terms of Reference were last presented to and endorsed by Rockhampton Regional Council on 9 July 2024.

BUDGET IMPLICATIONS

There are no budget implications.

LEGISLATIVE CONTEXT

This Plan has been developed in accordance with section 57 and 58 of the *Disaster Management Act 2003* and the following documents to provide for effective disaster management in the Rockhampton Region:

- The Queensland Standard for Disaster Management (2021)
- The Queensland Strategic Policy Statement (2016)
- The Queensland Interim State Disaster Management Plan (2025)
- Emergency Management Assurance Framework (2021)
- Queensland Strategy for Disaster Resilience 2022 - 2027
- Rockhampton Region Emergency Risk Management Assessment (QERMF) (2021)
- The Rockhampton Region Bushfire Management Study, Strategy and Mitigation Plan (2020)

Human rights implications have been considered in the provision of these plans.

LEGAL AND RISK IMPLICATIONS

The Rockhampton Region Emergency Risk Management Assessment (2021) has informed this Plan review, considering the current community context, the region's vulnerabilities and strengths.

CORPORATE/OPERATIONAL PLAN

Not applicable.

CONCLUSION

The Local Disaster Management Plan is intended to be a live document to be regularly reviewed, assessed and amended where necessary. Risk management underpins disaster management; the Plan proactively supports a multiagency approach to continuing to understand the threats and opportunities, collaboration on preparedness and mitigation and planning for response and recovery to build a resilient community.

The LDMG has reviewed and updated the LDMP, and the LDMG Terms of Reference, and consider them appropriate to manage the Region's disaster related risks and to build a resilient and prepared community.

ROCKHAMPTON LOCAL DISASTER MANAGEMENT PLAN

Rockhampton Local Disaster Management Plan 2026

Meeting Date: 25 August 2026

Attachment No: 1



LOCAL DISASTER MANAGEMENT PLAN



ACKNOWLEDGMENT OF TRADITIONAL CUSTODIANS

Rockhampton Regional Council acknowledges the traditional custodians of the land which is now known as the Rockhampton Region - the Darumbal People, the Gaangalu Nation People and Barada Kabalbara Yetimarala People - and pay respects to their Elders past, present and emerging.

We also acknowledge the Torres Strait Islander people whose land is in the Torres Strait but who live and work on Aboriginal land.

VERSION

July 2026 Edition

INTERPRETING SERVICES

Rockhampton Regional Council is committed to providing accessible services to persons of all cultural and linguistic backgrounds. If you have difficulty understanding this publication and need a translator, please call the Translating and Interpreting Service on 131 450 or the National Relay Service 1300 555 727.

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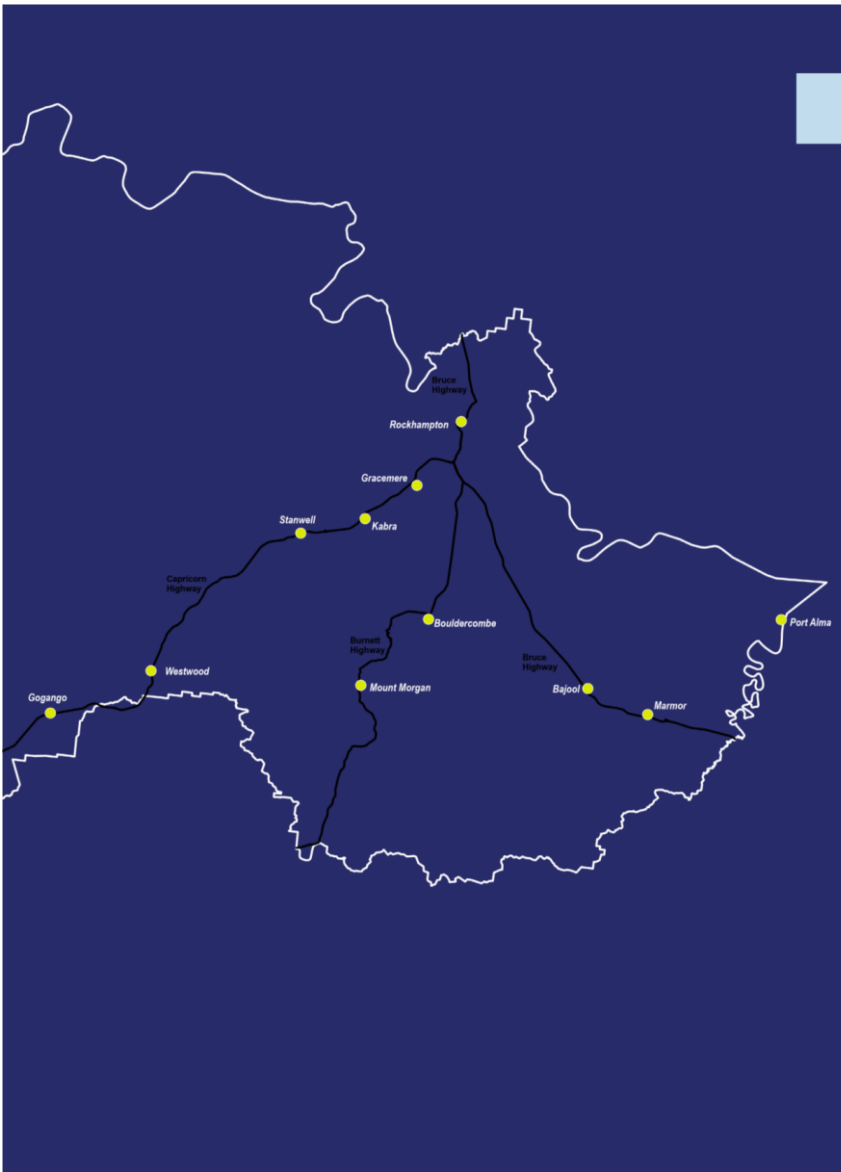
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FOREWORD

The Rockhampton Region is admired for its strength, resilience and ability to adapt and grow through change. People value the relaxed lifestyle, outdoor living and the natural beauty that makes this region such a great place to live. While this landscape supports our communities and economy, it can also bring natural hazards. When disasters occur, they can cause harm, loss and disruption across our communities.

Natural disasters are something we know all too well. They're part of life here, and over time we've built a strong reputation for resilience and adaptability. Through experience, we've learned valuable lessons and turned them into practical actions. Individuals, businesses, organisations, Council and government agencies all play a role in preparing for and reducing the impacts of future events. That said, no two disasters are ever the same. Ongoing risk assessments show that the threats we're most familiar with may not always be the ones that pose the greatest risk in the future. That's why it's important for all of us to keep reviewing possible scenarios and planning how we'll respond if they occur.

Disaster management in Queensland is built on shared responsibility. It relies on consultation, collaboration, coordination and clear communication. This includes all levels of government, non-government and not-for-profit organisations, disaster management groups and others with legislated roles. Rockhampton Regional Council is committed to making sure our region is prepared for whatever comes our way. This work is led through the Local Disaster Management Group and delivered via the Local Disaster Management Plan.

A key part of our role is understanding the hazards and risks that could affect the safety of our communities. From there, we put measures in place for mitigation, preparedness, response and recovery, within the scope of our responsibilities and available resources.

The Rockhampton Region Local Disaster Management Group is experienced and well-resourced to manage the impacts we're likely to face. We continue to strengthen our capabilities over time. Importantly, disaster management is a shared responsibility with the community. By working together, we aim to help people prepare for future events by building resilience through education, raising awareness, improving understanding of risks, and supporting the community to take action before, during and after disasters.

On behalf of the Rockhampton Region Local Disaster Management Group, thank you for taking the time to read this Local Disaster Management Plan. We appreciate your support and look forward to working together to keep our communities' safe places to live, work and play.



Mayor Tony Williams
Chair
Rockhampton Region Local Disaster Management Group

EMERGENCY CONTACTS

IMPORTANT CONTACTS

Rockhampton Region Emergency Dashboard - emergency.rockhamptonregion.qld.gov.au

LIFE THREATENING EMERGENCY - triple zero (000)
Police | Fire | Ambulance

Rockhampton Region Local Disaster Coordination Centre - 1300 652 659
Only operational in the event of a disaster

OTHER CONTACTS

Animal Management Centre - (07) 4936 8555

Bureau of Meteorology - bom.gov.au

Department of Transport and Main Roads - qldtraffic.qld.gov.au
Road conditions - 13 19 40

Ergon Energy - ergon.com.au/network/outages/outage-finder
Customer Service - 13 74 66
Faults only - 13 22 96

Life threatening emergencies only - 000 or 13 16 70

Get Ready Queensland - getready.qld.gov.au

Maritime Safety Queensland: Waterways - Gladstone.maritime@msq.qld.gov.au
Gladstone Office (office hours) - (07) 49715200
Gladstone VTS (after hours) - (07) 48390208

Policelink non urgent police reporting - 131 444

QF19 Australian Volunteer Coast Guard Rockhampton - (07) 4921 2266

Queensland Ambulance non urgent - 131 233

Queensland Fire Department non urgent - fire.qld.gov.au

Rockhampton Regional Council - Customer Service - (07) 4932 9000
After hours emergency contact - 130 22 55 77

State Emergency Service (SES) - ses.qld.gov.au

Wildlife Rescue - 1300 264 625

RADIO STATIONS

ABC Capricornia - 837AM
Radio 4RO - 990AM
KeppelFM - 93.1FM
4YOU - 98.5FM
Triple M - 101.5FM
Hit FM - 107.9FM

PLAN AUTHORISATION

The Rockhampton Regional Council Local Disaster Management Plan (the Plan) has been prepared by the Local Disaster Management Group and under the authority of the Rockhampton Regional Council in accordance with section 57 of the Disaster Management Act 2003 (An Act to provide for matters relating to disaster management in the State, and for other purposes), hereinafter referred to as the 'Act'.

In accordance with section (80(1)(b) of the Act, Rockhampton Regional Council approves the Plan.

Mayor Anthony Williams
Chair, Rockhampton Regional Council
Local Disaster Management Group

 27.7.2026

Peter Kofod
Local Disaster Coordinator
Rockhampton Regional Council
Local Disaster Management Group

 27.7.2026

IMPORTANT INFORMATION

The Plan is a controlled document. The controller of the document is the Local Disaster Coordinator (LDC) on behalf of the Local Disaster Management Group (LDMG).

Any proposed amendments to the Plan are to be forwarded in writing to:

Local Disaster Coordinator,
Local Disaster Management Group
Rockhampton Regional Council
PO Box 1860, Rockhampton, QLD, 4700

Minor amendments may be approved out of meeting, however, any significant alterations that change the intent of the Plan must be submitted to the local group for endorsement and then provided to Council for approval.

The Plan is divided into ten (10) parts:

Part 1- Administration
Part 2- Governance
Part 3- Risk Assessment
Part 4- Local Capacity and Capability
Part 5- Prevention

Part 6- Preparedness
Part 7- Response
Part 8- Recovery
Part 9- Resilience building
Part 10- Appendices.

Information and advice for residents, business operators and visitors can be accessed on the Council Services Disaster Management page on the Rockhampton Regional Council website.¹

The disaster management website is designed to provide the following localised information:

- An Emergency Dashboard² detailing real-time disaster/emergency information
- Advice on what to do before, during and after a disaster event
- Resources, fact sheets and videos to help to get ready for a disaster
- Common disasters in the region
- Council's role and plans
- Community engagement and education
- Vulnerable persons
- Volunteering opportunities

¹ Council Services Disaster Management page

² Emergency Dashboard

AMENDMENT CONTROL

Amendment	Date	Plan update	Date approved by LDMG
Version no. 1.0	13/01/22	Amendment content	25/01/22
Version no. 2.0	10/01/23	Minor plan review. Warnings, public information and community education consolidated, with duplicate content removed across plans.	
Version no. 3.0	16/12/24	Minor plan review. Additions of climate change section, offers of assistance and amendment of agency names.	
4.0	11/05/26	Major review.	

DISTRIBUTION

The plan will be disseminated to all members of the LDMG, and Council will be responsible for maintaining the associated distribution list.

ABBREVIATIONS

AAR	After-action Review
The 'Act'	Disaster Management Act 2003
ADF	Australian Defence Force
AGDRP	Australian Government Disaster Recovery Payment
AIIMS	Australasian Inter-service Incident Management System
AWS	Australian Warning System
BCP	Business Continuity Plan
Bureau	Bureau of Meteorology
C2C	Council to Council
CDO	Counter Disaster Operations
CEO	Chief Executive Officer (of Council)
Council	Rockhampton Regional Council
CRMP	Crisis Response Management Plan
DACC	Defence Assistance to the Civil Community
DDC	District Disaster Coordinator
DDMG	District Disaster Management Group
DDCC	District Disaster Coordination Centre

DMU	Disaster Management Unit (of Council)
DRA	Disaster Recovery Allowance
DRFA	Disaster Recovery Funding Arrangements
EA	Emergency Alert
EMAF	Emergency Management Assurance Framework
EV CREW	Emergency volunteering crew
IAP	Incident Action Plan
IGEM	Inspector-General Emergency Management
IMS	Incident management system
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LGA	Local Government Area
LRC	Local Recovery Coordinator
LRG	Local Recovery Group
MSQ	Maritime Safety Queensland
NGO	Non-Government Organisation
NSP	Neighbourhood Safer Place
PHAS	Personal Hardship Assistance Scheme
PPRR	Prevention, Preparedness, Response and Recovery
PSPA	Public Safety Preservation Act
QAS	Queensland Ambulance Service
QDMA	Queensland's Disaster Management Arrangements
QDMC	Queensland Disaster Management Committee
QDMTF	Queensland Disaster Management Training Framework
QERMF	Queensland Emergency Risk Management Framework
QFD	Queensland Fire Department
QPS	Queensland Police Service
QRA	Queensland Reconstruction Authority
RFA	Request For Assistance
SDCC	State Disaster Coordination Centre
SDCG	State Disaster Coordination Group
SDMP	State Disaster Management Plan
SDRA	State Disaster Relief Arrangements
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SitRep	Situation Report
SMS	Short Message Service
SOP	Standard Operating Procedure
SRC	State Recovery Coordinator

Refer to Appendix C of this document for a list of definitions.



PART 1 - ADMINISTRATION

1.1 PURPOSE

The purpose of the Local Disaster Management Plan (the Plan) is to apply the provisions of the Act and associated disaster management doctrine to ensure that Council meets its disaster management obligations.

1.2 AIM

The aim of the Plan is to enable Council to mitigate the effects of, prepare for, respond to, recover from, and build resilience to, disaster events.

1.3 KEY OBJECTIVES

- To mitigate the potential adverse effects of an event through the implementation of preventative strategies.
- To prepare for managing the effects of an event as described in s.16 of the Act.
- To effectively respond to and recover from a disaster event in a timely manner.
- To adapt to the impacts of a disaster and build a more disaster-resilient community.

1.4 SCOPE

The Plan is intended for disaster management stakeholders within the Rockhampton region. Key stakeholders include the local government and their community and may also include relevant State departments and agencies, non-government and not-for-profit organisations, and essential service providers.

The Plan establishes the framework, arrangements and practices that enable disaster management in the Rockhampton Regional Council.

1.5 AVAILABILITY FOR INSPECTION

In accordance with s60 of the Act, a local government must ensure a copy of the Plan is made available for inspection, free of charge, to members of the public. The Plan is available at:

Online at: rockhamptonregion.qld.gov.au/CouncilServices/Disaster-Management.

For viewing at: City Hall, Bolsover Street, Rockhampton.

It is not mandatory to share Sub-Plans of the LDMP publicly and is only done at the discretion of the LDMG.

1.6 PLANNING CYCLE

Figure 1 describes the 12-month planning cycle highlighting the following indicative activities:

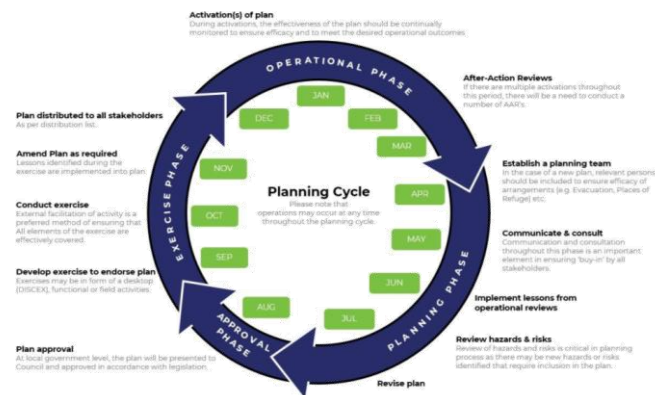


Figure 1 - Planning Cycle

Note: The operational phase is recognised as the period from November to end of March. However, significant operations may occur at any time. Planning and exercise phases may need to be modified to suit the circumstances.

Period	Phase	Comments
November to March	Recognised operational period	While it is recognised historically as the seasonal operational period, operations may occur at any time. As such, the planning and exercising phases of the cycle may have to be modified to suit the circumstances.
July to August	Review and approval	Period where plans are reviewed and revised based on lessons identified from operations etc.
August to November	Testing / evaluation	Plans are exercised to ensure operational efficacy. Minor amendments may be made.

1.7 PLANNING STRUCTURE

In accordance with the Act, Council must prepare a Local Disaster Management Plan for their local government area (LGA). The Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline³ (the Guideline) also recommends the development of sub-plans that relate to hazards or functions that may be relevant to the region.

Figure 2 illustrates the relationship between the Plan and relevant hazard specific and functional sub-plans, which are local to the Rockhampton region.

The Sub Plans are endorsed by the LDMG under the provisions of the Act and reviewed regularly as a major component of preparedness. All Sub Plans are to be approved by Council.



Figure 2 - Disaster planning structure

³ Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline

1.8 LIABILITY

Except for provisions in Part 11 of the Act (Provisions about compensation and policies of insurance), the State, Ministers, Local Governments and officials are not civilly liable for actions or omissions made in good faith. This protection applies as long as they did not show reckless disregard for the risk of causing personal injury or damage to property. This section does not prevent anyone from further limiting their liability under the Civil Liability Act 2003.

1.9 REVIEW AND RENEWAL

The Plan should be renewed in accordance with the provisions described under s59 of the Act, in that, the Plan:

- May be reviewed or renewed when the local government considers it appropriate, however the effectiveness of the Plan must be reviewed at least once per year
- Reviewing the Plan annually ensures a high level of operational efficacy.

Circumstances which may necessitate a review include:

- Activation of the Plan or elements of the Plan due to an event
- A training activity designed to practice or evaluate specific aspects of the Plan, or its overall operational efficacy
- Significant changes to an entity's roles, responsibilities, or functions
- Operational changes
- Emerging hazards (e.g., COVID-19)
- Following an assessment of the Plan in line with the Emergency Management Assurance Framework (EMAF).

PART 2 - GOVERNANCE

2.1 AUTHORIZING ENVIRONMENT

The Act (including the Regulation) forms the legislative basis for disaster management within all levels of government and Queensland's Disaster Management Arrangements (QDMA).

The Act binds all persons undertaking disaster management in Queensland and is supported by enabling doctrine (Instruments of the legislation – refer to below figure – including the Queensland Disaster Management Strategic Policy Statement, the Standard for Disaster Management (the Standard), the Guideline, and the Queensland State Disaster Management Plan (SDMP).

Figure 3 illustrates the relationship between the legislation, the instrument of the legislation and disaster management planning according to the Emergency Management Assurance Framework ⁴.

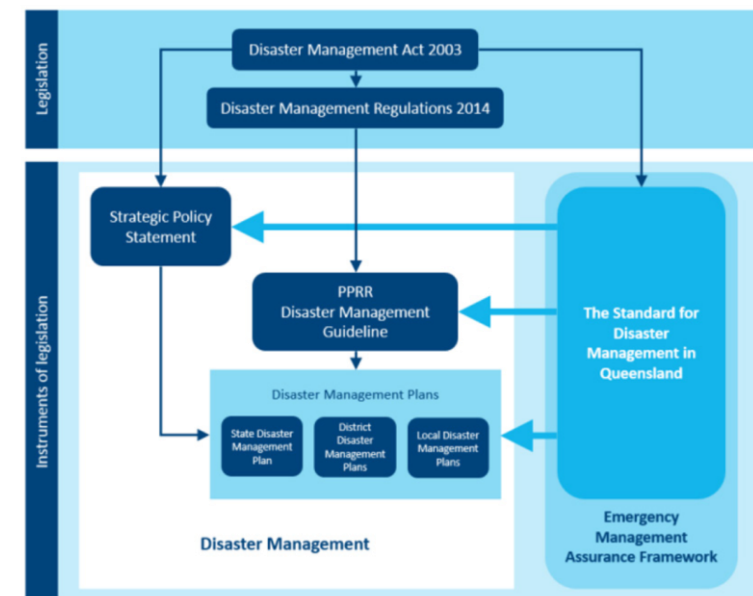


Figure 3 - Authorizing environment.

⁴ New Emergency Management Assurance Framework.

2.2 APPLICATION OF THE ACT

This Act binds all persons including the State and, as far as the legislative power of the Parliament permits, the Commonwealth and the other States (s.5).

2.3 LEGISLATION AND SUPPORTING DOCTRINE

Legislation

Disaster management in Queensland is founded on the Act and Regulation. Appendix A details the provisions of that legislation that relate specifically to local government and apply to the Plan.

Supporting doctrine ('Instruments of the legislation')

Instruments of the legislation are legally binding, subordinate laws made by an authorised person or body under power delegated by Parliament, rather than in an Act. They provide detailed, flexible rules, such as guidelines, standards and other associated doctrine to support the application of statutory powers. They include:

- Queensland Government 2016 Strategic Policy Statement**
The Queensland Disaster Management Strategic Policy Statement ⁵ informs the Queensland Government's strategic approach to keeping people safe and making communities more resilient to disaster risks and impacts. (Refer s.4A (c) of the Act)
- Standard for Disaster Management**
The Standard for Disaster Management (the Standard)⁶ establishes the outcomes to be achieved for all entities involved in disaster management. (Refer s.58 of the Act)
- (Interim) Prevention, Preparedness, Response and Recovery Disaster Management Guideline (the Guideline)**
The interim Prevention, Preparedness, Response and Recovery Disaster Management Guideline (the Guideline)⁷ informs the State group, district groups and local governments within QDMA about matters relating to:
 - The preparation of disaster management plans
 - The matters to be included in a disaster management plan
 - Other matters about the operation of a district group or local group the Police. Commissioner considers appropriate having regard to disaster management for the State. (Refer s.6(c) and 58 of the Act).
- Interim State Disaster Management Plan 2024-25**
The interim State Disaster Management Plan 2024-25 (SDMP)⁸ establishes the framework, arrangements and practices that enable disaster management in Queensland. It includes guidance for disaster management stakeholders through the provision of commentary and directions to supporting documents such as plans, strategies and guidelines. Refer s.4A(c) of the Act.

2.4 COUNCIL POLICY

Council has adopted a Disaster Management Policy which fosters the ownership of disaster management in all departments within the Council. This in turn supports the actions of the LDMG and objectives of the Plan.

⁵ The Queensland Disaster Management Strategic Policy Statement

⁶ Inspector-General Emergency Management, The Standard for Disaster Management

⁷ The interim Prevention, Preparedness, Response and Recovery Disaster Management Guideline

⁸ State Disaster Management Plan 2024-25

2.5 GUIDING PRINCIPLES

Section 4A(a) of the Act specifies that disaster management should be planned across the following four (4) phases described in the following table. The Plan is based on these four phases:

Phase	Description
Prevention	The taking of preventative measures to reduce the likelihood of an event occurring or, if an event occurs, to reduce the severity of the event.
Preparedness	The taking of preparatory measures to ensure that, if an event occurs, communities, resources and services are able to cope with the effects of the event.
Response	The taking of appropriate measures to respond to an event, including action taken and measures planned in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support.
Recovery	The taking of appropriate measures to recover from an event, including action taken to support disaster-affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic, and physical wellbeing, and the restoration of the environment.

2.6 QUEENSLAND'S DISASTER MANAGEMENT ARRANGEMENTS (QDMA)

Queensland's disaster management arrangements are based on a four-tiered approach⁹ of providing progressive support and assistance as shown in the Figure 4.

These arrangements comprise several key management and coordination structures for achieving effective disaster management in Queensland.

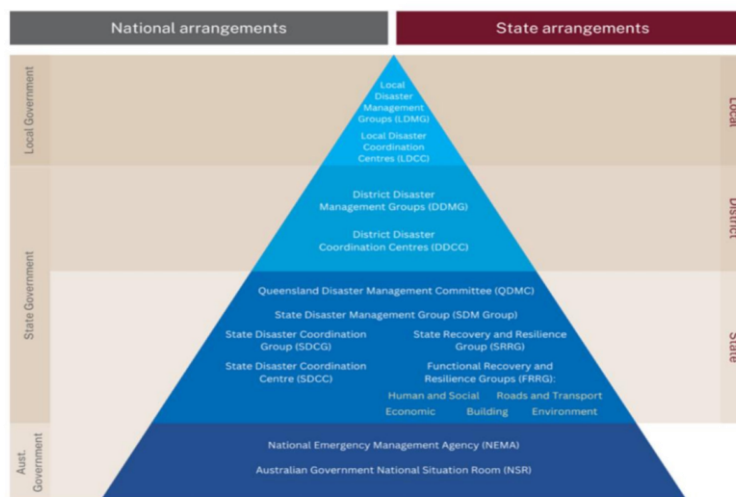


Figure 4 - QDMA Governance

2.7 CONTINUOUS IMPROVEMENT

Council is committed to the continuous improvement of its disaster management arrangements. Continuous improvement involves the regular evaluation and subsequent improvement of processes and arrangements to ensure they remain compliant.

Disaster management entities, researchers, and policy makers as well as the community have a mutual responsibility to ensure continuous improvement initiatives are shared across the community and disaster management sector.

Council will continue to research new and improved methods and approaches to enhance their disaster management capabilities by:

- Working with police, emergency services, State and Australian government agencies, the business sector, and the community, to identify and improve its' disaster management capabilities including planning and systems.
- Identifying opportunities for cooperative partnerships to improve disaster management outcomes.

The Queensland Government Strategic Policy Statement promotes 'continuous improvement of disaster management through implementation of innovation, research and lessons learned' and as such Council will ensure that future planning is driven by not only current community needs but emerging trends and learnings from across State, national and international disasters.

2.8 RELATIONSHIP WITH DISTRICT DISASTER MANAGEMENT GROUP (DDMG)

Rockhampton Regional Council sits within the Rockhampton Disaster District. The DDMG provides a whole-of-government planning and coordination capacity to support the Rockhampton region in disaster operations and disaster management.

The DDMG is chaired by a senior Queensland Police Officer who is appointed by the Commissioner of Police in accordance with s.25 of the Act and s.6 of the Disaster Management Regulation 2014 (the Regulation).

⁹ [Interim-QPPRR-Disaster-Management-Guideline.pdf](#) - see page 9



PART 3 - RISK ASSESSMENT

3.1 INTRODUCTION

Understanding risk and disaster risk reduction are international priorities as captured within the United Nations Office for Disaster Risk Reduction Sendai Framework for Disaster Risk Reduction 2015-2030 Priorities for Action, available on the United Nations Office for Disaster Risk Reduction website. Australia is a signatory to the Sendai framework.

Consequently, the Queensland Government has introduced the Queensland Emergency Risk Management Framework (QERMF) to assist all levels of the disaster management sector in their development of risk reduction strategies.

Assessing community risk is a key and integral building block of disaster management planning. An understanding of the potential hazards and the risks they pose enhances the development of effective disaster management plans thereby lessening the impact of a disaster event.

Council's 2021 Emergency Risk Management Assessment has identified the level of exposure and vulnerability of its community, built infrastructure, economy and environment to a range of natural and or man-made hazards, including floods, wildfires, cyclones, pandemics, and industrial accidents. This part of the Plan details the framework used to establish how Council will mitigate, prevent, prepare for, respond to and recover from hazards that impact the region.



3.2 Queensland Emergency Risk Management Framework

The Queensland Emergency Risk Management Framework (QERMF), available on the Queensland Government's Disaster website, has been developed to inform a risk-based planning process across the disaster management sector in Queensland and has been endorsed by the QDMC. The methodology has been developed from a range of risk management standards as outlined in the Framework.

Council has adopted the QERMF methodology in assessing and managing community risk.



¹⁰ United Nations Office for Disaster Risk Reduction.

¹¹ Queensland Emergency Risk Management Framework (QERMF).

3.4 RISK ASSESSMENT PROCESS

There are four steps in the risk assessment process (refer to Figure 5), as detailed in the QERMF ¹²:

- Step 1 - Establishing the context
- Step 2 - Analysing the hazards
- Step 3 - Risk analysis
- Step 4 - Risk-based planning



Figure 5 - QERMF risk assessment process

Step 1 - Establishing the context

This step focuses on an understanding of the regional description (natural landscape), the regions' climate, demographics, built environment, economy, socially and/or culturally valued areas and community infrastructure.

Description

Located in the heart of Central Queensland, the Rockhampton region lies on the Tropic of Capricorn. It borders Livingstone shire to the north, the Pacific Ocean to the east, the Gladstone region and Banana Shire to the south, and the Central Highlands region to the west.

Rockhampton is the Region's main business and employment centre, with surrounding towns offering a rural lifestyle close to urban services.

The region is centred on three (3) major urban communities, namely:

- Rockhampton city,
- Gracemere, and
- Mount Morgan.

In addition to these, smaller communities are located at: Bajool, Bouldercombe, Kabra, Marmor, Stanwell, Alton Downs Gogango, and Westwood.

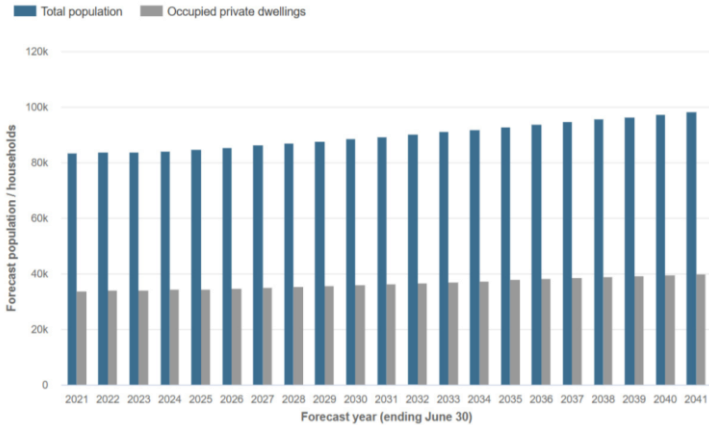
¹² QERMF Risk Assessment Process Handbook

Regional snapshot

Population 85,334 ABS 2021	Population density 12.98 persons per sq km	Land area 6,575 square km
Born overseas 9.8% ABS 2021	First nations people* 8.5% ABS 2021	GRP \$6.93 billion NIEIR 2024
Largest industry Health Care and Social Assistance NIEIR 2024	Local businesses 5,647 ABS 2024	Local jobs 45,324 NIEIR 2024

*Aboriginal and Torres Straight Islanders
Regional population growth 2021 to 2041

Figure 6 presents the projected population for Rockhampton over the 20-year period from 2021 to 2041.



Source: Population and household forecasts, 2021 to 2041, prepared by [id](#) (informed decisions), February 2023.

Figure 6 - Rockhampton population forecast

¹³ For full details on Rockhampton Regional Council LGA, refer to [idcommunity](#) at <https://profile.id.com.au/rockhampton>

Climate and weather

Rockhampton has a subtropical climate, positioned on the Tropic of Capricorn within the southeast trade-wind belt. It sits south of regular monsoonal influence and north of strong southern cold fronts. The region receives just over 800 mm of annual rainfall, with a clear wet season from December to March and a dry season from June to September. Typical temperatures range from 32–22 °C in summer and 23–9 °C in winter.

Prevailing winds are mostly south-easterly, with northeast sea breezes offering relief in warmer months. Winter and early spring can bring south-westerly winds, fog, and occasional minimums near 0 °C. Maximum temperatures can reach the low to mid-40s between October and March, and these extremes are projected to increase with climate change. Rockhampton is within the cyclone risk zone, experiences summer thunderstorms, and faces a bushfire-prone period from August to November.

Monthly temperature averages

The following graph (figure 7) details the monthly average maximum day and minimum night temperatures in Rockhampton.

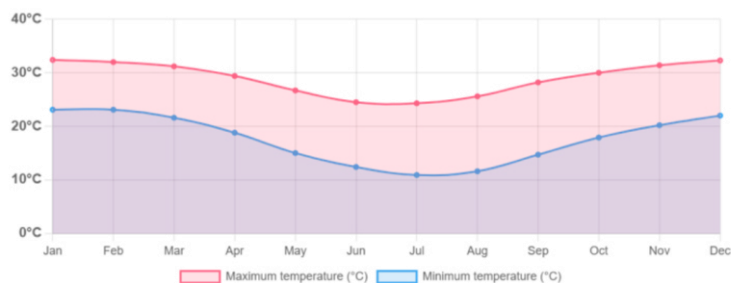


Figure 7 - Maximum temperatures.

Vulnerable community

Environmental risks compound the community vulnerabilities in Rockhampton, including youth disengagement, domestic violence and homelessness. The region's exposure to floods, storms, and bushfires—identified through the QERMF—demonstrates how natural hazards intersect with social disadvantage, amplifying community vulnerability and reinforcing the need for coordinated, community-centred disaster-preparedness strategies.

Infrastructure

Rockhampton's current infrastructure landscape is shaped by major upgrades and capital works projects designed to strengthen essential services, transport connectivity, and community facilities. Key water and sewerage investments include the Mount Morgan Water Pipeline, and the North Rockhampton Sewage Treatment Plant upgrade, both of which enhance long-term service reliability.

The region also benefits from a secure and sustainable water supply sourced from the Fitzroy River – Australia's second largest catchment – which underpins current and future economic opportunities and supports the local lifestyle.

Major infrastructure features across the Rockhampton Region include the Rockhampton Airport, Rockhampton Museum of Art, CQUniversity, Stanwell Power Station, Gracemere Saleyards, Dreamtime Cultural Centre, Stockland Rockhampton, the Central Business District, Rockhampton Heritage Village, Rockhampton Botanic Gardens, the Fitzroy River, surrounding national parks, the Gracemere Industrial Area, and the township of Mount Morgan.

Individual organisations are to maintain a list of their own critical infrastructure, essential services, hazardous sites and referable dams and provide a list annually to the LDMG.

Environment

The Rockhampton Region contains more than 1,174 plant species and was once dominated by eucalyptus woodlands, open forests, acacia vegetation, rainforests, mangroves, saltmarshes, and smaller melaleuca areas, though over half the landscape has since been cleared for rural and urban uses, mainly grazing. Remaining natural areas are now largely Eucalypt forests and woodlands, with wetlands, mangroves, and saltmarshes, and while clearing has created breaks that can help manage fires, steep forested terrain near urban areas still presents significant bushfire risk.

The most vulnerable communities are around Mount Archer (Mount Archer, Frenchville, Norman Gardens, Lakes Creek, Koongal) and Mount Morgan (Moongan, Leydens Hill, Baree, Walterhall, The Mine, Struck Oil, Limestone, Nine Mile Creek, Walmul, Trotter Creek, Fletcher Creek, Wura, Oakey Creek, Boulder Creek), where development sits close to bushfire-prone land. Further regional context is available in ABS Census Community Profiles and Council planning documents.

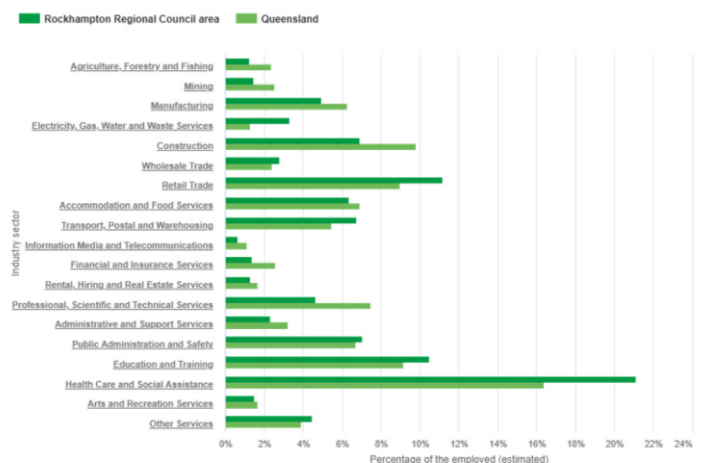
Industry

The regions' key industry profile include:

- Manufacturing
- A training activity designed to practice or evaluate specific aspects of the Plan, or its overall operational efficacy
- Significant changes to an entity's roles, responsibilities, or functions
- Operational changes
- Emerging hazards (e.g., COVID-19)
- Following an assessment of the Plan in line with the Emergency Management Assurance Framework (EMAF).

The following graph (figure 8) details the variety of industries and business presented in the region¹⁴.

Employment (total) by industry 2023/24



Source: National Institute of Economic and Industry Research (NIEIR) ©2025. Compiled and presented in economy id by id (informed decisions).

Figure 8 - Environment by industry 2023/24

¹⁴ Rockhampton Regional Council economic profile - employment by industry

Step 2 - Analysing the hazards

This step focuses on relevant regional hazards as well as climate change implications and projections.

Rockhampton Region Emergency Risk Management Assessment 2021

The LDMG reviewed the region's natural hazards using the updated QERMF, building on previous assessments and drawing on climate data, State risk assessments, and extensive consultation with advisors, emergency services, disaster management groups, and the community.

The assessment confirmed that the Region is well-practised in managing traditional Central Queensland events but highlighted that climate change is likely to introduce new and emerging threats. Throughout the year, the Region faces potential risks from multiple hazards. This process strengthened understanding of local hazards, their likelihood within a one-year period, the vulnerability of exposed elements, and the effectiveness of existing mitigation measures.

Hazards identified to affect the Rockhampton Region local government area

- Bushfire
- Cyclone
- Heatwave
- Earthquake
- Drought
- Landslide
- Severe storms
- Pandemic
- Flooding (moderate and major)

It is recognised that in the future emerging hazards may impact the region. These hazards will be managed in accordance with the comprehensive all hazards approach to planning. For further details, refer to the aforementioned risk assessment.

Climate change

Council has implemented an internal Climate Risk Management Plan to guide its strategic approach over the coming few years. The plan outlines enhancements to governance practices, staff training and capability development, as well as practical initiatives such as water security and heat reduction planning.

Central Queensland, including the Rockhampton Region, is already experiencing the effects of more frequent, severe, and longer-lasting weather events. Queensland's 2023 State Disaster Risk Report identifies the state as Australia's most hazard-prone, with climate change intensifying impacts across communities, the environment, and the economy.

In Central Queensland, rising average temperatures and more days above 35 °C are expected, while rainfall remains variable. Increased extreme heat will heighten bushfire risk, make fires harder to control, and elevate heatwave-related health and wellbeing impacts. These changes will also influence social, economic, environmental, and infrastructure resilience across the region.

It is predicted that these changes will continue, while new natural hazard threats will emerge. There is growing potential for cumulative or concurrent, large-scale natural hazards to occur¹⁵.

Climate change predictions indicate that the region will experience:

- More frequent heatwaves
- More frequent storm tide events
- Rising sea level
- Increased likelihood of wildfires, and
- More intense periods of heavy rains and severe storms.

For the full report about climate change impacts in Central Queensland, refer to resources available on: www.longpaddock.qld.gov.au/qld-future-climate/regional-sum/

Step 3 - Analysing the hazards

Assessment process

This risk assessment approach includes two key processes to identify the risk and then to assign the level of risk. The outcomes of these two processes are used to populate multiple risk management documents including a Risk Assessment Table, Risk Register and Decision Log.

Process 1 Identifying risk

- Assess the risk.
- Detail the exposed elements at risk).
- Assess the vulnerability of the exposed elements.

Process 2 Assigning level of risk

- Assess the likelihood (using scenario modelling based on historical data).
- Identify vulnerability (drawn from Process 1).
- Assess the consequence.
- Develop Risk Statements (for identified risks).
- Assign level of risk, and response:
 - o Risk matrix and risk treatment options.
 - o Risk Assessment Table and Risk Register.
 - o Decision Log.

For further details refer to the Risk Analysis process in the Queensland Emergency Risk Management Framework (QERMF).

¹⁵ [National Disaster Risk Reduction Framework](#)

Further information is available on Council's website via the Climate Resilient Rockhampton Region information page.

Step 4 - Risk-based planning

The final step in the process is risk-based planning (Disaster management planning based on the first three (3) steps of the QERMF). Planning increases the understanding of risks, vulnerabilities, and treatment options across the social, economic, built and natural environments.

Treating risks

Council and the LDMG are committed to identifying and managing risks through mitigation, preparation, response, and resource allocation for approved works. For risks outside Council's direct control that could still negatively impact the region, the LDMG will lobby the appropriate agencies for action. Hazard-specific lead agencies remain responsible for assessing hazards and implementing relevant treatments.

Managing residual risk

Residual risk is the risk that remains even when effective disaster risk reduction measures are in place. Because the risk can never be fully eliminated, Council must continue to invest in emergency services, recovery planning and financial safety nets. If the LDMG identifies risk that cannot be managed, they will seek support and treatment solutions from the Disaster District or State levels of Queensland's disaster management system.

History of Natural Disasters

Rockhampton has a long history of moderate and major flooding, including the record 1918 flood that reached 10.1 metres. More recent flooding and disruption followed tropical cyclones Debbie (2017), Marcia (2015), and Oswald (2013), causing heavy rainfall, flash flooding, major landslides, and significant road damage.

The Region has also experienced major bushfires in 2009, 2018, and 2019, with homes lost in 2009 and 2018 and the full evacuation of Gracemere - population around 8,400 - during the 2018 fires near Kabra and Stanwell. In 2020, the COVID-19 pandemic created additional challenges for disaster response, requiring new plans and procedures to maintain essential services under restrictions.

Climate risk – the product of hazards combined with exposure and vulnerability – directly influences the resilience of households and communities. For this reason, it is integral that disaster management integrates climate change projections into how risk is communicated and into all aspects of prevention, preparedness, response and recovery (PPRR).

Figure 9 provides a summary of risk ratings based on likelihood of the identified hazards in the 2021 Risk Assessment. This information is subject to change.

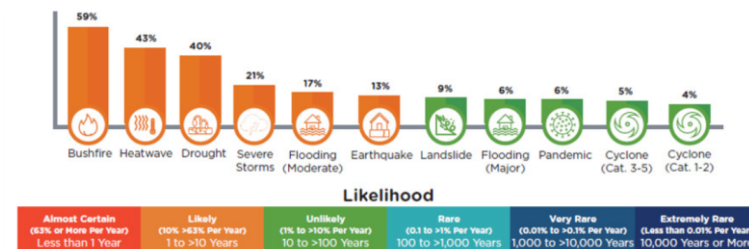


Figure 9 -Rockhampton Region Hazard Risk Profile



PART 4 - LOCAL CAPACITY AND CAPABILITY

4.1 ROLE, RESPONSIBILITIES AND FUNCTIONS OF COUNCIL

Role

In accordance with s.4A(d) of the Act, Council, through its' establishment of a Local Disaster Management Group (LDMG) (s.29 of the Act), is primarily responsible for managing events¹⁷ in their LGA to minimise the impact of disasters on its communities through the delivery of PPRR measures.

Sections 57

The Queensland SDMP reinforces the planning requirements of Local Government and specifies that they must be consistent with the Standard and the Guideline (s58) and must include provision for the following:

- The State group's strategic policy framework for disaster management for the State, and the local government's policies for disaster management.
- The roles and responsibilities of entities involved in disaster operations and disaster management in the area.
- The coordination of disaster operations and activities relating to disaster management performed by the entities mentioned in paragraph (b).
- Events that are likely to happen in the area.
- Strategies and priorities for disaster management for the area.
- Matters stated in the disaster management guidelines as matters to be included in the Plan.
- Other matters about disaster management in the area the local government considers appropriate.

Functions

Section 80

The functions of the local government are:

- a) To ensure it has a disaster response capability
- b) To approve its local disaster management plan prepared under part 3 of the Act
- c) To ensure information about an event or a disaster in its area is promptly given to the DDC for the disaster district in which its LGA is situated, and
- d) To perform other functions given to local government under the Act.

Disaster response capability means the ability to take appropriate measures to respond to an event. These activities include the taking of actions and implementation of measures in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support.

¹⁷ An 'event' as described under s16 of the Act.

4.2 ROCKHAMPTON REGIONAL COUNCIL LOCAL DISASTER MANAGEMENT GROUP

Establishment

The Rockhampton Region LDMG has been established under section 29 of the Act to manage and coordinate disaster management in the LGA on behalf of the Rockhampton Regional Council.

Terms of reference

Functions

Section 30 prescribes the following functions to be performed by the LDMG:

- a) To ensure that disaster management and disaster operations in the area are consistent with the State group's Strategic Policy Framework for disaster management for the State.
- b) To develop effective disaster management, and regularly review and assess the disaster management.
- c) To help the local government for its area to prepare a Local Disaster Management Plan.
- d) To identify and provide advice to the relevant district group about, support services required by the local group to facilitate disaster management and disaster operations in the area.
- e) To ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to, and recovering from a disaster.
- f) To manage disaster operations in the area under policies and procedures decided by the State group.
- g) To provide reports and make recommendations to the relevant district group about matters relating to disaster operations.
- h) To identify, and coordinate the use of, resources that may be used for disaster operations in the area.
- i) To establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens.
- j) To ensure information about a disaster in the area is promptly given to the relevant district group.
- k) To perform other functions given to the group under this Act, and
- l) To perform a function incidental to a function mentioned in paragraphs (a) to (k).

Priorities

- Improve community and business disaster mitigation and preparation measures
- Maintain LDMG appropriately qualified and trained membership that is able to contribute to meeting the functions of the local group
- Ensure disaster operations are effectively managed and coordinated and are consistent with established protocols
- Integrate effective disaster risk reduction initiatives into Council's strategic and corporate plans, community organisations, and the business/industry sectors
- Identify and establish sub-groups to carry out specific roles and functions (e.g., Disaster Recovery Sub-Group)
- Develop, maintain, and continually monitor community engagement and communications strategies to ensure relevance and effectiveness
- Prepare and regularly evaluate and revise local plans to ensure effective disaster management for the area.

4.3 LDMP APPOINTMENTS

Appointment of Chair and Deputy Chair of LDMG

In accordance with s.34 of the Act, the Mayor has been appointed as the Chair of the LDMG.

Function of the Chair of LDMG

- Manage and coordinate the business of the group.
- Ensure, as far as practicable, that the group performs its functions.
- Report regularly to the relevant district group, and the police commissioner, about the performance by the local group of its functions.
- Activate the LDMP when required.

Local Disaster Coordinator (LDC)

In accordance with s.35 of the Act, the General Manager Regional Services has been appointed as the LDC.

Functions of the LDC

- Coordinate disaster operations for the local group, report regularly to the local group about disaster operations, to ensure, as far as practicable, that any strategic decisions of the local group about disaster operations are implemented.
- Provide advice and support to the Chair and local group.
- Operationalise the LDMP, at the request of the Chair, including the activation of the LDCC when required (s.36).

Power of delegation

Section 143(8) of the Act allows the LDC to delegate their functions under section 36 to an appropriately qualified person.

Members

Section 33 & Regulation 9 prescribes the following:

- LDMG core members are appointed by local government with representatives appointed by position and are deemed to have the necessary expertise or experience and delegated authority to support all aspects of disaster management and agreed arrangements
- Membership of the group shall mean and include any person acting in the capacity of an appointed member
- Membership of the local group will be reviewed annually in accordance with sections 57 and 59 of the Act
- All members appointed to the LDMG must undertake the requisite training as prescribed in the Queensland Disaster Management Training Framework (QDMTF).

Refer to Roles and Responsibilities (Appendix B) for further information.

Deputy members

A member of a LDMG may, with the approval of the Chair, appoint by signed notice another person as his or her deputy. The deputy may attend a meeting in the member's absence and exercise the member's functions and powers under the Act. Deputy members are to be counted in deciding if there is a quorum for a meeting (Reg. 14).

Notice about membership

At least once a year, written notice of the members of the group should be provided to the Chief Executive, and the Chair of the district group for the disaster district in which the local group is situated (s.37).

4.4 LDMG MEETINGS

Frequency of meetings

The LDMG will conduct ordinary meetings three (3) times per year, and extraordinary meetings as required (s.38 & reg.12) during events.

Meeting quorums

A quorum for an LDMG meeting is the number equal to one-half of the core members plus one, or if one-half of the members is not a whole number, the next highest whole number (Reg. 13).

Presiding at meetings

The Chair of the LDMG is to preside at all meetings, or in their absence the Deputy Chair. If both are absent the meeting must be chaired by a person nominated by the Chair, a member nominated by the Deputy Chair, or if those offices are vacant, a member of the group chosen by the members present (Reg. 16).

Meeting attendance

An attendance register is to be completed at the commencement of each LDMG meeting to record attendance number and to ensure the meeting has a quorum.

Virtual attendance

- Members of the group who are unable to physically attend can take part in its meetings, by using any technology that reasonably allows members to hear and take part in discussions as they happen.
- A member who takes part in a meeting via teleconference or video conference is taken to be present at the meeting and should be marked on the attendance register (Regs. 17.1 & 17.2).
- During a disaster event, it is highly preferable that

Notice of meetings

Prior to the ordinary meetings, a notice and meeting agenda will be provided to all persons on the contact list, by calendar invitation and email correspondence within an acceptable duration for the group to prepare with attached material.

Meeting business

Agency reports

Core members are required to report their agency's or sub groups disaster management activities to the LDMG at the group's meetings. These reports will be circulated with the minutes from the group's meeting.

Written agency status reports are used to update LDMG on the status of the member agency's disaster management activities. This information assists the LDMG to evaluate the status of the disaster management and disaster operations for the LGA.

Minutes

Minutes must be taken at all LDMG meetings and once endorsed, distributed to all members, deputies, and advisors of the group.

Action register and resolutions

In addition to meeting minutes, the LDMG should produce an "Actions Register". The purpose of this document is to provide a running log of resolutions and subsequent actions undertaken and an audit trail through to the acquittal of those actions. (Reg.17.3)

Prior to each ordinary meeting of the LDMG, members will be requested to:

- Review the current actions register (distributed with meeting papers) and provide (where applicable) a status update advising of any actions undertaken.
- Capture any actions as a result of discussion outcomes.

Meeting documents

The LDMG will maintain the following documents as records of the Group's meetings:

- Meeting agenda
- Meeting minutes and actions register
- Meeting schedules
- Agency reports and presentations, and
- Progress reports on disaster management projects (e.g. exercise outcomes, disaster management studies).

Secretariat

The LDMG should appoint an appropriately qualified entity as the secretariat of the group.

Functions of the secretariat

The secretariat will provide support and administer the day-to-day business and governance requirements of the LDMG including:

- Managing all matters relating to administration and meetings of the LDMG including meeting schedule, recording of actions, resolutions, record-keeping, and other administrative issues as required
- Maintaining member contact details in accordance with information privacy principles,
- Monitor member inductions and training records in conjunction with disaster management.

The primary responsibilities of the Secretariat are:

- Meeting coordination - including invitations, meeting agenda and supporting documentation
- Meeting minutes and action register
- Annual updates of contact details and mailing lists for all members
- Update Action Register
- Provide a membership list to the DDMG annually

4.4 LDMG MEMBERS

Core members

Core members are the appointed members of the LDMG in accordance with section 33 of the Act and are considered the permanent members of the group, with the ability to vote in decision making. The core members of the Rockhampton Region LDMG include:

LDMG Position	Substantive positions	Organisation
Chairperson	Mayor	Council
Deputy Chairperson	Deputy Mayor	Council
Local Disaster Coordinator	General Manager Regional Services	Council
Local Recovery Coordinator	General Manager Communities	Council
Core members	Manager Infrastructure Planning	Council
	Coordinator Disaster Management	Council
	QPS Officer-in-Charge	Queensland Police Service
	QAS Officer-in-Charge	Queensland Ambulance Service
	RFS Acting Executive Manager District Co-ordination	Rural Fire Service Queensland
	SES Local Controller	State Emergency Service

Obligations

- Attend all local group activities with a full knowledge of their organisations' resources and services and the expectations of their organisation
- Are available and have the necessary expertise or experience to actively participate in LDMG activities to ensure that plans, projects, and operations use the full potential of their organisation, while recognising any limitations
- Are appropriately positioned within their agency to be able to commit agency resources to LDMG normal business activities
- Have identified a deputy who is appropriately trained to take on their responsibilities should they be unavailable or to provide additional support during extended operations and actively contribute to disaster management planning.

Advisory members

The LDMG may invite additional members or request support from individuals or organisations as needed. These participants are not appointed members and act in an advisory capacity, and while engaged in the group's activities, will receive copies of meeting agendas, minutes, and any activation alerts issued during an event. Advisory members do not hold voting rights and are not counted toward the group's quorum.

Advisory members		
ABC Capricornia	Department Education	Mater Private Hospital
Anglicare	Department Environment, Tourism, Science, & Innovation	NBN
Aurizon	Department Families, Seniors, Disability Services and Child Safety	Queensland Police Service (Emergency Management)
Australian Defence Force	Department Housing & Public Works (QBuild)	Queensland Reconstruction Authority
Australian Red Cross	Department Primary Industries	Rockhampton Airport
Blue Care	Department Transport & Main Roads	Royal Flying Doctor Service
Capricorn Helicopter Rescue Services	District Disaster Management Group	RSPCA
Capricornia Corrections Centre	Ergon Energy	Salvation Army
Central Queensland Amateur Radio Association	Gladstone Ports Corporation Limited	Services Australia
Central Queensland Hospital & Health Service	Lifeline	Stanwell Power Station
Chaplain Watch	Marine Rescue Queensland (Volunteer Coast Guard)	St John Ambulance
Country to Coast	Maritime Safety Queensland	SunWater

PART 5 - PREVENTION

5.1 MEANING OF TERMS

Prevention

Prevention is defined as 'regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated, and mitigation is defined as measures taken in advance of a disaster aimed at decreasing or eliminating its impact on society and environment'¹⁸.

Mitigation

Mitigation is defined as 'the lessening or minimising of the adverse impacts of a hazardous event'¹⁹.

Resilience

Resilience is defined as 'the ability of a system, community or society exposed to hazards to resist, absorb, accommodate, adapt to, transform and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions through risk management'²⁰.

5.2 PREVENTION AND MITIGATION STRATEGIES

Key strategies include:

- Emergency Risk Management Assessment (2021) – regional risk assessment to identify relevant hazards, consequential risks, risk treatment strategies to increase community safety and build resilience.
- Disaster management planning – guides PPRR activities.
- Flood modelling – detailed studies identifying flood characteristics for enhanced planning.
- Climate resilience – Towards 2030 Sustainability Strategy' focuses on long-term climate adaptation and water security.
- Inclusive planning – The Disability Inclusive and Disaster Resilient Communities project identifies specific needs for vulnerable people.
- Council land use planning and building codes – guiding land use development and design improvements to provide more resilient infrastructure.
- Vegetation management programs such as fuel load reductions in fire-prone areas.
- Community preparedness – Community education and awareness programs to increase knowledge of how to prepare for and respond to disaster events.

Community preparedness

Council is committed to ensuring the safety and wellbeing of residents and visitors to the region. Council recognises building a region resilient to disasters is a shared responsibility between government, business and the community with disaster education starting with our youngest community members to help educate our local communities on how to best to prepare for disasters. Community education and awareness strategies include:

- Social media and marketing campaigns
- Participation at community events
- Workshops with culturally and linguistically diverse (CALD) groups, aged care and disability service providers or users
- Presentations to local school groups
- Supporting community disaster awareness and resilience information sessions
- Networking within various community organisations and groups.

Community Preparedness

Council offers a range of community grants to eligible organisations. The most up-to-date information is available on the Rockhampton Regional Council website under the Community Assistance Program²².

Personal Insurance Cover

Natural disasters are a risk faced within the Rockhampton regional LGA and the general insurance industry plays an important role in the economic recovery within those communities after a disaster.

Council encourages all property and business owners and occupiers to purchase appropriate insurances as a key risk reduction strategy. Residents should also contact their insurer to clarify that they have appropriate level of cover in the event of a disaster. This includes dwellings, business properties, contents, and vehicle insurance. For more detailed information refer to the Insurance Council of Australia²³ website.

¹⁸ Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline
¹⁹ UNDRR (United Nations Office for Disaster Risk Reduction) definition
²⁰ Glossary, Australian Disaster Resilience Knowledge Hub

²¹ [Towards 2030 Sustainability Strategy](#)
²² [Community Assistance Program](#)
²³ [Insurance Council of Australia](#)



PART 6 - PREPAREDNESS

6.1 MEANING OF TERM

Preparedness can be defined as the 'proactive, continuous process of developing knowledge, capacities, and strategies by governments, organisations, and individuals to effectively anticipate, respond to, and recover from the impacts of disasters.' It involves actions like planning, plan review, training, stockpiling, and exercising to reduce damage and ensure efficient, timely, and appropriate responses.

Any preparedness activity which is hazard-specific is the responsibility of and undertaken by the functional lead agencies in collaboration with key stakeholders, including local governments. Every agency is responsible for undertaking business continuity planning that considers disruption due to a disaster.

6.2 PLANNING

Disaster management planning is a collective and collaborative effort by which agreements are reached and documented between people and organisations to meet their communities' disaster management needs. It is a sequence of steps which allows disaster management planning to take place.

Disaster planning applies communication and consultation processes to gain agreement on:

- Risk assessment including risk reduction strategies
- Preparedness arrangements
- Response and relief arrangements, and
- Recovery arrangements.

Effective planning ensures that agreed outcomes are documented and continuously improved through assurance activities, sector research and better-practice processes. At each step in the planning process consideration should be given to consequences across the human and social, built, economic and natural environments.

Disaster management planning consists of five (5) approaches, namely:

1. A comprehensive approach.
2. An all-hazards approach.
3. Local disaster management capability.
4. Support to the LDMG.
5. Community resilience can be improved across the PPRR.

6.3 ASSURANCE ACTIVITIES

The Emergency Management Assurance Framework (EMAF) provides the basis for delivering the functions of the IGEM under s 16(C) of the Act. IGEM has the function to review and assess the effectiveness of disaster management by State, district, and local groups, including the Plan. This is the function under which assurance activities are conducted. The Framework is comprised of four main sections: Principles, Disaster Management Standards, Good Practice Attributes, and Assurance Activities.

Assurance Activities are scheduled as part of an annual planning process that considers identified and emerging issues. These activities may focus on an aspect of the Standards, the capability of a disaster management group or entity, or other topics relevant to the effective functioning of the sector. The IGEM analyses data from a range of activities across this spectrum and measures the results against the Standards.

6.4 TRAINING PROGRAMS

In accordance with s16A(c) of the Act, the QDMTF outlines training to be undertaken by disaster management stakeholders to support the effective performance of each identified role.

Each member agency is responsible for ensuring that staff working in an operational environment have received appropriate training, particularly for those roles identified in the QDMTF. All advisors are to complete as a minimum the QDMA module. Training delivered under the QDMTF can be completed either in person or online via the Queensland Disaster Management Learning Management System ²⁴.

The table in Figure 10 details a range of training activities central to providing effective disaster management and whilst it does not detail all available training modules, it provides a cross-section of those training activities that are considered essential. For full details refer to the QDMTF.

	Stakeholders						
	Local Disaster Coordinator	Chair, Local Disaster Management Group (LDMG)	LDMG members	Local Recovery Coordinator	Local Recovery Group members	Local Disaster Coordination Centre (LDCC) staff	LDCC agency liaison officers
Queensland's Disaster Management Arrangements (QDMA)	M	M	M	M	M	M	M
Introduction to Disaster Management Planning	M	NB	M	M	NB		
Introduction to Emergency Risk Management	M	NB	NB	NB	NB		
Introduction to Lessons Management	M	NB	NB	M	NB	NB	NB
Introduction to Warnings and Alerts	M	NB	NB			NB	NB
Introduction to Disaster Coordination Centres	M	NB	NB	NB		M	M
Introduction to Evacuation	M	NB	NB			NB	NB
Introduction to Disaster Funding Arrangements	M	M	NB	M	NB	NB	NB
Introduction to Recovery		NB	NB	NB	M	M	NB
Working in Recovery	NB			M	M		

Figure 21 - QDMTF training

²⁴ Queensland Disaster Management Learning Management System

6.5 EXERCISING PLANS

Overview

Section 30 and 59 of the Act prescribes that the LDMG must regularly review, develop and assess disaster management when the local government considers it appropriate. However, the local government must review the effectiveness of the Plan at least once a year.

Other than operational activation of the Plan, to achieve the above outcomes, exercises are a key mechanism to review and assess the effectiveness of the Plan, to maintain or improve readiness for events and to enhance skills.

Before participating in disaster management exercises, it is preferred that participants have received training. This ensures participants have a basic understanding of QDMA, policies and procedures that apply to working in a disaster management environment and that the experience and learnings from the exercise can be maximised.

Exercise objectives

Exercises are a key component of effective disaster management strategies and are conducted with the objective of:

- Practicing coordination procedures during an event
- Activation of various disaster management groups
- Evaluating activation and operations of a LDCC
- Information management including dissemination of information in respect to threats and warnings, requests for assistance and providing situation reports (SitRep)
- Enhancing the interoperability of agency representatives
- Evaluating emergency plans
- Identifying planning and resource issues
- Promoting awareness
- Developing competence
- Evaluating risk treatment strategies
- Validating training already conducted
- Identifying performance gaps and areas for potential improvement in the skills of agency representatives involved in disaster management, and
- Evaluating equipment, techniques and processes in general.

Exercise types

Each year one or more of the following exercises should be considered:

- A major discussion-style exercise (tabletop) that includes all members of the LDMG.
- A functional exercise to evaluate the activation and operation of the LDCC.
- A functional exercise to evaluate communications and information management.
- Processes including equipment use, information sharing and reporting functions. This could occur in parallel with an LDCC exercise.
- A functional exercise to evaluate the activation and operation of an evacuation centre.
- An agency-led field exercise (e.g. transport accident involving QPS and emergency services). This could also incorporate the activation and operation of a small-scale LDCC activation.

Exercise evaluation

An exercise should be followed by a debrief process. A 'hot' debrief is to be conducted immediately following the conclusion of an exercise and an After-Action Review (AAR or 'cold' debrief) conducted no longer than a month following the activity. The review allows participants time to provide a more considered view of the exercise objectives and outcomes.

Evaluation can include input from all aspects of the exercise and can be informed by:

- Outputs from the exercise planning process and meetings
- Observations from exercise attendees
- Outputs from the exercise debriefs
- Observations/reports from the exercise evaluator/s.

The learnings from the exercise are to be consolidated into an exercise report, which contains what happened, observations, opportunities for improvement, identifies good performances, and makes recommendations.

6.6 Pre-season briefings

Ahead of the annual wet season, the Bureau of Meteorology (BOM) and LDMG partners conduct pre-seasonal briefings. These sessions provide critical weather outlooks and operational readiness updates, directly supporting effective pre-planning, community awareness initiatives, and media outreach.

6.7 COMMUNITY PREPAREDNESS STRATEGIES

Understanding local risks

Disaster management in Queensland is a shared responsibility between all levels of government, non-government organisations (NGOs) and the community. The role of the community is pivotal as they play an active part in meeting the challenges posed by disasters.

Whilst Council will continually engage with the community, it is important for the community to become self-reliant by taking personal responsibility for understanding their local hazards and risks as well as actions they can take to mitigate the effects of a disaster.

Councils' role, through their LDMG includes engaging and communicating with, educating, and supporting the community on all aspects of disaster management. The SDMP identifies the key elements which contribute to a resilient community, namely:

- Risk-informed and appropriately prepared individuals
- The capacity to adapt
- Healthy levels of community connectedness, trust, and cooperation.

Get Ready Queensland²⁵ details how residents can understand the risks and impacts to communities and be prepared for when an event occurs.

Council's Emergency Dashboard²⁶ details current emergency and disaster events that are occurring within the region, as well as other important

Warnings and information

Council emphasises that broadcast media and official Council channels serve as a "single point of truth" for real-time emergency information.

Council's Emergency Dashboard provides an up-to-date overview of current news, warnings, road conditions and power outages for the region. The Emergency Dashboard has an option for community to opt-in to receive emergency information through email (from the Rockhampton Local Disaster Coordination Centre email address ldcc@rrc.qld.gov.au) and SMS (during disaster event only, using the sender ID 'RRC LDMG').



State and trusted sources include:

- Bureau of Meteorology: the Bureau Weather App²⁷ provides push notifications for up to three locations for hazard types including tropical cyclones, flood, fire weather, heatwaves, and tsunamis.
- Queensland Fire Department (QFD)²⁸: Current bushfire warnings and incidents.
- Australian Warning System (AWS)²⁹: A national approach using three standardized levels—Advice (yellow), Watch & Act (orange), and Emergency Warning (red)—to communicate the severity of hazards like bushfires, floods, and storms.
- Broadcast Media: Residents are encouraged to monitor local radio, specifically ABC 612 AM and 4RO, for emergency updates.

²⁵ [Get Ready Queensland](#)
²⁶ [Emergency Dashboard](#)

²⁷ [Bureau of Meteorology](#)
²⁸ [Queensland Fire Department](#)
²⁹ [Australian Warning System](#)

6.8 OPERATIONAL READINESS

The Local Disaster Coordination Centre (LDCC) is the facility from which the response and recovery phases of disaster management are coordinated. The current facility is a multi-use space and will require set-up prior to being used. The facility should be in a state of readiness with sufficient resources available to undertake operational activities. The use of this facility is the responsibility of the LDC in consultation with the Chair of the LDMG.

To remain in a state of readiness, the LDCC relies on various systems to monitor conditions throughout the region, including a flood warning system and various other systems hosted by Council and other agencies. These systems should be maintained and operational at all times with redundancy for outages were identified in Business Continuity Plans.

Business continuity planning (BCP)

A BCP is a document that outlines how an organisation will continue operating during a disruption to its service. It's more comprehensive than a disaster recovery plan and contains contingencies for business processes, assets, human resources and business partners.

Plans typically contain a checklist that includes supplies and equipment, data backups and backup site locations. Plans can also identify plan administrators and include contact information for emergency responders, key personnel and backup site providers. Plans may provide detailed strategies on how operations can be maintained for both short-term and long-term outages.

Council has developed a Crisis Response Management Plan (CRMP) that details a comprehensive business continuity process.

The primary objectives of the CRMP are:

- Ensure the safety and security of the community, council employees, and assets
- Facilitate effective communication and coordination among council departments, external agencies, and stakeholders
- Minimise the impact of crises on essential services and critical infrastructure
- Provide timely and accurate information to the public and media
- Enable swift recovery and return to normal operations as soon as practicable.

PART 7 - RESPONSE

7.1 MEANING OF TERM

Response

Section 4A(a)(iii) of the Act describes the guiding principle of response as “the taking of appropriate measures to respond to an event, including action taken and measures planned in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support”³⁰.

Disaster response capability

Section 80(1)(a) of the Act specifies that a local government must ensure it has a disaster response capability.

On behalf of a local government, the LDMG is assigned as the entity to undertake disaster management in the LGA.

Disaster operations

Section 15 of the Act defines disaster operations as “activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, including, for example, activities to mitigate the adverse effects of the event”. The following figure illustrates this process and relationship between the response and recovery phases of an event.

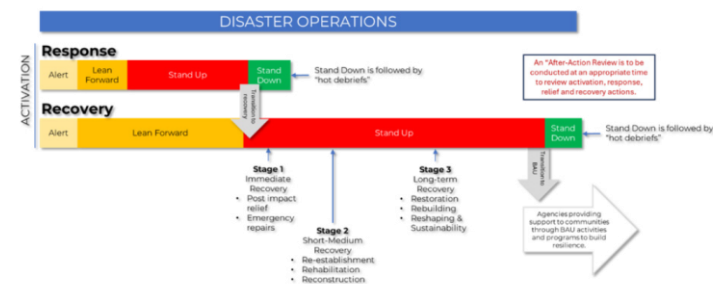


Figure 11 - Disaster Operations

7.2 NOTIFICATIONS

LDMG members can receive notification messages via a number of means including text messages, emails and telephone.

The LDC and a number of agencies will also receive warnings directly from relevant sources (e.g., the Bureau). LDMG members will be notified by the LDC and may also receive notification from other sources (e.g., own agency).

7.3 ACTIVATION

Activation of the Plan is vested in the Chair, LDMG or in their absence, the Deputy Chair of the group in line with the LDMG Activation Sub-Plan.

7.4 CONCEPT OF OPERATIONS

Functions of LDMG

Under s.30 of the Act, the LDMG will undertake the following functions in relation to operations:

- Ensure operations in the area are consistent with the QDMC's strategic policy framework for disaster management for the State.
 - Manage operations under policies and procedures decided by the QDMC.
 - Provide reports and make recommendations to the district group about matters relating to disaster operations.
 - Identify, and coordinate the use of, resources that may be used for disaster operations in the area.
 - Identify, and provide advice to the district group about, support services required by the local group to facilitate disaster operations in the area.
 - Establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens.
 - Ensure information about a disaster is promptly given to the relevant district group.
- 7.5 Activation of local arrangements
- The decision to activate local disaster management arrangements will be made by the Chair of the LDMG in consultation with the LDC and other relevant stakeholders.
 - Once a decision is made to activate, the LDC will advise the Mayor, the CEO of Council, the DDC and any other relevant entities, including the LDMG.
 - Following this decision and the Plan activated, the LDC will also activate the LDCC.
 - The LDC has overall responsibility for the operation of the LDCC and for ensuring appropriate levels of staff are identified and trained in the operation of the LDCC.

7.5 ACTIVATION OF LOCAL ARRANGEMENTS

- The decision to activate local disaster management arrangements will be made by the Chair of the LDMG in consultation with the LDC and other relevant stakeholders.
- Once a decision is made to activate, the LDC will advise the Mayor, the CEO of Council, the DDC and any other relevant entities, including the LDMG.
- Following this decision and the Plan activated, the LDC will also activate the LDCC.
- The LDC has overall responsibility for the operation of the LDCC and for ensuring appropriate levels of staff are identified and trained in the operation of the LDCC.

7.6 LEVELS OF ACTIVATION

The following table illustrates a tiered approach to activation ensuring that the scale of the response matches the severity of the threat, while allowing for rapid escalation when a disaster strikes suddenly.

To help organise or present this information clearly, the following is a breakdown of the four (4) standard activation levels used by LDMGs.

Level	Description	Status
Alert	A heightened level of awareness due to an identified threat.	Monitoring the situation; no resource commitment required.
Lean Forward	An operational state where an event is likely to happen.	Key personnel are briefed; resources are pre-positioned. Disaster Coordination Centre is opened and staffed as determined.
Stand Up	The event is imminent or occurring.	Response operations have commenced; the LDCC is fully staffed and operating.
Stand Down	The threat has passed.	Responders have stood down and debriefs are being conducted. The LDCC has transitioned to recovery operations.

7.7 KEY OPERATIONAL PRINCIPLES

- **Flexibility:** While the sequence of activation is usually Alert → Lean Forward → Stand Up, the LDMG Chair can bypass levels if a 'sudden impact' event occurs (e.g., a flash flood or earthquake).
- **Scalability:** Not every event requires a full 'Stand Up'. The LDMG can remain at 'Lean Forward' if the local capacity is sufficient to manage the risk without full activation.
- **Communication:** Activation levels must be communicated clearly to the DDC to ensure the State is ready to provide support if local resources are exhausted or unsuitable.

7.8 LOCAL DISASTER COORDINATION CENTRE (LDCC)

The primary location of the LDCC is Rockhampton City Hall. For more information about LDCC operations, refer to the Local Disaster Coordinator sub plan.

The LDCC is a facility managed by the Rockhampton Regional Council, staffed by local government employees, and supported by agency liaison officers from government. The LDCC primary function is the coordination of disaster operations on behalf of the LDMG and to manage information and resources and to ensure the decisions and directions of the LDMG are carried out. All operations within the LDCC, including activation, are performed in line with the LDCC Sub-Plan.

The LDC has overall responsibility for the activation and operation of the LDCC, however should not play an active part in any of the functional activities. The role of the LDC is primarily to oversee the operations and to ensure it is working effectively in accordance with s36 of the Act (Functions of LDC). In extended operations, the LDC may delegate their role to a suitably qualified person officer in accordance with s.143(8) of the Act.

The following diagram is indicative of an LDCC structure with key positions based on the Australasian Inter-service Incident Management System (AIIMS). It should be noted that whilst the key AIIMS elements of Operations, Logistics, Planning and Intelligence are included, other key elements related to local operations also form part of the LDCC structure.

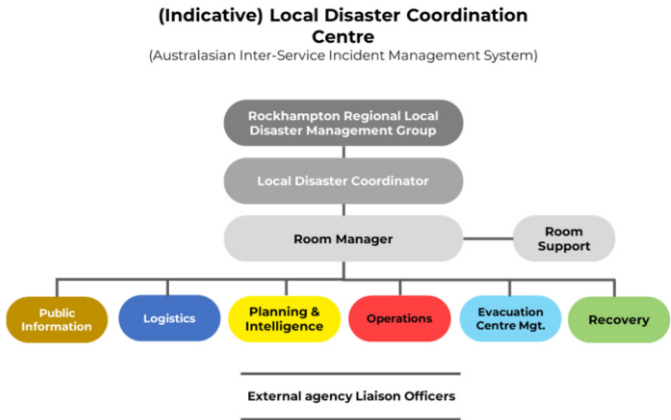


Figure 12 - LDCC Structure

Key roles include:

Role	Duties
Room Manager	- Provides overall direction of activities - Setting and achieving objectives - Manages all risks to community and responders - Approves the Event Action Plan (EAP) - Ensures safety is adequately managed for community and responders - Keeping community informed - Liaison with external agencies
Operations	- Managing field operations - Managing resources delegated to them - Implement the EAP (strategies and tactics)
Planning & Intelligence	- Preparing and delivering plans and strategies - Developing a strategic risk assessment - Managing and disseminating information internally - Having a resourcing plan - Monitor the EAP - Collect information on current and forecast situation - Process the information into intelligence - Displaying the intelligence
Logistics	- Obtain, maintain and sustain human and physical resources, facilities, services and materials - Maintain records of costs for equipment, contracts, materials etc. - Payment for acquisitions - Collection, collation and analysis of costs
Public Information	- Prepare information to disseminate to the public - Issuing timely and accurate warnings - Liaising with local communities
Agency Liaison Officers	- Assist the Operations team to action requests - Provide the link between their agency and the LDCC - Provide specialist advice to the Local Disaster Coordinator

Other local functions include:

Evacuation – The Local Disaster Management Group (LDMG) established an Evacuation Subgroup to oversee the evacuation processes of the RRC Local Disaster Management Plan (LDMP) and associated Evacuation Planning Sub-Plan. The Evacuation Subgroup consist of agencies involved directly in community emergency evacuation planning and coordination through the LDCC.

Evacuation Centre Management – Local governments are responsible for providing short term accommodation for evacuees who do not have alternative options. As part of the Evacuation Subgroup, the Evacuation Centre Working Group consisting of agencies directly involved in operating an evacuation centre. Request for the operation of the evacuation centre are actioned through the LDCC.

Recovery - Coordinated through the Local Recovery Group, a Recovery officer in the LDCC seeks and passes information to inform recovery initiatives for disaster-affected communities.

7.9 INFORMATION MANAGEMENT

Information sharing

Information may need to be shared between agencies to ensure a timely response or preparation for a disaster event, for example flood extent mapping or rapid damage assessment data. If personal information is not required for the task, information should be anonymised prior to sharing.

If consent cannot be given, personal information can only be collected if it's reasonably necessary for, or directly related to, an agency's functions or activities. More information can be found in the Information Privacy Act 2009.

Incident Management System (IMS)

Document management throughout the disaster response and recovery is carried out through Guardian IMS. Guardian provides the ability to capture all tasks, decisions, actions, and information related to an event. This includes the maintenance of logs, public information, and expenditure to provide clear, reasonable accountability and justifications for future audit and potential reimbursement purposes. Once Council's LDCC stands down, the event is finalised, all tasks are closed, and all information is secured.

Manual system

If Guardian IMS is inoperative, the LDCC will revert to a paper-based IMS. All documentation will be scanned and stored appropriately into Council's record management system.

7.10 INTELLIGENCE GATHERING

The LDCC is the single point of information and central focal point for intelligence gathering. Operational intelligence is the collection, collation and analysis of data and information required for decision-making, planning and operations to achieve mission objectives.

A key contributor to the development of operational intelligence is through the conduct of impact assessments. The purpose of an impact assessment is to collect and analyse site damage evidence to provide the LDMG with comprehensive understanding of the impact of an event and may include:

- Extent of loss of life or injuries
- Damage to property, infrastructure, or losses of other assets
- The needs of the affected community.

For more information about conducting an impact assessment, refer to the impact assessment reference in Guardian IMS. Supporting agencies will be contacted to provide relevant information.

Other sources of information may include:

- Imagery
- Media
- Telemetry, and
- Community information.

Two key outcomes of accurate and current operational intelligence are:

- Decision-making, planning, tasking, communications, and messaging.
- A common operating picture at all levels through shared situational awareness.

7.11 PUBLIC INFORMATION AND WARNINGS

The Plan identifies that public information and warnings issued by the local group will primarily be disseminated through media releases - namely ABC radio, commercial radio and television networks - as well as social media, print media, the Emergency Dashboard, and email and SMS notifications to subscribers who have opted in via the Emergency Dashboard. Landlines and mobile phones will also be utilised for emergency alert advice. The use of SEWS (Standard Emergency Warning System) or the national Emergency Alert (EA) telephone and SMS messaging will be used to support and reinforce the warning messages provided. The Queensland Government and Council Contact Centres will also be used to support and emphasise the messages provided through the various forms of media. For further information refer to the Communications Sub-Plan.

The Chair of the LDMG and LDC shall be the key sources of information to the community regarding the status of the response to the event and any other associated threats or required community actions. The role of the LDMG Public Information Cell is to ensure a coordinated and consistent message is broadcast to the community.

Australian Warning System (AWS)

The AWS is a nationally consistent, three-tiered, colour-coded framework used across Australia to provide clear, actionable information during emergencies like bushfires, floods, storms, and extreme heat. It ensures people know what to do, with levels ranging from yellow (Advice) to orange (Watch & Act) and red (Emergency Warning).



Emergency Alert (EA)

An EA is an official, location-based telephone warning system in Australia used by emergency services to send urgent text messages to mobile phones and voice messages to landlines. These alerts warn of immediate, dangerous threats like fires, floods, or storms, advising residents to take action.

Standard Emergency Warning System (SEWS)

The SEWS is a nationally agreed consistent warning tone. The purpose of SEWS is to alert the community that an official emergency announcement is about to be made concerning an actual or imminent emergency that has the potential to affect them. The authority to initiate SEWS is restricted to Queensland State Manager Bureau of Meteorology (for meteorological purposes), QFD Commissioner and Police Commissioner.

When a SEWS warning is issued, the LDC (or nominated delegate) of each local government affected by the warning is to be notified by the initiating authority at the earliest opportunity. All initiating authorities should notify the QPS State Duty Supervisor or State Duty Officer at the SDCC Watch Desk, who will then contact the relevant local governments.

Warning authorities:

Agency	Warning / Information type
Bureau of Meteorology (Bureau)	- Severe Weather Alerts (i.e., wind, heatwave) - Flood Warnings and Watches - Marine Warnings - Fire Weather Warnings - Tropical Cyclones Watch and Alert - Tsunami Watch and Alert - Severe Thunderstorms - Space Weather
Department Transport and Main Roads (DTMR)	- Major road disruptions - Queensland Rail disruptions - Maritime Safety Queensland as advisories for local waterways
Department Health	- Public Health alerts and advisories - Heatwaves, pandemic, biological and radiological incidents
Queensland Fire Department (QFD)	- Bushfires and major fires - Hazardous materials incidents (i.e. chemical spill, smoke hazard, toxic plume etc.)
Queensland Police Service (QPS)	- Emergency Alerts (EA) - Standard Emergency Warning Signal (SEWS) - Public Safety Preservation Act (PSPA) declarations - Directed Evacuations - Terrorism incident
Utility owner (e.g. water, power, gas, telecommunications)	Major Infrastructure failure
Dam Owners	- Dam release notifications - Dam spilling - Dam recreational safety
Department Primary Industries	- Emergency animal diseases - Priority plant pests and diseases

7.12 OPERATIONAL REPORTING**Situation report (SitRep)**

A SitRep is a concise, structured document that provides key stakeholders with a timely snapshot of an ongoing event. Used in emergency management, it summarises the current situation, emerging issues, impacts, key messaging and resources required. The LDC, through the operation of the LDCC, is responsible for the preparation of the SitRep and will be distributed at regular intervals as requested by the disaster district.

Incident Action Plan (IAP)

An IAP is a formal, written document that defines the specific objectives, strategies, tactics, and resources required to manage an event over a set operational period, usually 12 to 24 hours. It ensures all responders have a clear, coordinated, and safe plan. Key elements include:

- **Mission statement and objectives:** A clear, measurable goal and objectives.
- **Tactics:** Specific actions to achieve goal and objective.
- **Resources:** Personnel and equipment assigned.
- **Organisation:** Command structure.
- **Safety and communication:** Safety plan and communication plan.

7.13 REQUESTS FOR ASSISTANCE (RFA)

RFA's are a formal, structured process used to seek additional resources (personnel, equipment, or services) when their own capacity to manage a disaster event has been exhausted or is unsuitable for the task.

7.14 FINANCIAL MANAGEMENT

All LDMG member agencies are responsible for monitoring, tracking, and capturing approved expenditure during disaster operations. This includes the provision of their own financial services and support, meeting and recording their own operational expenses incurred during a disaster event and claiming reimbursement of any expenses allowed under the State Disaster Relief Arrangements (SDRA) and the Disaster Recovery Funding Arrangements (DRFA).

Council and impacted organisations, supported by the Queensland Reconstruction Authority (QRA), assist with the collation of all supporting documents to meet the requirements for funding claims. Supporting documentation includes capturing evidence of 'pre-event' and 'post-event' states, all costs directly related to the disaster response and costs associated with restoration of essential public assets.

7.15 MEDIA MANAGEMENT

All media management and associated communications-related functions for an event will be undertaken as per the *Communications Sub-Plan*.

7.16 RE-SUPPLY OF ISOLATED COMMUNITIES

Disaster events have a potential to create isolated communities within the region. The LDMG is responsible for supporting communities and ensuring resupply of food and other essentials during times of isolation.

If an event does isolate a community within the Rockhampton region, all resupply requirements will be addressed in accordance with the Queensland Resupply Guidelines. 56

7.17 BRIEFINGS, DEBRIEFS AND AFTER-ACTION REVIEWS (AARS)

Briefings

Briefings are structured, concise, and timely sessions used to inform personnel, decision-makers, and responders about the current status, objectives, and safety requirements of an emergency incident. They ensure that all involved parties, including different agencies, have a shared understanding of the situation (situational awareness) and know their assigned tasks.

Debriefs (Hot-debriefs)

Hot-debriefs are undertaken immediately after operations (and at the end of each shift in the LDCC) have ceased, giving participants the opportunity to share learning points while the experience is still very fresh in their minds. Multiple hot debriefs during protracted operations may be appropriate to identify significant issues and provide prompt solutions for immediate implementation.

A hot debrief includes:

- What worked well
- What can be improved
- Any safety issues
- Immediate remedial actions required to rectify issues.

After-Action Reviews (AARs)

AARs are undertaken two to four weeks after an operation, when participants have had an opportunity to take a considered view of the effectiveness of the operation. An After-Activation Review Report is to be completed to provide an overview of the lessons identified following an event and importantly recommendations for improving disaster management.

AARs include:

- Assessment of decisions made, actions taken, and processes conducted
- Assessment of plans against conduct of operations
- Assessment of capability and capacity and where further planning, training, or exercising is required
- Any critical safety issues
- Resolutions for improvements.

For further information refer to ICGM Queensland Disaster Management Lessons Management Framework.

7.18 FATIGUE MANAGEMENT

If an activation continues for an extended period of time, fatigue management principles will apply. Disaster management entities will be required to manage fatigue of their staff in line with their internal agency policies and procedures. Personnel must have the capacity to rotate or replace staff during longer protracted events to prevent physical and mental health issues.

7.19 DISASTER DECLARATIONS

Disaster declarations can be made or extended by the DDC on approval of the Minister responsible for the Act in accordance with section 64, 67 and 67A.

The Minister responsible and Premier can also make or extend a disaster declaration in accordance with sections 69, 72 and 72A of the Act.

The Chair of the LDMG is to liaise with the DDC if there is a likelihood of an imminent or impending disaster or a disaster has occurred that requires extra-ordinary powers to be implemented e.g. mandatory evacuation.

A disaster declaration is ended in accordance with sections 68 and 73 of the Act. The declaration of a disaster situation provides additional powers (section 77 and 78) to the DDC or declared disaster officers (section 75).

A disaster situation can only be declared if a disaster has happened, is happening or is likely to happen and it is necessary or reasonably likely to be necessary to exercise declared powers to prevent or minimise:

- Loss of human life
- Illness or injury to humans
- Property loss or damage
- Damage to the environment.

It is not necessary to declare a disaster situation to activate the disaster management arrangements or to obtain financial assistance through the DRFA.

7.20 OFFERS OF ASSISTANCE

During disaster events, the wider community and businesses provide support to those affected through financial contributions, goods, and services. Depending on the scale of the event, these will be coordinated through [GIVIT](#) which enables community organisations to effectively manage donations. All offers of assistance will be managed in accordance with the Queensland Policy for Offers of Assistance³² and the Guideline³³.

³² Queensland Policy for Offers of Assistance

³³ Interim Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline

7.21 EVACUATION

Evacuation of a particular area is necessary when a hazard threatens and puts at risk the safety of people within that area or following the impact of a hazard which has subsequently rendered the area uninhabitable. Evacuation becomes necessary when the benefits of leaving significantly outweigh the risk of 'sheltering-in-place'.

Stages of evacuation

There are five stages to an evacuation process, namely:

1. Decision to evacuate
2. Warning
3. Withdrawal
4. Shelter
5. Return

For full details on evacuation and shelter management refer to Evacuation Planning and Evacuation Centre Management Sub-Plans.

Sheltering evacuees

Council has identified various community facilities across the region as potential evacuation centres or places of refuge. The LDCC is responsible for coordinating the activation and closure of these facilities. These facilities can be used as:

- **Evacuation centre:** a facility set aside to provide short-stay emergency accommodation for displaced (evacuated) residents.
- **Place of refuge:** a facility identified or set aside to provide a brief respite from disaster effects and does not require the provision of accommodation.

These centres may be opened by Council as a result of an impending threat across the region. The affected community will be notified of the establishment and operation of a centre via various communication platforms.

People are encouraged to seek refuge with family or friends in the first instance. If evacuating, community members should register their location with '[Register.Find.Reunite](#),' where possible, to ensure family and friends can be informed of their safety. This service is available through the Australian Red Cross website³⁴.

³⁴ [Australian Red Cross website](#)
³⁵ [QFD website](#)

7.22 NEIGHBOURHOOD SAFER PLACES (NSPS)

The NSPs are identified, assessed, and managed by QFD and published on the QFD website³⁵. The main purpose of a NSP is to provide some level of protection to human life from the effects of a bushfire. A NSP is a local open space or building, such as ovals or sports clubs where people may gather as a last resort to seek shelter from a bushfire. A list of NSPs has been identified and is maintained by Council.

An NSP may be part of a community member's contingency plan when:

- A bushfire survival plan has failed
- The plan was to stay, but the extent of the fire means that the impact of the fire is too great and therefore the property is no longer a safe place to shelter, or
- The fire has escalated, and voluntary evacuation is the safest option.

7.23 VOLUNTEER MANAGEMENT

Volunteers play a key role in local disaster management response. During times of disasters, individuals and communities inevitably seek to assist their neighbours by spontaneous volunteering. To maximise the opportunities of strong community goodwill following a disaster and minimise the negative impacts of an influx of willing, yet unsolicited and unorganised helping hands, local arrangements include the effective management of spontaneous volunteers prior to an event.

Volunteering Queensland³⁶ is the central point of recruitment and referral for spontaneous volunteers associated with disasters through its Emergency Volunteering – Community Response to Extreme Weather (EV CREW) Service. This service identifies locally available people who are able to provide initial relief as part of the response for impacted people and communities.

7.24 CONCURRENT EVENTS

Disaster management entities need to undertake planning that is cognisant of this rapidly changing hazard-scape. This planning must include developing the capability to coordinate multiple simultaneous events and managing the impacts of fatigue on staff required to respond to these events.

7.25 COUNCIL TO COUNCIL SUPPORT (C2C)

C2C arrangements responds to the needs of councils affected by natural disasters and acknowledges the desire of unaffected councils to support other LGAs during these events. Local requests for C2C support are made through the Request for Assistance (RFA) process to the district via the LDMG.

³⁶ [Volunteering Queensland website](#)

7.26 DEFENCE ASSISTANCE TO THE CIVIL COMMUNITY (DACC)

The principle applied to the provision of DACC is that State or Territory Governments are primarily responsible for combating disasters using available resources. Australian Government resources (including Defence assets) may be made available in situations where the State or Territory governments are unable to react with sufficient speed or lack the necessary resources or skills. There are 3 categories of assistance that are relevant to local response assistance, namely:

1. **DACC 1** – localised, short-term emergency responses.
2. **DACC 2** – significant crisis response or relief assistance.
3. **DACC 3** – significant recovery assistance.

Category 1 (Local Emergency Assistance)

Emergency assistance for a specific task(s) provided by the Senior Australian Defence Force (ADF) Officers/Unit Commander/Administrator, from within their allocated resources, in localised emergency situations where immediate action is necessary to save human life, alleviate suffering, prevent extensive loss of animal life or prevent widespread loss and damage to property. Duration of assistance shall normally not exceed 48 hours.

Category 2 (Significant Crisis Response or Relief Assistance)

Emergency assistance, beyond that provided under DACC 1, during a more extensive or continuing disaster response directly related to saving human life or alleviating human suffering or preventing the loss or damage to property when State/Territory resources are inadequate. This may include short term recovery activities during the transfer of tasks to local and state recovery agencies in the immediate aftermath of an emergency. Duration of assistance shall depend on nature, scope of emergency and available resources.

Category 3 (Significant Recovery Assistance)

Emergency assistance associated with recovery from a civil emergency or disaster, which is not directly related to the saving of life or property that involves longer term significant recovery activity, such as reconstruction of the physical infrastructure and the restoration of emotional, social, economic, and physical wellbeing. Duration of assistance shall depend on nature, scope of recovery effort and available resources.

Further information, including the DACC Policy, is available on the Australian Government Department of Defence website³⁷.

³⁷ [Australian Government Department of Defence website](#)

7.27 LOCAL ACTIVATION, DECLARATIONS AND FINANCIAL ASSISTANCE

The activation of the Plan or LDCC does not confer special powers nor funding and it is not necessary for a declaration of a disaster situation under s.64 or s.69 to be made to activate council's disaster management arrangements. A declaration of a disaster situation under s.64 or s.69 of the Act provides extraordinary powers to preserve life and property.

The activation of either DRFA or SDRA provides for financial support to the impacted community, funding for disaster operations of State government departments and local governments and restoration of essential public assets.

All three actions are independent and are not interlinked or conditional, although some or all may occur for the same event.



PART 8 - RECOVERY

This section of the Plan provides only an overview of Rockhampton's local recovery arrangements. For full details refer to Councils' Local Recovery Sub-Plan³⁸.

8.1 MEANING OF TERMS

Disaster recovery is defined as the coordinated process of supporting disaster-affected communities' psychosocial (emotional and social), and physical well-being; reconstruction of physical infrastructure; and economic and environmental restoration (including regeneration of the natural environment, associated infrastructure and heritage sites and structures, and the management of pollution and contamination).

Relief means efforts to meet the immediate needs of persons affected by a disaster, to minimise further loss through the provision of immediate shelter and basic human needs.

8.2 INTRODUCTION

The aim of disaster recovery (including 'relief') is to support communities to successfully deal with the impacts of a disaster event on the social, built, economic and natural environments. By doing so, communities build cohesion and resilience to future events. However, recovery is a complex and often lengthy process, requiring a collaborative, coordinated, flexible and scalable approach. Responsibility for its delivery is shared between all levels of government, non-government and non-profit organisations that work closely with the community to achieve desired outcomes.

Council has developed a dedicated Local Recovery Sub-Plan to provide guidance and direction on the preparation for, conduct and support of disaster recovery operations across the region and to assist in building a more informed, sustainable, and resilient community. Information on recovery can also be found on Council's Emergency Dashboard³⁹.

8.3 PRINCIPLES OF RECOVERY

The following six (6) principles underpin recovery planning and operations in Queensland:

- Understanding the context - understanding community context, with each community having its own history, values, and dynamics.
- Recognising complexity - responsive to the complex and dynamic nature of both emergencies and the community.
- Using local, community-led approaches - community-centred, flexible, engaging, and empowering communities to move forward.
- Ensuring coordination of all activities - a planned, collaborated, coordinated and adaptive approach, between community and partner agencies, based on continuing assessment of impacts and needs.
- Employing effective communication - built on effective communication between the affected community and other recovery partners.
- Acknowledging and building capacity - recognising, supporting, and building on individual, community and organisational capacity and resilience to disaster events.

³⁸ Rockhampton Regional Council Local Recovery Sub-Plan

³⁹ Emergency Dashboard

8.4 STAGES OF RECOVERY

Figure 13 below illustrates the recovery process.



Figure 13 - Recovery process

Stages of recovery in more detail:

Stage	Indicative actions
Pre-event: Preparation & prevention	
	• LRG meets as required. • LRC may be appointed. • Community profiles are reviewed. • Community recovery and Business Continuity Plans (BCPs) are reviewed, revised or developed. • Recovery exercises conducted. • Recovery training is undertaken. • Recovery networks are enhanced.
Stage 1 – Immediate recovery	
In this stage local and district recovery groups and sub-groups may stand up, as well as the State Functional Recovery Groups.	
	• Assessment of damage, immediate clean up. • Identification of priority infrastructure for reconstruction. • Wildlife carcass disposal. • Identification of priority health, safety, shelter and food needs. • Identification of public health risks (for example, water, sanitation, food safety) and introduction of interim measures to prevent disease. • Provisions for psycho-social assistance. • Pollution containment. • Provision of relief to wildlife. • Potential establishment of community recovery hubs and outreach services. • Immediate recovery initiatives implemented including the commencement of the Personal Hardship Assistance Scheme (PHAS) and funded service provision by community organisations. • Potential establishment of case coordination panels in affected areas to enhance collaboration and support to individuals and families who are unable to affect self-recovery. • Recovery reporting commences. • The State Disaster Coordination Group (SDCG) will transition from response operations to recovery operations. • Potential appointment of the State Recovery Coordinator (SRC). • Commencement of emergency infrastructure repairs. • Planning, development, and consultation of an event-specific recovery plan at the local, district and state level.
Stage 2 – Short to medium term recovery	
Re-establishment, rehabilitation and reconstruction.	
	• Small businesses reopen. • Community events resume. • Event-specific recovery plans at the local, district and state level (where developed) are implemented. • Coordination of ongoing impact assessments, community engagement, communication and collaboration occur between functional recovery groups at all levels. • The recovery progress is monitored, identifying overlapping issues, reinforcing as required with resources and capability to ensure that the momentum of recovery and reconstruction is maintained. • Continuation of service delivery occurs, including any extraordinary services, case coordination mechanisms or financial assistance measures.

- Reconstruction activities commence including residential, infrastructure and community repairs.
- Public health risks controlled and/or eliminated.
- Environmental remediation and restoration occur.
- Heritage remediation and restoration occur.
- Betterment initiatives are implemented
- Damage assessment and reconstruction monitoring commence.

Stage 3 – Long-term recovery

Restoration, rebuilding, reshaping, and sustainability.

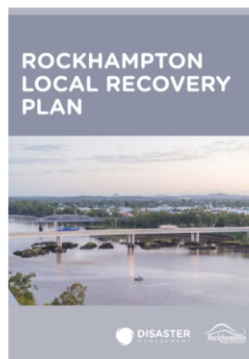
- The continuation of service delivery including any extraordinary services, case coordination mechanisms or financial assistance measures.
- Creation of new social connections.
- Triggering investment.
- Community behavioural change.
- The reduction of inequality.
- The enhancement of infrastructure or operations to improve resilience.
- Continuing to build recovery capacity and capability.
- The implementation of longer-term recovery initiatives and funding programs.
- The introduction of new services to the community.
- Increases in innovation and entrepreneurial activities.
- A progressive handover or absorption of recovery and reconstruction responsibilities from immediate service providers to agencies or organisations including local government, community-based or industry-led sectors that support ongoing recovery activities.
- Identifying lessons and implementing improvements to increase resilience.
- Potential post recovery operation evaluations.

8.5 ROCKHAMPTON LOCAL RECOVERY PLAN

The purpose of the Rockhampton Local Recovery Plan is to provide guidance and direction on the preparation for, and conduct of, disaster recovery in the Rockhampton Regional Council area to enable optimum recovery outcomes when the region or part of the region has been impacted by a disaster.

The Local Recovery Plan focuses on local roles and responsibilities, recognising the lead agency role of various State agencies, and takes a cooperative, multi-agency approach to community recovery, ensuring recovery operations are integrated, locally led and appropriate to the scale of the disaster event.

The Local Recovery Plan also outlines an all-hazards methodology for recovery operations, planning and arrangements, and drives a collaborative and coordinated approach across all functions of recovery whilst articulating roles and responsibilities of the functional roles in disaster recovery.



8.6 DISASTER RECOVERY FUNDING

Introduction

QRA manages and coordinates Queensland's program of recovery and reconstruction funding within disaster impacted communities. The purpose of the Queensland Disaster Funding Guidelines 2026⁴⁰ (refer also to the DRFA and SDRA factsheets⁴¹) to:

- Detail Queensland's administrative requirements for DRFA and SDRA relief measures that may be activated within Queensland following an eligible disaster to assist individuals, small businesses, primary producers, not-for-profit organisations, local governments and state agencies.
- Detail the activation, eligibility, application, delivery, reporting and acquittal requirements under both the DRFA and SDRA within Queensland
- Provide a guide for local governments and State government agencies, not-for-profit organisations, primary producers, small businesses, and the public, on financial assistance and funding that may be available in the event of a disaster.

Two funding arrangements are available, each of which can be activated depending on the nature and scale of the disaster, namely:

- Disaster Recovery Funding Arrangements (DRFA)
- State Disaster Relief Arrangements (SDRA)

Disaster Recovery Funding Arrangements (DRFA)

There are four categories of assistance measures under the DRFA:



Category A: assistance to individuals to alleviate personal hardship or distress arising as a direct result of a disaster. Category A assistance is provided automatically by the states without requiring approval from the Australian Government.

Category B: assistance to the state, and/or local governments for the restoration of essential public assets and certain counter-disaster operations. Category B assistance also covers assistance to small businesses, primary producers, not-for-profit organisations and needy individuals through concessional loans, subsidies, or grants. Category B assistance is provided automatically by the states without requiring approval from the Australian Government.

Category C: assistance for severely affected communities, regions or sectors and includes clean-up and recovery grants for small businesses and primary producers and/or the establishment of a Community Recovery Fund. Category C assistance is only made available when the impact of a disaster is severe. It is intended to be in addition to assistance under Categories A and B and is usually considered once the impacts of the disaster on affected communities have been assessed. Category C assistance is requested from the states and requires agreement from the Prime Minister.

Category D: exceptional circumstances assistance beyond Categories A, B and C. Category D assistance is generally considered once the impact of the disaster has been assessed and specific recovery gaps identified. Category D assistance is requested from the states and requires agreement from the Prime Minister.

⁴⁰ [Queensland Disaster Funding Guidelines 2026](#)

⁴¹ [DRFA and SDRA factsheets](#)

State Disaster Relief Arrangements (SDRA)

SDRA is an 'all hazards' relief program that is fully State Government funded and covers natural and non-natural disasters.

The purpose of the SDRA is to address personal hardship and community response needs for disaster events where the DRFA are unable to be activated.

SDRA relief measures for Personal Hardship Assistance Scheme and Counter Disaster Operations (CDO) are the same relief measures that are activated under the DRFA.

The SDRA can be activated when the State identifies that local service providers have reached their capacity to provide a service to Queenslanders experiencing personal hardship as a direct result of a disaster event, or that there are no local service providers to assist in the event of a disaster.

The Director-General of the Department of the Premier and Cabinet is responsible for activating the SDRA and QRA and Community Recovery coordinate the delivery of SDRA assistance measures.

Disaster Recovery Payment

The Australian Government Disaster Recovery Payment⁴² (AGDRP) is determined by the Australian Government, for those who have been adversely affected by a major disaster either in Australia or overseas.

The AGDRP may be activated when the impact of a disaster on individuals and families requires an additional Australian Government response to support short-term recovery needs.

The Prime Minister or Cabinet may also decide to provide a similar payment to New Zealand Special Category visa holders who have been affected by declared major disasters. Services Australia administers the AGDRP.

Disaster Recovery Allowance

The Disaster Recovery Allowance⁴³ (DRA) is a short-term income support payment to assist individuals who can demonstrate their income has been affected as a direct result of a disaster. When available, DRA assists employees, small businesspersons and farmers who experience a loss of income as a direct result of a disaster event.

Other available funding sources

Multiple financial arrangements, including funding programs, are available in Queensland to assist state and local governments, businesses, primary producers, and NGOs to prepare for, prevent, respond to and recover from disaster events. These include:

- [Australian Government Business](#)
- [Gambling Community Benefit Fund](#)
- [Get Ready Queensland](#)
- [Queensland Resilience and Risk Reduction Fund](#)
- [SES Support Grant](#)

⁴² [Australian Government Disaster Recovery Payment](#)
⁴³ [Disaster Recovery Allowance](#)

PART 9 - RESILIENCE BUILDING

9.1 MEANING OF TERM

*Resilience can be defined as a system or community's ability to rapidly accommodate and recover from the impacts of hazards, restore essential structures and desired functionality and adapt to new circumstances*⁴⁴.

9.2 INTRODUCTION

Section 4A(b) of the Act provides that "consideration should be given to the improvement of the resilience of a community to a disaster in all 4 phases of disaster management planning..." as described under s.4A(a). This plan is based on the key planning principles described in Part 2.5.

9.3 NATIONAL STRATEGY FOR DISASTER RESILIENCE

Australia has recently experienced a number of large scale and devastating natural disasters, including catastrophic bushfires, far reaching floods, and damaging storms. Natural disasters are a feature of the Australian climate and landscape, and this threat will continue, not least because climate change is making weather patterns less predictable and more extreme.

Such events can have personal, social, economic and environmental impacts that take many years to dissipate. Australia has and continues to cope well with natural disasters, through well established and cooperative emergency management arrangements, effective capabilities, and dedicated professional and volunteer personnel. 'Australians are also renowned for their resilience to hardship, including the ability to innovate and adapt, a strong community spirit that supports those in need and the self-reliance to withstand and recover from disasters.'⁴⁵

9.4 ROLE OF GOVERNMENT

Governments, at all levels, have a significant role in strengthening the nation's resilience to disasters by:

- Developing and implementing effective, risk-based land management and planning arrangements and other mitigation activities.
- Having effective arrangements in place to inform people about how to assess risks and reduce their exposure and vulnerability to hazards.
- Having clear and effective education systems so people understand what options are available and what the best course of action is in responding to a hazard as it approaches.
- Supporting individuals and communities to prepare for extreme events.
- Ensuring the most effective, well-coordinated response from our emergency services and volunteers when disaster hits.
- Working in a swift, compassionate and pragmatic way to help communities recover from devastation and to learn, innovate and adapt in the aftermath of disastrous events.

Australian governments are working collectively to incorporate the principle of disaster resilience into aspects of natural disaster arrangements, including preventing, preparing, responding to, and recovering from, disasters.

⁴⁴ [Queensland Reconstruction Authority](#)
⁴⁵ [National Strategy for Disaster Resilience](#)

9.5 QUEENSLAND STRATEGY FOR DISASTER RESILIENCE

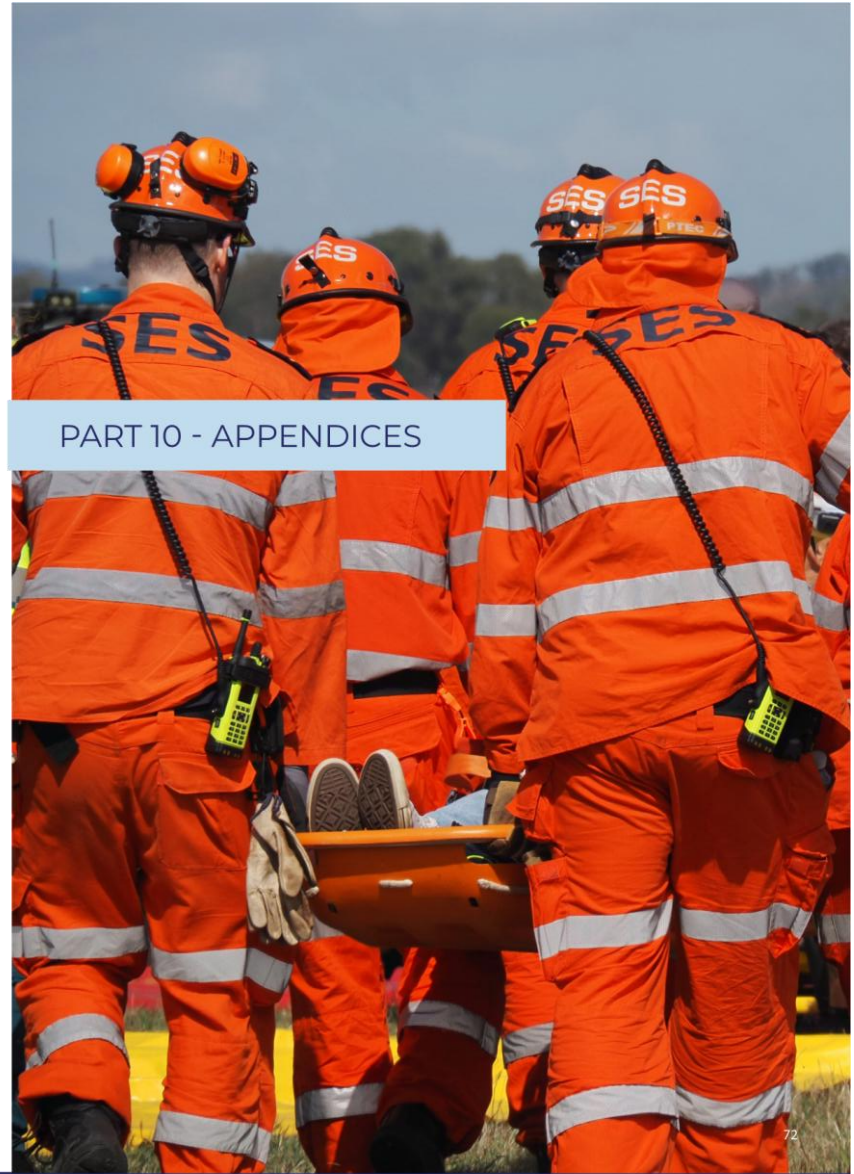
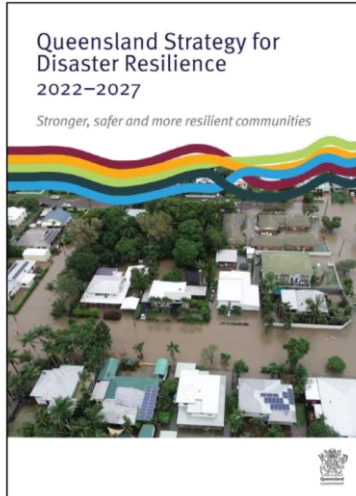
The QRA is the lead agency responsible for Queensland's disaster resilience policy and has created the Queensland Strategy for Disaster Resilience .

The Strategy describes resilience in the context of disaster management, as: 'a system or community's ability to rapidly accommodate and recover from the impacts of hazards, restore essential structures and desired functionality and adapt to new circumstances.'

State, national, and international experience has shown that the following elements contribute to a resilient organisation or community:

- Risk-informed and appropriately prepared individuals
- The capacity to adapt, and
- Healthy levels of community connectedness, trust and cooperation.

Communication and education are key in preparing for disaster events and being prepared can help to minimise the impacts and create a more resilient community.



Appendix A – Local Government-specific disaster management legislation

Black	Mandatory
Green	Not mandatory but recommended for inclusion
Orange	Reference information

Part of the Act	Division of the Act	Brief content description	Sect.	Reg.
Part 1 Preliminaries	Objects	Main objects of Act	3(a)	
	Guiding principles	DM should be planned across 4 phases	4A(a)	
		Resilience building across the 4 phases	4A(b)	
		Events managed in accordance with Strategic Policy, State plan and Guidelines	4A(c)	
		LG primarily responsible for managing events	4A(d)	
	Application	Act binds all persons	5	
	Interpretation	Definitions	11-16	
	Functions of the Police Commissioner	Ensure all persons are appropriately trained	16A(c)	
Part 2 Disaster management groups	Local government DM groups	Establishment and functions	29	
		Functions of LDMG	30	
		Membership	33(l)	9
		Chair & deputy chair	34	10, 16
		Functions of chair	34A	
		Local Disaster Coordinator (LDC)	35	
		Functions of LDC	36	
		Power of delegation of LDC	143(8)	
		Notice about membership	37	
		Conduct of business & meetings	38	
		Times & places of meetings		12
		Quorum		13
		LDMG member deputy		14
		Presiding at meetings		16
		Conduct of meetings		17
		Meeting resolutions		17(3)

Part 3 DM plans and guidelines	DM plans for local governments	Correspondence register		17(3)
		Meeting minutes		18
		Annual report	44	
		Local government must prepare a plan	57(l)	
		Plan must include provisions (a)-(g)	57(2)	
		Requirements of plan	58	
		Reviewing and renewing plan	59	
		Plan to be available for inspection etc.	60	
		Guidelines	63	
		Guidelines about disaster management plans		
Part 4 Provisions for declarations of disaster situation	Provisions about declarations	Declarations	64-73	
Part 5 Functions of local government	Functions of local government	Functions of local government	80(a)	
Part 13 Miscellaneous	Delegations	A Local Disaster Coordinator may delegate the coordinator's functions under s.36 to an appropriately qualified person.	143(8)	
	Protection from liability	Civil liability does not attach to the State, a Minister, a local government or an official because of anything done or omitted to be done under the Act in good faith.	144	

Appendix B – LDMG Agency Roles and Responsibilities

All agency representatives are responsible for ensuring they:

- Provide information, advice and updates to LDMG as required.
- Provide support and liaison officers to the Council LDCC if requested.
- Assist in recovery operations.
- Assist the community to prepare for, respond to and recover from a disaster.

Rockhampton Regional Council (Core member)

- Coordination and administration of the Rockhampton Region LDMG, LRG and LDCC.
- Provision of a disaster response capability.
- Provision of Council resources necessary to meet statutory obligations.
- Provide and manage resources to support evacuation centres.
- Coordination of Council's water, sewerage and solid waste.
- Keep the community informed.
- Ensure business continuity of all the Council services during and following a disaster event.
- Support the SES in partnership with QPS. Responsibilities.

Rockhampton Region State Emergency Service (SES) (Core member)

- Recruitment, training and management of SES volunteers.
- Support search and rescue operations for missing or injured persons (QPS to coordinate).
- Flood boat operations.
- Storm event preparation and response.
- Support to emergency services as required.
- Assist traffic control and crowd management as required.
- Supply and erect the State's Flood Barrier.
- Support resupply operations.

Queensland Ambulance Service (Core member)

- Provide, operate, and maintain ambulance service delivery during disasters and other related activities.
- Provide transport for persons requiring attention at medical or health care facilities.
- Participate with other emergency

services in counter disaster planning including collaboration with Hospital and Health Services and active membership of State, District and Local Disaster Groups.

- Coordinate all volunteer first aid groups during a disaster.

Queensland Fire Department, including Rural Fire Service Queensland (Core member)

- Primary response agency for structural, bushfire and chemical / hazmat incidents.
- Provide advice, chemical analysis and atmospheric monitoring at relevant incidents.
- Provide mass and technical decontamination capability.
- Provide rescue and search functions and perform other operations to help and protect injured persons from danger or potential danger.
- Distribute and develop (where primary agency) warnings to disaster management stakeholders and communities.
- Ensure the capability and capacity of Disaster Assistance Response Teams to assist communities affected by disasters or emergency situations.
- Undertake damage assessment function (residential and commercial structures) as soon as practical post disaster / emergency situation and provide findings to disaster management stakeholders.
- Coordinate aerial support.

Queensland Police Service (Core member)

- Maintaining Law and Order (Policing).
- Coordinate search and rescue operations for missing or injured persons (Policing).
- Law enforcement support to emergency services agencies/services as required (Policing).

- Operational responsibility for first response to terrorism (Policing).
- Provision of traffic control, road closures and crowd management as required (Policing).
- Advice in relation to preparation and maintenance of disaster management plans and guidelines (EM).
- Provide advice and support regarding disaster management and disaster operations (EM).
- Provision of training and exercises in accordance with the QDMTF (EM).
- Coordination of pre-season briefings (EM).
- Participate in regional disaster risk assessments (EM).
- Facilitate and authorise Emergency Alert campaigns to provide advice and warnings to communities affected by disasters and emergency situations.
- Resupply of essential goods to isolated communities, properties and individuals in partnership with LDMGs (EM).
- Provide support officers to the Council LDCC if requested (EM).
- Manage the registration of evacuees and inquiries in partnership with Australian Red Cross (EM).

ABC Capricornia (Advisory member)

- Emergency broadcaster.

Anglicare (Advisory member)

- Provides emergency relief including counselling.
- Conducts welfare checks on vulnerable community.

Aurizon (Advisory member)

- Provides advice on rail services.

Australian Defence Force (Advisory member)

- Provides emergency response where required.

Australian Red Cross (Advisory member)

- Provide psychosocial support training services.
- Provide psychosocial support services to

- impacted communities.
- Support management and operations of Evacuation Centres.
- Support welfare of displaced persons.
- Undertake registration of evacuees and displaced persons on behalf of QPS, utilising Register Find. Reunite.

Blue Care (Advisory member)

- Complete home care for vulnerable community.

Capricorn Helicopter Rescue Service (Advisory member)

- Provides 24/7 emergency, aeromedical, and counter-disaster support
- Performs aerial search and rescue
- Transport critical medical teams
- Deliver medical supplies.

Capricorn Correctional Centre (Advisory member)

- Deployment and coordination of low-risk prisoners from Etna Creek. Correctional Centre to assist response and recovery operations.

Central Queensland Amateur Radio Association (Advisory member)

- Emergency broadcaster.

Central Queensland Hospital and Health - Queensland Health (Advisory member)

- Coordinate and manage the health aspects of a disaster or emergency incident, including clinical care, public health, mental health, forensic support, and health related messaging to the community.

Chaplain Watch (Advisory member)

- Support operations of Evacuation. Centres through the provision of First Aid services.
- Assist QAS as required with first aid treatment.
- Provision of psychosocial first aid.
- Provision of faith service.

Country to Coast (Advisory member)

- Support health and wellbeing needs.
- Provide contact with primary health networks and aged care facilities.

Department of Education
(Advisory member)

- Ensure all educational facilities and workplaces have a documented emergency plan.
- Facilitate the return of education facilities to normal operations as soon as possible.
- Provide departmental buildings that can be transitioned to cyclone shelters, places of refuge and evacuation centres.

Department Environment, Tourism, Science & Innovation (Advisory member)

- Provide environmental management advice, assistance and direction during response and recovery.
- Manage and respond to bushfires that occur in national parks, conservation parks and state forests unless there is a threat to life or property, and maintain a firefighting capability to meet this responsibility.
- Coordinating closures and evacuations with the QPS, along with the management of impacts and careful reopening of national parks, conservation parks, state forests and department owned visitor attractions.
- Monitor and advise on management of impacted native wildlife outside the protected areas and reduce conflict and risks to the community due to their displacement.

Department Families, Seniors, Disability Services & Child Safety (Advisory member)

- Administer the Personal Hardship and Assistance Scheme (PHAS) and Essential Services Safety and Reconnection Scheme (ESSRS).
- Coordinate and administer human and social recovery and resilience services for affected communities, including activation of DRFA category A, C & D measures.

Department of Housing & Public Works – QBuild (Advisory member)

- Coordinate technical advice on structural suitability of buildings to use as places of refuge, evacuation centres and cyclone shelters.
- Facilitate Structural Assistance Grant assessments as requested, on behalf of the Department of Families, Seniors, Disability Services and Child Safety (DFSDSCS).
- Maintain contact registers of professional service providers, specialist building contractors, building services and trades for registered suppliers to QBuild.

Department of Primary Industries
(Advisory member)

- Provide advice on agriculture, fisheries, and forestry disaster impacts (including advice on agriculture supply chains and animal welfare incidents).
- Assist the ongoing supply of fresh food as an essential service.
- Support Disaster Recovery Funding Arrangements (DRFA) relief measures, including agricultural industry recovery and resilience officers as required.
- Coordinate the Agriculture Disaster Taskforce (ADT).
- Engage with industry on preparedness for climate and biosecurity risks and aid with economic recovery.
- Assist agriculture industries in prevention and preparedness through normal business operations.
- Report on the disaster impact assessments for the agriculture sector, including economic losses, and expected recovery.
- Report on the possible impact of seasonal conditions and climate events will have on the agricultural sector.
- Support agriculture, fisheries, and forestry with workforce disruptions that may occur.
- Assist supply chains in the event of a cyber incursion that significantly disrupts agricultural meat processing.

Department of Transport & Main Roads
(Advisory member)

- Provide information and advice

regarding the impact of the event on road, rail, and maritime infrastructure.

- Assist with the safe movement of people resulting from mass evacuation.
- Enable an accessible transport network through reinstating road, rail, and maritime infrastructure.

Energy Queensland - Ergon Energy
(Advisory member)

- Restore any supply interruptions to the electricity distribution network across the region.
- De-energising and re-energising of network supply for safety reasons.
- Deploy mobile generators and support equipment into impacted communities to deliver temporary supply following a natural disaster event.
- Electrical safety advice for consumers.
- Work with disaster management groups where required to manage the consequences of disruption to Energy Queensland's networks and provide timely and accurate information.
- Mobilise field crews, vehicles, generators, and equipment prior to cyclones to support the rapid restoration of electricity supply to impacted communities.

Gladstone Ports Corporation Ltd
(Advisory member)

- Manages ship-sourced oil spills and acts as a central hub for emergency communications.

Lifeline (Advisory member)

- Provides 24/7 mental health support, crisis counselling, and emotional assistance to individuals and communities affected by the disaster.

Marine Rescue Queensland
(Advisory member)

- Marine Rescue Queensland (MRQ) is a branch of the Queensland Police Service (QPS) which work collaboratively to provide marine search and rescue services.

Maritime Safety Queensland (Advisory member)

member)

- Maritime Safety Queensland (MSQ) is a branch of the Department of Transport and Main Roads (DTMR) which works closely and cooperatively with disaster management agencies, industry, and community on both a State-wide and local basis.
- MSQ is the safety regulator for Queensland waterways.
- It will manage extreme weather events that affect waterways like the Fitzroy River utilising MSQ's Extreme Weather contingency Plan.
- An extreme weather event may require the evacuation of a pilotage area, part of a port, a harbour or boat harbour, and may include the closure of sections of rivers/waterways.
- The Regional Harbour Master's primary objective is to have the relevant area secure, and for all vessels to have enacted their own safety plans before the event is expected to impact. All preparations should be completed six hours before the event to ensure the safety of boat owners, operators and passengers and avoid first responders being placed at risk.

Mater Private Hospital – Queensland Health (Advisory member)

- Coordinate and manage the health aspects of a disaster or emergency incident, including clinical care, public health, mental health, forensic support, and health related messaging to the community.

NBN (Advisory member)

- Restore any service interruptions to the NBN network across the region.
- Deploy emergency telecommunications equipment into impacted communities to deliver temporary services following a natural disaster event.

Queensland Reconstruction Authority
(Advisory member)

- Drive and coordinate action to enhance the resilience of Queensland communities.
- Plan and coordinate Queensland and

Australian Government assistance under the DRFA.

- Develop and maintain the Queensland Recovery Plan and event-specific plans.
- Develop and implement the Queensland Strategy for Disaster Resilience.
- Maintain the State Recovery Coordinator Guide and Register, including induction of SRCs, when appointed.
- Monitor damage of public infrastructure and private properties.
- Administer DRFA and State Disaster Relief Arrangements.
- Manage the service agreement with GIVIT for the coordination of offers of goods and services following a relevant disaster on behalf of the Queensland Government.
- Monitor reconstruction activities in affected communities.
- State Recovery, Policy and Planning Coordinator.
- Ensure the collaborative development of the Queensland Emergency Risk Management Framework and the statewide risk assessment.

Rockhampton Airport (Advisory member)

- Acts as a critical hub for emergency services (RFDS, helicopters).
- Manages terminal evacuations.

Royal Flying Doctor Service (Advisory member)

- Offers telehealth and fly-in mental health support.
- Delivers essential supplies to communities cut off by events.

RSPCA (Advisory member)

- Provides situational awareness and operational intelligence in relation to animal welfare.
- Assist in identifying and addressing immediate, medium, and long-term animal welfare recovery needs to enhance the capacity of the local community to recover from a disaster.

Salvation Army (Advisory member)

- Assist with psychosocial support services

to impacted communities.

- Support operations of Evacuation Centres and emergency service organisations through provision of emergency catering.
- Support welfare of displaced persons.

Stanwell Power Station (Advisory member)

- Maintains grid stability.

St John (Advisory member)

- Support operations of Evacuation Centres through the provision of First Aid services.
- Assist QAS as required with first aid treatment and transport of injured persons.

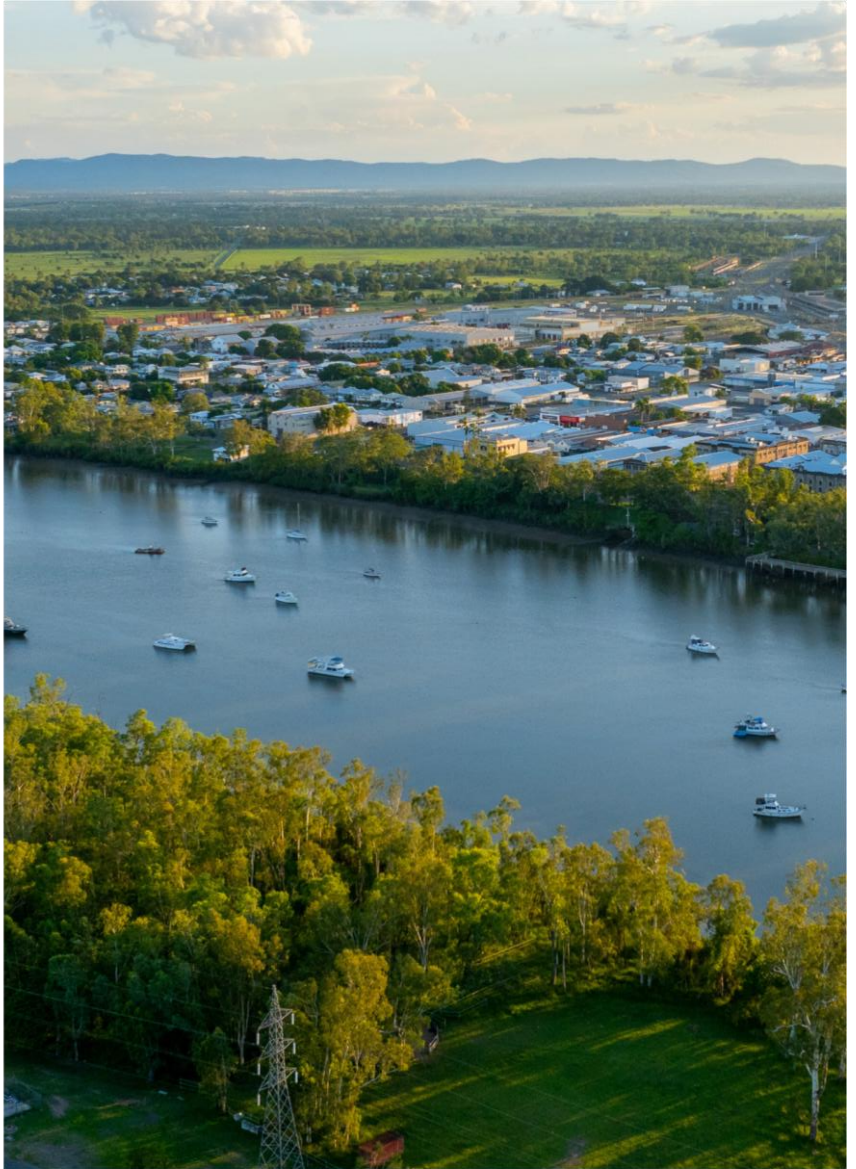
Sunwater (Advisory member)

- Ensure referable water assets are managed safely, in accordance with emergency action plans (EAP) and in line with disaster management principles and plans.
- Communicate effectively with disaster management groups and the community (as outlined in an EAP) about dam outflows/operations when an EAP is activated.
- Regularly engage with LDMG, at-risk residents downstream and communities about referable dam operations.
- Review potential disaster impacts to Sunwater's Water Treatment Plants and potable water supply.
- Notify Department of Regional Development, Manufacturing and Water (DRDMW – as regulator) and Queensland Health (where required) in instances where there is a risk to public health due to a disaster.
- Review potential disaster impacts to Sunwater's Sewage Treatment Plants.
- Notify Department of Environment, Science, and Innovation (DES) in instances where there are sewage effluent overflows or other environmental impacts due to disasters.
- Establish and maintain systems and processes to minimise or eliminate material risks and mitigate relevant impacts from natural disasters or security threats to critical infrastructure assets.

Appendix C – Definitions

Term	Definition
Activation	Activation involves the commencement of a process or activity in response to a trigger. An activation is not a declaration, nor is it dependent on the declaration of a disaster situation (see definition for declaration). For example, activation of relief measure, as detailed in the Queensland Disaster Relief and Recovery Arrangements.
Alert	A level of activation. A heightened level of vigilance due to the possibility of an event in the area of responsibility. Some action may be required. The situation should be monitored by someone capable of assessing the potential of the threat.
Briefing	The process of advising personnel of the details of the incident or event with which they will be dealing.
Community	A social group with a commonality of association and generally defined by location, shared experience or function, and with a number of things in common such as culture, heritage, language, ethnicity, pastimes, occupation or workplace.
Coordination	The bringing together of organisations to ensure effective disaster management before, during and after an event. It is primarily concerned with systematic acquisition of resources (people, material, equipment, etc) in accordance with priorities set by disaster management groups. Coordination operates horizontally across organisations and agencies.
Coordination Centre	A centre established at State, district or local level as a centre of communication and coordination during times of disaster operations.
Declaration	The formal procedure to enable declared disaster powers under the <i>Disaster Management Act 2003</i> (s. 64-69) as required. Specific powers may be used to prevent or minimise loss of life, injury or damage. This term specifically relates to declaration of disasters under the <i>Disaster Management Act 2003</i> , which is distinct from a 'declaration of an emergency situation' as defined in the <i>Public Safety Preservation Act 1986</i> .
Disaster	A disaster is a serious disruption in a community, caused by the impact of an event, that requires a significant coordinated response by the State and other entities to help the community to recover from the disruption. "Serious disruption" means: • Loss of human life, or illness or injury to humans; or • Widespread or severe property loss or damage; or • Widespread or severe damage to the environment.
Disaster management	Disaster management means arrangements about managing the potential adverse effects of an event, including, for example, arrangements for mitigating, preventing, preparing for, responding to, and recovering from a disaster.
Disaster operations	Disaster operations means activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, including, for example, activities to mitigate the adverse effects of an event.
Disaster response capability	For local government, means the ability to provide equipment and a suitable number of persons, using the resources available to the local government, to effectively deal with, or help another entity to deal with, an emergency situation or a disaster in the local government's area.
District Disaster Coordinator (DDC)	A chairperson of a district group is also the district disaster coordinator of the district group. The function of the district disaster coordinator is to coordinate disaster operations in the disaster district for the group. A sworn Police Officer.

Event	An event means any of the following: - a cyclone, earthquake, flood, storm, storm tide, tornado, tsunami, volcanic eruption or other natural happening - an explosion or fire, a chemical, fuel or oil spill or a gas leak - an infestation, plague, or epidemic - a failure of, or disruption to, an essential service or infrastructure - an attack against the State - another event similar to an event mentioned in paragraphs (a) to (e). An event may be natural or caused by human acts or omissions.
Local Disaster Coordinator (LDC)	The chairperson of the local group must, after consulting with the police commissioner, appoint the chief executive officer or an employee of the relevant local government as a local disaster coordinator of the group. The person appointed must have the necessary expertise of experience and the appointment must be in writing.
Local Disaster Management Group (LDMG)	A local government must establish a LDMG for the local government's area.
Local Disaster Management Plan (the Plan)	A local government must prepare a plan (a local disaster management plan) for disaster management in the local government's area. - A local disaster management plan must be consistent with the disaster management standards and disaster management guidelines. - A local government may review or renew its plan at any time, however it must review the effectiveness of the Plan at least once a year. - A local government must ensure a copy of its local disaster management plan is available for inspection, free of charge, by members of the public. The Plan must include: - the QDMC's strategic policy framework for disaster management for the State, and the local government's policies for disaster management - the roles and responsibilities of entities involved in disaster operations and disaster management in the area - the coordination of disaster operations and activities relating to disaster management performed by the entities mentioned in paragraph (b) - events that are likely to happen in the area - strategies and priorities for disaster management for the area - the matters stated in the disaster management guidelines as matters to be included in the Plan - other matters about disaster management in the area the local government considers appropriate.
Situation Report (SitRep)	A brief report that is published and updated periodically during an emergency which outlines the details of the emergency, the needs generated, the operations/responses undertaken as they become known and includes a current and forecast situation.





Rockhampton Regional Council Emergency Dashboard
emergency.rockhamptonregion.qld.gov.au

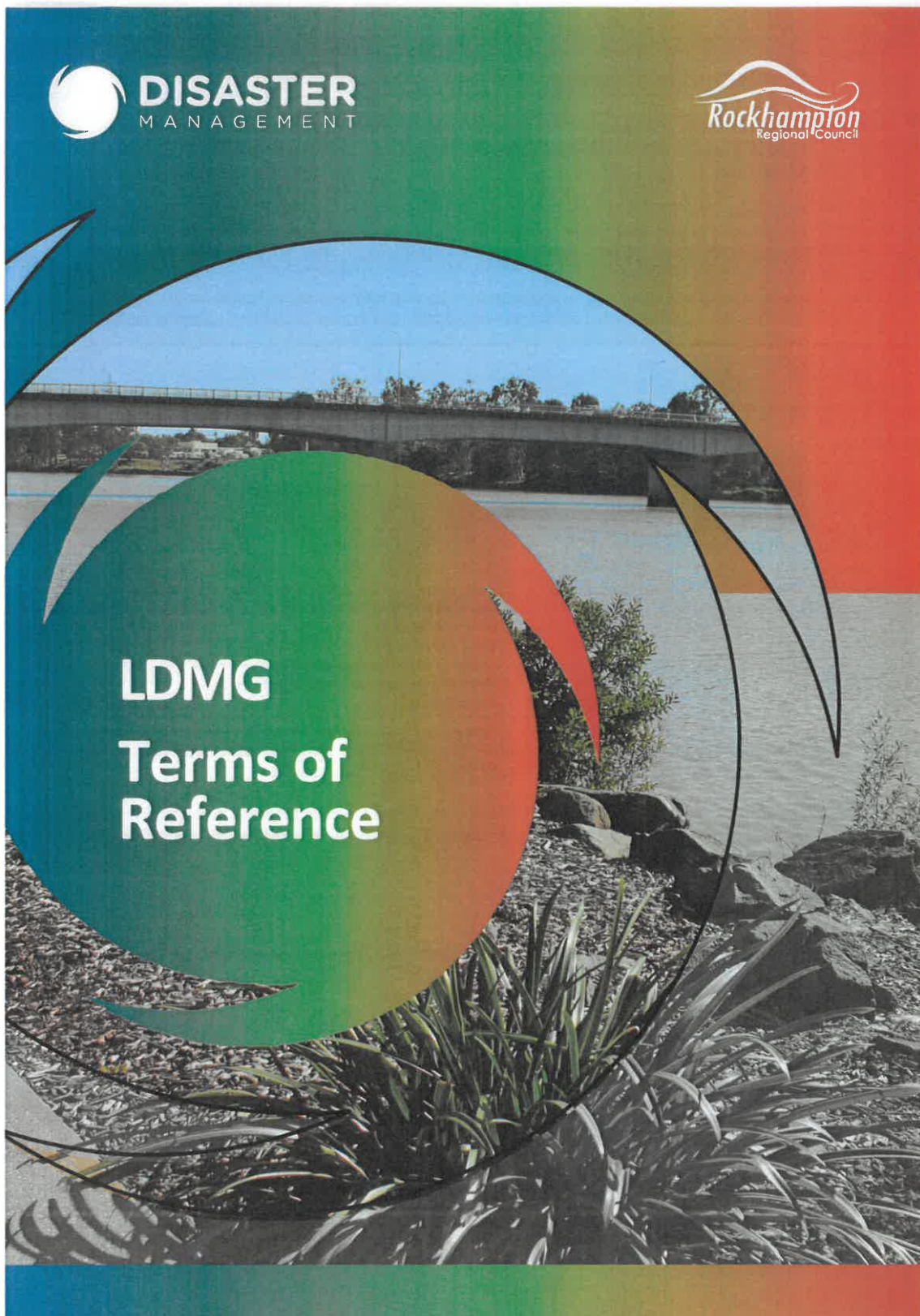


ROCKHAMPTON LOCAL DISASTER MANAGEMENT PLAN

LDMG Terms of Reference

Meeting Date: 25 August 2026

Attachment No: 2



Important Information

The Local Disaster Management Group Terms of Reference, which is an annexure to the Rockhampton Regional Council Local Disaster Management Plan, are privileged and confidential and are not available to the public.

Rockhampton Regional Council permits the use of material contained in the Local Disaster Management Group Terms of Reference being reproduced for research or planning purposes provided that any material used remains unaltered and due recognition of the source of the materials is recognised.

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Amendment Control

AMENDMENT		PLAN UPDATED	
Version No.	Issue Date	Amendment content	Date Approved by LDMG
1.0	22/11/2023	Developed document.	
1.1	26/03/2024	Feedback from core members incorporated	
2.0	16/12/2024	Minor amendments to agency names Amendments to plan update schedule Addition of annexes	
2.1		Minor amendments to agency names Amendments to plan update schedule Removal of Annual reporting and Status Report	
3	18/05/2026	Annual review	02/07/2026

This document is not to be altered, amended, or changed in any way other than those amendments authorised by the Rockhampton Local Disaster Management Group (LDMG).

Any proposed amendments to the Local Disaster Management Group Terms of Reference should be forwarded in writing to: Coordinator Disaster Management Rockhampton Regional Council PO Box 1860 Rockhampton QLD 4700.

Endorsement

The Local Disaster Management Group Terms of Reference is approved and ready for distribution.

Mayor Anthony Williams
Chair, Rockhampton Regional Council
Local Disaster Management Group

 27/7/2026

Peter Kofod
Local Disaster Coordinator
Rockhampton Regional Council
Local Disaster Management Group

 27/7/2026



Local Disaster Management Group Terms of Reference

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1 Introduction

The State Disaster Management Plan acknowledges that:

“Local governments are primarily responsible for disaster management. Local level capability forms the frontline of disaster management. Local governments, through their LDMG, are primarily responsible for mitigating, preventing, preparing for, responding to and recovering from a disaster in their local government area.”

This guide details:

- how Rockhampton Regional Council forms its Local Disaster Management Group,
- the Terms of Reference for the group,
- the membership appointment process,
- the expectations of members,
- membership register (contact list) of the Rockhampton Local Disaster Management Group (members, advisors and observers) and
- specific operational requirements of the group

This guide should be read in conjunction with the Local Disaster Management Plan available on the Rockhampton Regional Council's website found here:

<https://www.rockhamptonregion.qld.gov.au/CouncilServices/Disaster-Management/Councils-Role-Plans>

Refer to Appendix 3 for Abbreviations

2 Distribution

This is a controlled document that supports the implementation of the Rockhampton Regional Council Local Disaster Management Plan.

This Terms of Reference is distributed to all persons listed in the Rockhampton Local Disaster Management Group (LDMG) contact list, as members, advisors, or observers.

3 LDMG Establishment and Functions

3.1 Establishment

The Disaster Management Arrangements Section 29 stipulates that a local government must establish a LDMG for the local government's area (LGA).

The group is to develop effective disaster management and regularly assess arrangements. The group is to assist the local government to prepare a disaster risk assessment, identify and coordinate resources for disaster operations in the area, identify and provide advice to the district group about residual risk and prepare and review the LDMP. The group is to ensure the community is aware of mitigating the adverse effects of an event and preparing for responding to and recovering from an event.

3.2 Purpose

In the event of a disaster, decision-making authority for disaster management in the local government area rests with the Rockhampton Local Disaster Management Group (LDMG). Such authority involves the coordination of disaster operations and activities performed during all four stages of disaster management prevention, preparedness, response, and recovery agencies.

The purpose of the Rockhampton Local Disaster Management Group is to assist the community to:

- mitigate wherever possible, the potential adverse effects of a disaster event.
- prepare for managing the effects of a disaster event; and
- effectively respond to and recover from a disaster event.

3.3 Statutory Functions

In accordance with the *Disaster Management Act 2003* (DMA), the Rockhampton Local Disaster Management Group has the following functions:

- a) to ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management for the State,
- b) to develop effective disaster management, and regularly review and assess the disaster management,
- c) to help the local government for its area to prepare a local disaster management plan,
- d) to identify, and provide advice to the relevant district group about, support services required by the local group to facilitate disaster management and disaster operations in the area,
- e) to ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to, and recovering from a disaster,
- f) to manage disaster operations in the area under policies and procedures decided by the State group,
- g) to provide reports and make recommendations to the relevant district group about matters relating to disaster operations,
- h) to identify, and coordinate the use of, resources that may be used for disaster operations in the area,
- i) to establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens,
- j) to ensure information about a disaster in the area is promptly given to the relevant district group,
- k) to perform other functions given to the group under this Act,
- l) to perform a function incidental to a function mentioned in paragraphs(a) to (k).

3.3.1 Additional Functions

In addition to the statutory functions outlined under the DMA, the Rockhampton Local Disaster Management Group has the following functions:

- a) assist Rockhampton Regional Council implement its disaster management policy and plans through consultation and collaborative working, and
- b) assist in the implementation of best practice disaster management, post disaster operations and exercises.

3.3.2 LDMG Priorities

The Rockhampton Local Disaster Management Group has identified the following priorities for action:

- a) Improve community and business disaster mitigation and preparation measures
- b) Maintain LDMG appropriately qualified and trained membership that is able to contribute to meeting the functions of the local group
- c) Ensure disaster operations are effectively managed and coordinated and are consistent with established protocols
- d) Integrate effective disaster risk reduction initiatives into Council's strategic and corporate plans,



- community organisations, and the business/industry sectors
- e) Identify and establish sub-groups to carry out specific roles and functions (e.g., Disaster Recovery Sub-Group)
 - f) Develop, maintain, and continually monitor community engagement and communications strategies to ensure relevance and effectiveness
 - g) Prepare and regularly evaluate and revise local plans to ensure effective disaster management for the area.

LDMG appointments

4.1 Chair

Rockhampton Regional Council appointed the Mayor, as the Chair of the Rockhampton Local Disaster Management Group.

The chairperson has the following functions:

- Manage and coordinate the business of the group.
- Ensure, as far as practicable, that the group performs its functions.
- Report regularly to the relevant district group, and the police commissioner, about the performance by the local group of its functions.
- Activate the LDMP when required.

4.2 Deputy Chair

Rockhampton Regional Council has appointed the Deputy Mayor, as the Deputy Chair of the Rockhampton Region Local Disaster Management Group.

The role of the Deputy Chair to the Rockhampton Local Disaster Management Group is to serve as a deputy of the Chair, should the Chair be unavailable to attend to the Rockhampton Local Disaster Management Group business and to allow for continuance of the role for extended operations.

4.3 Local Disaster Coordinator (LDC)

Rockhampton Regional Council appointed its General Manager Regional Services as the Local Disaster Coordinator of the Rockhampton Local Disaster Management Group.

The function of the Local Disaster Coordinator is to help the group manage and coordinate its business such as –

- Coordinate disaster operations for the local group, report regularly to the local group about disaster operations, to ensure, as far as practicable, that any strategic decisions of the local group about disaster operations are implemented.
- Provide advice and support to the Chair and local group.
- Operationalise the LDMP, at the request of the Chair, including the activation of the LDCC when required (s.36).
- aiding the delivery of disaster management programs,
- implementing activation and alert procedures,
- strategically leading the local disaster coordination centre when activated,
- attending the District Disaster Management Group,
- attending the Local Disaster Management Group,
- being familiar with the Local Disaster Management Plans and sub plans,
- undertaking sufficient training to undergo the responsibilities outlined.

Power of delegation

Section 143(8) of the Act allows the LDC to delegate their functions under section 36 to an appropriately qualified person.



4.4 Local Recovery Coordinator (LRC)

Rockhampton Regional Council appointed its General Manager Communities as the Local Recovery Coordinator of the Rockhampton Local Disaster Management Group.

The function of the Local Recovery Coordinator is to help the group manage and coordinate its business such as –

- chairing and strategically leading the Local Recovery Sub-group,
- aiding the delivery of disaster recovery programs,
- attending the District Recovery Group meetings,
- attending the Local Disaster Management Group meetings,
- being familiar with the Local Disaster Management Plans and sub plans,
- undertaking sufficient training to undergo the responsibilities outlined.

4.5 Core Members

Core members are required to make informed decisions and help deliver the required outcomes and strategic objectives of the Local Disaster Management Group, Sub Groups and Local Disaster Coordination Centre.

4.6 Advisory Members

Depending on the incident, advisory members are required to provide specific advice in their area of responsibility or expertise to assist the Local Disaster Management Group make informed decisions and deliver the required outcomes and strategic objectives of the group.

4.7 Elected Representatives

Other than the Mayor and Deputy Mayor of Rockhampton Regional Council who hold the offices of Chair and Deputy Chair of the Rockhampton Local Disaster Management Group respectively, elected representatives from Federal, State and Local levels of Government are not members of the LDMG. Despite this, Rockhampton regionally based elected representatives are to be kept informed and may participate in disaster response and recovery activities at the Chair of the LDMG's discretion. Elected representatives are to be provided information including media releases as they are released to the public.

5 LDMG Membership

The Disaster Management Regulations 2014 (DMR) provides that:

- a) a local disaster management group consists of the persons appointed as members of the group by the relevant local government for the group.
- b) at least one person appointed to the LDMG must be a person nominated by the chief executive of the department.
- c) at least one person appointed to the group must be a Councillor of a local government.
- d) the relevant local government for a local group may appoint a person as a member only if satisfied the person has the necessary expertise or experience to be a member.

The following details the membership of the Rockhampton Region Local Disaster Management Group as appointed in accordance with Section 33 and 34 of the DMA. The Group is chaired by the Mayor of the local government. The Chair must appoint a Local Disaster Coordinator (LDC) to manage disaster operations for the area. The Chair may appoint a Local Recovery Coordinator (LRC) (ideally not the same person as the LDC). Members may be appointed by the local government. All members must have the necessary expertise or experience to assist the group undertake and meet its legislative requirements. Membership of the group shall mean and include any person acting in the capacity of an appointed member. The Rockhampton LDMG consists of Core members and Advisory members.



5.1 Core Members

Core members are considered the permanent members of the group, with the ability to provide a vote in decision making. The Core members of the Rockhampton LDMG include:

LDMG Position	Substantive positions	Organisation
Chairperson	Mayor	Council
Deputy Chairperson	Deputy Mayor	Council
Local Disaster Coordinator	General Manager Regional Services	Council
Local Recovery Coordinator	General Manager Communities	Council
Core members	Manager Infrastructure Planning	Council
	Coordinator Disaster Management	Council
	QPS Officer-in-Charge	Queensland Police Service
	QAS Officer-in-Charge	Queensland Ambulance Service
	RFS Acting Executive Manager District Co-ordination	Rural Fire Service Queensland
	SES Local Controller	State Emergency Service

Section 14 of the DMR allows a core member of a local disaster management group, with the approval of the chairperson of the group, to appoint by signed notice another person as their deputy.

Deputies may attend a group meeting in the core member's absence and exercise the member's functions and powers under the DMA at the meeting. A deputy attending a group meeting is to be counted in deciding if there is a quorum for the meeting, if the permanent member is absent.

Persons nominated as deputies are welcome to attend the meetings of the LDMG, however if deputies are in attendance whilst the core member is present, they are not counted in the quorum and do not vote in the decision making.

A register of core member details and their nominated deputy will be maintained by the secretariat to the LDMG. It is the core member's responsibility to update these member details with the secretariat at least annually by 1st August each year or as necessary to respond to changes within a core member's organisation. Appendix 1 to 3 provide templates for member correspondence with the LDMG and Secretariat to update member details.

Voting to confirm consensus/support on critical decisions of the group will occur following discussion and consideration of relevant information available. When appropriate, the Group may use flying minutes to seek a decision, if the Group is unable to meet in person or via a dial in/electronic meeting format.

It is expected that core members attend all meetings of the LDMG.

If neither the nominated core member or their deputy are able to attend the meetings, the secretariat to the LDMG is to be advised and a proxy with the relevant expertise can be sent on their behalf but they are not counted in the quorum and do not vote in the decision making.

5.2 Advisory Members

The LDMG may co-opt additional members or seek the assistance of individuals or organisations as circumstances may require. They sit as advisors to the group and whilst involved with the business of the group, they will receive copies of the group's agenda and minutes and activation alerts issued during an



event. Advisory members do not hold any voting rights and do not contribute to forming a quorum for the group. The Advisory members of the LDMG include:

Advisory members		
ABC Capricornia	Department Education	Mater Private Hospital
Anglicare	Department Environment, Tourism, Science, & Innovation	NBN
Aurizon	Department Families, Seniors, Disability Services and Child Safety	Queensland Police Service (Emergency Management)
Australian Defence Force	Department Housing & Public Works (QBuild)	Queensland Reconstruction Authority
Australian Red Cross	Department Primary Industries	Rockhampton Airport
Blue Care	Department Transport & Main Roads	Royal Flying Doctor Service
Capricorn Helicopter Rescue Services	District Disaster Management Group	RSPCA
Capricornia Corrections Centre	Ergon Energy	Salvation Army
Central Queensland Amateur Radio Association	Gladstone Ports Corporation Limited	Services Australia
Central Queensland Hospital & Health Service	Lifeline	Stanwell Power Station
Chaplain Watch	Marine Rescue Queensland (Volunteer Coast Guard)	St John Ambulance
Country to Coast	Maritime Safety Queensland	SunWater

5.3 Summary of member responsibilities

The following table provides a summary of the differing responsibilities between core and advisory members:

Responsibilities	Core	Advisory
Provide appropriate paperwork for member nominations	Mandatory	Mandatory
Nominate a deputy	Mandatory	Mandatory
Submit member status report prior to the LDMG meeting	Mandatory	Annually (when requested)
Review and be able to implement the Local Disaster Management Plan	Mandatory	Recommended
Attend LDMG meetings	Mandatory	Recommended
Participate in consultation on Local Disaster Management Plan and associated sub plans	Mandatory	Recommended
Attend the LDMG Annual Exercise	Mandatory	Recommended ¹
Complete training as per Queensland Disaster Management Training Framework (QDMTF)	Mandatory	Recommended
Attend LDMG Sub group meetings	Recommended	Recommended
Contribute to and report on items on the LDMG Agenda ²	Mandatory for Standing Items and Optional for items of interest.	Optional for items of interest.

1. Depending on the nature of the exercise, some advisory members will be requested to attend the annual exercise where it is likely that their specific expertise will be required.

2. Standing items on the LDMG agenda have been assigned to specific core members.

5.4 Sub-Groups

The LDMG may constitute sub-groups to address specific issues, functions and/or tasks. These may be permanent or temporary. Any decisions made, or actions taken on behalf of such groups must be endorsed by the LDMG, to ensure the validity of the decision under the Act, policies, and procedures. Where a sub-group of the LDMG is to be formed, a Terms of Reference for the Sub-group is to be developed and endorsed by the LDMG.

A Chairperson for each sub-group must be appointed by the LDMG. Sub-group Chairpersons or nominated sub-group members are required to submit regular reports of their progress to the LDMG at scheduled meetings, or as required.

There are two formal sub-groups:

- The Local Recovery Group chaired by the Local Recovery Coordinator
- The Evacuation Group chaired by Queensland Police Service (QPS) Inspector

For more information about these groups, please contact the secretariat.

6 Meetings

The LDMG will conduct ordinary meetings three (3) times per year, and extraordinary meetings as required (s.38 & reg.12) during events.

6.1 Notice of Meetings

A notice of meeting and meeting agenda will be provided to all persons on the Contact List, by calendar invitation and email correspondence within an acceptable duration prior to the scheduled meeting for the group to prepare with attached material.

6.2 Presiding the LDMG

The Chair of the LDMG is to preside at all meetings, or in their absence the Deputy Chair. If both are absent the meeting must be chaired by a person nominated by the Chair, a member nominated by the Deputy Chair, or if those offices are vacant, a member of the group chosen by the members present (Reg. 16).

6.3 Meeting attendance

An attendance register is to be completed at the commencement of each LDMG meeting to record attendance number and to ensure the meeting has a quorum.

6.4 Virtual attendance

Members of the group who are unable to physically attend can take part in its meetings, by using any technology that reasonably allows members to hear and take part in discussions as they happen.

A member who takes part in a meeting via teleconference or videoconference is taken to be present at the meeting and should be marked on the attendance register (Regs. 17.1 & 17.2).

During a disaster event, it is highly preferable that members attend Extraordinary LDMG meetings in person, rather than virtually.

6.5 Quorum

A quorum for an LDMG meeting is the number equal to one-half of the core members plus one, or if one-half of the members is not a whole number, the next highest whole number (Reg. 13).

It is important to ensure that membership of the LDMG is not too large so that there is no difficulty encountered in achieving a quorum at meetings. This is particularly important during times of activation as the quorum requirement is not waived during disaster/emergency situations when the LDMG is activated.



Whilst it is important to maintain a minimum number of appointed members, there is no restriction on the inclusion of supporting advisers to the LDMG on an as needs basis. Therefore, it has been considered appropriate that the core membership of the LDMG is maintained to key Council staff and emergency service providers.

6.6 Endorsement and Decision Making

Endorsement or official decision making is conducted through the Rockhampton Local Disaster Management Group.

Expert advice from advisers or observers and invited guests can be presented to the Rockhampton Local Disaster Management Group members in making an endorsement or decision. Endorsement or a significant decision will be noted in the minutes for acknowledgment and recording.

During the active phases of response and recovery of the Rockhampton Local Disaster Management Group, endorsement and decision making is verbally discussed and recorded in the minutes along with supporting documentation or information that assisted in making that decision.

It is expected that prior to the endorsement of a sub plan, members consult on the plan, provide feedback and expertise as well as have read the plan prior to endorsement by the LDMG.

6.7 Secretariat Support

The Rockhampton Regional Council will provide executive support to the Rockhampton Local Disaster Management Group.

The primary responsibilities of the Secretariat are:

- Meeting coordination – including sending calendar invite to members with supporting documentation such as LDMG Member Status Report, Exercise Review Reports, Disaster Programs, etc
- Meeting agendas – to be sent with calendar invites in a timely manner
- Meeting minutes and action register
- Update contact details for both core and advisory members on an annual basis or as notified of changes by the member
- Maintain mailing lists for core and advisory members on Outlook, Guardian IMS and ECM
- Updating the Action Register
- At least once a year, must give written notice of the members of the group to the Chief Executive, and the Chair of the district group for the disaster district in which the local group is situated in accordance with legislation (s.37). Refer to the Appendix for more information.

6.8 Business Documents

The Rockhampton Local Disaster Management Group will maintain the following documents as records of the Group's meetings:

- Meeting agenda,
- Meeting minutes and actions register,
- Meeting schedules,
- Agency reports and presentations, and
- Progress reports on disaster management projects, such as exercise outcomes, disaster management studies, etc.)

6.8.1 Action Register

In addition to meeting minutes, the LDMG should produce an action's register. The purpose of this document is to provide a running log of actions undertaken and an audit trail through to the acquittal of those actions.



Prior to each ordinary meeting of the LDMG, members will be requested to:

- Review the current actions register (distributed with meeting papers).
- Provide (where applicable) a status update advising of any actions undertaken.
- Capture any actions as a result of discussion outcomes. An action register should be documented.

Refer to examples below:

- The LDMG decision in relation to <XYZ> is to <<insert action required and the responsible position/person/s>>; and
- The LDMG decision is that this matter will be dealt with out-of-session and the LDMG member/s <<XYZ>> will <<insert what the members are required to do>>. The outcome of this action will be reported back to the LDMG at the next meeting.

The action will remain active on the register until such time that it has been acquitted (e.g. all required actions have been undertaken), when completed it will be recorded as completed in the register.

6.8.2 Member/Agency Status Reports

Written member/agency status reports on behalf of the agency are used to update LDMG members on the status of the member agency's disaster management initiatives. This information assists the LDMG evaluate the status of the disaster management and disaster operations for the local government area. These reports will be circulated with the minutes from the group's meeting. Verbal member status reports would be provided at LDMG meetings by exception (e.g. during disasters).

6.8.3 Annual Report

The District Disaster Management Executive Officer and Emergency Management Coordinator are responsible for conducting a yearly IGEM review with the Disaster Management Unit which is considered to be an adequate annual report, reflecting the effectiveness and implementation of the LDMP.

7 Review of Local Disaster Management Plan and Sub Plans

All LDMG plans and sub plans should be written to address the LDMG's actions and procedures and should not be agency specific. Agency specific plans should be referenced in the document but do not need to be added to the LDMG plan or sub plans unless beneficial. All plans should have sufficient detail to enable the Local Disaster Coordinator to activate and enact the plan or sub plans.

A minor review of the Local Disaster Management Plan or Sub Plans will occur at any point each year and will be prepared by the Lead Agency and reviewed by the Local Disaster Coordinator. Any minor reviews should be included in the plan Document Control. A minor review consists of the following:

- Correcting formatting or typing errors, or
- Updating information such as contact details, demographics, list of shelters or changes to infrastructure for example that does not change intent, functions, or responsibilities contained within the plan.

The Local Disaster Coordinator has the authority to approve minor reviews and will advise the LDMG of any minor reviews approved at the next available LDMG meeting.

A major review of the Local Disaster Management Plan and Sub Plans should be completed every 3 years and will be prepared by the Lead Agency, sent for consultation to all LDMG members, reviewed by the Local Disaster Coordinator and presented to the LDMG for endorsement. A major review consists of the following:

- Thorough review to ensure alignment with Legislation or State Guidelines, or
- Changes required to address changes in the community's risk profile, or
- Changes in intent, responsibilities, functions, or operational philosophy contained within the plan.



A major review of plans must have a minimum consultation period of three weeks in which the amended plan is sent out to all LDMG members for feedback. Any feedback received must be considered and implemented if deemed appropriate. The final plan is then sent to the LDMG for endorsement at the next available LDMG meeting. Once major reviews are endorsed by the LDMG, they are then submitted to the Council for adoption. The LDMG can decide that there may be a requirement to add plans based on Risk Assessments, change of risk profiles, and lessons identified or learnt.

The Rockhampton Regional Council Disaster Management Unit is responsible for:

- Ensuring up to date plan/s are available online on the RRC Emergency Dashboard and via appropriate internal and external communication platforms
- In conjunction with the Secretariat, ensure that there is a 'public facing' sub plan document, and that operational, sensitive and confidential details are NOT contained within the 'public facing' document or that personal or confidential details are not available in any versions accessible by the public
- Release of operational facing documents that contain sensitive, personal details or confidential information is limited to membership of the LDMG/ LDCC.

7.1 Record keeping

Any minor or major reviews of plans once approved, must be sent to the LDMG Secretariat and Disaster Management Inbox (disastermanagement@rrc.qld.gov.au).

The Secretariat will be responsible for:

- Uploading revised documents and plans into ECM.
- Updating the public version of the documents onto the Rockhampton Regional Council website.
- Providing an electronic copy of updated plans to all members.
- Notifying Advisory members that updated documents are available on the Council website.

The Disaster Management Unit will be responsible for:

Updating the Guardian References tab.

7.2 Responsibility for plan updates

Lead agencies are expected to undertake major reviews with the LDMG sub plans in collaboration with the RRC Coordinator Disaster Management. Where multiple lead agencies are identified, they must work together to update the sub plans. All LDMG members may be contacted to provide input into Disaster Management plans.

The Coordinator Disaster Management will be responsible for engaging with Lead Agencies to review their plans. Lead Agencies should strive to have up to date LDMG plans. Agencies should communicate with Coordinator Disaster Management about any unforeseen delays. Agencies can make major reviews prior to the proposed next endorsement submission.

The table below shows when plans have last been endorsed, whose responsibility it is for plans to be updated and whether plans are public facing or internal LDMG documents only.

Plan name	Last endorsed	Responsibility for plan updates	Access
LDMG Plans			
Local Disaster Management Plan	January 2025	Rockhampton Regional Council	Public facing
LDMG Terms of Reference	January 2025	Rockhampton Regional Council	LDMG members only
LDMG Activation	March 2025	Rockhampton Regional Council	LDMG members only
All-Hazards Sub-Plans			
Communication	January 2022	Rockhampton Regional Council	LDMG members only
Local Disaster Coordination Centre	January 2025	Rockhampton Regional Council	LDMG members only
Evacuation Centre Management	January 2022	Rockhampton Regional Council	LDMG members only
Evacuation Planning	January 2022	RRC & Queensland Police Service	LDMG members only
Recovery	May 2025	Rockhampton Regional Council	Public facing + internal council documents
Financial Management	January 2022	Rockhampton Regional Council	LDMG members only
Community Health	January 2022	Queensland Health & DPI	LDMG members only
Fitzroy River Flood	January 2022	Rockhampton Regional Council	LDMG members only
Severe Storm, Tropical Cyclone & East Coast Low	January 2022	Rockhampton Regional Council & SES	LDMG members only
Bushfire Preparedness and Response	March 2023	QFD, RFS, RRC	LDMG members only
Risk Assessments, Studies and Strategies			
Bushfire Management Study 2020	2020	QFD, RFS, RRC	Public facing
Bushfire Management Strategy 2021 - 2025	2021	QFD, RFS, RRC	Public facing
Bushfire Management Mitigation Plan (2021-2025)	2021	QFD, RFS, RRC	Public facing
Bushfire Evacuation Plan – Mount Archer Area 2020	2020	QFD, RFS, QPS, RRC	LDMG members only
Bushfire Evacuation Plan – Mount Morgan 2022	2022	QFD, RFS, QPS, RRC	LDMG members only
Natural Disaster Risk Assessment	March 2021	Rockhampton Regional Council	LDMG members only



8 Training and Exercises

Disaster management training is important to ensure that all agencies can seamlessly integrate within the region's disaster management arrangements and contribute to an effective and coordinated response.

The RRC DMU in conjunction with QPS EMC, provides appropriate training and exercises of relevant member agencies such as:

- Training the members of the LDMG in relation to the Queensland Disaster Management Arrangements.
- Training the Rockhampton Regional Council and nominated agency liaison officers in the operation of the LDCC including the training in Guardian software.
- Training the region's disaster management agencies (including Rockhampton Regional Council, emergency services, community agencies and volunteer organisations) in disaster management concepts and operations; and
- Exercises to test local disaster management plans and arrangements and develop local capacity to respond to and recover from disaster events.

8.1 Local Disaster Management Group Mandatory Training

In line with the [Queensland Disaster Management Training Framework](#) mandatory training for all core members are:

- Queensland Disaster Management Arrangements
- Introduction to Disaster Management Training- Module 1

8.2 Local Disaster Coordination Centre Mandatory Training

For agency liaison officers operating in the LDCC, the below modules are also mandatory:

- Queensland Disaster Management Arrangements
- Disaster Coordination Centre - Module 1 and 2

There are additional modules listed in the training framework which are not mandatory, but beneficial for all LDCC staff members to attend or complete online.

To create or log on to their account within the Queensland Disaster Management Learning Management System (LMS) staff can go to: <https://dmlmsqld.app.axcelerate.com/learner/>

8.3 Guardian IMS

Guardian IMS is Rockhampton Regional Council's incident management system designed to help capture all critical information updates, actions and intelligence for effective decision support during a disaster.

Guardian IMS follows the principles of AIIMS, guiding the effective management by objectives using functional roles for response and recovery and delivering a flexible framework that is easily scaled up and down to cope with the changing situation of the incidents and events. The system can be accessed, via compatible web browser, from a computer, tablet, touch screen or smartphone device, is stored in the cloud (Amazon AWS ISO 27001), uses two factor authentication and safe coding systems and is a state-of-the-art software solution that meets Australian standards. Guardian is used to send disaster event information and alerts to opt-in subscribers using email from the Rockhampton Local Disaster Coordination Centre email address (ldcc@rrc.qld.gov.au) and SMS using the sender ID 'RRC LDMG'. LDMG members may also receive messages from this ID informing them of a change to the LDMG's level of activation.

The Disaster Management Unit will organise Guardian IMS training on a regular basis. All LDMG Plans will be stored in the References tab on Guardian IMS.



9 Appendices

Appendix 1 – Forms required for LDMG core and deputy members appointment

All forms and templates can be found on: [The DM Guideline](#)

LDMG core and deputy members appointment request	LDMG Secretariat response template
Notice of Agency Representative for a Local Disaster Management Group (LDMG) or District Disaster Management Group (DDMG) Template	Notice of Appointment as a Local Disaster Management Group (LDMG) Member Template
DM13B Approval to Appoint a Deputy to a LDMG or DDMG (Form)	Notice to a person of a Deputy Appointment to a Local Disaster Management Group (LDMG) or District Disaster Management Group (DDMG) Template

Appendix 2 - Forms required by the LDMG Secretariat in relation to the LDMG and DDMG

All forms and templates can be found on: [The DM Guideline](#)

- Annual Notice of Local Disaster Management Group (LDMG) membership Template
- Notice of Local Disaster Management Group (LDMG) Executive Appointment Template
- Notice of Local Government Appointment to District Disaster Management Group (DDMG) Template

Appendix 3 – Abbreviations

AIIMS	Australasian Inter-service Incident Management System
DMA	Disaster Management Act 2003
DMR	Disaster Management Regulations 2014
DMU	Disaster Management Unit
DRG	District Recovery Group
ECM	Enterprise Content Management
EMC	Emergency Management Coordinator
IGEM	Inspector-General Emergency Management
IMS	Incident Management System
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
LGA	Local Government Area
LMS	Queensland Disaster Management Learning Management System
LRC	Local Recovery Coordinator
QAS	Queensland Ambulance Service
QDMTF	Queensland Disaster Management Training Framework
QFD	Queensland Fire Department
QPS	Queensland Police Service
RFS	Rural Fire Service
RRC	Rockhampton Regional Council
SDMP	State Disaster Management Plan
SES	State Emergency Service

**11.7 WHOLE OF COUNCIL CORPORATE PERFORMANCE REPORT FOR PERIOD
ENDING 31 JULY 2026****File No:** 1392**Attachments:** 1. July 2026 [↓](#)**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Lisa Caffery - General Manager Workforce and Governance

SUMMARY

General Manager Workforce and Governance presenting the Whole of Council Corporate Performance report for period ending 31 July 2026 for Councillor's information.

OFFICER'S RECOMMENDATION

THAT the Whole of Council Performance Report for period ending 31 July 2026 be 'received'.

COMMENTARY

The Whole of Council Performance Report for period ending 31 July 2026 is presented for Council's consideration.

WHOLE OF COUNCIL CORPORATE PERFORMANCE REPORT FOR PERIOD ENDING 31 JULY 2026

July 2026

Meeting Date: 25 August 2026

Attachment No: 1

Whole of Council



Corporate Performance Report

01 July 2026 – 31 July 2026

Corporate Performance Report | 01 July 2026 – 31 July 2026

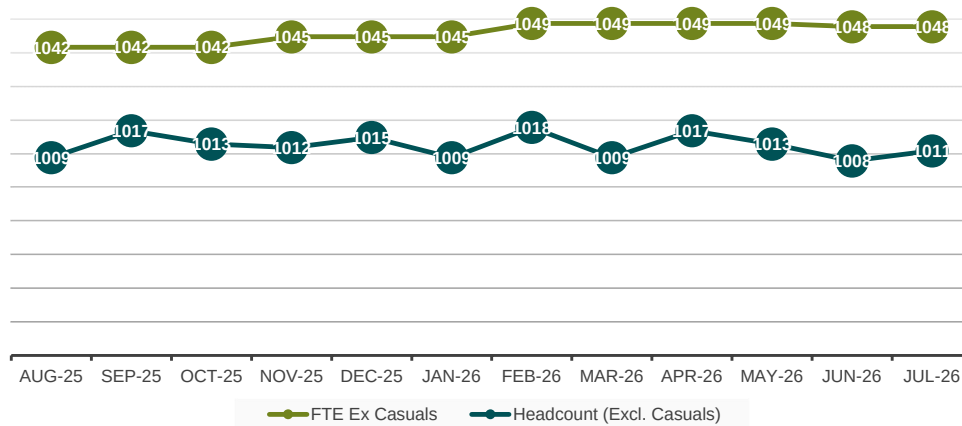
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WORKFORCE & GOVERNANCE

Human Resources

WORKFORCE



Commentary:

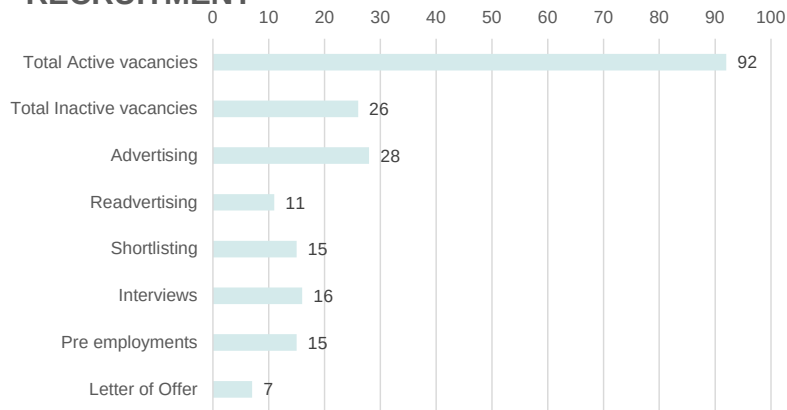
Establishment (FTE) – Our positions include the total number of positions in Council, including Full Time and Part Time. These positions will vary from Permanent roles to Fixed Term roles and the above figures exclude Casuals.

Employees (Headcount) - Our workforce includes the total number of employees employed by Council including full time and part time employees (excludes labour hire and contractors). Figures above show Headcount totals excluding casuals.

Council had 81 Casuals available for month of July.

Corporate Performance Report | 01 July 2026 – 31 July 2026

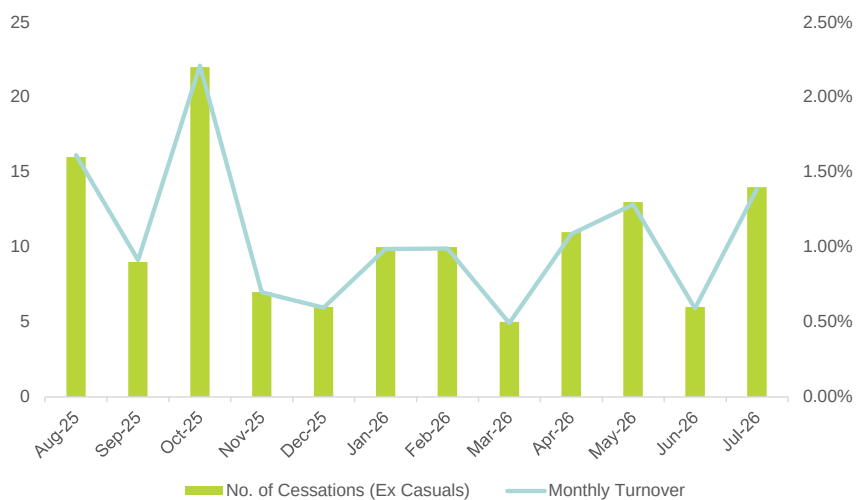
RECRUITMENT



Commentary: Active vacancies are those positions currently being recruited, including casual positions, long term leave and fixed term backfilling. Inactive vacancies are positions that are currently under review or on hold.

Inactive vacancies for previous month – 30

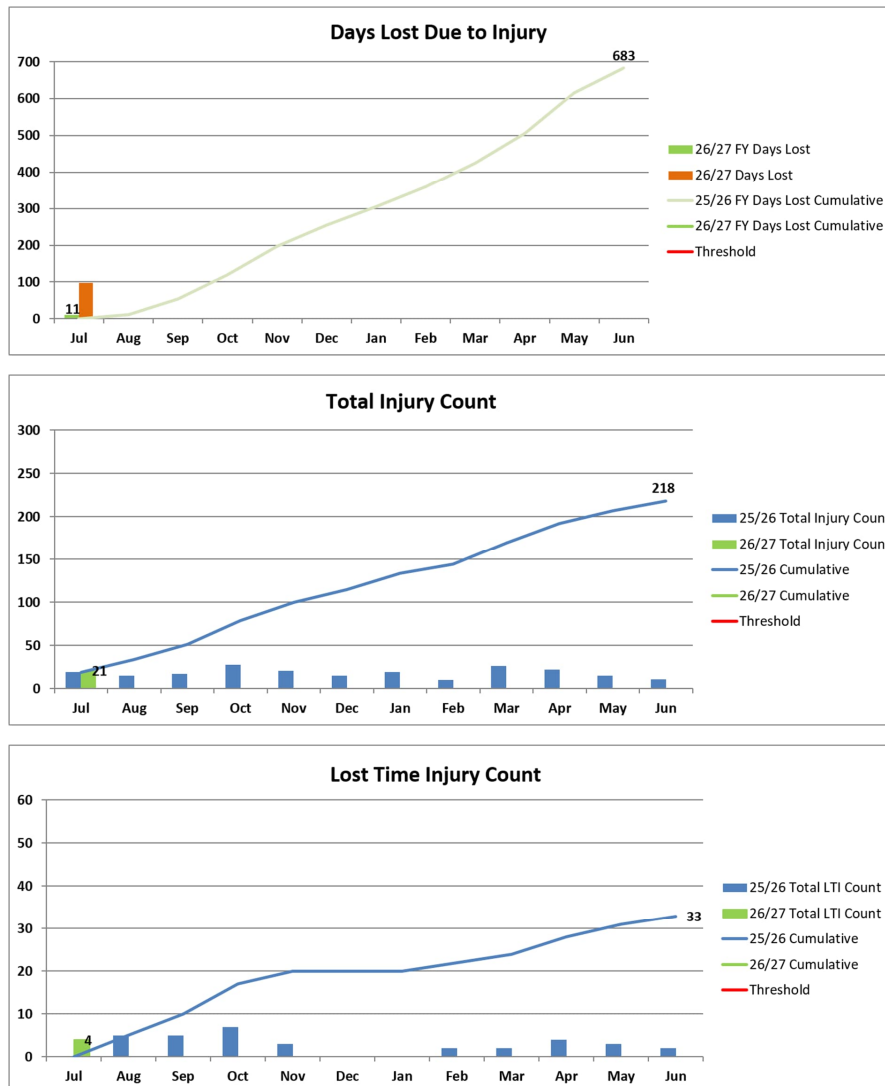
STAFF TURNOVER - 13.06%



Commentary: Staff turnover for the previous 12 months is 13.06%. This is considered to be an acceptable level of employee turnover. Casual employees are excluded from staff turnover calculations.

Corporate Performance Report | 01 July 2026 – 31 July 2026

Safety



Corporate Performance Report | 01 July 2026 – 31 July 2026

Administrative Action Complaints

Departmental Report – Number of level 3 Administrative Action Complaints as of 1 July 2026 – 31 July 2026

Department	AAC 3 Open – received this month	AAC 3 Open – carried over	AAC 3 Closed	QO referrals to RRC	QO requests from RRC
Office of the CEO	0	0	0	0	0
Regional Services	0	4	1	0	0
Community Services	0	2	0	0	2
Corporate Services	0	0	0	0	0
RRC totals - current month	0	6	1	0	0
RRC totals - FY 25/26			1	0	2

* AAC - Administrative Action Complaints

Corporate Performance Report | 01 July 2026 – 31 July 2026

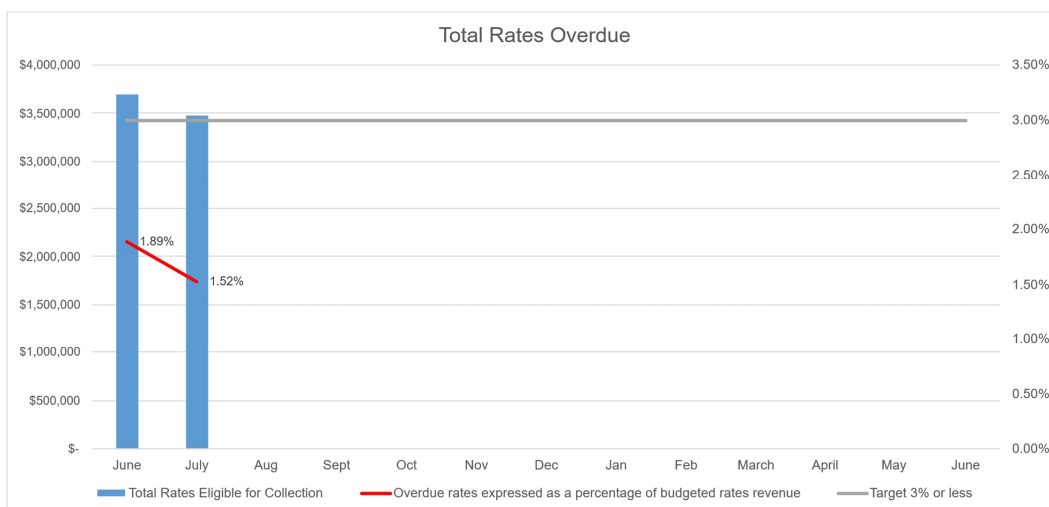
ORGANISATIONAL SERVICES

Service Level Statistics

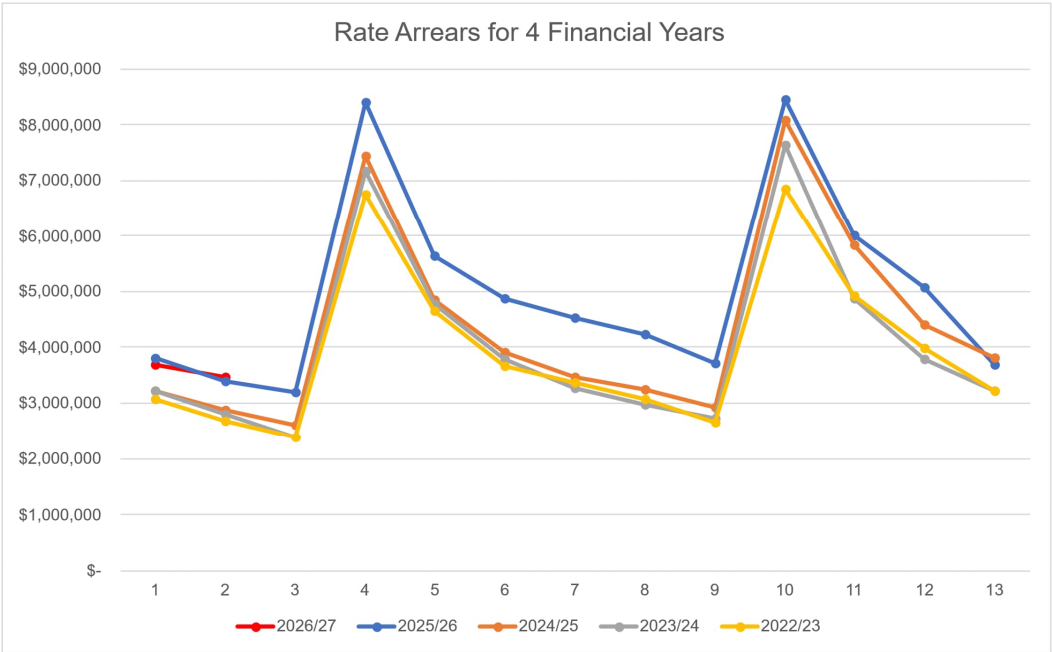
Service Level	Target	Current Performance
Maintain the ratio of customer queries satisfied by Customer Service Officers, without referral to departments.	80%	95%
IT support services provided within service levels outlined in the IT Service Catalogue.	90%	88%
Ensure availability of system up-time during core business hours (excluding planned outages).	99%	99%
Process records on the day of receipt as per Recordkeeping Charter.	95%	51%*
Ensure supplier payments are made within stated trading terms.	90%	89%

* Performance during July was impacted by a temporary increase in customer requests and document processing volumes, including a significant rise in animal registration amendments, together with short-term resourcing constraints. This resulted in a small number of records being carried over to the following business day. Processing performance returned to expected levels later in the month, with carried-over records returning to normal operational levels.

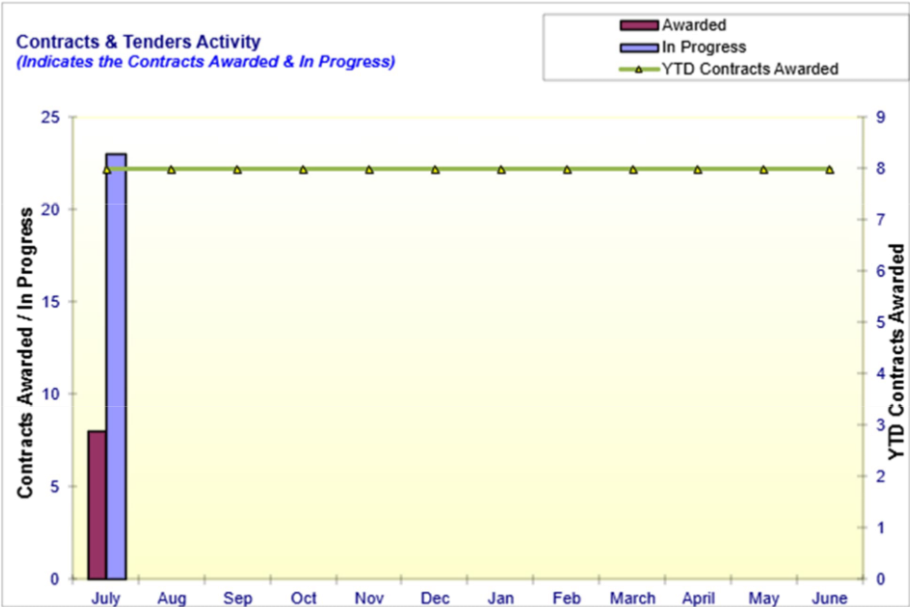
Rates



Corporate Performance Report | 01 July 2026 – 31 July 2026



Procurement & Logistics



Contracts Awarded: 8

- TEN16611 - RPQS for Asbestos Removal & Disposal - Various - SOR
- TEN16681 - Inspection & Testing of Backflow Prevention Devices - Peter Jones Plumbing Pty Ltd - SOR
- QUO16706 - Supply & Install Mechanical Services Switchboard - Stanke Group Electrics Pty Ltd - \$59,500
- QUO16720 - Kerbside Waste Stream Assessment 2026-2030 - JJ Richards and Sons Pty Ltd TA EnviroCom Aust - \$107,508
- QUO16721 - Kerbside Bin Health Check Program 2026-2030 - JJ Richards and Sons Pty Ltd TA EnviroCom Aust - \$106,733
- TEN16659 - Razorback Road Blackspot Construction - Schwarz Excavations Pty Ltd - \$2,178,892
- QUO16716 - Dry Hire Skid Steer Loader & Attachments (Asphalt Crew) - Sherrin Rentals - SOR
- CON16767 - SCADA Support Services (under LB312) - MRF Automation - SOR

Contracts in Progress: 23

TEN16011 - Supply & Delivery of Gaseous Chlorine - Under Evaluation
TEN16196 - RPQS General Civil Construction Services - Under Evaluation
TEN16552 - Rockhampton history Library Roof and Aircon Replacement Works - Under Evaluation
TEN16646 - Victoria Park Tennis Court Refurbishment - Under Evaluation
TEN16678 - Supply of Security Screening and Front of House Services to Rockhampton Airport - Under Evaluation
TEN16671 - PSA Printing and Distribution of Animal, Water and Rates Notices - Under Evaluation
TEN16687 - Exterior Painting Mt Morgan School of Arts & Library - Under Evaluation
TEN16703 - RPQS Engineering Maintenance and Manufacturing Services - Under Evaluation
TEN16426A - RPQS Trade Services - Contract Refresh - Under Evaluation
TEN16697 - Sale of 38 Morgan Street, Mount Morgan - Under Evaluation
TEN16698 - Lease of Old Squash Courts, 36 Thompson Avenue, Mount Morgan - Under Evaluation
TEN16617 - Fire Protection Systems & Equipment Service Maintenance - Closes 5 August 2026
TEN16699 - Rockhampton Sports Precinct Stage 1 Netball - Under Evaluation
TEN16737 - North Rockhampton Sewerage Treatment Plant Control Room Upgrades - Under Evaluation
TEN16736 - Customs House Refurbishment - Under Evaluation
TEN16738 - Dooley Street Depot Roller Doors Replacement - Under Evaluation
TEN16730 - Mount Morgan Cemetery Expansion - Document Development
TEN16746 - Showgrounds & Victoria Park Power Upgrade - Under Evaluation
TEN16747 - Botanic Gardens Administration Building Roof Replacement - Under Evaluation
TEN16762 - PSA Supply & Delivery of Bagged Cement Products - Closes 19 August 2026
TEN16761 - RPQS for the Supply of Electrical Equipment - Closes 12 August 2026
QUO16773 - Dry Hire of 1.5 Ton Excavator - Closes 19 August 2026
TEN16765 - RPQS for the Supply of Traffic Control Services - Document Development

PSA = Preferred Supplier Arrangement
RPQS = Register of Pre-Qualified Suppliers
S&D = Supply and Delivery
SOR = Schedule of Rates

Corporate Performance Report | 01 July 2026 – 31 July 2026

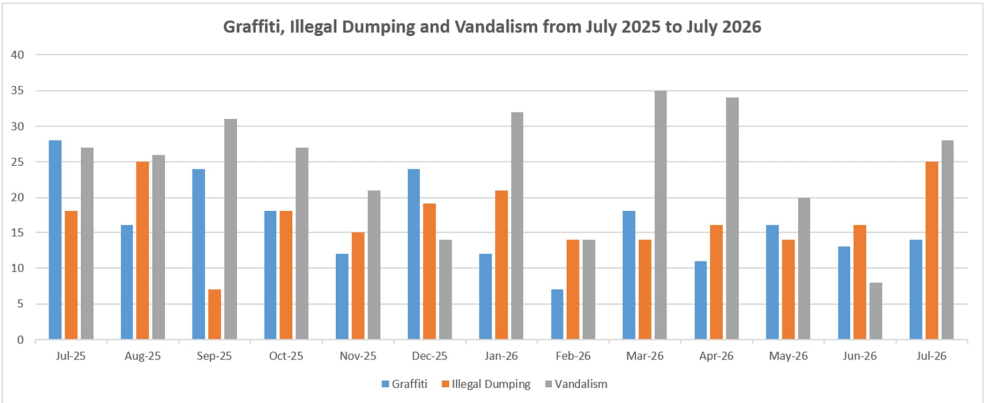
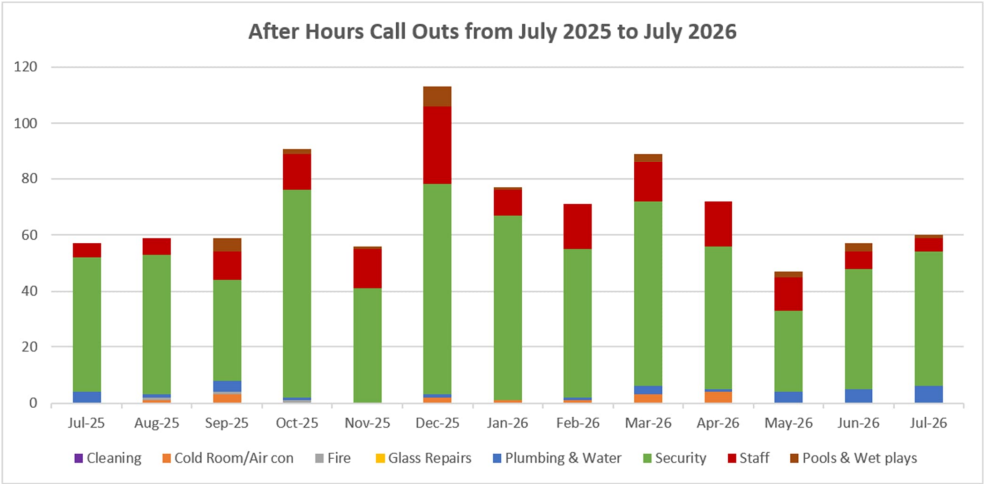
Customer Request Statistics

Customer Requests Completed Monthly & Top 5 Customer Requests

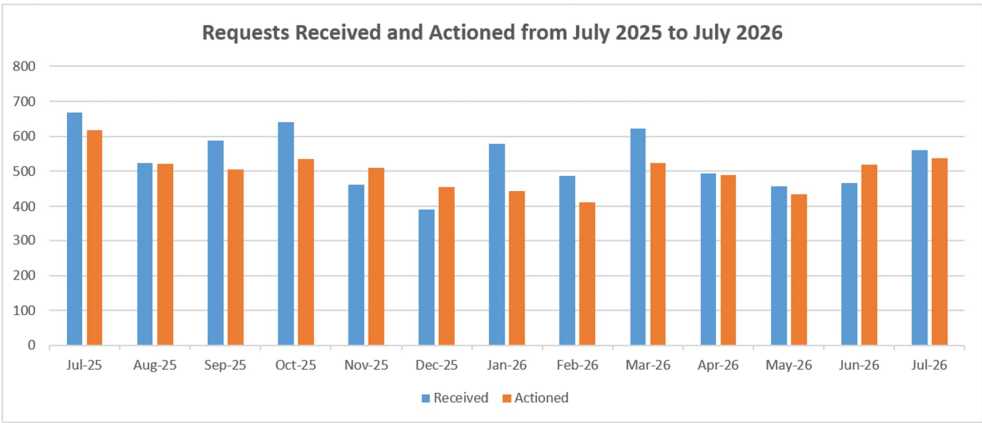
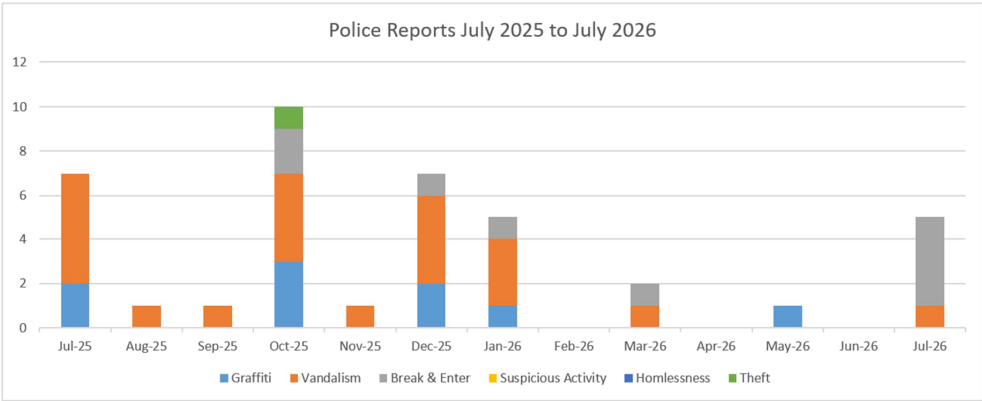
	June
Requests Logged	5883
Same Month Completed	3272
% Completed Same Month	56%
Completed Total for Month	4198
Total Pending	5020
Top 5 Requests for Month	Local Laws Systematic Program (NOT FOR CSO USE) Property Search Form Duty Planner (new enquiry) Water Leak Asset Assets & Facilities Management (Asset)

Total outstanding customer requests up to 3 months old: 4436

Fleet & Facilities



Corporate Performance Report | 01 July 2026 – 31 July 2026



COMMUNITIES & LIFESTYLES

Growth & Community Partnerships

POINTS OF INTEREST

SUSTAINABILITY

- **Living Sustainably** – The Sustainability Unit partnered with Rockhampton Zoo to deliver a 'nature craft' community workshop on 08 July 2026. The workshop highlighted the benefits of urban canopy and native plants, with households learning about native species while creating a clay leaf ornament and promoted participation in Native Plant Program and National Tree Day opportunities.
- **Native Plant Program** - The Sustainability Unit collaborated with Nursery, Libraries and Customer Service Units to deliver Council's popular Native Plant Program on 21, 22 and 23 July 2026. The program provided Rockhampton Region residents with the opportunity to receive two free native plants for their properties, encouraging the use of resilient native species and supporting local biodiversity. This year's species included Fan Flower, Holly Hedge, Scaly Ebony and Leichhardt Tree. Plants were available for collection from Rockhampton Southside Library and the Gracemere and Mount Morgan Customer Service Centres. More than 3,000 native plants were distributed across the Region, showing continued community engagement, including participation from 35 local schools, educational providers and community groups.
- **National Tree Day** – Council celebrated National Tree Day on Sunday 28 July 2026 with community planting sessions at Bill Crane Park, North Rockhampton. The event supported local biodiversity, wildlife habitat and urban cooling outcomes, while encouraging community participation in environmental stewardship. Over 150+ participants installed 600+ native plants on the day, complimented by mature trees planted in preparation for the event through Council's open space tree planting program.

GRANTS STATUS UPDATE

Grant Application Dashboard July 2026

Applications Successful	Applications Submitted	Awaiting Outcome	Applications Unsuccessful	Funding Secured	Funding Sought
3	2	3	3	\$269,629	\$700,000

Successful Expression of Interest

Program	Project	Application Lead	Project Delivery Lead	Total Project Cost	Funding Amount	Council Co-contribution	Third Party Co-contribution
Games On! Grassroots Infrastructure Program (ROI)	Rockhampton Cricket Ground – Lighting Upgrades	Growth & Community Partnership	Project Delivery	\$909,810	\$499,998	\$259,812	\$150,000

Successful Grants

Corporate Performance Report | 01 July 2026 – 31 July 2026

Program	Project	Application Lead	Project Delivery Lead	Total Project Cost	Approved Funding Amount	Council Co-contribution	Third Party Co-contribution
Tourism Business Capability Subsidy	Subsidy for Zoo staff to attend training	Open Spaces & Recreation	Open Spaces & Recreation	\$1,600	\$1,600	\$0	\$0
Secure Communities Partnerships Program 2025-27 - Round 2	Strengthening Safety in Rockhampton CBD through CCTV and Lighting	Advance Rockhampton	Fleet & Facilities	\$376,058	\$188,029	\$188,029	\$0
Community Child Care Fund (CCCCF) R5	Rockhampton City Childcare Centre – Storage & Flooring Upgrades	Communities & Culture	Fleet & Facilities	\$100,000	\$80,000	\$0	\$0

Grants Submitted

Program	Project	Application Lead	Project Delivery Lead	Total Project Cost	Funding Amount	Council Co-contribution	Third Party Co-contribution
Regional Business Gateway Program (Expression of Interest)	Rockhampton Business Growth Gateway	AR	AR	\$550,000	\$550,000	\$0	\$0
Disaster Ready Fund Round 4	Heat and Bushfire Risk Assessments & Mapping	Growth & Community Partnership	Growth & Community Partnership	\$300,000	\$150,000	\$60,000 (cash 27/28 budget request) \$90,000 (in-kind)	\$0

Corporate Performance Report | 01 July 2026 – 31 July 2026

Grants Awaiting Outcome

Program	Project	Application Lead	Project Delivery Lead	Total Project Cost	Funding Amount	Council Co-contribution	Third Party Co-contribution
Strengthening Rural Communities Prepare and Recover	The Adaption Game - Strengthening Rocky Region Preparedness	Growth & Community Partnership	Growth & Community Partnership	\$25,000	\$25,000	\$0	\$0
Active Transport Grants Program	Graeme Acton Way – Shared Path (Design & Construction)	Infrastructure Planning	Civil Operations	\$666,718	\$333,359	\$333,359	\$0
Flying Fox Roost Management (FFRM) Local Government Grants Program	Rapid Response Flying Fox Deterrent Support System	Open Spaces & Recreation	Open Spaces & Recreation	\$59,541.00	\$29,770.50	\$29,770.50	\$0

Unsuccessful Grants

Program	Project	Application Lead	Project Delivery Lead	Total Project Cost	Funding Amount	Council Co-contribution	Third Party Co-contribution
Residential Activation Fund R2 - Construction	Mawdsley to Lucas Street Reservoir Pipeline (P2)	Fitzroy River Water	Fitzroy River Water	\$13,614,228	\$10,890,000	\$2,724,228	\$0
Residential Activation Fund R - Construction	McMillan Avenue Upgrade (P3)	Infrastructure Planning	Infrastructure Planning	\$7,504,347	\$6,003,478	\$1,500,869	\$0
Residential Activation Fund R2-Planning	Rahima Court SRM Replacement (P4)	Fitzroy River Water	Fitzroy River Water	\$466,296	\$370,000	\$96,296	\$0

Communities & Culture**POINTS OF INTEREST****Major Venues***Pilbeam Theatre*

The Pilbeam Theatre continued to deliver a diverse program of entertainment and community events throughout the month of July, hosting an array of nationally recognized performers and productions. Highlights included performances by Graeme Connors, Isaac Butterfield, Tom Gleeson, and Emma Memma, alongside the spectacular Cirque Nouvelle production. The Pilbeam Theatre also delivered popular tribute productions celebrating the music Bob Seger and The Eagles. Supporting local performing arts, the Pilbeam Theatre delivered Emmaus College's production of *Legally Blonde* providing a professional stage experience for students and showcasing local talent.

62 Victoria Parade

62 Victoria Parade continued to support a broad range of internal and community use throughout July. The venue accommodated Council training sessions, workshops and meetings, while also providing valuable operational support of Emmaus College's production of *Legally Blonde* through use as overflow dressing rooms and support space for performers and crew. External hirers also utilised the facility for workshops, consultations and community-based activities, demonstrating its ongoing value as a flexible multi-purpose venue.

Walter Reid Cultural Centre

During the month, the WRCC delivered Rockhampton Little Theatre's production of *Wolf Lullaby* as well as the return of popular medium Peter Williams. A major highlight was the successful Arts on the Fringe Open Day, held in lieu of River Festival activities. The event attracted more than 800 visitors to the centre, providing the community with an opportunity to engage directly with resident artists, creative practitioners and tenants, while experiencing the diverse artistic and cultural offerings within the facility.

Rockhampton Showgrounds

The Rockhampton Showgrounds maintained a busy schedule of events, delivering several major regional gatherings throughout the month. Key events included the Rockhampton Home Show, Junior Beef, Kennel Club Dog Comps and the return of the Blackball Pool Competition. The venue also continued to support regular community markets, including the Artisan Markets and Mumma's Markets, providing opportunities for local businesses, artisans and community groups to engage with residents and visitors alike.

Libraries

Libraries had bumper attendance at our Storytime at the Zoo session in July, with over 240 people in attendance. This is the highest attendance yet. Outreach remains a strong focus with the library team attending an event in celebration of Gold Rush Festival in Mount Morgan. The focus remains on connecting with community groups and schools; in Gracemere the team attended St Pauls School as part of the Under 8s Week activities – many of the students recognizing library staff and want to get photos with the Team Leader 'Miss Natalie'. At the start of the school term, Mount Morgan launched its 'homework group' to support primary students. Libraries were closed for one day to undertake essential training to empower staff in managing customers and fostering a Safety-First approach when dealing with challenging situations.

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Rockhampton Museum of Art

In July the Rockhampton Museum of Art launched The Gold Award 2026, with guest judge Jenny Watson announcing the winner of The Gold Award 2026, with the work *Wasted Waiting* to now join the RMOA Collection. The team also opened *Too Deadly: Ten Years of Tarnanthi* in Gallery 1, marking RMOA as the first venue on this national tour from the Art Gallery of South Australia. The launch featured a Welcome to Country by Auntie Sally Ve a Ve a, traditional Malgadi dances by the Darumbal Gurridalla Dancers and live music by Jada Weazel. Alongside the opening event, a panel talk was held with visiting artists and curators, as well as free activities for children and families.

Heritage Village

The Heritage Village had a busy month in July. The school holiday program was well attended with 1,150 visitors. The Shearing Shed hosted two weddings and large community events. The team is preparing for the upcoming markets on 15 August.

LIBRARY ATTENDANCE/MEMBERSHIP

LIBRARY STATISTICS	26/27 YTD RRL	25/26	24/25	SLQ target	QLD AV. 23/24	26/27 YTD RRL
Loans (physical & online)	38,872	421,871	443,379	5-8 per capita	7.87	0.46
Physical Visits	16,162	187,456	181,920	4.8 per capita	3.2	0.19
Programs & Activities	101	1,118	1,438	No target	-	-
Program Engagement	2,773	34,744	70,111	0.4 per capita	0.31	0.03
Active Members	21,425	21,449	21,373	44% of pop.	33.22%	25.62
New Members	275	3,546	3,188	No target	-	-
Customer Queries	3,514	50,302	62,767	No target	-	-
Total Collection	186,756	186,847	183,182	No target	-	-
Physical Stock	160,391	160,491	157,835	0.85-1.5 per capita		1.92

HISTORY CENTRE ATTENDANCE 26/27

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD 26/27	25/26	24/25
139	-	-	-	-	-	-	-	-	-	-	-	139	1,768	1,651

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CHILDCARE STATISTICS UTILISATION % 26/27

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD 26/27	25/26	24/25
98 %	-	-	-	-	-	-	-	-	-	-	-	98%	92%	94%

MAJOR EVENTS ATTENDANCE

Venue Event Attendance	YTD 26/27	25/26	24/25	Venue Hire Waived (Internal or Sponsored)	YTD 26/27 \$	25/26 \$
Pilbeam	8,223	80,775	64,198	Pilbeam	-	-
R'ton Showgrounds	49,553	195,243	198,142	R'ton Showgrounds	-	\$14,597
Mt Morgan Showgrounds	0	1,301	2,271	Mt Morgan Showgrounds	-	-
Walter Reid events	1,390	16,061	19,975	Walter Reid	-	-
62 Victoria Parade	319	6,492	8,984	62 Victoria Parade	-	-

Walter Reid CC Total Site Attendance	YTD 26/27	25/26
Business Hours	3,305	50,988
After Hours	3,692	35,781

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HERITAGE VILLAGE ATTENDANCE

Heritage Village Visitor Types	YTD 26/27	25/26	24/25
General Admittance	735	4,825	6,060
School Tours Numbers	211	1,691	1,754
Other Tour Numbers	28	254	983
School Holiday Activities July – 6 day period	1,158	1,207	484
School Holiday Activities Sept – 6 day period	-	879	832
School Holiday Activities Easter – 6 day period	-	1,284	1,254
School Holiday Activities June – 1/3 day period	-	147	0
Markets	0	5,234	12,301
Shearing Shed	627	2,919	3,383
TOTAL	2,759	18,440	27,051

NUMBER OF FUNCTION BOOKINGS**SHEARING SHED EVENTS**

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	YTD 26/27	25/26	24/25
4	-	-	-	-	-	-	-	-	-	-	-	4	21	30

SHEARING SHED ATTENDANCE

Shearing Shed Attendance	YTD 26/27	25/26	24/25
Private Hire Pax #	595	2,306	2,025
Internal Event Pax #	0	496	988
Ceremony Only Pax #	32	117	370
TOTAL	627	2,919	3,383

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MONTHLY VOLUNTEER HOURS

Site	YTD 26/27	25/26	24/25
Friends of the Theatre	1,545	4,628	3,937
Friends of the Village	1,516	17,117	19,177
Archer Park Rail Museum	690	10,553	12,736
Rockhampton Museum of Art	140	1,313	1,497
Mount Morgan Railway	1,545	9,101	9,025
TOTAL	5,436	42,712	46,372

RAIL MUSEUMS ATTENDANCE

Museum Attendance	YTD 26/27	25/26	24/25
Archer Park Museum	429	4,369	4,775
Mount Morgan Museum	860	2,500	3,075

ROCKHAMPTON MUSEUM OF ART ATTENDANCE

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
8,184	-	-	-	-	-	-	-	-	-	-	-

RMOA Activity	YTD 26/27	25/26	24/25
Programs	8	131	168
Member Events	0	6	13
Group Tour Bookings	1	60	52
Corporate Hire	1	12	19
Exhibitions	2	10	12
Touring Exhibition & Artwork Attendance	934	4,715	-
Artist in Residence (days)	0	138	90
Shop Sales	\$6,133	\$95,579	\$142,140
Attendance	8,184	85,785	88,733

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HOME ASSIST

*This program provides services to the following local government areas:
Rockhampton, Banana, Central Highlands, Gladstone, Livingstone*



State Government – Department of Communities, Housing & Digital Economy –
Home Assist Program

Measured Service Type	Reporting Hrs/ Month	Monthly Output Target	Year To Date Actual	Output Service Delivery Targets
Info Refer	92 hrs	105 hrs	92 hrs	1,268 hrs
Home Maintenance	652 hrs	775 hrs	652 hrs	9,300 hrs

CQ Home Assist Secure assisted 331 state funded clients with a total of 751 information, referral and maintenance activities in July.

July Breakdown of Client Services Provided by Region			
Region	Number of Registered Clients	% of Clients Serviced for Month	% YTD Avg
Rockhampton	1,938	75	75
Banana Shire	38	0	0
Central Highlands	32	1	1
Gladstone	384	8	8
Livingstone	752	16	16
TOTAL	3,144	100	100

CHSP – Federal Funding

Federal Government – Department of Health and Aged Care –
Commonwealth Home Support Program

Measured Service Type	Current Month Outputs	Monthly Output Service Delivery Target	YTD Actual	Financial Year Service Delivery Target
Total Maintenance output hours	737 hrs	467 hrs	737 hrs	5,613 hrs
Complex & Simple Mods	\$36,246	\$46,030	\$36,246	\$552,363

CQ Home Assist Secure assisted 665 federally funded clients with a total of 1,675 information, referral, maintenance, and modification activities in July.

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July Breakdown of Client Services Provided by Region			
Region	Number of Registered Clients	% Total Clients Serviced for Month	% YTD Avg
Rockhampton	1,852	60	60
Banana Shire	100	1	1
Central Highlands	90	1	1
Gladstone	855	18	18
Livingstone	943	20	20
TOTAL	3,840	100	100

The program CQ Home Assist Secure handled a total of 2,004 calls in July.

Open Spaces & Recreation

POINTS OF INTEREST

CAPITAL / MAJOR PROJECTS

- Works have commenced at Rockhampton Cricket Grounds on a staged irrigation upgrade across all fields as the existing pump station is underpowered and does not provide sufficient output to meet current irrigation demands. Stage 1 has commenced with a focus on new irrigation mainline to the proposed new pump station site.

PARKS MAINTENANCE

- Capalec Park renovation works undertaken, including existing trees and shrubs pruned, installation of new irrigation to garden beds, shrubs and trees replanted and mulched. (Photos below)
- Queen Elizabeth Drive median renovation works completed by streetscapes team, where declining hedges were removed, soil replaced, irrigation installed, plants replaced and mulched. (Photos below)
- Significant effort was directed towards irrigation repairs throughout all areas over the last few months with the dry weather
- Rectification works undertaken at Pilbeam Park following damage occurring from project work on amenities. (Photo below)
- Contractor engagement has commenced at Edenbrook Estate, and they have completed a full mow of the open space areas and commenced garden cleanup, pruning and inspection of irrigation system. (Photo below)
- Roadside vegetation maintenance occurred along Pilbeam Drive on Mt Archer to improve sightlines and access. The works were completed a day early and Council appreciated the patience from residents whilst the traffic management plan was in place. (Photos below)

STAFF ACHIEVEMENTS

- The Zoo team continue to care for our baby Chimp, Cassie. Introductions took place firstly with Sile (Cassie's mother), this was unsuccessful. Positive behaviour continued to occur between Mary (unrelated female) and Cassie. An introduction between Mary and Cassie took place however this was unsuccessful. The zoo team are currently assessing next steps in discussion with the chimp coordinator and other chimpanzee experts.

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COMMUNITY ENGAGEMENT

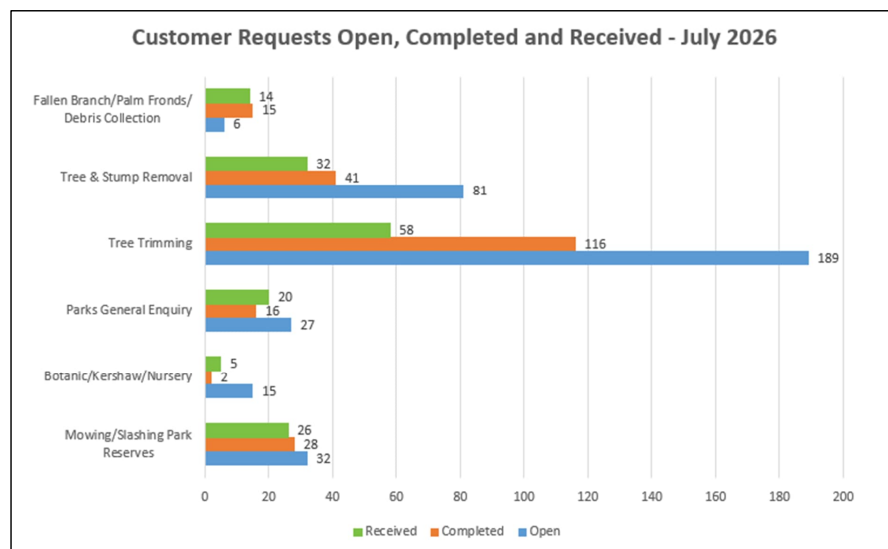
- Storytime at the Zoo (in collaboration with the library) was the largest event held to date, attracting 241 attendees.
- Junior Zookeeper, held during the school holidays, was fully booked with five attendees participating.
- OS&R supported Council's National Tree Day event at Bill Crane Park by preparing the planting site, supplying trees and plants from the nursery, and providing staff on the day to assist attendees with planting activities. Following the event, the remainder of the Bill Crane Park site was planted out as part of the broader revegetation program. Ongoing maintenance and monitoring will be undertaken to support the successful establishment and long-term health of the vegetation in that area. (Photos below)

ZOO VISITATION, ENCOUNTERS & COMMUNITY INVOLVEMENT

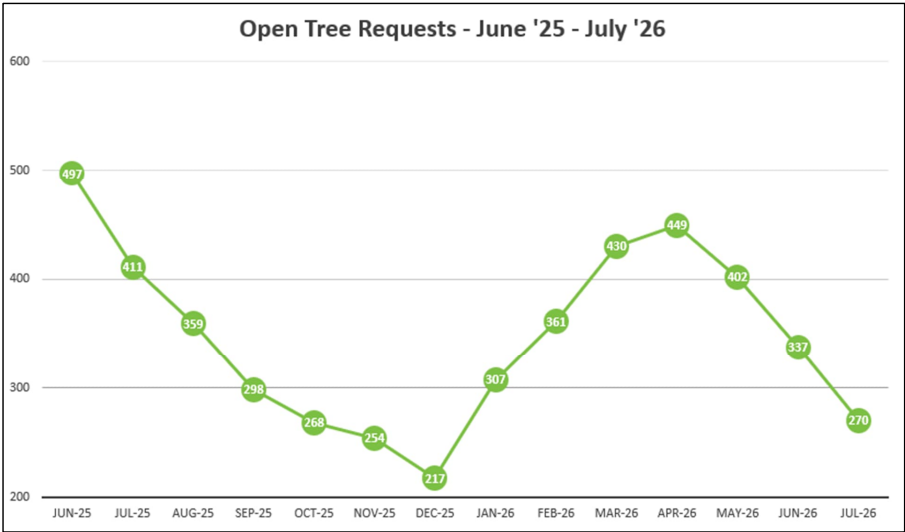
Measure	Measurement	July 2026	July 2025	Comments
Zoo Visitors	Numbers	17,135	*31,329	Using a "line break" counter due to the Hub Closure therefore numbers less accurate. *2025 - HUB Opening
Volunteers / Students	Volunteer Hours	356	365	
	Student Hours	210	32	
Guest donations	Total Donation \$	\$2,298	\$7,933	Includes cash, online donations, tap & go. Decreased as Hub is closed, Tap and Go not available.
Other Revenue	Total \$	\$8,784	\$7,452	Includes encounters, gift vouchers, animal adoptions
Money RRC donated to Conservation Trust	Total \$	\$1,662	\$2,667	Includes 15% of donation, encounter, voucher, adoption income
Facebook	Facebook Followers	44,499	42,378	
	Facebook Reach	358,637	145,189	
	Facebook Engagements	28,824	9,372	
Media	Media Opportunities	2	5	Baby chimp leg fracture & Zoo HUB closure
	Media Exposures	29	99	
	Media Reach	\$2,690,000	\$2,650,000	

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Paid Experiences	July 2026		July 2025		Comments
	Qty	\$	Qty	\$	
Meerkats	41	\$5,500	73	\$6,900	Sold during the month
Otters	9	\$495	6	\$330	
Snakes	14	\$252	10	\$180	
Gift Vouchers	13	\$1,728	23	\$2,297	
Animal Adoptions	0	\$0	2	\$100	
Junior Zookeeper	4	\$600	0	\$0	
Free Community Activities	June 2026		June 2025		Comments
	Sessions	People	Sessions	People	
Under 5 Activities	-	-	1	22	Feb, Apr, June, Aug, Oct, Dec
Seniors Morning Tea	1	39	-	-	Jan, Mar, June, July, Sept, Nov
Storytime at the Zoo	1	241	1	111	Apr, June, June, July, Aug, Sept
Conservation Events	1	50	1	16	June, July and September School Holidays
Competitions	-	-	-	-	Easter and Christmas
Additional Events	-	-	1	*2,468	100-year celebration
Total Activities	3	330	4	2,617	
Time Safaris Zoo Tours	6	41	7	58	Contractor Tour Groups



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Capalec Park - Before



Capalec Park - After

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Queen Elizabeth Drive – Before



Queen Elizabeth Drive - After

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Pilbeam Drive – Before



Pilbeam Drive - After



National Tree Day 2026



National Tree Day 2026

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Pilbeam Park – Before



Pilbeam Park – After



Edenbrook Open Space Area

Planning & Regulatory Services

POINTS OF INTEREST

Development Assessment

The Queensland Department of Housing and Public Works has commenced community consultation on the proposed Rockhampton Youth Foyer development at 37 Alma Street, Rockhampton City. The development is planned to include 40 one-bedroom dwellings and 28 car parking spaces across a series of four and five-storey buildings.

The Youth Foyer will provide safe, supported accommodation for up to 40 vulnerable young people aged 16 to 25 years who may be experiencing challenges securing and maintaining long-term housing while pursuing education, training or employment opportunities. Residents will have access to 24/7 support from qualified youth support workers, helping them build independence and achieve positive life outcomes.

The development will feature dedicated support service facilities and shared communal spaces at ground level, with three and four levels of residential accommodation above, creating a supportive environment that encourages both personal growth and community connection.

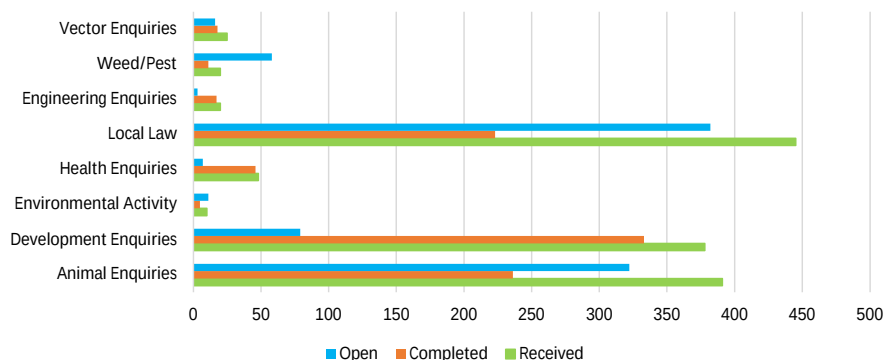
Local Laws

The Frenchville systematic inspection program commenced this month, with 3,777 properties scheduled to be inspected over a 12-week period. This proactive initiative aims to ensure compliance and maintain community standards across the area.

A Pets in the Park event was held this month at the Frenchville Walking Track, providing an opportunity to connect with walkers and dog owners. The event promoted responsible pet ownership and raised awareness of the RSPCA's *Desex Your Pet* campaign, encouraging positive outcomes for pets and the community.

CUSTOMER REQUESTS RECEIVED GRAPH

Customer Requests Open, Completed and Received -
July 2026

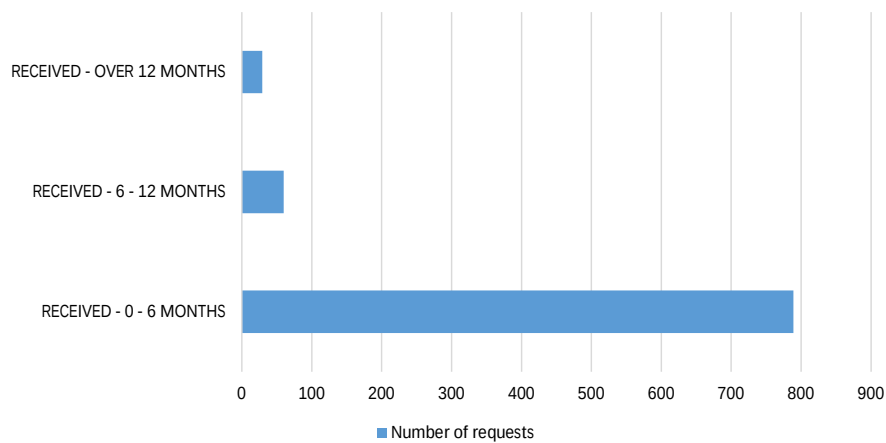
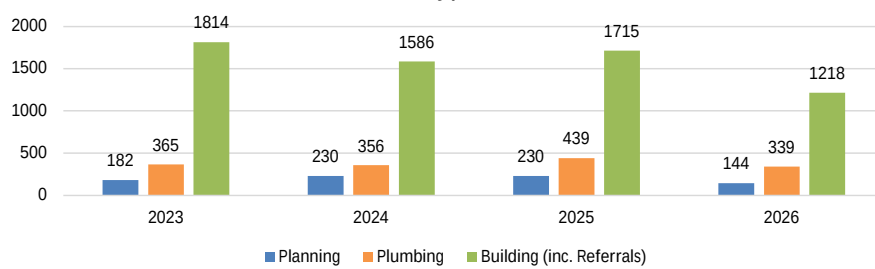


Open – total number of customer requests currently 'open' and under investigation.

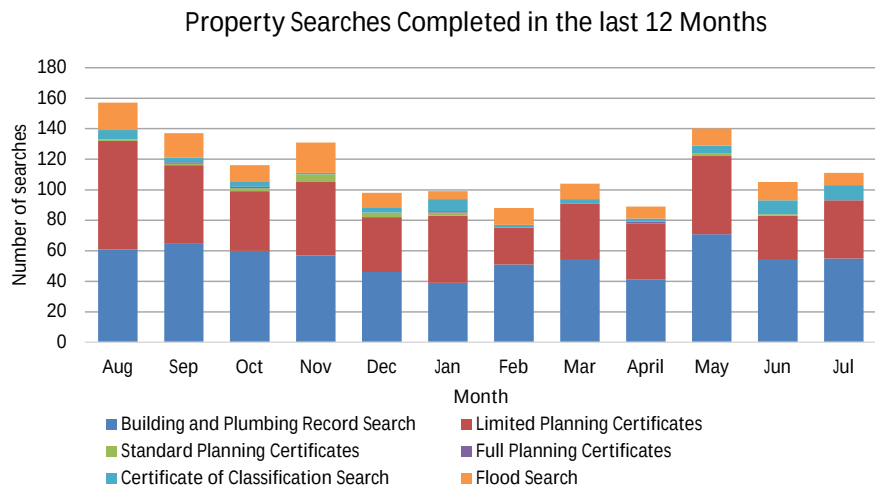
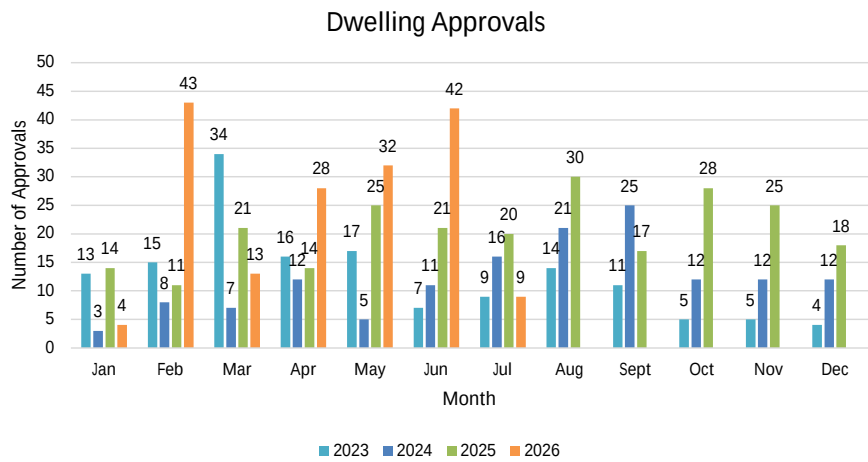
Completed – number of requests completed in the month that were received in the month.

Received – number of requests received in the month.

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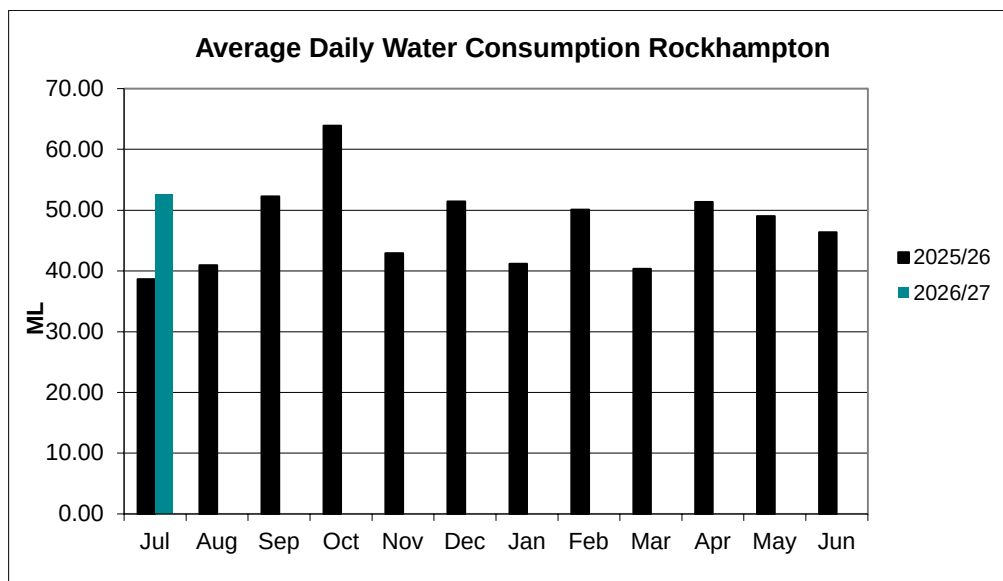
Age of open Customer Requests for P&RS-
July 2026Development & Plumbing Applications Received by Year and
Type

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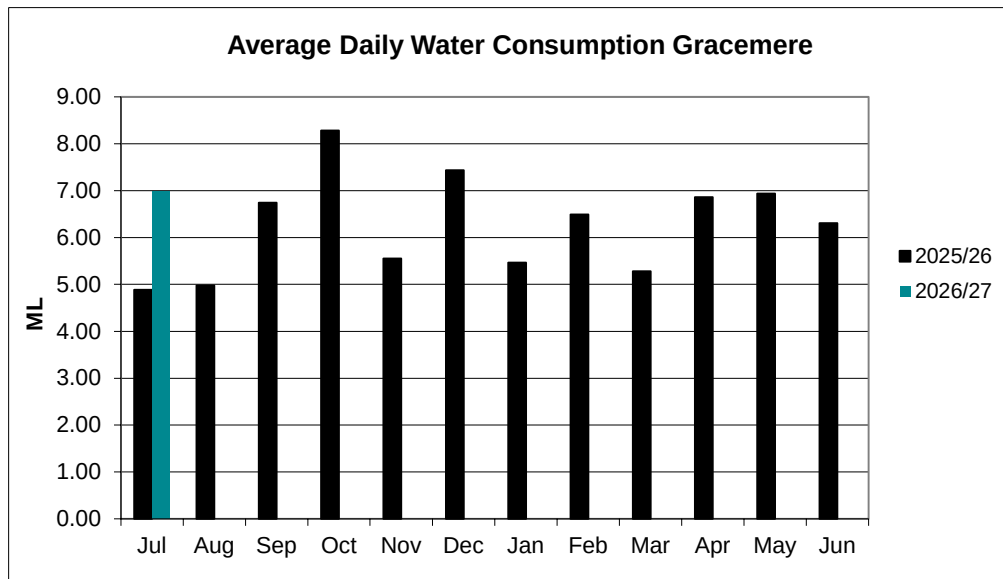
REGIONAL SERVICES**Fitzroy River Water****Drinking Water Supplied**

Data is presented in graphs from July 2025 to June 2026 and July 2026 to June 2027.

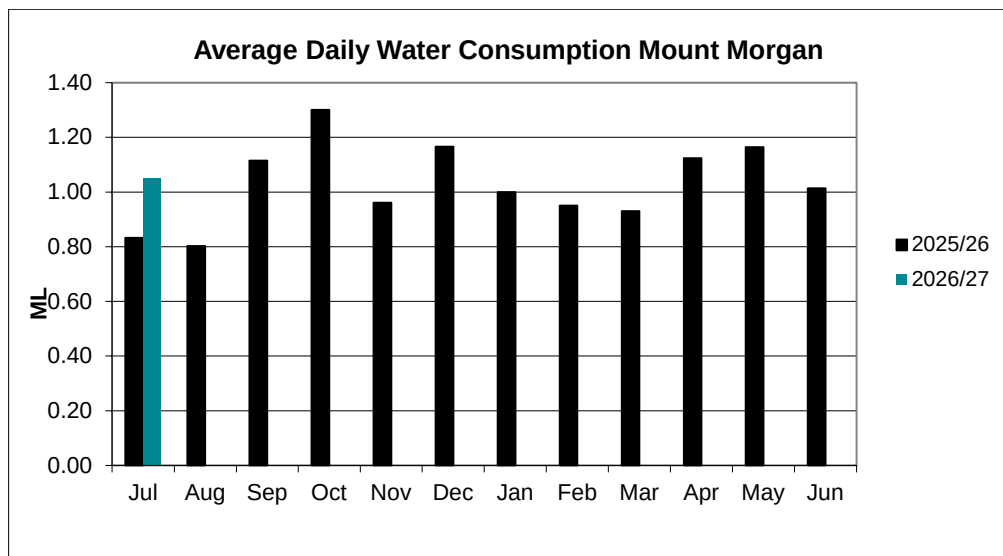
Rockhampton

The average daily water consumption in July was recorded at 52.59 ML/day, representing an increase from last year's consumption rate of 38.66 ML/day. This figure was higher than the consumption level observed during June, which was recorded at 46.38 ML/day. The increase in consumption compared to last month can be attributed to seasonal weather patterns, which generally influence water usage behaviours.

As of the 31st of July 2026, the Fitzroy Barrage storage level stood at 96.56% of its accessible storage capacity, remaining above the threshold established in the Drought Management Plan for initiating water restrictions.

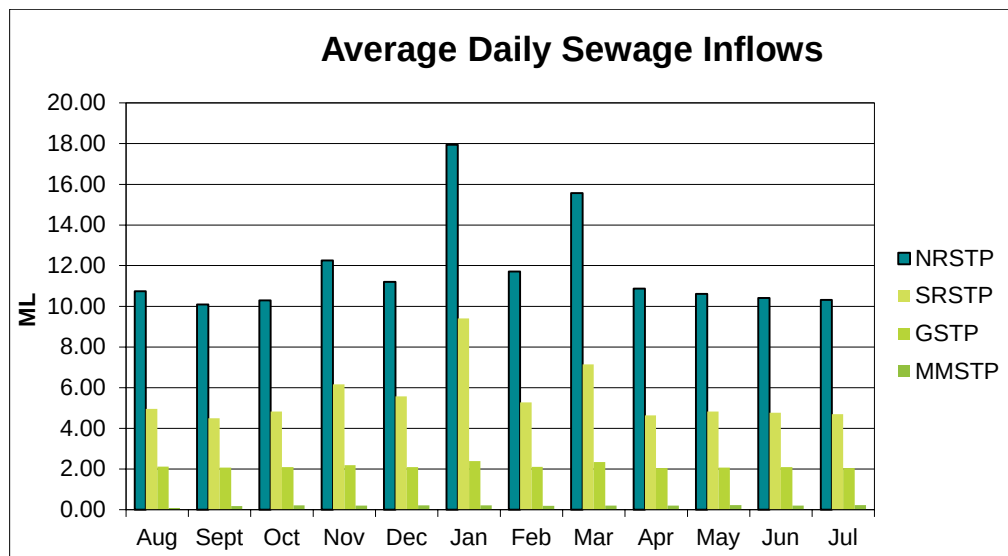
Gracemere

The average daily water consumption in July was recorded at 6.99 ML/day, representing an increase from June which was recorded at 6.31 ML/day. This month's figure was higher than the consumption level observed during July of the previous year, which was 4.89 ML/day. The water usage is higher than last year with the increase from June attributed to seasonal weather patterns, which generally influence water usage behaviours.

Mount Morgan

The average daily water consumption in July was recorded at 1.05 ML/day, representing an increase from June which was recorded at 1.01 ML/day. This figure was higher than the consumption level observed during July of the previous year, which was 0.83 ML/day. The increased usage compared to last year reflects seasonal weather patterns, which generally influence water usage behaviours.

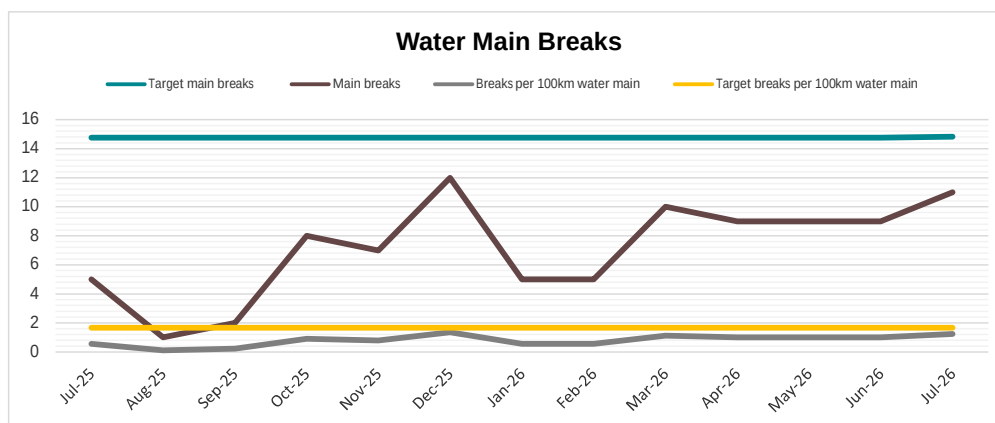
As of the 31st of July 2026, the No. 7 Dam storage level stood at 85.8%. Since April 23rd, 2024, the town water supply has fully transitioned back to reliance on the water treatment plant for processing water sourced from the No. 7 Dam.

Sewage Inflows to Treatment Plants

The average daily sewage inflows in July compared to June at NRSTP, SRSTP and GSTP decreased, but MMSTP increased. NRSTP decreased from 10.41 ML/day in June to 10.31 ML/day in July. SRSTP decreased from 4.77 ML/day to 4.69 ML/day.

GSTP decreased from 2.09 ML/day to 2.05 ML/day. July results were based on 24 days of recorded data due to an inlet flowmeter fault.

MMSTP increased from 0.21 ML/day to 0.23 ML/day. This is based on only one day of data, as the plant was in bypass for most of July due to process issues associated with trade waste inputs.

Regional Water Main Breaks

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Performance

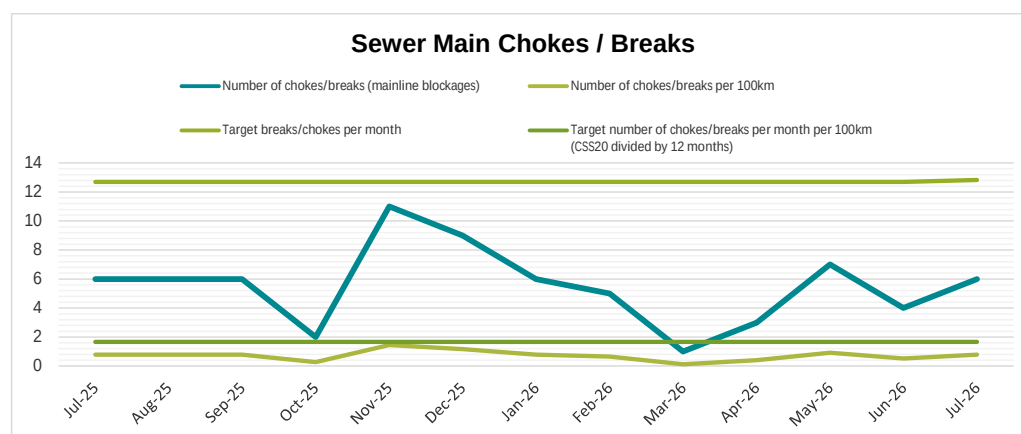
Target achieved with the number of water main breaks continuing to trend at an acceptable level. Changing weather conditions (temperature fluctuations, consumption variations and rainfall events), changes in consumption and resulting ground movement could be contributing factors to recent failures in addition to age of assets and operating conditions.

Response to Issues

Continued defect logging and investigation of main break causes. District metering and pressure management used to assist with identifying the cause of failures. Water mains experiencing repeated failures are assessed against specific criteria for inclusion in the Water Main Replacement program.

	Number of Main Breaks	Target Main Breaks	Breaks per 100 km	Target Breaks per 100 km
July	6	13	0.8	1.67

Locality	Main Breaks
Rockhampton	6
Mount Morgan	0
Regional Total	6

Rockhampton Regional Sewer Main Chokes/Breaks**Performance**

Target achieved with sewer mainline blockages continuing to trend at an acceptable level during this month. Mainline blockages continue to generally be caused by fat deposits and root intrusion.

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Issues and Status

Data indicates that a high percentage of blockages/overflows continue to be caused by fat build up and defective pipes allowing tree root intrusion.

Response to Issue

Continue defect logging and CCTV inspection following each individual blockage for prioritisation and inclusion in the Capital Sewer Main Relining program. Rehabilitation programs are also in place annually for the repair of defective mainlines, property connections (jump ups), access chambers and combined lines.

	Number of chokes/ breaks	Target chokes/breaks per month	Number of chokes/ breaks per 100 km	Target number of chokes / breaks per month per 100km
July	6	13	0.8	1.67

Locality	Surcharges Resulting from Mainline Blockages	Mainline Blockages
Rockhampton	5	6
Mount Morgan	0	0
Regional Total	5	6

Water Meter Replacement

	Number completed	FY to date totals
Reactive Replacement	185	185
Planned Replacement	0	0
Regional Total	185	185

Water meter replacements continue to be carried out on a reactive basis, failed meters and meters meeting select criteria are replaced. Reinstatement of the capital water meter replacement program has been provided for in the current capital budget and replacement of aged meters will eventually result in a significant reduction in reactive meter replacements.

Rockhampton Regional Waste and Recycling

Compliance

Environmental Authority EPPR00626313

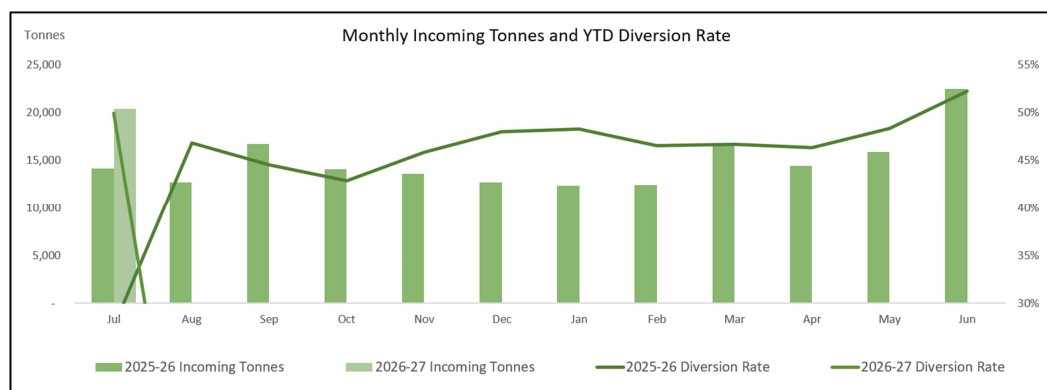
Condition WA3-2: 'Excepting combustion of landfill gas, waste must not be burnt.'

Under Council's Environmental Authority EPPR00626313 (EA) the burning of waste is reportable to DETSI. While fires within Council's Waste Facilities are unintended and unavoidable in most circumstances, this could be considered a breach of Council's EA Conditions and therefore must be reported. The following events have been reported to DETSI in July 2026:

- 2 smoulder / smoke events at the landfill working face, due to lithium batteries.
- 1 smoulder / smoke event within the commingled recyclables within the Waste Transfer Station Building 'Push Pit', due to a lithium battery.

For the above events any water was managed as leachate, no persons or plant were harmed, and no environmental harm occurred.

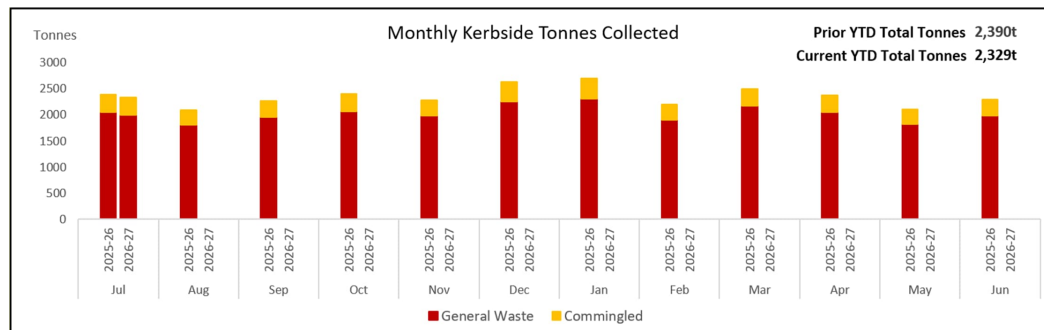
Total Incoming Tonnes



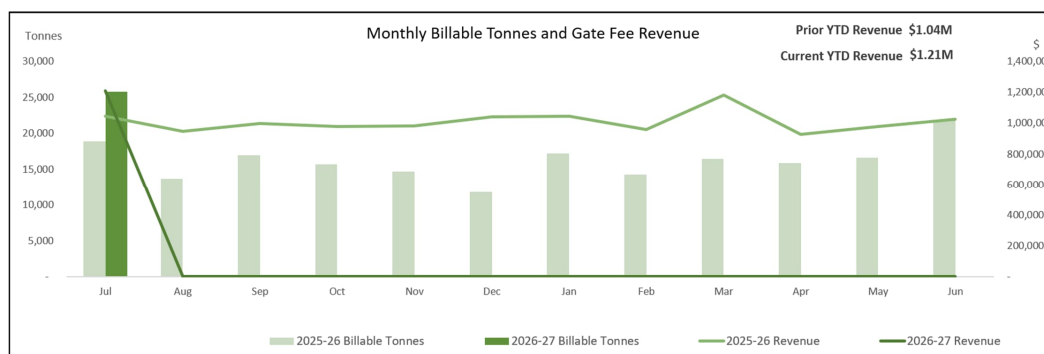
Commentary

Incoming tonnes for July have increased compared to the same period last year. The diversion rate has remained steady at 50%, with approximately half of all incoming waste being recovered rather than disposed of in landfill. Incoming tonnages continue to serve as a key indicator of waste generation trends across the region. The current year's performance is represented in light green.

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Kerbside Tonnes**Commentary**

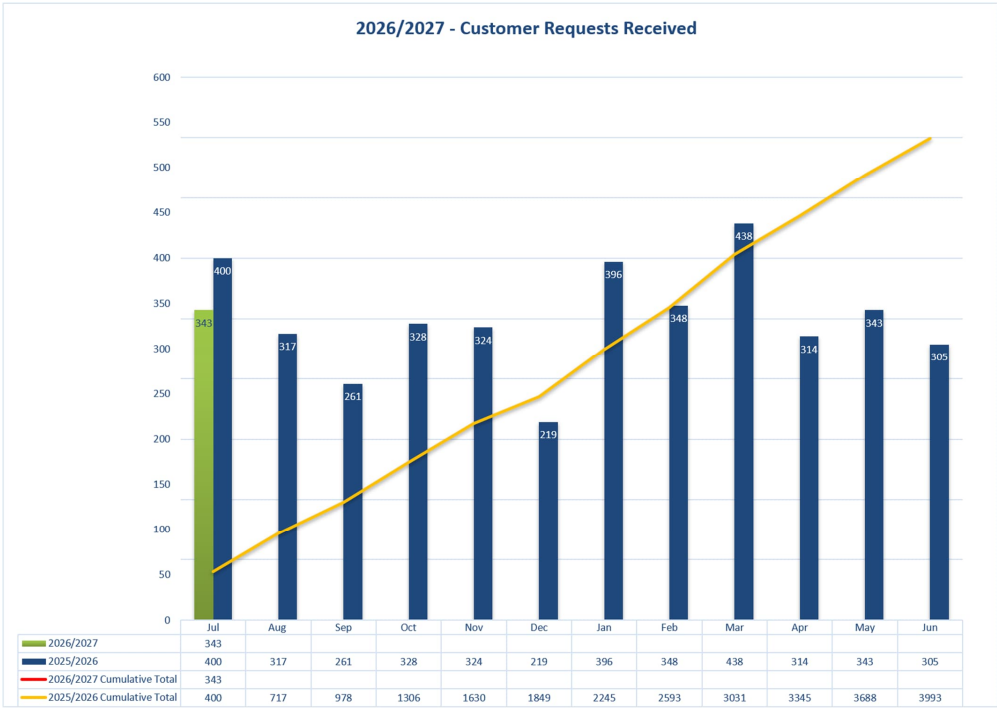
The graph above illustrates total kerbside waste generation and recovery rates, providing an indicator of household waste diversion performance. In July, incoming tonnes for both general waste and commingled recyclables are comparable to the same period last year. For the month, commingled recyclables accounted for 13.9% of total kerbside tonnes.

Billable Tonnes**Commentary**

This is a key measure of Waste Facility activity levels and the long-term financial sustainability of the business unit. The current year's performance is shown in dark green. Year-to-date revenue has increased compared to the same period last year, driven by sustained growth in Commercial and Industrial waste, higher transaction volumes for Municipal Solid Waste, and the implementation of updated Fees and Charges effective 1 July 2026.

Civil Operations

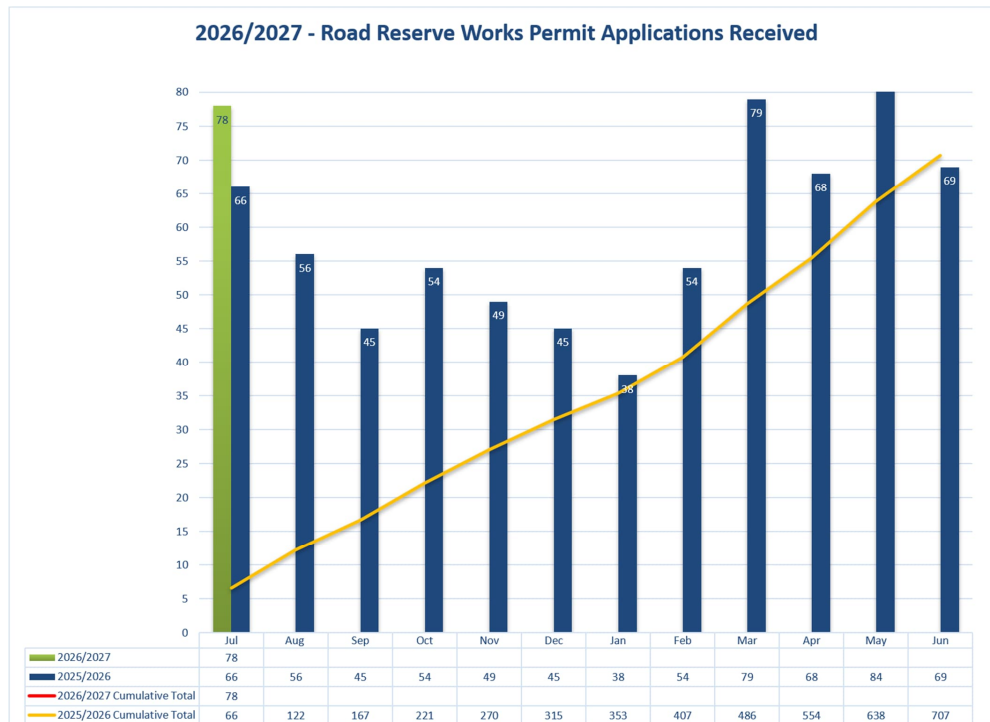
CUSTOMER REQUESTS



Commentary:

- Monthly figures for July 2026 have again shown a decrease to those of July 2025, allowing some proactive roundabout inspection works to be undertaken.

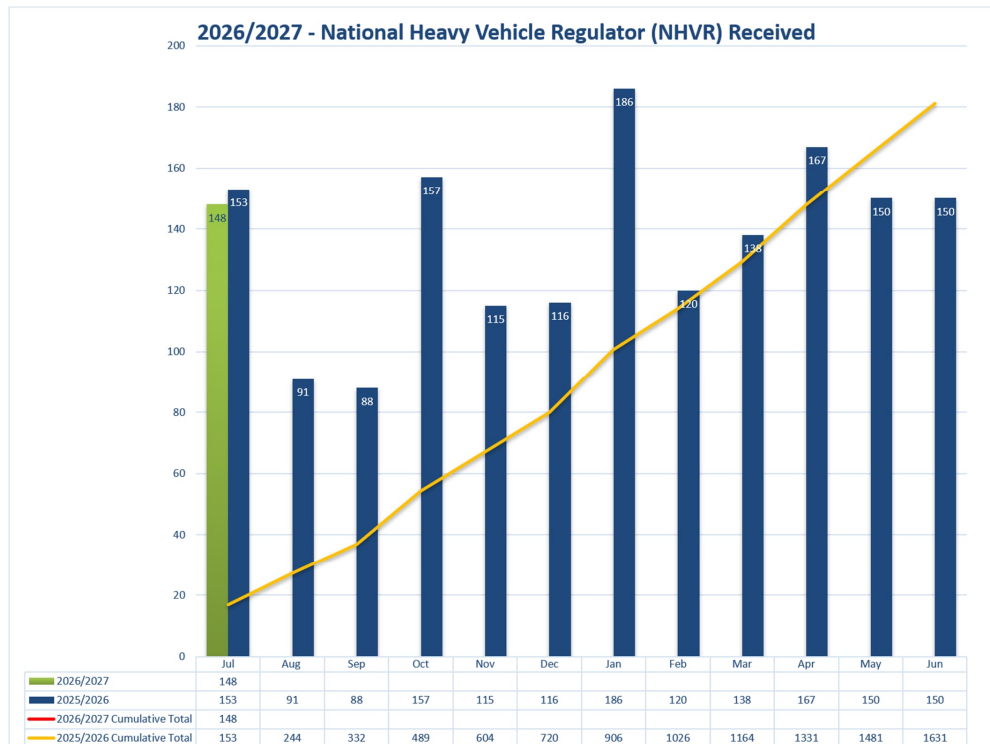
ROAD RESERVE WORKS PERMIT APPLICATIONS

**Commentary:**

- Application numbers for July 2026 are again higher than those for the equivalent 2025 period.
- Applications are a mix of works within the road reserve and Service Utility work (Ergon and NBN/Telecoms) including a number of driveway applications in response to compliance of non-permitted worksites.
- Rockhampton Ring Road Packages 2 North and South together with Boulder Creek Wind Farm continue to consume a large portion of time in the corridor space.

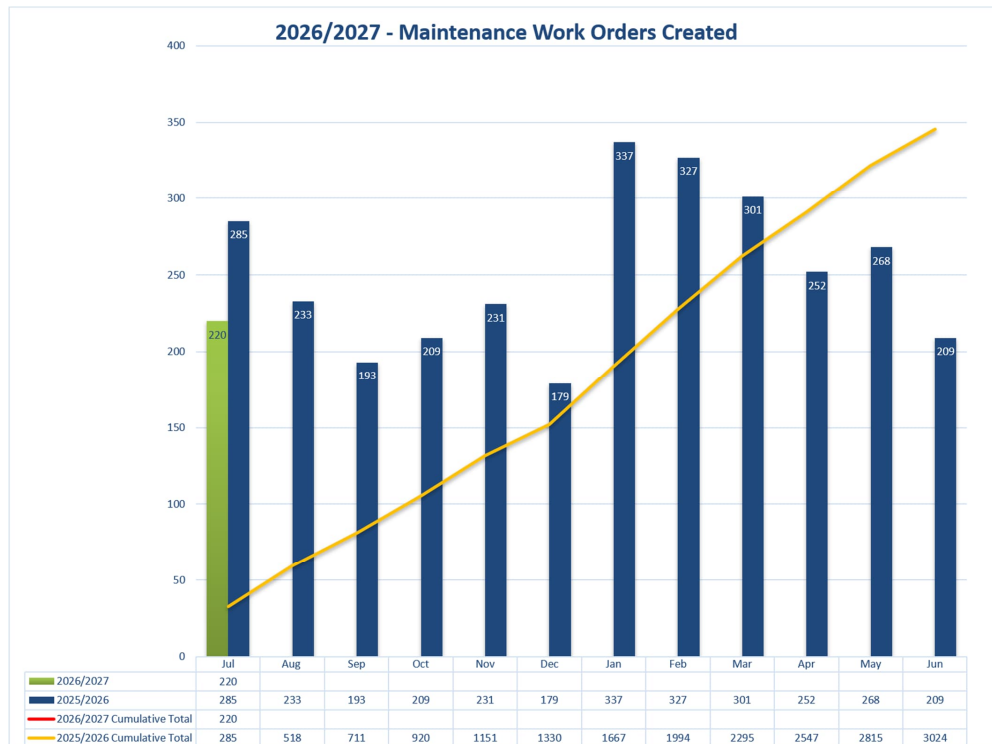
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NATIONAL HEAVY VEHICLE REGULATOR (NHVR)

**Commentary:**

- Figures for June remain high, only slightly lower than those of June 2025.
- Heavy vehicle movement negotiations for the Rockhampton Ring Road Project, Boulder Creek Windfarm and Lotus Creek Windfarm are ongoing with BCWF turbine movements now underway.

MAINTENANCE WORK ORDERS



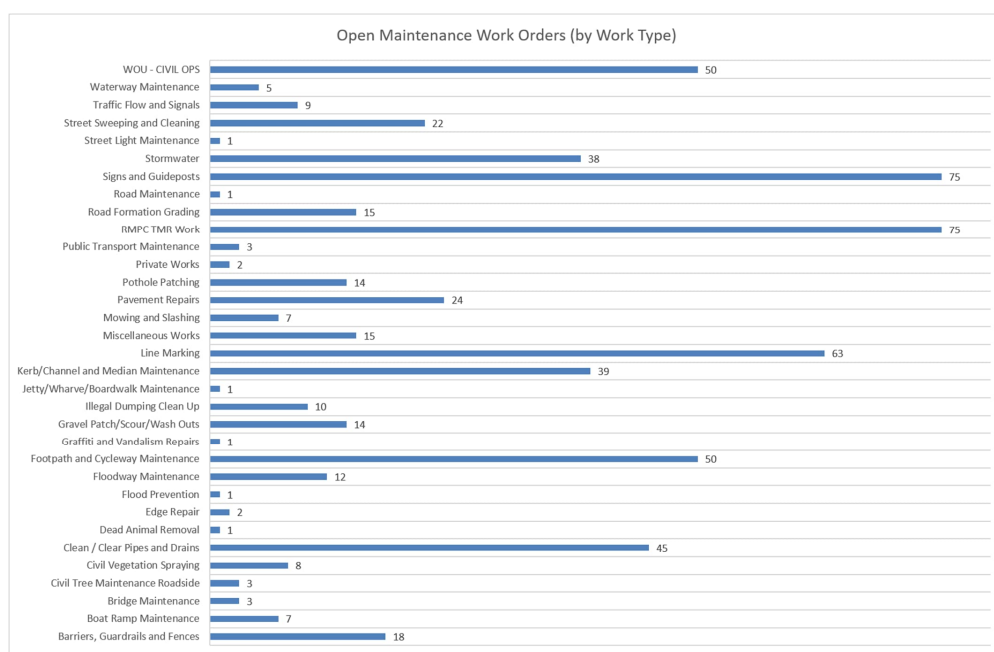
Commentary:

- Maintenance work order statistics are closely related to the above customer request data, in that a maintenance work order is generally only created as a result of a customer request. The exception being for proactive inspections such as RMPC and Queensland Rail.
- In addition to customer related work orders, 22 work orders relate to Council's Road Maintenance Performance Contract (RMPC) for work on TMR roads for July.
- Types of work orders raised can be seen in the below table "Top 10 Work Order Types Created – July 2026" with signs and guideposts orders again topping the list and street sweeping and patching works making up the bulk of the remainder of orders raised for the month (excluding RMPC).

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Top 10 Work Order Types Created – July 2026

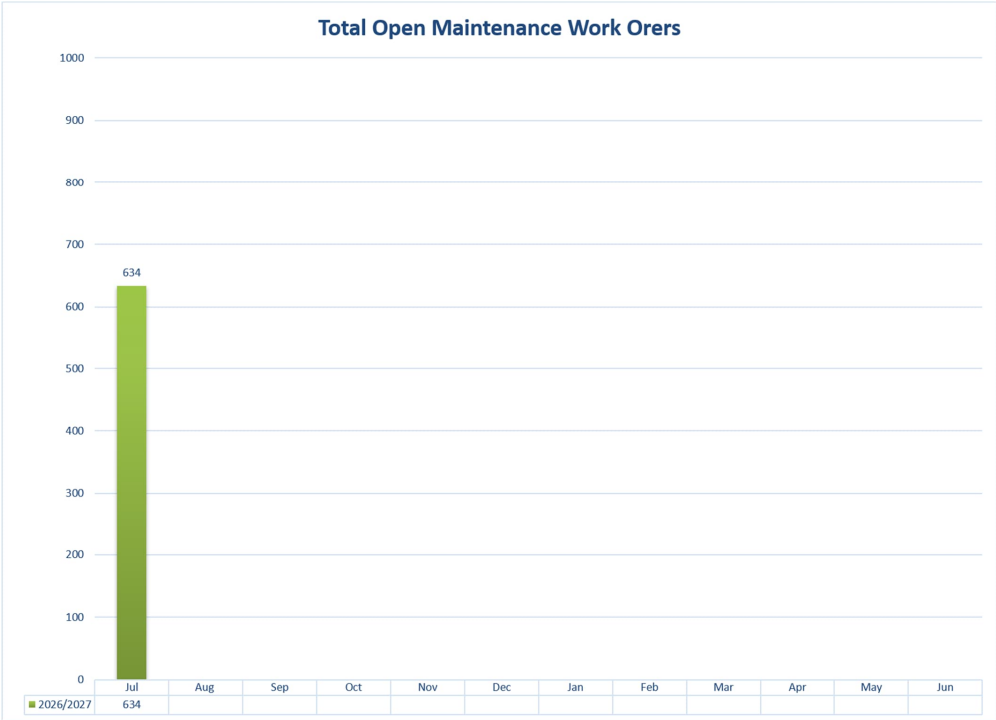
Work Order Type	No of Work Orders Created	% of Total Work Orders Created for July 2026
Signs and Guideposts	37	17%
Street Sweeping and Cleaning	30	14%
Pothole Patching	23	10%
RMPC TMR Work	22	10%
Pavement Repairs	13	6%
Road Formation Grading	10	5%
Illegal Dumping Clean Up	10	5%
Footpath and Cycleway Maintenance	10	5%
Clean / Clear Pipes and Drains	9	4%
Civil Vegetation Spraying	7	3%

Open Maintenance Work Orders (By Work Type)

Average Age of Open Maintenance Work Orders *(does not include RMPC TMR Work)*

	Priority 1's (average days open)	Priority 2's (average days open)	Priority 3's (average days open)	Priority 4's (average days open)
July 2026	0	193	232	335

Total Open Maintenance Work Orders



Corporate Performance Report | 01 July 2026 – 31 July 2026

ADVANCE ROCKHAMPTON

ECONOMIC INDICATORS

Statistic	Current Period	Previous Period	Variation	
GRP 1.	\$7.57B (Jun 25)	\$7.25B (Jun 24)	▲ 4.3%	
Population 1.	85,794 (Jun 25)	85,334 (Jun 24)	▲ 0.5%	
Unemployment Rate 2.	4.2% (Mar 26)	4.6% (Dec 25)	▼ 0.4%	
Jobseeker & Youth Allowance Receipts 3.	4,620 (Jun 26)	4,665 (May 26)	▼ 45	
Labour Force 2.	45,695 (Mar 26)	46,192 (Dec 25)	▼ 497	
Rental Vacancy Rate 2.	1.0% (Jun 26)	0.8% (Mar 26)	▲ 0.2%	
GST Registered Businesses 2.	6,473 (Jun 26)	Data refreshed using more accurate source		
Residential Building Approvals 3.	\$188.9m (FY25-26) vs \$112.7m (FY24-25)			
Commercial Building Approvals 3.	\$240.4m (FY25-26) vs \$177.3m (FY24-25)			
1. Annual 2. Quarterly 3. Monthly				

CURRENT PROJECTS

ECONOMIC DEVELOPMENT

- Events & Engagements** – Delivered/partnered in the delivery of Central to Defence Business Case Launch (9 July), Gracemere State High School Industry Briefing (16 July), Queensland Mining & Engineering Exhibition (21-23 July), Future Pathways Forum (29 July), Mount Morgan: Introduction to AI in Your Business (31 July). Planning underway for Manufacturers Meet-Up (25 September).
- Central to Defence** – Business case launch event held, attended by 70 key stakeholders. Planning underway on future advocacy and engagements.
- South Yaamba Irrigation Development Business Case** - The final business case is expected to be received for consideration in September.
- Industrial Land Study – Demand & Options Analysis** – The Industrial Land Study continues to progress.
- Live Rockhampton** – First content shoots for the new campaign organised with filming beginning in August.

EVENTS**DELIVERED:**

Australia Day - 26 January 2026
Rockynats 06 – 17-19 April 2026
Anzac Day – 25 April 2026
Rocky River Run – 17 May 2026
Rocky Show – 11-12 June 2026

TO BE DELIVERED:

CapriCon Pop Culture Convention – 29 August 2026
CBD Christmas Fair and Tree Lighting – 5 December 2026
New Years Eve – 31 Dec 2026
CBD Activation Support – to be established from August 2026 to March 2027

TOURISM & DESTINATION MARKETING

- **Website Refresh** | The Explore Rockhampton website is being refreshed using the current technology in place and resourced within our internal marketing team.
- **Content Refresh** | Professional copywriting and new content shoots have commenced to ensure the new website content is unique, engaging and aligned with SEO best practice and is being developed using existing marketing budget.
- **Collateral** | New visitor map being distributed around local businesses.

ACTIVE MARKETING CAMPAIGNS**ECONOMIC DEVELOPMENT**

- **Queensland Mining & Engineering Exhibition – 21-23 July** | Billboards at Mackay Airport and Bruce Highway
- **General Business & Industry events promotion**

EVENTS

- **Capricorn** - August 29th | Billboards & OOH, Meta, Google Ads, Radio, Podcasts

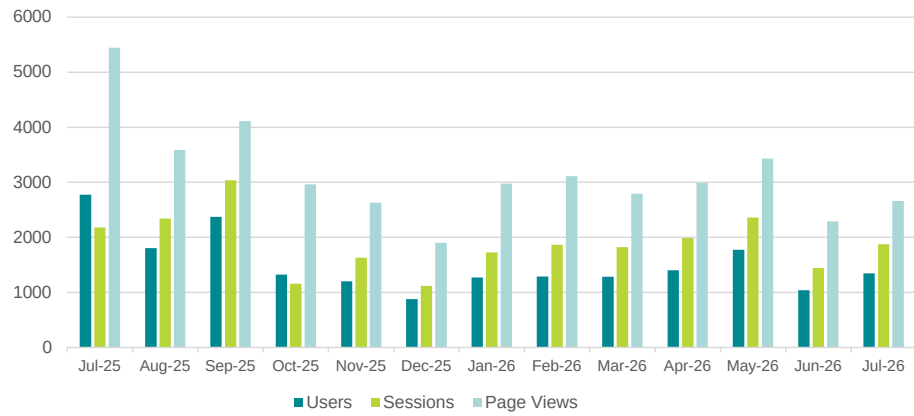
TOURISM

- **Busby's On Tour Drive Campaign** | Facebook, Google, YouTube

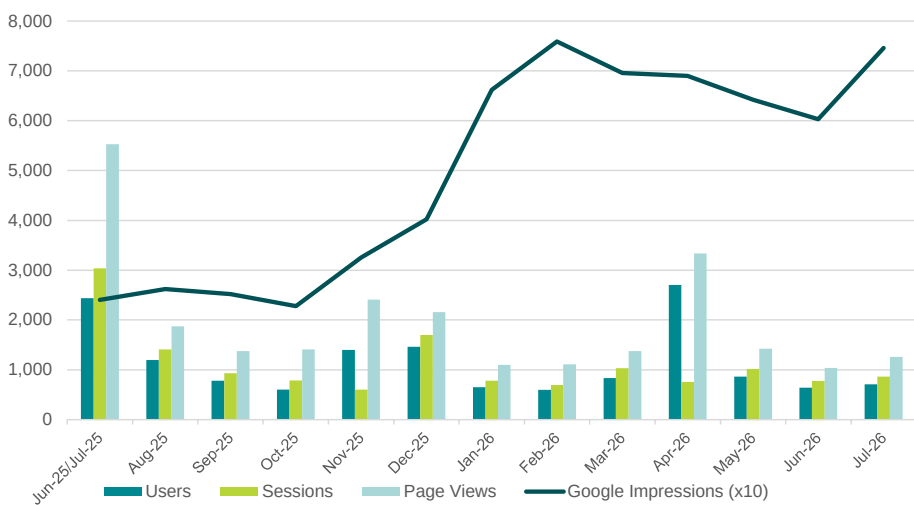
Corporate Performance Report | 01 July 2026 – 31 July 2026

DIGITAL ENGAGEMENT

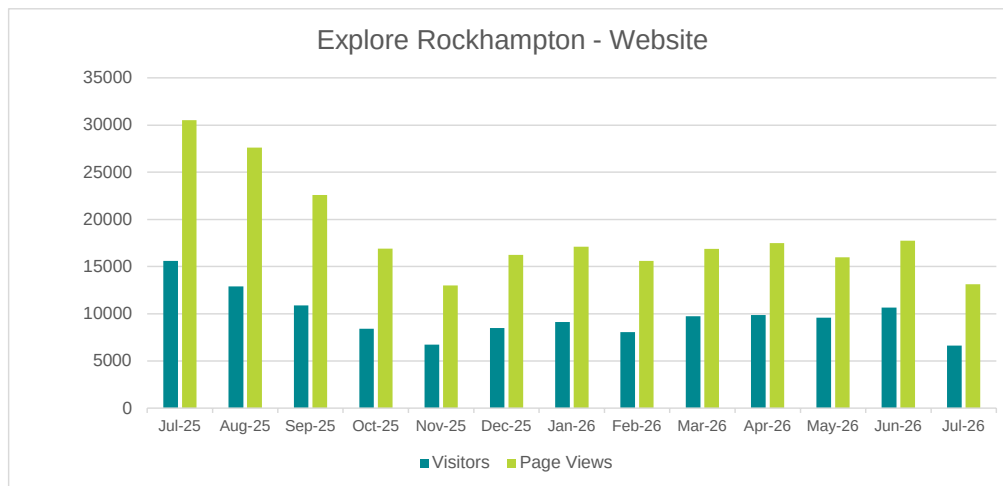
Advance Rockhampton - Website



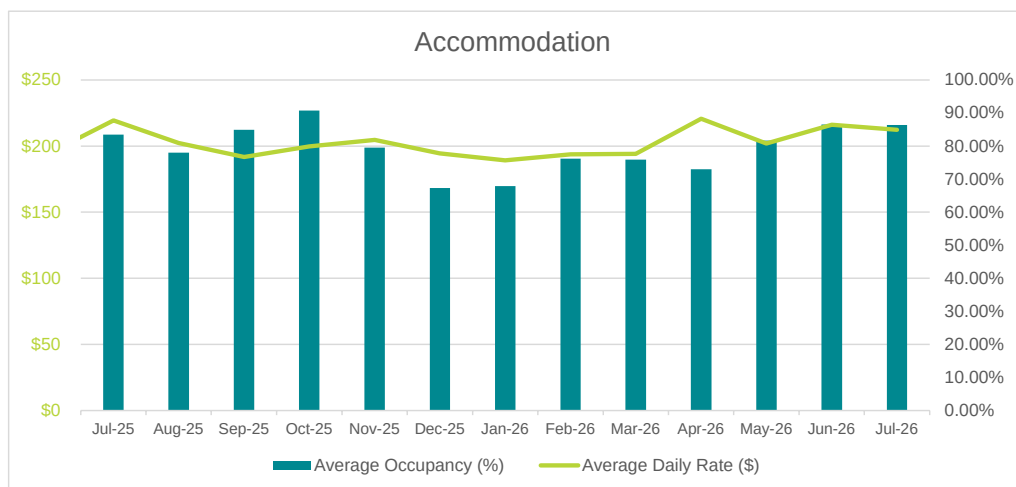
Live Rockhampton - Website



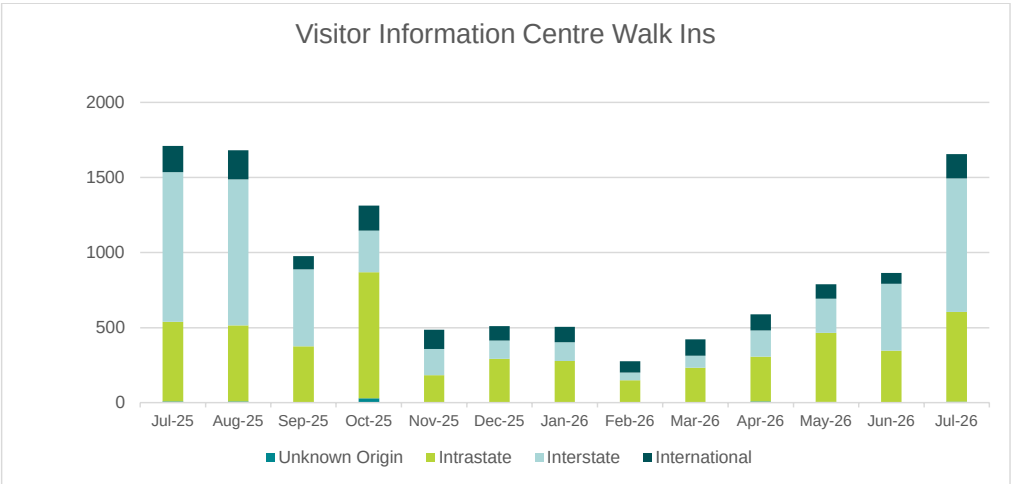
Corporate Performance Report | 01 July 2026 – 31 July 2026



TOURISM STATISTICS



Corporate Performance Report | 01 July 2026 – 31 July 2026



11.8 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 30 JUNE 2026

File No: 8148
Attachments: 1. Income Statement - June 2026 [↓](#)
2. Key indicators graphs - June 2026 [↓](#)
Authorising Officer: Marnie Taylor - General Manager Organisational Services
Author: Tisin Simon - Manager Finance

SUMMARY

The Manager Finance presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 30 June 2026.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 30 June 2026 be received.

COMMENTARY

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

1. Income Statement (Actuals and Budget for the period 1 July 2025 to 30 June 2026), Attachment 1.
2. Key Indicators Graphs, Attachment 2.

The attached financial statement provides Council's position at the end of the 2025/26 financial year prior to a small number of accounting adjustments for general purpose financial reporting purposes. The actual financial results reported as part of Council's annual report will include these adjustments. This Budget Management report shows the most useful comparison against Council's budgeted position.

Results should be approximately 100% of the May budget review as the end of financial year processing is now complete.

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

Total Operating Revenue is at 104% of the May monthly budget review. Key components of this result are:

- Net Rates and Utility Charges are at 101% of budget. Water consumption revenue for 2025/26 was \$0.8M ahead of budget.
 - Fees & Charges are at 105% of budget largely due to results ahead of budget for Airport, Fitzroy River Water, and Waste & Recycling.
 - Grants, Subsidies and Contributions are at 110% of budget. This is largely due to the recognition of estimated grant funding for TC Koji counter disaster operations and emergent works.
 - Interest revenue is ahead of budget at 106% due to higher than forecast cash holdings and increased interest rates.
 - All other revenue items are in proximity to budget.
-

Total Operating Expenditure is at 102% of the May monthly budget review. Key components of this result are:

- Employee costs are at 103%.
- Contractors and consultants are at 105%. This is partly due to increased costs for Fitzroy River Water (including TC Koji disaster response) and Events.
- Administrative expenses are at 92% of budget due to savings for services such as advertising and marketing, software licences and retainers.
- Finance costs are at 93% of budget due to deferral of the loan borrowing originally forecast for 2025/26.
- Other expenses are at 33% of budget due to the timing of Council grants, contributions, and sponsorships, and the reversal of provision of impairment of rates receivable.
- All other expenditure items are in proximity to budget.

The net operating result per this report is improved compared to the May monthly budget review. The budgeted net result was a surplus of \$2.7M and the actual result is a surplus of \$6.9M.

For the Annual Financial Report some items originally recorded as capital expenditure have been reclassified as operating expenditure. This occurs when expenditure originally classified as capital does not meet the requirements for capitalisation as a non-current asset and therefore must be expensed in the current financial year. Examples include work that is capital in nature however the amount of expenditure is below the threshold for capitalisation as a non-current asset, landscaping (planting of trees and shrubs), and feasibility, scoping, planning and design for projects that do not proceed.

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

Total Capital Income at 51% of the May budget review. This result is influenced by the transfer of approximately \$49.4M of grant funds from the 2025/26 financial year to the 2026/27 financial year. These grant funds were received for specific capital projects but had not been spent on those projects by 30 June 2026. The unspent grant funds are carried forward as revenue in 2026/27 to match the expenditure on the capital projects as it is incurred.

Total Capital Expenditure is at 105% of the May budget review. The capital program saw \$25.6M spent during June and expenditure totalled \$118.2M for the financial year.

Any unspent capital budget amounts will be carried forward to the 2026/27 financial year.

Total Investments are \$135.2M as at 30 June 2026.

Total Loans are \$100.1M as at 30 June 2026.

PREVIOUS DECISIONS

A summary Budget Management Report is presented to Council on a monthly basis.

BUDGET IMPLICATIONS

This report provides an analysis of Council's budget management.

LEGISLATIVE CONTEXT

This report is presented to Council in accordance with section 204 of the *Local Government Regulation 2012*.

Consideration has been given to the human rights protected under the *Human Rights Act 2019* and the application of these rights to this matter. The assessment has determined that no human rights are impacted by the proposed decision.

LEGAL AND RISK IMPLICATIONS

There are no legal or risk implications in relation to the presentation of this report.

CORPORATE/OPERATIONAL PLAN

This report is aligned with the Corporate Plan theme “Our Council” and Operational Plan Goal 1.1 – We are fiscally responsible.

CONCLUSION

Operational income and expenses are mostly in line with the latest budget expectations for the 2025/26 financial year and Council has recorded an operating surplus for the year prior to a small number of accounting adjustments for financial reporting purposes.

Capital expenditure results for 2025/26 were also in range of budget at 105% of May budget review. Budget amounts for any Capital Income not received and unspent Capital Expenditure will be carried forward to the 2026/27 financial year.

In conclusion, the final operating result for the 2025/26 year of \$4.1M is higher than that projected in the May budget review.

SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 30 JUNE 2026

Income Statement - June 2026

Meeting Date: 25 August 2026

Attachment No: 1



Income Statement
For Period July 2025 to June 2026
100% of Year Gone

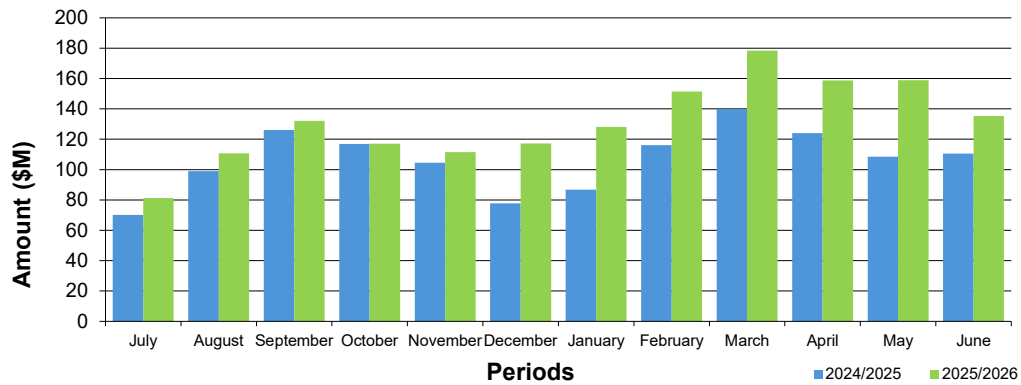
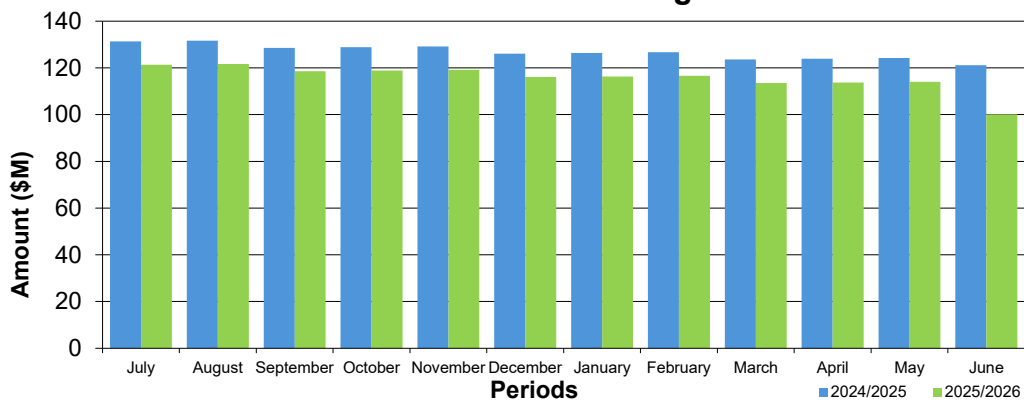
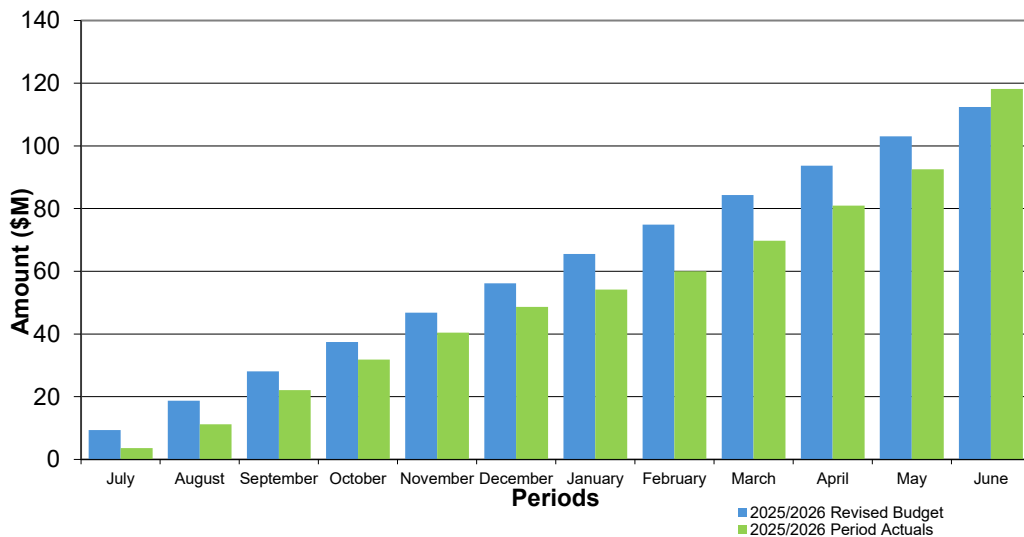
	Adopted Budget	Current Budget	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Current Budget
	\$	\$	\$	\$	\$	
OPERATING						
Revenues						
Net rates and utility charges	(209,060,590)	(209,060,590)	(210,351,887)	0	(210,351,887)	101%
Fees and Charges	(48,967,316)	(51,258,710)	(53,608,315)	0	(53,608,315)	105%
Private and recoverable works	(7,923,778)	(7,923,778)	(7,776,641)	0	(7,776,641)	98%
Rent/Lease Revenue	(3,953,930)	(3,957,654)	(4,089,867)	0	(4,089,867)	103%
Grants Subsidies & Contributions	(11,516,764)	(11,370,316)	(12,493,022)	0	(12,493,022)	110%
Interest revenue	(2,800,002)	(5,800,002)	(6,123,845)	0	(6,123,845)	106%
Other Income	(7,512,420)	(9,298,381)	(9,247,674)	0	(9,247,674)	99%
Total Revenues	(291,734,801)	(298,669,432)	(303,691,250)	0	(303,691,250)	104%
Expenses						
Employee Costs	107,395,354	108,066,684	111,259,068	270,131	111,529,199	103%
Contractors & Consultants	31,024,623	31,930,736	33,564,535	11,609,374	45,173,910	105%
Materials & Plant	18,923,925	20,360,667	20,689,944	2,196,520	22,886,463	102%
Asset Operational	31,445,759	31,282,105	31,809,897	3,023,334	34,833,231	102%
Administrative expenses	17,694,829	17,487,939	16,144,252	1,467,759	17,612,011	92%
Depreciation	87,757,114	88,871,860	88,381,575	0	88,381,575	99%
Finance costs	3,916,640	4,890,626	4,568,461	0	4,568,461	93%
Other Expenses	1,483,209	1,603,209	529,312	25,736	555,048	33%
Total Expenses	299,641,452	304,493,826	306,947,043	18,592,854	325,539,898	102%
Transfer / Overhead Allocation						
Transfer / Overhead Allocation	(8,381,252)	(8,570,966)	(10,124,507)	0	(10,124,507)	118%
Total Transfer / Overhead Allocation	(8,381,252)	(8,570,966)	(10,124,507)	0	(10,124,507)	121%
TOTAL OPERATING POSITION (SURPLUS)/DEFICIT	(474,600)	(2,746,571)	(6,868,714)	18,592,854	11,724,140	1447%
CAPITAL						
	Adopted Budget	Current Budget	YTD Actual	Commitments	YTD Actuals (inc comr	% of Current Budget
Total Developers Contributions Received	(7,273,428)	(7,273,427)	(5,688,618)	0	(5,688,618)	78%
Total Capital Grants and Subsidies Received	(33,039,655)	(77,663,385)	(31,466,675)	0	(31,466,675)	41%
Total Proceeds from Sale of Assets	(6,500,000)	(11,413,228)	(11,646,485)	0	(11,646,485)	102%
Total Capital Income	(46,813,084)	(96,350,040)	(48,801,778)	0	(48,801,778)	51%
Total Capital Expenditure	160,073,334	112,400,704	118,164,011	75,734,788	193,898,799	105%
Net Capital Position	113,260,250	16,050,664	69,362,233	75,734,788	145,097,021	432%
TOTAL INVESTMENTS			135,219,767			
TOTAL BORROWINGS			100,143,802			

SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 30 JUNE 2026

Key indicators graphs - June 2026

Meeting Date: 25 August 2026

Attachment No: 2

Total Investments**Total Borrowings****2025/2026 Capital Budgets and Actual Expenditure**

11.9 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 JULY 2026

File No: 8148

Attachments: 1. [Income Statement - July 2026](#)
2. [Key indicators graphs - July 2026](#)

Authorising Officer: Marnie Taylor - General Manager Organisational Services

Author: Tisin Simon - Manager Finance

SUMMARY

The Manager Finance presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 July 2026.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 July 2026 be received.

COMMENTARY

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

1. Income Statement (Actuals and Budget for the period 1 July 2026 to 31 July 2026), Attachment 1.
2. Key Indicators Graphs, Attachment 2.

The attached financial statement provides Council's position after one month of the 2026/27 financial year. Results should be approximately 8.3% of the adopted budget.

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

Total Operating Revenue is at 37% of the adopted budget. Key components of this result are:

- Net Rates and Utility Charges are at 48% of budget. Council's rates and utility charges for the first six months of the financial year ending 31 December 2026 have been raised and are due on 9 September 2025.
- Private and Recoverable works revenue is below budget at 3% due to the timing of invoicing for bulk water sales.
- Grants and Subsidies is ahead of budget at 13% due to recognition of unearned revenue from the 2025/26 financial year carried over to the 2026/27 year.
- Interest revenue is ahead of budget at 12% due to higher level of cash holdings held at the commencement of the financial year.
- All other revenue items are in proximity to budget.

Total Operating Expenditure is at 7% of the current budget. Key components of this result are:

- Contractors and consultants, and materials and plant are at 4% and 6% respectively. This is due to the processing of financial year end accruals – services provided in June and invoiced in July have been accrued back to the 2025/26 financial year.

- Asset operational expenses are at 4% due to the timing of payments for services such as electricity which are billed quarterly.
- All other expenditure items are in proximity to budget.

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

Total Capital Income is at 125% of the adopted budget. This result is influenced by the transfer of grant funds from the 2025/26 financial year to the 2026/27 financial year. These grant funds were received for specific capital projects but had not been spent on those projects by 30 June 2026. A carryover budget process is underway to update the budgets for the 2026/27 financial year.

Total Capital Expenditure is at 3% of the adopted budget. The result for July is affected by processing of financial year end accruals – work done in June and invoiced in July has been accrued back to the 2025/26 financial year.

Total Investments are \$113.9M as at 31 July 2026.

Total Loans are \$100.4M as at 31 July 2026.

PREVIOUS DECISIONS

A summary Budget Management Report is presented to Council on a monthly basis.

BUDGET IMPLICATIONS

This report provides an analysis of Council's budget management.

LEGISLATIVE CONTEXT

This report is presented to Council in accordance with section 204 of the *Local Government Regulation 2012*.

Consideration has been given to the human rights protected under the *Human Rights Act 2019* and the application of these rights to this matter. The assessment has determined that no human rights are impacted by the proposed decision.

LEGAL AND RISK IMPLICATIONS

There are no legal or risk implications in relation to the presentation of this report.

CORPORATE/OPERATIONAL PLAN

This report is aligned with the Corporate Plan theme "Our Council" and Operational Plan Goal 1.1 – We are fiscally responsible.

CONCLUSION

With only one month of the financial year passed and many of the transactions processed in July relating to the 2025/26 financial year, definitive trends are yet to emerge within the budget management report. Total operational revenue is ahead of budget at 37% due to the levying of the General Rates and Utility Charges for the six months ending 31 December 2026.

The capital program saw \$5.2M spent during the first month of the financial year with the capital expenditure result affected by the processing of end of financial year accruals.

SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 JULY 2026

Income Statement - July 2026

Meeting Date: 25 August 2026

Attachment No: 1



Income Statement
For Period July 2026 to July 2026
8.3% of Year Gone

	Adopted Budget	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Adopted Budget
	\$	\$	\$	\$	
OPERATING					
Revenues					
Net rates and utility charges	(226,040,013)	(108,920,736)	0	(108,920,736)	48%
Fees and Charges	(51,734,713)	(3,883,404)	0	(3,883,404)	8%
Private and recoverable works	(8,177,923)	(256,360)	0	(256,360)	3%
Rent/Lease Revenue	(4,012,271)	(339,418)	0	(339,418)	8%
Grants Subsidies & Contributions	(9,392,383)	(1,234,894)	0	(1,234,894)	13%
Interest revenue	(4,550,000)	(537,035)	0	(537,035)	12%
Other Income	(7,776,441)	(751,659)	0	(751,659)	10%
Total Revenues	(311,683,744)	(115,923,509)	0	(115,923,509)	37%
Expenses					
Employee Costs	116,088,308	9,897,859	715,972	10,613,831	9%
Contractors & Consultants	34,387,426	1,228,876	14,297,289	15,526,165	4%
Materials & Plant	18,836,978	1,088,068	2,282,093	3,370,161	6%
Asset Operational	33,564,113	1,482,793	7,230,987	8,713,780	4%
Administrative expenses	17,315,618	1,280,966	4,664,585	5,945,552	7%
Depreciation	94,557,686	7,855,837	0	7,855,837	8%
Finance costs	4,483,266	262,062	0	262,062	6%
Other Expenses	1,776,364	123,775	34,033	157,808	7%
Total Expenses	321,009,759	23,220,235	29,224,960	52,445,195	7%
Transfer / Overhead Allocation					
Transfer / Overhead Allocation	(9,826,475)	(802,311)	0	(802,311)	8%
Total Transfer / Overhead Allocation	(9,826,475)	(802,311)	0	(802,311)	8%
TOTAL OPERATING POSITION (SURPLUS)/DEFICIT	(500,460)	(93,505,584)	29,224,960	(64,280,624)	18684%
CAPITAL					
Total Developers Contributions Received	(7,273,428)	(1,927,077)	0	(1,927,077)	26%
Total Capital Grants and Subsidies Received	(34,787,634)	(50,477,578)	0	(50,477,578)	145%
Total Proceeds from Sale of Assets	0	0	0	0	
Total Capital Income	(42,061,062)	(52,404,656)	0	(52,404,656)	125%
Total Capital Expenditure	163,270,653	5,154,166	74,318,534	79,472,700	3%
Net Capital Position	121,209,591	(47,250,489)	74,318,534	27,068,045	-39%
TOTAL INVESTMENTS		113,862,588			
TOTAL BORROWINGS		100,378,143			

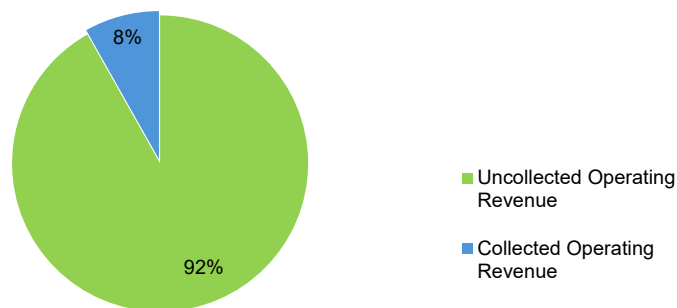
SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 JULY 2026

Key indicators graphs - July 2026

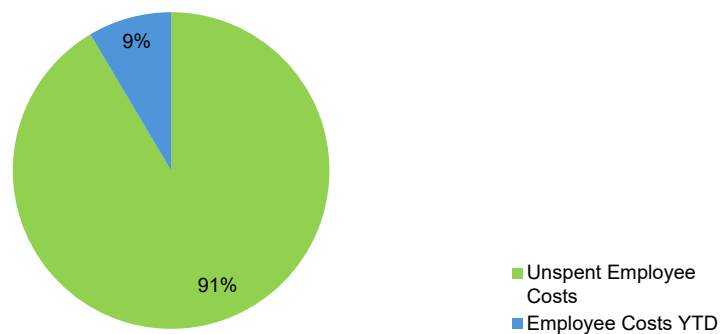
Meeting Date: 25 August 2026

Attachment No: 2

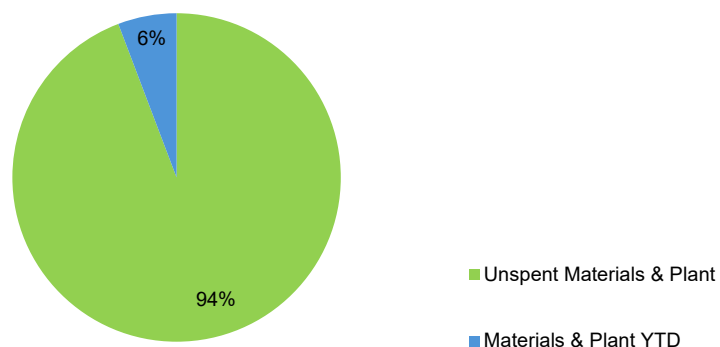
Operating Revenue
(Excluding Net Rates and Utility Charges)
(8.3% of Year Gone)

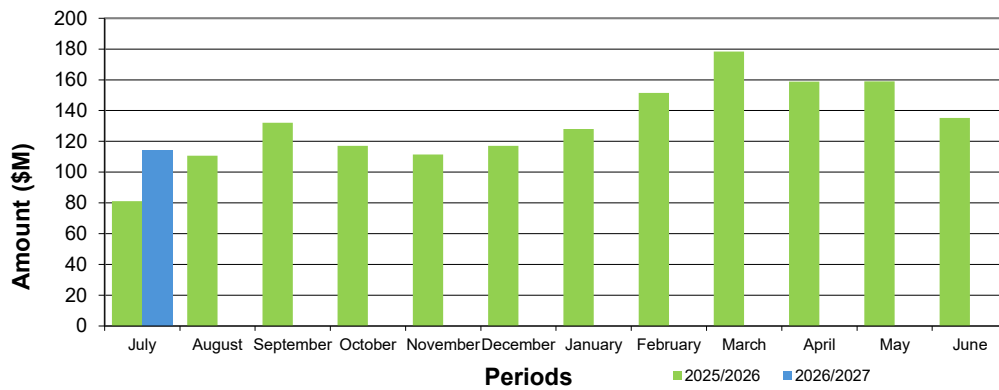
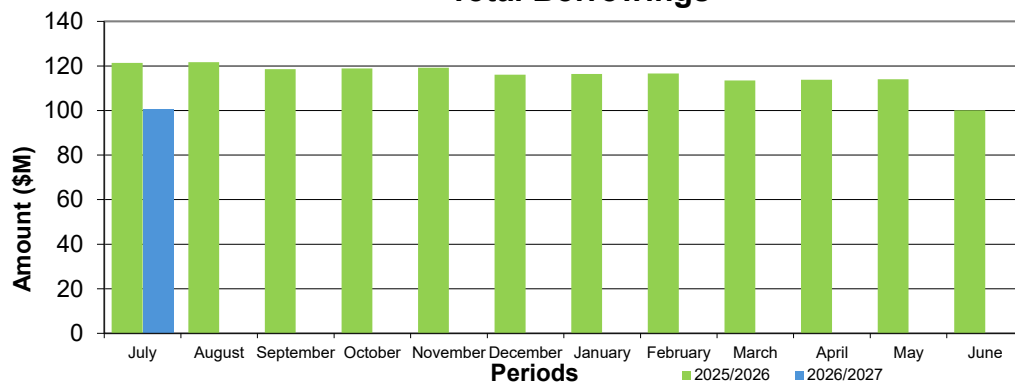
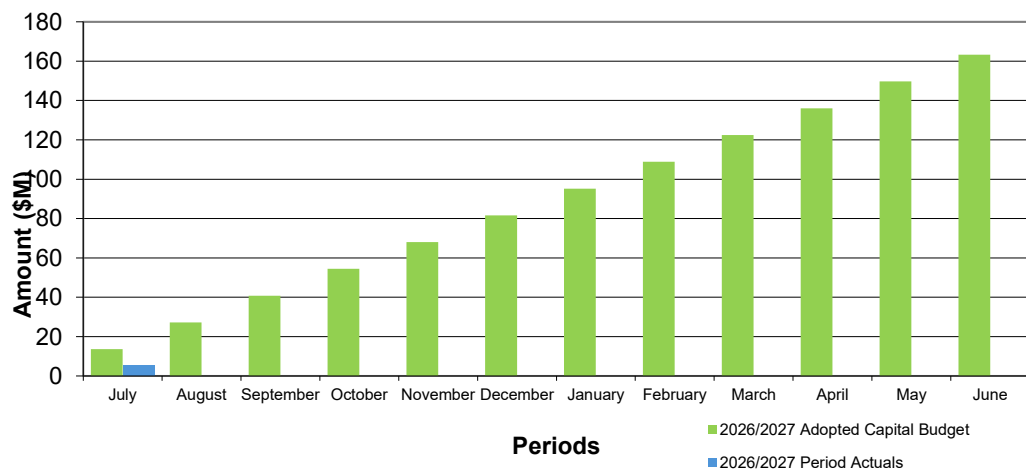


Operating Employee Costs
(8.3% of Year Gone)



Operating Materials & Plant
(8.3% of Year Gone)



Total Investments**Total Borrowings****2026/2027 Capital Budgets and Actual Expenditure**

12 NOTICES OF MOTION

Nil

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS/QUESTIONS

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

15 CLOSED SESSION

RECOMMENDATION

THAT Council move into Closed Session pursuant to section 254J(1) of the *Local Government Regulation 2012* and the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

16.1 SPECIALISED SUPPLIER PROVISION FOR ROCKHAMPTON MUSEUM OF ART

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

16.2 Property Matter

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

16 CONFIDENTIAL REPORTS

16.1 SPECIALISED SUPPLIER PROVISION FOR ROCKHAMPTON MUSEUM OF ART

File No: 5883

Attachments: Nil

Authorising Officer: John Webb - Manager Communities & Culture
Damon Morrison - General Manager Communities and Lifestyle

Author: Shanna Muston - Curator

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

SUMMARY

The purpose of this report is report is to seek a Council resolution that the Artist is deemed a specialist supplier in accordance with Section 235(b) of the Local Government Regulation 2012.

16.2 PROPERTY MATTER**File No:** 11092**Attachments:** Nil**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Damon Morrison - General Manager Communities and Lifestyle

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

SUMMARY

General Manager Communities and Lifestyle reporting on a property matter.

17 CLOSURE OF MEETING