



ORDINARY MEETING

AGENDA

25 JANUARY 2022

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 25 January 2022 commencing at 9:00am for transaction of the enclosed business.

In line with section 277E of the Local Government Regulation 2012, it has been determined that it is not practicable for the public to attend Council meetings in person at the current time. Until further notice, Council meetings will instead take place via videoconference and will be livestreamed online.

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

CHIEF EXECUTIVE OFFICER
20 January 2022

Next Meeting Date: 08.02.22

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 N K Fisher
Councillor S Latcham
Councillor C E Smith
Councillor C R Rutherford
Councillor M D Wickerson
Councillor D Kirkland
Councillor G D Mathers

In Attendance:

Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting held 14 December 2021

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COUNCILLOR/DELEGATE REPORTS

9.1 COUNCILLOR DISCRETIONARY FUND APPLICATION - CAPRICORNIA DOMESTIC AND FAMILY VIOLENCE STEERING COMMITTEE; COUNCILLOR DREW WICKERSON

File No: 8295
Attachments: Nil
Authorising Officer: Emma Brodel - Senior Executive Assistant to the Mayor
Damon Morrison - Project Manager Art Gallery - Operations
Evan Pardon - Chief Executive Officer
Author: Megan Careless - Executive Support Officer

SUMMARY

Councillor Drew Wickerson is seeking approval from Council to donate \$80.00 from his Councillor Discretionary Fund to Capricornia Domestic and Family Violence Steering Committee to host an awareness barbeque.

OFFICER'S RECOMMENDATION

THAT Council approval the donation of \$80.00 from Councillor Drew Wickerson's Councillor Discretionary Fund to Capricornia Domestic and Family Violence Steering Committee to host an awareness barbeque.

BACKGROUND

Councillor Wickerson has previously donated \$100.00 to the Capricornia Domestic and Family Violence Steering Committee for the purchase of stationery to host domestic violence events. The steering committee have requested a further donation of \$80.00 to be used for the purchase of items to host a barbeque awareness event.

9.2 COUNCILLOR DISCRETIONARY FUND APPLICATION - GRACEMERE LAKE GOLF CLUB; COUNCILLOR ELLEN SMITH

File No: 8295
Attachments: Nil
Authorising Officer: Damon Morrison - Project Manager Art Gallery - Operations
Evan Pardon - Chief Executive Officer
Author: Megan Careless - Executive Support Officer

SUMMARY

Councillor Ellen Smith is seeking approval from Council to donate \$1,000.00 from her Councillor Discretionary Fund to the Gracemere Lake Golf Club.

OFFICER'S RECOMMENDATION

THAT Council approve a donation of \$1,000.00 from Councillor Ellen Smith's Councillor Discretionary Fund to the Gracemere Lake Golf Club to carry out irrigation maintenance repairs.

BACKGROUND

The Gracemere Lake Golf Club is seeking financial assistance from Councillor Ellen Smith's Councillor Discretionary Fund to the value of \$1,000.00 to carry out irrigation maintenance repairs. Councillor Smith wishes to advise Council she is a Patron of the club.

10 OFFICERS' REPORTS

ADVANCE ROCKHAMPTON

Councillor Portfolio – Mayor Williams

10.1 PARTNERSHIP PROPOSAL - PROFESSIONAL BULL RIDERS (PBR) AUSTRALIA

File No:	6097
Attachments:	1. 2022 Partnership Proposal - PBR Australia v2 ↓ 2. 2022 Partnership Proposal - PBR Australia ↓
Authorising Officer:	Greg Bowden - Executive Manager Advance Rockhampton
Author:	Kelly Doyle - PA to Executive Manager Advance Rockhampton

SUMMARY

Rockhampton Regional Council through Advance Rockhampton has the opportunity to partner with Professional Bull Riders (PBR) Australia for 2022 for the delivery of 5 x Rockhampton Events. It is proposed that the partnership will be beneficial to promoting Rockhampton region as a liveable, visitable and investable region through promotion of the city with great venues, events and entertainment. Partnering with the PBR brand and their communication channels is key to increasing exposure to the Explore Rockhampton brand.

OFFICER'S RECOMMENDATION

THAT Council partner with PBR Australia for \$10,000 (ex gst) to become the 'Official Presenting Rights Partner of Professional Bull Riders Australia Monster Energy Tour – Rockhampton Invitational'.

COMMENTARY

Sponsorship of PBR Australia Events provides an opportunity for Rockhampton Regional Council to further expand into and promote the Region's liveability, visitability and investability to a niche market.

PBR is an Australia wide recognised brand that was founded in 1992, it has built an audience of 5.2+ million PBR fans Australia wide, with the majority aged between 18-44 years.

It is proposed that Council engage with PBR Australia in accordance with their \$10,000 (ex GST) partnership package. This package will include brand association and presentation rights, marketing, digital and social media benefits, signage and event branding advertising and ticketing and hospitality privileges, as per the attached proposals.

We will become the 'Regional Partner of Professional Bull Riders Australian Monster Energy Tour' and will have exclusive use of the designation 'Official Presenting Rights Partner of Professional Bull Riders Australia Monster Energy Tour – Rockhampton Invitational'. This will enable us to gain maximum exposure for the 'Explore Rockhampton' brand across local and national channels including access to the PBR database of sponsors and fans and national/international coverage on the Foxtel network.

The value of working with international brands such as PBR in our city cannot be under estimated and this partnership will deliver great coverage and exposure across multiple communication mediums and will reinforce our commitment to economic growth in the region.

BUDGET IMPLICATIONS

The partnership with PBR Australia will cost \$10,000 (ex gst) and will be drawn from the Advance Rockhampton – Tourism and Marketing budget.

CORPORATE/OPERATIONAL PLAN

The partnership will align with Council's Operational Plan item 2.1.2 - Develop and Deliver a marketing plan to support the Economic Development Strategy across tourism, events, business and nominated projects.

CONCLUSION

Partnering with PBR Australia provides an opportunity to continue to promote Rockhampton as preferred destination to live, visit and invest to local, national and international audiences. Furthermore, enhancing our position as a choice regional migration destination, enticing tourists and investors to check us out both online and in-person.

Optionally, PBR Australia have also proposed a \$20,000 package with similar but increased benefits (proposal attached). Further discussions resulted in this package being re-offered at \$15,000 for Council's consideration.

**PARTNERSHIP PROPOSAL -
PROFESSIONAL BULL RIDERS (PBR)
AUSTRALIA**

**2022 Partnerhip Proposal - PBR
Australia v2**

Meeting Date: 25 January 2022

Attachment No: 1



2022 PARTNERSHIP PROPOSAL



01

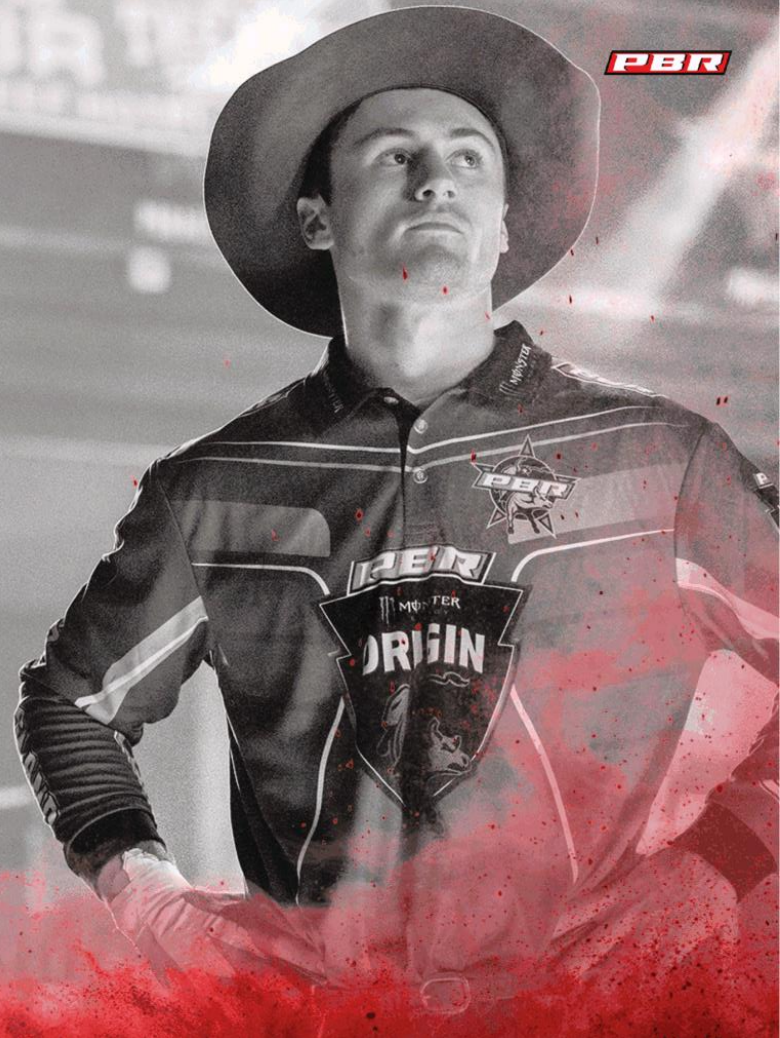
ABOUT PBR AUSTRALIA

Professional Bull Riders (PBR) was founded in 1992 by 20 accomplished bull riders who decided to develop bull riding – the most popular event in traditional rodeo – into a stand-alone sport. Today more than 1,200 bull riders hold PBR memberships and compete in more than 300 PBR sanctioned competitions around the globe for a total prize pool exceeding US\$13 million.

Professional Bull Riders Australia (PBRA) commenced in 2007 and currently stages over 22 events per year, with an annual live crowd attendance of 150,000+, and have sold out many of the nation's indoor arenas including Cairns, Townsville, Brisbane, Gold Coast, Newcastle, Tamworth, Sydney, Melbourne and Adelaide as well as many regional locations across NT, QLD, NSW, VIC and SA.

PBR is Australia's Toughest Sport on Dirt.

PBRA has now established the PBRA Monster Energy Tour, PBRA Origin Series, PBRA Junior Academy and PBR Touring Pro Division Events.





01

OUR PARTNERS



2022 PBR TOUR SCHEDULE

FEB

- + Scone
- + Rockhampton, QLD

MARCH

- + Coonamble, NSW
- + Mildura, VIC
- + Newcastle, NSW (Origin)

APRIL

- + Winton, QLD
- + Meatstock Toowoomba, QLD
- + Rockhampton, QLD
- + Tamworth, NSW (Origin)

MAY

- + Brisbane, QLD (Origin)

JUNE

- + Rockhampton, QLD

JULY

- + Cairns, QLD
- + Caboolture, QLD

AUGUST

- + Rockhampton, QLD

SEPTEMBER

- + Grafton, NSW
- + Scone, NSW

OCTOBER

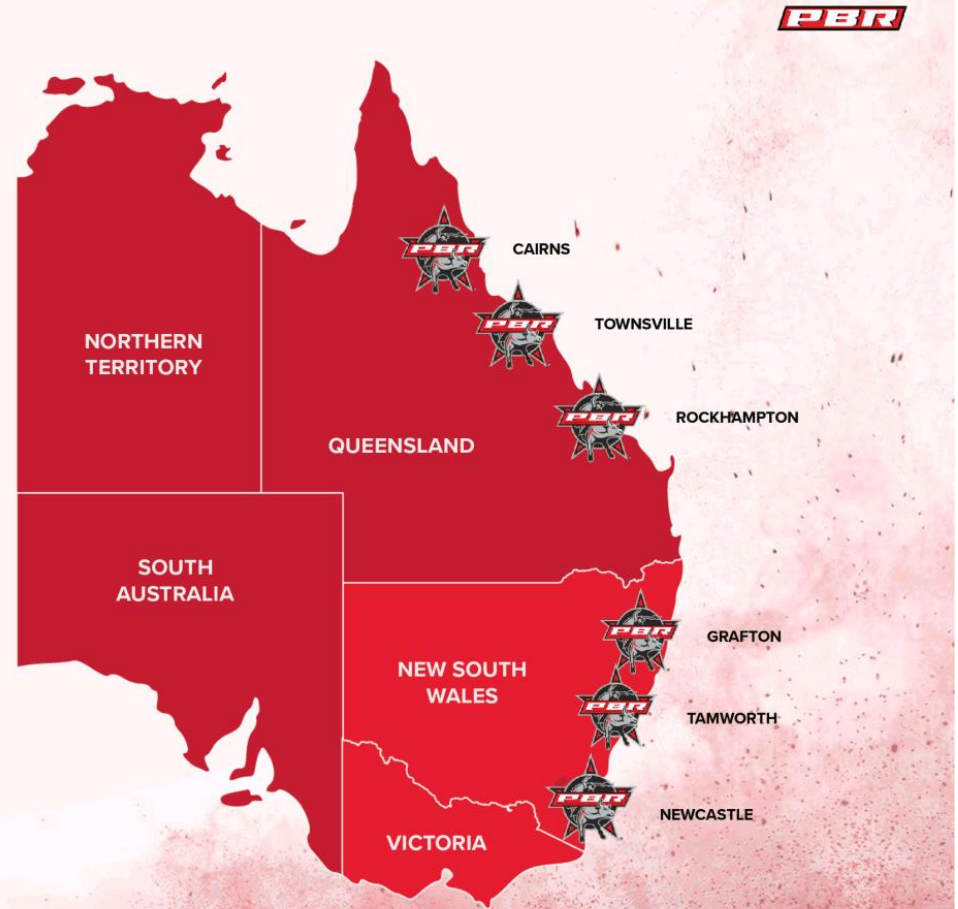
- + Camden, NSW
- + Mackay, QLD
- + Rockhampton, QLD

NOVEMBER

- + Tamworth, NSW
- + Townsville, QLD
(PBR Australia Grand Finals)

DECEMBER

- + Rockhampton, QLD



*subject to change

01

AUDIENCE INSIGHTS

PBR FANS ARE AVID & PASSIONATE FANS



AUDIENCE

PBR Australia has a strong regional presence with 75,000+ live event attendees per annum



BROADCAST COVERAGE

7x30 minute programs per year with plans to invest and expand the number of programs per year.

Broadcast rights throughout Australia on paid channel FoxSports and free-to-air 7Mate.



FACEBOOK LIVE BROADCAST

All PBR Australia events are streamed live on Facebook through Facebook's Paid Online Events model.



OUR FANS



58%
Male

42%
Female



63%
Aged 18 - 44



Average home income
\$86,000



Average event spend
\$150

ATTENDEES BREAKDOWN

97% of respondents attended an event



49%
Family



42%
Partner



26%
Friends



3%
Myself



1%
Colleagues

Source: 2019 PBR Event ticket data along with 2019 PBR Australia Survey data



10

HIGHLY ENGAGED FANS



WHO ARE THE FANS

Generally younger, family orientated, and more likely to be based in regional areas



HOW WE INTERACT

Experiencing a PBR event is the biggest driver of developing strong interest

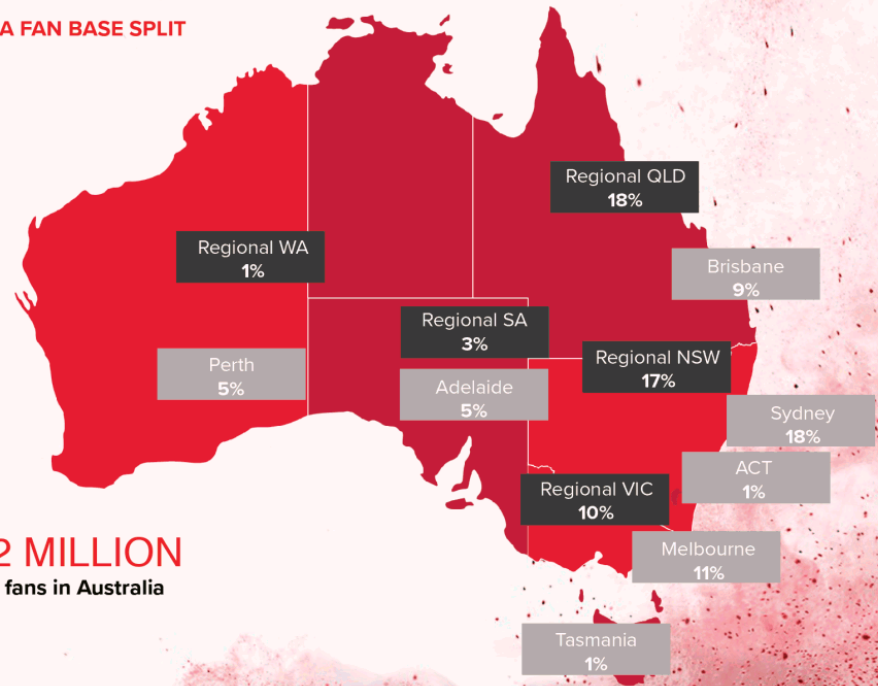
PBRA website and Facebook proved the most effective mediums for reaching fans



HOW FANS RESPOND TO SPONSORSHIP

Recall and consideration to buying a sponsor's product is strong for PBR sponsors comparing favourably against other sports

PBRA FAN BASE SPLIT



5.2 MILLION
PBR fans in Australia

STRONG SOCIAL & DIGITAL PRESENCE



PBRAUSTRALIA.COM
2.3+ million visitors (per annum)



/PBRAUSTRALIA
367,000+ likes
371,000 followers



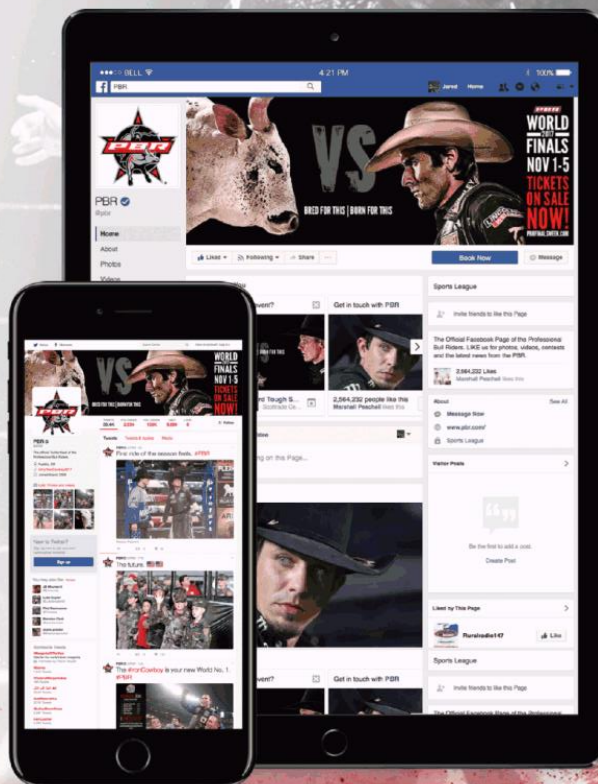
@PBRAUSTRALIA
78,600+ followers



/PROBULLRIDERAUST
1,276,407+ views



EDM DATABASE
40,000 subscribers



A COMPREHENSIVE MARKETING PLATFORM



TELEVISION
Paid and earned media, split over channels



PR SUPPORT
Prizes & promotion in support of media activity



RADIO
Regional AM and FM stations



WEB & EDM
2x EDM per month



OUTDOOR
Major markets focus



ONLINE
Aimed at ticketing sites & venues



MARKETING COLLATERAL
Event posters & flyers distributed in events



SOCIAL MEDIA
Regular promotion



TOUR MEDIA CAMPAIGN



Television
40%



Radio
15%



Digital
33%



Outdoor
10%



Print
2%



2022 PBR PARTNERSHIP OPPORTUNITIES

8

02

BRAND ASSOCIATION & PRESENTATION RIGHTS

PARTNERSHIP BENEFITS

- + Right to use the PBR Event Logo & Imagery in your marketing
- + Exclusive use of the designation “Official Presenting Rights Partner of Professional Bull Riders Australia Monster Energy Tour - Rockhampton Invitational”
- + Use of the designation “Regional Partner of Professional Bull Riders Australian Monster Energy Tour”

ROCKHAMPTON INVITATIONAL PRESENTED BY ADVANCE ROCKHAMPTON

- + Advance Rockhampton shall be the presenting rights partner to all PBR Australia Monster Energy Tour Rockhampton events in 2022.
- + All marketing collateral to carry the Advance Rockhampton logo, and the event to be known at the “Rockhampton Invitational - Presented by Advance Rockhampton”.
- + Advance Rockhampton personnel to present the winning Cowboy Award at each event.

The PBR logo is located in the top right corner of the page. It consists of the letters 'PBR' in a bold, white, sans-serif font, enclosed within a red rectangular border.The Advance Rockhampton logo is located in the bottom right corner of the page. It features the text 'ADVANCE ROCKHAMPTON' in white, with 'ADVANCE' on the top line and 'ROCKHAMPTON' on the bottom line. To the right of the text is a small blue square containing a white silhouette of a cowboy hat and the word 'Rockhampton' in a smaller font.

MARKETING, DIGITAL & SOCIAL MEDIA

ROCKHAMPTON INVITATIONAL MARKETING BENEFITS

- + Advance Rockhampton's logo shall be positioned on the following select event marketing collateral as the presenting partner for all PBR Rockhampton events:
 - + Television commercials;
 - + Closing graphics of PBRA TV programs specific to the Events only;
 - + Print advertising;
 - + Logo rotation on indoor digital advertising screens;
 - + Outdoor Digital Board Advertising;

WEBSITE

- + Advance Rockhampton's brand on the PBR Australia website in the event pages with Hyperlink

SOCIAL MEDIA

- + One (1) social media post per Rockhampton event promoting Advance Rockhampton's tourism and economic development objectives.
- + PBR and Advance Rockhampton to work together to create a tourism promotional video or campaign including PBR vision and riders, to promote the Rockhampton region.

NEWSLETTERS

- + Six (6) eDM inserts with the Event eNewsletter circulated to PBR Australia's official database during the term.



SIGNAGE & EVENT BRANDING

SIGNAGE

- + Two (2) arena signage positions (600mm high x 2400mm wide);
- + Two (2) Tear Drop feathers at the Main Entrance to the venue
- + One (1) Rider Exit gate front position.

BIG SCREEN

- + Three (3) x thirty (30) second Brand TVCs or promotional message on the big screen at each of the Events.

PA ANNOUNCEMENTS

- + A minimum of two (2) Brand public announcements (up to 30 seconds in length each) at each event.

EVENT ACTIVATION & GIVEAWAYS

- + Entitled to the use of one (1) space at each event for an activation or to promote Rockhampton.

IN-SHOW PRESENTATION RIGHTS

- + One (1) 'Rider v Bull Match Up' in the Long Round

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IT'S LIVE!
in Queensland

TICKETING & HOSPITALITY

HOSPITALITY

+ Eight (8) VIP Tickets (Food & Beverage Package Supplied) at 3x PBRA Rockhampton Events.

TICKETING

+ 10 x Silver tickets to each PBR Rockhampton Invitational event.



02

02

PARTNERSHIP SUMMARY

INVESTMENT
\$20,000 + GST

TERM
One year
6x Events





THANK YOU

CONTACT PBR AUSTRALIA

BRADY KNIGHT
Strategic Partnerships Manager
bknight@pbr.com | +61 432 840 661

**PARTNERSHIP PROPOSAL -
PROFESSIONAL BULL RIDERS (PBR)
AUSTRALIA**

**2022 Partnership Proposal - PBR
Australia**

Meeting Date: 25 January 2022

Attachment No: 2



2022 PARTNERSHIP PROPOSAL



01

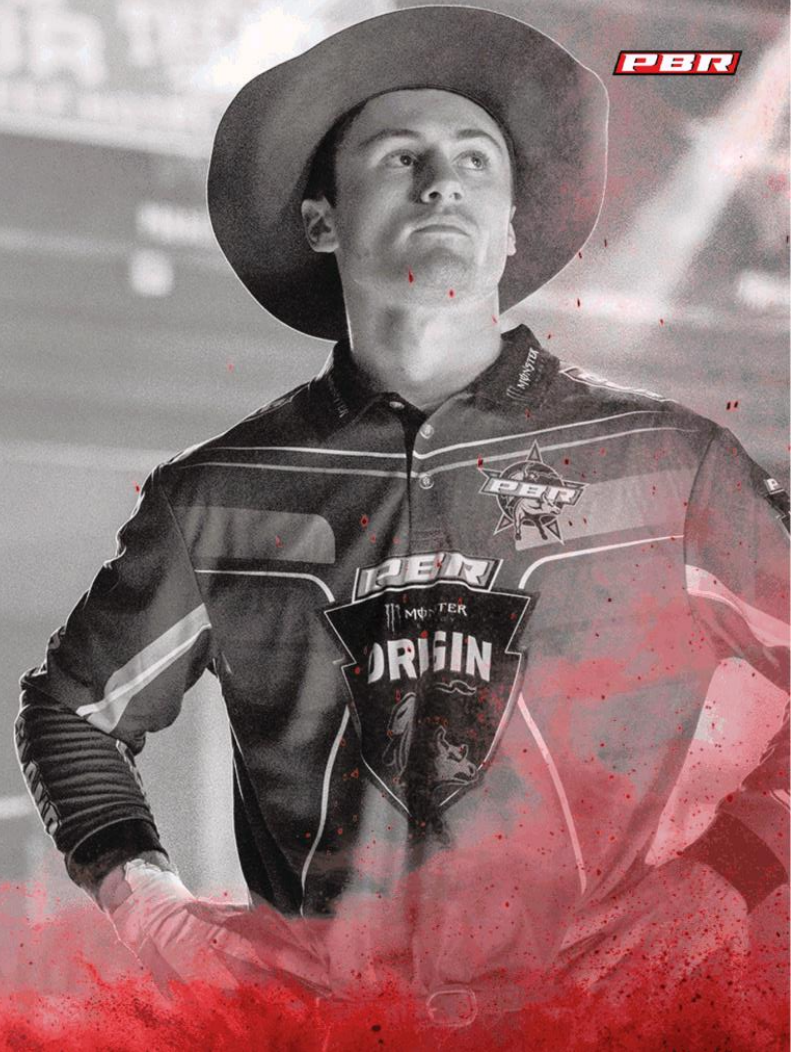
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PBRA has now established the PBRA Monster Energy Tour, PBRA Origin Series, PBRA Junior Academy and PBR Touring Pro Division Events.





PBR

OUR PARTNERS



RAM



YETI



can-am

TOURISM & EVENTS
Queensland

01

03

2022 PBR TOUR SCHEDULE

FEB

- + Scone
- + Rockhampton, QLD

MARCH

- + Coonamble, NSW
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- + Newcastle, NSW (Origin)

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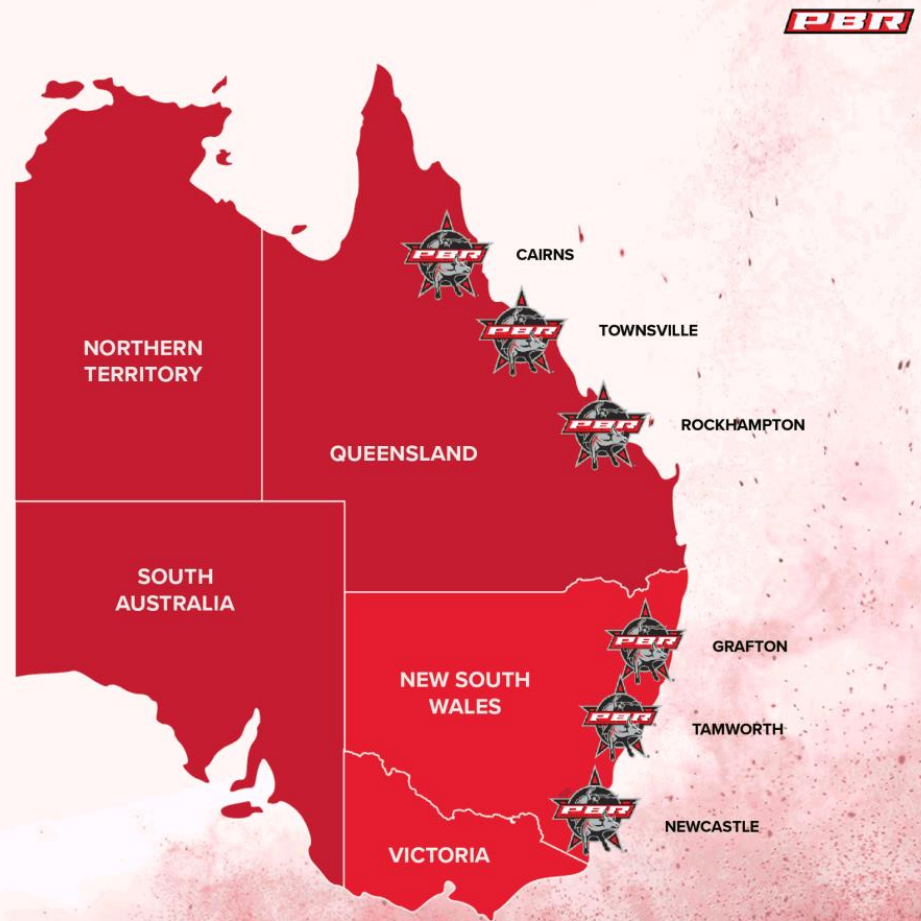
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*subject to change



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01



HIGHLY ENGAGED FANS



WHO ARE THE FANS
 Generally younger, family orientated, and more likely to be based in regional areas



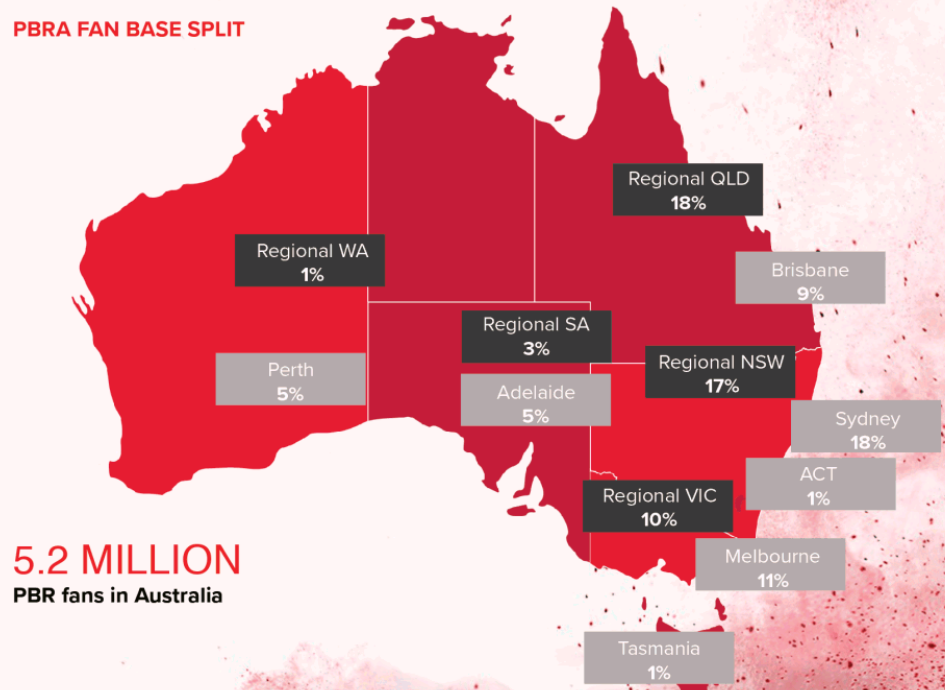
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PBRA FAN BASE SPLIT



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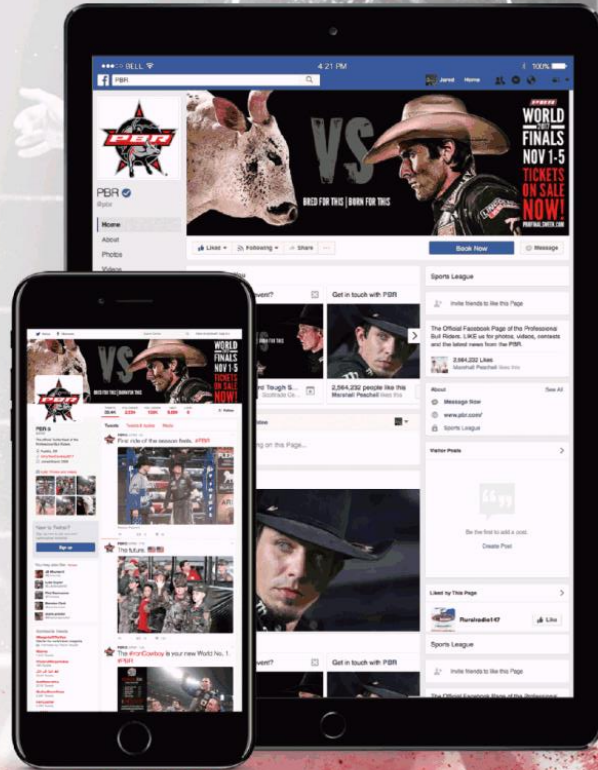
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Paid and earned media, split over channels



PR SUPPORT

Prizes & promotion in support of media activity



RADIO

Regional AM and FM stations



WEB & EDM

2x EDM per month



OUTDOOR

Major markets focus



ONLINE

Aimed at ticketing sites & venues



MARKETING COLLATERAL

Event posters & flyers distributed in events



SOCIAL MEDIA

Regular promotion



TOUR MEDIA CAMPAIGN



Television
40%



Radio
15%



Digital
33%



Outdoor
10%



Print
2%



2022 PBR PARTNERSHIP OPPORTUNITIES

10

BRAND ASSOCIATION & PRESENTATION RIGHTS

PARTNERSHIP BENEFITS

- + Right to use the PBR Event Logo & Imagery in your marketing
- + Exclusive use of the designation "Official Presenting Rights Partner of Professional Bull Riders Australia Monster Energy Tour - Rockhampton Invitational"
- + Use of the designation "Regional Partner of Professional Bull Riders Australian Monster Energy Tour"

ROCKHAMPTON INVITATIONAL PRESENTED BY ADVANCE ROCKHAMPTON

- + Advance Rockhampton shall be the presenting rights partner to all PBR Australia Monster Energy Tour Rockhampton events in 2022.
- + All marketing collateral to carry the Advance Rockhampton logo, and the event to be known at the "Rockhampton Invitational - Presented by Advance Rockhampton".
- + Advance Rockhampton personnel to present the winning Cowboy Award at each event.

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MARKETING, DIGITAL & SOCIAL MEDIA

ROCKHAMPTON INVITATIONAL MARKETING BENEFITS

- + Advance Rockhampton's logo shall be positioned on the following select event marketing collateral as the presenting partner for all PBR Rockhampton events:
 - + Television commercials;
 - + Closing graphics of PBRA TV programs specific to the Events only;
 - + Print advertising;
 - + Logo rotation on indoor digital advertising screens;
 - + Outdoor Digital Board Advertising;

WEBSITE

- + Advance Rockhampton's brand on the PBR Australia website in the event pages with Hyperlink

SOCIAL MEDIA

- + One (1) social media post per Rockhampton event promoting Advance Rockhampton's tourism and economic development objectives.
- + Advance Rockhampton to have the right to use PBR imagery and vision in a tourism promotional video or campaign to promote the Rockhampton region.

NEWSLETTERS

- + Three (3) eDM inserts with the Event eNewsletter circulated to PBR Australia's official database during the term.



SIGNAGE & EVENT BRANDING

SIGNAGE

- + Two (2) arena signage positions (600mm high x 2400mm wide);
- + One (1) Rider Exit gate front position.

BIG SCREEN

- + Three (3) x thirty (30) second Brand TVCs or promotional message on the big screen at each of the Events.

PA ANNOUNCEMENTS

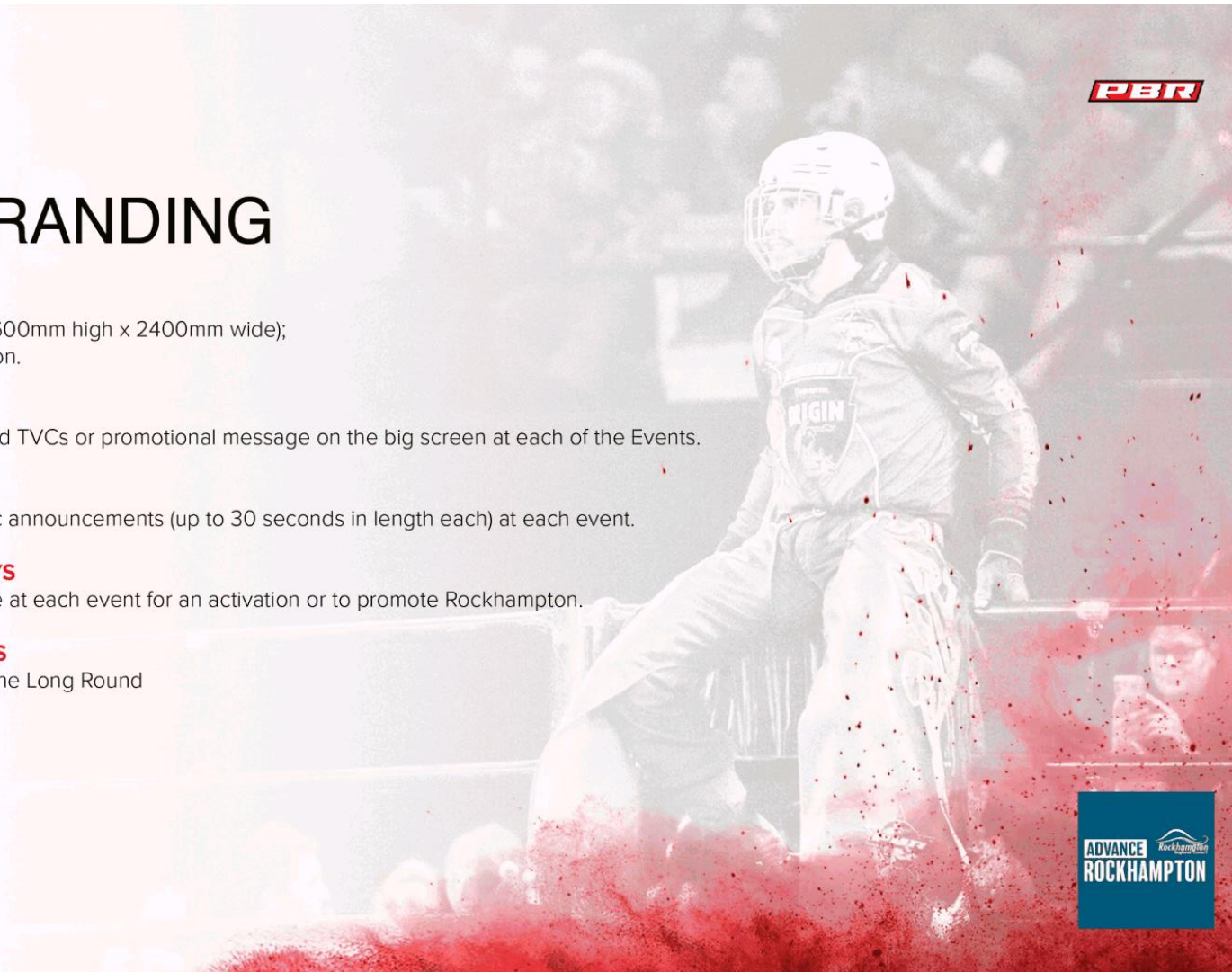
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EVENT ACTIVATION & GIVEAWAYS

- + Entitled to the use of one (1) space at each event for an activation or to promote Rockhampton.

IN-SHOW PRESENTATION RIGHTS

- + One (1) 'Rider v Bull Match Up' in the Long Round



02

TICKETING & HOSPITALITY

HOSPITALITY

+ Eight (8) VIP Tickets (Food & Beverage Package Supplied) at 2x PBRA Rockhampton Events.

TICKETING

+ 10 x General Admission tickets to each PBR Rockhampton Invitational event.



IT'S LIVE!
in Queensland





PARTNERSHIP SUMMARY

INVESTMENT
\$10,000 + GST

TERM
One year
5x Events

02



THANK YOU

CONTACT PBR AUSTRALIA

BRADY KNIGHT
Strategic Partnerships Manager
bknight@pbr.com | +61 432 840 661

10.2 MOUNT MORGAN MINE PROJECT - LETTER OF SUPPORT

File No:	7141
Attachments:	1. Heritage Minerals Letter of Support DRAFT
Authorising Officer:	Wade Clark - Senior Executive Economic Development Greg Bowden - Executive Manager Advance Rockhampton
Author:	Tanya Webber - Economic Development and Industry Engagement Advisor

SUMMARY

Heritage Minerals Pty Ltd have requested that Rockhampton Regional Council provide a Letter of Support to assist their efforts to gain approvals to re-open the Mount Morgan Mine Project.

OFFICER'S RECOMMENDATION

THAT Rockhampton Regional Council provide a Letter of Support to Heritage Minerals Pty Ltd to assist their efforts to reopen the Mount Morgan Mine.

COMMENTARY

Advance Rockhampton has been liaising with Heritage Minerals over the last year regarding local employment, business supply chains and tourism opportunities should approvals to reopen Mount Morgan Mine proceed.

Heritage Minerals are in the final stages of approvals and are seeking to secure final approvals and funding to assist their aims. Heritage Minerals have requested Council provide a formal Letter of Support to support various applications.

BACKGROUND

The former Mount Morgan Mine site and the mining leases covering Heritage Minerals Project area fall within the Mount Morgan Priority Living Area included in the Rockhampton Region Planning Scheme (RRPS) 2015.

The RRPS recognised the impact of past mining and the importance of future mining. In the RRPS, the mine site is identified as "Mine Precinct – Limited Development Constrained Land".

In particular, the RRPS Strategic Framework Section 3.3.13 Element – Specific use stated the following:

(1) "The Mount Morgan mine will continue to provide for tourist related uses. Further expansion of these uses is supported, provided that natural and environmental constraints posed by the site can be mitigated. The reuse of the site for mining and processing is supported provided that impacts on the Page 16 of 45 surrounding community, scenic amenity and the environment are properly managed.

3.8.5 Element – Extractive and mineral resources

(1) The reuse of the Mount Morgan mine tailings is supported provided that sensitive land uses within Mount Morgan, scenic amenity and environmental values are not impacted upon.

The Mount Morgan Mine site is located on land managed as an Abandoned Mine Land Project by the Queensland Department of Resources (DoR). Heritage Minerals acquired ownership of the mining leases after conducting due diligence assessment including drilling, metallurgical testing, engineering, and commercial assessment.

Stage one feasibility assessment was completed in April 2020. The study revealed that Heritage Minerals' proposed project had completed a positive and definitive feasibility study.

The study for the Mount Morgan Mine project demonstrated that it is technically feasible and economically viable to extract 50,000 ounces of gold and around 1,800 tonnes of copper from the tailings over 6 years, with the possibility of extending the project by another 10 to 15 years if additional technical studies support its viability.

Note that Council approved Heritage Minerals application for an Amendment to the Assessing Agency Response for Regional Planning Interests Act Application for Mount Morgan Mine Project on 10 August 2021 at the Ordinary Council Meeting.

CORPORATE/OPERATIONAL PLAN

2.2.2 Deliver economic development and industry engagement initiatives that create economic growth and lifestyle improvements in the Region and continue to strengthen resources, construction, agriculture and defence industry services and create new opportunities in the renewable energy sector.

CONCLUSION

The Mount Morgan Mine is expected to drive long term, significant economic benefits and employment outcomes to Mount Morgan and the greater Rockhampton Region if Heritage Minerals obtains approvals and proceeds to reopen the mine.

MOUNT MORGAN MINE PROJECT - LETTER OF SUPPORT

Heritage Minerals Letter of Support DRAFT

Meeting Date: 25 January 2022

Attachment No: 1

25 January 2022

Malcolm Paterson
Chief Executive Officer
Heritage Minerals Pty Ltd
PO Box 6
Mount Morgan QLD 4714

Dear Mr Paterson,

Mount Morgan Mine Project - Letter of Support, Heritage Minerals Pty Ltd

Rockhampton Regional Council supports Heritage Minerals in their endeavour to reopen the Mount Morgan Mine.

Council understands that the feasibility study for the mine project at Mount Morgan by Heritage Minerals Pty Ltd demonstrated that it is technically feasible and economically viable to extract 50,000 ounces of gold and around 1,800 tonnes of copper from the tailings over a 6 year period, and there is the possibility of extending the project by another 10 to 15 years if additional technical studies support its viability.

Heritage Minerals have estimated that the project will initially deliver around 150 jobs to the Rockhampton region and will provide local procurement opportunities.

Council recognises the economic benefits that the mine project offers to Mount Morgan and the Rockhampton Region.

Council supports Heritage Minerals in their aim to obtain approvals and funding to drive long term, significant economic benefits and employment outcomes that the mine project will bring to Mount Morgan and the greater Rockhampton Region.

Yours sincerely,

Tony Williams
Mayor
Rockhampton Regional Council

AIRPORT*Councillor Portfolio – Councillor Fisher*

No items for consideration

COMMUNITIES AND HERITAGE*Councillor Portfolio – Councillor Wickerson*

10.3 COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP - ROCKHAMPTON SALOON CAR CLUB

File No: 12535
Attachments: Nil
Authorising Officer: Alicia Cutler - General Manager Community Services
Author: Kerri Dorman - Administration Supervisor

SUMMARY

An application from the Rockhampton Saloon Car Club for Major Sponsorship assistance towards the SSA Queensland Super Sedan State Title event is presented to Council for consideration.

OFFICER'S RECOMMENDATION

THAT Council considers the Major Sponsorship application from the Rockhampton Saloon Car Club for funding to assist with the SSA Queensland Super Sedan State Title to be held on 13 -14 May 2022 and approves the amount of \$3,000.00 sponsorship.

COMMENTARY

Rockhampton Saloon Car Club has been awarded the opportunity to host the SSA Super Sedan State Title in 2022. The applicant states that hosting these events it creates the opportunity for the Club to be awarded national titles. Holding this event will showcase our world-class facility.

This event will create involvement from all community sectors from youth to seniors. The event will be coordinated by many other groups including Gracemere Scouts, Rockhampton Lions Club and Fitzroy Rotary Club. It is expected to attract total nominations over all divisions of 100 participants with at least 50 of these participants being from outside of the Rockhampton Region. Expected number of attendees to the event that will be hosted over two nights is 1600 with at least 400 being from outside the region requiring three nights' accommodation.

Council's contribution will be acknowledged by the infield commentator with a prepared dialogue supplied by the Council. Rockhampton Regional Council's logo will be displayed on the website and banners, signage supplied by the Council will be erected around the venue.

Assessment

In accordance with the adopted Policy and Procedure applications received were assessed against the following criteria with an average funding amount recommended from the four independent assessments undertaken:

Major Sponsorship Scheme

- Applicant's capacity to undertake the event including any experience with similar events, relevant approvals and permissions required;

- Community need or desire for the event and how this was determined;:
- Economic and community outcomes anticipated from the event;
- Number of participants, including out of area visitors; and
- Value for money, including realistic budget with projected cost recovery, and quotes for items of expenditure.

PREVIOUS DECISIONS

Council have previously provided funding to the club as follows:

2015/16 - \$15,000

2016/17 - \$ 5,000

2016/17 - \$20,000

2018/19 - \$ 4,500

BUDGET IMPLICATIONS

Independent assessment by a panel of 4 have indicated an average sponsorship amount for each of the projects/events, which is within Council's Community Assistance Program Operational Budget, as well as taking into consideration the community value of events and projects.

LEGISLATIVE CONTEXT

Administered under the Grants and Minor Sponsorship Policy and Procedure.

LEGAL IMPLICATIONS

No legal implications for this non-Council project.

STAFFING IMPLICATIONS

No staffing implications for this non-Council project.

RISK ASSESSMENT

Non-Council projects therefore risk assessment will be conducted by the organising bodies.

CORPORATE/OPERATIONAL PLAN

1.4.1 – Streamline Council's funding for community not for profit organisations to ensure fairness and equity.

CONCLUSION

Upon assessment of the information provided in the application against the rating tool it is recommended Council approve the Assessment Panel's recommended allocation for each event/project. A copy of the application has been supplied separately to Councillors for consideration.

INFRASTRUCTURE*Councillor Portfolio – Councillor Smith***10.4 ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN****File No:** 3940

- Attachments:**
1. **Local Disaster Management Plan**[↓](#)
 2. **Activation Sub Plan**[↓](#)
 3. **Local Disaster Coordination Centre Sub Plan**[↓](#)
 4. **Financial Management Sub Plan**[↓](#)
 5. **Communication Sub Plan**[↓](#)
 6. **Evacuation Planning Sub Plan**[↓](#)
 7. **Evacuation Centre Management Sub Plan**[↓](#)
 8. **Bushfire Preparedness and Response Threat Specific Sub Plan**[↓](#)
 9. **Fitzroy River Flood Threat Specific Sub Plan**[↓](#)
 10. **Severe Storm, Tropical Cyclone, East Coast Low Threat Specific Sub Plan**[↓](#)
 11. **Community Health Threat Sub Plan**[↓](#)
 12. **Recovery Sub Plan**[↓](#)

Authorising Officer: Martin Crow - Manager Infrastructure Planning**Author:** Elizabeth Drumm - Coordinator Disaster Management**SUMMARY**

The Rockhampton Region Local Disaster Management Plan has been reviewed and updated by the Rockhampton Region Local Disaster Management Group. At its meeting of 13 January 2022, the Group endorsed the Plan and its sub plans.

The Plan and its sub plans have undergone a significant review to ensure the Plan remains aligned with the governing disaster management guidelines and that it reflects the current risks and community needs identified through the Rockhampton Region Emergency Risk Management Assessment, Bushfire Management Study, Strategies and Mitigation Plans and findings from recent years exercises and disaster events.

OFFICER'S RECOMMENDATION

THAT Council adopt the Rockhampton Region Local Disaster Management Plan 2022 and its associated sub plans.

COMMENTARY

The Rockhampton Local Disaster Management Plan (LDMP) has been prepared by the Rockhampton Region Local Disaster Management Group (LDMG). The purpose of the 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 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 LDMG has reviewed and updated the Rockhampton Region Local Disaster Management Plan and is seeking Council's support that the Rockhampton Region Local Disaster Management Plan and its associated sub-plans are appropriate to manage the region's disaster related risks and to build a resilient and prepared community.

The current version of the plan is available for review on the website. To view the significant changes made during this review, a copy of the Plan and/or its sub plans with track changes marked can be requested from the Coordinator Disaster Management.

The adopted Plan and its sub plans will be made available to the public on Council's website.

BACKGROUND

The Disaster Management Act 2003 (DMA) requires that a local government must prepare a Plan for disaster management in the local government's area. The Plan must align with the Queensland Disaster Management Arrangements, describe roles and responsibilities, consider the coordination of activities and management of events likely to happen in the area.

The Queensland Disaster Management governance arrangements are based on shared responsibility, consultation, collaboration, coordination and communication. Those with a responsibility include all tiers of government, non-government organisations, not-for-profit organisations, disaster management groups, and others with legislated roles in disaster management. Rockhampton Regional Council is committed to ensuring our Region is prepared for any disaster. This is achieved through the LDMG and by delivering the Local Disaster Management Plan.

It is the responsibility of the Chair of the LDMG and Rockhampton Regional Council to prepare for and make available its resources in the event of a disaster. Queensland's tiered disaster management arrangements — based on local, district and state levels — enable a progressive escalation of support and assistance through each tier as required. The Australian Government is also included in the arrangements as a fourth level, recognising that Queensland may need to seek federal support in times of disaster.

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 State Disaster Management Plan (2018)
- Emergency Management Assurance Framework (2021)
- Queensland Strategy for Disaster Resilience (2017)
- Rockhampton Region Emergency Risk Management Assessment (QERMF) (2021)
- The Rockhampton Region Bushfire Management Study, Strategy and Mitigation Plan (2020)

RISK ASSESSMENT

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

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 in order to build a resilient community.

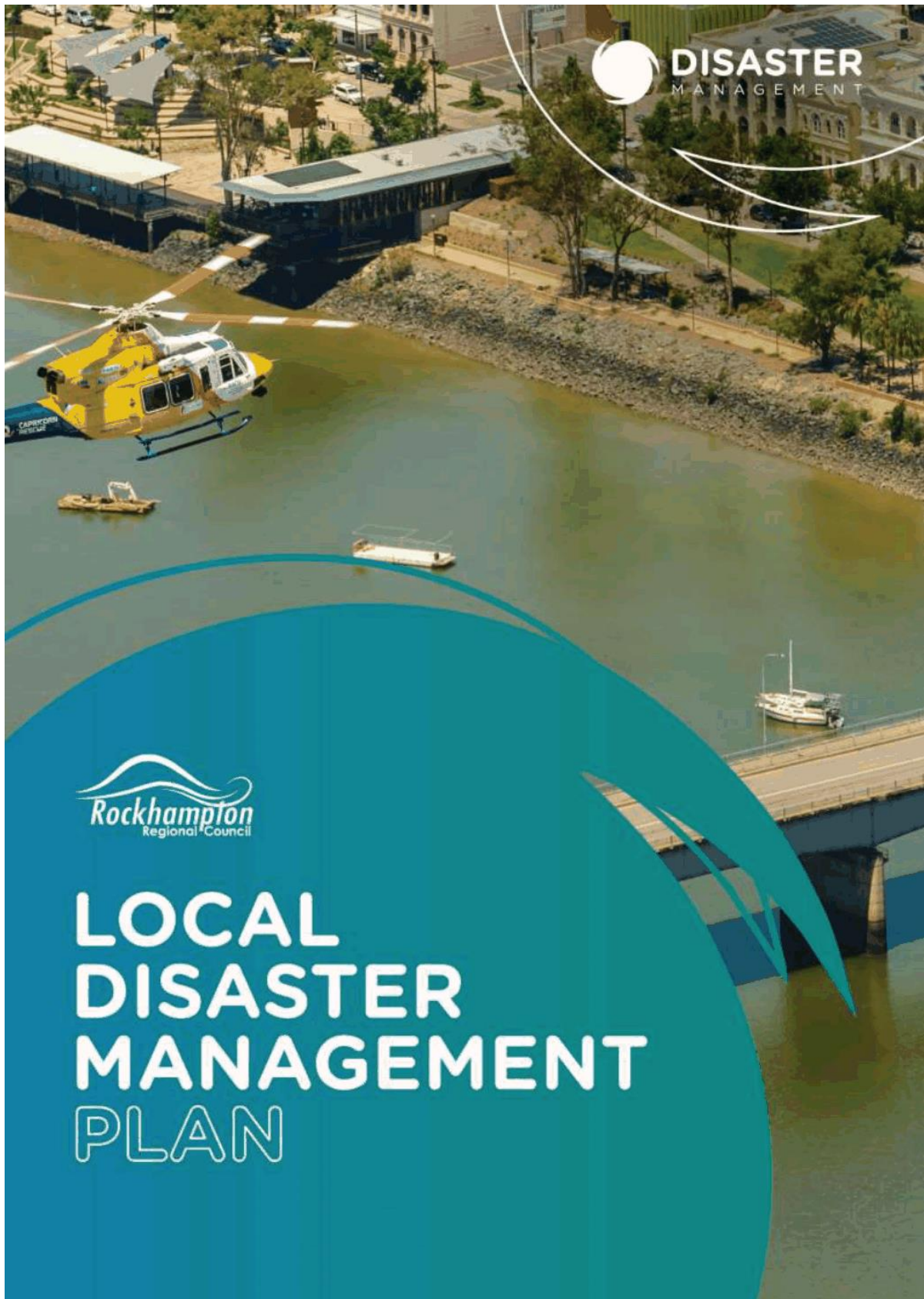
The LDMP has reviewed and updated the LDMP and its associated sub-plans and consider them appropriate to manage the region's disaster related risks and to build a resilient and prepared community.

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Local Disaster Management Plan

Meeting Date: 25 January 2022

Attachment No: 1



Foreword by the Chair, Local Disaster Management Group

The Rockhampton Region is admired for its strength, resilience and ability to embrace and benefit from change. The Region is known for its relaxed lifestyle, outdoor living and natural beauty. The natural landscape that supports the community and economy to thrive also presents natural hazards so when disasters strike harm, loss and disruptions in our communities may result.

The Region is all too familiar with the impacts of natural disasters. They are considered a part of living here and from experience the Region can boast a strong level of resilience, adaptability and can show that lessons learned have been turned into actions to prepare and mitigate by individuals, businesses, organisations, Council and Government agencies.

No two events however are ever the same, and natural hazard risk assessments continue to show that those events we typically see as a threat to our community may not be the threats that pose the greatest risks moving forward. As such it is prudent that we all examine these scenarios and develop strategies to deal with these events.

The Queensland Disaster Management governance arrangements are based on shared responsibility, consultation, collaboration, coordination and communication. Those with a responsibility include all tiers of government, non-government organisations, not-for-profit organisations, disaster management groups, and others with legislated roles in disaster management. Rockhampton Regional Council is committed to ensuring our Region is prepared for any disaster. This is achieved through the Local Disaster Management Group (LDMG) and by delivering the Local Disaster Management Plan.

There exists a clear role in identifying and understanding the hazards and risks that could impact on the safety of our communities. Our role is to put in place, mitigation, preparation, response and recovery strategies and arrangements within the ambit of our resources and responsibility.

The Rockhampton Region Local Disaster Management Group is both experienced and has resources to manage the impacts that will likely occur within the Region and will continue to develop its capabilities. The community also has shared responsibility in the disaster management arrangements. The group will work collaboratively to develop and deliver strategies to assist the community prepare themselves for future events, building resilience in the form of providing education and greater awareness and understanding risks and building capacity to undertake preparedness, response and recovery actions.

On behalf of the Rockhampton Region Local Disaster Management Group I commend you for taking the time to read this Local Disaster Management Plan and trust that you will assist us in making our communities safe places to live, work and play.



Mayor Tony Williams

Chair

Rockhampton Region Local Disaster Management Group

Authority to Plan

This Plan has been prepared by the Rockhampton Region Local Disaster Management Group and with the authority of the Rockhampton Regional Council as required under section 57 and 58 of the Disaster Management Act 2003 (the Act).

This plan has been developed in accordance with the Disaster Management Act 2003 (DM Act) 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 State Disaster Management Plan (2018)
- Emergency Management Assurance Framework (2021)
- Queensland Strategy for Disaster Resilience (2017)
- Rockhampton Region Emergency Risk Management Assessment (QERMF) (2021)
- The Rockhampton Region Bushfire Management Study, Strategy and Mitigation Plan (2020)

The plan is approved and recommended for distribution.

Peter Kofod/...../...2022
Local Disaster Coordinator
Rockhampton Regional Council
Local Disaster Management Group

Mayor Anthony Williams/...../...2022
Chair
Rockhampton Regional Council
Local Disaster Management Group

Evan Pardon/...../...2022
Chief Executive Officer
Rockhampton Regional Council

Endorsed by the District Disaster Management Group/...../...2022
Glen Pointing
District Disaster Coordinator
Queensland Police Service
Rockhampton District Disaster Management Group

Acronyms and Abbreviations

ALO	Agency Liaison Officer
BoM	Bureau of Meteorology
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DMA	Disaster Management Act (2003)
DMR	Disaster Management Regulations (2014)
DTMR	Department of Transport and Main Roads
EAP	Event Action Plan
FRW	Fitzroy River Water
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Rockhampton Region Local Disaster Management Group
LDMP	Local Disaster Management Plan
QAS	Queensland Ambulance Service
QFES	Queensland Fire & Emergency Services
QPS	Queensland Police Service
Region	the area under the management of Rockhampton Regional Council
RFA	Request for Assistance
RRC	Rockhampton Regional Council
SDCC	State Disaster Coordination Centre
SES	State Emergency Service
Sitrep	Situation Report
SOP	Standard Operating Procedure
SPF	Strategic Policy Framework
TTN	Task Tracking Number

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Amendment Control

AMENDMENT		PLAN UPDATED	
No/Ref	Issue Date	Inserted By	Date
1	13/01/2022	LDMG endorsed on 13/01/2022	25/01/2022

This document is not to be altered, amended or changed in any way other than those amendments authorised by the Rockhampton Council Local Disaster Management Group (LDMG). Minor amendments to this plan can be made by the assistant LDC and LDC. However, the LDMP is intended to be a live document to be regularly reviewed, assessed and amended where necessary. As such, Rockhampton Regional Council (RRC) welcomes feedback from the region's residents, visitors and others regarding this Plan.

Any proposed amendments to this LDMP should be forwarded in writing to: Coordinator Disaster Management Rockhampton Regional Council PO Box 1860 Rockhampton QLD 4700.

Previous versions of the Plan are recorded on Council's document record management system.

The Local Disaster Coordinator (LDC) will ensure contact details are kept and are up to date.

Distribution and Availability

As per section 60 of the Act, the plan is available for inspection on Council's Website.

Review, Monitor and Assessment

The local government must review the effectiveness of the plan at least once every year. Each September the Plan is to be reviewed against the IGEM capacity assessment. The annual review of the Plan is to be prepared by the Coordinator Disaster Management (Assistance Local Disaster Coordinator), reviewed by the Local Disaster Coordinator, presented to the LDMG for review and consideration of roles, capacity, current contact details and endorsement before submitting the Plan to Council for adoption in October.

Assessment of the plan and response capability may be achieved through operational activation or by the conduct of exercises. The LDMG will carry out at least one practical exercise per year, in September.

Introduction

The Disaster Management Act 2003 (DMA) requires that a local government must prepare a plan for disaster management in the local government’s area. The Plan must align with the Queensland Disaster Management Arrangements, describe roles and responsibilities, consider the coordination of activities and management of events likely to happen in the area.

Purpose

The purpose of the Plan is to enhance community safety through the development of effective disaster management strategies in order to ensure effective planning and coordination 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.

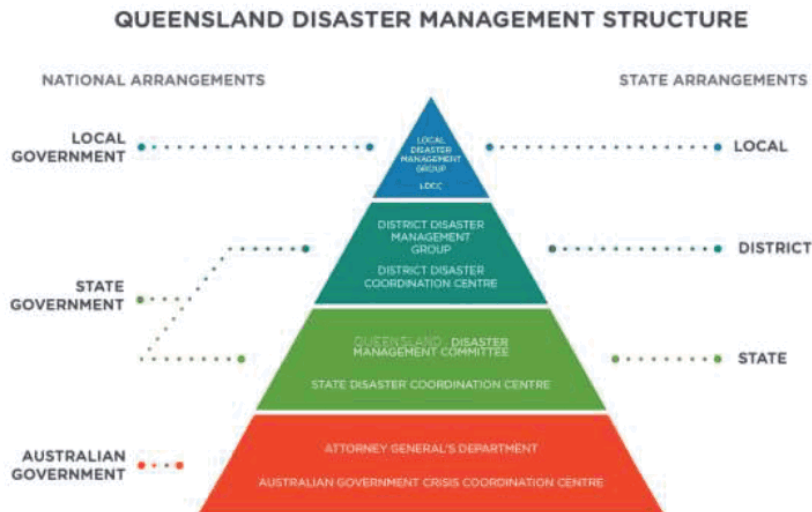
The LDMP has not been developed for the management of:

- 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 Plan 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 Rockhampton Region 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.

It is the responsibility of the Chair of the LDMG and Rockhampton Regional Council to prepare for and make available its resources in the event of a disaster. Queensland’s tiered disaster management arrangements — based on local, district and state levels — enable a progressive escalation of support and assistance through each tier as required. The Australian Government is also included in the arrangements as a fourth level, recognising that Queensland may need to seek federal support in times of disaster.



Overview

Rockhampton Region Context

Located in the heart of Central Queensland, the Rockhampton Region lies on the Tropic of Capricorn. It shares boundaries with Livingstone Shire to the north, the Pacific Ocean to the east, Gladstone Regional Council area and Banana Shire to the south and Central Highlands Regional Council to the west.

The LDMG area of responsibility covers three urban centres: Rockhampton, Gracemere and Mount Morgan. In addition to these urban centres, smaller townships exist at:

- Bajool
- Bouldercombe
- Kabra
- Marmor
- Stanwell
- Gogango
- Westwood.

Rockhampton functions as the major service centre for business and employment, and the smaller townships provide an opportunity for people to live a productive and sustainable rural lifestyle, with easy access to the services of the larger urban centres.

Known for its relaxed lifestyle, outdoor living and natural beauty, the Rockhampton Region's population as of 2019 was 81,512, mostly located in the urban areas and is forecast to grow to 113,096 by 2036. In order to sustain such a population, the Region offers varied employment opportunities, with healthcare and social assistance representing the highest share of jobs. The Region is transforming into a major economic and lifestyle hub for the broader Central Queensland Region. The Region makes a vital contribution to the growth of Central Queensland, Queensland and Australian economies, with approximately \$5.014 billion gross regional product as of 30 June 2015.

The diversity of landscapes, lifestyles, economic opportunities and communities contribute to this Region being one of the most diverse in all of Queensland. The individual characteristics of the 60 localities and suburbs have shaped the unique character of the Rockhampton Region.

Major features of the Region include the Rockhampton Airport, CQ University, Stanwell Power Station, Gracemere Saleyards, Dreamtime Cultural Centre, Stockland shopping centre, Rockhampton Central Business District, Rockhampton Heritage Village, Rockhampton Botanic Gardens, Fitzroy River, national parks, Gracemere Industrial Area and Mount Morgan.

The reliable water supply provided by the Fitzroy River (Australia's second largest catchment) supports current and future economic opportunities and lifestyle. The Fitzroy River is a dominant natural feature for the Region, as it moves from expansive areas of productive pastoral and agricultural land in the west through to the Fitzroy River delta in the east. The Region is well versed in flooding events when the river breaks its banks. These are considered a regular occurrence.

Research shows there are over 1,174 different types of plant species in the Rockhampton Region. Historically, most of the Region contained eucalyptus woodlands and open forests. There were also large areas of acacia-dominated vegetation, rainforests and scrubs, mangrove and saltmarsh, together with small areas of melaleuca woodlands. Over time, more than half the local government area has been cleared or partially cleared for a range of rural and urban land uses, particularly grazing on native pastures.

Across the Region remnant ecological areas now sees the predominance of Eucalypt open forest, Eucalypt woodlands to open forests, Wetlands, Mangroves and Saltmarshes. From a fire perspective, the breaking up of the landscape through clearing provides advantages for controlling forest fires. There is still however, a significant risk to the areas of steep terrain with remnant forested areas in proximity to urban areas, which requires the LDMG to continue to focus on bushfire risk now and into the future. The most vulnerable communities are the Mount Archer area (Mount Archer, Frenchville, Norman Gardens, Lakes Creek and Koongal) and the Mount Morgan area (Moongan, Leydens Hill, Baree, Walterhall, The Mine, Struck Oil,

Limestone, Nine Mile Creek, Walmul, Trotter Creek, Fletcher Creek, Wura, Oakey Creek, Boulder Creek localities), based on the bushfire prone land and development adjacent to it, with the consequences of bushfires within these areas identified as significant.

Further details on the Region's community context are located in the ABS Census Community Profiles and in Council's Corporate planning documents.

Climate Overview

The Rockhampton climate can be classified as subtropical. The Region is situated on the Tropic of Capricorn and lies within the southeast trade wind belt. It is too far south to experience regular north west monsoonal influences, and too far north to experience higher latitude cold fronts.

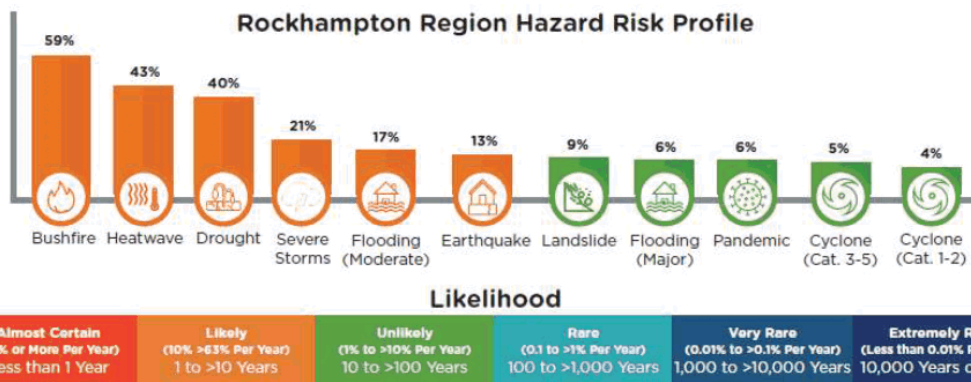
Rockhampton's average annual rainfall is a little over 800mm. Rainfall averages suggest a distinct wet and dry season, with the wet generally December to March, and the dry June to September. The Bureau of Meteorology (BoM) state that typical daytime temperature ranges are 32° - 22° Celsius in the summer/wet season, and 23° - 9° Celsius in the winter/dry season. The prevailing winds are predominantly south-eastern, but during spring and summer, late afternoon north east sea breezes give some relief from the higher temperatures. During winter and early spring, the high-pressure systems of the sub-tropical ridge can be far enough north to replace the southeast trade winds with south westerly winds behind the trough systems that split the high cells.

Rockhampton lies within the cyclone risk zone and the area is subject to summer thunderstorms. There is a high incidence of winter and early spring fogs. Maximum temperatures in the low to mid 40s have been recorded in October to March. Minimum temperatures as low as zero degrees have been recorded during winter. This climate presents a bushfire risk period August – November each year (prior to the typical wet season). Evidence suggests that climate change conditions predicted for the Region will see increased frequency of fires with greater intensity.

Rockhampton Region Emergency Risk Management Assessment 2021

The LDMG collaborated to review the Region's natural risks utilising the updated Queensland Emergency Risk Management Framework (QERMF). The study built on the work of previous assessments, considered climate and State risk assessments and involved significant consultation with LDMG advisors, disaster management groups, emergency services and the community. The assessment revealed that the Region has shown it is resilient and well-rehearsed when it comes to events traditionally seen in Central Queensland. The assessment found that as the climate changes, the region is likely to be exposed to new threats.

At different times throughout the year the Region is at potential risk from a range of hazards. By undertaking this assessment it has resulted in an improved understanding of our local hazards, their likelihood of occurring in a one year period, the vulnerability of exposed elements, and ongoing consideration of the effectiveness of mitigation measures in place. For the LDMG's consideration, the Region is at risk of bushfire, heatwave, drought, severe storm, flooding (moderate and major), earthquake, landslide, pandemic and cyclone.



Concurrently as the risk assessment was carried out, a regional bushfire management study was undertaken. Both the bushfire study and risk assessment resulted in actions identified to mitigate risk for the LDMG to implement.

Critical Infrastructure and Hazardous Sites

A list of critical infrastructure, essential services, hazardous sites and referable dams is maintained and is to be reviewed as part of the annual review of the risk assessment and plan.

History of Natural Disasters

The history of the Region’s disasters is summarised within these documents and some narratives captured.

Rockhampton has regularly been impacted by moderate and major floods. A major flood in 1918 reached a height of 10.1 metres. It is the highest recorded flood. Flooding and community disruptions followed tropical cyclones Debbie (2017), Marcia (2015), and Oswald (2013). Heavy rainfall, flash flooding, and major landslides resulting in significant damage to road networks and restricted community access resulted. The region experienced significant bushfire events in 2009, 2018 and 2019. During the 2009 and 2018 events homes were lost, while in 2018 the entire township of Gracemere was required to evacuate as fires were burning in the localities of Kabra and Stanwell. Gracemere has a resident population of approximately 8400 persons.

Local Disaster Management Plan Aims and Objectives

Aims

To enable the LDMG’s management of disaster risk and build community resilience through prevention, preparedness, response and recovery initiatives.

Objectives

The objective of the LDMP is to facilitate the implementation of effective and efficient disaster management practices that are in line with the Queensland Disaster Management Governance Arrangements.

Outcome: A greater shared understanding of risk. The Plan and the Group seeks to improve community safety and build community resilience through risk management - the identification, evaluation and mitigation of risks that might impact vulnerable elements of the community, and through planning for relevant threat response and recovery.

Outcome: Shared responsibility. The Plan, through considering potential threats, likely vulnerabilities and then describing responsibilities and corresponding roles, aims to enable robust planning to collaborate, coordinate, integrate capability when planning, delivering mitigation and preparedness activities, during operations, and for community engagement into its activities.

Outcome: Comprehensive planning. The Plan seeks to foster and enable strategies and activities that contribute toward building resilience in the Rockhampton Region. The Plan is to provide direction for the development, implementation, review and assessment of proactive planning, preparation (mitigation, education), response, and recovery initiatives.

Strategic Intent

The Queensland Disaster Management Governance Arrangements are based on shared responsibility, consultation, collaboration, coordination and communication. Those with a responsibility include all tiers of government, non-government organisations, not-for-profit organisations, disaster management groups, others with legislated roles in disaster management and the community. Effective disaster management will occur when whole-of-government disaster management arrangements are based upon partnerships between the state and local governments. These partnerships recognise that each level of the disaster management arrangements must work collaboratively to ensure the effective coordination of planning, services, information and resources necessary for comprehensive disaster management.

Four principles guide the arrangements: a comprehensive approach, an all hazards approach, that there is local disaster management capability and support at the local level by district and state management groups. Plans are to be scalable, comprehensive, interoperable, value driven and adaptable.

The arrangements are flexible and scalable, enabling escalation of support and assistance through the local, district, state and federal government arrangements as required. They are premised on an all-hazards approach – using the same arrangements to respond to any event, be it a natural or non-natural disaster. They are also underpinned by the comprehensive approach – prevention, preparedness, response and recovery.

Through leadership, public safety, partnership and performance there will be continual improvement, a greater understanding of the potential risks, effective risk management, and improved ways to prepare for, respond to and recover from disasters. The arrangements seek to foster the demonstration of leadership through a commitment to building a shared culture of excellence and responsibility in strategic planning and decision making. Strong partnerships across the sector will work well when roles and responsibilities are clear and promote true collaboration.

Within the arrangements, it is local governments that are the focus for managing disasters within their respective communities. State and district levels are to provide additional resources, support, assistance and expertise as required.

Resilience within disaster management refers to 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. The pillars of resilience are human and social, built environment, infrastructure, the economy and natural environment. The importance of the interconnectedness of the pillars (functions) of resilience should be acknowledged. The pillars influence and are influenced by each other. We are disaster resilient when resilience becomes business as usual, we build safe and connected communities, when all residents including those with vulnerabilities are supported, we deliver resilient infrastructure, stimulate economic growth, ensure sustainable management of natural resources and enable responsible development.

There is a shared responsibility for managing risk, effectively communicating, planning and developing plans, for engaging the community and managing operations. The local group is to ensure operations are responsive and effective and that strategies build capacity and understanding.

Leadership is shown through a commitment to investment and practices that can be sustained and when disaster management is integrated into core business and strategic and operational plans. It is shown when risks are managed to reduce impacts on the community and response, relief and recovery operations minimise the negative impacts of an event on the community and provide the support needed for recovery. It

is shown when there is an attitude proactively sharing information and communicating, promoting continuous improvement and when lessons identified and insights gained are shared and implemented.

Delivery

The objectives of this plan will be achieved by the following strategic principles – and be outcomes focused

1. Prevention
 - a. Increase adherence to and introduction of systems and regulations that reduce disaster risks
 - b. Investigate and implement (where appropriate) strategies/initiatives to eliminate or reduce the impact of the effects of hazards on the community through risk management processes.
2. Preparedness
 - a. Increase community safety through public awareness, information and education
 - b. Encourage an all agencies, all hazards ethos through the workings of the LDMG
 - c. Develop capability within and between stakeholders in the form of sharing understanding of risk, undertaking training and exercising, upskilling and cross training
 - d. Identify agency and collaborative capacity in resources to maximise response
 - e. Develop contingency plans to address response and recovery issues
 - f. Establish and maintain working relationships with other agencies to increase disaster management capability.
3. Response
 - a. Efficiently and effectively co-ordinate the response to an event in conjunction with other emergency response agencies (commitment to an all-agencies approach)
 - b. Minimise the impact on the community from a disaster event
 - c. Coordinated, timely, multi-hazard and multi-agency, start at the right time and support transitions between. Response, relief and recovery improve the community's ability to cope with future events.
4. Recovery
 - a. Adequately provide welfare post event
 - b. Ensure the recovery priorities of the community are met in collaboration with other member agencies of recovery groups
 - c. Recovery should include lessons learnt and the focus on resilience building.

The Rockhampton Regional Council is committed to ensuring that the Region's disaster management arrangements comply with the provisions of the arrangement.

Disaster Management Priorities

The priorities of this LDMP are as follows:

- Manage risk. Base the planning and the risk treatments on an all hazards comprehensive risk management approach across the Prevention, Preparation, Response and Recovery stages.
- Use the results from the risk assessment and evaluation to prioritise and implement (where appropriate) measures that:
 - are preventative and preparatory to mitigate the risk where possible, lessen the likelihood of an event occurring or lessen the impact on the community, resources and services of the Rockhampton region
 - ensure response capabilities, to take action before, during and after an event, to the full potential of local resources
 - assist the disaster-affected community to recover from an event in the social, emotional and physical wellbeing, economic, environmental and infrastructure areas of the region.
- Communicate the risks, recommended PPRR (Prevention, Preparedness, Response and Recovery) actions and local arrangements to the whole of the community to enable the members to improve their capacity to withstand a disastrous event.
- Align with the Queensland Disaster Management Arrangements, ensuring effective disaster management and operations for the Region.
- Evaluate the relevance of, and where necessary implement State recommendations including Inspector General Emergency Management (IGEM), and Commission of Inquiry recommendations.

Within these priorities is the accepted responsibility to ensure the risk based approach is updated and continually reviewed to address any changes to the Region and/or overriding legislation and principles. The group is committed to the following actions:

- Develop and maintain a LDMG membership who are appropriately qualified, and able to contribute to meeting the functions of the LDMG
- Develop and maintain an effective recovery and resilience framework to build resilience in all environments
- Review and implement local sub committees to meet identified hazards
- Write, review and exercise local plans to ensure effective disaster management
- Develop and maintain effective local community communication strategies
- Evaluate the relevance of, and where necessary implement State recommendations including Inspector General Emergency Management (IGEM), and Commission of Inquiry recommendations.

Local Disaster Management Group

Establishment

The DMA section 29 stipulates that a local government must establish a LDMG for the local government's area (LGA).

The functions of a LDMG are specified under section 30 of the DMA. These functions are as follows:

- To ensure that the disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management for the State;
- To develop effective disaster management, and regularly review and assess the disaster management response;
- To help the local government for its area to prepare a local disaster management plan;
- To identify, and provide advice to the relevant District Disaster Management Group about support services required by the Local Group to facilitate disaster management and disaster operations in the area;
- 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;
- To manage disaster operations in the area under policies and procedures decided by the State Group;
- To provide reports and make recommendations to the relevant DDMG about matters relating to disaster operations;
- To identify and coordinate the use of resources that may be used for disaster operations in the area;
- To establish and review communications systems in the group and with the relevant DDMG and other Local Groups in the disaster district, for use when a disaster occurs;
- To ensure information about a disaster in the area is promptly given to the relevant District Group;
- To perform other functions given to the group under the 'Disaster Management Act – 2003';
- To perform a function incidental to a function mentioned in paragraphs above.

The Chair manages and coordinates the business of the group and ensures it performs its functions.

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.

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; and
- 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 Disaster Management Act 2003. The Group is chaired by a councillor of the local government. The Chair must appoint a local disaster coordinator to manage disaster operations for the area. The Chair may appoint a Local Recovery Coordinator (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.

Permanent Members

Permanent members are members that are considered the core, with the ability to provide a vote in decision making. These permanent members of the Rockhampton Region LDMG include:

Chairperson:	Cr Anthony Williams	RRC
Deputy Chairperson:	Cr Drew Wickerson	RRC
Local Disaster Coordinator	General Manager Regional Services	RRC
Deputy LDC:	Manager Infrastructure Planning	RRC
Assistant LDC:	Coordinator Disaster Management	RRC
	Chief Executive Officer	RRC
	Inspector	QFES
	SES Local Controller	QFES/RRC
	OIC Rockhampton Station	QPS
	OIC Rockhampton	QAS

Voting to confirm consensus/support on critical decisions of the group will occur following discussion and consideration of relevant information available. Where 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.

Advisors and invitees

In addition to its 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 only 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.

Advisors:	Regional Emergency Management Coordinator (QFES)
	Area Director (Rural – QFES)
	Australian Red Cross
	Department of Communities Housing and Digital Economy
	Department of Education, Training and Employment
	Australian Volunteer Coast Guard Association
	Capricorn Correctional Centre
	Department of Transport and Main Roads
	Queensland Health (Community & Public Health Centre)
	Queensland Health (Central Qld Hospital & Health Service)
	Energy Queensland
	St John Ambulance Australia
	Stanwell Corporation (Stanwell Power Station)

The Salvation Army
General Manager Community Services (RRC)
General Manager Advance Rockhampton (RRC)
Manager Airport (RRC)
Manager Fitzroy River Water (RRC)
Capricorn Helicopter Rescue Service
Department of Agriculture Fisheries and Forestry
Telstra
Gladstone Ports Authority
ABC Capricornia
Aurizon
Queensland Parks and Wildlife Services
Department of Natural Resources and Mines

Notice about Membership of a Local Group

Section 37 of the DMA stipulates that the relevant local government for a local group must, at least once a year, give written notice of the members of the group to

- a) the chief executive; and
- b) the chairperson for the disaster district in which the local group is situated.

Furthermore section 14 of the DMR allows a member of a local disaster management group, with the approval of the chairperson of the group, to appoint by signed notice another person as his or her deputy. Deputies may attend a group meeting in the 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.

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.

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.

Roles and Responsibilities

Agencies and organisations have designated responsibilities in disasters which reflect their legislated and/or technical capability and authority with respect to hazards, functions and/or activities of disaster management.

Agency responsibilities are identified, agreed to and documented within the Lead and Support Agencies Disaster Functions Table at the end of this document. Furthermore the Functions Table details the disaster management and support functions of the LDMG. This list/table is not exhaustive; it focuses on the roles and responsibilities. Importantly, this list aims to ensure, from a whole of government perspective, that all accountabilities of the State Government with respect to disaster management have been addressed.

Meetings

The LDMG is required to meet at least once in every six (6) months. The LDMG has resolved to meet four (4) times per year.

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. Under section 13 of the DMR, a quorum for the group is set at one half of the number of members for the time being holding office plus 1; or if one half of the number of members for the time being holding office is not a whole number, the next highest whole number. This is limited to the core LDMG membership and does not include the deputy members if the executive member is in attendance.

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 being outlined as the permanent members.

Action Register

In addition to meeting minutes, the LDMG should produce an actions 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 with regard to the action;
- 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.

Measuring Success

Reporting

Monitoring and evaluating the effectiveness of the LDMG's disaster management will be undertaken by review of member agency reports, completion of the action register, annual report and implementation of lessons management.

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 includes mitigation, planning and community awareness/education activities, capacity and capability development, projects, disaster management plans, operations and contact information. This information assists the LDMG evaluate the status of the disaster management and disaster operations for the local government area. Verbal member status reports would be provided at LDMG meetings by exception (e.g. during disasters).

Annual Report

The LDMG is to identify and provide advice to the District Disaster Management Group (DDMG) about support services required by the local group to facilitate disaster management and disaster operations in the area. Each July an annual report is to be prepared for the DDC to report on the activities of the LDMG, reflecting the effectiveness and implementation of the Plan. A comprehensive written report outlining the performance of the local group of its functions is required to be provided to the DDMG.

Reports to the DDMG will include:

- A list of Disaster Management priorities for the local government area, as per the risk assessment;
- A list of disaster management priorities for the local government area requiring District and State Group support; and
- Information about the operational readiness and preparedness of the local government area.

Implementation

Rockhampton Regional Council Disaster Management Policy

RRC 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 this LDMP.

Strategic and Town Planning Development

In approving development applications, RRC ensures the proposed development is not adversely impacted by natural hazards, such as flooding, bushfire and landslide via planning controls contained in the existing planning schemes and by the application of relevant parts of the building codes, legislation and regulation that ensure buildings and infrastructure are constructed to standards that minimise damage to property and people in a disaster event.

The levels of risk to people, property and critical infrastructure are minimised by a risk based land use planning approach. This is achieved by allocating existing and future land uses and infrastructure in appropriate locations that can function to an acceptable level of risk during a disaster event. This may be through a variety of mechanisms such as:

- Development applications are triggered by an overlay map (showing hazard areas such as flood, bushfire and steep land)
- Setting location, design, construction and operating standards (setting habitable floor levels in buildings and locating essential community infrastructure above a defined flood event)
- Restricting intensification and land uses in mapped hazard areas (zoning land in flood prone areas as open space and parks).

Prevention, Preparedness, Response & Recovery

Prevention

1. Prevention refers to the regulatory and physical measures taken to ensure that emergencies are prevented or their effects mitigated.
2. Prevention measures can be both structural and non-structural and include engineering works, planning controls and land use planning, warning systems and regulations.
3. State Planning Policy sets out the State's interest in ensuring that the natural hazards of flood, bushfire and landslide are adequately considered when making decisions about development. These interests are also reflected in local government planning schemes.
4. Rockhampton Regional Council has undertaken risk assessment studies to enquire into the management of natural hazards. The implementation of the mitigation strategies outlined in those studies is considered a preventative measure and will assist in mitigating the impact of the hazard.
5. Responsible agencies incorporate identified risk treatment options and/or strategies into their corporate planning processes for recognition and implementation.

Risk Management

The LDMG is responsible for the management of risk and to reduce impact, increase community safety and build resilience. The Rockhampton Region LDMG Emergency Risk Management Assessment (2021) has been undertaken using the Queensland Emergency Risk Management Framework.

No natural disaster is ever the same as its predecessor, and recent times have shown that the risks facing our community are changing faster than ever. In order to mitigate and prepare for these changing risks we need to understand them.

The results of the study contain a clear and up to date assessment of the natural hazards that could impact our community. They detail how exposed we are and the strengths and mitigation strategies that we already have in place. Importantly, this document shows that those events we typically see as a threat to our community – such as cyclones and flooding – may not be the threats that pose the greatest risks moving forward. Already over the past few years we have seen an increase in the severity and frequency of bushfires, something we haven't often faced historically, and over the next few years these events are likely to become even more extreme and complex. As we adapt to new threats, it is more essential than ever that we look to understand precisely the risks we're facing, and what we need to do to prepare. This risk assessment will inform the actions taken at Council as well as by the Rockhampton Region Local Disaster Management Group and emergency services organisations across our Region.

Building Codes, Legislation and Regulations

The application of National Construction Codes Series (Building Codes of Australia) and building use regulations aim to ensure that buildings and infrastructure are designed and constructed to standards that minimise damage and injury in an event (up to the design event), and that the building or infrastructure is used for the purpose in which it was intended. Standards and codes should be referred to and enforced particularly for the design and construction of major infrastructure and components of essential services.

The application of certain types of legislation, for example the Australian Dangerous Goods Code, Australian Code for the Transport of Dangerous Goods by Road & Rail, and Work Health and Safety Regulation 2011, which outlines the safe storage and transport of hazardous materials particularly in built up areas, aim to prevent incidents occurring that would endanger the community.

There are various laws and regulations that govern the building, development and land management process. The following provides an overview but not limited to, various pieces of legislation that govern the building industry.

Community Awareness (Public Education)

Community awareness and public education is extremely important to empower the community during times of disaster or emergency. A fundamental challenge for local government and the emergency management sector in general, when aiming to achieve “safer sustainable communities”, is how to effectively engage the community. It is recognised that an “engaged community” involved in the decision making processes associated with emergency management activities is more likely to be responsive and self-managing when emergencies do arise.

Public education consists of an ongoing public awareness program conducted by the Rockhampton Regional Council and partner agencies in conjunction with the LDMG. Council's website and Emergency Dashboard provides access to important information for residents to understand and make arrangements to Get Ready, Respond and Recover.

Warning Systems

Effective warning systems are an essential preventative strategy that aims to convey information to the community relating to the approaching disaster event.

Warnings to the community from the BoM, Queensland Fire and Emergency Services (QFES) and Council, are transmitted via the electronic media and radio as required. Current warning systems in use for disaster management purposes are detailed in relevant sub plans.

Preparedness

Preparedness is having “arrangements or plans to deal with a threat situation or a disaster, that is, the mobilisation of the disaster response structure and resources”.

Preparedness is also about measures that seek to reduce harm caused by a hazard by reducing the community vulnerability and includes measures such as:

- establishing or refining procedures regarding early warning systems, and a public education plan to inform the community of these systems;
- training relevant response personnel on operational implementation;
- considering and planning for the finances and capital required in the event of activating the disaster management plan;
- establishing emergency communication procedures;
- community awareness programs;
- effective information management;
- an up to date local disaster management plan; and
- developing, testing and exercising plans.

The LDMG will encourage an all agency, all hazard ethos within the Group, with all members of the LDMG being encouraged to take this approach, by providing advice and guidance to the LDMG on specific hazards.

The LDMG will identify and review resources annually to maximise response capability. Additionally the LDMG may establish and maintain relationships with lead and support agencies, local community groups, local volunteer service groups, the District Disaster Management Group and the State Emergency Service, (Rockhampton Regional Council SES Unit) to build an ethos of ownership and partnership with the members of the Groups to increase its overall disaster management capability.

The LDMG will identify, prepare and develop operational guidelines for emergency evacuation centres and community recovery centres, with annual reviews.

The LDMG will establish an emergency communication capability and document procedures for its use in an operational plan (emergency use only).

A key element of preparedness is the availability of:

- members of the LDMG trained in the their role and responsibilities;
- trained staff to operate the LDCC; and
- appropriate resources.

The communities within the Region are well known for their resilience and through community engagement and surveys reported they have a level of preparation in place. Residents also reported that while they have taken some steps to plan and prepare, they recognise that there are further actions they need to take.

The Rockhampton Regional Council has developed a community engagement and education strategy to support the LDMG achieve this function. The strategy assists to ensure community education is tailored to the community need, addresses the priority risks and community vulnerabilities.

Sub Plans

A sub plan is a document describing roles, responsibilities and arrangements for performance of a key response or recovery function.

The following sub plans have been endorsed by the LDMG:

- Activation Sub Plan
- Local Disaster Coordination Centre Sub Plan
- Financial Management Sub Plan
- Communication Sub Plan
- Severe Storm, Tropical Cyclone, East Coast Low Threat Specific Sub Plan
- Fitzroy River Flood Threat Specific Sub Plan
- Bushfire Preparedness and Response Threat Specific Sub Plan
- Community Health Threat Sub Plan
- Evacuation Planning Sub Plan
- Evacuation Centre Management Sub Plan
- Recovery Sub Plan

The Sub Plans are approved by the LDMG under the provisions of the *Disaster Management Act 2003* and reviewed annually as a major component of preparedness.

Disaster Coordination Centre Arrangements

The LDMG is responsible to the DDMG for the efficiency of local government operational coordination arrangements. As such, the LDMG is responsible for the provision of a Local Disaster Coordination Centre (LDCC). Refer to the sub plan.

Community Warning and Alert Systems

Warning systems and information require the establishment and refining of procedures regarding their use, and the inclusion of such systems in public education and awareness programs to inform the community of such systems. Typically these include the following:

- Standard Emergency Warning System (SEWS);
- emergency alerts;
- media releases; and
- social media and website updates.

Details of these systems and how they will be utilised when required are in the sub plan.

At a local level, the release of information to the community regarding the emergency and associated threats will be the responsibility of the Chairperson of the Local Disaster Management Group or their delegate. This may be done in conjunction with representatives of lead agencies and/or support agencies.

Training and Exercises

The Queensland Disaster Management Arrangements bring together a number of agencies to work in a coordinated manner to assist communities prepare for, respond to, and recover from disasters.

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 LDMG encourages and in conjunction with QFES, 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 Guardians 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.

Public Education

The DMA section 30 identifies functions of a local disaster management group as:

- ensuring the community is aware of ways of mitigating the adverse impacts of an event; and
- preparing for, responding to and recovering from a disaster.

Public education includes programs designed by Council in conjunction with partner agencies and the LDMG, together with material prepared by agencies, that:

- provide a detailed explanation of particular hazards;
- provide details of practical measures residents can take prior to, during and after a disaster event or incident, to help them prepare for, mitigate and recover from the impact of the event or incident; and
- encourage the public to "Get Ready" through ongoing media campaigns.

Agencies responsible for the provision of public information are as outlined in *the Functions Table*.

The following initiatives are indicative of the activities included within the community education strategy to assist in creating a more aware and resilient community:

- Inclusion of local disaster management plans, community awareness and public education publications and "Emergency Action Guide" within Council's website and emergency dashboard.
- Development of a disaster information pack for distribution to residents in the region.
- Availability for schools and community organisations to book presentations on various hazards relevant to the local community and mitigation actions that may be taken.

Current Capacity/Operational Limitations

The LDMG recognises that response agencies need appropriate levels of equipment to be able to perform their functions effectively and efficiently.

Whilst the group recognises that agencies are responsible for raising and maintaining their own equipment, the group will:

- support applications from the Rockhampton Region's disaster management agencies for funding through grant programs;
- advocate for increases in State and Federal government funding towards local disaster management equipment initiatives;
- encourage agencies to support each other with equipment needs through strategies such as funding support and memoranda of understanding.

A measurement of the LDMG response capability may be achieved through operational activation of the LDMG or by the conduct of exercises (table top, field etc.) that test all or parts of the LDMP. Exercise findings after action report will be tabled at the next LDMG meeting for treatment options to be considered.

Additionally, at LDMG meetings, agencies are required to provide status reports and pre-season reports. They should advise of pre-season preparations and any needs they have coming into the relevant disaster threat season to maximise their capability to respond to an event.

The LDMG's response capability is achieved through:

- support and resourcing of the Rockhampton Regional Council State Emergency Service Unit;
- Council's workforce;
- the capabilities of the various lead and support agencies as detailed in the various role, responsibility and capability tables within this Plan; and
- Agency reporting and notifying of their potential trigger points from business as usual to exceeding their capacity which should be outlined within agency Business Continuity Plans and shared with the LDMG.

Council currently supports Rockhampton Regional Council State Emergency Service Unit via:

- employment of a full time paid SES Local Controller;
- funding through its Budget;
- equipment; and
- access to Council assets.

Groups which form the Rockhampton Regional Council State Emergency Service Unit are located in Rockhampton, Mount Morgan, and Gracemere.

Emergency Planning

The LDMG recognises the importance of planning for disaster events, and actively promotes this amongst the region's disaster management agencies.

When preparing emergency plans, the LDMG will:

- utilise recognised emergency risk management principles;
- adopt a comprehensive, all agencies approach to disaster management;
- consider community preparedness; and
- consult extensively with lead and supporting agencies, and community stakeholders as appropriate.

The LDMG is responsible for maintaining this Plan. In maintaining this Plan, the group expects that all member agencies will be actively involved in the review process required under the DMA.

Lead Agency Sub Plans

The LDMG expects that lead agencies will prepare and maintain written emergency plans that:

- control hazards for which they are responsible; and
- manage the delivery of disaster management functions for which they are responsible.

Lead agencies are responsible for reviewing and updating relevant sub plans for which they are responsible at least annually, and presenting enhancements to the LDMG for consideration.

Community Emergency Plans

The LDMG encourages community groups, businesses, developers and others to prepare emergency and business continuity plans.

The group especially encourages organisations that care for vulnerable sectors of the community (e.g., aged care facilities) to prepare emergency plans. This is in recognition that disaster management is a shared responsibility between all entities.

Response

The principle purpose of emergency response is the preservation of life, property and the environment. Response is defined as the “actions taken in anticipation of, during and immediately after an emergency, to ensure its effects are minimised and that people affected are given immediate relief and support”.

It includes:

- timely activation of the LDMG & LDCC;
- utilising all available resources to ensure timely and reliable information is provided to the community; and
- coordinating resources to respond to the disaster event.

The disaster arrangements stipulate that local government should primarily be responsible for managing events in its local government area. Under section 30 of the DMA, functions of a LDMG include:

- managing disaster operations in the Rockhampton Regional Council area under policies and procedures decided by the State Disaster Management Group; and
- identifying and coordinating the use of resources that may be used for disaster operations in the area.

Disaster operations are defined as activities undertaken before, during or after an event that happen 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 LDMG recognises that the response to a disaster event:

- needs to incorporate all those actions that help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, to a particular and specific disaster event;
- may commence prior to the impact of an event, if advance warning is given and known;
- concludes once the risks of loss of human life, illness or injury, property loss or damage, or damage to the environment are reduced to an acceptable level as deemed by the LDMG;
- and/or concludes when agencies have the internal capacity and capability to manage all anticipated requests, through the LDMG.

Response Capability

The LDMG has a strong response capability in that it is well equipped, well-staffed and has a reliable assembly of resources including access to:

- Rockhampton Regional Council response and equipment resources;
- Queensland Ambulance Service response and equipment resources;
- Queensland Fire and Emergency Services response and equipment resources;
- Queensland Police Service response and equipment resources;
- State Emergency Service response and equipment resources;
- access to equipment (including heavy equipment) and plant within Council and through commercial providers, which is accessible through the LDCC;
- Personal Protective Equipment held by lead agencies; and
- volunteers of the many community organisations within the region.

Agencies listed have appropriate resources to deliver their agreed roles and responsibilities.

Organisation for control

The LDMG recognises that the control of the disaster response is the responsibility of the relevant lead agency. Support required by the lead agency, upon implementation of this LDMP will be coordinated by the LDC through the LDCC.

Coordination of Disaster Operations

The responsibility of the functional coordination of disaster operation sits with the appointed LDC. The LDC has the following functions under s.36 of the *Disaster Management Act 2003*:

- to coordinate disaster operations for the local group;
- to report regularly to the local group about disaster operations; and
- to ensure, as far as practicable, that any strategic decisions of the local group about disaster operations are implemented.

In order to achieve this, the LDCC is prepared and able to be activated to aid the LDC in the coordination of disaster operations.

Declaration of Disaster Situation

The District Disaster Coordinator (DDC) may, with the approval of the Minister, declare a disaster situation for a district or part of it under s.64 of the *Disaster Management Act 2003*. There are conditions that must be met first and provides extra powers to particular officers to perform actions, give directions and control movements within the declared area. Section 75 describes that an ambulance officer, fire officer, health officer and police officer can be authorised to exercise declared disaster powers for the disaster situation as authorised by either the chairperson of the State Group or the relevant district disaster coordinator. Additionally s.77 details the general powers that can be exercised by these people. To facilitate the declaration of a disaster, the chair of the LDMG will seek to consult with the DDC to provide support and appropriate awareness of the event.

Threat Escalation

The LDMG, and all lead and support agencies must be aware of the potential for the threat being addressed to escalate to a point where the resources of the lead and/or support agency are insufficient to adequately respond, in which case the lead agency shall advise the LDMG of the situation and of the resources required.

The LDMG may then request additional resources via the DDMG.

The Chairperson of the LDMG has responsibility for activating the LDMG and the LDCC and determining the stage of activation required. Activation of the LDCC is to be as per the sub plan.

Operational Assessment

Agency Liaison Officers (ALOs) from relevant agencies/organisations may be required to attend the LDCC. These officers are experienced and highly ranked in their field with the authority to commit their organisations resources in support of the LDMG/LDCC operations.

During activation of the LDCC, agency liaison officers will establish communication with their parent agency field personnel via their control centres in order to provide accurate information to the LDCC in regards to their agencies operational needs in the field.

Mobilisation of Resources

Upon the decision by the Chair of the LDMG to mount an operation and/or activate the LDCC in response to a disaster or emergency event the Local Disaster Coordinator will advise key personnel of all organisations as per relevant SOPs.

The extent of resources required will depend on the type and size of the event/disaster; therefore, it is not possible to state that the local government has sufficient resources in the event of a disaster.

Should available resources prove to be insufficient the LDMG will request assistance from the District Disaster Coordinator through the submission of Request For Assistance form.

Each voluntary group, service agency or organisation is to operate and command its own resources (material and man power) providing regular updates through the LDCC and LDMG and will be allocated tasks of those resources by the LDMG and/or LDCC through their liaison officer or delegate.

Resupply Operations

Within the Rockhampton region, resupply operations will need to be carried out to certain areas in various types of disasters. Community awareness and public education is used to inform residents of the preparations they should be making prior to an event but sometimes the preparations are not completed in time or the event is longer than anticipated and the pre-stored items run out therefore requiring resupply to some residents.

There are three forms of resupply:

- Isolated Community Resupply
- Isolated Rural Property Resupply
- Resupply of Stranded Persons

Support from External Agencies

In the event of activation of the LDMP and LDCC communication will be established with the District Disaster Management Group via the District Disaster Coordinator or their nominated representative.

Communication will be by telephone, email, face to face and the provision of:

- regular status reports (frequency as determined by DDMG);
- LDMG representation at DDMG meetings;
- participation in DDMG telephone conferences;
- submission of "requests for assistance" as required/determined by LDMG; and
- establishment of electronic (email) communication where possible between LDMG & DDMG as well as the previous points.

The type and level of support to be provided by external agencies would depend on the type of event. However, due to current access problems to Rockhampton and surrounds when flooding occurs it is envisaged that there could be requests for fuel, food, medical supplies and water resupply. The potential also exists for specialist external assistance to be required for rescue of persons (i.e. isolated due to floodwaters, swift water rescue, urban search and rescue). These are just some examples.

Following Queensland Disaster Management Arrangements, once a group's resources within the local government's area are exhausted a request is sent upwards to the next level. Should available resources at the local government area level prove to be insufficient; the LDMG will request assistance from the District Disaster Coordinator through the submission of Request For Assistance. Requests can then be escalated from District to State and finally Commonwealth support can be requested should State resources be exhausted or not available.

Functional Arrangements

Lead Agency

A functional lead agency is the agency in control of the management of a disaster function when this LDMP is activated. Control relates to managing “what should be done, when and by whom”.

Control operates vertically across agencies that are contributing to the management of the particular hazard. For example, during a cyclone event, RRC is the lead agency, and will control all agencies that are contributing to evacuation centre/emergency shelter management. This includes giving directions and tasks to supporting agencies and opening and allowing access to centres.

Being in control does not mean that the lead agency supplies all the resources to deliver a function. A lead agency will be supported by other agencies that have an agreed role to support the delivery of the disaster management function. For example, in the management of evacuation shelters/emergency shelters, RRC is assisted by a number of agencies.

Control does not extend to commanding the resources (personnel and equipment) of other agencies. Each agency is responsible for commanding their own assets.

Lead agency status is usually bestowed by legislation, common law, regulations, or by endorsement of the LDMG.

Support Agency

A support agency supports the lead agency in the delivery of a disaster management function through actions or the provision of personnel and equipment.

While under the control of a lead agency, support agencies retain responsibility for commanding their resources and ensuring that their own standard operating procedures are correctly implemented.

Coordination

When this LDMP is activated, the LDMG is responsible for the overall coordination of disaster events. The Group is to ensure that information and resources are acquired and distributed where needed and when needed.

During a disaster, a number of lead agencies may be in operation at the same time. For example, a disaster may involve the management of a number of threats, and the delivery of a number of disaster management functions (such as evacuation, shelter management and community support).

Coordination is about ensuring lead and support agencies have the resources and information needed to carry out their agreed roles. Under this plan, the LDMG is responsible for ensuring coordination of the response to an event including coordination of resources, information, intelligence, communication and all agencies involved.

Coordination operates horizontally across agencies, but does not extend to the control of threats or functions or to the command of agency resources.

Threat Specific Arrangements

Threat-Specific Lead Agencies

A threat-specific lead agency is the agency in control of the management of a specific threat when this LDMP is activated. Control relates to managing "what should be done, when and by whom". Control operates vertically across agencies that are contributing to the management of the particular threat.

For example, during a wildfire threat, the Queensland Fire and Emergency Services are the lead agency and will control all agencies that are contributing to wildfire management through the LDMG and LDCC. This includes giving directions and tasks to supporting agencies, allowing access into various zones and determining the need for evacuation.

Being in control does not mean that the lead agency supplies all the resources to manage a threat. A lead agency will be supported by other agencies that have an agreed role to support the management of the threat.

Control does not extend to commanding the resources (personnel and equipment) of other agencies. Each agency is responsible for commanding their own assets.

Lead agency status is usually bestowed by legislation, common law, regulations, or by agreement of the LDMG. Lead agency threat specific plans are normally activated by a threat specific regional representative on the LDMG.

Support Agency

A support agency supports the lead agency in the management of a threat through actions or the provision of personnel and equipment.

While under the control of a lead agency, support agencies retain responsibility for commanding their resources and ensuring that their own standard operating procedures are correctly implemented.

Post Impact Assessment

The purpose of post impact assessment is to provide emergency or disaster managers with a source of comprehensive, standardised information on the impact of a hazard. This information can be used to set priorities and make management decisions relating to the response to an emergency or disaster and to the initial steps leading to recovery.

Post disaster assessment is a key process in the response and recovery stages of the disaster management continuum. Immediately after a hazard has affected a community, there is a need to identify what the impact has been and what needs to be done to ensure the safety of life and property and to return the community to normality.

These processes require information. In the early stages of an emergency or disaster, information may be scarce or it may be overwhelming. It will almost certainly be confused, fragmented, conflicting, biased, inappropriate, inaccurate or wrong. The availability of information and its quality will improve with time. Early decisions, made on the basis of limited information, can then be refined or changed, if necessary.

Impact assessments examine the ways in which the hazard has affected the community or communities. Information collected and analysed during the initial assessment becomes baseline data.

The type of information that needs to be processed during impact assessments will vary with the hazard, the severity of the impact, the complexity of the community and the area to be assessed. It will also vary according to the amount and accuracy of baseline data with which it can be compared.

When compiling impact assessment information, the information can include:

- the area affected, by geographical location and size (with breakdowns into areas of severity if appropriate);
- the major causes of casualties and damage;
- human effects and casualties including the number of:
 - people affected
 - deceased (and whether deaths are continuing);
 - injuries and types (major or minor) and illnesses and people missing;
 - people who have had to evacuate or have been displaced and the places to which they have moved; and
 - people homeless or requiring shelter or evacuation;
- damage details, including to;
 - homes destroyed or damaged;
 - key community buildings destroyed or damaged;
 - other buildings destroyed or damaged, including commercial premises and suppliers of basic necessities to the community;
 - lifelines and other key infrastructure;
 - transport systems;
 - agriculture and food supply systems; and
 - key local economic resources such as industrial premises;
- identification of secondary hazards that may pose a threat in the immediate future;
- sources, availability and purity of water for drinking and other purposes;
- environmental health and sanitation threats;
- availability of food supplies at family and community level;
- available medical staff, facilities and supplies within the affected area and their activities;
- resources that have survived the disaster and might be usable in the response;
- the capacity of local government and emergency management structures to manage the local response and recovery; and
- government, community and other organisations operating in the area and their activities.

Needs Assessment

Needs assessments deal with the type, amount and priorities of assistance needed by an affected community after a disaster or emergency. Their purpose is to identify the:

- needs of the affected community or communities to save and sustain life and reduce the risk of further damage and provide an indication of their urgency;
- needs that can be met from within the affected community and those that can only be met with outside assistance; and
- specialised needs of the affected community for recovery, the resources available to meet those needs from within the community and the external assistance that may be needed.

The information that should be sought during a needs assessment immediately after a disaster may include the personnel, resource and equipment requirements for:

- search and rescue;
- medical evacuation;
- evacuation of survivors;
- medical and health support;
- environmental health;
- water supply and purification;
- sewerage services;
- shelter (including clothing, furniture etc);
- human (and animal) food (including storage, cooking, delivery etc): restoration of lifelines; and
- delivery of assistance.

Operational Reporting Event Action Plan (EAP)

During the activation of the LDMG and LDCC at the beginning of each shift a brief will be provided by the LDC to all LDMG members and the LDCC staff. The direction of the actions and strategies of that shift will be guided by this LDMP and they will also provide details to the Planning Officer and the LDC for the EAP to be developed for the oncoming shift. This document is kept within the Guardian system and is highlighted for all staff in the LDCC to refer to during their shift. It is then saved for future reference and the Guardian copy is updated.

Situation Report (SitRep)

During disaster operations it is important to keep all relevant organisations informed, primarily the District Disaster Management Group. Sitreps are used to ensure the accurate capture of all information from the various areas of the operations to inform decision makers regarding response activities, forward planning and to communicate the current and forecast situation of the event. All LDMG members are required to contribute to the report utilising Council's disaster management incident management system Guardian IMS.

Hot Briefs and Post Event Briefs

A hot brief is held either at the end of operations or intermittently through protracted events. It allows the review of what has happened within disaster operations, sharing lessons learnt, identify issues that have occurred and any solutions that were found. These can be implemented as soon as discussed and the current processes are reviewed. Furthermore a post event brief can be held a few days or up to a week after the completion of the operations. This allows participants to think over their involvement and the effectiveness of the operation.

Post Operations Reporting

Incorporating the details provided during the briefs, compiling the SitReps and IAPs and looking at the statistic reports that can be exported from Guardian regarding the number of jobs, tasked agencies, etc., provided the information required to complete a Post Disaster Assessment. This is additional to the Impact and Needs assessments and other reports compiled during and after an event.

Providing Support Outside of Rockhampton Region

Upon request by the DDC, the Chair of the LDMG, or delegate, may activate the LDMG and this plan for the purposes of providing support to disaster- affected communities outside of the Rockhampton Region. This may also include Council to Council requests (C2C).

Financial Planning

The LDC is to provide guidance to the Council in relation to planning, operational finances and the capital required to activate the LDMG and LDCC to the appropriate operational level of readiness taking into account the following considerations:

Council's financial management policy and procedures will govern all financial delegations and authorisations to expend funds, recording of expenditure etc. Lead and Support Agencies should also record all costs associated with a disaster response in accordance with their respective organisational financial management policies and procedures. Details are contained in the sub plan.

Warnings and Public Information

At a local level, the release of information to the community regarding the emergency, and associated threats, will be the responsibility of the Chairperson of the LDMG or their delegate. Distribution of information to the public should occur prior to and during activation of the LDCC.

In accordance with the LDCC Sub Plan, once the LDCC has been activated, the Local Disaster Coordinator is to appoint a media liaison officer who will be responsible for:

- notifying the media of the public telephone number for seeking assistance;
- arranging all media briefings; and
- dealing with enquiries from media representatives.

Should evacuation of an at risk area be required the lead agency in conjunction with the Queensland Police Service (and other agencies deemed necessary or appropriate by the lead agency) and where possible in consultation with the Chairperson or Deputy Chairperson of the LDMG, will be responsible for advising the public of the need for evacuation.

In events where local government is the lead agency, the Chairperson/Deputy Chairperson of the LDMG shall be involved in making public announcements and providing press releases. In events where local government is not the lead agency, public announcements and communication should be endorsed by the LDMG and/or LDCC prior to release by the agency or the above process.

Consideration must be given to special needs groups such as hearing impaired and people of non-English speaking background when releasing relevant information and warning.

Information Management

All information (incoming and outgoing) in regards to the management and response to an event must be communicated through the LDCC as detailed in the LDCC sub plan. The use of the incident management software in the LDCC makes the management of information much more efficient and is invaluable as an operational and tasking log. Recording requirements are set out as tasks and all actions taken within the Centre are captured within the program. Individual running logs are also to be maintained.

Document Management

Once a disaster event begins all participating agencies are responsible for the management of all documents such as, but not limited to, records of inspections of preparedness, activities of officers and response records.

Recovery

The primary aim of recovery is to assist the affected community to regain a proper level of functioning following a disaster both initially and in the long term.

Recovery is the coordinated process of supporting affected communities in the reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical wellbeing.

The five elements of recovery are:

- Human-social (including psychosocial recovery);
- Building;
- Transport;
- Economic (including financial and political considerations and business continuity); and
- Environmental.

Recovery – Management Structure

Local recovery services should, to the extent possible, be managed at the local level.

Recovery commences as soon as possible after the disaster event and includes activities and services needed to restore the emotional, social, economic and physical well-being of an affected community. For this purpose a sub plan outlining more specific recovery arrangements has been developed

The Recovery Sub Plan identifies relevant possible members who perform critical roles in the recovery process and therefore could form the recovery sub group which would be the body responsible for planning and advising the LDMG of a best possible recovery process for impacted communities of emergency or disaster events within the Council area. The recovery sub group is chaired by the Local Recovery Coordinator.

It is important that any assistance provided to the community empowers them to recover themselves and does not take away individual autonomy. It should provide them the necessary tools to assist them in their endeavours to return back to normality. Where local capacity requires support the District and State Recovery groups can be requested to provide assistance.

Human-social Recovery

Human-social recovery involves the immediate, short, medium and long term health and social well-being of the community, and the longer term returning of the community to normal functioning.

In terms of short-term recovery, the LDMG will:

- provide coordination assistance and support to community recovery agencies through the LDCC;
- take over the Evacuation Centre Sub-plan and implement the Recovery Sub-plans as required;
- provide information to the public through the media to advise of local community support agencies and services, and financial assistance available through the Department of Communities, Housing and Digital Economy and Rockhampton Regional Council and any other agencies including insurance agencies;
- provide for the specific needs of culturally and linguistically diverse groups through existing networks and community groups, where these exist;
- provide for the special needs of elderly, disabled and other groups through existing networks and community groups, where these exist;
- ensure psychological first aid (trauma counselling) is made available to the community through the resources of Queensland Health, Department of Communities, Housing and Digital Economy and supporting community organisations; and
- The LDMG recognises that human & social recovery of a community often requires a long-term commitment to a collaborative partnership of funded and non-funded organisations and agencies. The LDMG recognises its critical role in supporting the efforts of these agencies to achieve a locally led recovery of the impacted community.

Infrastructure Recovery

Infrastructure recovery involves restoring critical infrastructure, non-critical government and community infrastructure and privately owned infrastructure.

Critical and Essential Infrastructure

During a disaster event the LDMG will give first priority to reinstating the region's critical and essential infrastructure. Strategies to be implemented will include:

- Water services will be reinstated, where possible, by Fitzroy River Water (FRW). If these services are not operating, public information/warnings will advise of alternative arrangements, which will depend on the condition of facilities and the availability of alternative sources for continuity of supply.
- Sewerage services will be reinstated, where possible, by FRW. If these services are not operating, public information/warnings will acknowledge the failure of the system and advise of alternative arrangements that should be followed to ensure public health and safety.
- Electricity/power is supplied to the Region via overhead transmission lines from the main Rockhampton feeder station to a network of substations. Advice from Ergon Energy is that the substations have been designed with 100 year ARI immunity; however there could be problems in accessing some of these facilities. Ergon Energy has an Emergency Management Plan for responding to widespread loss of power.
- Telecommunications in the region is serviced by modern networks supplied by Telstra, Optus and various other providers. Whilst copper cables still exist in areas of the region, the majority of the trunk main network is fibre optic cable. The NBN network is in use in the area. The providers have restoration responsibility for their telecommunication services and associated infrastructure and have plans in place for facilitating this. The major Telstra exchanges are not vulnerable to flood inundation; however in the event of loss of power most exchanges have a back-up diesel system with fuel storage capacity.
- Radio communications are the contingency for a telecommunications failure and are also utilised by many services in everyday activities. The major radio tower situated on Mt Archer near Rockhampton provides communications for a majority of the region. Consequently access to Mt Archer needs to be maintained.
- Roads and Bridges, restoration of local roads and bridges is the responsibility of RRC. Restoration of state and national roads and bridges is the responsibility of the Queensland Department of Transport and Main Roads. These agencies will be responsible for damage assessment of these assets, restoration works, implementing alternative routes and advising the LDMG and the public about conditions and alternate routes.
- Buildings, RRC will be responsible for inspection of and restoration of local government buildings. Energy and Public Works will be responsible for the inspection and restoration of State buildings. The restoration of privately owned critical infrastructure will be the responsibility of the asset owner, with owners being required to follow all relevant laws and regulations. Owners of privately owned critical and essential infrastructure may request the LDMG to consider providing assistance with restoring the asset to partial or full operations, provided the group considers the asset provides an essential service to the community.

In the event of activation of the Queensland Disaster Relief and Recovery funds may be made available to assist the recovery of public infrastructure.

Non-critical government and community infrastructure

Owners of non-critical government and community infrastructure will be responsible for the restoration of their own assets.

In the event of activation of the Queensland Disaster Relief and Recovery funds may be made available to assist the recovery of public infrastructure.

Private non-critical infrastructure

Owners of private assets will be responsible for the restoration of their own assets. The LDMG encourages all owners of assets to ensure that they have appropriate insurance in place.

During an event which includes large numbers of homes and businesses damaged, the LDMG will:

- coordinate the provision of safety inspection services, utilising the services of the Queensland Building Services Authority, Housing Industry Association, Master Builders Association, and private contractors, as appropriate or through grant funding for the home owner; and
- Work with the Insurance Council of Australia to facilitate access to insurance services.

In the event of activation of the Disaster Relief and Recovery Arrangements, funding assistance (loans) may be available to the owners of business infrastructure and grants and assistance through the Department of Communities, Housing and Digital Economy may be made to individuals and families to restore essential personal infrastructure.

Recovery

Economic Recovery

Commercial and agricultural sectors of the region may be subject to losses including business disruption. The impact to local economic activity may cause hardship in terms of provision of services, food supply, communication and social dislocation, as well as loss of employment and community services.

The LDMG expects that businesses operating within the region have:

- business continuity plans; and
- appropriate levels of insurance to cover commercial losses.

Economic recovery will depend on the severity of the event. The LDMG may include the following strategies in the recovery process:

- encourage insurance companies to assess and compensate business for losses, including business disruption considerations;
- facilitate and encourage business to re-establish for the benefit of themselves and the Community;
- involve the local business community in re-establishment processes; and
- promote and provide assistance in seeking disaster relief funds that may be available under state or national disaster relief programs to ensure long-term viability of the sector.

The LDMG recognises that the Department of State Development is the lead agency for business recovery and the group will support the efforts of this Department through the process.

Environmental Recovery

During disaster events there is great potential for environmental damage within the Council area. Both the natural and non-natural environment is vulnerable.

With respect to the natural environment, rivers, creeks, water supplies, conservation areas, and the ecosystem in general may be in need of recovery.

Depending on the nature of the event, assessment of the damage caused to the environment may be difficult to measure. During a disaster event, the LDMG may implement the following short-term environmental recovery strategies:

- Request the assistance of the Department of Environment and Heritage Protection in conducting environmental assessments;
- Carry-out assessment of water quality including ongoing monitoring; and
- Display relevant warning signs.

With respect to recovery of the natural environment, the LDMG recognises that the Department of Environment and Heritage Protection is the lead agency, with support from RRC and other agencies as required. The LDMG will support the efforts of the Department of Environment and Heritage Protection throughout the recovery process wherever possible.

With respect to the non-natural environment (e.g. parks and the built environment), the LDMG recognises that Council is the lead agency.

Roles and Responsibilities

Reflecting the State Disaster Management Plan the following tables describe the roles and responsibilities and functions of agencies.

Agency	Roles & Responsibilities
Rockhampton Region Local Disaster Management Group	<ul style="list-style-type: none"> ▪ Functions as allocated to the group under section 30 of the DMA ▪ Development of comprehensive local disaster management planning strategies ▪ Design and maintenance of a public education/awareness program, which is delivered through member agency resources ▪ Coordination of support to response agencies ▪ Reconnaissance and impact assessment ▪ Provision of public information prior to, during and following disaster events ▪ Recommended areas/locations to be considered for authorised evacuation ▪ Public advice re voluntary evacuation ▪ Identification, resourcing, staffing, management and operation of evacuation centres ▪ Coordinate locally based community support services ▪ Design, maintenance and operation of a local disaster coordination centre, including the training of sufficient personnel to operate the centre ▪ Coordination of recovery support services ▪ Co-ordination of volunteers to assist owners in clean-up of private dwellings.
Rockhampton Regional Council	<ul style="list-style-type: none"> ▪ Prioritise and maintain essential services to the community ▪ Establishment of Local Disaster Co-ordination Centre ▪ Local public warning and advice ▪ Maintain an SES unit in accordance with the DMA ▪ Provide information, advice & updates to LDMG as required ▪ Coordinate/facilitate community recovery ▪ Provide and maintain systems and staff for LDCC
Rockhampton Regional Council State Emergency Service Unit	<ul style="list-style-type: none"> ▪ Provide membership to RRC LDMG ▪ Management information system for SES volunteers ▪ Provide information, advice & updates to LDMG as required ▪ Provide liaison officers to the RRC LDCC ▪ Assist the community to prepare for, respond to and recover from an event or disaster ▪ Search operations for missing persons (QPS to coordinate) ▪ Provision of emergency lighting ▪ Flood boat operations – search & rescue (QPS to coordinate) ▪ Tarping damaged roofs ▪ Sandbagging ▪ Chainsaw operations (cutting & removing fallen trees or trees at risk of falling) ▪ Support to agencies/services as required ▪ Assistance in community information services ▪ Augment emergency communication ▪ Assistance in traffic control ▪ Perform activities to raise the profile of the SES ▪ Recovery Operations ▪ Support flood barriers ▪ Support resupply operations.

Agency	Roles & Responsibilities
Queensland Ambulance Service	<ul style="list-style-type: none"> • Pre hospital assessment, treatment and transportation of injured persons • Assistance with evacuation (medical) • Provision of advice regarding medical special needs sectors of the community • Initial treatment and transport of casualties • Initial triage of casualties • Provide information, advice & updates to LDMG as required.
Ergon Energy	<ul style="list-style-type: none"> • Maintenance of electrical power supply • Advice in relation to electrical power • Restoration of power supply • Safety advice for consumers • Clearance of debris from power lines • Power isolation where necessary • Provide information, advice & updates to LDMG as required.
Telstra	<ul style="list-style-type: none"> • Restoration of Telstra services • Advice re Telstra infrastructure damage • Provision of emergency telecommunication equipment • Provide information, advice & updates to LDMG as required
Queensland Department of Transport and Main Roads	<ul style="list-style-type: none"> • All issues relating to State Controlled Road network • Assistance in tracing of animal and livestock products being transported • Halting, off-loading and disinfecting of transportation vehicles as required • Implementation of vehicle detour routes for state controlled roads • Provision of heavy earthmoving equipment and manpower • Provide information, advice & updates to LDMG as required.
St John Ambulance	<ul style="list-style-type: none"> • First Aid • Assist QAS as required with treatment & transport of injured persons • Provide information, advice & updates to LDMG as required • Assist with First Aid of SES while undertaking recovery operations.
Queensland Health	<ul style="list-style-type: none"> • Public health advice and warnings • Psychological and counselling services • Coordination of medical resources • Provide information, advice & updates to LDMG as required.
Red Cross	<ul style="list-style-type: none"> • 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 • Provide information, advice & updates to LDMG as required.
Department of Communities, Housing and Digital Economy	<ul style="list-style-type: none"> • Disaster relief assistance funding • Provide information, advice & updates to LDMG as required. <p>Housing and Homelessness</p> <ul style="list-style-type: none"> • Direct responsibility for people residing in social housing properties. • Management responsibility for department-funded community housing and homelessness services. • Respond to all residents in the affected areas who are seeking housing assistance as a result of being displaced from their housing. • Leading or participating in a coordinated approach between agencies that have housing related strategies in relation to medium and long term recovery.

Department of Environment and Science (National Parks)	<ul style="list-style-type: none">▪ All issues within Parks camping grounds/facilities.▪ Provide information, advice & updates to LDMG as required.
Department of Agriculture and Fisheries	<ul style="list-style-type: none">▪ Co-ordination of resources in exotic animal disease outbreaks.▪ Detection of source of infection.▪ Slaughter and disposal of animals and infective agents.▪ Evaluation and compensation.▪ Control of movement of animals, animal products, vehicles.▪ Disinfection/disinfestation.▪ Public advice and information.▪ Provide information, advice & updates to LDMG as required.

Functions

Disaster Management Function	Responsible Persons/Agency	Key Accountabilities
Plan Management	Local Disaster Management Group	<ul style="list-style-type: none"> ▪ 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 and disaster operations in the area. ▪ Develop effective disaster management and regularly review and assess the LDMP. ▪ Assist RRC to prepare Local Disaster Management Plan. ▪ Identify, and provide advice to the DDMG about support services required to facilitate disaster management and disaster operations in the area. ▪ Ensure the community is aware of ways of mitigating the adverse effects of an event and preparing for, responding to and recovering from the disaster. ▪ Manage disaster operations in the area under policies and procedures decided by the State Group. ▪ Provide reports and make recommendations to the DDMG about matters relating to disaster operations. ▪ Identify, and coordinate the use of resources that may be used for disaster operations in the area. ▪ Establish and review communication systems in the group and with the DDMG in an event of a disaster. ▪ Ensure information about a disaster in the area is promptly given to the DDMG. ▪ Conduct annual exercises to test/review the Local Disaster Management Plan. ▪ Coordination of activities of member organisations in times of emergency.
Liaison with District Group	Chairperson – Local Disaster Management Group	<ul style="list-style-type: none"> ▪ Attend meetings of DDMG.
	Local Disaster Coordinator	<ul style="list-style-type: none"> ▪ Liaise with the Executive Officer District Disaster Management Group in relation to advice and support services available to the local group.
Support Functions		
Risk Assessment	Local Disaster Management Group	<ul style="list-style-type: none"> ▪ Identify, analyse and evaluate relevant risks of disasters/events to the community with a view to implementing mitigation measures aimed at decreasing or eliminating the impact of such events on society and the environment. ▪ Implement risk management programs where appropriate. ▪ Source funding/assistance.

Disaster Management Function	Responsible Persons/Agency	Key Accountabilities
Community Awareness	Local Disaster Management Group	<ul style="list-style-type: none"> ▪ Develop community awareness and education programs on an annual basis. ▪ Conduct community awareness/education programs. ▪ Provide and distribute information brochures to members of public. ▪ Publish and distribute Action Guide re natural disasters. ▪ Provide regular reports regarding community awareness and education program activities to the Executive Officer, DDMG.
Operational Planning	Local Disaster Management Group Members Local Disaster Management – Support Groups	<ul style="list-style-type: none"> ▪ Regularly review and revise LDMP and Sub Plans to ensure operational readiness. ▪ Prepare SOPs relevant to all areas of operations.
Coordination of Disaster Management Training	Local Disaster Coordinator/ Coordinator Disaster Management	<ul style="list-style-type: none"> ▪ Conduct annual exercise to test/review LDMP and ensure staff is trained in disaster management. ▪ Conduct skill audit of disaster coordination centre volunteers. ▪ Identify training requirements of disaster coordination centre volunteers. ▪ Implement/resource training courses for disaster coordination centre volunteers. ▪ Identify training requirements of other disaster management staff. ▪ Implement/resource training courses for disaster management staff.

Lead and Support Agencies Disaster Functions

Function	Lead Agency	Support Agency
<p>DISASTER COORDINATION To assist the LDMG to coordinate the actions, information and resources required to effectively respond to a disaster and to assist the group communicate with the DDMG.</p>	Rockhampton Regional Council	LDMG & DDMG
<p>HUMAN AND SOCIAL The provision of immediate and continuing care of disaster affected persons who may be threatened, distressed, disadvantaged, homeless or evacuated and the maintenance of health, well-being and prosperity of such persons with all available community resources until their rehabilitation is achieved.</p>	<p>LDMG Local government and disaster management groups may be required to determine the immediate relief needs of persons displaced or severely impacted by an event.</p> <p>Department of Communities, Housing and Digital Economy - where identified recovery needs cannot be met by the capacity of the local community, service requests for support may be escalated.</p> <p>The DCHDE may support recovery hubs to provide hardship assistance, psychological first aid and access to a range of support and information services.</p>	<p>Department of District Community Recovery Committee Australian Red Cross Salvation Army St Vincent de Paul Service Clubs Queensland Health (Social Workers) Culturally and Linguistically Diverse Community Organisations</p>
<p>EVACUATION MANAGEMENT To provide for the planned relocation of persons from dangerous or potentially dangerous areas to safer areas and eventual return.</p>	LDMG	<p>Queensland Police Service Rockhampton Regional Council State Emergency Service Queensland Ambulance Service Department of Transport and Main Roads Q Rail Other private transportation providers</p>
<p>EVACUATION CENTRE/ EMERGENCY SHELTER MANAGEMENT To manage facilities (evacuation centres/ emergency shelters) that provide disaster affected people with their basic human needs. These include accommodation, food/water, community information, and personal support</p>	LDMG	<p>Australian Red Cross Salvation Army Lifeline St Vincent de Paul RSPCA St John Ambulance</p>

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Function	Lead Agency	Support Agency
as the starting point to assisting people recovering from an event.		
<p>IMPACT ASSESSMENT To assist the LDMG in planning, formatting, and conducting a complete initial impact assessment. This assessment gathers information on the magnitude of the event, and the extent of its impact on both the population and the community infrastructure.</p>	LDMG	All member organisations of the LDMG
<p>DAMAGE ASSESSMENT QFES undertakes damage assessments to gather information about the number of homes and buildings damaged and the nature of the damage.</p>	QFES	QRA
<p>MASS CASUALTY/ FATALITY, MEDICAL SERVICES AND PUBLIC HEALTH To provide coordination of the health and medical resources needed in responding to medical care needs following a disaster event. To assist in the protection of the community, via temporary or preventative health measures to minimise the threats to public health.</p>	Queensland Health	Queensland Police Service LDMG Private Medical Practitioners Day surgery facilities Private In-Patient Care Providers (Hospitals, Hospices, Nursing Homes) Private Domiciliary Care Providers Queensland Ambulance Service
<p>PUBLIC INFORMATION AND WARNINGS To provide for the effective collection, monitoring, management and dissemination of accurate, useful and timely information and warnings to the public during disaster events.</p>	LDMG (Lead agency of Rockhampton Regional Council)	DDMG Electronic media Print media Bureau of Meteorology QFES Community organisations
<p>PUBLIC WORKS AND ENGINEERING To provide for the continuity of service of essential water, power, communication and sewerage services, building inspections, road, rail, bridge and marine facility damage assessment, maintenance or repair, and demolitions and debris clearing as required.</p>	Asset Owners: Rockhampton Regional Council DTMR (Road and Marine) Queensland Rail Department of Communities, Housing and Digital Economy Ergon Telstra	Powerlink NBN
<p>SEARCH AND RESCUE Provide support to communities after a disaster event and to coordinate the use of resources in</p>	Queensland Police Service	Queensland Fire & Emergency Service State Emergency Service

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Function	Lead Agency	Support Agency
search and rescue in response to an actual or potential disaster condition.		Queensland Ambulance Service Australian Volunteer Coast Guard
RESUPPLY OPERATIONS To ensure that communities are re-supplied with food and other essentials during times of isolation.	QFES LDMG QPS	Retailers Suppliers District Disaster Management Group QFES
TRANSPORT To coordinate the use of transportation resources to support the needs of local government, voluntary organisations and other disaster support groups requiring transportation capacity to perform their emergency response, recovery and assistance missions.	LDMG QPS Traffic Management Road Recovery TMR	RRC Air Carriers Marine Carriers Private transport contractors Private companies with suitable heavy vehicles Voluntary agencies with transportation available Queensland Rail Queensland Transport.

Threat Specific Lead and Support

Threat	Lead Agency	Support Agency
Blue Green Algae Bloom	Rockhampton Regional Council	Qld Health
Contaminated Water Supply	Rockhampton Regional Council (Fitzroy River Water)	Qld Health Queensland Ambulance Service General Medical Practitioners Queensland Police Service State Emergency Service
Cyclone & Storm	Rockhampton Regional Council	State Emergency Service Queensland Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Qld Health Australian Volunteer Coast Guard Department of Environment and Science - Parks and Forests
Dam Failure	Rockhampton Regional Council (Stanwell – Storage Dam; Sunwater – Eden Bann)	State Emergency Service Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Qld Health Department of Natural Resources

Earthquake	Rockhampton Regional Council	State Emergency Service Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Energy and Public Works Qld Health
Exotic Animal/Plant Disease (including aquatic)	Department of Agriculture and Fisheries (Biosecurity Queensland)	Queensland Police Service Rockhampton Regional Council State Emergency Service Queensland Fire & Emergency Service Department of Transport & Main Roads Ergon Energy Queensland Fire & Emergency Service Qld Health
Explosion	Queensland Police Service	Rockhampton Regional Council. Queensland Ambulance Service State Emergency Service Queensland Fire & Emergency Service
Fire <ul style="list-style-type: none"> ▪ Wildfire/Bushfire ▪ Urban Fire 	<ul style="list-style-type: none"> - Queensland Fire & Emergency Services (Rural) - Queensland Fire & Emergency Services (Urban) 	Queensland Police Service Queensland Ambulance Service State Emergency Service Ergon Energy Rockhampton Regional Council Qld Health
Flood	Rockhampton Regional Council	State Emergency Service Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Qld Health
Hazardous Material Incident	Queensland Fire & Emergency Services	Queensland Police Service Rockhampton Regional Council State Emergency Service Queensland Ambulance Service Ergon Energy CHEM Unit RACE (Response Advice for Chemical Emergency) Qld Health Industry concerned
Heatwave	Qld Health	Rockhampton Regional Council Queensland Ambulance Service
Influenza Pandemic	Queensland Health	Queensland Police Service Queensland Ambulance Service State Emergency Service Rockhampton Regional Council Qld Health Medical agencies

Landslip	Rockhampton Regional Council	State Emergency Service Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Qld Health
Loss Power	Ergon Energy	State Emergency Service Rockhampton Regional Council
Major Transport Accident (Road/Air/Rail)	Queensland Police Service	Queensland Ambulance Service State Emergency Service Queensland Fire & Emergency Service Ergon Energy Department of Transport & Main Roads Queensland Rail Rockhampton Regional Council Qld Health Civil Aviation Safety Authority (CASA) Department of Defence
Medical Epidemic	Queensland Health	Queensland Police Service Queensland Ambulance Service State Emergency Service Rockhampton Regional Council Qld Health Medical agencies
Military Training Incident	Department of Defence	Queensland Police Service Queensland Ambulance Service State Emergency Service Queensland Fire & Emergency Service Department of Transport & Main Roads Rockhampton Regional Council Qld Health
Oil Spill from Ships	Department of Transport – Maritime Safety Qld	Gladstone Ports Corporation State Emergency Service Queensland Fire & Emergency Service Department of Transport & Main Roads Rockhampton Regional Council Qld Health Coast Guard Environmental Protection Agency
Terrorism	Queensland Police Service	Rockhampton Regional Council Queensland Ambulance Service State Emergency Service Queensland Fire & Emergency Service Ergon Energy Telstra
Urban Search & Rescue (including swift water rescue)	Queensland Fire & Emergency Services	Queensland Police Service Queensland Ambulance Service State Emergency Service Rockhampton Regional Council Qld Health

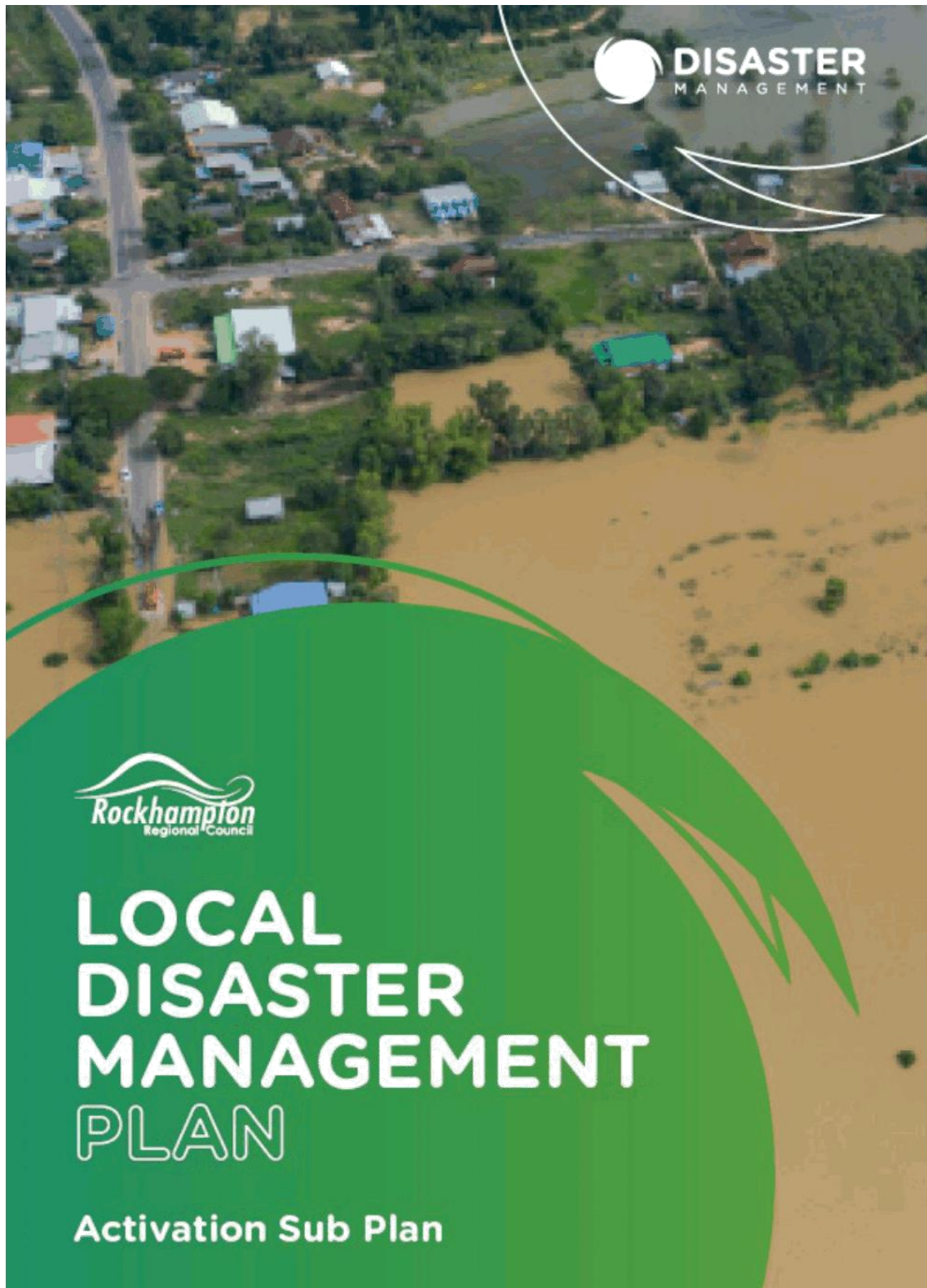
<p>Infrastructure Failure/ Loss of Utilities</p> <p>Water & Sewerage</p>	<p>Rockhampton Regional Council (Fitzroy River Water)</p>	<p>State Emergency Service Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Qld Health Australian Volunteer Coast Guard Department of Environment & Science Department of Resources (Water storage specific)</p>
<p>Aviation Disaster</p>	<p>Queensland Police Service</p>	<p>State Emergency Service Queensland Police Service QANTAS Virgin Australia Aviation Fire Services Queensland Ambulance Service Queensland Fire & Emergency Service Rockhampton Regional Council Qld Health</p>

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Activation Sub Plan

Meeting Date: 25 January 2022

Attachment No: 2



Document control

This Sub Plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the Local Disaster Management Group.

All approved amendments are to be listed below.

Version	Date	Comments	Approved by
1.1	June 2021	Supersedes Activation Sub Plan 2016 (Version 1); Sub plan reviewed.	LDC

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Abbreviations

Abbreviation	Full title
DDC	District Disaster Coordinator
DDMG	District Disaster Management Group
DMA	Disaster Management Act (2003)
IMS	Guardian IMS (Disaster Management System)
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
QFES	Queensland Fire and Emergency Services
RRC	Rockhampton Regional Council
SES	State Emergency Service
SitRep	Situation Report

Introduction

Purpose

The purpose of this Sub Plan is to detail the agreed arrangements, at the local level, for the activation of the Rockhampton Region Local Disaster Management Group (LDMG) in response to an emergency or disaster event threatening or impacting the community.

This Sub Plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed responsibilities and actions for the LDMG and applies to emergency/disaster events and associated hazards within the Rockhampton Regional Council (RRC) Local Government Area.

Objectives

The objectives are to:

- Support the Chair and the LDC to activate the LDMG and Local Disaster Coordination Centre (LDCC) to the level that is appropriate to the risk or potential risk to the community.
- Enable members of the LDMG and the LDCC to respond appropriately to the level of activation, to support multiagency coordination.

Key contacts

- Chair Local Disaster Management Group
- Local Disaster Coordinator
- District Disaster Coordinator
- District Disaster Executive Officer
- Coordinator Disaster Management
- Core Members Local Disaster Management Group

Responsibilities

The activation of the LDMG is the functional responsibility of the Chair of the Local Disaster Management Group. The Chair, in consultation with the LDC will activate the LDMG.

Timely activation

Activation will occur at the discretion of the LDMG Chairperson upon becoming aware of a threat or potential threat to the communities of the Rockhampton Region:

- as a response to a worsening situation, to an alert warning system;
- because of circumstances, where no warning is possible;
- at the request of the responsible lead agency/control authority for the provision of resource support and coordination in support of operations; or
- at the direction or request of the District Disaster Coordinator.

Meetings should be held with representatives of the relevant key agencies of the LDMG as soon as possible to:

- ensure that the disaster event is being co-ordinated and monitored;
- determine whether the emerging event warrants the activation of the LDMG;
- ensure the lead agency implements appropriate communication strategies to regularly update and inform the LDMG in relation to the event.

Stages of activation

The following activation stages apply to the activation of the LDMG:

1. Alert
2. Lean Forward
3. Stand Up
4. Stand Down

Chairpersons of Sub Committees also have the discretion to activate Sub Committees as deemed necessary. However, the decision to activate a Sub Committee should be done, after consultation with the LDC and/or Chairperson of the LDMG.

Triggers for activation

Activation Level / Definition	Threat/Trigger	Actions	Communication Method
<p>1. Alert Stage</p> <p>A heightened level of vigilance and preparedness due to the possibility of an event in the area of responsibility.</p> <p>Some action may be required and the situation should be mentioned by staff capable of assessing and preparing for the potential threat.</p>	<p>Immediately upon becoming aware of a potential threat, the LDMG should be activated to the "Alert Stage" regardless of the event or the identification of a lead agency.</p> <p>That period when it is believed that resources may be required which enables an increased level of preparedness. Upon receipt of a warning or information that an emergency/disaster event may occur or affect the relevant area of responsibility, organisations must be alerted to ensure readiness to act if called upon.</p>	<p>During the "Alert Stage" the LDC shall:</p> <ul style="list-style-type: none"> a) maintain a watching brief and monitor situation for all events; b) ensure the LDCC is in a basic state of readiness by ensuring all basic LDCC equipment is relocated to the LDCC; c) establish contact with the DDC; d) inform nominated LDCC staff, LDMG members and Chairpersons of Sub Committees of the implementation of the "Alert Stage". 	<p>Contact with the DDC, will be by telephone or otherwise as determined by the LDC.</p> <p>LDCC staff, LDMG members and Chairpersons of Sub Committees will receive emails stating "LDMG/LDCC @ Alert Stage". The email will contain non sensitive information about the event.</p> <p>Chairpersons of the Sub Committees are responsible for advising members of their committees of activation to the "Alert Stage."</p>

Activation Level / Definition	Threat/Trigger	Actions	Communication Method
<p>2. Lean Forward Stage</p> <p>An operational state prior to 'stand up' characterised by a heightened level of situation awareness of a disaster event (either current or impending) and a state of operational readiness.</p> <p>Centres are on stand-by, prepared but not activated.</p>	<p>The period normally following an alert when deployment of resources is imminent.</p> <p>As the threat or the effects of an emergency/ disaster becomes imminent, members of the relevant organisations or sections are placed on "Lean Forward" being ready to respond immediately.</p> <p>The Chairperson LDMG will, in consultation with the LDC, make the decision to activate to the "Lean Forward Stage."</p>	<p>The LDC will then:</p> <ul style="list-style-type: none"> a) notify the DDC ; b) inform LDMG members of "Lean Forward stage"; c) ensure the LDCC is fully established & set up ready for operation. Some staff may carry out business as usual tasks from this centre. An operation within Guardian IMS will be created; d) maintain minimum staffing level within the LDCC (i.e. LDC or nominated person and Operations Team Leader), to monitor, record, and if necessary establish communications with lead agency to ensure appropriate information flow; e) establish contact with the Sub Committee Chairpersons; f) consider release of public advice (via media officer) of activation of LDCC public telephone number (1300 652 659); for the purpose of information provision only in relation to event (this will ensure enquiries are directed to one location); 	<p>Contact with the DDC, , nominated agency liaison officers and Sub Committee Chairpersons will be by telephone or otherwise as determined by the LDC.</p> <p>LDCC staff and LDMG members will be sent an email stating "LDMG/LDCC – Lean Forward Stage – please acknowledge". All members must reply to the email to confirm receipt.</p> <p>Those that are unable to reply to the email will be contacted per listed telephone numbers.</p> <p>Chairpersons of the Sub Committees are responsible for advising members of their committees of activation to the "Lean Forward Stage."</p>

Activation Level	Threat/Trigger	Actions	Communication Method
		<ul style="list-style-type: none"> g) advise all relevant agencies of activation of LDCC and that all enquiries are to be directed to same; h) notify nominated liaison officers of "Lean Forward stage"; i) continue to monitor the situation; j) consult with the Chairperson LDMG, lead agency, and key stakeholders regarding future action and implementation of the LDMP; k) call a meeting of the LDMG to brief members. 	
<p>3. Stand Up Stage</p> <p>The operational state following 'lean forward' whereby resources are mobilised, personnel are activated and operational activities commenced. Disaster coordination centres are activated.</p>	<p>Upon the decision of the Chairperson of the LDMG to mount an operation; all required members are called to their posts. Such posts may be pre-planned or as dictated by the emergency situation.</p> <p>The Alert and Lean Forward stages may not be possible if the disaster strikes without warning. In addition, the situation may dictate that while some members are called out, others will remain on stand-by. This will ensure back up and continuity of staffing if the operations are prolonged.</p> <p>The Chairperson LDMG will notify the LDC of the decision to activate to the</p>	<p>The LDC will then:</p> <ul style="list-style-type: none"> a) notify the DDC and submit a sitrep; b) escalate staffing levels as required; c) contact necessary staff to install required equipment for the LDCC; d) call a meeting of required representatives of the lead agency and LDMG; e) request the Sub Committees to meet, if required; f) notify the media (via the Media Liaison Officer) of the public telephone number for assistance (1300 652 659). 	<p>Contact with the DDC, will be by telephone or otherwise as determined by the LDC.</p> <p>LDMG and LDCC staff members will be sent an email commencing "LDMG – Stand Up – please acknowledge". All members must reply to the email to confirm receipt.</p> <p>Those that are unable to reply to the email will be contacted per listed telephone numbers.</p> <p>Chairpersons of the Sub Committees are responsible for advising members of their committees of activation to the "Stand Up" Stage.</p>

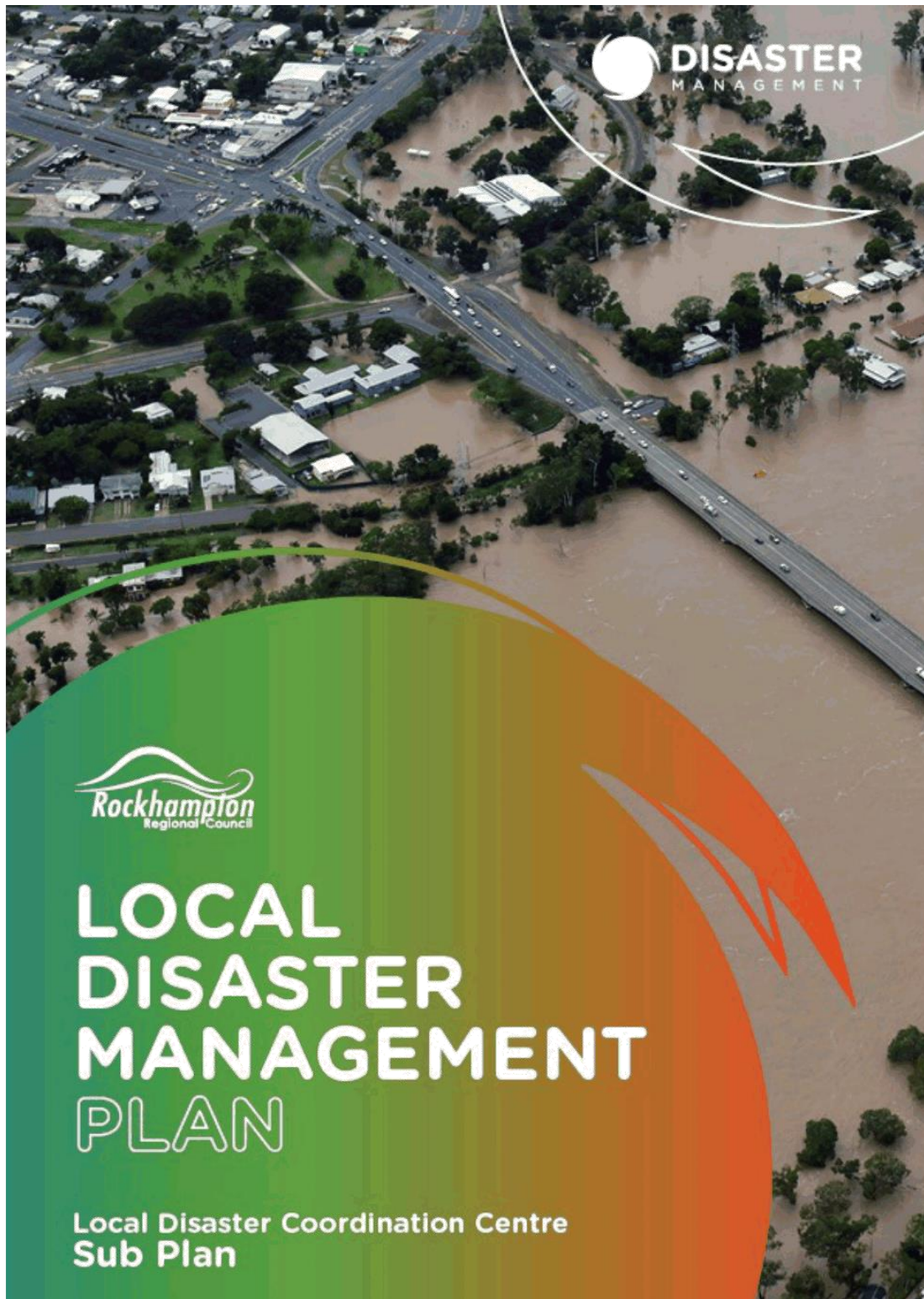
Activation Level	Threat/Trigger	Actions	Communication Method
	"Stand Up" Stage.		
<p>4. Stand Down Stage</p> <p>Transition from responding to an event back to normal core business and/or recovery operations. There is no longer a requirement to respond to the event and threat is no longer present.</p>	<p>The stage where an agency's response is no longer required and services are wound back.</p> <p>The Chairperson of the LDMG in consultation with the relevant Control Authority will determine at what time the "Stand Down Stage" will be initiated to conclude an operation.</p>	<p>Upon being advised of the conclusion of an operation the LDC will:</p> <ul style="list-style-type: none"> a) coordinate recall of participating organisations; b) notify DDC – submit sitrep; c) ensure completion and collation of all paperwork within LDCC; d) prepare post operational activities (i.e. debrief and reviews); e) Close LDCC – transition to Recovery. 	<p>Contact with the DDC will be by telephone or otherwise as determined by the LDC.</p> <p>LDMG and LDCC staff members will be sent an email stating "LDMG – Stand Down" and provide details of final meeting times and LDCC closure process.</p>

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Local Disaster Coordination Centre Sub Plan

Meeting Date: 25 January 2022

Attachment No: 3



Document control

This Sub Plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the LDMG.

All approved amendments are to be listed below. The LDC will ensure that all copies of the plan are replaced with the most up to date version.

Version	Date	Comments	Approved by
1.1	January 2021	Supersedes Local Disaster Coordination Centre Sub Plan 2016 (Version 1); Sub plan reviewed and re-written.	

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Abbreviations

Abbreviation	Full title
AIIMS	Australasian Inter-Service Incident Management System
ALO	Agency Liaison Officer
BoM	Bureau of Meteorology
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DMA	Disaster Management Act (2003)
DRFA	Disaster Recovery Funding Arrangements
GIS	Rockhampton Regional Council Geographical Information System
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
QFES	Queensland Fire and Emergency Services
Region	The area under the management of Rockhampton Regional Council
RRC	Rockhampton Regional Council
SES	State Emergency Service
SitRep	Situation Report

Introduction

Purpose

The purpose of this Sub Plan is to detail the agreed arrangements, at the local level, for establishing a Local Disaster Coordination Centre (LDCC) to coordinate the management of information, resources and reporting in the event of an emergency or disaster threatening or impacting the community.

This Sub Plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed responsibilities and actions for the Local Disaster Management Group (LDMG) and applies to emergency/disaster events and associated hazards within the Rockhampton Regional Council (RRC) Local Government Area.

Objectives

The objectives are to:

- provide guidance to staff operating within the centre on their specific roles and responsibilities;
- ensure continuous liaison between all involved organisations and levels of emergency management;
- ensure efficient coordination of all available resources;
- ensure the collection, collating and dissemination of all operational information and intelligence; and
- ensure requests for assistance and information are recorded, monitored and actioned.

Key contacts

- Chair Local Disaster Management Group
- Local Disaster Coordinator
- District Disaster Coordinator
- District Disaster Executive Officer
- Coordinator Disaster Management
- Core Members Local Disaster Management Group

Responsibilities

The LDMG is responsible to the DDMG for the efficiency of local government operational coordination arrangements. As such, the LDMG is responsible for the provision of a LDCC.

The LDMG is responsible for establishing a Local Disaster Coordination Centre and coordinating a multiagency response to a disaster or emergency event and providing timely relief and support to those impacted.

Key functions

The following key functions are performed by a LDCC:

- Resource Coordination – to act as a centre for acquiring and deploying support resources;
- Manage information collection and dissemination;
- Strategy development - to develop intelligence and strategic planning capability by taking a comprehensive overview of the event;
- Provide regular reports to the District Disaster Coordinator;
- Maintain an overall account of the event; and
- To develop overarching strategies and support agencies to respond in line with their agency's doctrines to meet the LDMG's desired objectives.

Activation

The LDCC will be activated at the request of the Chair of the LDMG. The LDMG Activation Sub Plan provides guidance on the triggers that will activate the LDMG and LDCC.

The LDCC will most likely be activated when the scale of the event is considered beyond incident management capabilities, where the multiple agencies will have a direct or indirect role and the coordination of plans, response strategies, information sharing and reporting can only be achieved with active cooperation and assistance of all the agencies responding.

Coordination and staffing

The LDCC is coordinated by the Local Disaster Coordinator. The LDCC staff will comprise of Agency Liaison Officers (ALOs), RRC staff, relevant emergency service organisations and other relevant agencies involved in the event.

ALOs are the conduit between their agency and the LDCC. Agencies are each responsible for managing their own coordination within the agency's responsibility.

Incident management system

The management of the incident will follow the principles of the Australasian Inter-Service Incident Management System (AIIMS).

AIIMS provides a common incident management framework. The framework can be applied to any size incident as the framework provides for an expanded response as an incident grows in either size or complexity.

AIIMS provides a single management structure that facilitates the bringing together of all resources, from one or several organisations, to work co-operatively and cohesively in resolving an incident. Its application is intended to:

- minimise the impact on the community and environment;
- provide for the welfare of people involved in controlling the incident;
- effectively and efficiently control the incident; and
- provide a safe working environment.

From an LDCC perspective the AIIMS structure will utilise the following five functions:

- Management. The management of all LDCC activities necessary for the resolution of the incident.
- Operations. The tasking and application of resources to achieve resolution of the incident.
- Planning. The collection, evaluation, dissemination and use of information. This includes an understanding of the current situation, prediction of the probable course of action and preparing alternative strategies for an event.
- Logistics. The acquisition of human and physical resources, facilities, services and materials to support achievement of incident objectives.
- Public Information. Provision of warnings, information and advice to the public and liaison with the media and affected communities.

Duty statements

This plan contains the duty statements and appointments that have either lead responsibility in the outlined functional areas or contribute to them. For example, the lead for logistics may be the Logistics Team Leader, but they will require the input of Operations Team to ensure logistical support is adequate.

Similarly, Planning staff need information on future logistic requirements to support future plans. Therefore, elements of Operations, Planning and Logistics can be found in each duty statement (Appendix A).

Scalability of LDCC, tasks and positions

Different emergencies and disasters will require different levels of staff to support the nature and complexity of the operation. Therefore, the LDC may decide to initially start with reduced staffing within the LDCC, only increasing staff when required.

This may result in certain appointments being 'dual hatted', people filling two or more key roles. The tasks listed under each appointment within this plan serve as a guide to those appointments, as to which key tasks will be required within the LDCC.

If the event is of such complexity and intensity, some of the duty statements may have to be further divided to sustain operational support. Therefore, the LDC may scale up or down the staffing to suit the event.

Key staffing positions

The following are the key staffing positions and functions that are to be considered when establishing a LDCC. Detailed duty statements are included at Appendix A to this plan. As an event can become more complex and increase in the number of residents impacted, the core roles in the LDCC team can expand and incorporate new roles within their own sections.

Key positions are summarised below:

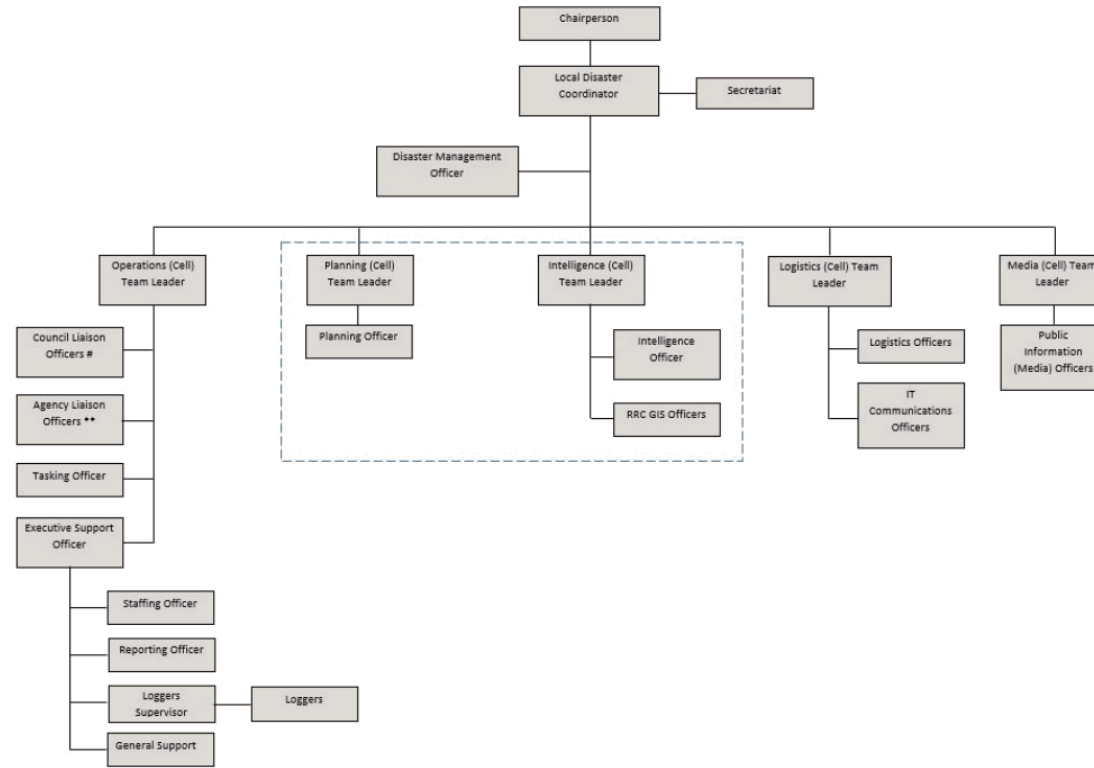
- I. **Chairperson LDMG** has responsibility for ensuring, as far as practicable that the LDMG performs its functions.
- II. **Local Disaster Coordinator** has responsibility for coordinating disaster operations for the local group and to ensure, as far as practicable, that any strategic decisions of the LDMG about disaster operations are implemented.
- III. **Disaster Management Coordinator** acts as the Room Manager, providing assistance to the Local Disaster Coordinator in ensuring the LDCC implements the strategic decisions of the LDMG.
- IV. **Secretariat** administers the business and governance of the LDMG.
- V. **Operations Team Leader** reports to the Local Disaster Coordinator.
The role of the Operations Team Leader is to maintain the LDCC operational response to the event by actively seeking and coordinating information and responses about the event(s).
 - a. **Agency Liaison Officers (ALOs)** form part of the Operations Cell. ALOs represent an agency that has a disaster management function within the LDCC. They provide the link between their agency and the LDCC and provide specialist advice to the Local Disaster Coordinator and Chairperson.
 - b. **Tasking Officer** reports to the Operations Team Leader. Assumes an important role within the LDCC as they are the nexus between the message being received and the message being actioned.
 - c. **Executive Support Officer** reports to the Operations Team Leader. Prime function is to ensure efficient and effective functioning of LDCC and responsible for overall physical management of the LDCC during operations. Also manage additional positions within the LDCC to ensure the effective functioning as delegated by the Operations Team Leader.
 - d. **Staffing**
 - e. **Reporting**
 - f. **Loggers Supervisor** reports to the Operations Team Leader. The role of the Loggers Supervisor is to ensure that appropriate staff are rostered to fill the role of Loggers during a disaster event.

- g. **Loggers** report to the Operations Team Leader via their Supervisor. The role of the call taker is to receive requests and information and accurately record such requests and information in a timely manner within Guardian IMS.

- vi. **Planning Team Leader** reports to the Local Disaster Coordinator. Responsible for overseeing the Planning cell functions involving the collection, evaluation, dissemination and use of information. This includes an understanding of the current situation, prediction of the probable course of action and preparing alternative strategies for an event.
- vii. **Intelligence Team Leader** reports to the Local Disaster Coordinator. Responsible for supporting all LDCC functions by gathering, analysing, maintaining and reporting information and ensuring situational awareness.
 - a. **GIS Officer**, reports to and assists the Intelligence Cell Team Leader. Responsible for all mapping related tasks pertaining to the Operation.
- viii. **Logistics Team Leader** reports to the Local Disaster Coordinator. Responsible for overseeing the Logistics cell functions involving the coordination of procurement and resource acquisition aspects of the LDCC.
 - a. **Information Technology Communications Officer** reports to and assists the Logistics Team Leader. Responsible for efficiency of all communications information technology processes within the LDCC and the provision of infrastructure within the LDCC to ensure tasks can be received and forwarded.
- ix. **Media Team Leader** reports to the Local Disaster Coordinator. Responsible for provision of warnings and information to threatened communities, other stakeholders and the general public, liaison with news media and management of media liaison issues and consultation and liaison with affected communities.

All information is to be approved by the Chair and/or Local Disaster Coordinator or nominated officer prior to release.

Organisation chart of all LDCC staffing positions



RRC Airport, RRC Civil Operations, RRC Community Services, RRC Corporate Services, RRC Finance, RRC FRW, RRC Local Laws, RRC Parks, RRC Waste
 ** Red Cross, CHR5, DATSIP, DAF, DOC, DoE, HPW, Human Services, DTMR, Energy Qld, MSQ, QAS, QFES, QHealth, QPS, Salvation Army, St Johns Ambulance, Stanwell, SES, Coast Guard

LDCC location and set up

A basic requirement of Disaster Management response is a well equipped coordination centre capable of being made operational at short notice and having the capacity to accommodate all control personnel.

Location

The Rockhampton Regional Council LDCC is located at:

Jim Webber Reception Room
Ground Floor Rockhampton Regional Council City Hall
232 Bolsover Street
Rockhampton

The telephone number for public contact with the LDCC is 1300 659 652 and is advertised to the community during times of activation. Should this facility become unusable for any reason, alternate disaster coordination centres could be established at:

Jim Webber Reception Room
Ground Floor Rockhampton Regional Council City Hall
232 Bolsover Street
Rockhampton

Dooley St Depot Administration Building
13 Dooley Street
Park Avenue

Fitzroy Room - Rockhampton Library
Bolsover Street
Rockhampton

Virtually utilising the Disaster Management Incident Management Software (Guardian IMS)

or as otherwise determined by the Chairperson of the LDMG.

Security

The LDCC is to be a secured area.

Access is restricted to the LDMG Executive, Agency Liaison Officers (ALOs), working members of the LDCC or other persons approved by the Chairperson and/or Local Disaster Coordinator. When required, access to the building can be provided by the Staffing Officer. Visitors to the LDCC and Media representatives must be approved by either the Chairperson or Local Disaster Coordinator and are to be escorted at all times.

Emergency power to LDCC

The City Hall standby generator (250kva) is located at the left hand side of the carpark exit into Alma Street. The generator has an automatic transfer switch which is activated in the event of a power outage and ensures there is a constant supply of power to City Hall. When the automatic transfer switch is activated RRC's Facility Management Unit is notified. The generator is diesel run and serviced quarterly with a major service undertaken at December

each year. The operation of the generator is the responsibility of the Logistics Team Leader during a disaster and general maintenance comes under the Facility Management Unit of RRC.

LDCC access

LDCC access is via the main entrance of the during business hours-outside of hours-officers will be provided access via the Staffing Officer.

LDCC equipment and stores

Most equipment required to set up the LDCC is held in the store room within the Customer Service Centre. Other equipment and resources can be sourced from the various sections within City Hall. A list of equipment required in the LDCC is Appendix B to this plan.

LDCC layout

The layout of the LDCC is at Appendix C of this Sub Plan.

LDCC telephone numbers

An IT Communications Officer has been nominated within the LDCC structure for the purpose of maintaining efficiency of all communications processes within the LDCC, including those from other agencies.

The primary means of communication at the LDCC during a disaster event will be:

- Guardian IMS (RRC's Disaster Management software);
- RRC's normal telephone communication system;
- Mobile telephones;
- Agency radio communications (all response agencies are to provide appropriate radio transceiver communications); and
- The internet to provide advice and links to other relevant websites.

Each role in the LDCC, except for external agencies, will be assigned a RRC laptop and normal RRC login details apply. If an external agency requires a RRC laptop then login details are outlined in Appendix D.

At the commencement of operations, communications within the LDCC are to be activated by the IT Communications Officer. A dedicated email address has been allocated and access provided to the Chair, LDC, Deputy LDC, Operations Team Leader and Executive Support Officer. This email will be advised when the LDCC is fully operational. The LDCC email address is LDCC@rrc.qld.gov.au.

If additional communication equipment is required, the IT Communications Officer will consult with RRC's Information and Technology Services for the provision of additional capability to the LDCC communication system.

The incoming call number for the LDCC provides nine (9) rotating lines on the one number as per Appendix E. Extensions will be allocated to loggers within the LDCC by the Loggers Supervisor.

Normal telecommunications such as telephone and fax have the potential to fail in a disaster event. Should this occur consideration will be given to the use of two way radios to ensure communications between the LDCC and primary agencies.

Provision of maps

The following maps are to be available within Guardian IMS or hard copy for use within the LDCC;

- Hazard Mapping, particularly Storm Tide, Bushfire and Flooding;
- Rockhampton Region Maps;
- Aerial Imagery;
- Other maps and charts as identified or required.

Rosters and fatigue management

Fatigue management, safety and the welfare of staff is the responsibility of all within the centre. The coordination of the LDCC will ensure that workplace health and safety, RRC's fatigue management and industrial relation requirements are adhered to. Safety both within and to-from the centre are to be given consideration.

The Staffing Officer and Loggers Supervisor are responsible for managing the roster and fatigue management, in line with relevant workplace health and safety and workforce regulations.

The Staffing Officer and Logger Supervisor should consider the following when preparing rosters for staffing the coordination centre:

- The potential for staff to fill more than one position within the LDCC;
- Where possible an 8 hour operational shift should be used (e.g. 8 hour shift plus approx 30 minute handover/briefing before and after the shift). This would necessitate three shifts per day of 9 hours. Where an 8 hour operational shift is not possible - a 12 hour operational shift should be used (e.g. a 12 hour shift plus approx 30 minute handover before and after the shift). Therefore only two full shifts are required per day of 13 hours. A minimum break of ten (10) hours between shifts should also be incorporated;
- The need to carry out risk assessments in line with RRC's Fatigue Management Policy;
- It is important to give volunteers a break from duty after two shifts on two consecutive days; however this may not always be possible;
- Ensure mid-shift breaks occur wherever possible.

External agencies represented within the LDCC are responsible for providing additional staff to cover required "shifts". The relevant agency is to provide all relevant agency staffing details to the LDCC Staffing Officer for inclusion on relevant rosters.

Financial arrangements

A record of all expenditure incurred within the LDCC is to be maintained by the Executive Support Officer under direction by the LDC (refer Financial Management Sub Plan).

LDCC confidentiality

Staff working within the LDCC need to be aware that there may be considerable interest in their operations particularly in relation to the overall coordination of response to the event. LDCC staff are not to discuss matters pertaining to the LDCC, outside of the LDCC.

Document protection

The primary source of all information is within Guardian IMS. The Executive Support Officer is to ensure that all documentation, books, plans and papers produced within the LDCC or held within the LDCC or related to the event are adequately protected from loss or theft and saved in Guardian IMS to minimise hardcopies. Once the LDCC is stood down, any hardcopy files are to be archived in accordance with RRC policy.

Information and communication management

Communication (in the broader sense of the word) is vital for the LDCC. It is more than having communication equipment available to the people who are operating in the LDCC. Rather, its importance lies in the fact that information can be efficiently and accurately passed between people and agencies.

An emergency/disaster has the potential to put extreme pressures on this process. This could be through the need to cope with excessive volumes of information, or the fact that the consequences of information transactions may be acute or even life threatening. There may be severe time pressures or even large scale equipment failures.

It is therefore imperative that the Disaster Management workflow process is followed by all personnel in the LDCC. The workflow process is designed to ensure that tasks are managed by the appropriate staff, no task is overlooked or lost, no duplication of function takes place, and tasks are prioritised and handled expeditiously.

Information Management

Information is the basis of timely and appropriate decisions. The best use of information will follow a systematic handling of information. The key steps are:

- Collection – from multiple sources (history and real time);
- Collation – the sorting of information by interested parties;
- Confirmation – the verification of information collected and collated;
- Interpretation – suitably skilled and authorised personnel make sense of the information;
- Action – response to the above actions; and
- Record/Store/File.

These actions are repeated constantly during an operation and result in substantial quantities of information. The sign of good information management is the capture and recording of all the information, to enable it to be shared with as many interested relevant personnel as possible – both during and post operations.

The fundamentals of good information management are:

- Record it. Capture as much detail as possible and store it (electronically or in hard copy, sound or image/vision);
- Time and Date. Ensure everything is time and date marked for pre, during and post operational use;
- Share information with all relevant officers and stakeholders; and
- Take appropriate action and record the details.

When this is done well, all personnel involved in the operation will have far greater situational awareness and post event, will be able to reconstruct what happened and when. This facilitates organisational learning, by improvement over time, through analysis of past operations. It will also ensure information is not lost and is processed in a thorough and systematic manner. Personnel needing to make decisions can also be assured they have the most up to date and complete information with which to work.

Information flow

The primary means of managing the coordination of response activities will be through the use of the Guardian IMS within the LDCC.

The Guardian IMS system is a program developed to record and manage information received from residents and emergency services personnel when the LDCC has been activated.

From the data collected, reports are generated to meet media, government and agency requirements. The system also retains information for follow up actions required after the initial emergency has ended.

Integration with mapping systems also provides current updates to show where the incidents and hazards are, and summarise action being taken.

There is a workflow process that automates the passing of information to the various roles and agencies within the LDCC. All records associated with an event are to be maintained within the Guardian system including but not limited to tasks, media, reports, requests or logistics.

In the event that the Guardian IMS software system becomes inoperable for any reason, LDCC activities will be coordinated through the use of a paper hard copy information management system.

Communication

Internal Communication within LDCC Cells

All information/reports/updates with the LDCC should follow the required workflow process, so that this information is recorded and logged within Guardian IMS e.g. when a task is received from inside (between cells) or outside of the LDCC, details should be recorded within Guardian IMS with appropriate action taken and recorded.

The Loggers may remain situated within the Call Centre, their dedicated purpose built day-to-day workplace. Or alternatively should this not be available, their Business Continuity Plan identifies working from alternative customer service centres (Gracemere, Mount Morgan), staff working from home (this capacity established and practiced day-to-day) or the ability to enlist PEAK services to carry out this role where there is not local capacity. Where the need arises, other cells too may be situated outside the LDCC room i.e. to navigate COVID requirements or due to the location of suitable equipment (i.e. GIS and availability of large plotters and specialist IT equipment). In these situations, a commitment to communication between the cells separated by distance is necessary.

External Communication with Agency Liaison Officers

A number of Agency Liaison Officers (ALOs) from various agencies/RRC sections may be working in the LDCC. During a disaster, ALOs will be able to communicate with their agency/section personnel in the field.

It is the responsibility of the participating agencies to provide communications between their headquarters and their ALO in the LDCC. It is expected that ALOs will have delegated decision making authority and will maintain communication with the relevant parent organisation at base and field level as appropriate.

All information/external reports/updates coming back into the LDCC should follow the required workflow process, so that this information is recorded and logged within Guardian IMS e.g. when an ALO receives a task from outside of the LDCC, details should be recorded within Guardian IMS with appropriate action taken and recorded.

This should occur because other decision making positions within the LDCC will be using this information e.g. Operations Team Leader, Intelligence Officers could use the information to update SitReps, situation maps etc.

Agencies and RRC sections should ensure that field personnel are aware of the correct workflow process and requirements and the importance of providing relevant information back through the LDCC.

District Disaster Coordination Centre (DDCC)

The primary means of communication with the DDCC will be by telephone and email. SitReps will be provided via Guardian IMS.

If mobile and internet services fail, a LDCC staff member will be tasked with hand delivering a hard copy of the SitReps to the DDCC.

Evacuation Centres / Shelters

The primary means of communications with evacuation centres/shelters will be by telephone and Guardian IMS. If available, email will be used.

Should the above systems fail, two way radios should be utilised.

Maintenance

The LDCC communications facilities shall have 24/7 response capability and be managed and maintained by the IT Communications Officer.

Information display boards

Even though Guardian IMS is used within the LDCC, it may also be appropriate for information display boards to be erected within the LDCC. The decision to utilise information display boards will be at the discretion of the LDC.

The maintenance of information display boards is primarily the role of the Operations Cell.

All information boards detailed below are to be updated as regularly as practical, as current information/ intelligence is critical for effective and timely actions to be taken. The information on these display boards will also be available in the Guardian Dashboard feature for reference by other external groups. All displays should be marked –“Correct as at (time

and date)" when display information is changed, updated or adjusted. Also a copy (possibly photograph) should be made of displays when information is completely removed. There is a function to flag Wallboards for Public Release or internal use only.

Information display boards may include but not be limited to:

- Contacts Display Board - used to record important contact telephone and fax numbers being used for the particular event. Contact numbers in regular use are permanently displayed:
 - LDCC
 - District Disaster Coordination Centre
 - State Emergency Service Groups
 - Bureau of Meteorology (BoM)
 - Police
 - QFES
 - QAS Communications Centres

DDMG request for assistance

If the LDMG requires additional resources to manage an event they are able to request support from the District Disaster Coordinator (DDC) or the District Disaster Management Group (DDMG). Requests for assistance are made via Guardian IMS and approved by the LDC.

Situation reports (SitReps)

Situation Reports (SitReps) are produced by the Reporting Officer, approved by the LDC and used to provide key people and relevant stakeholders with summarised information about the situation. The report includes resources deployed, activities for the period covered (including past, present and future intentions), damage assessments and any other relevant information.

SitReps will be required on a regular basis, generally as determined by the District Disaster Coordinator (at the end of each shift, twice a day).

SitReps will be distributed to DDC, LDMG Chair and Deputy Chair, and LDMG Core members.

Shift handover

"Shift Handover" is a term used to describe a handover of authority and responsibility of a role within the LDCC.

Shift handovers should be conducted individually between the outgoing shift personnel and the incoming shift personnel. Shift handovers for individual positions within the LDCC should therefore be staggered to ensure minimal disruption to LDCC operations. Staff being relieved are to leave the LDCC immediately after the change of shift handover has been completed for their area.

Process for briefing and debriefing

Briefings

Briefings are a means of updating all staff within the LDCC to ensure that all personnel are aware of the overall situation, current operations (achieved actions on the previous IAP) and strategic forward planning issues (oncoming shift's IAP to follow) and should occur:

- At change of shifts within the LDCC; and
- At regular intervals (as determined by the LDC) during operations of the LDCC.

Regular briefings of all LDCC personnel should be conducted by the LDC. Where possible, a schedule for briefings should be developed and communicated to all persons within the LDCC (as per sample schedule at Appendix F).

As the LDCC can be extremely busy, all such briefings by necessity should be as concise as possible and within as short a time as possible so as not to adversely affect LDCC operations. The Staffing Officer must therefore ensure that all staff within the LDCC are included within and attentive to such briefings and an appropriate environment is provided (i.e. consideration could be given if appropriate, to temporarily halting operations within the LDCC and disengaging phones).

The following approach is provided as a guide to assisting staff in undertaking such briefings:

SITUATION - (DESCRIBE WHAT IS HAPPENING?)

Advise the team of the Situation: What has happened? Give them the Big Picture.

- What is the overall situation?
- What is at risk?
- What is the physical environment?
- What dangers and/or problems exist?

MISSION - (DESCRIBE WHAT NEEDS TO BE ACHIEVED) Clear and concise statement of what is to be achieved. Different teams/agencies may be executing different tasks. Other teams/agencies should listen so everyone knows what is going on:

- What is the overall mission?
- What are the objectives?
- Who or what is saveable?

EXECUTION - (DESCRIBE HOW THINGS ARE BEING OR GOING TO BE DONE) - Nuts and bolts of how the job is being or is going to be done). Explain how the Mission will be achieved. What methods will be used, who will do what roles, etc.

- What are the tactics?
- How will the tasks be executed?

ADMINISTRATION AND LOGISTICS - (DESCRIBE HOW IT WILL BE SUPPORTED - What support will be provided and how):

- What logistical support is required? Logistical support includes personnel, equipment and supplies, food, water, facilities;
- What is the timing for the various logistics?
- What resources are immediately available?
- What resources will become available and when?
- Where are the resources?

- Welfare;
- Resupply;
- Equipment;
- Relief.

COMMUNICATION - Communication networks:

- Who is in overall control of incident?
- What is the chain of command for the incident?
- What are the channels of communication?
- When are SITREPS due?
- What method of communication do you have?
- Important phone numbers and radio channels;
- Contacts with upper and lower levels.

SAFETY – Workplace health & safety issues & requirements:

- Staff welfare issues;
- Risks to staff including weather conditions i.e. high winds etc.

Operations debrief – post event

A debrief should always be conducted at the conclusion of a major operation. A debrief is a meeting held to determine the effectiveness of an emergency/disaster operation. A debrief is a forum to discuss what occurred in the operation in order to identify good practices and areas for improvement.

All staff represented within the LDCC should be given the opportunity to participate in a debrief in relation to LDCC operations.

Conducting the debriefing

The following information provides some general guidelines for running a debriefing session. These points are relevant regardless of the size of the debriefing. The same approach can be applied to a small event involving only 3 or 4 people or an event involving the whole organisation.

1. There should be somebody who leads the discussion. This person should prepare a set of questions.
2. It is important for the facilitator to make sure there are no personal attacks on people.
3. It is useful for participants to be familiar with questions before the actual session.
4. Reserve enough time – the debriefing should last as long as people have important things to say.
5. Everybody should have a possibility to contribute to the discussion. The facilitator has to "keep an eye open" to make sure individuals are not sitting passively and not getting off the track.
6. The task of the facilitator is not to present his/her own opinion but to create a possibility for all participants to contribute their ideas and feelings.
7. From time to time the facilitator should summarise the general sentiment or the main point(s) – to clarify an issue before moving on to another question.

The following questions are general and can be applied to all events. It is important at this level to focus people's attention on the big picture.

What went well?

This allows people to start off feeling acknowledged, safe and valid. It is just as important to recognise the things that have been done well as those that are weak. Deal with all the positives before moving to the things that did not go so well.

What didn't go well?

This does not mean things were done wrong, although this may be the case, it means things that could have been done differently. It is important in this section to avoid people attacking other individuals. Any comments should be made in a constructive and objective manner. This potentially will be the facilitator's greatest challenge.

For each of the two points above ask the following questions for each:

- Why did things happen?

This elicits reflection and interpretation of the experience. It is in effect looking for the contributing factor to what went or didn't go well. Again it is important to not allow things to degenerate into a blame session. The facilitator must listen and if need be reword the comment to identify the contributing factor in a non personal way.

For example someone might say the contributor to a bad design was "James gave me a pathetic brief that he came back and changed three times". A better way of putting that would be to say "The initial brief was incomplete and there were a number of what appeared ad hoc changes". This is more effective as it allows the ad hoc issue to be identified which may lead to another issue. Blaming people will not lead to anything constructive.

- What will we do differently and better next time?

This helps them learn what improvements need to be made. It is looking for ways that things can be improved. It is important to try and get all ideas regardless of how general they may be. Even if someone suggests something that may appear very odd, dramatic or totally wild, still record it.

- How can we use this?

This helps people deliberately apply their learning to their work. It may be something that can be applied at an organisational level or something that would work at a team or individual level. It is about recognising leverage and suggesting at a general level where that can be applied.

Training for LDCC Staff

To ensure effective operations of a LDCC it is the responsibility of the LDC or nominated officer to ensure all staff undergo appropriate relevant training.

Members of the LDCC and LDMG are to carry out training as specified within the Queensland Disaster Management Training framework and Guardian IMS user training.

Appendix A - Duty Statements

Position	Chairperson Local Disaster Management Group
Position Summary	<p>The functions of a Chairperson of a Local Disaster Management Group are specified in Section 34A of the <i>Disaster Management Act</i> as follows:</p> <ul style="list-style-type: none"> ▪ To manage and coordinate the business of the LDMG; ▪ To ensure, as far as practicable, that the group performs its functions; ▪ To report regularly to the relevant district group, and the chief executive of the department, about the performance by the local group of its functions. <p>During activations the Chairperson (must be a Councillor) must:</p> <ul style="list-style-type: none"> ▪ Maintain a long-range focus on the strategic and tactical requirements and overall should ensure that the LDCC functions correctly; ▪ Focus on the consequences of the event as well as maintaining awareness of the operational aspects (i.e. how does the event impact the local economy, standard of living, tourism etc).
Reports To	Local Disaster Management Group
Responsibilities	<ul style="list-style-type: none"> ▪ In consultation with the Local Disaster Coordinator determine trigger points for: <ul style="list-style-type: none"> ○ The issue of public information and warnings; ○ Activation of the LDCC; ○ Need for or potential need for evacuation of the community from at risk areas. ▪ Authorise the opening of the LDCC; ▪ Authorise/approve prepared media releases; ▪ Participate in media interviews/information releases (become the face of the event/operations in conjunction with relevant agency heads); ▪ Authorise distribution of public information; ▪ Provide updates and interviews with relevant media outlets; ▪ Maintain long range focus on strategic and tactical requirements; ▪ Ensure support resource requirements of response agencies are appropriately met; ▪ Ensure tasks are accomplished effectively (this will involve directing strategic planning efforts and maintaining liaison with appropriate organisational headquarters and other coordination facilities); ▪ Chair meetings of the RRC LDMG in preparation for and during events/ disasters.
Training Requirements:	<ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Funding Arrangements provided by QFES; ▪ Australasian Inter Service Incident Management System (AIIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ LDMG member induction; ▪ Guardian IMS.

Position	Local Disaster Coordinator
Position Summary	<p>The functions of the Local Disaster Coordinator are specified in Section 36 of the <i>Disaster Management Act</i> as:</p> <ul style="list-style-type: none"> ▪ To coordinate disaster operations for the LDMG; ▪ To report regularly to the LDMG about disaster operations; ▪ To ensure, as far as practicable, that any strategic decisions of the LDMG about disaster operations are implemented. <p>The Local Disaster Coordinator (RRC employee with relevant experience and expertise) must be able to devote their time and energies solely to disaster management operations. It will therefore be necessary to ensure appropriate delegation for their normal day to day duties is in place.</p> <p>The Local Disaster Coordinator must:</p> <ul style="list-style-type: none"> ▪ Assist the Chairperson in maintaining a long-range focus on the strategic and tactical requirements and ensuring that the LDCC functions correctly; ▪ Focus on the consequences of the event as well as the operational aspects; ▪ Forward planning of foreseeable consequences of the event.
Reports To	Local Disaster Management Group
Responsibilities	<ul style="list-style-type: none"> ▪ In consultation with the Chairperson determine trigger points for: <ul style="list-style-type: none"> ○ The issue of public information and warnings; ○ Activation of the LDCC; ○ Need for or potential need for evacuation of the community from at risk areas. ▪ Establish and maintain the LDCC in a state of operational readiness; ▪ Ensure that the LDCC is set up and staffed appropriately to facilitate information flow; ▪ Brief all staff on arrival within the LDCC; ▪ Establish liaison with: <ul style="list-style-type: none"> ○ Media Team Leader; ○ District Disaster Coordinator; ○ Other local government disaster coordination centres as required; ○ Relevant agency/organisation heads; ○ Community leaders; ▪ Ensure that the LDCC functions effectively; ▪ Ensure information flow within LDCC is maintained (in particular situational awareness of LDCC members); ▪ Constantly review recorded tasks (in particular look for outstanding tasks or tasks that are taking some time to complete); ▪ Ensure that all relevant agencies are represented within the LDCC as required; ▪ Ensure that all ALOs have appropriate authorisation within their agency and have appropriate skills, knowledge and experience relevant to their role; ▪ Ensure the provision of trained staff to operate the LDCC; ▪ Identify and provide adequate resources to enable the LDCC to operate effectively; ▪ Oversee the processing of information within the LDCC; ▪ Ensure the establishment and maintenance of administrative and financial systems for resources and monies expended in connection with the operation; ▪ Oversee the preparation of SitReps for ongoing presentation to the District Disaster Coordinator throughout the event and at the conclusion of operations; ▪ Preparing materials for briefing and debriefing sessions; ▪ Provision of regular briefings to all staff within the LDCC; ▪ Ensure appropriate handover/briefings are conducted at change of shift of LDCC staff (consideration should be given to the need for staggering of handover/change of shifts); ▪ Ensure decisions on contentious resource allocation issues are made through the appropriate ALO and Chair LDMG;

Position	Local Disaster Coordinator
	<ul style="list-style-type: none"> ▪ Authorise the utilisation of RRC resources (including contractors) for Disaster Management purposes; ▪ Authorise expenditure of funds for operation of the LDCC; ▪ Ensure the appropriate recording of: <ul style="list-style-type: none"> ○ SitReps; ○ Resource deployment; ○ Casualties; ○ Tasks; ○ Major incidents; ○ Operational intelligence; ▪ Provide support to staff having difficulty dealing with the event/situation; ▪ Upon conclusion of an operation ensure that all forms and reports are collated, recorded and filed; ▪ Ensure that the Chairperson is immediately informed of significant or contentious issues that may attract media attention (i.e. fatalities, missing children etc).
<p>Training Requirements:</p>	<ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Management Planning by QFES; ▪ Introduction to Emergency Risk Management by QFES; ▪ Introduction to Lessons Management by QFES; ▪ Introduction to Warnings and Alerts by QFES; ▪ Introduction to Disaster Coordination Centres provided by QFES; ▪ Introduction to Evacuation by QFES; ▪ Introduction to Disaster Funding Arrangements by QFES; ▪ Disaster Coordinator Induction; ▪ Australasian Inter Service Incident Management System (AIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS.

Position	Disaster Management Coordinator
Position Summary	The Disaster Management Coordinator is responsible for managing and coordinating disaster operations on behalf of the LDC.
Reports To	Local Disaster Coordinator
Responsibilities	<ul style="list-style-type: none"> ▪ Assume responsibility for the management and operation of the LDCC. ▪ Maintain situational awareness of the event and obtain and provide briefings. ▪ Assist the LDC identify strategic direction for responding to the overall situation. ▪ Appoint key LDCC team leaders and conduct initial briefing with those personnel. ▪ Ensure LDCC is established for use in a timely manner. ▪ Develop the LDCC action plan with the planning team leader and set tasks, timings and priorities with key staff. ▪ Ensure that the DDC or XO to the DDC has been advised that the LDCC is operational. ▪ Regularly update the LDC on disaster operations to enable the LDC to provide briefings of DDC, CEO, Mayor, LDMG Chair, QFES (DM) Officers, and Local Group Members. ▪ Ensure operational co-operation and coordination with participating agencies. ▪ Ensure the coordination of resources and that adequate resources are available for response operation tasks, and when required requests for external resources / assistance are being made to the LDC and DDC. ▪ Liaise and consult with support agencies. Prioritise and review requests for assistance from other response agencies. ▪ Manage the compilation and dissemination of situation reports being prepared / issued by the LDCC with the Executive Support Officer and Reporting Officer. ▪ Liaise with Media Team Leader with regard to media releases and information required by the community, such as public health and safety issues. ▪ Coordinate briefings to LDCC staff during LDCC activation including at shift handover and at the stand down of the centre. ▪ Notify all parties of stand-down status, once advised by LDC.
Training Requirements:	<ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS.

Position	Secretariat
Position Summary	The Secretariat is responsible for administering the business and governance of the Local Disaster Management Group.
Reports To	Local Disaster Coordinator
Responsibilities	<ul style="list-style-type: none"> ▪ Manage legislative requirements relating to administration and meetings. ▪ Managing the LDMG meeting cycle and associated responsibilities including monitoring action items and resolutions. ▪ Maintaining member contact details in accordance with information privacy principles. ▪ Managing information, record keeping, decision making and administrative requirements. ▪ Monitor member induction and training records.
Training Requirements:	<ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre training provided by QFES; ▪ Australasian Inter Service Incident Management System (AIIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS.

Position	Operations Team Leader
Position Summary	<p>The Operations Team Leader is responsible for coordinating and monitoring the LDCC operational response to an event. This role coordinates the appropriate logging and storing of information in the LDCC.</p> <p>In the initial phases the Operations Team Leader may be coordinating and managing all aspects of the response. As the response increases the Operations Team Leader becomes the collection point for information.</p>
Reports To	Local Disaster Coordinator
Responsibilities	<ul style="list-style-type: none"> ▪ Ensure all information coming into the LDCC is: <ul style="list-style-type: none"> ○ Routed through the planning cell; ○ Vetted; ○ Authenticated at all times; ○ Assessed for information to assist in forward planning; ▪ Peruse tasks being received for relevant information to assist in forward planning; ▪ Prioritise information and ensure the management team receives timely notification of critical intelligence; ▪ Provide the Chairperson and Local Disaster Coordinator with an accurate, timely and concise picture of the event; ▪ Liaise with Planning Team Leader to ensure information on status boards (where implemented) is accurate, up to date and easily read; ▪ Liaise between ALOs and the LDC to facilitate support at the local level; ▪ Refer complicated, contentious or difficult issues to the LDC for decision and to avoid being bogged down; ▪ Obtain internal SitReps from all organisations involved within LDCC; ▪ Draft SitReps to District Disaster Coordinator, for approval of LDC; ▪ Refer "Requests for Assistance" to the LDC for approval and signature and ensure same are forwarded to the DDC; ▪ Inform Media Team Leader of matters of interest to the media and community; ▪ Liaise with Planning Cell to assist in actively premising the likely problems resulting from the event and work to establish strategic plans for meeting the situation; ▪ Ensure the information flow in the Operations Cell is maintained; ▪ Maintain an overview of all operations and reduce duplication of effort where possible; ▪ Forecast other threats and responses that may be required (planning); ▪ Regularly monitor recorded tasks in Guardian IMS to ensure they are completed in a timely manner; ▪ Monitor the resources and tasks of liaison officers; ▪ Forecast requests for assistance to the DDMG and advise the LDC accordingly; ▪ Seek out information from support agencies regarding their tasks; ▪ Ensure that the Chairperson is immediately informed of significant or contentious issues that may attract media attention (i.e. fatalities, missing children etc), via the LDC; ▪ At conclusion of operations ensure that all tasks, forms and reports are completed, collated and filed. Where necessary advise the LDC of any outstanding issues.
Training Requirements:	<ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS.

Position	Council Liaison Officer
Position Summary	Council Liaison Officer(s) represent a RRC department that has a disaster management function within the LDCC. They provide the link between their Department and the LDCC and provide specialist advice, as required, to the LDCC. Council Liaison Officers are responsible for allocating incidents within their Department for actioning.
Reports To	Operations Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Maintain / operate communications between Department and the LDCC; ▪ Review incidents (requests) and assign to officers within the relevant Department for actioning; ▪ Prioritise incidents (requests) based on severity as assigned within Guardian IMS; ▪ Record all action taken and tasks performed within Guardian IMS; ▪ Monitor all incidents (requests) to ensure that they are actioned in a timely manner taking into consideration the assigned level of severity; ▪ Record a new incident in Guardian IMS in response to advice received from officers within the relevant Department; ▪ Report to and liaise with the Operations Team Leader as required; ▪ Ensure all requests to their Department are actioned in a timely and effective manner; ▪ Ensure that the Operations Team Leader is immediately informed of significant or contentious issues that may attract media attention (i.e. fatalities, missing children etc); ▪ Provide input into Situation Reports as required by the Reporting Officer; ▪ Keep detailed financial records of expenditure.
Training Requirements: <ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS. 	

Position	Agency Liaison Officers
Position Summary	<p>Agency Liaison Officers represent an agency that has a disaster management function within the LDCC. They provide the link between their organisation and the LDCC and provide specialist advice to the LDCC Management.</p> <p>They are experts in relation to their agency area of specialisation and may include Emergency Service Agencies, Government Agencies including local government, non government agencies and volunteer organisations. They contribute to problem solving and arrange tasking as required to meet the needs of the LDCC. Their role is two-fold - to pass information/requests from the LDCC to their functional agency and to feed requests or information from their functional agency into the LDCC.</p> <p>The response to, and recovery from a disaster event needs to be coordinated. It is therefore necessary that during LDCC operations, Liaison Officers are coordinated by the LDCC Operations Team Leader rather than taking direction from their parent organisation. Whilst there will always be a requirement to report to their parent organisation, all decisions and actions must be undertaken with the Operations Team Leaders knowledge.</p>
Reports To	Operations Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Have the authority to commit their organisation's resources in support of operational requirements; ▪ Facilitate provision of their agency's resources as required; ▪ Continue to advise their parent agency of developing plans and likely effect on agency resource commitment; ▪ Communicate with their parent agency to ensure up to date information on availability of agency resources for tasking; ▪ Pass on tasking directions and receive advice on completion of tasks; ▪ Maintain / operate communications between parent organisation and the LDCC; ▪ Provide advice to the Operations Team Leader, Local Disaster Coordinator and/ or Chairperson, on the capabilities of their organisation during the disaster; ▪ Plan for and anticipate future developments in the situation; ▪ Liaise with parent organisation to ascertain what resources are available; ▪ Ensure parent organisation is aware of possible developments in order to plan for support; ▪ Keep the Operations Team Leader informed on the actions taken and requirements of their parent organisation; ▪ Record all action taken and tasks performed within the Disaster Management System; ▪ All "Requests for Assistance" by the Liaison Officers are to be given to the Operations Team Leader who will; <ul style="list-style-type: none"> ○ Refer the matter to the Chair/LDC for approval/signature; and ○ forward same to the DDC for action; ▪ Report to and liaise with the Operations Team Leader regularly as required; ▪ Know the other Liaison Officers and other representatives in their agency; ▪ Ensure all requests to their respective agency are actioned in a timely and effective manner; ▪ Maintain effective communication in the LDCC; ▪ Prioritise and action messages and requests as appropriate; ▪ Maintain regular liaison with agency operation centre; ▪ Utilise intelligence cell; ▪ Participate in the development of pro-active measures/contingencies; ▪ Ensure that the Operations Team Leader is immediately informed of significant or contentious issues that may attract media attention (i.e. fatalities, missing children etc); ▪ Provide input into Situation Reports as required by the Reporting Officer; ▪ Keep detailed financial records of expenditure.

<p>Training Requirements:</p> <ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIVMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS.

Position	Tasking Officer
Position Summary	<p>The Tasking Officer assumes an important role within the LDCC as they are the nexus between the task being received and the task being actioned.</p> <p>Their primary responsibility is to interpret tasks received within the LDCC and decide which is the most appropriate agency to action the request.</p> <p>To assist in this decision making process a list of the roles and responsibilities of relevant agencies is contained in this Sub Plan.</p>
Reports To	Operations Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Review new requests received within the LDCC (generally via the Loggers) and allocate to the appropriate agency, department, cell or role for actioning; ▪ Review all enquiries received within the LDCC (via the Loggers) and ensure no further action is required before completing; ▪ Completing the tasking process for both requests and enquiries within Guardian IMS; ▪ Identifying whether the task is of an urgent nature and ensuring the task is adequately and appropriately identified as such; ▪ Notifying the Operations Team Leader and/or Local Disaster Coordinator of contentious issues; ▪ Maintain working knowledge and understanding of function, roles, and responsibilities of RRC departments and stakeholder agencies and organisations in the emergency and disaster management environment.

<p>Training Requirements:</p> <ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIVMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS.

Position	Executive Support Officer
Position Summary	The Executive Support Officer is responsible for the general administration of the LDCC. Prime function is to ensure efficient and effective functioning of LDCC and responsible for overall physical management of the LDCC during operations.
Reports To	Operations Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Organise physical establishment of the LDCC; ▪ Establish a working environment by being familiar with the layout of the LDCC; ▪ Ensure that all hardcopy documentation produced within the LDCC, held within the LDCC or related to the event are adequately protected from loss or theft and saved in Guardian IMS to minimise hardcopies. Once the LDCC is stood down, any hardcopy files are to be archived in accordance with RRC policy; ▪ Ensure there is appropriate resources including but not limited to: <ul style="list-style-type: none"> ○ Information Sheets (located in Guardian IMS); ○ Maps; ○ Log books/record; ○ Pens, white-boards and white-board markers; ○ Stationery; ○ Photocopiers/ faxes are installed, equipped and operational; ▪ Monitor communications equipment within the LDCC to ensure it is sufficient for the task; ▪ Ensure there is backup power if required; ▪ Under direction of Local Disaster Coordinator, maintain a register of authorised financial expenditure from the LDCC through requesting a job number be created and the organisation advised; ▪ Provide for security, cleaning and other requirements for the LDCC (consider use of contractors if required); ▪ Provide input into Situation Reports as required by the Reporting Officer; ▪ Updating and monitoring information/display boards (where implemented) including: <ul style="list-style-type: none"> ○ Bureau of Meteorology (BoM) information; ○ Casualties and Displaced Persons; ○ Damage sustained; ○ Evacuation Centres established; ○ Access and egress problems; ▪ Undertake administrative tasks for the Chairperson, Local Disaster Coordinator and Operations Team Leader as required.

Training Requirements:

- Queensland Disaster Management Arrangements provided by QFES;
- Introduction to Disaster Coordination Centre provided by QFES;
- Australasian Inter Service Incident Management System (AIIMS) – various training providers;
- Participation in relevant disaster management exercises to test Local Disaster Management Plans;
- Guardian IMS.

Position	Staffing Officer
Position Summary	The Staffing Officer is responsible for managing human resources in the LDCC. This role ensures that staff are assigned to appropriate roles based on experience and training.
Reports To	Executive Support Officer
Responsibilities	<ul style="list-style-type: none"> ▪ Preparation of LDCC staff rosters and ensuring that rosters are adhered to; ▪ Provide swipe cards to LDCC staff without access to the LDCC e.g. external agencies; ▪ Maintain the swipe card register to ensure staff sign out and sign in; ▪ Ensure a sign in/out register is maintained and staff within the LDCC sign in upon commencing duties and sign out upon completion of duties (this may be electronic, utilising Guardian IMS); ▪ Ensure that all LDCC staff that utilise Guardian IMS are able to log in and then log out before leaving the LDCC at change of shifts, with assistance from the IT Communications Officer if required; ▪ Ensure sufficient trained personnel are available to staff the LDCC; ▪ Contacting required staff for shifts for LDCC operations. This includes advice to staff on required shift start and finish times as well as providing directions to their required area for briefing prior to the commencement of their shift; ▪ Ensure changeover of staff is expedient as possible; ▪ Rostering of meal and rest breaks; ▪ Monitor workload of all staff and suggest increases of staff, if required, to the Operations Team Leader; ▪ Ensure all timesheets are completed upon completion of each shift; ▪ Arrange for RRC's Workplace Counsellor to visit LDCC staff, if needed; ▪ Liaising with relevant ALOs in relation to their arrangements for relief personnel to ensure their inclusion on the sign on sheets, catering requests and Guardian IMS log ins; ▪ Ensure that all staff within the LDCC attend briefings (consideration could be given if appropriate, to temporarily halting operations within the LDCC and disengaging phones); ▪ Provision of meals to all LDCC staff, as per personal preferences.

Training Requirements:

- Queensland Disaster Management Arrangements provided by QFES;
- Introduction to Disaster Coordination Centre provided by QFES;
- Australasian Inter Service Incident Management System (AIMS) – various training providers;
- Participation in relevant disaster management exercises to test Local Disaster Management Plans;
- Guardian IMS.

Position	Reporting Officer
Position Summary	The Reporting Officer is responsible for preparing reports based on information collected in Guardian IMS.
Reports To	Executive Support Officer
Responsibilities	<ul style="list-style-type: none"> ▪ Ensure all reporting requirements of the QDMA including State updates are prepared for authorisation by the LDC; ▪ Prepare Situation Reports (SitReps) at a frequency determined by the District Disaster Coordinator (at the end of each shift, twice a day); ▪ Coordinate briefing reports prior to shift changes; ▪ Coordinate debriefing reports following the cessation of the disaster; ▪ From data collected, reports are generated to meet public information expectations as well as government and agency requirements; ▪ At end of operations ensure all tasks, forms, and reports are completed, collated, and filed and where necessary advise LDC of any outstanding items.

Training Requirements:

- Queensland Disaster Management Arrangements provided by QFES;
- Introduction to Disaster Coordination Centre provided by QFES;
- Australasian Inter Service Incident Management System (AIIMS) – various training providers;
- Participation in relevant disaster management exercises to test Local Disaster Management Plans;
- Guardian IMS.

Position	Loggers Supervisor
Position Summary	<p>The Loggers Supervisor is responsible for ensuring that Loggers with suitable skills and training are chosen to receive incoming requests for assistance or information in RRC's Call Centre during a disaster event. These requests or enquiries need to be accurately and efficiently logged into IMS for actioning in the LDCC.</p> <p>This role is generally performed by the Team Leader or Coordinator of RRC's Customer Service Centre.</p> <p>The Coordinator of the Customer Service Centre will maintain the Disaster Call Centre Activation Process (an operational document of the Customer Service Centre relating to CISCO telephone set up).</p>
Reports To	Executive Support Officer
Responsibilities	<ul style="list-style-type: none"> ▪ Monitor call volumes being received and provide advice about those volumes to the Operations Team Leader; ▪ Provide advice to Operations Team Leader if / when contact centre capacity limits are likely to be reached; ▪ Ensure that extremely urgent information or requests for assistance are passed in person to the Operations Team Leader; ▪ Monitors capacity and continuity of telecommunications and internet connectivity to public and LDCC; ▪ In the case of IT network failure instigates a manual system to pass information and requests to the LDCC; ▪ Maintain and plan suitable staffing levels for contact centre; ▪ Manages roster / fatigue management for call centre staff.
<p>Training Requirements:</p> <ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS. 	

Position	Loggers
Position Summary	<p>Loggers provide the initial contact for members of the public and relevant agencies and departments involved with the disaster/emergency response. The role of logger is generally performed by Customer Service Officers based in the Call Centre at City Hall. Loggers report to the Operations Team Leader Officer via their Supervisor.</p> <p>Members of the public, agencies and departments may call to find out information, provide information or to request assistance. It is therefore crucial to the overall success of the Local Disaster Coordination Centre that this role is carried out effectively.</p>
Reports To	Loggers Supervisor
Responsibilities	<ul style="list-style-type: none"> ▪ Answer all incoming telephone calls; ▪ Accurately log all requests/enquiries received within Guardian IMS; ▪ Exercise compassion when dealing with affected residents/visitors; ▪ Ensure that messages deemed to be urgent are appropriately marked as such; ▪ Discretion and common sense should be exercised in marking an issue as urgent as, in a disaster/emergency event, most callers will identify their issue as an urgent one; ▪ Provide general relevant authorised information to callers; ▪ Seek clarification of issues/responsibilities if unsure from the Operations Team Leader via the Loggers Supervisor.
<p>Training Requirements:</p> <ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS. 	

Position	Planning Team Leader
Position Summary	<p>The role of the Planning Team Leader is to oversee the functions and responsibilities of the Planning Cell and to actively assess information about the event(s) for the purpose of forward planning.</p> <p>Their role includes the identification of trends or indications of foreseeable consequences arising from intelligence and prioritising information ensuring that the management team receives timely notification of critical intelligence. They should also consider the "what if" implications of the event (i.e. what if cyclone changes direction etc).</p> <p>The Planning Team Leader may have short term decisions to recommend but above all, there is the need to look ahead and beyond immediate activities i.e. 4 hours, 12 hours, next day and so on for the purpose of forward planning.</p>
Reports To	Local Disaster Coordinator
Responsibilities	<ul style="list-style-type: none"> ▪ Oversee Planning cell functions and activities; ▪ Work closely with the Intelligence Cell to determine direction, influence the course of action and ensure timely advice and situational awareness; ▪ As part of the "Planning cell" – assist in actively premising the likely problems resulting from the event and work to establish strategic plans for meeting the situation i.e. Event Action Plan; ▪ Predict how weather changes may affect operations; ▪ Conduct future planning activities. The planning timeframe will be dictated by the nature and complexity of the event, but a guide is to plan for: <ul style="list-style-type: none"> ○ 12 – 24 hours ○ 24 – 48 hours ○ 48 – 72 hours, and ○ 72 hours – 7 days. ▪ Peruse recorded tasks/information for relevant information to assist in forward planning; ▪ Provide input into Situation Reports as required by the Reporting Officer; ▪ Inform Media Team Leader of matters of interest to the media and community; ▪ Ensure that the Chairperson is immediately informed of significant or contentious issues that may attract media attention (i.e. fatalities, missing children etc).
<p>Training Requirements:</p> <ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS. 	

Position	Planning Officer
Position Summary	The role of the Planning Officer is to assist the Planning Team Leader to actively assess information about the event(s) for the purpose of forward planning.
Reports To	Planning Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Work closely with the Intelligence Cell to determine direction, influence the course of action and ensure timely advice and situational awareness; ▪ As part of the “Planning cell” – assist in actively premising the likely problems resulting from the event and work to establish strategic plans for meeting the situation; ▪ Predict how weather changes may affect operations; ▪ Ensure all information coming into the LDCC is: <ul style="list-style-type: none"> ○ Routed through the Intelligence and Planning cells; ○ Vetted; ○ Authenticated at all times; ○ Assessed for information to assist in forward planning; ▪ Peruse recorded tasks/ information for relevant information to assist in forward planning; ▪ Inform Planning Team Leader of matters of interest to the media and community.
Training Requirements: <ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS. 	

Position	Intelligence Team Leader
Position Summary	The Intelligence Team Leader is responsible for supporting all LDCC functions by gathering, analysing, maintaining and reporting information and ensuring situational awareness. Information can be collected and passed on through several means including: information from the public, teams deployed in the field, liaison with other agencies, media and other resources including maps, risk studies and disaster management plans.
Reports To	Local Disaster Coordinator
Responsibilities	<ul style="list-style-type: none"> ▪ Commence planning and direction upon the identification of an event; ▪ Prioritise and action all requests for information; ▪ Maintain situational awareness in relation to the event; ▪ Provide input into Situation Reports as required by the Reporting Officer; ▪ Identify potential threats and report any risk mitigation strategies; ▪ Ensure that the LDC is immediately informed of significant or contentious issues that may attract media attention (i.e. fatalities, missing children etc); ▪ Prioritise information and ensure the management team receives timely notification of critical intelligence; ▪ Ensure LDC and Media Team Leader is informed of matters of interest to the media and community.

Training Requirements:

- Queensland Disaster Management Arrangements provided by QFES;
- Introduction to Disaster Coordination Centre provided by QFES;
- Australasian Inter Service Incident Management System (AIIMS) – various training providers;
- Participation in relevant disaster management exercises to test Local Disaster Management Plans;
- Guardian IMS.

Position	Intelligence Officer
Position Summary	The role of the Intelligence Officer is to assist the Intelligence Team Leader through supporting all LDCC functions by gathering, analysing, maintaining and reporting information and ensuring situational awareness. Information can be collected and passed on through several means including: information from the public, teams deployed in the field, liaison with other agencies, media and other resources including maps, risk studies and disaster management plans.
Reports To	Intelligence Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Prioritise information and ensure the Intelligence Team Leader receives timely notification of critical intelligence; ▪ Maintain situational awareness in relation to the event; ▪ Identify potential threats and report any risk mitigation strategies; ▪ Ensure Intelligence Team Leader is informed of matters of interest to the media and community; ▪ Ensure that the Intelligence Team Leader is immediately informed of significant or contentious issues that may attract media attention (i.e. fatalities, missing children etc).

Training Requirements:

- Queensland Disaster Management Arrangements provided by QFES;
- Introduction to Disaster Coordination Centre provided by QFES;
- Australasian Inter Service Incident Management System (AIMS) – various training providers;
- Participation in relevant disaster management exercises to test Local Disaster Management Plans;
- Guardian IMS.

Position	GIS Officer
Position Summary	The GIS Officer(s) within the LDCC work under the direction of the Intelligence Team Leader, and are responsible for all mapping related tasks pertaining to the Operation. From this information updates can be provided to assist in decision making.
Reports To	Intelligence Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Participate and contribute to discussions to enable production of spatial management information for the LDCC teams and LDC; ▪ Set up displays of required operational datasets using computer equipment or hardcopy methods e.g. road closed mapping; ▪ Production of mapping during event to support coordination of disaster operations and situation reporting; ▪ Inputs and maintains required mapping information in Guardian IMS; ▪ Any other information required by the Local Disaster Coordinator, Operations Team Leader, Planning Team Leader, and/or Logistics Team Leader.

Training Requirements:

- Queensland Disaster Management Arrangements provided by QFES;
- Introduction to Disaster Coordination Centre provided by QFES;
- Australasian Inter Service Incident Management System (AIMS) – various training providers;
- Participation in relevant disaster management exercises to test Local Disaster Management Plans;
- Guardian IMS.

Position	Logistics Team Leader
Position Summary	The role of the Logistics Team Leader is to oversee the functions and responsibilities of the Logistics Cell through the acquisition of human and physical resources, facilities, services and materials to support achievement of Operation objectives. This role is generally performed by a member of RRC's Procurement and Logistics section.
Reports To	Local Disaster Coordinator
Responsibilities	<ul style="list-style-type: none"> ▪ Lead, monitor and undertake Logistics cell functions including those relating to LDCC, procurement, stores, staging, transportation and medical arrangements; ▪ As required and in liaison with the Operations Team Leader, assist QPS and other relevant agencies with resource arrangements necessary for evacuations; ▪ As required and in liaison with the Operations Team Leader, arrange for nominated evacuation centres to be opened, resourced and ready for operations; ▪ Responsible for security of LDCC logistics documents and records, if required; ▪ In liaison with LDCC Executive Support Officer, assist with LDCC security and access arrangements as required; ▪ In liaison with LDCC Executive Support Officer, assist with maintenance and cleaning of LDCC as required; ▪ Action logistics requests received by the LDCC; ▪ Provide logistics advice to Local Disaster Coordinator, Operations Team Leader and other LDCC staff as required; ▪ Maintain record of costs associated with LDCC logistics issues; ▪ Upon completion of operations, ensure all LDCC logistics records are provided to the Local Disaster Coordinator for Disaster Recovery Funding Arrangements (DRFA) claims.

Training Requirements:

- Queensland Disaster Management Arrangements provided by QFES;
- Introduction to Disaster Coordination Centre provided by QFES;
- Australasian Inter Service Incident Management System (AIIMS) – various training providers;
- Participation in relevant disaster management exercises to test Local Disaster Management Plans;
- Guardian IMS.

Position	Logistics Officer
Position Summary	The Logistics Officer assists with the acquisition of human and physical resources, facilities, services and materials to support achievement of incident objectives. This role is generally performed by a member of RRC's Procurement and Logistics section.
Reports To	Logistics Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Monitor and undertake Logistics cell functions including those relating to LDCC, procurement, stores, staging, transportation and medical arrangements; ▪ Responsible for security of LDCC logistics documents and records, if required; ▪ In liaison with LDCC Executive Support Officer, assist with LDCC security and access arrangements as required; ▪ In liaison with LDCC Executive Support Officer, assist with maintenance and cleaning of LDCC as required; ▪ Action logistics requests received by the LDCC; ▪ Maintain record of costs associated with LDCC logistics issues; ▪ Upon completion of operations, ensure all LDCC logistics records are provided to the Local Disaster Coordinator for DRFA claims.

Training Requirements:

- Queensland Disaster Management Arrangements provided by QFES;
- Introduction to Disaster Coordination Centre provided by QFES;
- Australasian Inter Service Incident Management System (AIIMS) – various training providers;
- Participation in relevant disaster management exercises to test Local Disaster Management Plans;
- Guardian IMS.

Position	IT Communications Officer
Position Summary	<p>The IT Communications Officer is responsible for efficiency of all communications information technology processes within the LDCC and the provision of infrastructure within the LDCC to ensure requests and enquiries can be received and forwarded.</p> <p>IT Communications Officers may be required to remain on call for the duration of the incident as determined by the Logistics Team Leader in consultation with the Local Disaster Coordinator.</p>
Reports To	Logistics Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Establish and activate LDCC telephone communications; ▪ Establish appropriate IT requirements including computers with access to the Internet; ▪ Provide advice on communication issues; ▪ Establish and maintain a recorded message service if required, giving callers a hold facility when busy, and to divert to vacant phone when needed; ▪ Ensure establishment and operation of suitable photocopiers/printers; ▪ Provision of back up communications facilities within LDCC as required; i.e. mobile phones, two way radios, satellite phones etc; ▪ Provision of suitable telecommunications capabilities between LDCC and evacuation and recovery centres as required; ▪ Monitor communications systems for functionality and operational efficiency and effectiveness.
<p>Training Requirements:</p> <ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS. 	

Position	Media Team Leader
Position Summary	<p>The Media Team Leader is responsible for liaising with media outlets in regards to LDMG disaster response and recovery operations. The Media Team Leader will be required to furnish up to date information for dissemination to the affected public and external media sources. <u>All information is to be approved by the Chair and/or Local Disaster Coordinator prior to release.</u></p> <p>This role is performed by a member of RRC's Media section.</p> <p>The Communications Sub Plan is to be referred to, in addition to this Duty Card, for additional action required through the stages of an emergency/disaster.</p>
Reports To	Local Disaster Coordinator
Responsibilities	<ul style="list-style-type: none"> ▪ Issue of media release advising of activation of LDCC and public telephone numbers for the public to seek assistance (LDCC telephone number for public contact with the LDCC is only to be released when the LDCC has been activated and is operational); ▪ Preparation and release of accurate and regular media releases and public warnings in regards to LDMG disaster response and recovery operations; ▪ Ensure copies of all media releases are made available to the LDCC via Guardian IMS (Bulletins); ▪ Ensure that the Operations Team Leader is kept informed in relation to media issues; ▪ Regularly update the Local Disaster Coordinator and Chairperson in regards to media enquiries and associated issues; ▪ Arrange a daily (or otherwise as directed by the Local Disaster Coordinator / Chair LDMG) media briefing/interviews for the Chairperson, and/or Local Disaster Coordinator to advise the public of the status of operations: <ul style="list-style-type: none"> ○ The use of media releases or scheduled interview times should be utilised rather than granting individual interviews; ○ Media briefings/ interviews should where possible include representatives of the QPS, QFES and/or other relevant agency representatives; ▪ Identify suitable facilities in which to conduct daily media briefings (such area should be separate from the LDCC and in an area that will not interfere with access to, or operations of, the LDCC or meetings of the LDMG); ▪ Information for News Releases can be obtained from the SitReps prepared by the Reporting Officer or Local Disaster Coordinator; ▪ Monitor all media coverage of the event and immediately advise the Chairperson and/or Local Disaster Coordinator of any contentious issues; ▪ Be aware of "stale news" and arrange for media opportunities to correct same where necessary; ▪ Maintain situational awareness in relation to the event; ▪ Provide input into Situation Reports as required by the Reporting Officer; ▪ Be aware of media looking for a different angle on the event (i.e. they may choose to focus on the negative feelings of small groups in the community); ▪ Arrange for media opportunities to promote positive issues relevant to operations (i.e. SES operations, special events, good news community events/ actions); ▪ Dealing with all media enquiries in regards to LDMG/LDCC response and recovery operations; ▪ Be cognisant of the deadlines for media outlets, local media capabilities and relevant media contacts; ▪ Ensure impartiality when dealing with media; ▪ Organise follow up coverage of the community following the event; ▪ Ensure that the Local Disaster Coordinator and Chairperson is immediately informed of significant or contentious issues that may attract media attention (i.e. fatalities, missing children etc).

Training Requirements:

- Queensland Disaster Management Arrangements provided by QFES;
- Introduction to Disaster Coordination Centre provided by QFES;
- Australasian Inter Service Incident Management System (AIIIMS) – various training providers;
- Participation in relevant disaster management exercises to test Local Disaster Management Plans;
- Guardian IMS.

Position	Media (Public Information) Officer
Position Summary	<p>The Public Information (Media) Officer is responsible for liaising with media outlets in regards to LDMG disaster response and recovery operations. The Media Team Leader will be required to furnish up to date information for dissemination to the affected public and external media sources. <u>All information is to be approved by the Chair and/or Local Disaster Coordinator prior to release.</u></p> <p>This role is performed by a member of RRC's Media section.</p> <p>No external media personnel are to be allowed access to the LDCC without the prior consent/approval of the Chair and/or Local Disaster Coordinator.</p>
Reports To	Media Team Leader
Responsibilities	<ul style="list-style-type: none"> ▪ Issue of media release advising of activation of LDCC and public telephone numbers for the public to seek assistance (LDCC telephone number for public contact with the LDCC is only to be released when the LDCC has been activated and is operational); ▪ Preparation and release of accurate and regular media releases and public warnings in regards to LDMG disaster response and recovery operations; ▪ Ensure copies of all media releases are made available to the LDCC via Guardian IMS (Bulletins); ▪ Ensure that the Operations Team Leader is kept informed in relation to media issues; ▪ Identify suitable facilities in which to conduct daily media briefings (such area should be separate from the LDCC and in an area that will not interfere with access to, or operations of, the LDCC or meetings of the LDMG); ▪ Information for News Releases can be obtained from the SitReps prepared by the Reporting Officer or Local Disaster Coordinator; ▪ Monitor all media coverage of the event and immediately advise the Chairperson and/or Local Disaster Coordinator of any contentious issues; ▪ Be aware of "stale news" and arrange for media opportunities to correct same where necessary; ▪ Maintain situational awareness in relation to the event; ▪ Be aware of media looking for a different angle on the event (i.e. they may choose to focus on the negative feelings of small groups in the community); ▪ Arrange for media opportunities to promote positive issues relevant to operations (i.e. SES operations, special events, good news community events/actions); ▪ Dealing with all media enquiries in regards to LDMG/LDCC response and recovery operations; ▪ Be cognisant of the deadlines for media outlets, local media capabilities and relevant media contacts; ▪ Ensure impartiality when dealing with media; ▪ Organise follow up coverage of the community following the event; ▪ Ensure that the Media Team Leader is immediately informed of significant or contentious issues that may attract media attention (i.e. fatalities, missing children etc); ▪ A 'cheat sheet' for the media officer can be found in O Drive at O:\executive\MENG\Media\Disaster.
Training Requirements:	<ul style="list-style-type: none"> ▪ Queensland Disaster Management Arrangements provided by QFES; ▪ Introduction to Disaster Coordination Centre provided by QFES; ▪ Australasian Inter Service Incident Management System (AIMS) – various training providers; ▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans; ▪ Guardian IMS.

Position	Sub Committee Chairpersons
Position Summary	<p>Disaster Management Sub Committees are responsible for preparing and maintaining disaster management sub plans in relation to essential functions as determined by the Rockhampton Regional Council Local Disaster Management Group.</p> <p>These plans then become sub plans to the RRC Local Disaster Management Plan.</p> <p>A Chairperson will be appointed for each Sub Committee.</p> <p>Position Summary: Chairpersons of Sub Committees are appointed by the Rockhampton Regional Council Local Disaster Management Group, to manage and oversee the required functions of the relevant Sub Committee.</p> <p>RRC's Coordinator Disaster Management is available to advise the Chairpersons and Committees in regards to these functions.</p>
Reports To	Local Disaster Management Group/Local Disaster Coordinator
Responsibilities	<ul style="list-style-type: none"> ▪ Ensure Sub Committee meet on a regular basis as determined by the Local Disaster Management Group (4 times per year); ▪ Chair meetings of the Sub Committee; ▪ Lead and manage the Sub Committee in preparing and maintaining appropriate and relevant disaster management sub plans; ▪ Ensure minutes of Sub Committee meetings are appropriately recorded; ▪ Represent the Sub Committee through regular attendance at meetings of the Local Disaster Management Group as required; ▪ Provide regular reports to the Local Disaster Management Group on the activities and progress of the Sub Committee; ▪ Make recommendations to the Local Disaster Management Group as necessary in regards to issues identified by the Sub Committee; ▪ Maintain a working knowledge as to the roles and responsibilities of the RRC Local Disaster Management Group and contents of the RRC Local Disaster Management Plan; ▪ Ensure that all relevant agencies and organisations are represented on the Sub Committee; ▪ Ensure regular attendance of members at the Sub Committee meetings; ▪ Ensure that the Sub Plan is regularly reviewed, assessed and updated; ▪ Ensure that contact details of members of the Sub Committee are recorded and remain current; ▪ Ensure that all members of the Sub Committee are provided with a copy of the Sub Plan; ▪ Ensure that members of the Committee maintain a working knowledge as to the contents and objectives of the Sub Plan and the role of the Sub Committee; ▪ Ensure that members of the Sub Committee are regularly updated in regards to decisions and/or actions of the Local Disaster Management Group. <p>During times of emergency/disaster or activation of the RRC Local Disaster Management Group:</p> <ul style="list-style-type: none"> ▪ Notify members of the Sub Committee as to the activation of the RRC Local Disaster Management Group as required; ▪ Consult with the Local Disaster Coordinator in regards to the need for or decision of the Chair of the Sub Committee, to activate the Sub Committee; ▪ Ensure that the Sub Committee meets to determine and develop strategies relevant to the Committee's area of responsibility, in response to or preparation for the event; ▪ Advise the Local Disaster Management Group in relation to strategies developed in regards to the Committee's area of responsibility, in response to or preparation for the event;

	<ul style="list-style-type: none">▪ Regularly liaise with the Local Disaster Coordinator in regards to the Sub Committee's activities in response to or preparation for the event;▪ Ensure representation of the Sub Committee within the Local Disaster Coordination Centre as required;▪ Ensure that members of the Sub Committee are advised and updated in regards to decisions and/or actions of the LDMG;▪ Provide advice to the Local Disaster Management Group as required, in regards to issues within the area of responsibility of the Sub Committee.
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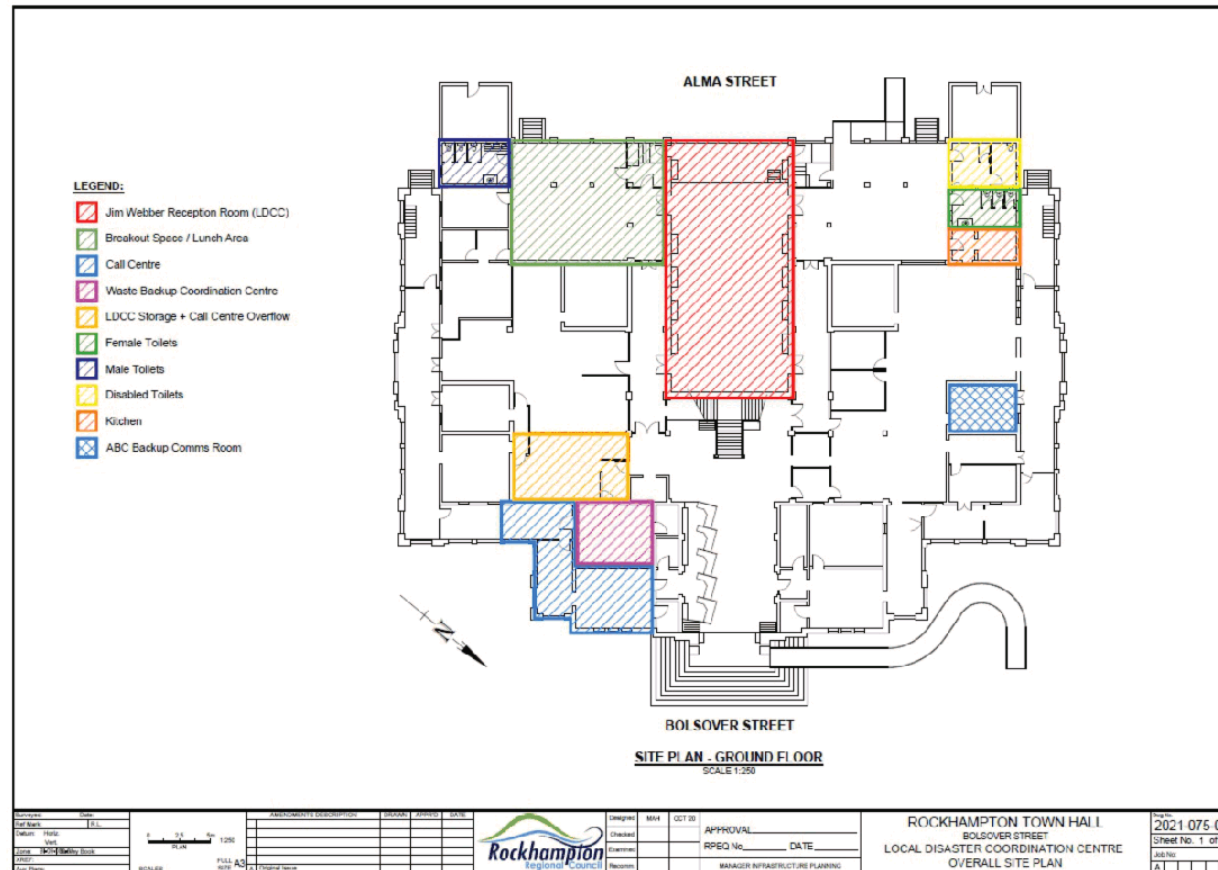
<p>Training Requirements:</p> <ul style="list-style-type: none">▪ Queensland Disaster Management Arrangements provided by QFES;▪ Introduction to Disaster Coordination Centre provided by QFES;▪ Australasian Inter Service Incident Management System (AIMS) – various training providers;▪ Participation in relevant disaster management exercises to test Local Disaster Management Plans;▪ Guardian IMS.
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Appendix B - Equipment for the LDCC

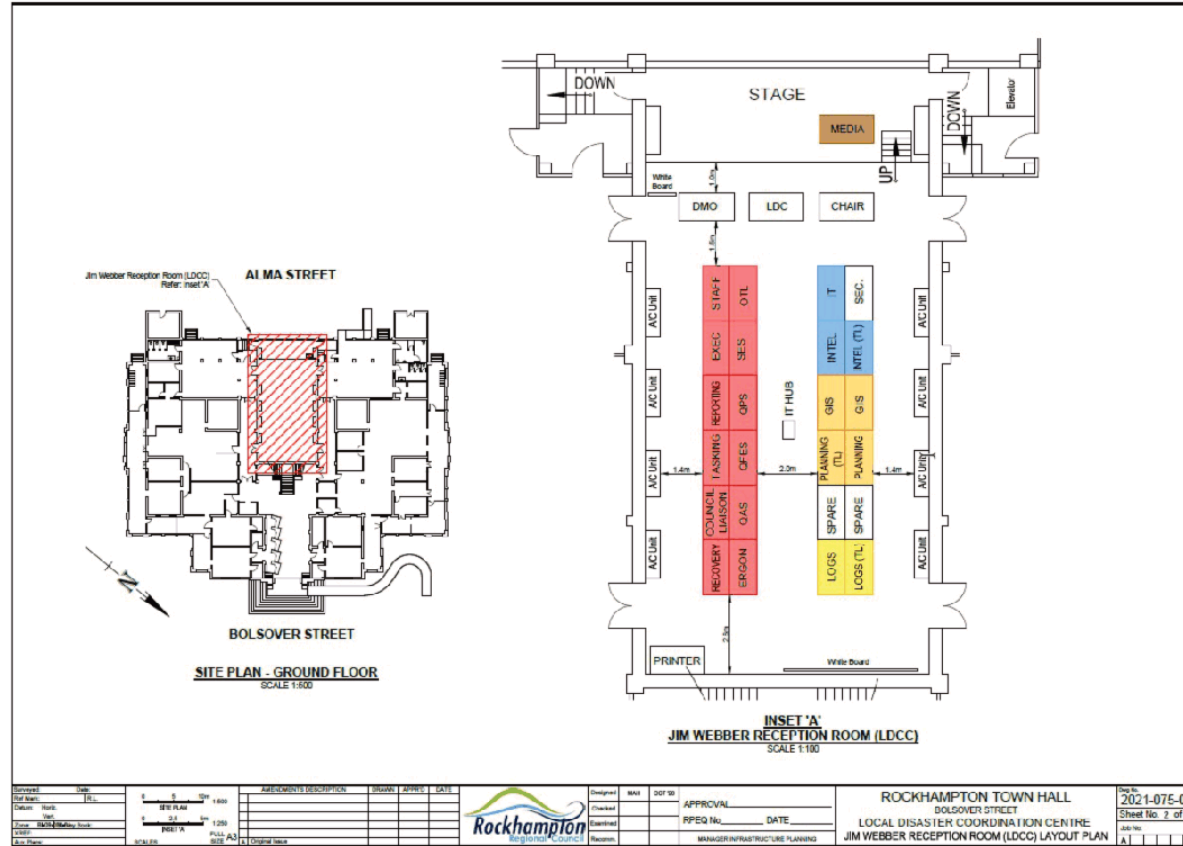
The following table lists the equipment required and the persons responsible to ensure same is available in the LDCC.

Equipment	Description and Purpose	Responsible Officer	Location
Auxiliary Power Supply, Lighting & Extension Cables	Generators and emergency lighting for the LDCC	Logistics Team Leader	The City Hall standby generator (250kva) is located at the left hand side of the carpark exit into Alma Street. The key is held by Facilities.
Carpet in Reception Room	If time allows RRC Facilities will swap flooring (carpet) in the Reception Room, for LDCC operations.	RRC Facilities	Contact RRC Facilities to organise.
Tea and coffee facilities	Refrigerator, kettle, mugs, cups and eating utensils	Executive Support Officer	Kitchens and Lunch Rooms in City Hall
Display Boards	For maps and charts	Executive Support Officer	LDCC Storage area at City Hall and various RRC Depts
First Aid Kit	For injuries in the LDCC	Executive Support Officer	First Aid room, City Hall
Food Supplies	For staff working in LDCC on shifts	Staffing Officer	Various food outlets
Maps	As required	Planning Team Leader/ GIS Officer	GIS
Mobile Phones	As required	Logistics Team Leader/ IT Communications Officer	IT Services to arrange
Office Equipment	Tables, chairs, bins	Executive Support Officer	LDCC storage area at City Hall and Reception Room equipment
Petrol (unleaded)	Fuel for Generators	Logistics Team Leader	Dooley Street Depot
Photocopier/Printer	For use in LDCC	Logistics Team Leader/ IT Communications Officer	
Laptops	For use in LDCC	Logistics Team Leader/ IT Communications Officer	LDCC Storage area at City Hall
Two Way Radios	For emergency channel and RRC channel	Logistics Team Leader	Various Departments of RRC
Sleeping Arrangements	Beds, blankets, pillows	Logistics Team Leader/ Executive Support Officer	Welfare Groups
Stationery	Blue and red pens, whiteboard markers (various colours), writing pads, rulers, pencils, paper clips, staplers, butchers paper, in/out trays, photocopy paper (white and yellow)	Executive Support Officer	Records Management Services or other Departments
TV/Transistor radios	At least two with ample spare batteries	Logistics Team Leader/ Executive Support Officer	Closet - LDCC
Whiteboards	For status boards	Logistics Team Leader/ Planning Team Leader/ GIS Officer	RRC Departments, Council Chambers
Projector & Screen	Information display within LDCC	Logistics Team Leader/ IT Communications Officer	DM Unit and RRC Departments

Appendix C: Local Disaster Coordination Centre Layout – Town Hall



Appendix C - Local Disaster Coordination Centre Layout – Jim Webber Reception Room Town Hall



Appendix D - LDCC Laptop Log In Details

Role	CD Account/User Name	Password
Recovery	cdrecovery	Pa55word
ALO – QFES	cdfire	Pa55word
ALO – SES	cdses	Pa55word
ALO – QAS	cdambulance	Pa55word
ALO – QPS	cdpolice	Pa55word
ALO – Ergon	cdergon	Pa55word
ALO – Spare 1	cdexternal	Pa55word
ALO – Spare 1	cdalospare	Pa55word

Appendix E - LDCC Telephone Numbers

Local Disaster Co-Ordination Centre Telephone (incoming calls)

1300 652 659

The answering point for the LDCC 1300 number is currently the LDCC Call Centre hunt group number which is 49368111. This incoming call number is listed to provide 9 rotating lines on the one number. If the LDCC is not active, callers to the 1300 number will be directed to the voice mailbox of 49368111. Callers are not able to leave messages while the centre is not activated.

LDCC Call Centre

Role	Phone / Extension Number	Phone User ID	Phone PIN
Call Logger 1	(07) 4936 8131	cdlogger1	5322
Call Logger 2	(07) 4936 8132	cdlogger2	5322
Call Logger 3	(07) 4936 8133	cdlogger3	5322
Call Logger 4	(07) 4936 8134	cdlogger4	5322
Call Logger 5	(07) 4936 8135	cdlogger5	5322
Call Logger 6	(07) 4936 8136	cdlogger6	5322
Call Logger 7	(07) 4936 8127	cdlogger7	5322
Call Logger 8	(07) 4936 8128	cdlogger8	5322
Call Logger 9	(07) 4936 8129	cdlogger9	5322

LDCC Main

Cell/Role	Phone / Extension Number	Phone User ID	Phone PIN
LDMG Chairperson	(07) 4936 8144	cdchair	5322
Local Disaster Coordinator	(07) 4936 8140	cdexecutive	5322
Disaster Management Officer	(07) 4936 8130	cddmo	5322
Council Liaison Officer (LDCC)	(07) 4936 8137	cdcouncil	5322
Executive Support Officer	(07) 4936 8153	cdsupport	5322
LDCC Media Liaison (Public Information)	(07) 4936 8142	cdmedia	5322
Operations	(07) 4936 8143	cdoperations	5322
Logistics Team Leader	(07) 4936 8141	cdlogistics	5322
Logistics Officer	(07) 4936 8159	cdlogistics2	5322
Planning	(07) 4936 8145	cdplanning	5322
Tasking	(07) 4936 8146	cdtasking	5322
Intelligence	(07) 4936 8147	cdintell	5322
GIS	(07) 4936 8148	cdgis	5322
IT Communications	(07) 4936 8138	cditcomms	5322
Staffing Officer	(07) 4936 8139	cdstaffoff	5322
Reporting Officer	(07) 4936 8150	cdreportoff	5322
Recovery	(07) 4936 8151	cdrecovery	5322
ALO - Spare	(07) 4936 8149	cdexternal	5322
ALO - Spare	(07) 4936 8152	cdalospare	5322
ALO - QAS	(07) 4936 8154	cdambulance	5322
ALO - QPS	(07) 4936 8155	cdpolice	5322
ALO - QFES	(07) 4936 8156	cdfire	5322
ALO - SES	(07) 4936 8157	cdses	5322
ALO - Ergon	(07) 4936 8158	cdergon	5322

Appendix F - Sample LDCC Briefing Schedule

Local Disaster Coordination Centre – Briefing Schedule	
Time	Reason
0800 hours or shift commencement/ changeover	Update all LDCC personnel on situation: <ul style="list-style-type: none"> ▪ strategic decisions of LDMG; ▪ major operations being conducted; ▪ operational priorities; ▪ strategic forward planning requirements; ▪ agency activities; and ▪ general overview of event.
Immediately after LDMG meeting	Update all LDCC personnel on: <ul style="list-style-type: none"> ▪ strategic decisions of LDMG; ▪ major changes in situation/event; and ▪ general overview of operations/event.
1400 hours	Update all LDCC personnel: <ul style="list-style-type: none"> ▪ general overview of event/operations; ▪ operational priorities; ▪ major operations being conducted; ▪ any changes to operations or strategic forward planning issues; ▪ sharing of agency information in relation to agency activities and requirements.
Shift Changeover	Update all LDCC incoming personnel: <ul style="list-style-type: none"> ▪ general overview of event and operations; ▪ major issues or difficulties encountered; ▪ operational priorities; ▪ strategic forward planning requirements or decisions; ▪ sharing of agency information in relation to agency activities and requirements.

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Financial Management Sub Plan

Meeting Date: 25 January 2022

Attachment No: 4



Document control

This Sub Plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the Local Disaster Management Group.

All approved amendments are to be listed below.

Version	Date	Comments	Approved by
1.1	January 2021	Supersedes Financial Management Sub Plan 2016 (Version 1); Sub plan reviewed.	LDC

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Abbreviations

Abbreviation	Full title
DRFA	Disaster Recovery Funding Arrangements
LDC	Local Disaster Coordinator
LDMG	Local Disaster Management Group
QFES	Queensland Fire and Emergency Services
QDRR	Queensland Disaster Relief and Recovery Guidelines
Region	The area under the management of Rockhampton Regional Council
RRC	Rockhampton Regional Council
SDRA	State Disaster Relief Arrangements for Queensland

Introduction

Purpose

The purpose of this Sub Plan is to outline the financial arrangements that support a disaster event and the subsequent claim process to recoup expenditure.

This Sub Plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed financial responsibilities and actions for all agencies of the Local Disaster Management Group and Local Recovery Committee and applies to emergency/disaster events and associated hazards within the Rockhampton Regional Council (RRC) Local Government Area.

Objectives

The objectives are to:

- outline the budgetary processes of RRC and other responding agencies of the Local Disaster Coordination Centre during an emergency or disaster event;
- outline the funding assistance at a State and Federal government level available to communities after an emergency or disaster event;
- outline the trigger points for RRC to be eligible to receive funding; and
- process for reimbursement of disaster-related expenditure.

Key contacts

- Accounting Services Rockhampton Regional Council

Responsibilities

Organisation	Responsibilities
Rockhampton Regional Council	<p>RRC must maintain proper financial records at all times including during a disaster. RRC's financial management policies and procedures will still govern all financial delegations and authorisations to expend funds, recording of expenditure, etc.</p> <p>Upon activation of the LDMG a disaster cost centre and project/ job numbers will be utilised to capture costs for deployment of resources and response and recovery activities.</p> <p>Cost centre and project/ job numbers have been provided by RRC's Finance Section. Expenses should be recorded in accordance with the RRC's Natural Disaster Cost Allocation and Reporting Framework. Other categories can be created if required at the discretion of the LDC and the Coordinator Accounting Services.</p> <p>All RRC officers are responsible for maintaining records and costing relevant expenses to the event project/ job number.</p>
Agencies of the LDMG	Each support agency/ organisation is responsible for providing its own financial services and support to its response operations in the field and compliance with its own financial policies and procedures.

Recording expenses

When an event occurs, RRC and each participating department or agency should immediately begin accounting for personnel, equipment and other costs relating to the disaster response.

Separate recording of disaster-related expenditure shall be in accordance with the RRC's or relevant agency's financial procedures and supported by logs, formal records and file copies of expenditures to provide clear and reasonable accountability and to ensure justification for reimbursement is maintained.

While innovative and expeditious means of procurement are called for during times of disaster events, it is still mandatory that good accounting principles and practices be employed in order to safeguard the use of public funds from the potential of fraud, waste or abuse.

Disaster relief and recovery funding arrangements

The Queensland Disaster Relief and Recovery Guidelines (QDRR) outline financial assistance available to communities, small businesses, primary producers, non-profit organisations, local governments and State government agencies affected by eligible disasters. The arrangements are designed to provide a 'safety net' to those in immediate need or who are unable to affect their own recovery.

Either the Disaster Recovery Funding Arrangements (DRFA) or State Disaster Relief Arrangements (SDRA) can be activated depending on the type and scale of the disaster.

The SDRA is a wholly State funded program that may be activated for all hazards and provide assistance where personal hardship and distress is experienced following the impact of a disaster event. The relief measures available include the Personal Hardship Assistance Scheme and Counter Disaster Operations. The restoration of State or local government assets requires the activation of DRFA.

The DRFA relates to eligible natural disasters, such as bushfire, cyclone, earthquake, flood, landslide, meteorite strike, storm, storm surge, tornado and tsunami, or a terrorist act. The DRFA are provided through a cost sharing formula (between Queensland and Australian Government) on a range of pre-agreed relief measures. There are four categories of relief measures available for activation under an eligible disaster, Categories A and B standard assistance and Categories C and D, special assistance. Each of the categories are activated separately. The standard assistance (Categories A and B) available under the DRFA includes:

- Personal Hardship Assistance Scheme;
- Essential Services Safety and Reconnection Scheme;
- Counter Disaster Operations;
- Reconstruction of Essential Public Assets;
- Concessional Loans to Not-for-profit Organisations;
- Concessional Loans to Small Businesses;
- Concessional Loans to Primary Producers; and
- Freight Subsidies for Primary Producers.

Following a severe disaster and activation of DRFA Category A and B relief measures, Special Assistance through the Community Recovery Package (Category C) and exceptional circumstances assistance (Category D) may be considered for activation. They are not automatically activated. Relief measures available under these categories must be requested in writing by the Premier of Queensland and approved by the Prime Minister. The special assistance available under the DRFA includes:

- Community Recovery Fund;
- Special Disaster Assistance Recovery Grants - Small Business;
- Special Disaster Assistance Recovery Grants - Not-for-profit Organisations;
- Special Disaster Assistance Recovery Grants - Primary Producers; and
- Extraordinary Special Assistance.

Assistance available to Queenslanders under the SDRA and/or DRFA is not intended to supplant, and/or operate as a disincentive for self-help either through insurance or appropriate disaster mitigation strategies. All levels of government encourage Queenslanders to build disaster resilience through awareness and preparedness for potential disasters in their area of residence and/or place of work.

Trigger points

Trigger points are the financial contributions local governments must make to reconstruction works before they are eligible to receive DRFA funding.

Eligible costs associated with an eligible disaster must exceed a local government's trigger point in order to be able to seek reimbursement for Emergency Works, Immediate Reconstruction Works and Reconstruction of Essential Public Assets funding under the DRFA.

Trigger points apply to each DRFA activated disaster, so local governments may have to contribute numerous times in a financial year.

Each local government is required to contribute 25% of eligible works (including Emergency Works, Immediate Reconstruction Works and Reconstruction of Essential Public Assets) expenditure up to their maximum calculated trigger point level. For example, if a local government trigger point is \$200,000, total eligible expenditure must exceed \$200,000 to be eligible to seek reimbursement. A local government pays 25% of all eligible expenditure for the event or up to the trigger point whichever is the lesser.

Following assessment and approval, one hundred per cent (100%) of eligible expenditure on eligible Emergency Works, Immediate Reconstruction Works and Reconstruction of Essential Public Assets, less the local government trigger point contribution (if applicable), is reimbursed.

Trigger points for local governments are calculated annually, prior to the disaster season.

Recouping of expenditure

The circumstances and conditions under which disaster-related expenditure may be recouped is explained in the "Queensland Disaster Relief and Recovery Guidelines" which is available on line at www.qra.qld.gov.au/funding/drfa.

Reimbursement is not an automatic process, and requires solid evidence of disaster-related expenditure. Some disaster events may not be claimable.

Each State agency or department is responsible for claiming their own reimbursement of funds relating to disaster operational expenses.

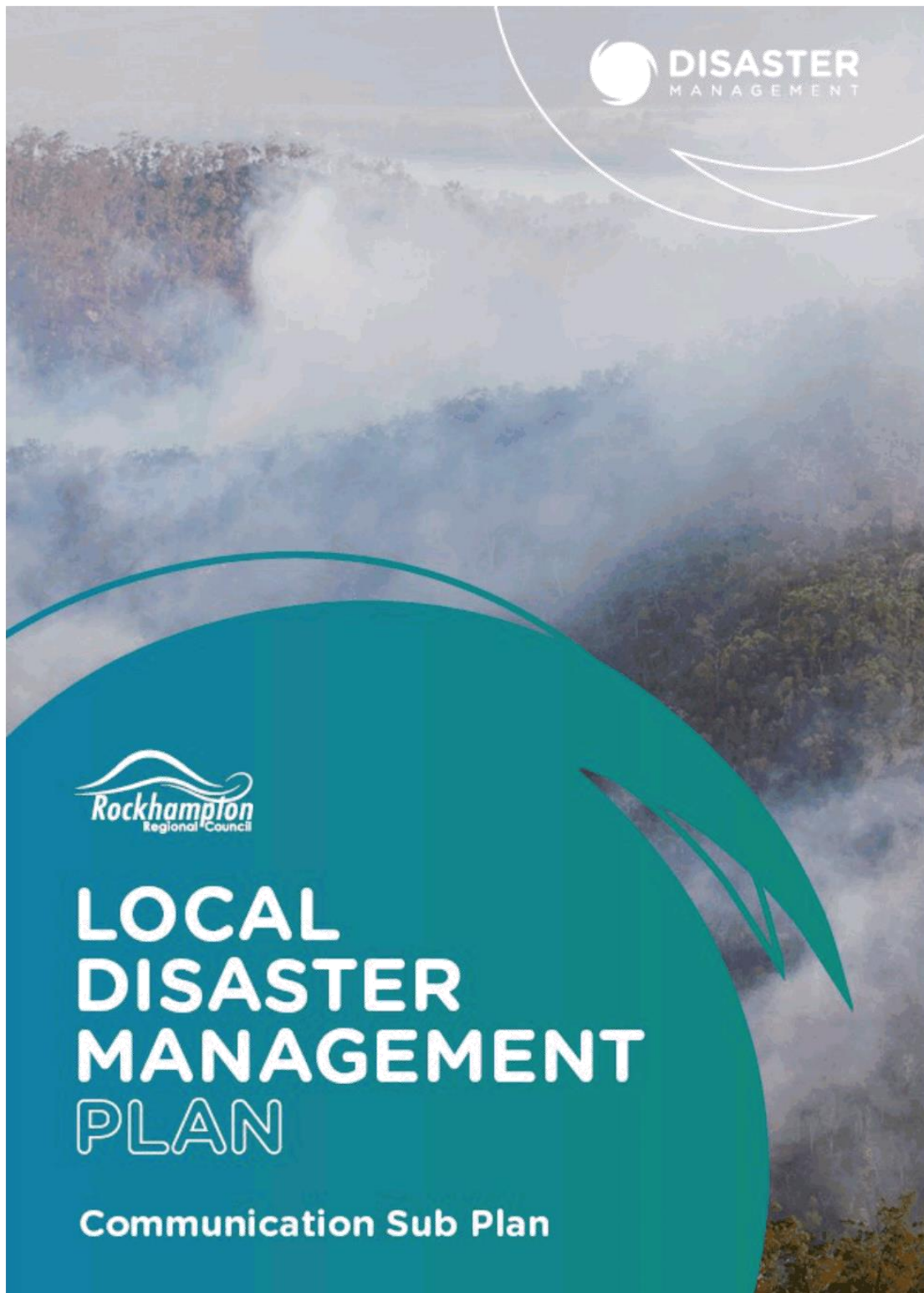
Claims for reimbursement of Council funds will be coordinated through the Finance section of Council. However each department is responsible for recording and collating sufficient documentary evidence aligned with the requirements of QDRRA on which to base the claim.

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Communication Sub Plan

Meeting Date: 25 January 2022

Attachment No: 5



Document control

This sub plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the LDMG.

All approved amendments are to be listed below.

Version	Date	Comments	Approved by
1.1		Supersedes Communication Sub Plan 2016; Sub plan reviewed.	LDC

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Abbreviations

Abbreviation	Full title
ABC	Australian Broadcasting Corporation
BOM	Bureau of Meteorology
Council	Rockhampton Regional Council
IMS	Guardian IMS (Disaster Management System)
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
QAS	Queensland Ambulance Service
QFES	Queensland Fire and Emergency Services
QPS	Queensland Police Service
SES	State Emergency Service

Introduction

Purpose

The purpose of this Sub Plan is to guide communications through the six possible stages of an event: Prevention and Preparedness, Alert, Lean Forward, Stand Up, Stand Down and Recovery.

This Sub Plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed communications responsibilities and actions for the Local Disaster Management Group (LDMG) and applies to emergency/ disaster events and associated hazards within the Rockhampton Local Government Area.

The LDCC is an interactive multi-agency coordination centre used for complex emergency and disaster events. The LDCC acts as a centre for acquiring and deploying support resources, managing **information collection and dissemination**, developing intelligence and strategic plans for the local capabilities and maintaining an overall record of the event.

The provision of timely public information and warnings tailored to our region plays a significant role in making our community safer. Sharing the right information at the right time will empower individuals to make informed decisions, take action and reduce potential impacts and consequences of the hazard.

Objectives

The objectives of the Sub Plan are to ensure that the public information is provided before, during, and after an emergency to reduce the potential impact of an emergency or hazard. This includes warnings, which provide point-in-time information about a hazard that is impacting or expected to impact communities.

Key contacts

- Chair Local Disaster Management Group
- Local Disaster Coordinator
- Coordinator Disaster Management, Rockhampton Regional Council
- Media and Communications Coordinator, Rockhampton Regional Council

Responsibilities

The coordination and dissemination of communication relating to supporting warnings and alerts and community consequence is the responsibility of the LDMG Chair and LDC.

All communication is to be approved by the relevant lead agency and LDMG Chair through the LDC and recorded within Guardian IMS (disaster management system).

During the Lean Forward and Stand Up stages of an event, a dedicated Media Officer will operate from the Local Disaster Coordination Centre (LDCC).

Partner agencies that provide information and warnings are:

Organisation	Responsibility
Rockhampton Regional Council (RRC)	Information on Council road closures, traffic routes, evacuations, storm tide, relief centres, evacuation centres, debris clean up and all matters relating to the activation of the LDMG.
ABC RADIO and commercial radio stations (4R0, HitFM, Triple M)	Current Alerts and Warnings for Queensland regions as per arrangements with Queensland State Government.
Bureau of Meteorology (BOM)	Current Alerts and Warnings for Queensland regions as per arrangements with Queensland State Government.
Department of Agriculture and Fisheries	Information about an animal/plant disease emergency and its implications.
Department of Transport and Main Roads	Information on road closures on state roads.
Ergon Energy	Information regarding power outages and power supply.
Queensland Fire and Emergency Services (QFES)	Coordinates media and public information regarding fire, chemical or gas emergency situations.
Queensland Health	For information regarding a public health epidemic or heatwave.
Queensland Police Service (QPS)	Information about a locally managed incident, including directed evacuations.

Warning principles

Public information during the response phase of a disaster management operation provides the community with awareness of hazards and information about events and recommended actions, such as local evacuation arrangements and specific measures available for vulnerable groups (e.g. the elderly, ill and people with a disability).

Warnings related to an event are issued by the relevant lead agency. The notification and dissemination of information and warnings does not rely on the activation of a disaster management group. Rather, they should be the automatic responsibility of disaster management agencies, regardless of the status of activation of a disaster management group.

The release of additional information to the community regarding the development of an emergency/disaster and associated hazards will be the responsibility of the Chairperson of the LDMG. This information will be released in conjunction with representatives of lead agencies and/ or support agencies of the LDMG, who are responsible for the input of relevant data to this process.

Under Section 30 of the *Disaster Management Act 2003*, the LDMG is responsible for ensuring the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster. This involves raising awareness of identified threats and the means by which the public should respond at an individual and/or household level, and may include warnings and directions, as provided by lead agencies for warnings relating to the particular hazard.

Disaster and emergency warnings need to be timely, consistent and succinct, so that people can take appropriate action. They need to include a call to action and empower people to make decisions about their own safety. Messages need to be based on risk and include information on potential impacts and consequences.

Warnings need to be trusted, authoritative and verifiable. Individuals are likely to hear about a potential disaster situation from a variety of sources and most will seek to confirm that message before they take any action. Therefore the frequency and timing of emergency warnings needs to be carefully considered. As long as the information is consistent and led by the relevant agency, emergency warnings issued from two or more agencies will help to confirm and reinforce the warning message.

Effective warning systems are an essential prevention strategy that aims to convey information to the community relating to the impending disaster event. Messages need to be readily accessible. Warnings to the community from the relevant agencies and Council are transmitted via electronic media (i.e. sms, e-mail, social media, websites, emergency dashboard, digital display boards) and radio as per the processes of their respective organisations.

Rockhampton Region Communities

There are different communities and audiences that may need to take priority and will benefit from receiving early advice of an impending serious event.

Some of these communities are identified below.

- Non-English Speaking Background (NESB)
- Culturally and Linguistically Diverse (CALD)
- People with a disability
- Aged Care
- School communities

During a disaster event, care should be taken to ensure that messages are accessible to all audiences, including employing resources such as an Auslan interpreter during doorstops and adding captions to Facebook videos or summarising the video in an accompanying text post.

Role of the Media Cell within the LDCC

The responsibility for media and communications within the LDCC lies with an officer from Rockhampton Regional Council, who will act as a Media Officer. The duties of the Media Cell within the LDCC are described within the Local Disaster Centre Sub Plan. A 'cheat sheet' for the media officer can be found at in O Drive at O:\executive\MENG\Media\Disaster.

Communication Process

There are six communication phases for emergency/ disaster events and associated hazards used within communications and community engagement strategies and procedures. These are:

Phase	Primary purpose of communication
Phase 1 – Prevention and Preparation	Promote overall disaster preparedness and resilience in the community.
Phase 2 – Alert	Ensure community is aware of risk and has information on how to prepare.
Phase 3 – Lean Forward	Ensure community is aware an event may be imminent and has access to required information and resources in order for them to be able to make decisions.
Phase 4 – Stand Up	Provide accurate and timely updates.
Phase 5 – Stand Down	Provide information about scope and impact of event, any resources and assistance available.
Phase 6 – Recovery	Share ongoing support available and updates on any recovery work.

Information to be released

When a disaster situation threat is increasing and then subsequently during the disaster situation communications will focus on:

- Getting information to the people who need it;
- Getting the right information to the right people;
- Ensuring it is consistent, timely, user-friendly, accurate, and useful.

This information may consist of:

- Nature of the disaster threat and advice about actual situation
- Advice on what precautions to take and what immediate actions may be required
- Location of the (likely) disaster (area affected) and number of people involved
- Public safety
- Evacuation information
- Continuing hazards
- Environmental impact
- Social impact
- Cultural impact
- Economic impact
- Agencies involved in response
- Scope of agency involvement and activity and future tasks of agencies
- Extent of estimated public and private damages
- Safety instructions, how to respond and stay safe
- How and where to get personal assistance
- How and where to get information regarding assistance for livestock and companion (pet) animals
- Telephone numbers for donations and methods of donating money
- Other offers of assistance

The Stages of Communication of the LDMG

Stage 1 – Prevention and Preparation

This stage serves as an opportunity to increase overall disaster resilience in the community outside of an actual disaster event.

The 'prevent and prepare' phase has two aims:

- Increase awareness and education in the community of the risks they face;
- Limit the impact of a disaster by ensuring the community has taken appropriate action to prepare.

These aims will be achieved through:

- Regular media, engagement and education opportunities throughout the year;
- Targeted, benchmarked campaigns to promote specific behaviours.

Messages will:

- Promote the Rockhampton Emergency Dashboard
- Promote the five steps to be READY:
 - Step 1 – Understand Your Risks
 - Step 2 - Make a Plan (Household Emergency and Evacuation Plan)
 - Step 3 - Pack Supplies (Emergency Kit and Evacuation Kit)
 - Step 4 – Prepare your Home
 - Step 5 – Protect your Pet (Pet Emergency Kit)
- Promote how to Respond (Tune in to Warnings, Prepare for Evacuation, Check on Neighbours)
- Promote how to Recover (where to find information and resources)
- Share and support Disaster Management messages from other agencies.

These communications are managed through a separate communications and engagement strategy.

Stage 2 – Alert

At the **Alert** phase Council's Communications Team will begin preparing for communications during a disaster. Any communication will be at the direction of the LDC, with the LDMG Chairperson as spokesperson.

Specific actions at this point will be to:

- Establish a roster in preparation to Lean Forward.
- Email media contacts and inform them of LDMG moving to alert phase. Advise further updates will be provided if the situation develops.
- Print off hard copy list of key media contacts.
- Create or share communications with key information for public, e.g.:
 - 'If it's flooded, forget it'
 - Where to go to get sand bags, other ways to prepare
 - Where to get information – lead agency, Emergency Dashboard.
- IMS – ensure users are familiar and comfortable with software.
- Provide support to ensure RRC staff are kept updated.

Stage 3 – Lean Forward

The **Lean Forward** phase triggers the activation of the LDCC and Media Officers.

Officers will use email, social media and IMS to issue regular updates to the media and community. Rolling updates should be published on a single page on the news section of Council’s website, ensuring the most up to date information is at the top. For example: <https://bit.ly/3nBYq64>.

Any communication will be at the direction of the LDC, with the Chairperson as spokesperson wherever possible.

Action	Detail
Media Officers activated	<p>Media Officers set up in LDCC.</p> <p>Make contact with all media outlets to ensure they are aware LDCC has moved to <i>Lean Forward</i> phase.</p> <p>Begin to use IMS for warnings and appropriate actions required.</p> <p>Stay in regular contact with emergency service agencies media reps.</p> <p>Organise media briefings if required and respond to media enquiries. Record briefings where possible and livestream to Facebook when necessary.</p> <p>Regularly monitor and respond to enquiries on social media.</p> <p>Correct public misinformation.</p> <p>Event will be set up in IMS – ensure correct protocols are used at all times to allow for consistency and continuity.</p> <p>Place LEAN FORWARD banner on website and Emergency Dashboard.</p>
Prepare key messages and briefing notes for Council spokespeople	<p>Depending on the disaster this can be around:</p> <ul style="list-style-type: none"> • Emergency Dashboard • Road closures – Flooded, Forget It • Sandbags and pile locations • Storm tide information - online mapping • Ice, power etc – if applicable • Looking out for your neighbour • Evacuation – staying with friends, family, in alternative accommodation, assembly areas and centres • Isolated communities • Economic - ensure messaging considers the ‘true impact’ of the event.

Stage 4 – Stand Up

The **Stand Up** phase sees a continued focus on ensuring the community, media and internal staff have the most up to date information.

Any communication will be at the direction of the LDC, with the LDMG Chairperson as spokesperson wherever possible.

Action	Detail
Media Officers remain activated according to roster	Maintain regular contact with all media (email, phone, Facebook). Continue issuing media releases, website and social media updates with messaging agreed on with Disaster Management Coordinator/LDC/LDMG Chair. Continue to stay in regular contact with emergency service media units for the latest developments. Regularly monitor and respond to enquiries on social media. Correct public misinformation. Event will be set up in IMS – ensure correct protocols are used at all times to allow for consistency and continuity. Attend LDMG to ensure updated information is known. Provide daily update for Sitrep – stats etc. Capture images for possible submissions post event. Potential for Politicians (Fed and State) to visit the area.
Prepare key messages and briefing notes for Council spokespeople	Depending on the disaster this can be around: <ul style="list-style-type: none"> • Economic - ensure messaging considers the 'true impact' of the event and won't have a negative impact on local businesses/ tourism • Road closures – Flooded, Forget It • Sandbags and pile locations • Ice, power etc – if applicable • Looking out for your neighbour • Evacuation – staying with friends, family, in alternative accommodation, assembly areas and centres • Isolated communities • Government and Agency Support available to residents

	<ul style="list-style-type: none"> • Advertising of potential pop up Hubs or Community Meetings that may occur • Potential for joint media with Fed/State politicians – highlight links to former funding and support.
--	--

Stage 5 – Stand Down

Media Officers will be stood down by the LDC and communications move from response to recovery mode.

Action	Detail
Ongoing communications	<p>Issue media release, website update and social media update to mark the end of the incident, highlighting messages of recovery and resilience.</p> <p>Promote good news stories from these groups.</p> <p>Ensure photos of damage and other images associated with Event are obtained and saved.</p> <p>Regularly monitor and respond to enquiries on social media.</p> <p>Ensure images and other intel gathered are stored/ captured for easy future reference and use.</p> <p>Remove ALERT banner from website and Emergency Dashboard.</p>
Prepare key messages and briefing notes for Council spokespeople	<p>Depending on the disaster this can be around:</p> <ul style="list-style-type: none"> • Economic - ensure messaging considers the 'true impact' of the event • Recovery messages, support agencies • Looking out for your neighbour • Isolated communities • Government and Agency Support available to residents – psychological, funding etc • Potential for Politicians (Fed and State) to visit the area – highlight links to any former funding/support • Advertising of potential pop up Hubs or Community Meetings.

Stage 6 – Recovery

Recovery from a disaster may extend for months or years beyond the actual event.

The focus of communications during this stage may be on:

- Ongoing support available for residents
- Works undertaken to repair damage
- Projects designed to capture community experience
- Anniversaries of events
- Improvements Council/ LDMG has embedded for future events
- Engagement with the community to further understand individual experiences.

Communication Methods

Social Media

The RRC Communications Team will proactively use Council's corporate Facebook page (www.facebook.com/rockhamptonregionalcouncil/) to deliver messages to residents. This page will also be used as an information gathering tool from the public posting. Other social media channels, such as Youtube and Twitter, will be used when necessary.

Council Website

The Disaster Management pages on Council's website will be regularly updated to ensure the most appropriate information is available to residents. Place ALERT Banner on the website when LDCC is moved to ALERT.

Emergency Dashboard

Access to real time emergency information all year round in one convenient spot including all emergency contact information.

Customer Service screens

Display of images (education tips etc) on the powerpoint displayed in Customer Service Centres.

DL Flyers/Other

Your Emergency Guide, magnets and others as required can be a quick and easy reference guide for the community

Fact Sheets

Fact sheets on disasters faced within the Rockhampton Region are available online and at libraries and Customer Service Centres.

Messages on Hold

Messages on hold will be developed to inform residents of the season ahead and the resources that are available to them. These short quick messages are heard by customers who call into Council (while on hold) and are generally rotated monthly.

Quay Street Signs

Council owned digital signs located throughout the CBD. Organised through IT.

Display Board at the Rockhampton Town River Gauge

Messages will be shared at this, and other display boards along Quay Street. Organised through IT.

Get Ready Day/Other Community Events

Rockhampton Regional Council participates in Emergency Services Day each year, and Council's Disaster Management team attends other community events throughout the year.

Appendix A: Structure of LDCC media release



Media Release

DD Month YYYY

Headline - summarise release

The Local Disaster Management Group has **ACTION** (e.g. *been placed on alert and sand will be provided free of charge to residents, as the Bureau of Meteorology has advised Tropical Cyclone Owen is set to impact the Rockhampton Region this weekend.*)

RELEVANT INFO (e.g. *BOM's current forecasts indicate that TC Owen will bring damaging winds and heavy rain, with the potential for flash flooding, and will reach our region on Sunday or Monday.*)

QUOTES FROM SPOKESPERSON (e.g. *Chair of the LDMG, Cr Tony Williams, said Council would be providing sand and that it was vital that residents prepared for the approaching cyclone.*)

"The latest modelling indicates that TC Owen will be heading down the east coast as a low and will impact our region towards the end of the week. The BOM have indicated that TC Owen appears similar to 2013's TC Oswald, but that it is a smaller system and is likely to move more quickly.

"Council will be providing sand for residents to fill their own bags with at four locations from 4pm today – Bridge Street near Stapleton Park, Dean Street opposite Mason Street, the Exhibition Road entrance of the Showgrounds, and the in the car park at Gracemere Swimming Pool.

"We will continue to monitor the levels throughout the coming days, ensuring more sand is provided if needed.

KEY MESSAGE/S FOR COMMUNITY

"It really is vital that our community is prepared for the winds and rain heading our way. In your Emergency Kit make sure there are things like a radio, a torch, charged power banks, a first aid kit, and enough food and water for three days.

"Getting rid of any debris in advance can make a huge difference. Trim any branches over your roof, clean out yards, and remember you can take any green waste or recycling to our landfill sites for free.

"We have a huge number of resources on our website to help you prepare, and you can use the emergency dashboard and our Facebook page to see the latest warnings and updates."

ADDITIONAL RESOURCES (e.g. *There is a 5 day cyclone forecast available from the BOM here INSERT LINK. The Emergency Dashboard, which also gives advice on getting prepared, is here INSERT LINK.*)

LDCC CONTACT DETAILS**MEDIA OFFICER CONTACT DETAILS**

Appendix B: Key messages for the community

Event

Fire

Possible key messages for inclusion in a media release or talking points include:

- Please continue to check the Queensland Fire & Emergency Services (QFES) website for updates and more information. It is vital to comply with directions of QFES.
- Have you prepared your home? There are some basic precautions you can take to help protect your property. Head over to the QFES website for more information: https://www.ruralfire.qld.gov.au/BushFire_Safety/Pages/Create-your-bushfire-survival-plan.aspx.
- Consult your Bushfire Survival Plan. If you plan to evacuate, make sure to act early. Waiting could reduce your options.
- It is important to remain vigilant and aware of your surroundings. As we know anything can happen and conditions can change in an instant. Be prepared, be aware, and above all be safe.
- Make sure you have an Emergency Kit and Evacuation Kit ready. (Checklists available [here](#))
- Stay informed by checking Council's Emergency Dashboard: <https://emergency.rockhamptonregion.qld.gov.au/>.

Heatwaves

Possible key messages for inclusion in a media release or talking points include:

- Heatwaves can impact anyone. Babies, young people, elderly people, pets, people working outdoors and those with medical conditions such as asthma are particularly vulnerable and need to take special care during heatwaves.
- Follow the advice of Queensland Health for staying healthy in hot weather: https://www.health.qld.gov.au/_data/assets/pdf_file/0024/713427/dm-stay-healthy-heat.pdf.

Flood

Possible key messages for inclusion in a media release or talking points are:

- If it's flooded, forget it. Never walk or drive through floodwaters.
- Locations to collect sandbags.
- Relocate rubbish bins to a higher level.
- Stay informed by checking Council's Emergency Dashboard: <https://emergency.rockhamptonregion.qld.gov.au/>.
- Begin clean up as soon as flood waters recede and it is safe. Wear proper equipment, including safety glasses and heavy work gloves, to protect yourself from injury.
- Make sure you have an Emergency Kit and Evacuation Kit ready. (Checklists available [here](#))

Cyclones and storms

Possible key messages for inclusion in a media release or talking points are:

- Secure and brace all exterior doors and close all interior doors. Keep curtains and blinds closed.
- Stay indoors and away from windows, skylights and doors.
- Ensure any furniture or objects outside are brought inside or secured.
- Make sure you have an Emergency Kit and Evacuation Kit ready. (Checklists available [here](#))
- Stay informed by checking Council's Emergency Dashboard:
<https://emergency.rockhamptonregion.qld.gov.au/>.

Evacuation

Possible key messages for inclusion in a media release or talking points are:

- If you are planning to evacuate it is important to do so early. Waiting may reduce your options.
- Consider staying with family or friends that live in an area that won't be impacted by the disaster or is a safer alternative.
- This Australian Red Cross service allows our community to register, find and reunite family, friends and loved ones during and after a disaster event. Visit the [Register.Find.Reunite website](#) for more information.
- Location/s of temporary accommodation or evacuation centre/s.
- If you're heading to an evacuation centre, you can pre-register (urls for evacuation centre pre-registration available [here](#)).
- Take your Evacuation Kit with you. (Checklists available [here](#))

Clean up

Possible key messages for inclusion in a media release or talking points are:

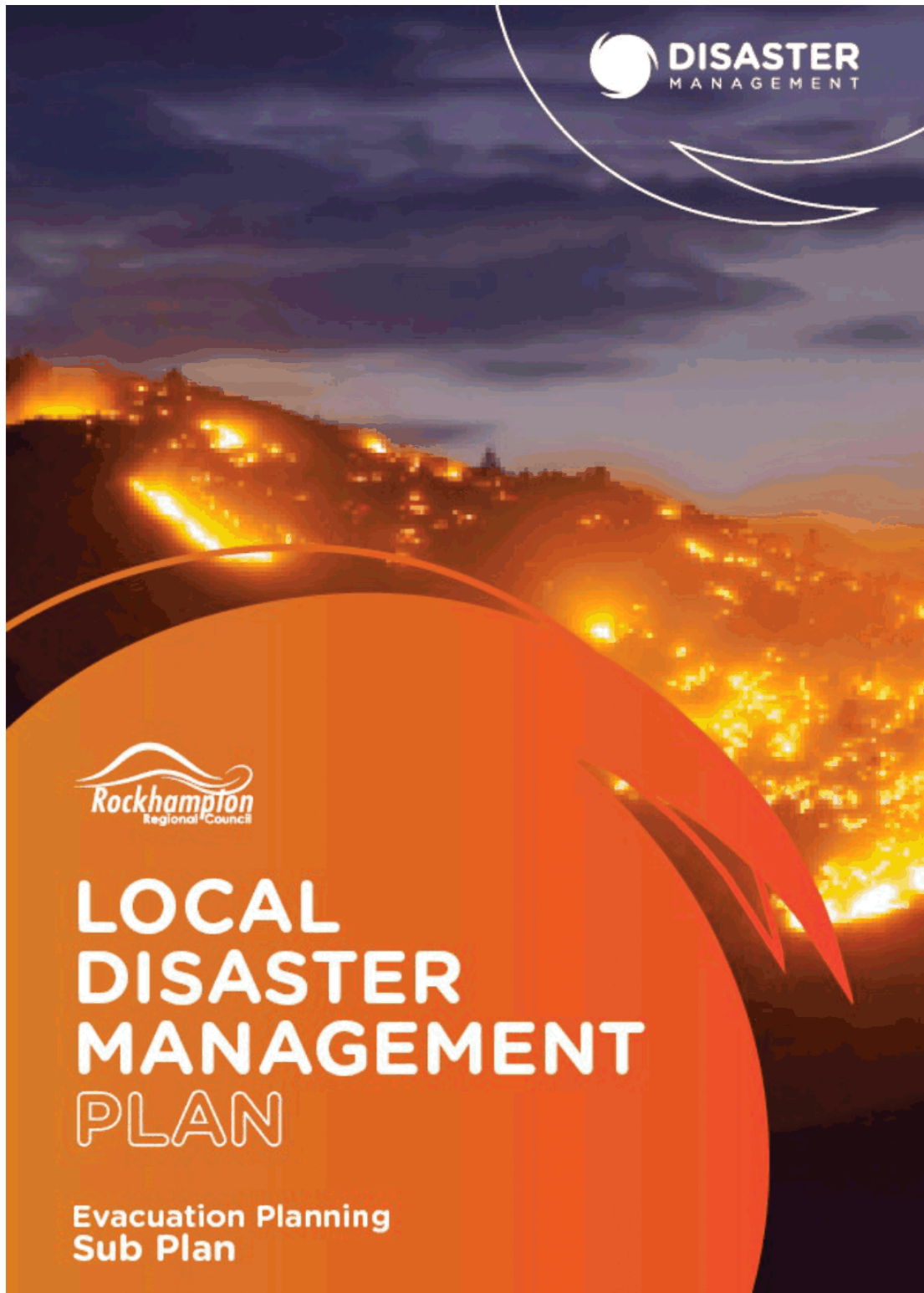
- Begin clean up as soon as it is safe to do so. Wear proper equipment, including safety glasses and heavy work gloves, to protect yourself from injury.
- Residents affected by the recent flooding are encouraged to make use of Council's free waste disposal days.
- Residents are asked to help out by separating their waste before disposal. There will be specific areas for recyclable materials; concrete, bricks and stones; green waste; and scrap metals.

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Evacuation Planning Sub Plan

Meeting Date: 25 January 2022

Attachment No: 6



Document control

This Sub Plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the LDMG.

All approved amendments are to be listed below. The LDC will ensure that all copies of the plan are replaced with the most up to date version.

Version	Date	Comments	Approved by
1.1	June 2021	Supersedes Evacuation Sub Plan 2016 (Version 1); Sub plan reviewed.	LDC

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Abbreviations

Abbreviation	Full title
DDC	District Disaster Coordinator
DDMG	District Disaster Management Group
DNRME	Department of Natural Resources, Mines and Energy
DMA	Disaster Management Act (2003)
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
MoU	Memorandum of Understanding
PSPA	Public Safety Preservation Act (1986)
QAS	Queensland Ambulance Service
QFES	Queensland Fire and Emergency Services
QPS	Queensland Police Service
RRC	Rockhampton Regional Council
RSPCA	Royal Society for the Prevention of Cruelty to Animals
SES	State Emergency Service
SOP	Standard Operating Procedure
TMR	Department of Transport and Main Roads

Introduction

Purpose

The purpose of this is to detail the agreed arrangements, at the local level, for planning the evacuation of residents at risk, during an emergency or disaster event, to ensure that they can be moved to a safer location and be provided with relevant support services.

This Sub Plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed evacuation planning responsibilities and actions for the Local Disaster Management Group (LDMG) and applies to emergency/disaster events and associated hazards within the Rockhampton Regional Council (RRC) Local Government Area.

Objectives

The objectives of the Evacuation Planning Sub Plan are to:

- Define the structure, membership, roles and responsibilities of the Evacuation Planning Sub Committee;
- Provide an understanding of evacuation planning in a disaster management context;
- Facilitate an effective withdrawal of “at risk” persons to managed temporary emergency shelters and evacuation centres;
- Define authority to evacuate; and
- Coordinate a safe and ordered return of displaced persons.

Key contacts

An Evacuation Planning Sub Committee is established by the LDMG to oversee the evacuation processes of the RRC Local Disaster Management Plan (LDMP) and associated Evacuation Planning Sub Plan.

The contact list for members of the Evacuation Planning Sub Committee is held by RRC’s Disaster Management Unit. The Chairperson of the Evacuation Planning Sub Committee is responsible for ensuring the contact list is maintained and up to date.

The Evacuation Planning Sub Committee comprises of the following members:

Chairperson: Officer in Charge Rockhampton - Queensland Police Service

Members:

- Queensland Fire and Emergency Services
- State Emergency Services Local Controller
- Department of Transport and Main Roads
- Evacuation Facilities Manager Rockhampton Regional Council
- Coordinator Disaster Management Rockhampton Regional Council
- Australian Red Cross
- Salvation Army
- Supporting Advisors: Representatives from other agencies, industries or community organisations deemed necessary to act as advisors for both planning and operational arrangements.

Responsibilities

The role of the Evacuation Planning Sub Committee is to assist in achieving the objectives of the Evacuation Planning Sub Plan by:

- Assisting the LDMG in coordinating support to the lead agency responsible for the evacuation (and return) of directly affected persons during an emergency or disaster event;
- Providing reports and recommendations to the LDMG in relation to evacuation issues; and
- Developing an effective Evacuation Planning Sub Plan and to regularly review and assess the plan.

The Evacuation Planning Sub Committee should meet on a regular basis (minimum of once per year) as determined by the Chair.

Evacuation

Evacuation is a risk management strategy that may be used as a means of mitigating the effects of an emergency or disaster on a community. It involves the movement of people to a safer location. However, to be effective it must be correctly planned and executed. The process of evacuation is usually considered to include the return of the affected community to their homes.

Evacuation is – “1. The temporary relocation of persons from dangerous or potentially dangerous areas to safe areas. 2. The planned relocation of persons from dangerous or potentially dangerous areas to safer areas and eventual return.”

Evacuation from one’s property is the **last resort option** in an emergency/ disaster event to keep one safe and reduce the risk of injuries. This Sub Plan is developed to enable a safe and coordinated transfer of the “*at risk*” population, away from high risk areas, as the key focus. The safety of the emergency responders and support agency representatives is of equal importance.

Residents deemed “*at risk*” will be encouraged to move from the emergency/ disaster area and seek accommodation with family or friends or alternative commercial accommodation. If necessary, evacuees may be relocated to an evacuation centre with access to welfare support facilities.

Residents deemed “*at risk*” who may have activated their evacuation plans will be directed away from the danger area to a sheltering location or facility as determined by the Chairperson Evacuation Planning Sub Committee, until the danger has passed. Only minimum support facilities may be required. Some evacuations will need to be phased to ensure that vulnerable groups can be evacuated in time and to avoid congestion. Phasing may be by area or by the needs of the groups.

The most likely events that will instigate an evacuation scenario due to impact and risk are: cyclone, severe storm, major flooding, bushfire, loss of facilities (long-term).

In the event of a disaster/ emergency requiring evacuation, careful planning and consideration must be given to the needs and safety of the following groups:

- Persons with disabilities;
- Residents and patients of hospitals, nursing homes, retirement villages and aged care facilities;
- Persons with non-English speaking background;
- Children and youth at child care centres and schools;
- Tourists to the region (particularly those residing in caravans or on boats or vessels); and
- Homeless people.

Evacuation process

There are five (5) stages to the Evacuation Process.

1. Decision

There are often many complex issues to be taken into account in making this decision and it may need to be made in the absence of all the desired information. The decision making process needs to be as simplified as possible and clear and informed.

The LDMG (including the Evacuation Planning Sub Committee) has no legislative authority to invoke an evacuation and can therefore only offer advice to the community of the need or potential need to evacuate an area.

Should the LDMG require a mandatory evacuation of an “*at risk*” area or community, they are to make a request through the District Disaster Coordinator (DDC) who is a commissioned officer within the Queensland Police Service.

Key organisations and functions

Organisation	Responsibility	Key Functions	Support Agency/s
District Disaster Coordinator	Mandatory evacuation	Seek approval for disaster declaration Issue media release on mandatory evacuation Authorise declared disaster officers as necessary	DDMG QPS LDMG QFES
Chairperson Local Disaster Management Group	Manage decision process for evacuation	Request authority from DDC for mandatory evacuation	LDMG Evacuation Planning Sub Plan Committee DDMG
QFES QPS	Manage evacuations under Public Safety Preservation Act	Manage evacuations under Public Safety Preservation Act in response to incidents affecting a community.	QFES QPS LDMG DDMG

2. Warning

Warning comprises of the dissemination of public information in the form of advice or direction.

An evacuation warning must be structured to provide timely and effective information to the public. The effectiveness of the evacuation will largely depend on the quality of the warning.

Factors which may influence the effectiveness of the warning include time, distance, visual evidence, threat characteristics and sense of urgency demonstrated by the emergency services. For example, the more immediate the threat, the greater the readiness of people to accept and appropriately react to the warning.

Key organisations and functions

Organisation	Responsibility	Key Functions	Support Agency/s
Chairperson Local Disaster Management Group	Manage dissemination of information for evacuation	Advise public of situation as outlined in Communications Sub Plan	LDMG Relevant control authority

3. Withdrawal

Withdrawal involves the orderly removal of people from a dangerous or potentially dangerous area to a safer area. This stage focuses on the actual evacuation.

In practice, there are three degrees of evacuation:

Self Evacuation –the self-initiated movement of people to safer places prior to, or in the absence of, official advice or warnings to evacuate. Some people may choose to leave early even when in the absence of a hazard but based on a forecast. Safer places may include sheltering with family or friends who may live in a safer building or location. Self-evacuees manage their own withdrawal, including transportation arrangements. People are encouraged to evacuate early if they intend to evacuate;

Voluntary Evacuation –an evacuation advice has been issued, people are strongly encouraged to consider enacting their evacuation plans. Voluntary evacuees also manage their own withdrawal;

Directed Evacuation –a relevant government agency has exercised a legislated power that requires people to evacuate. A directed evacuation under the *Disaster Management Act 2003* requires the declaration of a disaster situation. A DDC may declare a disaster situation which requires the approval of the Minister for Fire and Emergency Services and must be made in accordance with Section 65 of the Act. During a disaster situation, the DDC and Declared Disaster Officers are provided with additional powers under sections 77-78 of the Act. These powers may be required to give effect to a directed evacuation.

During a disaster it may be necessary to relocate some community members to a place of relative safety away from the “*at risk*” area. If unable to relocate to family and friends or established accommodation, the “*at risk*” community will be directed to an evacuation centre. This is a place established to cater for the immediate basic needs of evacuees, and is the best last resort option.

In some situations, the “*at risk*” community will be directed to an assembly point to determine if proceeding to an evacuation centre is the best suited option.

Evacuation Centres are a temporary sheltering solution only, and will normally close as soon as evacuees are either returned to their primary residence or are settled in appropriate alternative short-long term accommodation.

Transportation of persons requiring assistance to evacuate will be undertaken in consultation with the LDMG.

There will be occasions when it may be assessed that people would be safer to stay and shelter in place. Depending on the nature of the hazard, measures such as closing windows, isolation of air conditioning systems and listening to the radio and/or TV to receive information can be taken to reduce vulnerability.

Key organisations and functions

Organisation	Responsibility	Key Functions	Support Agency/s
Queensland Police Service	Lead Agency/Control Authority	Implementation of evacuation process Crowd & traffic control of evacuation routes Crowd & traffic control at emergency accommodation centres/assembly points Security of evacuated area Security of assembly points	SES QFES Australian Red Cross RRC
Evacuation Planning Sub Plan Chairperson & Committee	Evacuation planning & coordination	Coordinating the evacuation of “ <i>at risk</i> ” persons during an emergency or disaster event Provide reports and make recommendations to the LDMG in relation to disaster management evacuation issues Determine/identify need for assembly points Determine/identify evacuation centres to be utilised Coordinate communication needs for evacuation centres/assembly points	LDMG SES QFES DDMG TMR
		Assess and determine appropriate transportation routes from area to be evacuated to nominated evacuation shelter/location Provision of appropriate transportation resources where necessary to assist in evacuation of persons Provision of appropriate transportation resources where necessary to assist with return of persons to their residence	LDMG SES QPS QFES QAS DDMG RRC TMR
	Evacuation Centre – see Evacuation Centre Management Sub Plan	Suitable sheltering locations or facilities, such as evacuation centres for evacuees, will be identified, inspected and recorded Ensure appropriate facilities available to respond and provide accommodation and services, as required, in an emergency/ disaster event	LDMG QPS QAS DDMG RRC Australian Red Cross
QAS	Medical	Casualty and medical transport	St John Ambulance

4. Shelter

Shelter involves provision of the basic needs for affected people away from the immediate or potential effects of the hazard.

Shelter provides for the temporary respite of evacuees. It may be limited in facilities, but must provide protection from the elements as well as accommodate the basic personal needs which arise at an individual level in an emergency.

Shelter, in the context of evacuation, may include:

- Assembly Point;
- Evacuation Centre;
- Neighbourhood Safer Place;
- Place of Refuge; or
- Public Cyclone Shelter.

An Assembly Point is – *“a temporarily designated location specifically selected as a point which is not anticipated to be adversely affected by the hazard.”*

Evacuation Centre is – *“located beyond a hazard to provide temporary accommodation, food and water until it is safe for evacuees to return to their home or alternative accommodation.”*

Neighbourhood Safer Place is – *“a building or open space where people may gather as a last resort to seek shelter from bushfire.”*

Place of Refuge is – *“a building assessed as suitable to provide protection to evacuees during a cyclone, but is not a public cyclone shelter. These are typically opened when the capacities of other evacuation facilities have been exceeded.”*

Public Cyclone Shelter is – *“a building designed, constructed and maintained in accordance with government requirements and provides protection to evacuees during a cyclone.”* NB There is not a Public Cyclone Shelter within Rockhampton Region. The closest shelter is located in Yeppoon, Livingstone Shire Council.

During an evacuation affected populations may be directed to an Assembly Point, Neighbourhood Safer Place, or Place of Refuge in the first instance. At the designated sheltering location or facility, affected people will be redirected to family and friends or commercial accommodation where possible, and as a last resort to the closest evacuation centre. All affected persons will be required to register. COVID safe considerations will be applied. If affected people are showing any COVID symptoms, they will be redirected for testing and to a separate isolation centre to await results, prior to entering an evacuation centre.

Further information on potential temporary sheltering locations or facilities, such as evacuation centres, are listed in the Evacuation Centre Management Sub plan. This list is to be kept current by the Chairperson of the Evacuation Planning Sub Committee in consultation with relevant RRC officers and a copy held within the LDCC when activated.

A database of potential temporary sheltering locations or facilities are also stored/identified in RRC's Disaster Management software and RRC's Geographic Information System.

Key organisations and functions

Organisation	Responsibility	Key Functions	Support Agency/s
Queensland Police Service	Lead Agency/Control Authority	Security of designated sheltering location or facility Registration of evacuees (may be assisted by Australian Red Cross via the Register.Find.Reunite system)	SES QFES Australian Red Cross RRC
Evacuation Planning Sub Plan Chairperson & Committee	Evacuation Centre – see Evacuation Centre Management Sub Plan	Suitable sheltering locations or facilities for evacuees will be identified, inspected and recorded Ensure appropriate facilities available to respond and provide accommodation and services, as required, in an emergency/ disaster event	LDMG QPS QAS DDG RRC Australian Red Cross
Australian Red Cross	Evacuation Centre	Management of evacuation centres once activated Registration of evacuees and displaced persons Provision of information, advice and updates to LDMG as required	LDMG RRC QPS
QAS	Medical	Casualty and medical transport	St John Ambulance

5. Return

Return is the final stage and requires assessment of the disaster area to determine if return is possible and to identify any special conditions which may need to be imposed. The return may be conducted in a phased manner.

Key organisations and functions

Organisation	Responsibility	Key Functions	Support Agency/s
District Disaster Coordinator	Return following mandatory evacuation	Approve and plan the safe return of evacuees and displaced persons	DDMG QPS LDMG QFES
Chairperson Local Disaster Management Group	Manage decision and planning process for return following evacuation	Request authority from DDC for commencing return planning	LDMG Evacuation Planning Sub Plan Committee DDMG
QFES QPS	Manage return following activation of Public Safety Preservation Act	Manage safe return following the impacts of an incidents affecting a community.	QFES QPS LDMG DDMG
Recovery Sub Committee & Chairperson	Recovery	Recovery arrangements as per Recovery Sub Plan	Department of Communities
Evacuation Planning Sub Plan Chairperson & Committee	Return	Coordinate a safe and ordered return of displaced persons	LDMG QPS QAS DDG RRC Australian Red Cross

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Evacuation Centre Management Sub Plan

Meeting Date: 25 January 2022

Attachment No: 7



Document control

This Sub Plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the LDMG.

All approved amendments are to be listed below. The LDC will ensure that all copies of the plan are replaced with the most up to date version.

Version	Date	Comments	Approved by
1.1	June 2021	Supersedes Evacuation Centre Management Sub Plan 2016 (Version 1); Sub plan reviewed and updated.	LDC

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Abbreviations

Abbreviation	Full title
IMS	Guardian IMS (Disaster Management System)
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
QAS	Queensland Ambulance Service
QFES	Queensland Fire and Emergency Services
QPS	Queensland Police Service
RRC	Rockhampton Regional Council
SES	State Emergency Service

Introduction

Purpose

The purpose of this Sub Plan is to detail the agreed arrangements, at the local level, for the management of evacuation centres established to cater for the immediate basic needs of evacuees impacted by a disaster event.

This Sub Plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed evacuation centre management responsibilities and actions for the Local Disaster Management Group (LDMG) and applies to emergency/disaster events and associated hazards within the Rockhampton Regional Council (RRC) Local Government Area.

Objectives

The objectives of the Evacuation Centre Management Sub Plan are to:

- Define the need for shelter, including the purpose of Evacuation Centres;
- Outline the roles and responsibilities of RRC and relevant stakeholders in the operations of the evacuation centre;
- Outline the arrangements for the activation, set up, management and closure of shelters and evacuation centres; and
- Provide evacuees with support services in the evacuation centre and keep them safe and away from harm.

Key contacts

Evacuation Centre Management team

- Evacuation Centre Facilities Manager Rockhampton Regional Council
- Australian Red Cross
- Queensland Police Service (Chair, Evacuation Planning subcommittee)
- Queensland Ambulance Service
- Salvation Army
- Supporting Advisors: Representatives from other agencies, industries or community organisations deemed necessary to act as advisors for both planning and operational arrangements.

Responsibilities

Key organisations and functions

Organisation	Responsibility	Key Functions	Support Agency/s
LDMG	<ul style="list-style-type: none"> Evacuation Centre arrangements 	<ul style="list-style-type: none"> Provide early activation requests for timely deployment Identify and audit Evacuation Centres to confirm suitability Confirm arrangements with support agencies for efficient operation including the provision of psychosocial support, food, medical services, and management of pets, security, and sanitation Provide a facilities manager/ coordinator (RRC) 	<ul style="list-style-type: none"> RRC ARC QPS QAS
RRC	<ul style="list-style-type: none"> Facility cleaning; Communications; Power; Health and safety standards; Access; Security; and Facilities management 	<p>Provide a Facilities manager/Coordinator (to work closely with the Red Cross Evacuation Centre manager when appointed). Evacuation Centre Management are responsible for:</p> <ul style="list-style-type: none"> Coordinating all agencies operating within the centre; Establishing and maintaining the layout of the centre; Reporting between the Local Disaster Management Group and the centre; Ensuring the dissemination of information and reports approved by the Chairperson and/or Local Disaster Coordinator for RRC's Local Disaster Management Group, from internal and external sources; Ensuring an assessment and monitoring system is in place for environmental health and safety issues; Ensuring all personnel in the centre receive briefings and de-briefings; Ensuring the safety and wellbeing of personnel in the centre; Ensuring basic needs (food, water and sanitation) are met within the centre; Implementing a media and visitor plan for the centre/s, subject to approval by the Chairperson and/or Local Disaster Coordinator for RRC's Local Disaster Management Group; Ensuring the closure of the Evacuation Centre when directed. Manage the registration of evacuees utilising RRC's Disaster Management System and ARC's Register Find Reunite (if activated) Set up of functional Evacuation Centres with appropriate bedding, amenities, and support services, with partner agencies. 	<ul style="list-style-type: none"> ARC QPS QAS

Australian Red Cross	<ul style="list-style-type: none"> Evacuation Centre welfare management 	<p>Provide an ARC Evacuation Centre manager (to work closely with Facilities manager/coordinator) to:</p> <ul style="list-style-type: none"> Advise on selection of Evacuation Centres and support annual audit Provide coordinated support activities using a Psychological First Aid framework Support operations and management of Evacuation Centre Complete the registration of evacuees utilising Register. Find. Reunite and Guardian IMS. Establishing and maintaining the layout of the centre Ensuring the safety and wellbeing of evacuees and personnel in the centre Ensuring basic needs (food, water and sanitation) are met within the centre Provide advice to inform human impact assessments related to the emergency if required Provide and distribute resource materials and agency information to residents and communities Provide situation reports to inform early recovery planning Assist with planning and implementing effective transition strategies for evacuees Work with the LDMG on the timing and closure of Evacuation Centres Support the Facilities manager/coordinator in reporting between the LDMG and the centre Ensure all personnel in the centre receive briefings and de-briefings. 	<ul style="list-style-type: none"> RRC QPS QAS Salvation Army
QPS	<ul style="list-style-type: none"> Security 	<ul style="list-style-type: none"> Provide security to ensure evacuees are safe and secure Provide support to minimise any tensions and handle with sensitivity. 	<ul style="list-style-type: none"> RRC
QAS	<ul style="list-style-type: none"> First aid centre 	<ul style="list-style-type: none"> Set up area to provide first aid support Support ARC to also provide psychological first aid support to evacuees, as needed. 	<ul style="list-style-type: none"> ARC
Salvation Army	<ul style="list-style-type: none"> Catering for Evacuation Centre/s 	<ul style="list-style-type: none"> Form an understanding of the Evacuation Centres capabilities to know what Emergency Catering resources will be required Provide crews to establish catering facilities, including mobile feeding centres as necessary; purchase necessary provisions and equipment; provide catering team leaders and/or teams to nominated Evacuation Centres. 	<ul style="list-style-type: none"> RRC

Overview

Sheltering is the fourth stage in the evacuation process. It is not just the provision of a physical structure. It is the provision of basic needs such as food, water, information and shelter from the hazard.

In the event of a disaster, Evacuation Centres are established to provide affected people* that are unable to remain in their normal residence during and after a disaster, shelter and safety.

*Affected people are:

- People issued with an evacuation order, including the vulnerable population within this group,
 - o Homeless
 - o People with disabilities, living alone
 - o Travellers in caravans and/or boats and vessels

- People unable to shelter at home, with family or friends
- People unable to return home following a disaster
- People who voluntarily seek shelter without an evacuation order.

An evacuation centre is established to cater for the immediate basic needs of evacuees. It is anticipated that people will normally spend a maximum of seven (7) days in an evacuation centre, before either being returned to their primary residence or being settled in appropriate mid-long term accommodation.

Evacuation centres are activated before, during and after a disaster. During the evacuation process, people will be advised to remain and shelter in place, shelter with family and friends, or seek shelter at commercial accommodation. In the event that these options are unavailable to them they will be redirected to the safest and closest evacuation centre. For the affected population, it is important to note this is the last resort option.

Evacuation centre is defined as *“located beyond a hazard to provide temporary accommodation, food and water until it is safe for evacuees to return to their homes or alternative accommodation.”*

Definitions of sheltering locations and facilities are contained in Appendix A.

Identification of Evacuation Centres

A number of facilities have been identified for use as evacuation centres and are listed within Appendix B (they are also listed within the IMS). Safety, availability and suitability will dictate which of them will be used dependent upon the hazard. During peace time it is imperative that an audit of the proposed evacuation centres and temporary shelters is conducted annually, in preparation for the upcoming hazards (cyclones, bushfires, and floods).

Activation

The Chairperson/Local Disaster Coordinator will determine the need for activation of Assembly Points and Evacuation Centres and notify the RRC Evacuation Centre Facility Manager / Coordinator who will arrange for the centre/s to be operational.

Organisation	Responsibility	Key Functions	Support Agency/s
LDMG/ DDMG Chair/ LDC	Activation	<ul style="list-style-type: none"> • Determine need for activation of Assembly Point/s and Evacuation Centre/s • Notify RRC Evacuation Centre Facility Manager / Coordinator • RRC Evacuation Centre Facility Manager / Coordinator will arrange for centre to be operational 	<ul style="list-style-type: none"> • QPS • RRC • QAS

There are four levels of activation. During the *alert* stage, the Assembly Point/s and Evacuation Centre/s will be selected to be operational, based on hazard, accessibility and suitability.

Set up

COVID-19 SAFE PRACTICES

In light of the pandemic, all Evacuation Centres will be managed with COVID safe practices applied. This is to reduce any spread of COVID at an Evacuation Centre and promote a COVID safe environment. Consideration will be given to the amount of COVID transmission present in the Rockhampton Region communities and relevant measures will be applied appropriately. All reasonable steps will be taken to comply with any conditions set by Queensland Government's Chief Health Officer's directives. COVID safe practices will include enhanced cleaning practices of the environment and applying physical distancing measures. Evacuees in the centre will be strongly encouraged to pay attention to personal hygiene with hand washing facilities and hand sanitisation products available. Seating and sleeping arrangements will be prepared applying appropriate COVID safe measurements. Food handling practices will also be guided by COVID safe measures. The Australian Red Cross has developed guidelines for operating within the COVID environment and this should be referred to when managing an evacuation centre where there is an increased risk.

PEOPLE AT EVACUATION CENTRE

- Evacuees (centre residents)
- Evacuation Centre visitors (media, VIPs, provision of services)
- Day time visitors (accessing centre during day but not sleeping on site)
- Staff/ personnel

In the *Lean Forward* stage the Assembly Point/s and Evacuation Centre/s will be prepared and put on stand-by in the event that a LDMG decision will be made to open/activate.

Organisation	Areas of Responsibility	Key Functions	Support Agency/s
RRC	• Site preparation and establishment	• Once notified of activation, commence preparations of selected site/s	• ARC • QPS
RRC	• Layout	• Using COVID safe practices, set up based on layout plans, with ARC guidance (as per Appendix C)	• ARC
ARC	• Evacuation Centre Kits	• Ensure it is stocked with standard ARC requirements, including COVID safe supplies – gloves, hand sanitiser, masks	• ARC
QPS	• Meet and Greet	• Triage arriving affected population, including COVID screening • Set up QR code check in areas • Determine redirection routes – to family and friends, to commercial accommodation or to closest Evacuation Centre	• RRC
RRC	• Registration	• Set up registration area for Evacuation Centre • Set up laptops • Ensure IT systems are ready (RRC's Disaster Management System and Australian Red Cross' Register. Find. Reunite.) • Set up check in scan area (QR code)	• ARC • QPS

Management

This is the *Stand up* level when the Evacuation Centre is fully operational and activated.

Organisation	Areas of Responsibility	Key Functions	Support Agency/s
RRC	Ablutions	<ul style="list-style-type: none"> Cleanliness of handwashing facilities, toilets and regular inspections required 	<ul style="list-style-type: none"> LDCC
	Kitchen Facilities	<ul style="list-style-type: none"> Water facilities – only potable water allowed Refrigeration (inc. food handling)– if none, perishable foods only accessed on a daily basis and cooked and served as soon as possible 	<ul style="list-style-type: none"> Salvation Army
	Waste collection	<ul style="list-style-type: none"> Sufficient waste containers are to be provided Waste removal service must be promptly arranged Adequate supply of housekeeping/ cleaning necessities to be provided 	<ul style="list-style-type: none"> RRC Environment & Health Unit
	Vehicle access and parking	<ul style="list-style-type: none"> All weather driveway access is ideal Driveway and parking areas large enough for bus & large vehicles entry and exit 	<ul style="list-style-type: none"> QPS
	Wheelchair accessible	<ul style="list-style-type: none"> Refer to Appendix B as this varies for Evacuation Centres 	<ul style="list-style-type: none"> ARC
	Pets/ Animals	<ul style="list-style-type: none"> Pets must be vaccinated (certificates required) Divide areas for people with pets and people without Owner is responsible for their pets Take all reasonable steps to comply with Health and Safety requirement 	<ul style="list-style-type: none"> RRC Environment & Health Unit
	Social Considerations	<ul style="list-style-type: none"> Ensure that there are no ethnic or cultural tensions within the centre and handle with sensitivity Every endeavour shall be made to cater for special dietary requirements Provide changing/ nursing facilities for mothers with infants. Minimise anti-social behaviour 	<ul style="list-style-type: none"> Salvation Army ARC
	Public information	<ul style="list-style-type: none"> Provide regular disaster updates and related information for evacuees through notice boards; and (PA) announcements. All media related communications to be handled through LDMG/ LDCC as per Communications sub plan 	<ul style="list-style-type: none"> ARC LDMG
	Security	<ul style="list-style-type: none"> Provide general security Require clear and visible Evacuation Plan in the event of a fire or other emergency 	<ul style="list-style-type: none"> QPS
	Entertainment	<ul style="list-style-type: none"> Attempts shall be made to provide television/video facilities within the Centre as well as magazines and books 	<ul style="list-style-type: none"> LDMG
Communications	<ul style="list-style-type: none"> Telephone, IMS, email are primary communication between evacuation centres and the Local Disaster Coordination Centre. Two way radio communication for back up 	<ul style="list-style-type: none"> The LDCC IT Communication Officer 	

QAS	Medical/ First Aid Station	<ul style="list-style-type: none"> Provision of first aid and any minor health and medical related matters This station is not to be used for any COVID screening activities 	<ul style="list-style-type: none"> St John Ambulance
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Closure

This final stage is the *stand down* stage when the evacuees are supported to return home or redirected to alternative accommodation as the evacuation centre closes.

Organisation	Areas of Responsibility	Key Functions	Support Agency/s
LDMG	Closure	<ul style="list-style-type: none"> Ensuring the closure of the evacuation centre when directed Organise evacuees to return home Organise further support for affected people Transition to Recovery Sub Plan Organise closure of facilities Meet with all stakeholders for feedback Develop and provide to the Chairperson/LDC a final evaluation report of the centre/s within 14 working days after closure of the centre 	<ul style="list-style-type: none"> RRC ARC QPS QAS Recovery sub committee

Related documents

- Memorandum of Understanding between RRC and Australian Red Cross – Evacuation Centre Management
- Memorandum of Understanding between RRC and Salvation Army – Evacuation Centre Catering

Appendix A - Definitions of Sheltering Locations and Facilities

Assembly Point

An Assembly Point is – *“a temporary designated location specifically selected as a point which is not anticipated to be adversely affected by the hazard. These are often utilised as a means of gathering evacuees prior to their coordinated movement to other evacuation facilities.”*

Cyclone Public Shelter

Public Cyclone Shelter is – *“a building designed, constructed and maintained in accordance with government requirements and provides protection to evacuees during a cyclone.”*

NB There is **not** a Public Cyclone Shelter within Rockhampton Region. The closest shelter is located in Yeppoon, Livingstone Shire Council.

Evacuation Centre

Evacuation Centre is – *“located beyond a hazard to provide temporary accommodation, food and water until it is safe for evacuees to return to their home or alternative accommodation.”*

Neighbourhood Safer Place

Neighbourhood Safer Place is – *“a building or open space where people may gather as a last resort to seek shelter from bushfire.”*

Place of Refuge

Place of Refuge is – *“a building assessed as suitable to provide protection to evacuees during a cyclone, but is not a public cyclone shelter. These are typically opened when the capacities of other evacuation facilities have been exceeded.”*

During an evacuation affected populations may be directed to an Assembly Point, Neighbourhood Safer Place, or Place of Refuge in the first instance. At the designated sheltering location or facility, affected people will be redirected to family and friends or commercial accommodation where possible, and as a last resort to the closest evacuation centre. All affected persons will be required to register. COVID safe considerations will be applied. If affected people are showing any COVID symptoms, they will be redirected for testing to a separate isolation centre to await results, prior to entering an evacuation centre.

Appendix B - List of Potential Sheltering Locations and Facilities

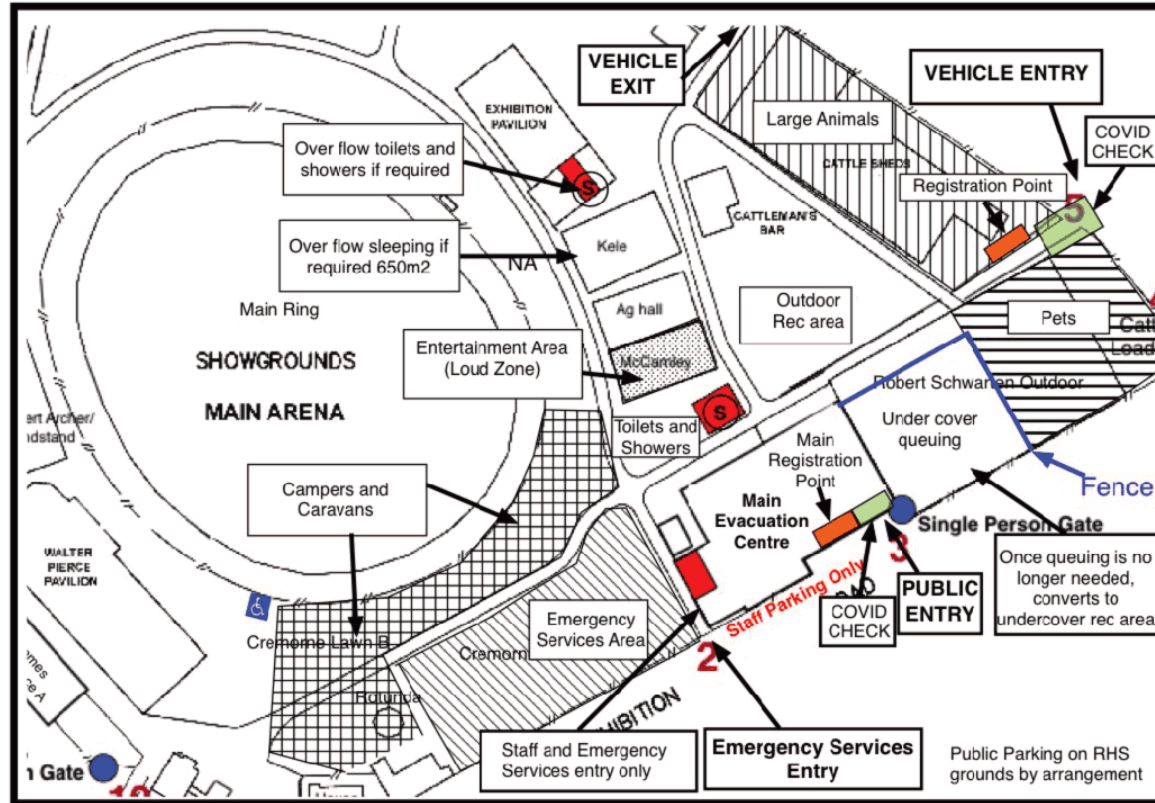
Locality	Size	Building Name	Address	Contact Details	Toilet Ablutions	Cook Kitchen Facilities	Wheelchair Access	Waste Facilities	Entertainment Facilities	Alt. Power	Approx. Capacity	Comments
Alton Downs	Small	Alton Downs Hall	1569 Ridgелands Road, Alton Downs	Joyce Chippendale 4934 5120 or 0408 764 201	External 1m 1f 1 disabled No showers	Yes	Yes	No	No	No	50	Constructed pre 1906
Bajool	Medium	School of Arts Hall	2 Mill Street, Bajool	Judy Stunzer 4935 2160 or 0400 346 202 Guil North 4934 6217 or 0400 346 217	External 1m 1f	Yes				No	75	
Bouldercombe	Medium	Recreational Facility Hall	52496 Burnett Highway, Bouldercombe	Marie Mann (Secretary Bouldercombe Progress Assoc.) 0417 781 789	1m 2F 1 unisex Showers – 1M 1F 1 unisex	Yes	Yes			No	75	Caretaker on site with private phone & computer
Gracemere	Large	Community Hall Barry St Gracemere Hall and associated rooms	6-12 Barry Street, Gracemere	RRC – Sophia Czarkowski 4936 8022 or 0439 547 948	F – 3 M – 1(P) 1(U) Disabled 1 M 1F	Yes sink with hot water, electric stove, urn	Yes	Wheelie bins	No	No	310200	Fans and air conditioning
Marmor	Small	CWA Hall	46 Westacott Street, Marmor		1M 1F	Yes				No	50	Build approx 1953
Mount Morgan	Large	Mt Morgan Community Hall – consider using School or Arts building as it is RRC owned	18 Morgan Street, Mount Morgan		1m 3 F 1D No showers	Yes	Yes			No	130100	Build approx 1920s
Ridgелands	Medium	Ridgелands Hall	50 Dalma-Ridgелands Road, Ridgелands	Kay Milner 4934 5137	External 1f 1M	Yes				No	100	No town water. Tank water only
	Small Medium	Ridgелands State School	43 Dalma-Ridgелands Road, Ridgелands	School principal 4934 5518 or 0433 836 805	Yes 3F 2M 1 disabled 1 staff	Tuckshop – oven, fridge, freezer	Yes	1 skip	Wifi, monitor	No	50	Could be utilised with Ridgелand Hall which is next door
Rockhampton North	Large	Berserker State School Activity Centre	128-140 Berserker Street, Berserker	School principal 4999 0333 or 0416 146 642	F-4 M-2 D-1	Yes				No	250	

Locality	Size	Building Name	Address	Contact Details	Toilet Ablutions	Cook Kitchen Facilities	Wheelchair Access	Waste Facilities	Entertainment Facilities	Alt. Power	Approx. Capacity	Comments
	Large	CQU Bruce Hwy Rockhampton Community Sports & attached fitness centre (Bdg 81)	554-700 Yaamba Road, Norman Gardens	Facilities manager? 0439 667 494	M-5 F-4 Disabled -1	Yes				No	12001500	
	Large	DPI Conference Centre	25 Yeppoon Road, Parkhurst	0438 730 768	3Ff 3M 1 unisex 3m Showers 1F 1M 1 unisex	Microwave and refrigerator	Yes			No	255150	
	Large	St Marys Hall	135 Nobbs Street, Berserker	School principal 4994 8210 or mobile	4f 2m	Kitchenette				No	180	
	Large	Dreamtime Cultural Centre	703-751 Yaamba Road, Parkhurst	Manager 4936 1655 or 0418 458 047	1M 1F 1 unisex Showers 1M 1F 1 unisex Yes	Commercial Kitchen	Yes			No	165150	
	Large	Baptist Church Tabernacle	652-664 Norman Road Norman Gardens	Manager 4911 3113 or 0418 741 887	F-8 M-6 Dis-1 Shower -1	Commercial kitchen	Yes			No	453200	
	Large	Frenchville State School	225-237 Frenchville Road, Frenchville	School principal 4931 5333 or mobile	1F 1M 1 unisex Showers 1F 1M 1 unisex Yes	Yes	Yes			No	250	
	Large	Cathedral of Praise	276 Carlton Street, Kawana	School principal 4920 0700 or 0438 661 076mobile	3M 3F 2D Showers 3M 3F	No – but kitchen on site	Yes			No	250150	Building constructed 2010.
	Large	PCYC	16-20 Bridge Street, Berserker	Manager 4927 7899 or 0414 360 027	9m 6F 2D Showers 3M 3F	Yes	Yes			No	200	
	Large	North Rockhampton High School	302-328 Berserker Street, Frenchville	School principal 4924 7888 or mobile	30m 30F	Yes	Yes			No	250	Constructed 1980
Rockhampton South	Large	Rockhampton Indoor Bowls	157 Campbell Street, Rockhampton	RRC leased building Contact 4922 6869 and mobile	F-3 M-1	Small Kitchen				No	350	

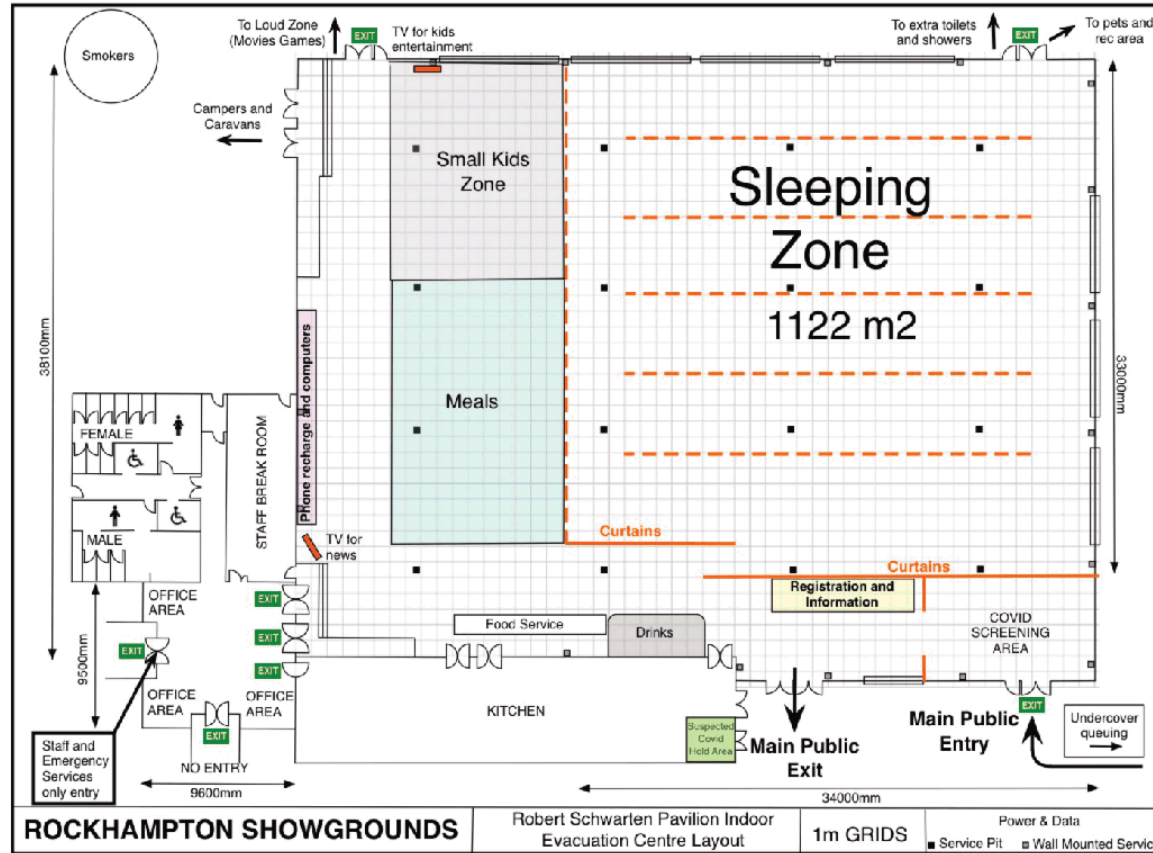
Locality	Size	Building Name	Address	Contact Details	Toilet Ablutions	Cook Kitchen Facilities	Wheelchair Access	Waste Facilities	Entertainment Facilities	Alt. Power	Approx. Capacity	Comments
	Large	James Lawrence Pavilion – Showgrounds	1-47 Exhibition Road, Wandal	RRC – John Webb 4936 5601 and 0438 545 601	6F 3M +2.5 m Urinal 2 Disability	Servery Light prep only	Yes	40 bins	No but can be brought in	No	450	
	Large	Robert Schwarten Pavilion Showgrounds	1-47 Exhibition Road, Wandal	RRC – John Webb 4936 5601 and 0438 545 601	9F 3M + 6m Urinal 2 Disability	Major Commercial Kitchen	Yes	40 Bins	No but can be brought in	No	1200	Fibre connects the showgrounds to the internet and Council network. A satellite dish provides additional redundancy at this site.
	Large	Walter Pierce Pavilion – Showgrounds	1-47 Exhibition Road, Wandal	RRC – John Webb 4936 5601 and 0438 545 601	No	Kitchen leased to Rotary West	Yes	40 Bins	No but can be brought in	No	1000	Separate toilet blocks within grounds
	Large	CQU South Rockhampton Campus TAFE	114-190 Canning Street, The Range	Facilities Manager	M – 5(P) 3(U) F-5 Disabled 1	Yes	Yes			No	169100	
	Medium	Blue Care Community Centre	51 Corberry Street, The Range	Manager 1300 977 087	2f 1m	Kitchenette				No	70	
	Large	Rockhampton High School Auditorium	1 Campbell Street, Wandal	School principal 4920 4333 or mobile	3M 3F	Yes				No	300	Also has performing arts building listed
	Medium	Rockhampton High School Performing Arts Building	1 Campbell Street, Wandal	School principal 4920 4333 or mobile	No. Toilet block outside	No				No	60	Could be used in conjunction with Auditorium above
Stanwell	Medium	Stanwell Hall	Main Street, Stanwell	Gillian Lindley (Secretary Stanwell Progress Association) 0439 347 163	One	Yes				No	60	Constructed approx 1900
Westwood	Small	Westwood Hall	4544 Capricorn Highway, Westwood	Fred Smit (Secretary Westwood Progress Association) 0432 592 053	Outside & separate to hall. This is also public toilet facility	No				No	30	

Appendix C – Rockhampton showgrounds evacuation centre proposed layouts

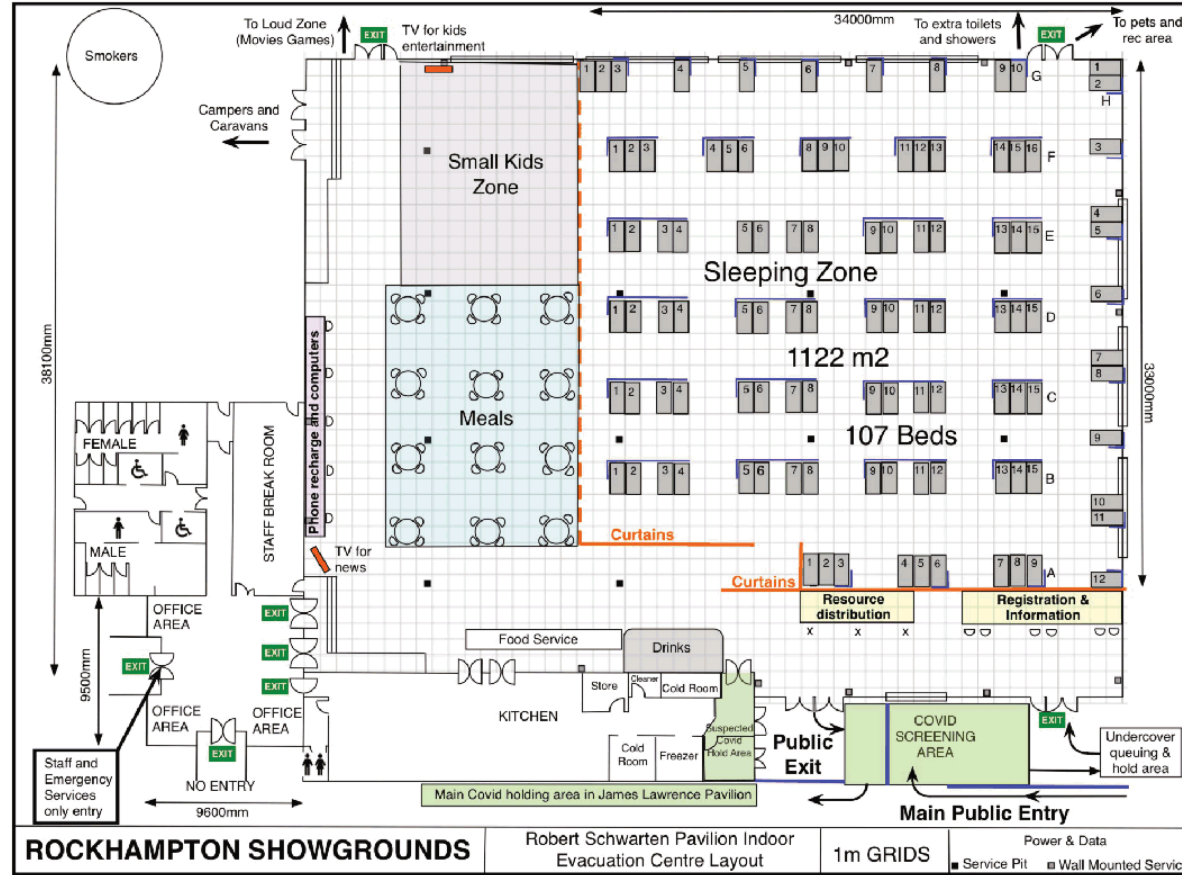
Proposed Layout 1 – Rockhampton Showgrounds Evacuation Centre including Entry / Exit and COVID screening section



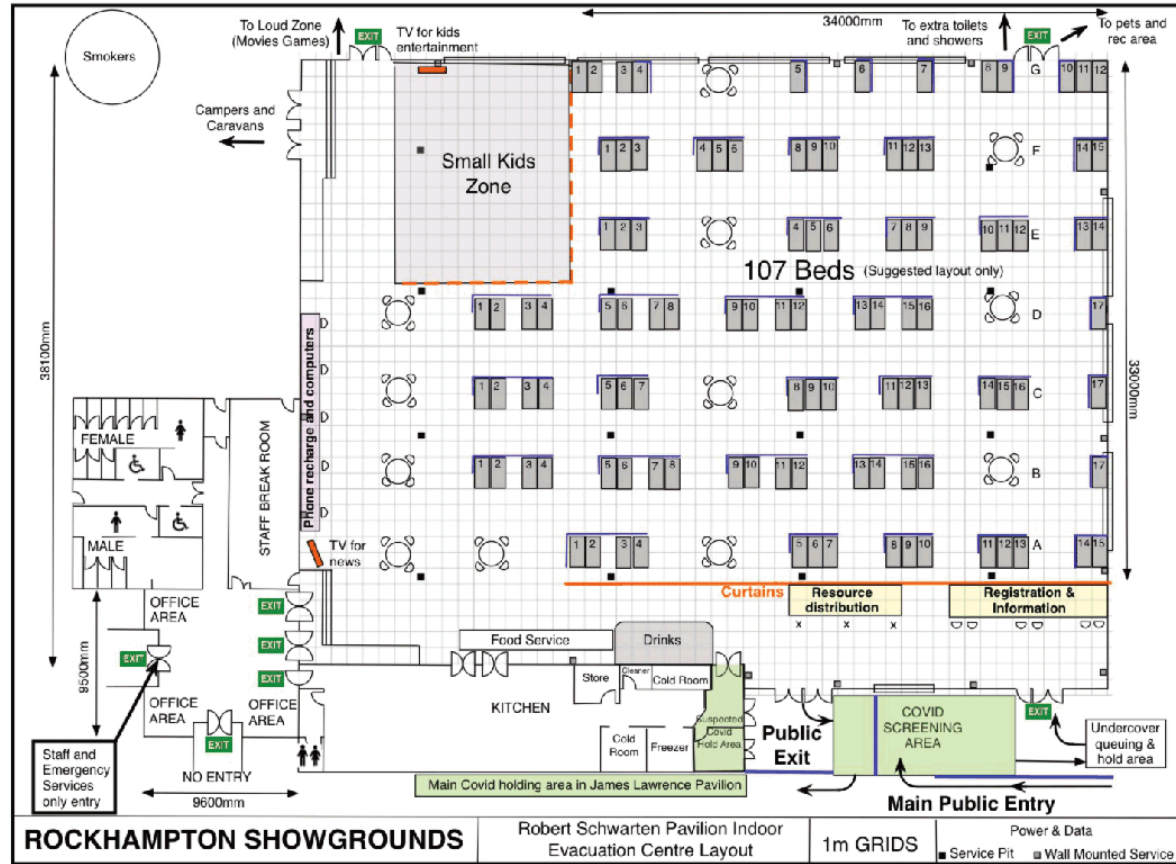
Proposed Layout 2 – Robert Schwarten Pavilion inside with areas sectioned for entry and proposed sleeping section



Proposed Layout 3 – Robert Schwarten Pavilion with COVID safe requirements (Option 1)



Proposed Layout 4 – Robert Schwarten Pavilion with COVID safe requirements (Option 2)

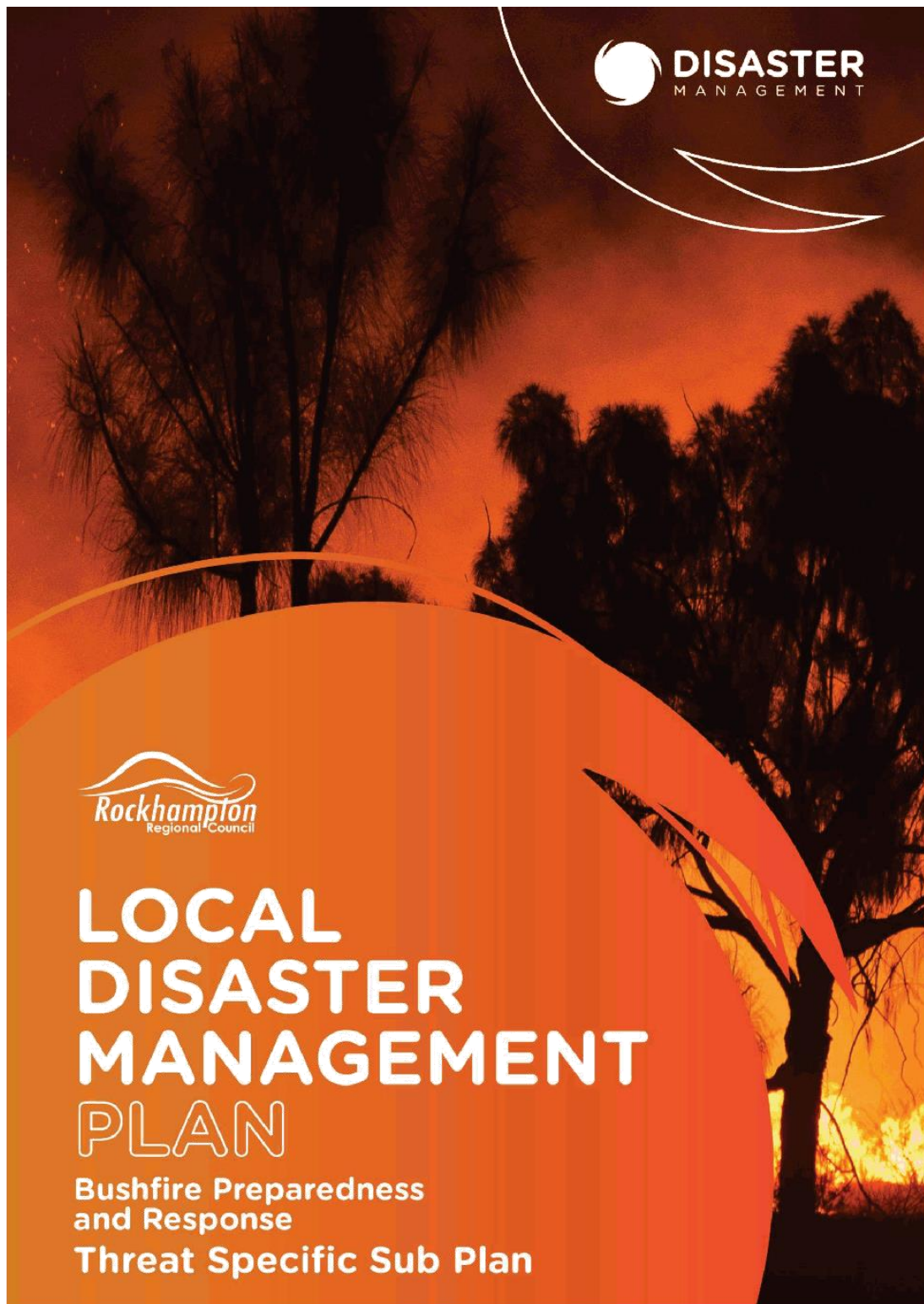


ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Bushfire Preparedness and Response Threat Specific Sub Plan

Meeting Date: 25 January 2022

Attachment No: 8



Document control

This Sub Plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the LDMG.

All approved amendments are to be listed below. The LDC will ensure that all copies of the plan are replaced with the most up to date version.

Version	Date	Comments	Approved by
1.1	April 2021	Supersedes Bushfire Sub Plan 2016 (Version 1); Sub plan reviewed and updated following the release of the State Queensland Bushfire Plan and Council's Bushfire Management Study 2020.	LDMG on XXXXXX

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Abbreviations

Abbreviation	Full title
BPL	Bushfire Preparedness Level
BoM	Bureau of Meteorology
DAF	Department of Agriculture and Fisheries
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DMGs	Disaster Management Groups
EA	Emergency Alert
FDI	Fire Danger Index
FDR	Fire Danger Rating
FFDI	Forest Fire Danger Index
GFDI	Grassland Fire Danger Index
ICC	Incident Control Centre
IMT	Incident Management Team
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
LGA	Local Government Area
LO	Liaison Officer
QBP	Queensland Bushfire Plan
QDMA	Queensland Disaster Management Arrangements
QFES	Queensland Fire and Emergency Services
QPWS&P	Queensland Parks and Wildlife Service and Partnerships
QSDMP	Queensland State Disaster Management Plan
QPS	Queensland Police Service
RFS	Rural Fire Service
ROC	Regional Operations Centre
RRC	Rockhampton Regional Council
SOC	State Operations Centre
SDC	State Disaster Coordinator
SDCC	State Disaster Coordination Centre

Introduction

Purpose

The purpose of this Threat Specific Sub Plan is to establish the multi-agency collaborative arrangements for bushfire preparation and operations within the Rockhampton Region Local Disaster Management Group (LDMG).

This sub plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed responsibilities and actions for the Local Disaster Management Group (LDMG) and applies to emergency/disaster events and associated hazards within the Rockhampton Regional Council (RRC) Local Government Area.

Objectives

The objectives of the Bushfire Preparedness and Response Sub Plan are to:

- Operationalise the LDMG Bushfire Management Study (2020), Strategy (2021-2025) and Mitigation Plan (2021-2025) within the phases of preparedness and response to bushfires;
- Set out the roles and responsibilities of the LDMG and QFES for bushfire management during the preparedness and response phase;
- Operationalise the Queensland Bushfire Plan in a local context; and
- Link the response to bushfires across the region to the Recovery Sub Plan for actions post the impact of bushfires.

Key Contacts

- Chair Local Disaster Management Group
- Local Disaster Coordinator
- Coordinator Disaster Management, Rockhampton Regional Council
- Queensland Fire and Emergency Services (LDMG)
- District Disaster Coordinator (DDMG)
- District Disaster Executive Officer
- Local Controller, State Emergency Service

Responsibilities

This Sub Plan recognises the difference in the responsibilities of the lead agency and the LDMG, and at the same time it promotes a collaborative approach to achieve improved community outcomes.

The Queensland Government bushfire responsibilities are outlined in the Queensland Bushfire Plan (QBP). Some bushfires may result in Queensland's Disaster Management Arrangements (QDMA) being enacted. The below table shows the roles and responsibilities set out under the QBP.

Organisation	Responsibilities
QFES	The QBP defines that bushfire suppression and control is a shared responsibility between these agencies, depending on the tenure of the land where the bushfire is burning. In the event that lives, or property are threatened, QFES will assume the lead agency role. ⁱ
Queensland Parks and Wildfire Service and Partnerships (QPWS&P)	
Department of Agriculture and Fisheries (DAF)	
HQ Plantations	
RRC (through the provision of the LDMG)	Activation of these arrangements is not dependent on a disaster situation being declared and is determined by respective disaster management groups in accordance with their plans. In this case, QFES remains the primary agency for bushfire response and coordinates with those disaster management groups that have activated. ⁱⁱ

Using the definitions from the QBP, it is likely that the LDMG would only be stood up in a bushfire event, where human life or property is threatened. Therefore, this Sub Plan assumes QFES is the primary agency for bushfires, and the LDMG is established to manage community consequence.

Preparedness

Bushfire Preparedness Levels

QFES continually monitors bushfire threat across the Central Region which includes the Rockhampton Regional Council area. Periodically, based on the presenting conditions, QFES sets an area and region Bushfire Preparedness Level (BPL). The BPLs and their corresponding actions are listed in Appendix 1, table 1.

It is important to note that the BPL is not reflective of the existence of fire, or fire behaviour indicators. It is a measurement of the overall risk of bushfires starting and maintaining based on seasonal weather trends.

Where a BPL changes, affecting the Rockhampton Region, this will be communicated to RRC by QFES in the form of the 7-day action plan (emailed each Tuesday).

The Coordinator Disaster Management will consider the information and consequences raised in the 7-day action plan and provide advice to the LDC on recommended actions for the LDMG (if any) to take.

Fire Danger Ratings and Index

Whilst the BPL applies to bushfire danger at a strategic level, the Fire Danger Rating (FDR) for the Region is calculated daily by the Bureau of Meteorology (BoM), and published in a four-day (and next day) outlook.

The Fire Danger Index (FDI) is a rating from 0-100+. It incorporates a formula based on temperature, humidity, wind speed, drought factor, grass curing and a range of other metrics. The FDI is considered in both the risk in the grassland areas – as determined by a Grassland Fire Danger Index (GFDI) and

Forest Fire Danger Index (FFDI). From the numerical forecasted overall FDI, a corresponding FDR is applied, as per Appendix 1, table 2.

This FDR forecast is produced on a four-day outlook, available on the RFSQ website.

In addition to this, the BoM produces a more accurate and localised FDI and FDR forecast each afternoon for the next day for agencies to consider. This information is typically contained in the 7-day action plan issued by QFES. Where there is a significant deviation from that plan (for example, a forecasted day exceeds previous forecast models and reaches extreme or catastrophic), the QFES LDMG representative will contact the Coordinator Disaster Management, RRC to notify this change in condition.

Where an FDR for the RRC area is predicted at severe or higher, the QFES LDMG Representative will notify the Coordinator Disaster Management, RRC the day prior. By doing so, the LDMG is able to consider any actions that may be required in regard to community consequence.

Fire Danger Index and Triggers for Preparedness Activities

In addition to these consequences, the actions in Appendix 1, table 3 -are taken by QFES and the LDMG where fire dangers are predicted for the following day or days.

Control and Coordination Centres

Under this Sub Plan, there is a clear delineation of Control and Coordination Centres which facilitate the resolution of the incident and event.

The following definitions are provided for each type used across the Region.

Control Centres

Incident Control Centre

The Incident Control Centre (ICC) is the location where the Incident Controller and various members of the IMT provide overall direction of response activities. For larger scale or more complex incidents, an established facility known as an Incident Control Centre will be used. An Incident Control Centre may be established for any size of incident to cater for the needs of the incident management structureⁱⁱⁱ.

QFES have a number of ICCs throughout Central Region that could be utilised to manage incidents within the RRC area. QFES does have a fixed ICC at 174 Alexandra Street, Kawana that is likely to be utilised in the first instance.

Regional Operations Centre

The Regional Operations Centre (ROC) is responsible for developing a regional situational report, which outlines current operations, their status and items of strategic interest.^{iv} The ROC for the Central Region is located at Level 4 – 34 East Street Rockhampton.

State Operations Centre

The State Operations Centre (SOC) is the control centre for state level operations, information centre for bushfires and monitors operational readiness at local, regional and state levels. It operates continuously with staffing levels commensurate with the fire conditions. The SOC also accommodates other emergency and support organisations who assist during the management of a bushfire.^v The State Operations Centre is located at the Kedron Emergency Services Complex in Brisbane.

Coordination Centres

Local Disaster Coordination Centre

Local Disaster Coordination Centres (LDCCs) are either permanent or temporary facilities within each Local Government Area (LGA), or combined LGA, established to support the LDMG during disasters. LDCCs operationalise LDMG decisions, as well as plan and implement strategies and activities on behalf of the LDMG during disaster operations.

The main function of the LDCC is to coordinate resources and assistance in support of local agencies and stakeholders engaged in disaster operations.^{vi}

The Rockhampton Regional Council LDCC is located at Rockhampton City Hall 232 Bolsover Street, Rockhampton. The redundancy site for the LDCC is the Rockhampton Works Depot 13 Dooley Street, North Rockhampton. QFES has a dedicated desk(s) within the LDCC.

The operations of the LDCC are documented in the Local Disaster Coordination Centre Sub Plan.

District Disaster Coordination Centre

A District Disaster Coordination Centre (DDCC) is established to support the District Disaster Management Group (DDMG) in the provision of state-support to affected local governments within that district.

The DDCC coordinates the collection and prompt dissemination of relevant information to and from LDCCs and the State Disaster Coordination Centre (SDCC) about disaster events occurring within their disaster district. The DDCC implements decisions of the District Disaster Coordinator (DDC) and DDMG and coordinates state and Australian Government resources in support of the LDMGs and disaster affected communities in their district.^{vii}

The Rockhampton DDCC is located at 161 Bolsover Street, Rockhampton.

State Disaster Coordination Centre

The State Disaster Coordination Centre (SDCC) is a permanent facility located at the Emergency Services Complex at Kedron, Brisbane. The SDCC operates as a 24/7 Watch Desk when not activated for a disaster and is staffed and maintained in a state of operational readiness by QFES.

The SDCC supports the State Disaster Coordinator (SDC) by coordinating the state level operational response capability during disaster operations. The SDCC ensures that information is disseminated to all levels in the QDMA, including the Australian Government.^{viii}

Integration of Control and Coordination Centres

This Sub Plan applies the principle of clear roles and responsibilities. It is critical that each level of the primary agency and disaster management arrangements integrate at the correct level. Using the definitions in the liaison arrangements below, Figure 1 shows the relationship between each of the centres during fires within the Rockhampton Region.

This communication either occurs direct where there is no QFES Liaison Officer (LO), or through the LO when allocated to the Rockhampton LDCC.

Liaison Arrangements

A LO is a person who liaises between a coordination centre and their home agency (e.g., SDCC and Energex) during disaster operations. Liaison Officers communicate and coordinate their activities to achieve the best utilisation of resources or services provided to the centre (e.g. provide technical or subject matter expertise, as well as capability and capacity of their home entity).^{ix}

During the preparation phase, the liaison model is simplistic, that is the QFES LDMG representative liaises with the Coordinator Disaster Management, RRC on all matters relating to QFES. These officers are able to provide proxies, within their delegation structure. During this phase, liaison can occur in two ways:

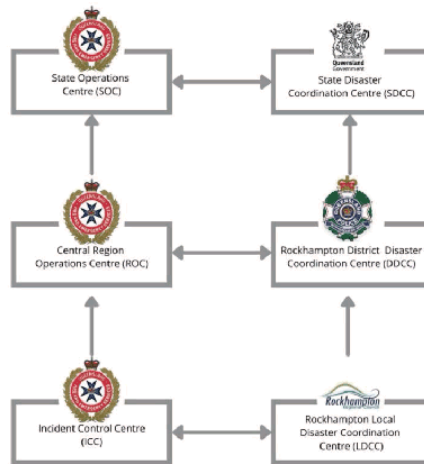


Figure 1 – Control and Coordination Relationships between QFES and the Disaster Management Arrangements.

Physical – The deployment of a LO to the Rockhampton LDCC (if activated) by QFES. Where the LDCC is not activated, liaison occurs between the QFES LDMG Representative and Coordinator Disaster Management, RRC.

Virtual – The use of online platforms or phone calls, where it is clearly understood who the single point of contact is into QFES (LDMG Representative) and RRC (Coordinator Disaster Management, RRC).

Appendix 1, table 4 prescribes the requirement for liaison from QFES to the LDMG (through RRC) against each of the fire dangers, where there may be limited or no fire operations occurring across the Region.

Upon the receipt of this information, the Coordinator Disaster Management will undertake a community threat analysis, and provide advice to the Local Disaster Coordinator (LDC) on recommended actions for the LDMG (if any) to take. There may be occasions where QFES directly request the LDMG and/or LDCC to be activated to support operations. During these considerations, it is important that the LDC and QFES LDMG representative have clear communication lines to effect a coordinated response to the community.

Situational Reporting

Event reporting is necessary to provide decision-makers with real time situational awareness to enable effective operational decision making. Situation reports must be provided to the QFES ICC. The QFES ICC is responsible for providing situational reports to the ROC. The ROC is responsible for developing a regional situational report, which outlines current operations, their status and items of strategic interest. This report is provided to the SOC.

In the event that the disaster management arrangements are activated, the ICC, ROC and SOC will provide situation reports to respective disaster management groups at the appropriate level. Reporting may also occur through QDMA.^x

QFES has full access to the online Incident Management System – Guardian IMS utilised by the Rockhampton Region LDMG. This allows officers to monitor real-time information, requests and

intelligence to supplement the routine Situation Report cycle. This is available to QFES regardless of the activation level of the disaster management arrangements.

Where the disaster arrangements are activated any key intelligence and information provided from the ICC is able to be uploaded by QFES into Guardian. Activation is defined by the Rockhampton Region LDMG moving to an operational activation level of ALERT or higher. An operation within Guardian IMS will be established at Lean Forward to support preparation of the LDCC and incident management. Typical key information required by QFES would be:

- Location of fire;
- Any predictive fire spread information;
- Predicted impact on human life or property; and
- Predicted access or egress routes which may be impacted (for evacuation planning).

Response

The response phase is typically triggered by the actual or imminent threat of a bushfire which has a community impact for the LDMG to manage. For example, a fire which starts and escalates quickly that has the potential to impact the community would trigger the LDMG to move its operational activation level to be able to support QFES operations and manage the community consequences of the fire.

Another example may be a fire which has been burning for day(s), however an increase in fire danger for the following day indicates the fire may impact communities if the weather is realised. This may see a proactive operational activation level increase by the LDMG so that they are ready to react should this occur. For this reason, it is important that information sharing based on the matrix in Table 5 above is followed to ensure the best decision making.

Incident Levels

Disaster management groups may adjust their activation level (alert, lean forward, stand up) during a bushfire.

These groups have plans and arrangements in place which contribute to public safety within their community and are to be considered when conducting bushfire response operations.

Disaster management groups must be consulted with and provided with timely information when bushfires are occurring within their respective area. This approach may be undertaken through the positioning of liaison officers in operation/coordination centres or other arrangements, as determined by respective disaster management groups.^{xi}

QFES classifies incidents by a numerical system based on severity. This applies to bushfires as per the QBP.

Appendix 1, table 5 shows the levels of incidents along with their characteristics and actions. This table has been adapted from the QBP for local use across the Rockhampton Region.

Activation of the LDMG is prescribed in the Activation LDMG Sub Plan.

Where the LDMG is activated when fires occur, it is likely the Rockhampton Region LDCC will also be stood up to operationalise their decisions. The likely functions of the LDCC are as follows:

- Public Information;
- Community Leadership and LDMG Operations;
- Evacuation Planning; and
- Recovery Planning.

Public Information

Public information during bushfires is a shared responsibility between QFES and the LDMG. Appendix 1, table 6 describes the distinct roles and responsibilities between the two during bushfire operations.

Community Leadership and LDMG Operations

The focus of all leadership from both the ICC and LDCC should be anchored on the safety and best possible outcomes for the community. The more communication between the centres, the higher the probability of this aim being achieved.

The LDMG provides community leadership through the Chair (Mayor, RRC), which may take the form of community briefings, in conjunction with the LDMG, or other agencies such as QPWS&P and QFES, as they determine, to manage the community consequence of a bushfire. The LDCC has an Operations cell, which manages RRC resources in support of a bushfire operation. Plant such as bulldozers, graders and water carts are likely to be requested to assist. The LDCC also has the ability to work with neighbouring Councils through the Council-to-Council program to organise additional capability.

Further detail on the governance around the provision of this support is found in the RRC Administrative Policy – Fire Fighting and Emergency Assistance Policy.

The QBP states that some bushfires may result in the QDMA being enacted. Activation of these arrangements is not dependent on a disaster situation being declared and is determined by respective disaster management groups in accordance with their plans. In this case, QFES remains the primary agency for bushfire response and coordinates with those disaster management groups that have activated.

The declaration of a disaster situation is outlined in Part 4, Division 1 of the Disaster Management Act, 2003. It allows that:

- the DDC for a disaster district may, with the approval of the Minister, declare a disaster situation for the district, or a part of it;^{xii} or
- The Minister and the Premier may declare a disaster situation for the State, or a part of the State^{xiii}.

In the event a disaster situation is declared, pursuant to the Disaster Management Act 2003, the relevant disaster management group is responsible for managing the bushfire event. QFES provides the firefighting capability to enable the disaster management group to effectively manage the event.^{xiv}

It is important that the intent of this statement is clarified in this Sub Plan.

Where a disaster declaration is made, the change is reflected in the shift in responsibility for the event from QFES to the LDMG. This responsibility is the same as that which rests with the LDMG when a disaster is declared in response to a cyclone/flood/severe weather event. Within the bushfire context, visibly/practically there would be little change.

Whilst the LDMG is ultimately responsible for managing the event (bushfire), they will be reliant on the specialist skills, knowledge and equipment provided by other agencies such as QFES.^{xv}

Evacuation Planning

Planned Evacuation

Evacuations can be broadly divided into two categories, planned and emergent. Planned evacuations allow time to consider and document possible scenarios and to develop an agreed approach to the management and coordination of an evacuation, through consultation with a broad range of stakeholders. This approach provides an opportunity to mitigate the time and speed dynamics of a bushfire.^{xvi}

In this phase, once again, information sharing is critical. The LDMG (Evacuation Planning Sub Group) is likely to require information such as:

- Time to impacted communities by bushfire;
- Intensity of impact;
- Entry or egress routes which may be compromised; and
- Predictive fire modelling to support information.

This information, where provided by QFES early, along with the other intelligence as prescribed in this Sub Plan will allow for a safe and efficient plan to be developed for communities. It is critical that a QFES Liaison Officer is in the LDCC during these phases to ensure this two-way transfer of information between QFES and the LDCC.

Rockhampton Region has a significant level of pre-planning which will be applied during these events. The Evacuation Sub Plan (2016) prescribes the governance arrangements for LDMG-led evacuations. This has been further localised to a bushfire and community context through the:

- LDMG Bushfire Evacuation Plan – Mount Archer (2020)
- LDMG Bushfire Evacuation Plan – Mount Morgan (2020)

Where it has been determined to effect an evacuation, the plans above must be conducted together between QFES and the LDCC to adjust to event specific requirements.

Emergent Evacuation

Emergent Evacuation is more likely on fires which start and spread quickly. This is why the LDMG considers its pre-planned operational structure proactively on days such as those with Catastrophic FDR, so they are in the best posture to make decisions to support QFES and Queensland Police Service (QPS).

The options for emergent evacuations in the event of a bushfire are as follows:

1. **In a bushfire response, where a disaster or emergency situation has not been declared**, the incident controller is responsible for making the decision to evacuate, pursuant to the Fire and Emergency Services Act 1990. Where possible, this decision should be made in consultation with other supporting agencies and the Rockhampton LDMG (where activated).
2. In the event that an emergency situation is declared pursuant to the Public Safety Preservation Act 1986, the QPS Emergency Commander authorises any necessary evacuation in consultation with other supporting agencies and relevant DMGs (if activated).
3. **In the event that a disaster situation has been declared**, the DDC authorises any directed evacuations and exercises any statutory powers pursuant to the Disaster Management Act 2003, which are required to enable the evacuation, in consultation with the LDC of the relevant LDMG and other supporting agencies.^{xvii}

The two highest risk areas to the Region from bushfire are Mount Archer and Mount Morgan. Both of the LDMG Bushfire Evacuation Plans for these areas include assembly points, places of refuge, and evacuation centre locations.

Recovery Planning

The transition to recovery for bushfires can be different to other hazards such as floods and cyclones. Community impact needs to be considered early, as bushfire is still a relatively new hazard for the Region in relation to the actual community impact. During bushfire operations, there could be extended time before the community can return, as it may not be safe from hazards until a number of agencies have responded.

Under this Sub Plan, the LDMG recovery arrangements, as outlined in the Recovery Sub Plan are activated early during the response phase to ensure that the process is managed well from the LDMG perspectives and achieves the best community outcome post bushfires.

Appendix 1 - Table 1 QFES BPL Levels and Actions (Source: QFES)

BPL Readiness Activities									
BPL	Staff & Agencies	Weight of Initial Attack*	Region Reporting	Resources Prepared	Community Warnings**	Fire Permits*	ICC	ROC	SOC
5	All staff and resources available for activation. QFES staff staged in known hot spots. LDMG and DDMG Liaison Officers identified and are ready to deploy or have already deployed to their identified area.	Strategic use of aircraft and ground resources underway using information/guidance from PSU to potential areas of extreme risk.	Commander Regional Operations (CRO) report to SOC daily. Neighbouring Regions advised of activities and potential resourcing requirements/ areas of risk. Representative imbedded in LDMG and DDMG.	All resources activated and supported with interstate resources. Resources staged dependent upon PSU information. Earth moving machinery on standby.	Appropriate Community Warnings issued for all incidents.	Consider Declaring State of Fire Emergency.	ICC established and manned with appropriate staff and agencies. At identified times (or when required) report to ROC. Seven-day roster fixed.	Fully manned with appropriate staff and agencies. Roster enacted for 24/7 operations. At identified times (or when required) report to SOC. Seven-day roster fixed.	Manned and Activated. Interstate agencies considered. 24/7 roster enacted. Regular reporting to SDCC and QDMC. Assistance sought through the National Resource Sharing Centre. Seven-day roster fixed.
	Approval for Level 5 to be in consultation with the Commander State Operations								
4	Notify and activate relevant staff and agencies	Maximise initial response	ROC/SOC Liaison	Optimum resources staged where appropriate	Issue Community Warnings	Implement Fire Ban	Incident Controller to determine Level of Activation	CRO to determine Level of Activation	Stand Up
3	Notify relevant staff and agencies	Increase initial response	RM RFS Liaise with CRO	Additional resources verified	Contact key stakeholders and consider issuing general Community Advice and Warnings	Consider Local Fire Permit Restrictions or Local Fire Ban as appropriate	Incident Controller to determine Level of Activation	CRO to determine Level of Activation	Stand Up
2	Notify relevant staff	Normal response	Liaise through RM RFS	Additional resources identified	Provide general Community Safety information and advice	Ensure Adequate Fire Permit Conditions	Incident Controller to determine Level of Activation	CRO to determine Level of Activation	Commander State Operation (CSO) to determine
1	Operational Readiness Baseline								

Appendix 1 - Table 2: Fire Danger Index, Ratings and Likely Fire Behaviour

Fire Danger Index (FDI)	Fire Danger Rating (FDR)	Likely Fire Behaviour ^{xviii}
0-11	Low – Moderate	<ul style="list-style-type: none"> If a fire starts it can be easily controlled. It poses little or no risk to life or property. People should monitor the situation and stay informed.
12-24	High	<ul style="list-style-type: none"> If a fire starts, it can most likely be controlled. Loss of life is unlikely and damage to property will be limited. People should monitor the situation and stay informed.
25-49	Very High	<ul style="list-style-type: none"> If a fire starts it may be difficult to control and may move more quickly, with flames that may burn into the treetops. Well-prepared and well-constructed homes should be used as a place of safety. Some homes and businesses may be damaged or destroyed.
50-74	Severe	<ul style="list-style-type: none"> Expect hot, dry, and possible windy conditions. If a fire starts and takes hold, it may be uncontrollable and move quickly, with flames that may be higher than roof tops. Well prepared homes that are actively defended can provide safety. People may be injured, and homes and businesses may be destroyed. Leaving is the safest option.
75-99	Extreme	<ul style="list-style-type: none"> Expect extremely hot, dry and windy conditions. If a fire starts and takes hold, it may be uncontrollable, unpredictable, and fast moving. Spot fires will start, move quickly, and come from many directions. Homes that are situated and constructed or modified to withstand a bushfire, that are well prepared and well-constructed homes may not be safe. People may be injured, and homes and businesses may be destroyed. Leaving is the only option for survival.
100+	Catastrophic	<ul style="list-style-type: none"> These are the worst conditions for a bushfire. If a fire starts it may be uncontrollable, unpredictable, and fast moving. Well-prepared and well-constructed homes are not designed or constructed to withstand fires in these conditions. They are not safe. Many people may be injured, and many homes and businesses may be destroyed. The safest place to be is away from bushfire prone areas. Leaving is the only option for survival.

Appendix 1 - Table 3 – Actions Taken upon receipt of Fire Dangers – QFES and LDMG

Fire Danger Rating	QFES Actions	LDMG Actions
Low – Moderate	<ul style="list-style-type: none"> As per agency plans 	<ul style="list-style-type: none"> Nil
High	<ul style="list-style-type: none"> As per agency plans 	<ul style="list-style-type: none"> Nil
Very High	<ul style="list-style-type: none"> As per agency plans 	<ul style="list-style-type: none"> Nil
Severe	<ul style="list-style-type: none"> Notify LDMG (through Coordinator, Disaster Management) of any fires in the RRC area that have the potential to impact human life or property and forecasted conditions for the next day. 	<ul style="list-style-type: none"> Consider any potential consequences from existing fires. Ensure LDCC readiness.
Extreme	<ul style="list-style-type: none"> Notify LDMG (through Coordinator, Disaster Management) of any significant fires in the RRC area that have the potential to impact human life or property and forecasted conditions for the next day. Consider a liaison model between QFES and the LDMG. 	<ul style="list-style-type: none"> Consider any potential consequences from existing fires. Participate in QFES IMT planning meetings or briefings. Depending on current fire activity, consider escalating LDCC activation level.
Catastrophic	<ul style="list-style-type: none"> Notify LDMG (through Coordinator, Disaster Management) of any significant fires in the RRC area that have the potential to impact human life or property and forecasted conditions for the next day. Establish a liaison model between QFES and the LDMG. 	<ul style="list-style-type: none"> Establish liaison with the QFES Incident Control Centre (ICC), if established, and where one is not, establish a liaison model for the day with the QFES LDMG Representative. Consider messaging in line with the Communication Sub Plan, and the Mount Archer and Mount Morgan Bushfire Evacuation Plans, and any other locality specific planning conducted by the LDMG Consider moving the LDCC to Lean Forward or Stand Up.

Appendix 1 - Table 4 – QFES Notifications to LDMG based on FDR

Fire Danger	Notification of New Fires	Notification of Fires breaking containment lines which have potential to impact human life or property	Notification of FDR being declared (which is not forecasted in the 7-day action plan)	Notification of fires likely to impact communities.	Notification of fires reaching Emergency Warning level
Low – Moderate		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
High		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Very High		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Severe	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Extreme	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Catastrophic	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Table 5 – QFES Incident Levels, along with their actions and characteristics

Level	Actions and Characteristics (as defined by the QBP)	QFES Actions (as defined by the QBP, and adjusted by Central Region QFES)	LDMG Actions
1	A level 1 bushfire is able to be resolved through the use of local or initial resources, generally small in size, of short duration and poses minimal threat and impact to the general community.	Incident management is undertaken by the first arriving crew.	Nil.
2	A level 2 bushfire is one which exceeds the capacity of the local area to respond and requires wider support for sustained operations. The duration of the fire may be several days or of a significant complexity due to its proximity to population or critical risks.	IMT is established within a Level 2 ICC, comprised of QFES and other stakeholders. ROC activation level is increased. Multi-agency response likely.	Depending on the community consequence: The LDMG may decide to move to ALERT or LEAN FORWARD. QFES provide briefings to Coordinator Disaster Management, RRC on potential community consequence.
3	A level 3 bushfire is one which exceeds the capacity of the local area to respond and requires significant support. There is the potential for multiple loss of life, significant impairment to infrastructure, and significant disruption to the economy. The duration of the fire may be for several days or weeks and requires a high concentration of resources.	IMT established within suitable Level 3 ICC, comprised of QFES and other stakeholders. Full multi-agency involvement. SDCC activation. Disaster management arrangements activated.	Depending on the community consequence: The LDMG may decide to move to LEAN FORWARD or STAND UP. Where the LDMG is moved to LEAN FORWARD or STAND UP, a QFES liaison officer is deployed to the LDCC to provide liaison between the LDCC and IMT.

Table 6 – Public Information roles and responsibilities – QFES and LDMG

QFES	LDMG
<p>QFES is responsible for bushfire warnings.</p> <p>This includes composition and distribution of warnings. Bushfire management stakeholders and partner agencies are to refer community enquiries relating to bushfire warnings to QFES social media channels and website when sharing bushfire warnings. Bushfire warnings provide point-in-time information about a bushfire that is, or is expected to, impact a community.</p> <p>The information describes the impact and expected consequences and includes advice on what action should be taken by community members. These warnings are developed in accordance with the Public Information and Warnings Handbook. In Queensland three levels of warning are utilised.</p> <p>These levels are: Advice: A fire has started and there is no immediate danger, this is general information to keep you informed and up to date with developments.</p> <p>Watch and Act: There is a possible threat to lives and homes. Conditions are changing, you need to be aware of your situation and take action to prepare and protect yourself and your family. At this stage you will be asked to either prepare to leave or leave now.</p> <p>Emergency Warning: You are in danger as your area will be impacted by fire. You need to take immediate action to survive. You may be asked to leave immediately and seek shelter, or seek shelter immediately, if conditions have become too dangerous for you to leave.</p> <p>The decision to issue a bushfire warning is the responsibility of the incident controller. In circumstances where QFES is not the incident controller, QFES will enable the issuing of the required warning after consultation. This decision may be made in consultation with relevant stakeholders. In the event that disaster management groups have been stood up, these groups must be informed of the imminent release of a bushfire warning to enable coordination between the firefighting response and broader disaster management operations.</p> <p>When a disaster declaration has not been made, QFES is the authorising agency for Emergency Alerts. Further information regarding Emergency Alerts can be found at section 4.11.2 – Emergency Alert of the Queensland State Disaster Management Plan (QSDMP).^{xx}</p> <p>In the case of imminent or severe threat to a specific Queensland community, an Emergency Alert (EA) may be issued (by QFES where there is no disaster declaration made, or by the LDC where a disaster declaration is made). Communication between the LDCC and the ICC is critical during times of community warnings to ensure that information is coordinated to the community by both organisations.</p>	<p>When a disaster declaration has not been made:</p> <ul style="list-style-type: none"> • Sharing of information from trusted sources such as QFES (LO verbal advice or print to be disseminated). • Information on assembly areas, or evacuation planning. • Community Consequence information and relief and recovery information. <p>When a disaster declaration has been made, the public information responsibility shifts to the Rockhampton LDMG.^{xx}</p> <p>In this setting, Bushfire Warnings will still be the responsibility of QFES, however the issuing of Emergency Alerts is the responsibility of the LDMG.</p> <p>In both cases, it is critical that the liaison model is robust so that prompt information sharing occurs, and the decision to release information is based on close consultation between QFES and the LDCC.</p>

References

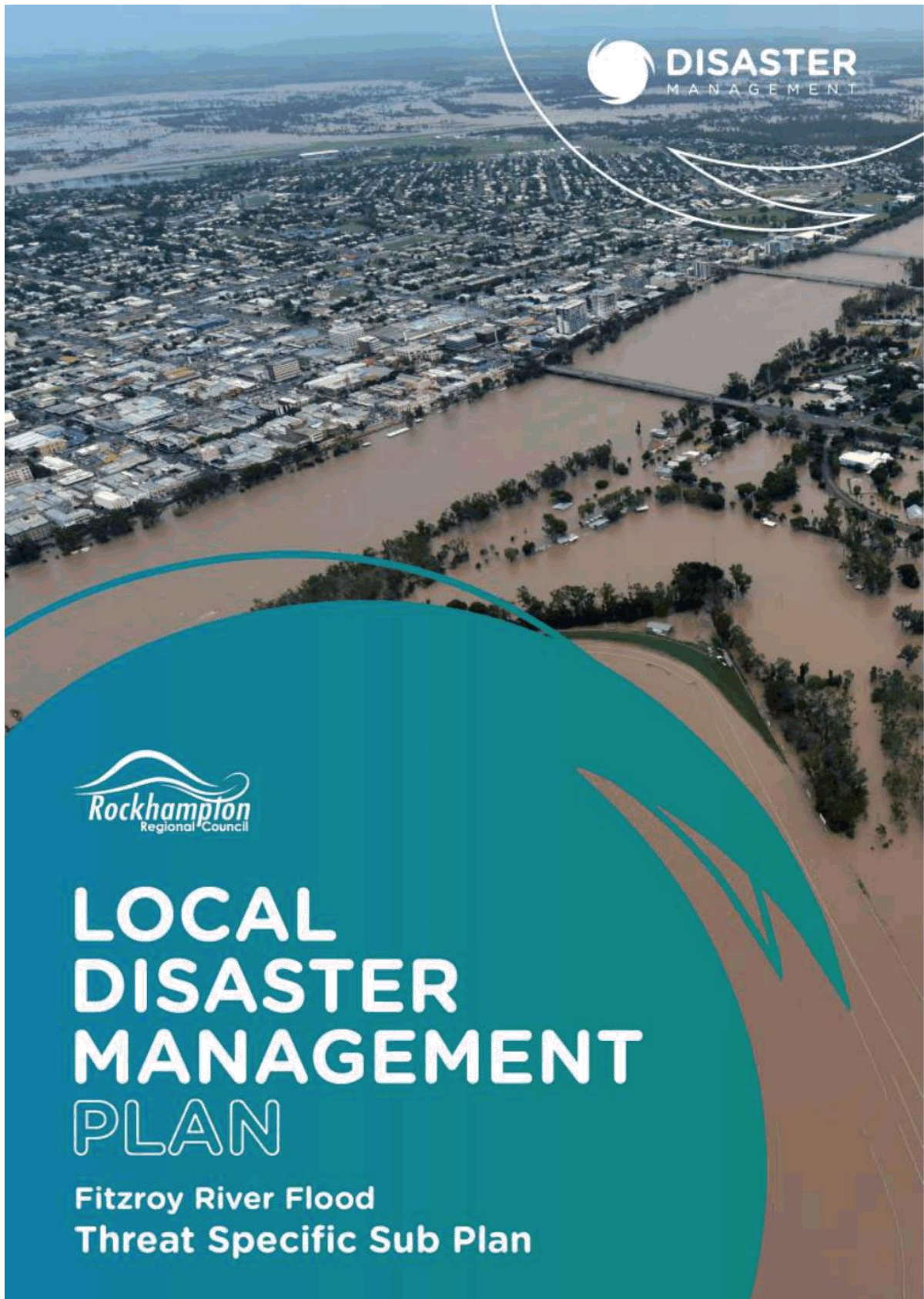
- i Queensland Government, Queensland Bushfire Plan, Response Functions, p. 42
- ii Queensland Government, Queensland Bushfire Plan, Response Arrangements, p. 39
- iii Australasian Inter-Service Incident Management System, 2017
- iv Queensland Government, Queensland Bushfire Plan, Event Reporting, p. 44
- v Queensland Government, Queensland Bushfire Plan, State Capability, p. 35
- vi Queensland Government, Queensland Fire and Emergency Services PPRR Guideline, Disaster Coordination Centres p. 40
- vii Queensland Government, Queensland Fire and Emergency Services PPRR Guideline, Disaster Coordination Centres p. 40
- viii Queensland Government, Queensland Fire and Emergency Services PPRR Guideline, Disaster Coordination Centres p. 40-41
- ix Queensland Government, Queensland Fire and Emergency Services PPRR Guideline, Glossary p. 95
- x Queensland Government, Queensland Bushfire Plan, Event Reporting, p. 44
- xi Queensland Government, Queensland Bushfire Plan, Disaster Management Groups, p. 50
- xii Disaster Management Act, 2003 Part 4, Division 1, Subdivision 1, s 64.
- xiii Disaster Management Act, 2003 Part 4, Division 1, Subdivision 2, s 69.
- xiv Queensland Government, Queensland Bushfire Plan, Public Safety, p. 39
- xv Queensland Fire and Emergency Services, Official Advice, Office of the Assistant Commissioner, Rural Fire Service (7th October 2020).
- xvi Queensland Government, Queensland Bushfire Plan, Evacuation Planning, p. 33
- xvii Queensland Government, Queensland Bushfire Plan, Evacuations, p. 49
- xviii Queensland Government, Queensland Bushfire Plan, Fire Danger Ratings, p. 34
- xix Queensland Government, Queensland Bushfire Plan, Public Safety, p. 48-49
- xx Queensland Government, Queensland Bushfire Plan, Public Safety, p. 49

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Fitzroy River Flood Threat Specific Sub Plan

Meeting Date: 25 January 2022

Attachment No: 9



Document control

This sub plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the LDMG.

All approved amendments are to be listed below.

Version	Date	Comments	Approved by
1.1	June 2021		

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Abbreviations

Abbreviation	Full title
AHD	Australian Height Datum
AIIMS	Australasian Inter-Service Incident Management System
ALO	Agency Liaison Officer
BCP	Business Continuity Plan
BOM	Bureau Meteorology
Council	Rockhampton Regional Council
DDC	District Disaster Coordinator
DMO	Coordinator Disaster Management
DRFA	Disaster Recovery Funding Arrangements
DRP	Disaster Recovery Plan
DTMR	Department of Transport and Main Roads
FRW	Fitzroy River Water (a business unit of RRC)
ICC	Incident Control Centres
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Rockhampton Regional Council Local Disaster Management Group
LDMP	Local Disaster Management Plan
MSL	Mean Sea Level
MSQ	Maritime Safety Queensland
QAS	Queensland Ambulance Service
QFES	Queensland Fire and Emergency Services
QPS	Queensland Police Service
RRC	Rockhampton Regional Council
RRWR	Rockhampton Regional Waste and Recycling (a unit of RRC)
SDRA	State Disaster Recovery Arrangements
SES	State Emergency Service
Sitrep	Situation Report

Introduction

Purpose

This Sub Plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed responsibilities and actions for the Local Disaster Management Group (LDMG).

The purpose of this Sub Plan is to detail the agreed arrangements, at the local level to respond to a Fitzroy River Flood that has impacted the community within the Rockhampton Region Council (RRC) Local Government Area.

Objective

The objectives of the Sub Plan are to:

1. guide the flood response through a Fitzroy River Flood
2. provide the context and a greater understanding of potential impacts
3. provide advice on triggers and preparation activities to mitigate impacts
4. ensure the release of clear and accurate information and warnings
5. provide advice on response activities to mitigate impact and manage consequences.

Key contacts

- LDMG Chair
- LDMG Deputy Chair
- Local Disaster Coordinator
- Deputy Local Disaster Coordinator
- Disaster Management Coordinator
- State Emergency Service Rockhampton Unit Local Controller
- Queensland Police Services
- Maritime Safety Queensland
- Queensland Fire and Emergency Service

Responsibilities

Rockhampton Regional Council (RRC) will be the lead agency for responding to and recovering from flood events. The Council objectives during a flood event, through the LDMG, are to disseminate community information and warnings, coordinate disaster response and recovery operations in order to minimise community disruption and achieve the resumption of normal services and community activity.

Council's role in flood management is not limited to just the response to an event but also involves implementing development controls, planning and constructing resilient infrastructure, building community awareness and disaster planning and management. To undertake these roles Council has adopted a Flood Management Strategy. This Flood Management Strategy provides an overarching framework for Council's current and future floodplain risk management activities and plans. This strategy and associated flood reports, plans, studies and mitigation projects are located on Council's website.

Council, through the LDMG and LDCC under the LDMP and relevant sub-plans is responsible for enacting the North Rockhampton Flood Management Area Levee Emergency Response Plan (Levee ERP) if required. Rockhampton Regional Council is responsible for maintaining and exercising this document.

Key Responsibilities for Fitzroy River Flood Event are further described in Annexure A.

CONTEXT

The Fitzroy River catchment is the second largest catchment in Australia and because of its size, is capable of producing severe flooding on its floodplain following heavy rainfall events. The Fitzroy River catchment includes the Dawson, Mackenzie, Comet, Nogo, Connors and Isaac River systems and Fitzroy River floods can come from any of these rivers. Large volumes of rainfall in the lower catchment also have the potential to cause flooding.

The Fitzroy River flood warning system aims to provide at least three day's notice of a flood event above 7 metres at the town gauge. This provides ample warning time for people to evacuate should water levels be forecast to rise to moderate levels.

Moderate riverine flooding occurs when the Fitzroy River rises to a height greater than 7.5 metres and less than 8.5 metres at the Rockhampton town gauge. There have been 21 moderate flooding events in 110 years across the Rockhampton Region. Predicted increases in storm intensity may result in a higher risk of flooding and inundation throughout the Rockhampton Region. Major flooding occurs when the Fitzroy River rises to a height greater than 8.5 metres at the Rockhampton town gauge. There have been seven major flooding events in the Rockhampton Region over 110 years, with the highest in 1918 reaching 10.1 metres. Predicted increases in storm intensity may result in a higher risk of flooding and inundation throughout the Rockhampton Region.

The LDMG has a mature approach to flooding and has shown in past events that it has the knowledge and systems in place to respond. The Rockhampton Region Planning Scheme contains flood hazard overlay mapping that provides detailed information on areas of land within the Rockhampton Region which have been, or could be, impacted by a flood. It also seeks to ensure that new development and redevelopment is not located in flood prone areas. Council's Flood Management Strategy has been developed to improve community resilience and provide appropriate flood mitigation infrastructure associated with riverine, local creek and overland flooding.

Council's Flood Management Strategy has been developed to improve community resilience and provide appropriate flood mitigation infrastructure associated with riverine, local creek and overland flooding. The North Rockhampton Flood Management Area (NRFMA) improves the flood immunity in the locality of Berserker, North Rockhampton during major flooding. The Rockhampton Region Strengths, Mitigation and Preparedness measures for major flooding are largely the same as for moderate flooding. Refer to the Flooding (Moderate) risk page for more information. When major flooding is predicted a temporary flood barrier is constructed at Rockhampton Airport to protect key infrastructure.

The Yeppen North and Yeppen South Bruce Highway upgrade projects have significantly increased the capacity for connecting Gracemere and Rockhampton, and beyond, during flood. The Rockhampton SES Unit has the capability to support and resupply to the community through flood boat operations. Queensland Fire and Emergency Services have Water Rescue response capabilities. Agencies such as Queensland Police Service have models in place to operate during flood events with stations and staff spread across Rockhampton, Mount Morgan, Gracemere and more remote single officer stations.

Remote services for those in need of medical attention can be supplied by RACQ Capricorn Helicopter Rescue Service and the State Emergency Service who provide assistance on behalf of Queensland Health and Queensland Ambulance Service.

A detailed description of hazards and threats associated with floods has been included in *Annexure D*. Further details are contained within Council emergency and floodplain risk assessments and studies.

PLANNING ASSUMPTIONS

The following planning assumptions have been made:

- (a) Many of the regions residents are familiar with the impacts associated with a Fitzroy River Flood however travellers, visitors and tourists may remain unfamiliar with the region's susceptibility to flood events;
- (b) Strategic land transport corridors (Road and Rail) and the airport are key dependencies for the region's social and economic prosperity;
- (c) The Bureau of Meteorology (BoM) will provide timely warnings and alerts for flood events;
- (d) Maritime Safety Queensland (MSQ) will be engaged to provide advice around the timings of the closure of the river, and MSQ enacting the Extreme Weather Event Contingency Plan Gladstone Region;
- (e) The LDCC will be activated in accordance with established triggers and protocols;
- (f) Council will continue to maintain accurate mapping and associated data and this will be available to all relevant stakeholders;
- (g) All stakeholder agencies and Council departments have in place effective business continuity plans (BCP), that enable them to effectively respond in support of this plan;
- (h) All stakeholder agencies and Council departments have sufficient trained, equipped and available personnel to perform the roles and responsibilities identified in this Sub Plan and their respective BCPs.

PLANNING PRINCIPLES

The key principles for Fitzroy River Flood event management include:

- (a) Decentralised control and centralised coordination - responsibility for response and recovery actions remains at the local level and the deployment and coordination of the right resources to the right places at the right time is achieved centrally through the LDCC;
- (b) Effective information flow - timely and accurate information (including alerts, warnings and situation updates), is received, processed and disseminated to relevant stakeholders and members of the public, enabling effective decision making;
- (c) Flexibility - maintaining agility, responsiveness, and adaptability in order to readily adjust to changing circumstances;
- (d) Cooperation - requires a partnership approach between all stakeholders that is focused on achieving the best possible outcomes for the community, regardless of circumstances or the risks;
- (e) Sustainability - resources and effort applied to flood event management should be sustainable over an extended period and capable of responding to concurrent or consecutive disaster events.

OTHER SUPPORT AGENCIES

The other support agencies most likely required to assist the RRC responding to and recovering from Fitzroy River Flood events are as follows:

- Ergon Energy;
- Bureau of Meteorology (BoM);
- Department of Environment and Science;
- Department of Communities, Housing and Digital Economy;
- Local Community Groups;
- Media outlets for the provision of advice to the community;
- Public and private transportation providers;
- Queensland Ambulance Service (QAS);
- Queensland Department of Transport and Main Roads (DTMR);
- Volunteer Coast Guard;
- Queensland Health; and
- Australian Red Cross.

CRITICAL VULNERABILITIES

The following critical vulnerabilities should be taken into consideration when implementing a response to a disaster event:

- Strategic Routes. With a small number of strategic land transport corridors into and through the region, the denial or restricted use of any strategic routes may have a significant impact on accessibility for external support. Consequential impact on adjacent regions or other parts of the State may also occur; it is likely that during a major flood event, some people, communities and assets will be subject to isolation or restricted mobility. This will impact on movement and the capacity to deploy resources. With a small number of strategic land transport corridors into and through the Region, the denial or restricted use of any strategic routes may have a significant impact on accessibility for external support. The airstrip at the Rockhampton Airport will be inundated during a major flood.
- Infrastructure across the Region will be impacted by water inundation and isolation during a major flood. Recovery times can vary for each event as they rely on the water levels to recede prior to the commencement of clean-up operations. This can have a lasting impact for industry, particularly those under/not insured.
- The vast majority of medical facilities and services are not located within the flood prone areas and if impacted by a probable maximum flood, mitigation strategies are available to defend from flood waters entering infrastructure. The impact from major flooding would be primarily from the influx of possible casualties from water borne infections/disease or those suffering injury from the flood event.
- Major flooding can impact agricultural land throughout the Rockhampton Region and has done so in recent history. The December 2010/ January 2011 flood event caused widespread disruption to primary producers in the Region and impacted livestock, crops and fencing. Significant industry impact is similar to that of moderate flooding.
- Washouts and other debris within waterways can impact the environment through erosion and bank destabilisation.
- Intra-Region Mobility. It is likely that during a significant disaster event, people and assets throughout the Region will be subject to isolation or restricted mobility. This will impact on movement within the region and the capacity to deploy some resources;
- Communications. With first order impacts of flood events potentially including loss of power in some areas or damage to telecommunications infrastructure, communications to and from some organisations or localities may be difficult. This may impede the ability to request or coordinate assistance at the local level.

More detail on critical vulnerabilities has been included in Annexure E and potential impacts in Annexure F Fitzroy River Flood Potential Impacts Table and Annexure G Flood Height Calculations.

Critical Information Requirements

Current And Forecast Meteorological Conditions

- When and where is the event likely to occur?
- What are the likely impacts on disaster planning and operations (route closures, warning times etc)?

Resource Availability

- What resources are required to manage the response and recovery efforts?
- What internal resources are available to support disaster operations (location, type, capacity)?
- What external resources need to be requested, how will they be deployed and supported?
- What resources may be required to mutually support adjacent regions?

Evacuations

- What are the triggers for the initiation of voluntary and directed evacuations?
- What is the most appropriate risk based timeline for evacuation decision points (issuing alerts, activating evacuation centres and routes, moving vulnerable segments of the population)?
- What internal and external assets will be required to execute the evacuation?

CONCEPT OF OPERATIONS

GENERAL CONCEPTS

The RRC response to a Fitzroy River Flood event will be implemented in three phases (Preparation, Response, and Recovery) and will be controlled through existing structures. The operation will leverage both formal disaster and emergency response capabilities (LDMG, Emergency Services) and informal capabilities (volunteers, community groups and social networks).

The degree of activation of command and control structures will be scaled to suit the magnitude, nature, locations and duration of the disaster.

Council is the designated lead agency for overall control of Fitzroy River Flood response and recovery operations. The coordination of these operations will be managed by the LDCC, when activated. The LDCC provides the primary coordination point for RRC resources and external agencies involved in the response and recovery effort. The LDCC is responsive to strategies, priorities and direction from the LDMG.

Single lines of communication and points of contact between all the agencies will be implemented where possible. Agency Liaison Officers (ALO) from stakeholder agencies in the LDCC will provide the mechanism for information flows, task management and situational awareness.

Transition between phases of the operation will be controlled and communicated clearly throughout the organisation to ensure tasks are completed, resources postured appropriately and clarity exists for command, control and coordination at all times.

Authority and decisions will be delegated to the lowest effective level to allow for management of issues at an appropriate level and use of local resources to best effect. Any decisions will be based on corroborated information or the most credible data available at the time.

All agencies and the public will be given access to appropriate, timely and accurate information wherever possible.

The overall concept for managing the disaster event is premised on the community being responsible for and taking decisive action early, critical infrastructure and essential services are protected where possible to ensure continuity of services and emergency services resources being protected and positioned for rapid response.

SPECIFIC ACTIONS

Throughout the year the Local Disaster Coordinator (LDC) or delegate will maintain an ongoing watch for weather events such as tropical cyclone, east coast low or severe storm that may result in flooding in the Fitzroy River catchment and have a significant effect on the community.

The LDC on receipt of advice that a significant event is likely to occur, which may require the coordination of disaster operations and coordination of responding agencies, will consider the activation of the LDCC in accordance with the Activation Sub Plan. Initially the LDC may activate the LDCC to Alert or Lean Forward level or directly to Stand Up stage if the situation warrants.

As the LDC activates the LDCC to the various levels, Council should also activate to the same level.

The key task of the LDC and the LDCC is to coordinate disaster operations. The LDC will be supported by the Coordinator Disaster Management (DMO) and may delegate the task of coordinating disaster response to the DMO. The resourcing of the LDCC is to be determined in consultation with the LDC and DMO.

The LDC will determine with the Chair of the LDMG the requirement to hold an Extraordinary LDMG meeting. A key task of these meetings is to determine and to provide strategic direction to the LDC and LDCC.

COMMUNICATON

Communication will be in accordance with Council's and response agencies' normal methods until the ability to do so is lost. The LDCC will have a designated contact number for public use (1300 652 659) and ALOs within the LDCC will have direct landline access for their use. ALOs may provide access to their agencies two way radio system. The LDCC will have the ability to use the Council two way radios and also has the use of satellite phones. Internet and email access will be available for all agencies within the LDCC. Distribution of situation reports (Sitrep) will be via email/the internet until the ability to do so is lost. All communication deemed significant is to be recorded in the disaster management system.

EVACUATIONS

Evacuations will be conducted in accordance with the Evacuation Planning Sub-Plan which contains information that can be used to guide evacuation route planning, evacuation timelines and possible shelters. Timeframes and restrictions on vessel operations will be implemented by MSQ in accordance with the Exremee Weather Event Contingency Plan Gladstone Region.

Note that in the case of a Fitzroy River Flood, the need and extent of evacuations is directly related to the predicted flood height and the relative impacts of inundation on various localities within Rockhampton. Isolation of visitors and travellers within the region can also contribute to evacuation numbers. Generally sufficient time is provided to enable a planned voluntary evacuation of impacted areas. Directed evacuations may be necessary in the more severe flood events. Consideration should also be given to the fact that it is preferable to carry out any evacuations during daylight hours. This could see the evacuation cut-off time being shifted forward a number of hours. This type of scenario will have to be kept in mind in pre-planning and taken into account for approval timelines for any directed evacuations.

Consideration needs also to be given to the vulnerabilities of possible evacuation routes. Riverine flooding and backflow flooding within local creek catchments discharging into the Fitzroy River may have a severe effect on possible evacuation routes and would be further exacerbated when in conjunction with local rain events. All major routes leading in, through and out of Rockhampton including the Bruce Highway (Yeppen Crossing, Lower Dawson Road, Gladstone Road, Alligator Creek), Capricorn Highway (Rockhampton to Gracemere), Rockhampton – Emu Park Road, Lakes Creek Road and Rockhampton – Ridgeland Road are subject to flooding. Numerous local roads are also impacted by flood events.

REQUESTS FOR ASSISTANCE

Once the LDCC is activated, all requests for assistance from the community and participating agencies will be initially dealt with by the LDCC using the disaster management system. The LDC is responsible for forwarding any requests beyond the capability of the local response to the District Disaster Management Group (DDMG) via the District Disaster Coordinator (DDC).

COMMAND, CONTROL AND COORDINATION

Council has control over the response to a Fitzroy River flood event and as such, is designated the lead agency. This control is executed through the LDCC when activated. When the LDCC is not activated, in the case of minor event, Council and other key agencies will control the response through normal business operations and resources.

The LDMG will determine strategic priorities and provide direction to the LDCC on disaster response and initial recovery operations. The LDCC is responsible for coordinating disaster operations and maintaining a full record of the event including all details of tasks in the disaster management system.

The LDCC provides the focal point for coordination of disaster operations in the Rockhampton Region. The LDCC is reliant on information inputs from a range of sources to prioritise efforts across the region and is dependent on external agencies and Council to execute the plan through the deployment of resources to achieve the stated objectives.

TASKING MATRIX

The allocation of key tasks associated with a Fitzroy River Flood event is attached at *Annexure B*.

DECISION POINTS

A number of decision points exist in managing the response to a Fitzroy River Flood event. These are captured in the Decision Support Tool at *Annexure C*.

PUBLIC INFORMATION

Upon the activation of the LDCC, all public information and warnings will be distributed to the local media outlets via the Media Liaison Officer following approval of the LDC.

The key messages for a Fitzroy River Flood event will vary between phases. The key messages outlined below align with the messaging identified in the Communications Sub Plan and are supported by multiple public awareness initiatives.

PREPARATION PHASE

- Know if you are at risk from a Fitzroy River Flood event and prepare evacuation kits and plans;
- Actively monitor alerts, warnings and situation updates;
- Check on neighbours and family members and offer support to those less prepared;
- Prepare your property for the event as best as possible to minimise damage; and
- Any pre-emptive actions that may impact on mobility for residents (airport, port, railway or road closures).

RESPONSE PHASE

- What actions to take in response to the actual occurrence on the ground;
- Locations of evacuation centres and what evacuees will need to bring with them;
- Likely timeframes for the event;
- Any emerging safety or security issues associated with the event; and
- Where to go for further information or assistance.

RECOVERY PHASE

- What the impact of the event was on the region or particular areas including degraded infrastructure or essential services;
- What actions authorities are undertaking to address the impacts and what the priorities are;
- Likely timeframes for recovery of infrastructure and essential services;
- Any no-go areas or transport corridors that are unavailable; and
- Location of Recovery Hubs and where to go for additional information.

Annexure A: Key Responsibilities for Fitzroy River Flood Event

Organisation	Preparation Phase	Response Phase	Recovery Phase
Local Disaster Management Group	<ul style="list-style-type: none"> Maintain situational awareness of the developing event Implementing actions in accordance with the LDMP Activation Framework (Alert, Lean Forward, Stand Up, Stand Down) Be prepared for activation including the provision of appropriate personnel to the LDMG/LDCC 	<ul style="list-style-type: none"> Provision of response and recovery strategies, priorities and directions to internal Council business units and the LDCC Appoint a Local Recovery Coordinator and initiate through the Recovery Sub Committee, Recovery Phase planning and prepare to activate recovery structures 	<ul style="list-style-type: none"> Implement recovery structures and supporting resource management mechanisms Facilitate formal requests for external support as appropriate for the recovery effort Management of resource reconstitution and conduct a review of response and recovery operations
LDCC	<ul style="list-style-type: none"> Active monitoring of alerts and warnings from the BoM and local data sources Implementing actions in accordance with the LDMP Activation Framework (Alert, Lean Forward, Stand Up, Stand Down) Developing an appreciation of the conditions and likely outcomes for the specific flood event and coordinate any resource pre-positioning and pre-emptive external resource requests as appropriate and within existing authorities Coordinate the construction of mitigation works (levees etc) and provision of materials to the public (sandbags etc) Coordinate the maintenance of evacuation routes and key access routes for disaster operations 	<ul style="list-style-type: none"> Continued monitoring of forecasts and situation updates from the BoM and local data sources Implementation of actions in accordance with the LDMP Activation Framework (Alert, Lean Forward, Stand Up, Stand Down) Coordinate the protection, maintenance and repair of critical infrastructure and essential services throughout the region through working with owners and operators of the infrastructure (health services, water, electricity, gas, telecommunications, transport) Conduct evacuations and provide for immediate evacuee welfare through establishment and operation of evacuation centres Coordinate provision of essential items and services to isolated communities Coordinate the responses to support requests escalated from field operations Information management including the receipt and provision of timely and accurate warnings and situation updates to disaster management stakeholders and the public 	<ul style="list-style-type: none"> Establishment of Recovery Hubs Coordinate restoration of critical infrastructure and services to pre-event levels as quickly as possible Continued monitoring of situation updates from the BoM and local data sources Coordination of evacuation centre closures and re-occupation of public facilities as appropriate Implementation of actions in accordance with the LDMP Activation Framework (Alert, Lean Forward, Stand Up, Stand Down) Coordinate reconstitution of disaster management assets Facilitate handover of any recovery or residual response activities to appropriate agencies

Organisation	Preparation Phase	Response Phase	Recovery Phase
LDCC Cont.		<ul style="list-style-type: none"> • Maintain ALO network and communications protocols appropriate to the event • Coordinate the transition to the Recovery Phase with internal assets returning to business as usual activities and external assets reducing operational tempo and availability 	
Council	<ul style="list-style-type: none"> • Monitoring and dissemination of warnings from the BoM • Developing Fitzroy River Flood mapping, local catchment flood modelling and supporting geospatial products to enable detailed local planning • Activating internal BCPs as appropriate • Communicating with Council staff • Managing media queries • Maintaining LDMG/LDCC administration (contact lists, rosters) 	<ul style="list-style-type: none"> • Provision of response and recovery strategies, priorities and directions to internal Council business units and the LDCC • Ongoing provision of Fitzroy River flood mapping, local catchment modelling and supporting geospatial products to enable detailed local planning and response • Enact the North Rockhampton Flood Management Area Levee Emergency Response Plan (Levee ERP). 	<ul style="list-style-type: none"> • Implement recovery structures and supporting resource management mechanisms • Management of volunteer capabilities that exist outside existing structures • Restore Council services to pre-event levels as quickly as possible

Annexure B: Fitzroy River Flood Event Tasking Matrix

Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
Rockhampton Regional Council Local Disaster Management Group	LDMG		<ul style="list-style-type: none"> • Manage events in line with the priorities and planning principles outlined in the LDMP and this plan. • Provide direction to the LDC. • Issue community information / advice. • Maintain situational awareness of the event through the LDCC. • Provide situation updates to the DDC. • Request assistance from DDMG if required. • Convene the Recovery Sub Committee as soon as practical. • Appoint a Recovery Manager. 	<ul style="list-style-type: none"> • LDMG Establishment • LDCC Activation • LDCC Stand Down • Transition between phases • Recovery Sub Committee activation.
	Recovery Sub Committee	Dept of Communities, Housing and Digital Economy	<ul style="list-style-type: none"> • Develop a Recovery event specific plan for endorsement by the LDMG. • Coordinate community recovery activities (Recovery Coordination Centres) and resources including; information, personal support, specialist counselling, mental health and community services. • Restoration of infrastructure as soon as practical to allow resumption of normal operations for the community as soon as practical. • Coordinate recovery efforts with District and State recovery mechanisms. • Liaise with external stakeholders to determine recovery priorities, resourcing and coordination. 	<ul style="list-style-type: none"> • Recovery committee activation and de-activation. • Recovery Coordination Centre opening and close down.
	LDCC Communication / Media Liaison Officer	Council Communication / ICT Teams	<ul style="list-style-type: none"> • Activate Communication Sub Plan. • Provide a single point of contact for media queries. • Support the Chair of the LDMG in providing situational awareness to the community and wider public through preparation of media statements, talking points and supporting products. • Assist the LDCC to source and disseminate information. • Coordinate the use of social media for dissemination of factual information and direction to members of the public. • Assist the LDCC in communicating quickly and consistently with internal Council Stakeholders and employees. 	<ul style="list-style-type: none"> • Communication Sub Plan Activation following LDC approval. • Release of public information following LDC approval.

Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
	LDCC or LDMG Sub Committees	QPS, QFES, SES, MSQ	<ul style="list-style-type: none"> Coordinate alerts and warnings to members of the public. Coordinate Council support to disaster operations. Coordinate external agency support to disaster operations. Coordinate communications with the community through the Media Liaison team. Establish liaison linkages with key stakeholder organisations including relevant authorities, agencies, Non-Government organisations and businesses. Maintain situational awareness of the event. Coordinate delivery of planning, modelling and data to relevant stakeholders. Coordinate public safety activities (road closures, door knocks etc). 	<ul style="list-style-type: none"> Release of alerts and warnings to the public. Resource allocation. Evacuation Sub Plan Activation. Evacuation Centre establishment and close down. Recovery Coordination centre establishment and close down.
	QPS	Evacuation Sub Committee, SES, QAS, QFES	<ul style="list-style-type: none"> Maintain law and order. Traffic and crowd control. Provide Emergency Response Direct and conduct evacuations. Security of damaged / evacuated areas. Monitoring waterways and coastal areas re boat users. 	<ul style="list-style-type: none"> Directed Evacuations.
	QFES	Council SES	<ul style="list-style-type: none"> Emergency Response. Swift Water Rescue. Hazardous Chemical response. Urban search & rescue. Post Disaster Impact Assessment. 	
	Dept of Communities, Housing and Digital Economy	Recovery Sub Committee Council	<ul style="list-style-type: none"> Plan and conduct recovery operations. 	
	QAS		<ul style="list-style-type: none"> Pre hospital emergency treatment and transport of casualties. Evacuation of persons with medical conditions. Medical and health support. 	
	Ergon Energy		<ul style="list-style-type: none"> Protect and repair power infrastructure and prioritised restoration of power to affected areas. Isolation of network where necessary. Provide situation updates to LDMG and LDCC to assist with response and recovery planning. 	<ul style="list-style-type: none"> De-energising of network Prioritised restoration.

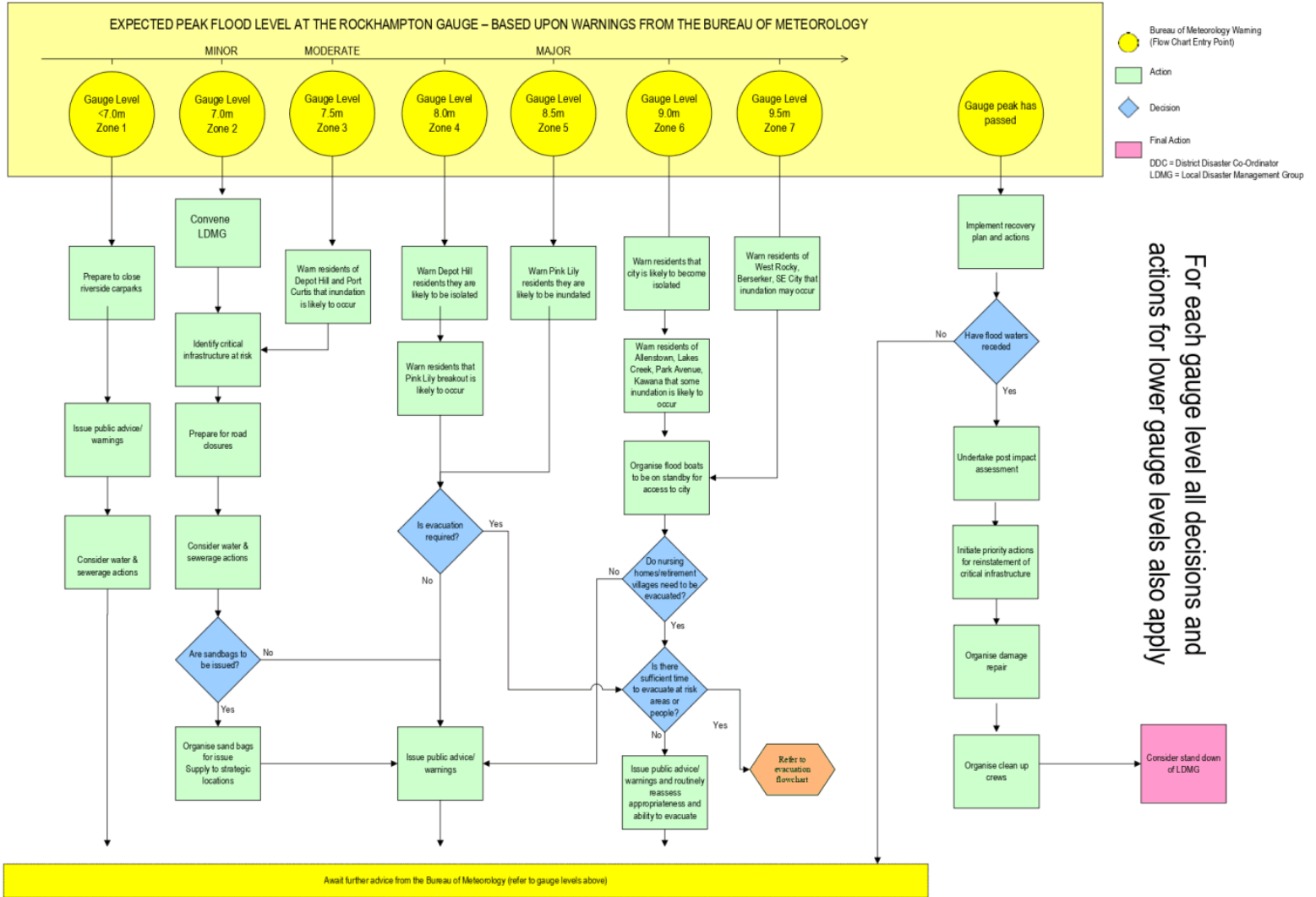
Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
	MSQ		<ul style="list-style-type: none"> Maritime safety and warnings. Close / Restrict use of waterway areas if required under the authority of the Extreme Weather Event Contingency Plan Gladstone Region Preparing for severe weather (Maritime Safety Queensland) (msq.qld.gov.au) https://www.msq.qld.gov.au/-/media/MSQInternet/MSQFiles/Home/Safety/Extreme-weather-plans/Severe-weather-EWE/gladstone-region-EWE-2020_21.pdf?la=en 	<ul style="list-style-type: none"> Closure of waterways.
	State Emergency Service (SES)	QPS, QFES	<ul style="list-style-type: none"> Support evacuation operations in accordance with QPS. Conduct rescue and response operations as required. Support repairs to houses – tarping. Support protection of critical infrastructure – sandbagging. Support opening of roads – debris removal. 	<ul style="list-style-type: none"> Activation of plans and resources in support of LDCC operations.
Federal Government	BoM	Council	<ul style="list-style-type: none"> Provide Flood watches and warnings and weather forecast to LDCC. Provide Flood updates and warnings to LDCC. 	
	Telstra	Other telecommunications providers	<ul style="list-style-type: none"> Protect and repair key communication assets. Provide temporary / mobile communications equipment. Provide situation updates to LDMG and LDCC to assist with recovery planning. 	

Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
Council	All Council Departments (including Rockhampton Airport)		<ul style="list-style-type: none"> • Lead Agency for Council response and recovery activities. • Activate BCP to minimise disruption to services. • Pre-position critical resources as directed by the LDCC for response and recovery operations. • Post impact reconnaissance and damage assessment of physical infrastructure. • Protect and repair Council infrastructure to minimise impact on operations and the community. • Provide required personnel to LDCC and to augment Council efforts in disaster operations. • Maintain health and safety of Council employees including fatigue management. • Ensure Council employees are aware of the situation, impacts and priorities. • Maintain business as usual as best as possible. • Capture lessons learned and costs associated with the event. 	<ul style="list-style-type: none"> • BCP Activation.

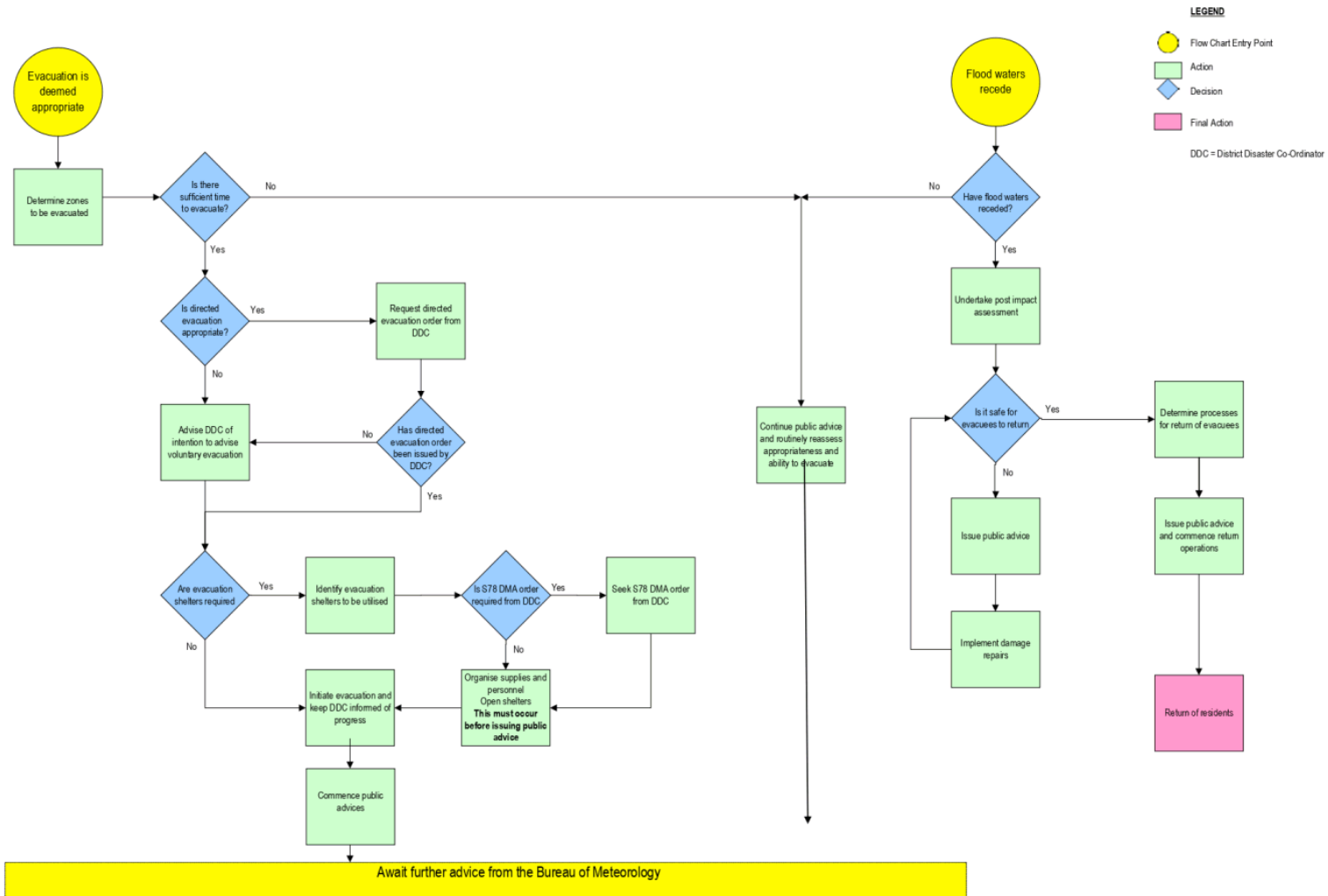
Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
	Civil Operations	DTMR, QPS, SES	<ul style="list-style-type: none"> Traffic Management. Monitoring and maintenance of evacuation routes, emergency service routes and alternate routes for the public. Ensure communication links with LDCC via phone, email or radio if telecommunications fail. Provide public information on Council road status and closures. Coordination of resources required for road/crossing/bridge closures. Coordinate route clearance as required to ensure key routes remain open. Protect internal assets – plant & equipment, depots, fuel. Relocate essential resources to safe areas as required. Repair or make safe to the public any area impacted by the event where directed by the LDCC. Stockpile the following in preparation for emergency deployment: sandbags, sand, road base, barricades, mesh, A-Frames, star pickets, road hazard signage, flash lights. Respond to road and drainage incidents. Clear debris from the storm water system. Coordinate contractors in support of Community Response tasks. Support road closures through the provision of field teams. Support debris and tree clean up (ground work only). Provide barricades and equipment for response and traffic operations. 	<ul style="list-style-type: none"> Road closures. Alternate route designation. Allocation of resources to response and recovery operations.
	Corporate / Procurement / ICT / Customer Service		<ul style="list-style-type: none"> Provide materials and support for response and recovery operations. Coordinate contracting, procurement and logistics arrangements. Arrange legal advice to LDMG/LDCC as required. Manage and capture finances related to the flood event. Support DRFA and SDRA applications. Provide information products incorporating disaster information and critical infrastructure as necessary to internal and external stakeholders. Activate IT DRP as required to protect information systems and data. Provide information to the public. Provide customer service staffing support to the LDCC operations. Provide situation briefings to the LDCC on call volumes, nature of requests and any capability issues. 	<ul style="list-style-type: none"> Activation of IT Disaster Recovery Plan (DRP).

Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
	FRW	Ergon Energy, Queensland Health	<ul style="list-style-type: none"> • Maintain water quality and supply. • Manage sewerage overflow related issues. • Be prepared to 'close down' infrastructure. • Notify residents in sewage affected areas. • Prepare and issue public information through the LDMG for residents in isolated communities to manage sewerage and potable water. • Liaise with RRC Environment and Public Health unit and Queensland Health regarding public health warnings. • Protect internal assets – plant & equipment, depots, fuel. • Relocate essential resources to safe areas as required. • Repair or make safe to the public any area impacted by the event. • Provide materials for recovery operations. • Enact the North Rockhampton Flood Management Area Levee Emergency Response Plan (Levee ERP). 	<ul style="list-style-type: none"> • Allocation of resources to response and recovery operations • Deactivation of critical infrastructure
	Parks & Gardens	RSPCA, Private Animal Shelters	<ul style="list-style-type: none"> • Protect internal assets – plant & equipment, depots, fuel. • Relocate essential resources to safe areas as required. • Repair or make safe to the public any area impacted by the event. • Clear debris from the parks and recreational areas. • Support debris and tree clean up (ground work only). • Provide materials for recovery operations. • Maintain liaison with DES Parks and Wildlife Services. • Establish emergency animal shelters in line with the Evacuation Plan. 	<ul style="list-style-type: none"> • Establish emergency animal shelters (Zoo). • Allocation of resources to response and recovery operations.
	RRWR	DEHP	<ul style="list-style-type: none"> • Establish liaison with waste management contractors. • Identify and prepare alternate waste management collection options. • Be prepared to open and manage emergency waste / dumping locations. • Maintain information flows to the public through the LDMG on waste related issues. 	<ul style="list-style-type: none"> • Open/closure of temporary dump sites.

ROCKHAMPTON REGIONAL COUNCIL FLOOD EMERGENCY PROCEDURES



ROCKHAMPTON REGIONAL COUNCIL FLOOD EVACUATION PROCEDURES



Annexure D: Hazard / Threat

Hazard Description

Also refer to the Rockhampton Emergency Risk Management Assessment 2020.

Riverine floodings occur when the amount of water reaching the drainage network exceeds the amount of water which can be contained by the system and subsequently water overflows out onto floodplain areas or via overland flowpaths.

Localised and/or flash flooding typically occurs when intense rain falls over a small sub-catchment which responds to that rainfall in six hours or less. In urban or rural areas where drainage is poor, the risk of localised flooding is high under such circumstances. Widespread flooding, by contrast, occurs following rainfall of high intensity or long duration over the whole, or a large proportion of a catchment.

Flood levels in urban areas quickly rise where the percentage of impermeable surfaces in the local catchment, such as buildings, roads and car parks, is high. On sloping concrete and bitumen surfaces, for example, runoff is immediate. Flooding can also occur from the unplanned release of water from dams.

Flood levels are typically related to the Australian Height Datum (AHD), which is approximately Mean Sea Level (MSL). In some cases flood levels are related to a flood gauge datum, which is location specific and dependent upon the presence of a flood gauge. Generally in these cases, the zero level of the river gauge is set at the low flow level of the stream and flood levels are measured in metres above the gauge zero.

The primary effects of flooding are physical damage to property, infrastructure, people or livestock and disruption to regular way-of-life. Flood damage to buildings can be separated into contents and structural damage. The greatest increase in damage to single storey residential buildings, both structural and to contents, occurs within the first half metre of over floor flooding. Almost all damage to contents occurs within the first metre of over floor flooding.

Building construction/materials also contribute to the susceptibility of a building to structural failure. Typically, brick veneer residential buildings can withstand higher velocities and depths than single storey weatherboard residential buildings before building failure occurs. Building age can also play a contributing factor to the amount of flood losses, as age can indicate the condition of the building and materials used in construction.

Heavy rainfall capable of causing flooding (flash and non-flash) in the study area can arise from a number of different meteorological mechanisms, as described below:

- Severe thunderstorms that may affect a number of catchment areas;
- Tropical cyclones that are capable of causing widespread flooding across large catchment areas;
- East Coast Lows that have similar impacts to tropical cyclones, but are more common in autumn and early winter;
- Fronts and troughs;
- Low pressure systems; and
- Coastal convergence.

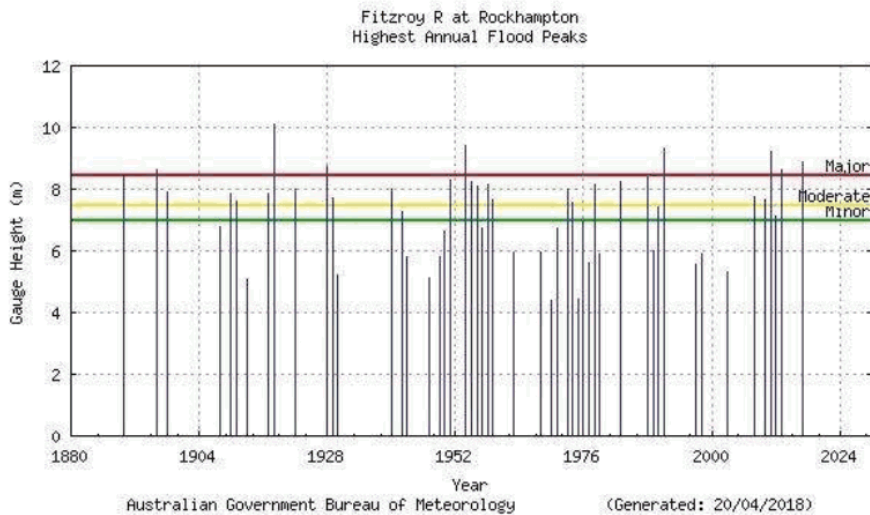
All of these events are also influenced by the regional topography which provides significant orographic lift to assist in the creation of favourable conditions for heavy rainfall.

Flood risks within the Rockhampton region come from three main sources: Fitzroy River flooding, local creek/river flooding and local flash flooding. These mechanisms are described further in the following sections.

Fitzroy River Events

The Fitzroy River catchment is the second largest catchment in Australia and because of its size is capable of producing severe flooding on its floodplain following heavy rainfall events as a result of any one of the mechanisms described above. The Fitzroy River catchment includes the Dawson, Mackenzie, Comet, Nogoa, Connors and Isaac River systems, and Fitzroy River floods can come from any of these rivers. Large volumes of rainfall in the lower catchment also have the potential to cause flooding.

A number of significant flood events have occurred in the lower Fitzroy River as shown in the image below, with the largest recorded event occurring in 1918. This event reached 10.1m on the city flood gauge and inundation lasted over six weeks. Three events of similar magnitude occurred in 1954, 1991 and 2011 (9.4, 9.3 and 9.2m on the city gauge respectively) and cut major transport routes (road and rail) to the north, south and west of the city and caused closure of the airport.



With reference to the recorded flood heights in the above figure, it is important to note that a relatively large number of moderate and major flood events have occurred throughout recorded history and this reflects the flood hazard for Rockhampton. There is also the potential for significantly greater floods to occur in the Fitzroy River basin as a result of more extreme rainfall both in terms of intensity and duration occurring over a large proportion of the catchment area.

There is a large flood warning network throughout the Fitzroy River catchment, as shown in the following image. This flood warning system has been established to address the flood hazard and is operated by the BoM. Working with the RRC, the BoM issues predictions of flood heights for the Fitzroy River Rockhampton whenever the height is expected to exceed the minor flood level at the city gauge. This procedure is designed to provide at least 60 hours warning of flood heights above 7 metres.

A number of flood studies have been undertaken by Council and address the flood characteristics of the Fitzroy River in and around Rockhampton City, from Alton Downs and Pink Lily in the north to Port Curtis in the south. Fitzroy River flooding occurs both upstream and downstream of this study area, however the population at risk is fairly small in comparison to the city area.



Water supply for a large portion of the Rockhampton region is managed by FRW; with water sourced from the upstream side of the Barrage. The Barrage was constructed in 1971, it is 13 metres high and 400 metres long and there are 18 vertical lift gates. The barrage impounds 81,300 megalitres of water and typically supplies 60,000 megalitres of water a year.



Further upstream on the Fitzroy River, Eden Bann Weir has a supply capacity of 26,000 megalitres per year. This weir is owned and operated by Sunwater which stores and releases water from Eden Bann into the Fitzroy River Barrage.

Due to the operation of these facilities they essentially provide no flood mitigation for Fitzroy River flooding.

Annexure E: Critical Vulnerabilities

The proximity of significant portions of the Rockhampton region to the Fitzroy River and its floodplain, mean that many localities are vulnerable to major flood events. In addition, areas close to local creeks/ivers and overland flowpaths are also vulnerable to flooding, in particular flash flooding and in some cases backflow from the Fitzroy River.

Vulnerability of People

Residents located in areas that are inundated or cut off by floodwaters and attempting to use flooded roadways are at risk. Council policy is to require new development to be placed above the 100 year ARI flood levels; however development and infrastructure in older portions of the region, such as Depot Hill and parts of Berserker and Koongal, are at risk of inundation and isolation.

The Fitzroy River, and its tributaries, influence a significant portion of the region and can cause inundation for prolonged periods. The Fitzroy River flood warning system aims to provide at least 60 hours notice of a flood event above 7 metres at the city gauge. This provides ample warning time for people to evacuate should water levels be forecast to rise to unacceptable levels. No or limited warning time is available for events on smaller local systems.

Vulnerability of Social Structures

The urban areas, where most of the flooding will occur have medium to strong social structures, therefore family support groups and community groups should fare reasonably well. Support for the aged and people on welfare is generally good.

Vulnerability of Buildings

Most of the buildings which may be flooded in the larger flood events are located adjacent to the Fitzroy River and its tributaries, in particular those in Depot Hill and Port Curtis. These dwellings are typically elevated homes that will suffer minor consequences in an event. Low rise housing and commercial/industrial premises may however suffer significant impact. These impacts are also likely to occur during local creek and overland flowpath flood events, however the duration of inundation, and therefore the extent of damage, is likely to be much less.

Vulnerability of Lifelines

Streets and some major access roads will be impacted and closed in a flood event. It is expected that the Capricorn Highway will be closed when floods reach a gauge level of 8.4 metres, and the Bruce Highway across the Yeppen will be closed at gauge level 8.8 metres. Sections of the Bruce Highway (Lower Dawson Road and Gladstone Road) will close at gauge level 8.4 metres with traffic detoured via Upper Dawson Road. The airstrip at the Rockhampton Airport will be inundated when floods reach gauge level 8.7 metres. In the rural areas, many local roads are cut during flood events, both Fitzroy River flooding and local creek flooding.

Sewerage facilities may be vulnerable as well as the sewerage pumping stations. Electrical substations and some Telstra exchanges may be isolated due to flooded roads.

Vulnerability of Critical Facilities

No critical facilities that will overly impact the community have been identified.

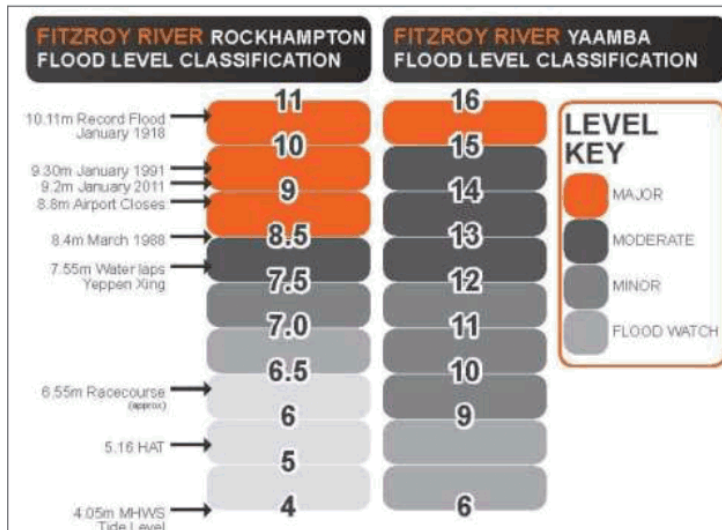
Vulnerability of Local Economic Production and Employment

The local economy can be affected through lost production, through the period of the event and the recovery phase, which may also impact on employment levels. There may also be crop, fencing and livestock losses.

Annexure F: Fitzroy River Flood Potential Impacts Table

In the event of a flood event affecting Rockhampton, the following information (as of February 2013) is provided as to the number of properties and or persons that may be at risk and therefore require evacuation.

This information is s to be used as a guide only.



Appendix B – Critical infrastructure inundation levels

Critical infrastructure, emergency facilities and possible evacuation shelters

Approx Gauge Level at which Building Location Starts to Become Inundated	Approx Gauge Level at which Property Starts to Become Inundated	Infrastructure Type	Address	Suburb	Name
<7.0	<7.0	Coast Guard	299 Quay Street	Rockhampton City	Rockhampton Coast Guard
8.0	8.0	Child Care	16-20 Bridge Street	Berserker	PCYC Child Care Centre Vacationa l Care
8.2	8.0	Education Facility	145 Port Curtis Road	Port Curtis	Port Curtis Rd Primary School
8.6		Airstrip	Rockhampton Airport	West Rockhampton	Rockhampton Airport Main
8.7		Airstrip	Rockhampton Airport	West Rockhampton	Rockhampton Airport Alternate
8.7		Airstrip		Glenlee	Orana-Lara Property
8.8	7.7	Education Facility	19 Reaney Street	Berserker	Central Queensland Christian College
9.0	6.0	Education Facility and Possible Evacuation Shelter	1 Campbell Street	Wandal	Rockhampton State High School
9.1		Helipad	Rockhampton Airport	West Rockhampton	Rockhampton Airport
9.1	8.7	Retirement Village	155-157 Glenmore Road	Park Avenue	Oak Tree Retirement Village
9.1	9.1	Education Facility	186 West Street	Allenstown	The Cathedral College
9.1	<7.0	Education Facility	53-63 O'Connell Street	Depot Hill	Depot Hill State School
9.3	<7.0	Retirement Village	228-230 Lion Creek Road	Wandal	Talbot Estate
9.6	<7.0	Nursing Care Homes	121 Maloney Street	Kawana	Shalom Good Samaritan Care
9.6	9.4	Education Facility	240 Quay Street	Rockhampton City	Rockhampton TAFE
9.6	9.2	Education Facility	282-284 Bolsover Street	Rockhampton City	St Andrews Church House

Flood Study Report

Approx Gauge Level at which Building Location Starts to Become Inundated*	Approx Gauge Level at which Property Starts to Become Inundated	Infrastructure Type	Address	Suburb	Name
10.0	10.0	Media	110 Victoria Parade	Rockhampton City	Rockhampton Media Centre
10.0	9.8	Media	236 Quay Street	Rockhampton City	Australian Broadcast Corporation
10.0	9.0	Nursing Care Homes	20 Withers Street	Kawana	PresCare Alexandra Gardens
10.0	9.8	Ambulance	57 Fitzroy Street	Rockhampton City	Rockhampton Ambulance Centre
10.1	9.9	Fire	59 Fitzroy Street	Rockhampton City	Rockhampton Fire Station
10.4	<7.0	Child Care	100 Water Street	Berserker	Tarumbal Kindergarten
10.5	10.3	Possible Evacuation Shelter	62 Victoria Parade	Rockhampton City	Pilbeam Theatre
10.6	9.2	Education Facility	13-33 Upper Dawson Road	Allenstown	Allenstown State School
10.6	10.4	Child Care	245 Campbell Street	Rockhampton City	A.B.C. Developmental Learning Centre
10.7	9.7	Child Care	55-57 Edward Street	Berserker	Lead Child Care Berserker
10.7	9.7	Possible Evacuation Shelter	92-94 Musgrave Street	Berserker	North Rockhampton Squash Bowl
10.8	8.6	Retirement Village	14 Pauline Martin Drive	Wandal	Rockhampton Gardens
10.8	10.8	Education Facility	5-13 Main Street	Park Avenue	Park Avenue Primary School
11.0	10.6	Media	130 Victoria Parade	Rockhampton City	Seven Queensland Rockhampton
11.1	9.6	Education Facility	99-109 North Street Extended	West Rockhampton	Crescent Lagoon State School
11.3	11.2	Possible Evacuation Shelter	229 Campbell Street	Rockhampton City	Squash World
11.4	11.3	Education Facility	29 Main Street	Park Avenue	St Josephs Primary Park Avenue
11.6	11.4	Police	161 Bolsover Street	Rockhampton City	Rockhampton Police Station
11.6	11.3	Education Facility	91-115 William Street	Rockhampton City	Rockhampton Special School
11.9	11.8	Child Care	27 Ross Street	Allenstown	Allenstown Childcare

Flood Study Report

Approx Gauge Level at which Building Location Starts to Become Inundated*	Approx Gauge Level at which Property Starts to Become Inundated	Infrastructure Type	Address	Suburb	Name
12.1	9.5	Nursing Care Homes	97 Campbell Street	Wandal	Eventide Home
12.2	11.9	Possible Evacuation Shelter	157 Campbell Street	Rockhampton City	Rockhampton Indoor Bowls
12.3	8.7	Education Facility and Possible Evacuation Shelter	128-140 Berserker Street	Berserker	Berserker Street State School
12.3	11.4	Police	109 Musgrave Street	Berserker	Police Station
12.3	12.3	Child Care	189 Alma Street	Rockhampton City	City Occasional Childcare Centre
	10.0	Education Facility	451 Paterson Street	Lakes Creek	Lakes Creek State High School
	12.0	State Emergency Service	90 Charles Street	Berserker	SES Rockhampton

* Building locations were determined from the aerial image and are indicative only

Water and sewerage infrastructure

Approx Gauge Level at which infrastructure becomes inundated ¹	Infrastructure Type	Suburb	Name
<7.0	Water Intake	Parkhurst	
<7.0	Sewage Pump Station	The Common	Nth STP Pump (No1)
<7.0	Sewage Pump Station	The Common	Nth STP Pump (No2)
<7.0	Sewage Treatment Plant	The Common	North Rockhampton STP
<7.0	Sewage Treatment Plant	Depot Hill	South Rockhampton STP
7.1	Sewage Pump Station	Wandal	Harmon St
7.2	Sewage Pump Station	Depot Hill	Arthur Street
7.5	Sewage Pump Station	The Common	Reaney Street
8.2	Sewage Pump Station	Wandal	Jardine Park
8.3	Sewage Pump Station	Park Avenue	Wattle Street
8.3	Water Pump Station	Gracemere	WR-395a
8.5	Sewage Pump Station	Koongal	Water Street
8.5	Sewage Pump Station	Allenstown	Ferguson Street
8.7	Sewage Pump Station	Kawana	Capricorn Country Club
9.0	Sewage Pump Station	Wandal	Lion Creek Road
9.0	Sewage Pump Station	West Rockhampton	Canoona Road (Airport No3)
9.0	Sewage Pump Station	West Rockhampton	Millewa Street
9.2	Sewage Pump Station	West Rockhampton	Melbourne Street
9.3	Sewage Pump Station	West Rockhampton	Canoona Road (Airport Terminal Sth)
9.3	Sewage Pump Station	West Rockhampton	Canoona Road (Airport Carpark)
9.4	Sewage Pump Station	The Range	Blackall Street
9.4	Sewage Pump Station	Gracemere	Victoria Street (No1)
9.4	Sewage Pump Station	Gracemere	Old Capricorn Highway
9.5	Sewage Pump Station	Gracemere	Stanley Road
9.6	Sewage Pump Station	Wandal	Campbell Street
9.6	Sewage Pump Station	Koongal	Lakes Creek Rd (No1)
9.6	Sewage Pump Station	West Rockhampton	Kalare Street
9.7	Sewage Pump Station	Wandal	Victoria Park
9.8	Sewage Pump Station	Gracemere	Armstrong Street
9.8	Sewage Treatment Plant	Pink Lily	West Rockhampton STP
9.9	Sewage Pump Station	Lakes Creek	Lakes Creek Rd (No2)
10.2	Sewage Pump Station	Rockhampton City	Denison Lane
10.6	Sewage Pump Station	Parkhurst	Plover Street

Flood Study Report

Approx Gauge Level at which Infrastructure becomes Inundated*	Infrastructure Type	Suburb	Name
10.8	Sewage Pump Station	Rockhampton City	East Lane
11.0	Water Reservoir	Parkhurst	Reservoir (G.T.P. 4.5ML)
11.0	Water Pump Station	Parkhurst	WP002-Pump (Highlift Glenmore WTP)
11.1	Sewage Pump Station	Gracemere	Victoria Street (No2)
11.3	Sewage Pump Station	Gracemere	Breakspear Street
11.4	Sewage Pump Station	Kawana	Elsie Marsh Park
12.3	Sewage Pump Station	Parkhurst	Belmont Road (No3)

* Gauge level was determined based upon the location of the water/sewerage point object, as provided in GIS. It may not be representative of the facility as a whole.

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Approx Gauge Level at which Road becomes Inundated (not Closure Level)	Road/Street Name*	Suburb	Road/Street Section*	Location where Road/Street First Becomes Inundated
8.8	Glenmore Road	Park Avenue	Haynes Street to Moores Creek	East of Moores Creek Road
8.8	Haynes Street	Park Avenue	Richardson Road to Dooley Street	East of Wackford Street
8.9	Lakes Creek Road	Berserker, Koongal, Lakes Creek	Bridge Street to Dorly Street	North of Dorly Street
9.4	Elphinstone Street	Berserker, Koongal	Moores Creek to Ascot Lane	Part Street intersection
9.4	Gladstone Road	Allenstown, Rockhampton City	George Street to Lower Dawson Road	Stanley Street intersection
9.4	Hunter Street	West Rockhampton	Canooka Road to Melbourne Street	Canooka Road intersection
9.4	Lion Creek Road	Wandal, West Rockhampton	Lion Creek to North Street	West of Huet Street
9.4	Lion Creek Road	Wandal, West Rockhampton	Lion Creek to North Street	Near Canooka Road
9.4	Rockhampton Emu Park Road	Nerimbera	Hartington Street to Black Creek Road	South of Nerimbera School Road
9.4	Wandal Road	Wandal	Lion Creek Road to Campbell Street	Near Western Street
9.5	Bridge Street	Berserker	Queen Elizabeth Drive to Lakes Creek Road	Near Queen Elizabeth Drive
9.5	Bruce Highway	Allenstown, Fairy Bower, Port Curtis	Gladstone Road to Gavial Gracemere Road	Gavial Creek crossing
10.0	George Street	Rockhampton City	Fitzroy Street to Gladstone Street	William Street intersection
10.0	Glenmore Road	Park Avenue	Haynes Street to Moores Creek	West of Highway Street
10.0	Lakes Creek Road	Berserker, Koongal, Lakes Creek	Bridge Street to Dorly Street	Near Bawden Street
10.0	Main Street	Park Avenue	Fitzroy River to Bertram Street	Near the Fitzroy River
10.0	North Street	Rockhampton City, Wandal	Campbell Street to Victoria Parade	Victoria Parade intersection
10.0	Queen Elizabeth Drive	Berserker	Bridge Street to Macaree Street	Brown Street intersection
10.5	Bolsover Street	Depot Hill, Rockhampton City	North Street to O'Connell Street	Archer Street intersection
10.5	Fitzroy Street	Rockhampton City	George Street to Quay Street	Denison Street intersection
10.5	Richardson Road	Kawana, Park Avenue	Haynes Street to Alexandra Street	Haynes Street intersection

Flood Study Report

Approx Gauge Level at which Road becomes Inundated (not Closure Level)	Road/Street Name*	Suburb	Road/Street Section*	Location where Road/Street First Becomes Inundated
10.6	Dooley Street	Park Avenue	Glenmore Road to Haynes Street	Glenmore Road intersection
10.6	Musgrave Street	Berserker	Queen Elizabeth Drive to Charles Street	At Queen Elizabeth Drive
10.8	Albert Street	Rockhampton City	Kent Street to Victoria Parade	West of Victoria Parade
10.8	Elphinstone Street	Berserker, Koongal	Moore's Creek to Ascot Lane	Craig Street to Rush Street
10.8	Gavial Gracemere Road	Bouldercombe, Gracemere, Midgee	Watts Road to Bruce Highway	Breakspear Street intersection
11.0	Moore's Creek Road	Park Avenue	Alexandra Street to Glenmore Road	North of Knight Street
11.4	Hinchliff Street	Kawana	Farm Street to Alexandra Street	South of Munro Street
12.0	Alexandra Street	Kawana	Hinchliff Street to Richardson Road	Mungarra Drive intersection

* Based upon major roads information supplied by Council

Approximate Lengths of Inundation/Closure for Major Roads

Road Name	Suburb	Road Section	GL7.0 Inundated Length	GL7.5 Inundated Length	GL8.0 Inundated Length	GL8.5 Inundated Length	GL9.0 Inundated Length	GL9.5 Inundated Length	GL10.0 Inundated Length	GL10.5 Inundated Length	GL11.0 Inundated Length	GL11.5 Inundated Length	PMF Inundated Length
Albert Street	Rockhampton City	Kent Street to Victoria Parade	-	-	-	-	-	-	-	-	Bolover Street to Victoria Parade	Denison Street to Alma Street and Bolover Street to Victoria Parade	Kent Street to Victoria Parade
Alexandra Street	Kawana	Hinchliff Street to Richardson Road	-	-	-	-	-	-	-	-	-	-	Hinchliff Street to Richardson Road
Berserker Street	Berserker	Lucas Street to Lakes Creek Road	-	-	Robbers Street intersection	Charles Street to Lakes Creek Road	Charles Street to Lakes Creek Road	Charles Street to Lakes Creek Road	Charles Street to Lakes Creek Road	Charles Street to Lakes Creek Road	Charles Street to Lakes Creek Road	Charles Street to Lakes Creek Road	Lucas Street to Lakes Creek Road
Bolover Street	Deport Hill Rockhampton City	North Street to O'Connell Street	-	-	Jane Street to O'Connell Street	Francis Street to O'Connell Street	Stanley Street to O'Connell Street	Derby Street to O'Connell Street	Derby Street to O'Connell Street	Cambridge Street to Archer Street and Market Lane to O'Connell Street	Cambridge Street to Finlay Street and Market Lane to O'Connell Street	North Street to Tankum Street and Market Lane Street to O'Connell Street	North Street to O'Connell Street
Bridge Street	Berserker	Queen Elizabeth Drive to Lakes Creek Road	-	-	-	-	-	Queen Elizabeth Drive to Lakes Creek Road	Queen Elizabeth Drive to Lakes Creek Road	Queen Elizabeth Drive to Lakes Creek Road	Queen Elizabeth Drive to Lakes Creek Road	Queen Elizabeth Drive to Lakes Creek Road	Queen Elizabeth Drive to Lakes Creek Road
Rnuca Highway	Allenstown Fairy Bower Port Curtis	Gladstone Road to Gaval Gracemere Road	-	-	-	Upper Dawson Road intersection	Gladstone Road to Edith Street	Gladstone Road to Edith Street and Gaval Creek crossing	Gladstone Road to Edith Street and Gaval Creek crossing	Gladstone Road to Edith Street and Whyte Road to Gaval Gracemere Road	Gladstone Road to Edith Street and Whyte Road to Gaval Gracemere Road	Gladstone Road to Edith Street and Whyte Road to Gaval Gracemere Road	Gladstone Road to Edith Street and Whyte Road to Gaval Gracemere Road
Dumett Highway	Bouldercombe	Druce Highway to Gaval Gracemere Road	-	-	-	-	Druce Highway intersection	Druce Highway intersection	Druce Highway intersection	Druce Highway intersection	Druce Highway intersection	Druce Highway to Gaval Gracemere Road	Druce Highway to Gaval Gracemere Road
Canona Road	West Rockhampton	Lion Creek Road to Hunter Street	-	-	-	-	Lion Creek Road to Hunter Street	Lion Creek Road to Hunter Street	Lion Creek Road to Hunter Street	Lion Creek Road to Hunter Street	Lion Creek Road to Hunter Street	Lion Creek Road to Hunter Street	Lion Creek Road to Hunter Street
Capricorn Highway	Fairy Bower Gracemere	McLaughlin Street to Rnuca Highway	-	-	-	Fairy Bower Road to Rnuca Highway	McLaughlin Street to Rnuca Highway	McLaughlin Street to Rnuca Highway	McLaughlin Street to Rnuca Highway	McLaughlin Street to Rnuca Highway	McLaughlin Street to Rnuca Highway	McLaughlin Street to Rnuca Highway	McLaughlin Street to Rnuca Highway
Dean Street	Berserker	Elphinstone Street to Lakes Creek Road	-	-	Robbers Street intersection	Mason Street to Peter Street	Deford Street to Peter Street	Elphinstone Street to Lakes Creek Road	Elphinstone Street to Lakes Creek Road	Elphinstone Street to Lakes Creek Road	Elphinstone Street to Lakes Creek Road	Elphinstone Street to Lakes Creek Road	Elphinstone Street to Lakes Creek Road
Dooley Street	Park Avenue	Glenmore Road to Haynes Street	-	-	-	-	-	-	-	-	Glenmore Road to Robson Street	Glenmore Road to Tom Brady Street	Glenmore Road to Haynes Street
East Street	Deport Hill Rockhampton City	Archer Street to Broadway Street	-	-	Wood Street to Broadway Street	Francis Street to Broadway Street	Derby Street to Broadway Street	Market Lane to Broadway Street	Denham Street to Broadway Street	Denham Street to Broadway Street	Archer Street to Royal Street and Bus Lane to Broadway Street	Archer Street to Royal Street and Bus Lane to Broadway Street	Archer Street to Broadway Street
Elphinstone Street	Berserker Koongal	Moore's Creek to Ascot Lane	-	-	-	-	-	Part Street intersection	Part Street intersection	Moore's Creek to Ascot Lane	Moore's Creek to Ascot Lane and Craig Street to Rush Street	Moore's Creek to Ascot Lane and Craig Street to Rush Street	Moore's Creek to Ascot Lane and Craig Street to Rush Street
Emu Park Road	Lakes Creek	Dorby Street to Harrington Street	-	-	-	-	Derby Street to Harrington Street	Derby Street to Harrington Street	Derby Street to Harrington Street	Derby Street to Harrington Street	Derby Street to Harrington Street	Derby Street to Harrington Street	Derby Street to Harrington Street
Fitzroy Street	Rockhampton City	George Street to Quay Street	-	-	-	-	-	-	-	Kent Street to Bolover Lane	Campbell Street to Bolover Lane	Campbell Lane to East Street	George Street to Quay Street
Gaval Gracemere Road	Bouldercombe	Watts Road to Druce Highway	-	-	-	-	-	-	-	-	Roakpear Street intersection	Roakpear Street intersection and Dumett Highway to Tison Road	Roakpear Street intersection and Dumett Highway to Tison Road
George Street	Rockhampton City	Fitzroy Street to Gladstone Street	-	-	-	-	-	-	Denham Street to Gladstone Street	Denham Street to Gladstone Street	Fitzroy Street to Gladstone Street	Fitzroy Street to Gladstone Street	Fitzroy Street to Gladstone Street



Road Name	Suburb	Road Section	GL7.9 Insulated Length	GL7.5 Insulated Length	GL6.9 Insulated Length	GL6.5 Insulated Length	GL6.0 Insulated Length	GL5.5 Insulated Length	GL4.0 Insulated Length	GL3.5 Insulated Length	GL11.8 Insulated Length	GL11.5 Insulated Length	PMF Insulated Length
Stalstone Road	Allenstown Rockhampton City	George Street to Lower Dawson Road	-	-	-	Prospect Street to Lower Dawson Road	Church Street to Lower Dawson Road	Caroline Street to Duffy Street and Church Street to Lower Dawson Road	George Street to Margaret Street and Elizabeth Street to Lower Dawson Road	George Street to Lower Dawson Road	George Street to Lower Dawson Road	George Street to Lower Dawson Road	George Street to Lower Dawson Road
Glenmore Road	Park Avenue	Haynes Street to Moore's Creek	-	-	-	-	Moore's Creek Road to Moore's Creek	Moore's Creek Road to Moore's Creek	McAlister Street to Highway Street and Moore's Creek Road to Moore's Creek	Haynes Street to Highway Street and Moore's Creek Road to Moore's Creek	Haynes Street to Moore's Creek	Haynes Street to Moore's Creek	Haynes Street to Moore's Creek
Haynes Street	Park Avenue	Richardson Road to Dooley Street	-	-	-	-	Glenmore Road to Hogan Street	Glenmore Road to Hogan Street	Richardson Road to Churchill Street and Glenmore Road to Hogan Street and Underwood Street intersection	Richardson Road to Buckle Street	Richardson Road to Man Street	Richardson Road to Dooley Street	Richardson Road to Dooley Street
Hinchiff Street	Kawana	Farm Street to Alexandra Street	-	-	-	-	-	-	-	-	-	Near Muroo Street intersection	Farm Street to Alexandra Street
Hunter Street	West Rockhampton	Carsona Road to Melbourne Street	-	-	-	-	-	Carsona Road to Gale Street	Carsona Road to Gale Street	Carsona Road to Fenton Street	Carsona Road to Fenton Street	Carsona Road to Fenton Street	Carsona Road to Melbourne Street
Lakes Creek Road	Berserker Foongis Lakes Creek	Bridge Street to Duffy Street	Bryant Street to Stack Street	Bryant Street to Stack Street	Bryant Street to Stack Street	Tucker Street to Stack Street	Tucker Street to Stack Street and Mackay Street to Duffy Street	Water Street to Stack Street and Mackay Street to Duffy Street	Bridge Street to Pikington Street and Fingher Street to Duffy Street and Mackay Street to Duffy Street	Bridge Street to Pikington Street and Fingher Street to Cooper Street and Mackay Street to Duffy Street	Bridge Street to Harbourne Street and Fingher Street to Cooper Street and Mackay Street to Duffy Street	Bridge Street to Harbourne Street and Fingher Street to Cooper Street and Mackay Street to Duffy Street	
Lion Creek Road	Wandal West Rockhampton	Lion Creek to North Street	-	-	-	Exhibition Road to North Street	Exhibition Road to North Street	Lion Creek to Wanca Road and Sheehan Avenue to Luck Avenue and Exhibition Road to North Street	Lion Creek to North Street	Lion Creek to North Street	Lion Creek to North Street	Lion Creek to North Street	Lion Creek to North Street
Lower Dawson Road	Allenstown	Upper Dawson Road to Glaston Road	-	-	Ferguson Street intersection	Ferguson Street intersection	Upper Dawson Road to Glaston Road	Upper Dawson Road to Glaston Road	Upper Dawson Road to Glaston Road	Upper Dawson Road to Glaston Road	Upper Dawson Road to Glaston Road	Upper Dawson Road to Glaston Road	Upper Dawson Road to Glaston Road
Main Street	Park Avenue	Fitzroy River to Bertram Street	-	-	-	-	-	-	Fitzroy River to Glenmore Road	Fitzroy River to Glenmore Road	Fitzroy River to Lloyd Street	Fitzroy River to Edgar Street	Fitzroy River to Bertram Street
Moore's Creek Road	Park Avenue	Alexandra Street to Glenmore Road	-	-	-	-	-	-	-	-	-	Alexandra Street to Knight Street	Alexandra Street to Downing Street and Welch Street intersection
Musgrave Street	Berserker	Queen Elizabeth Drive to Charles Street	-	-	-	-	-	-	-	-	Queen Elizabeth Drive to Armstrong Street	Queen Elizabeth Drive to Armstrong Street	Queen Elizabeth Drive to Charles Street
North Street	Rockhampton City Wandal	Campbell Street to Victoria Parade	-	-	-	-	-	-	Victoria Parade intersection	Victoria Parade intersection	Boksover Street to Victoria Parade	Denison Street to Victoria Parade	Campbell Street to Victoria Parade
O'Connell Street	Coast Hill	Boksover Street to Wharf Street	-	-	Boksover Street to Quay Street	Boksover Street to Wharf Street	Boksover Street to Wharf Street	Boksover Street to Wharf Street	Boksover Street to Wharf Street	Boksover Street to Wharf Street	Boksover Street to Wharf Street	Boksover Street to Wharf Street	Boksover Street to Wharf Street
Port Curtis Road	Allenstown Port Curtis	Glaston Road to Savial Creek crossing	Savial Creek crossing	Savial Creek crossing	Near Glaston Road intersection and Jellicoe Street to Savial Creek	Glaston Road to Glaston Street and Jellicoe Street to Savial Creek	Glaston Road to Savial Creek	Glaston Road to Savial Creek	Glaston Road to Savial Creek	Glaston Road to Savial Creek	Glaston Road to Savial Creek	Glaston Road to Savial Creek	Glaston Road to Savial Creek
Queen Elizabeth Drive	Berserker	Bridge Street to Macree Street	-	-	-	-	-	-	Bridge Street to Bernard Street	Bridge Street to Macree Street	Bridge Street to Macree Street	Bridge Street to Macree Street	Bridge Street to Macree Street



Road Name	Suburb	Road Section	GL7.0 Inundated Length	GL7.5 Inundated Length	GL8.0 Inundated Length	GL8.5 Inundated Length	GL9.0 Inundated Length	GL9.5 Inundated Length	GL10.0 Inundated Length	GL10.5 Inundated Length	GL11.0 Inundated Length	GL11.5 Inundated Length	FMF Inundated Length
Richardson Road	Kewena Park Avenue	Haynes Street to Alexandra Street	-	-	-	-	-	-	-	Haynes Street intersection	Haynes Street to Synnott Street	Haynes Street to Alexandra Street	Haynes Street to Alexandra Street
Risplands Road	Alton Downs Pink Lily	Woodford Road to Lion Creek Road	-	-	Near Pink Lily Road intersection	Laurel Bank Road to Osborne Road	Woodford Road to Osborne Road	Woodford Road to Lion Creek Road	Woodford Road to Lion Creek Road	Woodford Road to Lion Creek Road	Woodford Road to Lion Creek Road	Woodford Road to Lion Creek Road	Woodford Road to Lion Creek Road
Rockhampton Eric Park Road	Nerrimbera	Hartington Street to Black Creek Road	-	-	-	-	-	Bakers Road to Saint Christophers Chapel Road	Hartington Street to Saint Christophers Chapel Road	Hartington Street to Saint Christophers Chapel Road	Hartington Street to Saint Christophers Chapel Road	Hartington Street to Black Creek Road	Hartington Street to Black Creek Road
Thozal Road	Koongal	Grubb Street to Lakes Creek Road	-	-	Grubb Street to Lakes Creek Road	Grubb Street to Lakes Creek Road	Grubb Street to Lakes Creek Road	Grubb Street to Lakes Creek Road	Grubb Street to Lakes Creek Road	Grubb Street to Lakes Creek Road	Grubb Street to Lakes Creek Road	Grubb Street to Lakes Creek Road	Grubb Street to Lakes Creek Road
Upper Dawson Road	Allenstown	Carring Street to Gladstone Road	-	-	-	-	Nathan Street to Gladstone Road	Nathan Street to Gladstone Road	Nathan Street to Gladstone Road	Nathan Street to Gladstone Road	Nathan Street to Gladstone Road	Nathan Street to Gladstone Road and Carring Street to MacDonald Street	Nathan Street to Gladstone Road and Carring Street to Clarence Street
Wardle Road	Wardle	Lion Creek Road to Campbell Street	-	-	-	-	-	Lion Creek Road to Cran Street	Lion Creek Road to Bradcher Street and Jardine Street to Oakley Street	Lion Creek Road to Naughton Street and Jardine Street to Browwood Street	Lion Creek Road to Naughton Street and Jardine Street to Birdwood Street	Lion Creek Road to Birdwood Street	Lion Creek Road to Campbell Street



Annexure G: Flood Height Calculations

G1 –Introduction

The following general information are basic “rules of thumb” when estimating flood height and travel times. They can be used to supplement but not replace information provided by BoM.

Conversion of Riversleigh Gauge to City Gauge

City Gauge Height = Riversleigh Gauge Height / 3 + 300mm

City Gauge Peak Time = Riversleigh Gauge Peak Time + 52 Hours

Critical gauge levels

Zone 1 < 7.0	Riverside car parks are inundated	5.5
	Minor flood level	7.0
Zone 2 7.0 – 7.5	The Common is almost completely inundated Low-lying areas of Port Curtis, Depot Hill, Fairybower and Gracemere are inundated Lakes Creek Road is inundated	7.0
	Moderate flood level	7.5
Zone 3 7.5 – 8.0	Depot Hill is almost isolated	7.5
	2008 Flood Peak	7.75
	Pink Lily breakout occurs	7.9
Zone 4 8.0 – 8.5	Depot Hill is isolated Port Curtis is almost completely inundated Ridgelands Road is inundated Inundation occurs in: Western Pink Lily Low-lying parts of Berserker Koongal between Frenchmans Creek and Thozet Creek	8.0
	1988 Flood Peak	8.4
	Major flood level	8.5
Zone 5 8.5 – 9.0	Inundation occurs in Most of Fairy Bower and Pink Lily Berserker, between Rodboro Street and Lakes Creek Road Low-lying parts of Allentown The upper end of Splitters Creek in Kawana	8.5
	Airport is closed	8.7
	Bruce Highway and Railway are cut	8.8
Zone 6 9.0 – 9.5	Only the higher eastern parts of Pink Lily remain dry Inundation occurs in Lakes Creek to the west of the railway Nerimbera near Black Creek Western Park Avenue The lower parts of the City Most of the area between Splitters Creek and the Fitzroy River in Kawana	9.0
	2011 Flood Peak	9.2
	1991 Flood Peak	9.3
	1954 Flood Peak	9.4
Zone 7 > 9.5	Pink Lily is almost completely inundated Inundation spreads into West Rockhampton The lower parts of the City	9.5
	1918 Flood Peak	10.11

Annexure H: LDCC Operational Checklist

TASK	RESPONSIBLE ORGANISATION RESPONSIBLE OFFICER	DATE COMMENCED	DATE COMPLETED	NOTES
ALERT STAGE				
Receive initial information regarding situation/event and confirm from different source if necessary.	RRC DMO/LDC			
Issue Alert to LDMG members	RRC DMO/LDC			
LEAN FORWARD				
Monitor information regarding situation/event from official source and activate to Lean Forward if necessary. Activate Severe Storm, Tropical Cyclone, East Coast Low Evacuation Planning, Evacuation Centre, Communication and Recovery Sub Plans and Evacuation Planning and Recovery Sub Group Commence scenario planning identifying areas likely to be impacted, population of at risk areas and timeframes for anticipated impact. Develop preliminary Evacuation Plan including strategy, routes and Evacuation Centre. Develop Communications Strategy in conjunction with LDMG and LDC and implement preliminary public warnings. Identify emergency services and supporting agencies that may be required	RRC DMO/LDC RRC LDC RRC RRC RRC LDMG			

TASK	RESPONSIBLE ORGANISATION RESPONSIBLE OFFICER	DATE COMMENCED	DATE COMPLETED	NOTES
Identify priority groups & special needs groups to be contacted (i.e. schools, hospitals, nursing homes, caravan parks, retirement homes, tourist organisations, CALD groups, indigenous communities etc Identify and coordinate RRC resources required – activate/standby Consider need for waste collection at recycling stations to prevent water borne rubbish/debris and preparation of additional or alternative waste receiving facilities.	LDMG LDMG RRC CEO LDMG LDC			
STAND UP				
Review and refine scenario planning identifying areas likely to be impacted, population of at risk areas and timeframes for anticipated impact. Review, Refine and Implement Evacuation Plan including strategy, routes and Evacuation Centre. Continue Implementation of Communications Strategy in conjunction with LDMG and LDC. Prepare protection works for critical infrastructure where possible. Protect and / or preposition response resources where possible	RRC LDMG RRC LDC LDMG Infrastructure Owners LDMG Response Agencies			

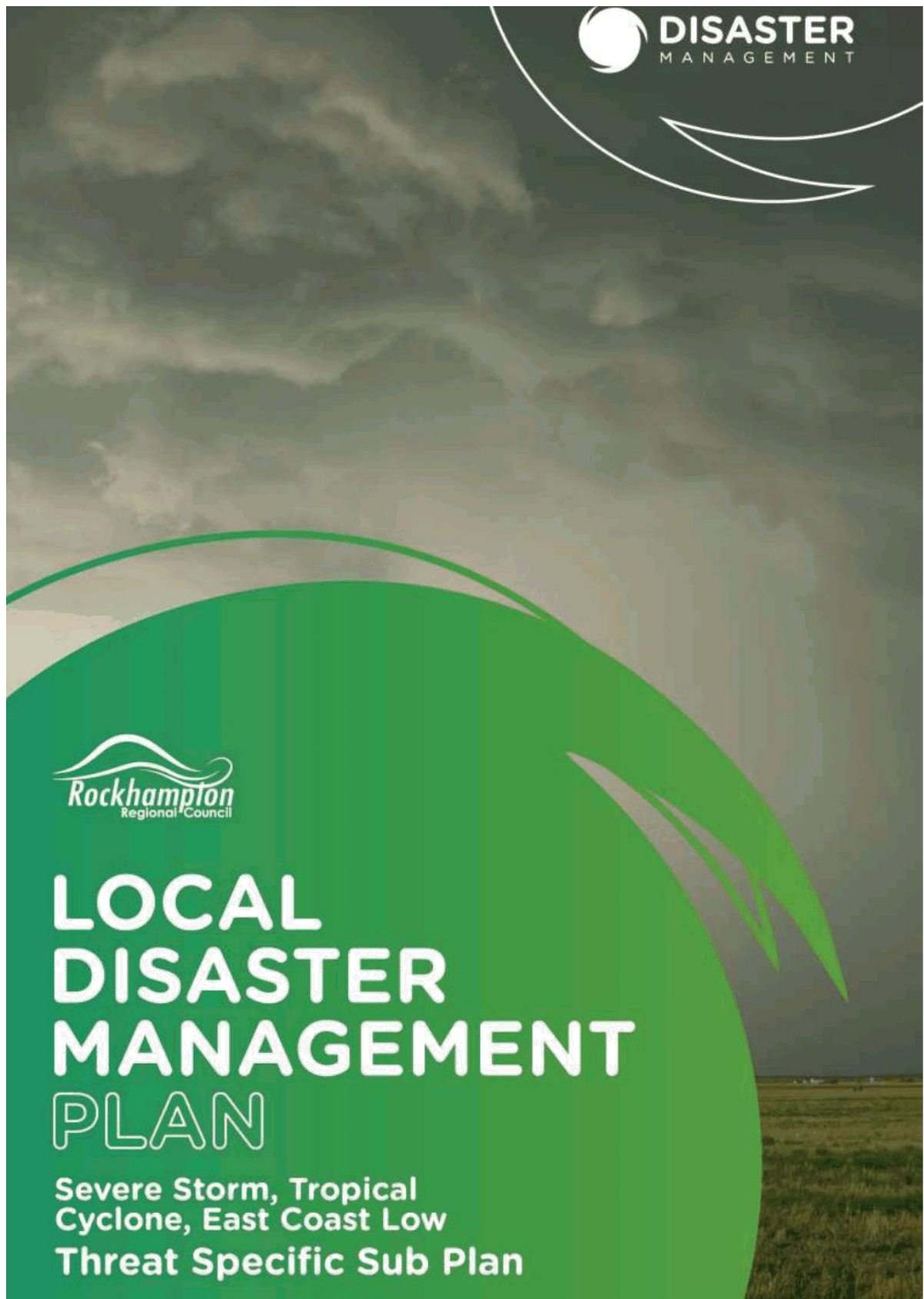
TASK	RESPONSIBLE ORGANISATION RESPONSIBLE OFFICER	DATE COMMENCED	DATE COMPLETED	NOTES
Commence Damage Assessments and repairs to critical infrastructure	LDMG			
Identify requirements for emergency provisions/food for isolated communities	LDMG			
Implement Recovery Plan.	LDMG Recovery Committee			
STAND DOWN AND DEBRIEF				
Direct LDCC to Stand Down	LDMG LDC			
Carry out Debrief for Response Agencies	LDMG LDC			
Direct Recovery Committee to Stand Down	LDMG Local Recovery Coordinator			
Carry out Debrief for Recovery Agencies	LDMG Local Recovery Coordinator			

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Severe Storm, Tropical Cyclone, East Coast Low Threat Specific Sub Plan

Meeting Date: 25 January 2022

Attachment No: 10



Document control

This sub plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the LDMG.

All approved amendments are to be listed below. The LDC will ensure that all copies of the plan are replaced with the most up to date version.

Version	Date	Comments	Approved by
1.1			

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Abbreviations

Abbreviation	Full title
IMS	Guardian IMS (Disaster Management System)
BCP	Business Continuity Plan
BOM	Bureau Meterology
DDC	District Disaster Coordinator
DDMG	District Disaster Management Group
DTMR	Department of Transport and Main Roads
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
MSQ	Maritime Safety Queensland
NGO	Non Government Organisation
QAS	Queensland Ambulance Service
QFES	Queensland Fire and Emergency Services
QPS	Queensland Police Service
RRC	Rockhampton Regional Council
SES	State Emergency Service

Introduction

Purpose

The purpose of this Threat Specific Sub Plan is to detail the agreed arrangements and actions, at the local level, for the preparation of an approaching threat, to support warnings, and of response and recovery operations.

This sub plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed responsibilities and actions for the Local Disaster Management Group (LDMG) and applies to emergency/disaster events and associated hazards within the Rockhampton Regional Council (RRC) Local Government Area.

Objectives

The objectives of the Sub Plan are to:

- (a) foster community leadership and LDMG operations by providing roles and responsibilities to manage the likely priorities of the group which will include public safety, continuity of essential services and protection of critical infrastructure, environmental protection, normal business continuity and communication management;
- (b) Outline the roles, responsibilities, arrangements and tasks for monitoring and disseminating information during preparation, response and recovery;
- (c) Outline the roles, responsibilities, arrangements and tasks to maintain **essential services**:
 - o **Strategic Routes**. With a small number of strategic land transport corridors into and through the region, the denial or restricted use of any strategic routes may have a significant impact on accessibility for external support. Consequential impact on adjacent regions or other parts of the State may also occur;
 - o **Region Mobility**. It is likely that during a significant disaster event, people and assets throughout the Rockhampton Region will be subject to isolation or restricted mobility. This will impact on movement within the region and the capacity to deploy some resources.
 - o **Telecommunication**. With first order impacts of tropical cyclone, east coast low or severe storm events potentially including loss of power in some areas or damage to telecommunications infrastructure, communications to and from some organisations or localities may be difficult. This may impede the ability to request or coordinate assistance at the local level and the Dissemination of Public Information;
 - o **Power supply**. With first order impacts of tropical cyclone, east coast low or severe storm events potentially including loss of power in some areas or damage to network infrastructure, power supply may be interrupted and this may affect continuity of other essential and non-essential services;
 - o **Water, waste water and waste management**. With first order impacts of tropical cyclone, east coast low or severe storm events potentially including loss of service in some areas or damage to critical infrastructure, limitations of these services may result in public health issues.
- (d) Outline the roles, responsibilities, arrangements and tasks for Evacuation Planning; and
- (e) Outline the roles, responsibilities, arrangements and tasks for Recovery Planning.

Key Contacts

- Chair Local Disaster Management Group
- Local Disaster Coordinator
- District Disaster Coordinator
- District Disaster Executive Officer
- Coordinator Disaster Management, Rockhampton Regional Council
- Local Controller, State Emergency Service
- Queensland Fire and Emergency Services (LDMG)
- Chair Emergency Planning Sub Group
- Local Recovery Coordinator /Chair Local Recovery Group

Responsibilities

This Sub Plan recognises the difference in the responsibilities of the lead agency and the LDMG, and at the same time it promotes a collaborative approach to achieve improved community outcomes.

Organisation	Responsibilities
Bureau of Meteorology	<ul style="list-style-type: none"> • Provide warnings and weather forecasts to the community and LDCC.
Rockhampton Regional Council	<p>RRC will be the lead agency for responding to and recovering from severe storm, tropical cyclone and east coast low events.</p> <ul style="list-style-type: none"> • Facilitate the LDMG • Coordinate operations through the LDCC • Maintain continuity of essential services and critical infrastructure – water and waste water, waste management, public health, road networks • Maintain business as usual services, enacting department business continuity plans • Maintain public assets such as parks and public spaces.
LDCC	<ul style="list-style-type: none"> • Implement actions of the LDMG through the LDCC • Monitor alerts and warnings from the BoM and local data sources • Disseminate of warnings from the BoM • Develop storm tide mapping, local catchment flood modelling and support geospatial products to enable detailed local planning • Coordinate any resource pre-positioning and pre-emptive external resource requests as appropriate and within existing authorities • Coordinate the construct mitigation works (levees etc) and provision of materials to the public (sandbags etc) • Coordinate the maintenance of evacuation routes and key access routes for disaster operations • Agencies activate internal business continuity plans

Organisation	Responsibilities
	as appropriate to allow continuity of service of the LDCC <ul style="list-style-type: none"> • Coordinate the protection, maintenance and repair of critical infrastructure and essential services throughout the region through working with owners and operators of the infrastructure (health services, water, electricity, gas, telecommunications, transport) • Conduct evacuations and provide for immediate evacuee welfare through establishment and operation of evacuation centres • Coordinate provision of essential items and services to isolated communities (resupply) • Coordinate the responses to support requests escalated from field operations • Coordinate the transition to the Recovery Phase.
Queensland Police Service	<ul style="list-style-type: none"> • Manage evacuations • Support evacuation operations through the Evacuation Sub Group.
State Emergency Service	<ul style="list-style-type: none"> • Conduct rescue and response operations • Support repairs to houses – tarping • Support protection of critical infrastructure – sandbagging • Support opening of roads – debris removal.
Ergon Energy	<ul style="list-style-type: none"> • De-energising of network • Isolation of network where necessary • prioritised restoration of power to affected areas • Repair power infrastructure.
MSQ	<ul style="list-style-type: none"> • Maritime safety and warnings • Close / Restrict use of waterway areas.
Telstra	<ul style="list-style-type: none"> • Protect and repair key communication assets • Provide temporary / mobile communications equipment.
Transport and main roads	<ul style="list-style-type: none"> • Maintain continuity of state controlled road networks.
Queensland Fire and Emergency Services	<ul style="list-style-type: none"> • Conduct damage assessments.

Preparedness

The LDMG has reviewed the natural hazard risk assessment for the Rockhampton Region, using the QERMF methodology. The Rockhampton Region Emergency Risk Assessment nominates severe thunderstorms as likely (21%AEP), landslide unlikely (9%) Tropical cyclone Cat 3-5 unlikely (5%), Cat 1-3 unlikely (4%).

The Bureau of Meteorology issues warnings for severe thunderstorm, Tropical cyclones and east coast lows. Thunderstorms which produce any of the following are classified as severe in Australia: large hail (2 cm in diameter or greater); damaging wind gusts (90 km/h or greater); tornadoes; or heavy rainfall conducive to flash flooding.

Tropical cyclones are low pressure systems that form over warm tropical waters. They typically form when the sea-surface temperature is above 26.5°C. Tropical cyclones can continue for many days, even weeks, and may follow quite erratic paths. A cyclone will dissipate once it moves over land or over cooler oceans. The BOM provides a detailed description of the Category of cyclone <http://www.bom.gov.au/cyclone/tropical-cyclone-knowledge-centre/>.

Landslides can be caused by a major event such as an earthquake. In Queensland, landslides are generally caused when heavy rain saturates soil on a hillside past the point where vegetation can support the soil's weight against the force of gravity. The top saturated layer of soil then slips down the hill, taking whatever is on the land with it.

Planning Assumptions

Most of the region is offered some protection from severe storm, tropical cyclones and east coast low events and associated storm tides due to its inland location and the location of the Berserker Ranges. However the risk of severe damage in the region exists and destructive winds and flooding arising from associated rainfall in the Fitzroy catchment area can occur.

The Rockhampton Region has experienced 24 severe thunderstorms, with significant impacts from hail and flash flooding in the last one hundred years. Predicted increases in storm intensity may result in a higher risk of flooding and inundation throughout the Rockhampton Region. Landslides have not been a major issue for the Rockhampton Region in the past, and have typically been a secondary effect from a primary hazard such as severe thunderstorm or tropical cyclone which have previously impacted the road network to Mount Morgan and Mount Archer. There have been six Category 3-5 cyclones in the Rockhampton Region over the past 102 years however most rapidly degrade as they cross landfall. An example of this was Tropical Cyclone Marcia in 2015 which passed west of Yeppoon as a Category 4 cyclone, however by the time it reached Rockhampton, on the same day, wind speeds had weakened to those of a high-end Category 2 cyclone. Landslides, following Tropical Cyclone events have caused community disruption and required major coordinated recovery efforts.

Rockhampton region's long term residents are familiar with the impacts of severe storm, tropical cyclone, and east coast low events and however some new residents, visitors and tourists remain unfamiliar with the region's susceptibility to tropical cyclone, east coast low and storm events.

Severe thunderstorms have the potential to damage key infrastructure with large hail and high winds. Secondary hazards exist in relation to power outages across the Region. Damage to infrastructure could be severe, and redundancies may be required to host alternate infrastructure for business continuity.

Access and resupply issues relate to matters such as trees or power lines over roads. These are likely to be short in duration with the deployment of Council and other agencies to resolve these often localised incidents.

Many of Rockhampton region's residents are familiar with the impacts of tropical cyclone, east coast low and severe storm events however some travellers, visitors and tourists remain unfamiliar with the region's susceptibility to tropical cyclone, east coast low and storm events.

Where relevant the Fitzroy River Flood Threat Specific Sub Plan will support the management of an event that has additionally resulted in significant .In addition to this Sub Plan, Council has developed and implemented a number of documents which outline Council's regional approach to flood management which is a common result of tropical cyclones, east coast lows and severe storms. Rockhampton Regional Council role in flood management involves development controls, resilient infrastructure, building community awareness and disaster planning and management. This Flood Management Strategy provides an overarching framework for Council's current and future roles in floodplain risk management activities and plans. This strategy and associated flood reports, plans, studies and mitigation projects are located on Council's website.

The Bureau of Meteorology (BoM) will provide timely warnings and alerts for tropical cyclone, east coast low and severe storm events. The LDMG will be at an Alert Stage several days ahead of a potential impact to the community, while it is noted that there remains uncertainty with these events as to the exact path of the cyclone or storm cell, there will be regular updates and clear advice.

The LDCC will be activated, and relevant agencies will be suitably trained, have access and authority to allocated resources and information to support the multiagency coordinated operations.

The overall concept for managing the disaster event is premised on the community being responsible for and taking decisive action early, critical infrastructure and essential services are protected where possible to ensure continuity of services and emergency services resources being protected and positioned for rapid response.

Control and Coordination Centres

Council is the designated lead agency for overall control of tropical cyclone, east coast low and severe storm response and recovery operations. The coordination of these operations will be managed by the LDCC, when activated. The LDCC provides the primary coordination point for RRC resources and external agencies involved in the response and recovery effort. The LDCC is responsive to strategies, priorities and direction from the LDMG. It is a point of contact between agencies and is the mechanism for information collection, flow, task management and situational awareness.

Situational Reporting

Event reporting is necessary to provide decision-makers with real time situational awareness to enable effective operational decision making. Each relevant member, agency or stakeholder of the LDMG and LDCC will be requested to submit regular reports.

Response

The response phase is typically triggered by the actual or imminent threat of a severe storm, tropical cyclone, east coast low which has a community impact for the LDMG to manage.

Activation of the LDMG is prescribed in the Activation LDMG Sub Plan.

The LDMG priorities will be operationalised by the LDCC. The following functions will be corner stone to priority and planning:

- (a) Disseminating Public Information;
- (b) Community Leadership and LDMG Operations;
- (c) Continuity of essential services
 - Strategic transport routes
 - Telecommunication
 - Electrical power
- (d) Evacuation Planning; and
- (e) Recovery Planning.

Evacuation Planning

Planned Evacuation

Evacuations can be broadly divided into two categories, planned and emergent. Planned evacuations allow time to consider and document possible scenarios and to develop an agreed approach to the management and coordination of an evacuation, through consultation with a broad range of stakeholders.

In this phase, once again, information sharing is critical. The LDMG - Evacuation Planning Sub Group is likely to require information such as:

- Time to impact
- Intensity of impact;
- Entry or egress routes which may be compromised; and modelling to support information.

Rockhampton Region has a level of pre-planning which will be applied during these events. The Evacuation Planning Sub Plan prescribes the governance arrangements for LDMG-led evacuations.

Recovery Planning

Community impact needs to be considered early, and the transition to recovery phase commences within the response phase. There could be extended time before the community or essential services can return, as it may not be safe from hazards until a number of agencies have responded.

Under this Sub Plan, the LDMG recovery arrangements, as outlined in the Recovery Sub Plan are activated early during the response phase to ensure that the process is managed well from the LDMG perspectives and achieves the best community outcome.

Annexure A: Key Responsibilities for Severe Storm Event, Tropical Cyclone and East Coast Low

Organisation	Preparation Phase	Response Phase	Recovery Phase
Local Disaster Management Group	<ul style="list-style-type: none"> Maintain situational awareness of the developing event Implement actions in accordance with the LDMP Activation Framework (Alert, Lean Forward, Stand Up, Stand Down) Be prepared for activation including the provision of appropriate personnel to the LDMG 	<ul style="list-style-type: none"> Provision of response and recovery strategies, priorities and directions to internal Council business units and the LDCC Appoint a Local Recovery Coordinator and initiate through the Recovery Sub Committee, Recovery Phase planning and prepare to activate recovery structures 	<ul style="list-style-type: none"> Implement recovery structures and supporting resource management mechanisms Facilitate formal requests for external support as appropriate for the recovery effort Manage resource reconstitution and conduct a review of response and recovery operations.
LDCC	<ul style="list-style-type: none"> Monitor alerts and warnings from the BoM and local data sources Implement actions in accordance with the LDMP Activation Framework (Alert, Lean Forward, Stand Up, Stand Down) Conduct an appreciation of the conditions and likely outcomes for the specific tropical cyclone, east coast low or severe storm event and coordinate any resource pre-positioning and pre-emptive external resource requests as appropriate and within existing authorities Coordinate the construction of mitigation works (levees etc) and provision of materials to the public (sandbags etc) Coordinate the maintenance of evacuation routes and key access routes for disaster operations 	<ul style="list-style-type: none"> Continue monitoring of forecasts and situation updates from the BoM and local data sources Implement actions in accordance with the LDMP Activation Framework (Alert, Lean Forward, Stand Up, Stand Down) Coordinate the protection, maintenance and repair of critical infrastructure and essential services throughout the region through working with owners and operators of the infrastructure (health services, water, electricity, gas, telecommunications, transport) Coordinate search and rescue operations Conduct evacuations and provide for immediate evacuee welfare through establishment and operation of evacuation centres Coordinate provision of essential items and services to isolated communities Coordinate the responses to support requests escalated from field operations Information Management including the receipt and provision of timely and 	<ul style="list-style-type: none"> Establishment of Recovery Hubs Coordinate restoration of critical infrastructure and services to pre-event levels as quickly as possible Continued monitoring of situation updates from the BoM and local data sources Coordinate of evacuation centre closures and re-occupation of public facilities as appropriate Implementation actions in accordance with the LDMP Activation Framework (Alert, Lean Forward, Stand Up, Stand Down) Coordinate reconstitution of disaster management assets Facilitate handover of any recovery or residual response activities to appropriate agencies

Organisation	Preparation Phase	Response Phase	Recovery Phase
LDCC Cont.		<p>accurate warnings and situation updates to disaster management stakeholders and the public</p> <ul style="list-style-type: none"> • Maintain Liaison Officer network and communications protocols appropriate to the event • Coordinate the transition to the Recovery Phase with internal assets returning to business as usual activities and external assets reducing operational tempo and availability 	
Council	<ul style="list-style-type: none"> • Monitoring and dissemination of warnings from the BoM • Developing storm tide mapping, local catchment flood modelling and supporting geospatial products to enable detailed local planning • Activate internal business continuity plans as appropriate • Communicating with Council staff • Managing media queries • Maintaining LDMG/LDCC administration (contact lists, rosters) • Investigate and undertake risk reduction priorities outlined through the Flood Management Strategy and associated documents 	<ul style="list-style-type: none"> • Provision of response and recovery strategies, priorities and directions to internal Council business units and the LDCC • Ongoing provision of storm tide mapping, local catchment modelling and supporting geospatial products to enable detailed local planning and response 	<ul style="list-style-type: none"> • Implement recovery structures and supporting resource management mechanisms • Management of volunteer capabilities that exist outside existing structures • Restore Council services to pre-event levels as quickly as possible

Annexure B: Tropical Cyclone, East Coast Low or Severe Storm Event Tasking Matrix

Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
Rockhampton Regional Council Local Disaster Manangement Group	LDMG		<ul style="list-style-type: none"> • Manage events in line with the priorities and planning principles outlined in the LDMP and this plan. • Provide direction to the LDC. • Issue community information / advice. • Maintain situational awareness of the event through the LDCC. • Provide situation updates to the DDC. • Request assistance from DDMG if required. • Convene the Recovery Sub Committee as soon as practical. • Appoint a Recovery Manager. 	<ul style="list-style-type: none"> • LDMG Establishment • LDCC Activation • LDCC Stand Down • Transition between phases • Recovery Sub Committee activation.
	Recovery Committee	Dept of Communities, Housing and Digital Economies	<ul style="list-style-type: none"> • Develop a Recovery Sub Plan for endorsement by the LDMG. • Coordinate community recovery activities (Recovery Hubs) and resources including; information, personal support, specialist counselling, mental health and community services. • Restoration of infrastructure to allow resumption of normal operations for the community as soon as practical. • Coordinate recovery efforts with District and State recovery mechanisms. • Liaise with external stakeholders to determine recovery priorities, resourcing and coordination. 	<ul style="list-style-type: none"> • Recovery Sub Committee activation and de-activation. • Recovery Hubs opening and close down.
	Communication Committee / Media Liaison Officer	Council Communication / ICT Teams	<ul style="list-style-type: none"> • Activate Disaster Communication Sub Plan • Provide a single point of contact for media queries. • Support the Chair LDMG in providing situational awareness to the community and wider public through preparation of media statements, talking points and supporting products. • Assist the LDCC to source and disseminate information. • Coordinate the use of social media for dissemination of factual information and direction to members of the public. • Assist the LDCC in communicating quickly and consistently with internal Council Stakeholders and employees. 	<ul style="list-style-type: none"> • Disaster Communication Sub Plan Activation following LDC approval. • Release of public information following LDC approval.

Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
LDMG (cont.)	LDCC or Disaster Management Unit	QPS, QFES, SES, MSQ	<ul style="list-style-type: none"> Coordinate alerts and warnings to members of the public. Coordinate Council support to disaster operations. Coordinate external agency support to disaster operations. Coordinate communications with the community through the Media Liaison team. Establish liaison linkages with key stakeholder organisations including relevant authorities, agencies, NGO's and businesses. Maintain situational awareness of the event. Coordinate delivery of planning, modelling and data to relevant stakeholders. Coordinate public safety activities (road closures, door knocks etc). 	<ul style="list-style-type: none"> Release of alerts and warnings to the public. Resource allocation. Evacuation Sub Plan Activation. Evacuation Centre establishment and close down. Recovery Hubs establishment and close down.
	QPS	Evacuation Committee, SES, QAS, QFES	<ul style="list-style-type: none"> Maintain law and order. Traffic and crowd control. Provide Emergency Response Direct and conduct evacuations. Security of damaged / evacuated areas. Monitor waterways and coastal areas re boat users. 	<ul style="list-style-type: none"> Directed Evacuations.
	QFES	Council SES	<ul style="list-style-type: none"> Emergency Response. Swift Water Rescue. Hazardous Chemical response. Urban search & rescue. Damage Assessment. 	
	Dept of Communities, Housing and Digital Economies	Recovery sub group	<ul style="list-style-type: none"> Plan and conduct recovery operations. 	
	QAS		<ul style="list-style-type: none"> Pre hospital emergency treatment and transport of casualties. Evacuation of persons with medical conditions. Medical and health support. 	

Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
LDMG (cont.)	Ergon Energy	Council, LDCC	<ul style="list-style-type: none"> Protect and repair power infrastructure and prioritised restoration of power to affected areas. Isolation of network where necessary. Provide situation updates to LDMG and LDCC to assist with response and recovery planning. 	<ul style="list-style-type: none"> De-energising of network Prioritised restoration.
	MSQ		<ul style="list-style-type: none"> Maritime safety and warnings. Close / Restrict use of waterway areas if required 	<ul style="list-style-type: none"> Closure of waterways.
	State Emergency Service (SES)	QPS, QFES	<ul style="list-style-type: none"> Support evacuation operations in accordance with QPS. Conduct rescue and response operations as required. Support repairs to houses – tarping. Support protection of critical infrastructure – sandbagging. Support opening of roads – debris removal. 	<ul style="list-style-type: none"> Activation of plans and resources in support of LDCC operations.
Federal Government	BoM	Council	<ul style="list-style-type: none"> Provide tropical cyclone watches and warnings and weather forecast to LDCC. Provide stormtide warnings to LDCC. 	
	Telstra	Other telecommunications providers	<ul style="list-style-type: none"> Protect and repair key communication assets. Provide temporary / mobile communications equipment. Provide situation updates to LDMG and LDCC to assist with recovery planning. 	
Council	All Council Departments (including Rockhampton Airport)		<ul style="list-style-type: none"> Lead Agency for Council response and recovery activities. Activate Business Continuity Plans (BCP) to minimise disruption to services. Pre-position critical resources as directed by the LDCC for response and recovery operations. Post impact reconnaissance and damage assessment of physical infrastructure. Protect and repair Council infrastructure to minimise impact on operations and the community. Provide required personnel to LDCC and to augment Council efforts in disaster operations. Maintain health and safety of Council employees including fatigue management. Ensure Council employees are aware of the situation, impacts and priorities. Maintain business as usual as best as possible. Capture lessons learned and costs associated with the flood event. 	<ul style="list-style-type: none"> BCP Activation.

Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
Council (cont.)	Civil Operations	DTMR, QPS, SES	<ul style="list-style-type: none"> Traffic Management Designation and activation of Evacuation routes, Emergency Service routes and alternate routes for the public. Provide public information on road status and closures. Coordination of resources required for road/crossing/bridge closures. Coordinate route clearance as required to ensure key routes remain open. Protect internal assets – plant & equipment, depots, fuel. Relocate essential resources to safe areas as required. Repair or make safe to the public any area impacted by the event. Stockpile the following in preparation for emergency deployment: sandbags, sand, road base, barricades, mesh, A-Frames, star pickets, road hazard signage, flash lights. Respond to road and drainage incidents. Clear debris from the storm water system. Coordinate contractors in support of Community Response tasks. Support road closures through the provision of field teams. Support debris and tree clean up (ground work only). Provide barricades and equipment for response and traffic operations. Provide materials for recovery operations. 	<ul style="list-style-type: none"> Road closures Alternate route designation. Allocation of resources to response and recovery operations
	Corporate / Procurement		<ul style="list-style-type: none"> Provide advice to LDMG/LDCC regarding risks to Council operations. Coordinate contracting, procurement and logistics arrangements. Arrange legal advice to LDMG/LDCC as required. Manage and capture finances related to the flood event. Support restoration applications. 	
	FRW	Ergon Energy, Queensland Health	<ul style="list-style-type: none"> Maintain water quality and supply. Manage sewerage overflow related issues. Be prepared to 'close down' infrastructure. Notify residence in sewage affected areas. Prepare and issue public information through the LDMG for residents in isolated communities to manage sewerage and potable water. Liaise with Queensland Health regarding public health warnings. Protect internal assets – plant & equipment, depots, fuel. Relocate essential resources to safe areas as required. Repair or make safe to the public any area impacted by the event. 	<ul style="list-style-type: none"> Allocation of resources to response and recovery operations Deactivation of critical infrastructure

Organisation	BU / Branch	Supporting Agencies	Key Tasks	Key Decisions
			<ul style="list-style-type: none"> Provide materials for recovery operations. 	
	Parks & Gardens	Private Animal Shelters, Rocky Pound	<ul style="list-style-type: none"> Protect internal assets – plant & equipment, depots, fuel. Relocate essential resources to safe areas as required. Repair or make safe to the public any area impacted by the event. Clear debris from the parks and recreational areas. Support debris and tree clean up (ground work only). Provide materials for recovery operations. Maintain liaison with DESHP Parks and Wildlife Services. Establish emergency animal shelters in line with the Evacuation Plan. 	<ul style="list-style-type: none"> Establish emergency animal shelters. Allocation of resources to response and recovery operations
	Waste Management	DES	<ul style="list-style-type: none"> Establish liaison with waste management contractors. Identify and prepare alternate waste management collection options. Be prepared to open and manage emergency waste / dumping locations. Maintain information flows to the public through the LDMG on waste related issues. 	<ul style="list-style-type: none"> Open/Close of temporary dump sites. Additional waste services
	ICT Services		<ul style="list-style-type: none"> Provide products incorporating disaster information and critical infrastructure as necessary to internal and external stakeholders. Activate IT DRP as required to protect information systems and data. 	<ul style="list-style-type: none"> Activation of IT Disaster Recovery Plans
	Customer Services Team		<ul style="list-style-type: none"> Provide information to the public. Provide customer service staffing support to the LDCC operations. Provide situation briefings to the LDCC on call volumes, nature of requests and any capability issues. 	

Annexure C: Decision Support Tool

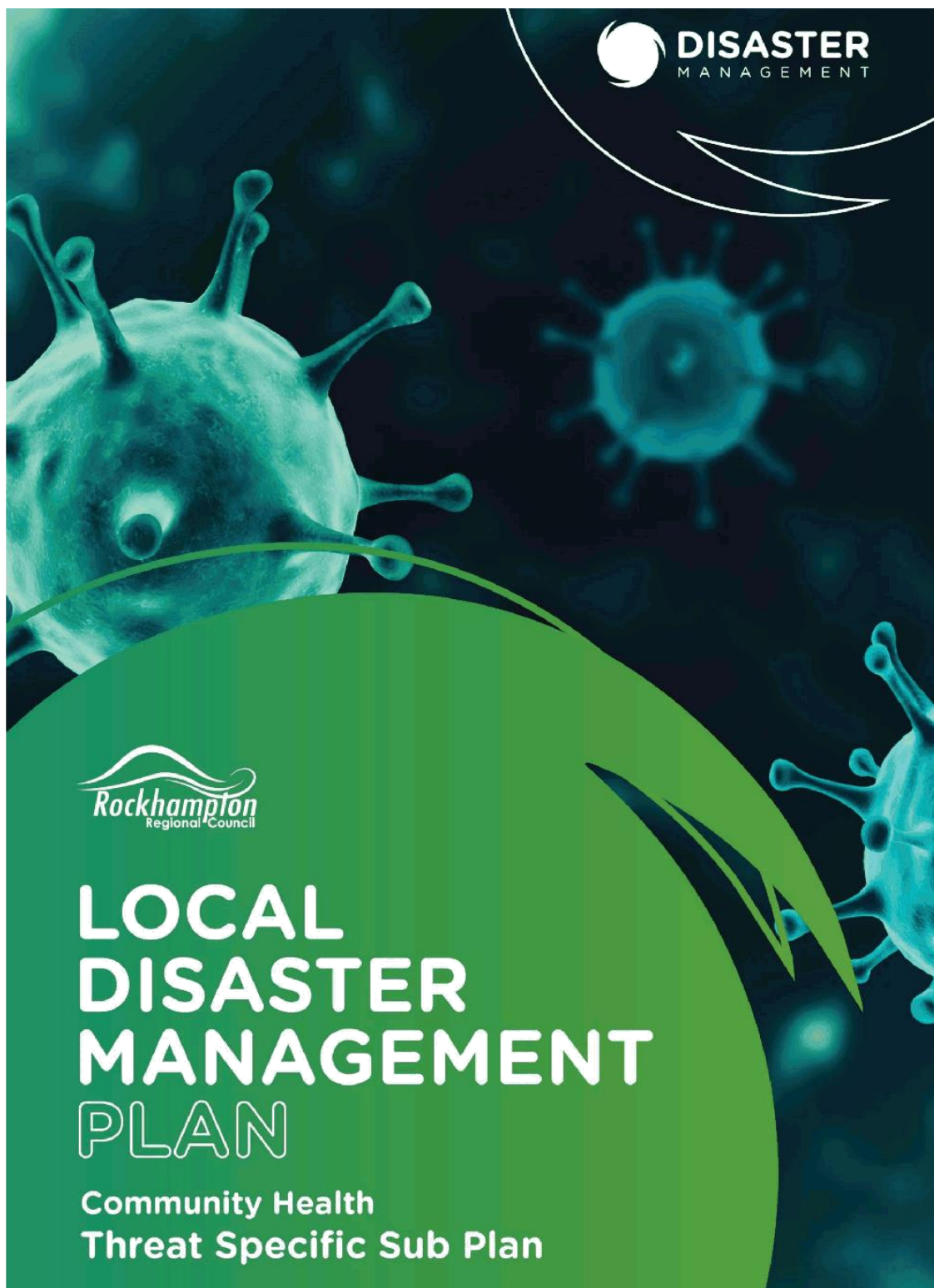
	D-96		D-72		D-48		D-24		Day of Event		Notes
							Winds <100kph		Landfall	Winds <100kph	
Response Phase	Response Planning		Planning and Preparation		Planning, Preparation & Operations		Operations		LOCKDOWN	Operations	<ol style="list-style-type: none"> 1. Tropical Cyclone Information Bulletins are issued every 6 hours when a cyclone exists in Qld or a low threatens to develop into a cyclone. 2. Tropical Cyclone Watches are issued for all locations where a cyclone is expected to make landfall or wind gusts >100kph are expected within the next 48 hours. 3. Storm Tide Bulletins may be released with a cyclone watch providing an initial estimate of possible storm surge excluding wave set up and tide. Further bulletins are only issued if there is significant change. 4. Tropical Cyclone Warnings are issued for all locations where a cyclone is expected to make landfall or wind gusts >100kph are expected within the next 24 hours. Issued 6 hourly when more than 24 hours away and 3 hourly thereafter. 5. A preliminary storm tide warning may be released with a cyclone warning providing estimated storm tide in AHD and height above HAT based on a worst case scenario and only if the storm tide is predicted to be above HAT. 6. A storm tide warning providing estimated storm tide in AHD and height above HAT issued for worst case and most likely scenarios if the storm tide is predicted to be above HAT in either scenario. It is usually issued 12 hours before the onset of 100kph winds and is provided to DM authorities before release to the public. 7. A final storm tide warning is issued when the cyclone has crossed the coast or when levels exceeding HAT are no longer considered possible. This may happen during any of the storm tide bulletins or warnings. 8. An evacuation must be completed before wind conditions prohibit outside movement (regular wind gusts >100kph). For planning purposes these winds should be expected 3 to 6 hours before landfall. 9. It is preferential that evacuations are carried out in daylight hours to minimise disruption and maximise safety. 10. Major roads (evacuation routes) are flood prone and will require constant monitoring for inundation from localised rain, tides and storm surge events.
Activation	LDMG/LDCC to Alert		LDMG/LDCC to Lean Forward		LDMG/LDCC to stand up		LDMG/LDCC to Stand Up			Stand Up	
Warnings	Tropical Cyclone Information Bulletin (Cyclone forming in Coral Sea)		Tropical Cyclone Information Bulletin		Tropical Cyclone Watch and Storm Tide Stand By Bulletin		Tropical Cyclone and Storm Tide Warnings			Severe weather warnings	
			Public Information and Warnings		Public Information and Warnings		Public Information and Warnings			Public Information and Warnings	
Evacuation			Identify Evacuation Centres/Evacuation Routes and Logistical Support		Prepare Evacuation Centres		Prepare Evacuation Centres			Activate Evacuation Centres	
					Identify Places of Refuge		Activate Places of Refuge			Remain in Place	
					Voluntary Evacuations		Voluntary Evacuations			Remain in Place	
							Mandatory Evacuations if Required			Remain in Place	
Infrastructure					Preparation and Protection Works for Critical Infrastructure		Preparation and Protection Works for Critical Infrastructure			Commence Damage Assessment	
										Commence Critical Infrastructure Repair	
Recovery Phase			Response Planning and Preparation		Response Planning and Preparation		Response Planning and Preparation		Operations		
Activation			Recovery Committee to Lean Forward (Appoint Recovery Coordinator)		Recovery Committee to Stand Up		Recovery Committee to Stand Up		Stand Up		
	D+24		D+48		D+72		Beyond				
Response Phase	Operations		Operations		Operations		Stand Down and De-brief				
Activation	Stand Up		Stand Up		Stand Up		Stand Down				
Warnings	Public Information and Recovery Updates		Public Information and Recovery Updates		Public Information and Recovery Updates		Public Information and Recovery Updates				
	Severe Weather Warnings										
Evacuation	Operate Evacuation Centres		Operate Evacuation Centres		Operate Evacuation Centres		Close Evacuation Centres				
	Close Shelter of L/R and return to Home where possible or Evac Centre										
	Return to home if possible		Return to home if possible		Return to home if possible						
	Return to home if possible		Return to home if possible		Return to home if possible						
Infrastructure	Critical Infrastructure Damage Assessments		Infrastructure Damage Assessments		Infrastructure Damage Assessments		NDRRA Submissions				
	Critical Infrastructure Repairs		Critical Infrastructure Repairs		Critical Infrastructure Repairs		Infrastructure Repairs				
Recovery Phase	Operations		Operations		Operations		Operations and eventual Stand Down and De-Brief				
Activation	Stand Up		Stand Up		Stand Up		Eventual Stand Down				

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Community Health Threat Sub Plan

Meeting Date: 25 January 2022

Attachment No: 11



Document control

This Sub Plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the LDMG.

All approved amendments are to be listed below. The LDC will ensure that all copies of the plan are replaced with the most up to date version.

Version	Date	Comments	Approved by
1.1	Xx 2021	Supersedes Environment and Public Health Sub Plan 2016 (Version 1); Influenza Pandemic Sub Plan, Sub plan reviewed.	LDMG on XXXXXX

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Abbreviations

Abbreviation	Full title
BoM	Bureau of Meteorology
CCN	Crisis Communication Network
DAF	Department of Agriculture and Fisheries
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DMGs	Disaster Management Groups
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
QFES	Queensland Fire and Emergency Services
QSDMP	Queensland State Disaster Management Plan
QPS	Queensland Police Service
RRC	Rockhampton Regional Council

Introduction

Purpose

The purpose of the Community Health Threat Specific Sub Plan is to establish the multi-agency collaborative arrangements for managing a community health related event or secondary issue arising from an emergency, that relates to an emergency animal disease outbreak, pandemic, environmental public health concern or heatwave.

This sub plan is to be used in conjunction with the Local Disaster Management Plan and its sub plans. It sets out the agreed responsibilities and actions for the Local Disaster Management Group (LDMG) to support the lead agency and applies to emergency/disaster events and associated hazards within the Rockhampton Regional Council (RRC) Local Government Area.

Objectives

The objectives of the sub plan are to:

- Describe the roles and responsibilities of leading and supporting a response to a community related health event;
- Describe the coordination arrangements to support requests for assistance; and
- Describe the coordination of communication to ensure public information is shared.

Key contacts

- Chair LDMG
- Local Disaster Coordinator
- District Disaster Coordinator (DDMG)
- District Disaster Executive Officer
- Queensland Health
- Department of Agriculture and Fisheries
- Coordinator Disaster Management, Rockhampton Regional Council

Responsibilities

This sub plan recognises the difference in the responsibilities of the lead agency and the LDMG, and at the same time it promotes a collaborative approach to achieve improved community outcomes.

The Queensland Government State Disaster Plan outlines the lead agencies and agency responsibilities within the Disaster Management Arrangements (QDMA).

Agency	Responsibilities
EMERGENCY ANIMAL DISEASE	
DAF	<p>The department is responsible for the establishment, maintenance and activation of the Australian Veterinary Emergency Plan (AUSVETPLAN) and the establishment, maintenance and activation of the State Disease Control Headquarters. <u>AUSVETPLAN</u> is a series of technical response plans that determine Australia's approach to an emergency animal disease. It has been developed by Commonwealth, State and Territory veterinary authorities.</p> <p><u>EADRA - Emergency Animal Disease Response Agreement</u> details how Australia's government and industry groups will work together to prepare for and respond to emergency animal disease incursions. It includes a framework for decision making and cost sharing.</p> <p>It also provides guidance to District Disaster Management Groups (DDMG) and Local Disaster Management Groups (LDMG) for the development of their plans to assist the lead agency with emergency animal disease operations as necessary.</p>
LDMG	In addition to specific agency assistance being provided, components of the Local Disaster Management Plan (LDMP) may be activated to support operations.
DDMG	Because of the nature of operations to combat an exotic animal disease outbreak, and the potential size of the area(s) likely to be involved, it is probable that a number of Disaster Districts will be involved. If this occurs, coordination of supply of such resources support will be effected through the State Disaster Coordination Centre.
<p>PANDEMIC Pandemics are epidemics on a global scale. For a disease to have pandemic potential it must meet three criteria: Humans have little or no pre-existing immunity to the causative pathogen; Infection with the pathogen usually leads to disease in humans; and The pathogen has the capacity to spread efficiently from person to person.</p> <p>The pandemic hazard for the Rockhampton Region has been calculated to be 6% Annual Exceedance Probability (AEP). This places pandemic risk in the "Unlikely" category.</p>	
QHealth	Queensland Health has functional responsibility for an influenza pandemic event.
LDMG	Local governments and LDMG agencies will have a dual role during a pandemic. They will be an essential part of the State Disaster Management System responding to the pandemic, and they are also an employer like any other business.
DDMG	Because of the nature of operations to combat a pandemic, and the potential size of the area(s) likely to be involved, it is probable that a number of Disaster Districts will be involved. If this occurs, coordination of supply of such resources support will be effected through the State Disaster Coordination Centre.
Dept of Communities, Housing and Digital Economy	An influenza pandemic will have significant impacts for individuals, families and communities. Some impacts will result directly from illness and death. Other impacts will result from personal, social, or financial disruptions or anxieties. Individuals and communities will have varying capacity for managing the impacts of a pandemic on their lives.

ENVIRONMENTAL PUBLIC HEALTH Public health is the act of preventing disease, prolonging life and promoting health for present and future generations. Environmental health is part of public health and is concerned with the investigation, assessment, and management of the physical, chemical, biological, and social factors in our environment that have the potential to impact upon human health and wellbeing.	
QHealth	Queensland Health has functional responsibility for managing environmental public health events.
LDMG	In addition to specific agency assistance being provided to QHealth, components of the Local Disaster Management Plan (LDMP) may be activated to support operations. RRC and the LDMG will manage the environmental and health risks that have the potential to affect the Rockhampton Region as a result of a disaster or adverse event under the following key legislation: <ul style="list-style-type: none"> ▪ <i>Waste Reduction and Recycling Act 2011</i> and subordinate legislation; ▪ <i>Environmental Protection Act 1994</i> and subordinate legislation; ▪ <i>Food Act 2006</i> and subordinate legislation; ▪ <i>Public Health Act 2005</i> and subordinate legislation; ▪ <i>Public Health (Infection Control for Personal Appearance Services) Act 2003</i> and subordinate legislation; ▪ <i>Animal Management (Cats and Dogs) Act 2008</i> and subordinate legislation; and ▪ Any relevant Rockhampton Regional Council local laws.
HEATWAVE A heatwave occurs when the maximum and the minimum temperatures are unusually hotter than average over a three-day period. This is considered in relation to the local climate and past weather at the location. Heatwave is the second highest risk to the Rockhampton Region and has been calculated to be 43% Annual Exceedance Probability. This places heatwave risk in the mid-range of the "Likely" category.	
BOM	Bureau of Meteorology heatwave forecasting or warning systems.
QHealth	Queensland Health has functional responsibility for managing heatwaves. It is the Lead agency for the management of Heatwave under the QHealth Heatwave Sub Plan. This plan outlines the arrangements for the management of heatwaves in Queensland across preparedness, response and recovery.
LDMG	In addition to specific agency assistance being provided to QHealth, components of the Local Disaster Management Plan (LDMP) may be activated to support operations.

Coordination Centres

Control Centres

Incident Control, Coordination or Operations Centre

A lead agency may establish a coordination centre. Agencies may be invited to contribute to operations, acting as agency liaison officers.

Local Disaster Coordination Centre

Local Disaster Coordination Centres (LDCCs) are either permanent or temporary facilities within each Local Government Area (LGA) established to support the LDMG during disasters. LDCCs operationalise LDMG decisions, as well as plan and implement strategies and activities on behalf of the LDMG during disaster operations.

The main function of the LDCC is to coordinate resources and assistance in support of local agencies and stakeholders engaged in disaster operations.

District Disaster Coordination Centre

A District Disaster Coordination Centre (DDCC) is established to support the District Disaster Management Group (DDMG) in the provision of state-support to affected local governments within that district.

The DDCC coordinates the collection and prompt dissemination of relevant information to and from LDCCs and the State Disaster Coordination Centre (SDCC) about disaster events occurring within their disaster district. The DDCC implements decisions of the District Disaster Coordinator (DDC) and DDMG and coordinates state and Australian Government resources in support of the LDMGs and disaster affected communities in their district.

State Operations Centre

The State Operations Centre (SOC) is the control centre for state level operations, information centre and monitors operational readiness at local, regional and state levels.

The State Disaster Coordination Centre (SDCC) is a permanent facility located at the Emergency Services Complex at Kedron, Brisbane. The SDCC operates as a 24/7 Watch Desk when not activated for a disaster, and is staffed and maintained in a state of operational readiness by QFES.

The SDCC supports the State Disaster Coordinator (SDC) by coordinating the state level operational response capability during disaster operations. The SDCC ensures that information is disseminated to all levels in the QDMA, including the Australian Government.

Liaison Officers will operate from coordination centre to provide agency updates, be the conduit between the centre and the agency and will arrange resource support operations.

Situational Reporting

Event reporting is necessary to provide decision-makers with real time situational awareness to enable effective operational decision making. In the event that the disaster management arrangements are activated, the lead agency incident coordination centre will provide situation reports to respective disaster management groups at the appropriate level. Reporting may also occur through QDMA.

Each agency of the LDMG has full access to the online Incident Management System – Guardian IMS utilised by the Rockhampton Region LDMG. This allows officers to monitor real-time information, requests and intelligence to supplement the routine Situation Report cycle.

Where the disaster arrangements are activated any key intelligence and information provided from the ICC is able to be uploaded into Guardian. Activation is defined by the Rockhampton Region LDMG moving to an operational activation level of ALERT or higher.

Because of the nature of operations to combat an exotic animal disease outbreak, pandemic, heatwave and environmental public health issue, the potential size of the area(s) likely to be involved, it is probable that a number of Disaster Districts will be involved. If this occurs, coordination of supply of such resources support will be effected through the State Disaster Coordination Centre.

Response

The response phase is typically triggered by the actual or imminent threat which has a community impact for the LDMG to manage.

Agency	Responsibilities
EMERGENCY ANIMAL DISEASE	
DAF	<p>An outbreak of emergency animal disease has potential to severely impact the communities and business of the region creating community angst and concern. It is therefore imperative that the LDMG be advised at the earliest possible time of any such event in order to ensure that appropriate community communication strategies are identified and implemented.</p> <p>The plan will be activated by the Chief Veterinary Officer, on receipt of advice that an outbreak of an emergency animal disease has occurred in Queensland. The plan may also be activated if notification is received from another State that an outbreak of an emergency animal disease has occurred in the State, and is likely to be transmitted into Queensland.</p> <p>Upon activation of the plan, the State Disease Control Headquarters will be opened, and the Executive Officer of the State Disaster Management Group is to be alerted in preparation for activation of the State Disaster Coordination Centre.</p>
LDMG	<p>In the event of activation of the LDMG and/or LDMP, the LDC will ensure that DAF officers are aware that all operations undertaken by the LDMG will be conducted in accordance with the Queensland Disaster Management Arrangements and associated plans.</p> <p>Activation of the LDMP will be at the request of the lead agency or otherwise as determined by the LDMG Chairperson/LDC.</p> <p>At the Local Government level, the LDMG may be activated in preparation for the provision of resource support to the lead agency.</p> <p>Assistance from the LDMG may include:</p> <ul style="list-style-type: none"> ▪ Resource assistance – physical and material; ▪ Transport; ▪ Community information/advice; ▪ Security of quarantined premises; ▪ Traffic control – restriction on animal movements and transport.

	<p>The likely functions of the LDCC are as follows:</p> <ul style="list-style-type: none"> ▪ Public Information; ▪ Community Leadership and LDMG Operations; and ▪ Recovery Planning.
<p>PANDEMIC</p>	
<p>QHealth</p>	<p>The Queensland Government Arrangements for Coordinating Public Information in a Crisis will be activated during a pandemic to support Queensland Health. Under the Arrangements, the Crisis Communication Network (CCN) will provide leadership for the many cross-government communication activities that will occur during an influenza pandemic, and assist agencies harmonise their activities and messages.</p> <p>Agencies will retain responsibility for their own communication products and activities, and will work together through regular meetings of the CCN. Agencies will need to coordinate media engagement, communication products and support for key spokespeople. The Chair of the CCN and the Queensland Health member will also be members of the national Communications Officers Network.</p> <p>Response</p> <p>Key government activities that might be considered before, during and following a pandemic are summarised below. These activities are indicative only, and the Queensland Government will make decisions about the management of a pandemic based on the circumstances at the time and the best available health advice.</p> <ul style="list-style-type: none"> ➤ Surveillance and monitoring ➤ Border control and quarantine ➤ Quarantine and isolation ➤ Social distancing ➤ Clinics ➤ Social and community support
<p>LDMG</p>	<p>In the event of an Influenza Pandemic or potential risk of such event, the LDC should immediately:</p> <ul style="list-style-type: none"> ➤ Establish contact with the relevant Qld Health representative for the Rockhampton Region; ➤ Obtain sufficient detail of the event to determine the need for activation of the LDMG; ➤ Request the location and contact numbers for any established Queensland Health Incident Control Centre; ➤ request the provision of regular written updated situation reports of the event to the LDMG; ➤ if deemed necessary by the LDC, request a personal briefing from a senior relevant Qld Health representative to the relevant LDMG meeting. <p>Councils will need to, as far as possible, protect staff and customers and maintain core business continuity.</p> <p>In accordance with the Queensland Disaster Management Arrangements, the LDMG may receive requests from Queensland Health as the lead agency to provide support to contribute to preparedness, response and recovery operations throughout the region. Examples of such requests may be:</p>

	<ul style="list-style-type: none"> ➤ Provision of suitably qualified personnel to assist in vaccination operations; ➤ Identification and provision of suitable facilities for use in response and recovery operations; ➤ Assistance with traffic management through the provision of human resources and equipment such as signage, barriers, traffic cones and other like equipment.
Dept of Communities, Housing and Digital Economy	<p>The Department of Communities, Housing and Digital Economy has been working with a range of government and non-government stakeholders to prepare to support Queenslanders throughout a pandemic. This includes strategies for:</p> <ul style="list-style-type: none"> ➤ supporting people in home isolation and quarantine; ➤ managing the implications of social distancing policies; ➤ continued access to critical social services; ➤ assisting critical social service providers with business continuity; ➤ assisting vulnerable communities; ➤ volunteer management.
ENVIRONMENTAL PUBLIC HEALTH	
QHealth and LDMG	<p>Annexure 1 details the Functional Responsibilities for Environmental Public Health Management for the following risk areas:</p> <ul style="list-style-type: none"> ➤ food safety; ➤ safe and adequate water; ➤ emergency shelter/evacuation centre; ➤ waste collection and disposal; ➤ wastewater management; ➤ personal hygiene; ➤ collection and disposal of dead animals and stock; ➤ sewage collection and disposal; ➤ vermin and vector control; ➤ disposal of dead persons; ➤ infectious diseases control; ➤ environmental pollution; ➤ animal control; ➤ public health risk; and ➤ medical health emergency
HEATWAVE	
BOM	<p>Responsible for the Bureau of Meteorology heatwave forecasting and warning systems.</p> <p>Heatwave Service for Australia is a BoM product, which operates generally from October/November to March/April annually, dependent on need. It provides advance notice of predictions of low intensity, severe and extreme heatwave conditions allowing government, emergency services and communities time to adopt measures to reduce the impact.</p>
QHealth	<ul style="list-style-type: none"> ➤ Maintaining situational awareness of potential heatwaves conditions via the BoM Heatwave Service. ➤ Activation of the QHealth Heatwave Sub Plan. ➤ Sharing information from SHECC to internal HHS stakeholders, to external stakeholders via LDMGs and DDMGs, and the community via existing health networks (led by Public Health Units (PHU) in most HHSs).

	<ul style="list-style-type: none"> ➤ Liaising with local government, utilities, organisers of local mass gathering events where patrons may be affected by heat (with QAS), energy suppliers and other relevant stakeholders to address emerging public health risks (led by PHU in most HHS). ➤ Reduction of harm to patients and the community, as well as reducing impact on the health system, by a proactive and scalable messaging campaign. ➤ Identification of vulnerable groups with scalable strategies in place to support these. ➤ Demand management linked to usual surge strategies. ➤ Management of public health impacts of heat, and potential for increasing impacts due to effects on infrastructure, with particular focus on power and water. ➤ Business continuity planning linked to usual arrangements for disruption to critical services or staffing levels. ➤ Disseminate public information to have a plan, stay hydrated, stay out of the sun, keep cool, check on and look after others.
LDMG	<ul style="list-style-type: none"> ➤ Mitigate the effects of, prepare for, respond to, and recover from heatwaves in its planning and resilience advocacy. ➤ Maintaining situational awareness of potential heatwaves conditions via the BoM Heatwave Service and QHealth advice. ➤ Ensuring distribution of messaging to agency workforces and identified vulnerable groups using existing Queensland Health messaging. ➤ Ensuring business continuity arrangements are established.

Public Information

Public information is a shared responsibility between the lead agency and the LDMG.

Community Leadership and LDMG Operations

The focus of all leadership from both the ICC and LDCC should be anchored on the safety and best possible outcomes for the community. The more communication between the centres, the higher the probability of this aim being achieved.

The LDMG provides community leadership through the Chair (Mayor, RRC), which may take the form of community briefings, in conjunction with the LDMG, or other agencies such as QHealth or DAF, as they determine, to manage the community consequence.

Recovery Planning

The transition to recovery for community health related events can be different to other hazards such as floods and cyclones. Community impact needs to be considered early during the response phase to ensure that the process is managed well from the LDMG perspectives and achieves the best community outcome.

Agency	Responsibilities
EMERGENCY ANIMAL DISEASE	
DAF, LDMG and QDMA	Recovery of an emergency animal disease will centre around the economic function. Local, district and state groups will be activated as required.
PANDEMIC	
	<p>The aim of all prevention, preparedness and response actions throughout a pandemic is to facilitate the quickest possible recovery.</p> <p>The Queensland Government, on advice from the State Disaster Management Group, will undertake a wide range of measures as appropriate to the circumstances to support psychological, social and economic recovery for all Queenslanders. Activities include assessing the impacts of the pandemic, helping Queenslanders return to normal routines, restoring essential services, and preparing for the possibility of further pandemic waves.</p>
HEATWAVE	
QHealth	Recovery and return to business as usual will depend on the impact from the heatwave on businesses and departments. Queensland Health will maintain a health response to areas of the community that continue to be at-risk as the heatwave event abates and will continue to provide advice on treatment of common health effects resulting from the heatwave. Both direct heat illnesses such as heat exhaustion and indirect illnesses such as heart failure and even death impacts on workforce, agriculture environment and tourism.
LDMG	The event is managed in line with the five functional areas of the Recovery Plan and may be at the state level, at a local or district level. This will depend on the severity.
ENVIRONMENTAL PUBLIC HEALTH ISSUE	
QHealth, LDMG and QDMA	The event is managed in line with the five functional areas of the Recovery Plan and may be at the state level, at a local or district level. This will depend on the severity.

Annexure 1 Functional Responsibilities for Environmental Public Health Management

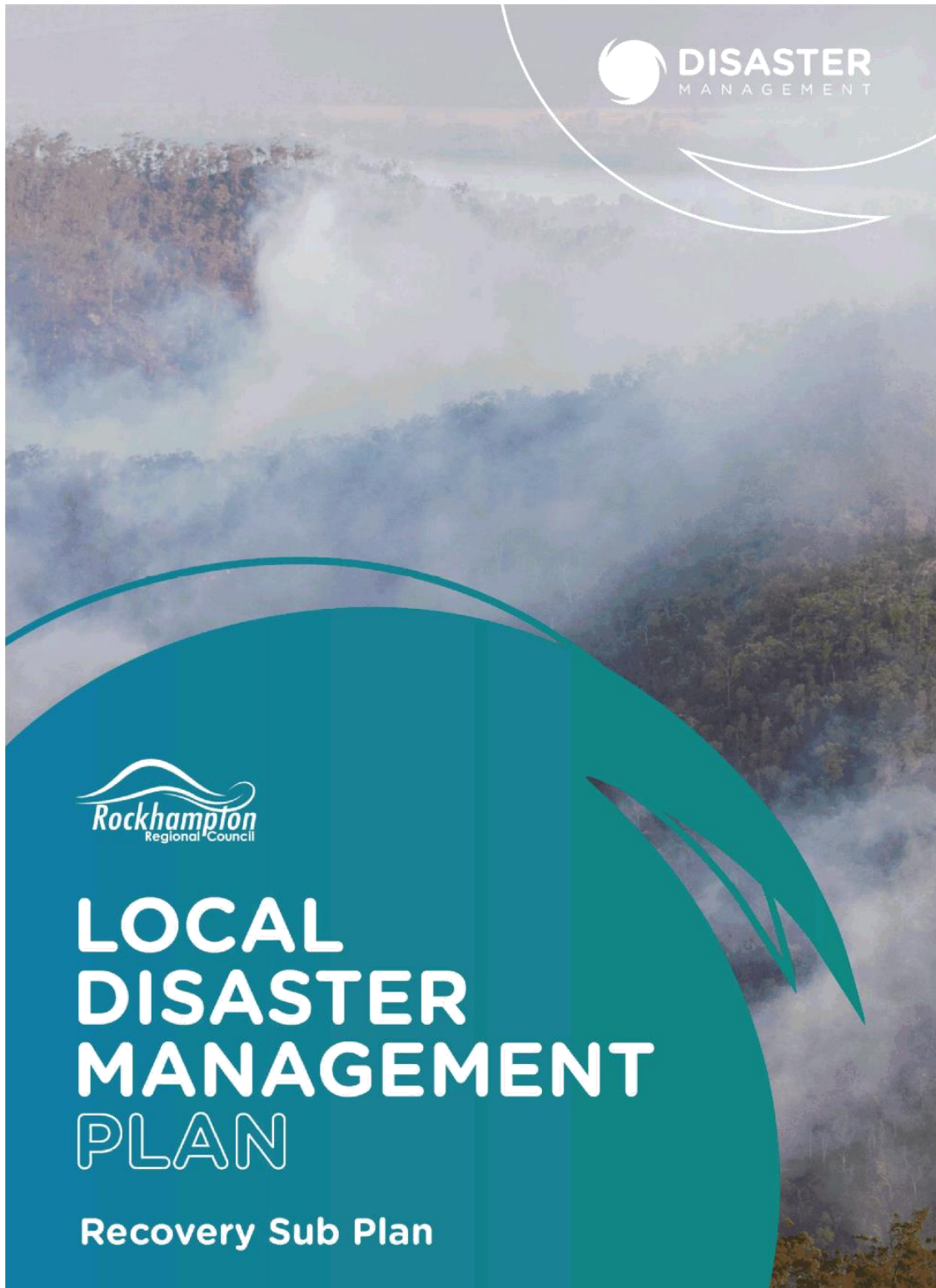
Functional Responsibilities	Primary/Coordinating Units	Supporting/Liaison Units
Communicable Disease Control Including Outbreaks	Central Qld Population Health Unit	RRC Health and Environment Unit
Safety of Food Supplies	RRC Health and Environment Unit	Central Qld Population Health Unit Safe Food Queensland
Safety of Water Supplies	RRC FRW	RRC Health and Environment Unit
Safety of Dangerous and Hazardous Goods/Sites	Workplace Health and Safety Queensland	Department of Environment and Science
Safe Sewage and Waste Water Disposal	RRC FRW	RRC Health and Environment Unit
Safe Solid Waste (Refuse) Disposal	RRC Waste and Recycling Unit (RRWR)	Department of Environment and Science RRC Health and Environment Unit
Safe Hazardous Materials Disposal	RRWR	Department of Environment and Science RRC Health and Environment Unit
Devolved ERAs, and nuisance	RRC Health and Environment Unit	Department of Environment and Science
Vermin and Vector Control	RRC Vector Management Unit	Central Qld Population Health Unit RRC Health and Environment Unit
Evacuation Centre Management	RRC Red Cross	RRC Health and Environment Unit
Suitability of Emergency Housing and Rehabilitation	LDMG Department of Communities, Housing and Digital Economy	Department of Housing and Public Works RRC Health and Environment Unit
Suitability and Commencement of Welfare Centres	LDMG Recovery and Evacuation Sub Committees	RRC Health and Environment Unit
Safe Storage of Human Remains	Queensland Police Queensland Health	RRC Parks and Cemeteries RRC Health and Environment Unit
Safe Disposal of Dead Animals	RRC Local Laws	Department of Agriculture and Fisheries
Animal Control including Impounding of Animals	RRC Local Laws	Department of Agriculture and Fisheries Capricorn Animal Aid
General Advice on Public Health Matters	RRC Health and Environment Unit	Queensland Health Central Qld Population Health Unit
Media Releases	LDMG	RRC Media Liaison Officer

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Recovery Sub Plan

Meeting Date: 25 January 2022

Attachment No: 12



Document control

This Sub Plan will be reviewed regularly and updated as necessary. The Local Disaster Coordinator (LDC) will ensure contact details are kept and up to date.

Minor amendments to this plan can be made by the LDC. Amendments which affect the intent of the plan must be endorsed by the Local Disaster Management Group.

All approved amendments are to be listed below.

Version	Date	Comments	Approved by
1.1	June 2021	Supersedes Recovery Sub Plan 2016 (Version 1); Sub plan reviewed.	LDC

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Abbreviations

Abbreviation	Full title
DAF	Department of Agriculture and Fisheries
DCHDE	Department of Communities, Housing and Digital Economy
DDMG	District Disaster Management Group
DH&SRC	District Human and Social Recovery Committee
DMA	Disaster Management Act (2003)
DRFA	Disaster Recovery Funding Arrangements
DSDILGP	Department of State Development, Infrastructure, Local Government and Planning
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
LRC	Local Recovery Coordinator
LRG	Local Recovery Group
QFES	Queensland Fire and Emergency Services
QRA	Queensland Reconstruction Authority
RRC	Rockhampton Regional Council
SES	State Emergency Service
SDC	State Disaster Coordinator
SDMG	State Disaster Management Group
SDRA	State Disaster Relief Arrangements
SRPPC	State Recovery Policy and Planning Coordinator

Introduction

Purpose

The purpose of this sub plan is to describe the principles of recovery and detail the agreed arrangements, at the local level, to coordinate the management of information, resources and reporting during the recovery phase following an emergency or disaster that has impacted the community.

This Sub Plan is to be used in conjunction with the Local Disaster Management Plan and its Sub Plans. It sets out the agreed responsibilities and actions for the Local Disaster Management Group (LDMG) and Local Recovery Committee and applies to emergency/disaster events and associated hazards within the Rockhampton Regional Council (RRC) Local Government Area.

Objectives

The objectives are to:

- Enable a coordinated approach to support the affected community
- Identify the type of support required by the affected community, in terms of
 - emotional, social and physical well-being services
 - reconstruction of physical infrastructure
 - economic restoration
 - environmental restoration (including regeneration of the natural environment, associated infrastructure, heritage sites and structures, and the management of pollution and contamination)
- Provide access to these services directly through agencies of the sub group or LDMG, in a coordinated way and/or via the provision of information on the need to relevant service providers.

Key contacts

- Chair Local Recovery Sub Group/ Local Recovery Coordinator
- Chair LDMG
- Local Disaster Coordinator
- Principal Community Recovery Officer, Department of Communities, Disability Services and Seniors (DH&SRC)
- District Disaster Coordinator (DDC)
- District Disaster Executive Officer
- Coordinator Disaster Management, Rockhampton Regional Council
- Local Controller, State Emergency Service
- Community – including individuals living with disability, culturally and linguistically diverse groups, volunteer organisations and remote communities
- Evacuees

Responsibilities

Impacted local governments have a leadership role in the local recovery process and have local recovery plans to document their recovery strategies and objectives (QRA, 2019). The roles of the recovery groups at the local and district levels are not mandatory under the Disaster Management Arrangements DMA, and are established at the discretion of the chair of the LDMG/DDMG depending on the scale of the disaster, impact/needs assessments and anticipated recovery operations. Consideration of their establishment should be made by the Chair LDMG/DDMG, in consultation with key agencies on the group.

An overarching Local Recovery Group (LRG) may be established to provide coordination and oversight of functional recovery sub groups. The roles of the recovery groups at the local and district levels may form as one single recovery group or functional recovery sub groups to the LDMG (QRA, 2019).

Recovery is the coordinated process of supporting affected individuals and communities towards the restoration of emotional, social, and physical wellbeing following a disaster. It typically includes the provision of:

- information;
- relief measures for people who do not have resources to provide for their own wellbeing;
- restoration of essential infrastructure and environment;
- personal support to individuals by way of temporary accommodation, emergency medical supplies, and counselling services;
- economic development initiatives;
- community development activities to restore capacity and resilience.

Recovery operations commence as soon as possible and in parallel with emergency response activities, and may extend for weeks, months or even years.

There are five functional recovery areas. These provide a platform to coordinate efforts by all agencies involved in recovery:

- Human and social
- Economic
- Building
- Roads and Transport; and
- Environment

Organisation	Responsibilities
Rockhampton Regional Council Local Recovery Coordinator	<p>The LDMG may determine that it is necessary to appoint a Local Recovery Coordinator (LRC) to coordinate recovery at the local level. The LRC is appointed by the Chair LDMG. The appointment of the LRC may be pre-emptive in anticipation of expected disaster impacts. The person appointed as the LRC should not, where possible, be the same person appointed as the Local Disaster Coordinator (LDC). The LRC and LDC should liaise regularly during disaster operations.</p> <p>Indicative roles of the LRC, where appointed, include:</p> <ul style="list-style-type: none"> • chair the LRG, reporting to the LDMG. • liaise with functional lead agency representatives at the local and district levels. • work with identified agencies and the community to develop the specific operational recovery strategy and plan. • coordinate establishment of the LRG and ensure it remains operating appropriately. • coordinate the community's recovery from the disaster. • coordinate short to medium term recovery to address the immediate effects of the disaster and development of longer term measures as appropriate. • ensure the recovery strategies address all functional areas of recovery. • provide effective on-site leadership, to focus all necessary resources, and to achieve the most efficient and effective recovery of affected communities. • perform the role of conduit between the community and the government. • develop and implement effective strategies for community participation and partnership in the recovery process. • coordinate the ongoing government services aspects of community recovery. • coordinate the actions of peak community, business and non-government organisations in their contribution to the recovery to ensure the most effective use of skills and resources. • provide advice to State Government on the needs and responses of the affected individuals, communities and other sectors. • provide regular reports on recovery operations to the SRPPC, as well as regular community and media information on recovery progress. • undertake a post-operations debrief and provide a final report to the LDMG at the conclusion of recovery operations.
Rockhampton Regional Council (Community)	<ul style="list-style-type: none"> • Ensure contact details for the Recovery Sub Committee and other local disaster management partners are kept up to date. • Develop Recovery Event Specific Plans in conjunction with the

Organisation	Responsibilities
Services Department in conjunction with Disaster Management Unit)	<p>Recovery Sub Committee in response to specific disaster events.</p> <ul style="list-style-type: none"> • Distribute recovery information and details of services or funding available to assist individuals and communities affected by the event. • Provide outreach services where deemed necessary. • Identification of local cultural and linguistically diverse communities/ groups, individuals living with disability, volunteer organisations and their needs and support networks. • Liaison with the Rockhampton (District) Human and Social Recovery Group regarding disaster relief assistance funding available under the Disaster Recovery Funding Arrangements (DRFA). • Coordination of volunteers and donations for assistance with recovery activities.
Rockhampton Regional Council (Economic Development Unit)	<ul style="list-style-type: none"> • In consultation with the Recovery Sub Group and agencies/ departments such as Chamber of Commerce, Department of Fair Trading etc, assess the economic effects of a disaster/event and recommend appropriate action to assist in restoring the local economy.
Rockhampton Regional Council (Regional Services Department)	<ul style="list-style-type: none"> • In consultation with the Recovery Sub Group and relevant agencies such as Ergon Energy, Telstra, Department of Transport and Main Roads etc, be responsible for ensuring assessment of the extent of damage to physical infrastructure and provide recommendations on action to be taken to restore such facilities. • This includes the provision of water, sewerage and waste management services, including additional clean up services and waste removal as required.
Qld Government Department of Communities, Housing and Digital Economies	<ul style="list-style-type: none"> • Administration and distribution of disaster relief assistance funding under the DRFA and /or State Disaster Relief Arrangements (SDRA). • Coordinator of Rockhampton (District) Human and Social Recovery Group. • May be requested to manage and operate a Community Recovery Hub to act as a 'one-stop shop' for community recovery information and services.
Queensland Health	<ul style="list-style-type: none"> • Assess the psychological effect of the disaster/event on the community and coordination of appropriate services. • Provide psychological and counselling services for disaster affected members of the community, emergency workers and recovery workers. • Provide ongoing medical and health services required during the recovery period to preserve the general health of the community. • Provide public health advice warnings and directions to response agencies and the community.
Australian Red Cross	<ul style="list-style-type: none"> • Administration of the National Registration and Inquiry System – Register.Find.Reunite.

Organisation	Responsibilities
	<ul style="list-style-type: none"> Registration and inquiry services for persons evacuated, or affected by the disaster to help with the location and reuniting of family members. Provision of personal support and psychological first aid for disaster affected community members, in evacuation centres, recovery hubs and through outreach programs and activities. Provision of Recovery information, resources and advice to agencies and communities.
Salvation Army	<ul style="list-style-type: none"> Provision of catering for evacuation centres and personnel involved in the disaster affected community. Provision of personal support and other services for disaster affected community members. Participation in Community Recovery Hub operations. Participation in outreach service teams.
Lifeline	<ul style="list-style-type: none"> Provision of personal support and other services for disaster affected community members. Participation in Community Recovery Hub operations. Participation in outreach service teams.
Centrelink	<ul style="list-style-type: none"> Establishment of dedicated hotlines to assist those affected and their families. Administration of Australian Government Disaster Relief Payment or ex-gratia payments. Financial assistance to people whose normal means of livelihood have been disrupted whether in the short or long term by the disaster.
Queensland Fire and Emergency Services (QFES)	<ul style="list-style-type: none"> Provision of disaster management training and exercises to develop community recovery arrangements. Provision of damage assessment situational awareness data.
State Emergency Service (SES)	<ul style="list-style-type: none"> Community assistance in respect to damaged properties. Support to other agencies as required.
Department of Agriculture and Fisheries (DAF)	<ul style="list-style-type: none"> Whole of government response in respect to the control and eradication of exotic animal and plant diseases. Advice on animal welfare matters during emergencies, destruction of animals as required and on disaster recovery processes for primary producers. Advice and assessment of eligibility for financial assistance programs for primary producers.
Department of Transport and Main Roads (DTMR)	<ul style="list-style-type: none"> Enable an accessible transport system through reinstating road, rail and maritime infrastructure.
Department of Environment and Science	<ul style="list-style-type: none"> Provide advice to response activities, regulatory support to affected stakeholders and the coordination of environmental recovery initiatives.

Organisation	Responsibilities
(DES)	
Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP)	<ul style="list-style-type: none">• Lead agency for economic recovery during a disaster event, playing a key role in assisting local government, business and industry in resilience and recovery strategies.
Queensland Reconstruction Authority (QRA)	<ul style="list-style-type: none">• Responsible for disaster recovery, resilience and mitigation policy in Queensland.• Functional lead for the coordination of disaster recovery Federal/State funding.

Event specific recovery planning principles

The Queensland Reconstruction Authority outlines Queensland's Recovery Governance structure and principles.

Local governments and LDMGs have the local knowledge, skilled employees, community connectedness and plans to lead their recovery, with communities being actively involved and consulted. Local governments and LDMGs work with key local community organisations to plan and lead recovery; community representatives must be at the centre of planning for a community-led approach to be successful.

Therefore, in developing an Event Specific Recovery strategy, *Plans should be informed through a risk-based approach which takes into account potential exposure to all known hazards. Accordingly, these plans should identify and provide advice to the relevant district group about support services required by the local group to facilitate recovery operations (section 30 of the DM Act) and incorporate a recovery strategy.*

Strategies developed by the Recovery Sub Group should:

- ensure recovery operations are integrated, locally led and appropriate to the scale of the disaster event
- outline recovery requirements for operations, planning and arrangements at the local, district and state level
- drive a collaborative and coordinated approach across all functions of recovery, all levels of government and whole of community
- clarify the roles and responsibilities of functional lead agencies in recovery
- describe the arrangements for transition from response to recovery
- promote and support the enhancement of resilience through recovery.

Recovery management structure

Recovery sub committee

The Recovery Sub Committee will be established by the LDMG to oversee the implementation of the Recovery Plan and the coordination of Council's recovery activities if required following a disaster.

The Recovery Sub Committee will oversee:

- management of the recovery process at the local level ensuring that local needs are met, either through local resources or by the acquisition of appropriate resources from the district level;
- provision by member agencies of a range of specific recovery services ranging from reconstruction and physical infrastructure issues to personal support services.

Membership

The Recovery Sub Committee is comprised of the following members:

- Chairperson and Local Recovery Coordinator/ General Manager Community Services, Rockhampton Regional Council
- Manager Communities and Facilities, Rockhampton Regional Council
- Manager Civil Operations, Rockhampton Regional Council
- Manager Planning and Regulatory Services, Rockhampton Regional Council
- Manager Fitzroy River Water
- Executive Manager Advance Rockhampton, Rockhampton Regional Council
- Coordinator Disaster Management, Rockhampton Regional Council
- Principal Community Recovery Officer, Department of Communities, Disability Services and Seniors
- Local Controller, State Emergency Service

A representative of the following organisations as applicable:

- Department of Agriculture and Fisheries (DAF)
- Department of Environment and Science
- Department of Transport and Main Roads
- Department of State Development, Infrastructure, Local Government and Planning (DSDILGP)
- Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP)
- Australian Red Cross
- Salvation Army
- Lifeline
- Queensland Health
- Centrelink
- Queensland Reconstruction Authority (QRA)

Representatives from other agencies, industries, or community organisations deemed necessary to act as advisors for both planning and operational arrangements may be invited to participate in meetings as required.

Meetings

During activation urgent meetings may be called by the Chair / Local Recovery Coordinator. Frequency of meetings will be determined by the situation at hand, and dates of future meetings, and how they will be convened, will be discussed at the end of each meeting during activation.

Reporting

The Local Recovery Coordinator will report to meetings of the LDMG and Rockhampton District Human and Social Recovery Committee as required.

It is recognised that where local resources are insufficient to deal with the recovery process a request may be made to the District Disaster Management Group (DDMG) via the LDMG for additional resources and assistance.

In the event that the District Human and Social Recovery Plan/Committee is activated RRC staff may be required to assist the District Human Social Recovery Committee in undertaking recovery operations as determined by the Chair of the District Disaster Human and Social Recovery Committee.

Resources

During activations and recovery Rockhampton Regional Council's Community Engagement, Education and Recovery trailer has the capability to be deployed into effected communities, to support outreach efforts. Acting as a meeting point where information can be shared, with the addition of a wireless cradle (available from IT) the trailer can then share wifi internet into the community.

10.5 PREPARING AUSTRALIAN COMMUNITIES PROGRAM - LOCAL STREAM GRANT PROGRAM

File No: 12534
Attachments: 1. PACP Funding Guidelines [↓](#)
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Martin Crow - Manager Infrastructure Planning

SUMMARY

Council Officers are seeking endorsement from Council for a project submitted under the Federally funded Preparing Australian Communities Program.

OFFICER'S RECOMMENDATION

THAT Council:

1. Acknowledge the discontinuing of the submission of the Gracemere Bulk Water Supply Security Project under the Preparing Australian Communities Program because of program eligibility concerns; and
2. Endorse the recent submission of the Archer Street Drainage Scheme Stages 1 and 2 under the Preparing Australian Communities Program.

COMMENTARY

With doubt around the eligibility of the Gracemere Bulk Water Supply Security project under Preparing Australian Communities Program, the preparation of a submission for this project was discontinued. An alternative project was identified that clearly met the intent of the funding program and was within the funding guidelines. With no availability of Council meeting dates after mid-December 2021, the alternate project was not able to be placed in front of Council for endorsement prior to the submissions closing date of 6th January 2022. Endorsement was received from the Chief Executive Officer to submit the alternate project and seek further Council endorsement at the earliest available meeting on 25th January 2022.

Archer St Drainage Scheme Stages 1 and 2

The Australian Government launched the PACP funding for projects that focus on reducing the impacts of future natural hazards and disasters. Projects considered for funding include planning, awareness and capacity building, and infrastructure projects. Projects over \$100,000 can have up to 50% of project costs covered by the grant. Only one project is able to be nominated by Council and currently bonus points have been allocated to our Council for resilience projects that can be related to mitigating impacts of cyclones and flooding.

The Archer Street Drainage Scheme Stages 1 & 2 project encompasses:

- Verge reconstruction on Cambridge Street adjacent to the Hospital to ensure full capture of surface flows at this point
- Construction of a new drainage line along Archer St from above Denison Street through to the Fitzroy River

This project forms part of the Upper Main Drain Drainage Scheme and will redirect surface flows entering the top of the Main Drain Catchment more directly to the Fitzroy River rather than entering the Main Drain system. This project also allows additional pipe capacity to alleviate some of the flooding issues experienced on Fitzroy Street in the vicinity of the Queensland Ambulance Service building. This project can be clearly linked to impacts of

cyclones and flooding on the community. Projects are required to be completed by 31st March 2025. Applications closed on 6th January 2022.

BACKGROUND

At Council's meeting of 23rd November 2021, a number of projects were approved by Council for submission under various funding grant programs. One of these projects was the Gracemere Bulk Water Supply Security project which included the Lucas St Reservoir duplication and the duplication of the main between Mawdsley Hill and Lucas Street.

A subsequent further review of the funding guidelines around eligibility casts some doubt as to the eligibility of these projects. The guidelines indicate that the grant cannot be used for any activities that are a legislative or regulatory requirement of Council. Arguably these projects are a legislative requirement of Council as these projects appear as trunk infrastructure projects under Council's Local Government Infrastructure Plan which sits under the planning scheme and planning legislation.

PREVIOUS DECISIONS

On 23rd November 2021, Council resolved to seek funding through the Preparing Australian Communities Program for the Gracemere Bulk Water Supply Security;

BUDGET IMPLICATIONS

The project costs are estimated to be \$6.5 million. If successful, this grant will fund 50%, or \$3.25 million, with Council's contribution of \$3.25 million.

Sufficient funds have been allocated in the capital budget for stormwater projects over the period 24/25 (\$2.65M) and 25/26 (\$3.0M) to allow completion of these works should the funding submission be successful. Funds will have to be bought forward into the 22/ 23 financial year to enable the project to be completed by March 2025.

CONCLUSION

There was some doubt around the eligibility of the previously approved Gracemere Bulk Water Supply Security project that was to be submitted under the Preparing Australian Communities Program. As a result, the submission of this project was discontinued and the alternate Archer Street Drainage Scheme Stages 1 and 2 has been submitted instead.

PREPARING AUSTRALIAN COMMUNITIES PROGRAM - LOCAL STREAM GRANT PROGRAM

PACP Funding Guidelines

Meeting Date: 25 January 2022

Attachment No: 1



Australian Government

Department of Industry, Science, Energy and Resources

National Recovery and Resilience Agency

Grant Opportunity Guidelines

Preparing Australian Communities – Local Stream

Opening date:	10 December 2021
Closing date and time:	5:00pm Australian Eastern Daylight Time on 06 January 2022 Please take account of time zone differences when submitting your application.
Commonwealth policy entity:	National Recovery and Resilience Agency
Administering entity:	Department of Industry, Science, Energy and Resources
Enquiries:	If you have any questions, contact us on 13 28 46.
Date guidelines released:	1 November 2021
Type of grant opportunity:	Open competitive

Template Version – February 2020

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1. Preparing Australian Communities: Local Stream

The Preparing Australian Communities Program is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program, which contributes to the National Recovery and Resilience Agency's Outcome 1. The National Recovery and Resilience Agency works with stakeholders to plan and design the grant program according to the [Commonwealth Grants Rules and Guidelines](#).



The grant opportunity opens

We publish the grant guidelines on [business.gov.au](#) and GrantConnect.



You complete and submit a grant application

You complete the application form, addressing all the eligibility and assessment criteria in order for your application to be considered.



We assess all grant applications

We review the applications against eligibility criteria and notify you if you are not eligible. We assess eligible applications against the assessment criteria including an overall consideration of value with relevant money and compare it to other eligible applications.



We make grant recommendations

We provide advice to the decision maker on the merits of each application.



Grant decisions are made

The decision maker decides which applications are successful.



We notify you of the outcome

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



We enter into a grant agreement

We will enter into a grant agreement with successful applicants. The type of grant agreement is based on the nature of the grant and proportional to the risks involved.



Delivery of grant

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the Preparing Australian Communities Program

We evaluate the specific grant activity and Preparing Australian Communities as a whole. We base this on information you provide to us and that we collect from various sources.

2. About the grant program

The Australian Government has committed \$600 million over six years from 2021-22 to 2026-27 for the Preparing Australia Program. The Preparing Australia Program will support projects that mitigate or reduce the disaster risk, impact and consequence associated with large-scale natural hazards.

The objectives of the Preparing Australia Program are to:

- improve the long-term resilience of Australian communities and households to natural hazards including bushfires, floods and tropical cyclones
- deliver disaster risk reduction projects that reduce hazard exposure or vulnerability and are aligned with the recommendations of the Royal Commission into National Natural Disaster Arrangements¹ and the National Disaster Risk Reduction Framework².

The intended outcome of the Preparing Australia Program is to reduce the impact of natural hazards on Australian communities, including by:

- increasing disaster preparedness and resilience
- reducing the cost of recovery following future disasters
- reducing the time to recover following future disasters
- encouraging reductions in insurance premiums through a reduction in disaster risk.

For the Preparing Australia Program, resilience is defined in the glossary (section 15).

There may be other grant opportunities as part of the Preparing Australia Program and we will publish any opening and closing dates and any other relevant information on business.gov.au and [GrantConnect](https://grantconnect.gov.au).

We administer the program according to the [Commonwealth Grants Rules and Guidelines](https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-guidelines) (CGRGs)³.

2.1. About the Preparing Australian Communities Program – Local Stream

These guidelines contain information for the Preparing Australian Communities Program – Local Stream (the program). This is the first round for the program. There may be future funding rounds.

The program is one component of the Preparing Australia Program targeting support to locally identified and locally led projects that will improve the resilience of communities against natural hazards. Round 1 will focus on projects that will improve the resilience of communities against bushfires, flood and tropical cyclones.

The program is open to applications for projects all around Australia. The program will prioritise selected Local Government Areas (LGAs) based on their level of comparative hazard risk, informed by the Australian Climate Service and state and territory governments (see sections 4 and 7 for additional information about priority locations and prioritisation).

The intended outcome of the grant opportunity is to support communities to undertake disaster risk reduction and resilience initiatives that provide public benefit through reducing:

- the impact of future natural hazards on Australian communities

¹ naturaldisaster.royalcommission.gov.au

² <https://recovery.gov.au/latest-news/resilience-way-forward>

³ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-guidelines>

- the burden (cost and time) of recovery in communities following future disasters.

This document sets out:

- the eligibility and assessment criteria
- how we consider and assess grant applications
- how we notify applicants and enter into grant agreements with grantees
- how we monitor and evaluate grantees' performance
- responsibilities and expectations in relation to the opportunity.

The Department of Industry, Science, Energy and Resources (we/the department) is responsible for administering this grant opportunity on behalf of the National Recovery and Resilience Agency.

We have defined key terms used in these guidelines in the glossary at section 15.

You should read this document carefully before you fill out an application.

3. Grant amount and grant period

A total of \$600 million is available over six years for the Preparing Australia Program.

For this grant opportunity, Round 1 of the Preparing Australian Communities Program – Local Stream grant opportunity, \$150 million is available from 2021-22 to 2024-25.

3.1. Grants available

The grant amount will be up to:

- 50 per cent of eligible project expenditure for infrastructure projects of \$100,000 and over
- 100 per cent of eligible project expenditure for infrastructure projects under \$100,000
- 100 per cent of eligible project expenditure for non-infrastructure projects.

Eligible project activity categories are outlined in section 6.2.

- The minimum grant amount is \$20,000
- The maximum grant amount is \$10 million.

You are responsible for the remaining eligible and ineligible project costs.

Contributions to your project can be cash or in-kind. Contributions are encouraged for all projects.

In-kind contributions are non-cash contributions towards your eligible project costs. The reported value of in-kind contributions must be consistent with current market rates.

For in-kind contributions to count towards your eligible project costs they must directly relate to the project and eligible activities.

Other funding can come from any source including Commonwealth, state, territory and local government grants.

We cannot fund your project if it has already received funding from another Commonwealth, state, territory or local government grant for the same activities (noting that this excludes co-contribution amounts). You can apply for funding under other programs but if you are successful, you need to decide under which program you wish to be funded.

You can apply for, and receive, up to one grant through this grant opportunity.

3.2. Project period

The maximum project period is up to three years.

You must complete your project by 31 March 2025.

4. Priority locations

Round 1 of the program will prioritise LGAs at risk from flood, bushfire and/or tropical cyclones as these hazards cause major impacts (disruption, damage and loss) on homes and infrastructure with significant fatalities. These LGAs have been assessed as having high hazard exposure and magnitude of potential impact, as a result of climate change, informed by the Australian Climate Service, the National Recovery and Resilience Agency and state and territory governments. This will target the limited program funding to high-risk areas identified as most exposed to bushfires, flood and tropical cyclone as a result of climate change.

Applications with project activities addressing the hazard risks in the selected Local Government Areas (LGAs) listed at Appendix A will receive an additional 20 points as outlined in section 7.4. (You can only receive a maximum of 20 additional points per application).

A summary of the methodology for LGA selection is available at recovery.gov.au.

The LGAs and activities are specific to Round 1 and may be amended for future funding rounds.

You may still apply if your project is located outside the priority LGAs.

5. Eligibility criteria

We cannot consider your application if you do not satisfy all eligibility criteria.

5.1. Who is eligible?

To be eligible you must:

- have an Australian Business Number (ABN)

and be one of the following entities:

- an entity incorporated in Australia
- a company limited by guarantee
- an incorporated association
- an incorporated not for profit organisation
- a non-distributive co-operative
- an incorporated trustee on behalf of a trust
- a Regional Development Australia Committee
- an Australian local governing agency or body as defined in the glossary, including the Australian Capital Territory Government
- an Aboriginal and/or Torres Strait Islander Corporation registered under the [Corporations \(Aboriginal and Torres Strait Islander\) Act 2006](#)
- a registered Aboriginal and Torres Strait Islander land council
- Mount Hotham Alpine Resort Management Board (ABN: 93 938 780 598), the Southern Alpine Resort Management Board (ABN 80 841 224 798), the Falls Creek Alpine Resort Management Board (ABN: 21 789 770 569), or the Mt Buller and Mt Stirling Resort Management Board (ABN: 44 867 982 534).

If you are applying as an incorporated association or not for profit organisation, you must demonstrate your entity status through one of the following:

- State or territory incorporated association status (e.g. registration number or certificate of incorporation)
- current Australian Charities and Not-for-profits Commission's (ACNC) registration
- constitutional documents and/or Articles of Association that demonstrate the character of the organisation
- legislation that demonstrates the character of the organisation.

Joint applications are acceptable, provided you have a lead organisation who is the main driver of the project and is eligible to apply. You are encouraged to collaborate with other organisations in your LGA or other LGA/s to deliver your project. For further information on joint applications, refer to Section 8.3.

5.2. Additional eligibility requirements

We can only accept applications where:

- you agree that you will deliver your project in accordance with relevant legislation, policies and industry standards
- any required approvals are planned for or already in place in order to commence your project around May 2022
- you are able to meet your share of project costs and provide evidence of your cash or in-kind contributions as outlined in section 3
- you provide all mandatory attachments as outlined in section 8.2.

We cannot waive the eligibility criteria under any circumstances.

5.3. Who is not eligible?

You are not eligible to apply if you are:

- an entity not listed in Section 5.1
- an Australian state or territory government agency or body, excluding the Australian Capital Territory
- an individual
- a partnership
- an unincorporated association
- a publicly funded research organisation
- a trust (however, an incorporated trustee may apply on behalf of a trust)
- a Commonwealth government agency or body (however, a Regional Development Australia Committee may apply)
- an organisation, or your project partner is an organisation, included on the National Redress Scheme's website on the list of 'Institutions that have not joined or signified their intent to join the Scheme' (www.nationalredress.gov.au)
- an organisation that has been named by the Workplace Gender Equality Agency as an organisation that has [not complied](#) with [Workplace Gender Equality Act 2012](#).

6. What the grant money can be used for

6.1. Eligible activities

To be eligible your project must:

- be aimed at reducing the risk to and/or improving the resilience of your community against bushfires, flood and/or tropical cyclones (including cyclone related flooding)
- have at least \$20,000 in eligible expenditure
- increase the community's ability to mitigate, avoid, withstand and/or recover from the increasing effects of tropical cyclone, bushfire or flood as a result of climate change, in a timely and efficient manner, through activities targeting or delivering resilience in one or more of the following domains:
 - social environment - increasing the community's social resilience to relevant natural hazards. This may include projects that strengthen social networks or essential services that enable the community to continue functioning in the event of a disaster, or support health, wellbeing and social recovery following an event
 - economic environment - improving the ability of the local economy to withstand and recover from relevant natural hazards. This may include projects that enable businesses to continue operating in the event of a disaster or reduce their vulnerability to the economic shocks associated with particular kinds of hazards
 - natural environment - increasing the disaster resilience of and/or reducing the disaster risk to natural assets such as wetlands, rivers, land, forests, oceans, other complex natural ecosystems, agriculture, and water sources
 - built environment - increasing the disaster resilience of and/or reducing the disaster risk to infrastructure assets such as transport, energy and telecommunications, utilities, housing, cultural and commercial precincts, and other assets. This might involve, for example, projects designed to reduce the risk of local infrastructure sustaining damage in the event of a relevant hazard event, or enable it to continue functioning (or quickly resume functioning) following an event.

Where you do not own or manage the proposed project site/s, you must provide written consent from the site owner and/or site manager allowing the proposed project on each project site for the duration of the proposed project term prior to entering into a grant agreement.

6.2. Eligible activity categories

Your project must fall into one of the three categories below:

- **Planning** - assessment of risk, vulnerability, resilience and disaster risk reduction activities, investment/business case, or technical feasibility
- **Awareness and capacity** - increasing disaster risk and resilience awareness and capacity building activities
- **Infrastructure** - delivery of built and/or natural infrastructure, including new or upgraded infrastructure.

Your project may have elements of more than one category. However, you must nominate the most relevant category.

6.2.1. Planning

Eligible activities may include, but are not limited to a:

- comprehensive scan of strategic disaster risks and mitigation options to support the development of a community focussed disaster risk reduction and resilience strategy and/or plan
- community scale flood risk assessment that provides accurate floor height measurements and tailored flood mitigation plans for all houses in a flood prone area
- community scale bushfire risk assessment and mitigation advice
- climate/disaster risk and vulnerability assessment of the LGA and/or a strategy or plan to mitigate these risks and vulnerabilities, and build resilience
- technical assessment of options and pathways to inform future investments that mitigate risks and build resilience.

6.2.2. Awareness and capacity

Eligible activities may include, but are not limited to, development and delivery of:

- communications initiatives or training courses that increase the ability of individuals, organisations or communities to prepare for, withstand or recover from the impacts of relevant natural disasters
- cultural, traditional and on-country practices, such as cultural burning, by Indigenous communities and organisations that have a disaster risk reduction or community resilience focus
- two-way cultural practice and knowledge sharing between Indigenous organisations or communities and universities, academic institutions and government agencies aiming to achieve a disaster risk reduction or community resilience outcome
- communications initiatives and training courses that build awareness, understanding, capability, competency and capacity of individuals, organisations, communities to prepare for and mitigate risk of future disasters
- training materials and courses that build the understanding, capability, competency and capacity of individuals, organisations, and communities to engage with systems thinking, disaster resilience and adaptation planning, systemic risk approaches and cultural, traditional and on-country risk reduction practices.

6.2.3. Infrastructure

Eligible activities may include, but are not limited to:

- new or relocated assets or infrastructure to mitigate disaster risk, including but not limited to levees, sluice gates, retarding basins, bridges or community refuges
- upgrading existing public hazard defence infrastructure, such as flood defences, to increase resilience or mitigate disaster risk
- refurbishing a community building to serve multiple purposes, e.g. refurbishing a community hall so it is hazard resilient and able to perform as a refuge during bushfires, tropical cyclones or floods.

We may also approve other activities that align with the outcomes and objectives of the program.

6.3. What you cannot use the grant for

Ineligible activities include, but are not limited to:

- non-disaster/climate related technical assessments such as traditional commercial advisory, engineering, architects/design, environmental assessments

- general planning activities not related to the objectives and outcomes of the program
- for profit activities that cannot demonstrate public benefit
- ongoing delivery and maintenance of a program, campaign or course
- community social events
- refurbishing or building community infrastructure that does not have a direct link to reducing disaster risk, e.g. new amenities for existing hazard refuges
- activities that are a legislative or regulatory requirement of the applicant
- activities to build, upgrade or strengthen privately owned infrastructure or assets that cannot demonstrate public benefit.

6.4. Eligible expenditure

You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

To be eligible, expenditure must:

- be a direct cost of the project
- be incurred by you for the required project audit activities (refer to section 13.3).

The project costs must be incurred between the project start and end date for it to be eligible unless stated otherwise.

Eligible expenditure items are:

- For guidance on eligible expenditure, see Appendix B.
- For guidance on ineligible expenditure, see Appendix C.

We may update the guidance on eligible and ineligible expenditure from time to time between funding rounds. If your application is successful, the version in place when you submitted your application applies to your project.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

Not all expenditure on your project may be eligible for grant funding. The Program Delegate (who is a manager within the department with responsibility for the program) makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

You may elect to commence your project from the date we notify you that your application is successful. We are not responsible for any expenditure you incur until such time as a grant agreement is executed. The Commonwealth will not be liable, and should not be held out as being liable, for any activities undertaken before the grant agreement is executed.

You are encouraged to provide opportunities for local procurement of goods, labour and services.

7. The assessment criteria

You must address all assessment criteria in your application. We will assess your application based on the weighting given to each criterion.

The application form asks questions that relate to the assessment criteria below. The amount of detail and supporting evidence you provide in your application should be relative to the project size, complexity and grant amount requested. You should provide evidence to support your answers. The application form displays size limits for answers.

We will only consider funding applications that score at least 60 per cent against assessment criterion one, two and three, as these represent best value for money. There is a maximum of 120 points.

7.1. Assessment criterion 1

Project alignment with policy intent (program objectives/ outcomes) (50 points)

You must demonstrate how your project:

- a. will support a community that is at increased risk of bushfire, tropical cyclone and/or flood due to climate change
- b. reduces the risk or increases the long term resilience of the community against disruption/disaster arising from bushfire, tropical cyclone and/or flood
- c. aligns with the objectives of the National Disaster Risk Reduction Framework.

7.2. Assessment criterion 2

Capacity, capability and resources to deliver the project (30 points)

You must demonstrate this by:

- a. proving your track record, and your project partner/s track record (if you have project partners), to successfully manage and deliver similar projects (including project budget and scale)
 - b. outlining your plan for managing the project, including implementation methodology, timeframes, risk management (including mitigation of risks associated with the current COVID-19 pandemic), and maintaining the benefits of your project beyond the program funding
- A project plan must be attached for projects with a grant amount over \$100,000 (refer to 8.1.1 for guidance).

7.3. Assessment criterion 3

Community support and broader public benefit (20 points).

You must demonstrate this by identifying:

- a. evidence of community support for your project, including any contributions to the project
- b. the broader public benefits that your project will deliver for the region and community, including how the project supports the needs of group(s) within communities who are at greater risk.

7.4. Assessment criterion 4

Priority locations (20 points)

Applications for projects that address the hazard risks in the selected LGAs identified in Appendix A will be awarded an additional 20 points. You can only receive a maximum of 20 additional points per application.

8. How to apply

Before applying you should read and understand these guidelines, the sample [application form](#) and the sample [grant agreement](#) published on business.gov.au and GrantConnect.

You can only submit an application during a funding round.

To apply, you must:

- complete the online [application form](#) via business.gov.au
- provide all the information requested
- address all eligibility and assessment criteria
- include all necessary attachments.

You can view and print a copy of your submitted application on the portal for your own records.

You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth). If we consider that you have provided false or misleading information we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on 13 28 46.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

If you need further guidance around the application process, or if you are unable to submit an application online, [contact us](#) at business.gov.au or by calling 13 28 46.

8.1. Project plan

A project plan is mandatory for applications seeking a grant amount over \$100,000.

The amount of detail and supporting evidence you provide in your project plan should be relative to the project size, complexity and grant amount requested.

Your project plan should contain the following in order to be competitive:

- a summary of your project including key objectives and outcomes
- a background of your organisation and your key management staff
- scope of the project and overview of project activities, including milestones
- project timeline
- a breakdown of roles and responsibilities
- a communication plan identifying key stakeholders
- a risk management framework identifying risks, impacts and mitigation strategies.

8.2. Attachments to the application

You must provide the following documents with your application:

- project plan to support assessment criterion 2 (projects with a grant amount over \$100,000)
- for joint applications, a letter of support from each of the project partners
- evidence of how you will provide your share of project costs:
 - if you will be making a cash/in-kind contribution to the project you must use the Accountant Declaration form available on business.gov.au and GrantConnect. If you do not use this template, you must include equivalent information and the declaration in your own document
 - if your project will receive cash/in-kind contributions from other sources, you must provide formal documentation confirming the cash/in-kind contributions from those sources (e.g.

state government) such as a commercial finance agreement or letter of offer with your application

- if applying as an incorporated association or not for profit organisation and you do not have an active state or territory incorporated association registration or ACNC registration at the time of application, you must provide Constitutional documents and/or Articles of Association that demonstrate the character of the organisation (where applicable).

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents. We will not consider information in attachments that we do not request.

8.3. Joint applications

We recognise that some organisations may want to join as a group to deliver a project. In these circumstances, you must appoint a lead organisation. Only the lead organisation can submit the application form and enter into the grant agreement with the Commonwealth. The application should identify all other members of the proposed group and include a letter of support from each of the project partners. Each letter of support should include:

- details of the project partner
- an overview of how the project partner will work with the lead organisation and any other project partners in the group to successfully complete the project
- an outline of the relevant experience and/or expertise the project partner will bring to the group
- the roles/responsibilities the project partner will undertake, and the resources it will contribute (if any)
- details of a nominated management level contact officer.

You must have a formal arrangement in place with all parties prior to execution of the grant agreement.

8.4. Timing of grant opportunity

You can only submit an application between the published opening and closing dates. We cannot accept late applications.

If you are successful, we expect you will be able to commence your project around May 2022.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	6 weeks
Approval of outcomes of selection process	2 weeks
Negotiations and award of grant agreements	1-3 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of project	May 2022
End date of grant commitment	30 June 2025

9. The grant selection process

We first review your application against the eligibility criteria. If eligible, we will then assess it against the assessment criteria. Only eligible applications will proceed to the assessment stage.

We consider your application on its merits, based on:

- how well it meets the criteria
- how it compares to other applications
- whether it provides value with relevant money.

When assessing whether the application represents value with relevant money, we will have regard to:

- the overall objectives of the grant opportunity
- the evidence provided to demonstrate how your project contributes to meeting those objectives
- the relative value of the grant sought.

We will establish a committee, chaired by the Coordinator-General of the National Recovery and Resilience Agency and including representatives from relevant Commonwealth departments and agencies, to assess applications. The committee may also seek additional advice from independent technical experts, including the Australian Climate Service, as well as local knowledge through the engagement network of the National Recovery and Resilience Agency.

The committee will assess your application against the assessment criteria, compare it to other eligible applications in a funding round, and have regard to State and Territory Government priorities for disaster risk reduction, the geographical spread of proposed projects and the selected LGAs listed at Appendix A before recommending which projects to fund.

The committee may engage external experts/advisors to inform the assessment process, including technical experts in State, Territory and Commonwealth government agencies.

You cannot make any material alteration or addition to your application, but if the selection process identifies unintentional errors in your application, we may contact you to correct or clarify the errors.

9.1. Who will approve grants?

The Minister for Emergency Management and National Recovery and Resilience (the Minister) decides which grants to approve taking into account the recommendations of the committee and the availability of grant funds.

The Minister's decision is final in all matters, including:

- the grant approval
- the grant funding to be awarded
- any conditions attached to the offer of grant funding.

We cannot review decisions about the merits of your application.

The Minister will not approve funding if there is insufficient program funds available across relevant financial years for the program.

10. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we advise you of any specific conditions attached to the grant.

If you are unsuccessful, we will give you an opportunity to discuss the outcome with us. You can submit a new application for the same (or similar) project in any future funding rounds. You should include new or more information to address the weaknesses that prevented your previous application from being successful. If a new application is substantially the same as a previous ineligible or unsuccessful application, we may refuse to consider it.

11. Successful grant applications

11.1. Grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. The grant agreement has general terms and conditions that cannot be changed. A sample [grant agreement](#) is available on business.gov.au and GrantConnect.

Where you do not own or manage the proposed project site/s, written consent from the site owner and/or site manager that allows for the implementation of the proposed project on each project site for the duration of the proposed project term must be provided prior to entering into a grant agreement.

We must execute a grant agreement with you before we can make any payments. Execute means both you and the Commonwealth have signed the agreement. We are not responsible for any expenditure you incur until a grant agreement is executed.

A Commonwealth standard grant agreement will be used for all grant recipients.

The approval of your grant may have specific conditions determined by the assessment process or other considerations made by the Minister. We will identify these in the offer of grant funding.

If you enter an agreement under the Preparing Australian Communities Program – Local Stream, you cannot receive other grants for the same activities from other Commonwealth, State or Territory granting programs.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

You will have 30 days from the date of a written offer to execute this grant agreement with the Commonwealth. During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application. We will review any required changes to these details to ensure they do not impact the project as approved by the Minister.

11.2. Project specific legislation, policies and industry standards

You must comply with all relevant laws and regulations in undertaking your project. You must also comply with the specific legislation/policies/industry standards that follow. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

11.2.1. Child Safety Requirements

You must comply with all relevant legislation relating to the employment or engagement of anyone working on the project that may interact with children, including all necessary working with children checks.

You must implement the [National Principles for Child Safe Organisations](#)⁴ endorsed by the Commonwealth.

⁴ <https://www.humanrights.gov.au/our-work/childrens-rights/national-principles-child-safe-organisations>

You will need to complete a risk assessment to identify the level of responsibility for children and the level of risk of harm or abuse, and put appropriate strategies in place to manage those risks. You must update this risk assessment at least annually.

You will also need to establish a training and compliance regime to ensure personnel are aware of, and comply with, the risk assessment requirements, relevant legislation including mandatory reporting requirements and the National Principles for Child Safe Organisations.

You will be required to provide an annual statement of compliance with these requirements in relation to working with children.

11.2.2. Building and construction requirements

Wherever the Australian Government funds building and construction activities, the following special regulatory requirements apply.

- *Code for the Tendering and Performance of Building Work 2016* ([Building Code 2016](#))⁵
- Australian Government Building and Construction WHS Accreditation Scheme ([WHS Scheme](#))⁶

These regulations are subject to the level of funding you receive as outlined below.

11.2.2.1. Building Code

The Building Code is administered by relevant State and Territory administrations under relevant State or Territory legislation on behalf of the [Australian Building and Construction Commission](#).⁷

The Building Code applies to all construction projects funded by the Australian Government through grants and other programs where:

- the value of Australian Government contribution to a project is at least \$5 million and represents at least 50 per cent of the total construction project value; or
- regardless of the proportion of Australian Government funding, where the Australian Government contribution to a project is \$10 million or more.

11.2.2.2. WHS Scheme

The WHS Scheme is administered by the [Office of the Federal Safety Commissioner](#).⁸

The Scheme applies to projects that are directly or indirectly funded by the Australian Government where:

- the value of the Australian Government contribution to the project is at least \$6 million and represents at least 50 per cent of the total construction project value; or
- the Australian Government contribution to a project is \$10 million (GST inclusive) or more, irrespective of the proportion of Australian Government funding; and
- a head contract under the project includes building work of \$4 million or more (GST inclusive).

⁵ <https://www.abcc.gov.au/building-code/building-code-2016>

⁶ <http://www.fsc.gov.au/sites/fsc/needaccredited/accreditationscheme/pages/theaccreditationscheme>

⁷ <https://www.abcc.gov.au/>

⁸ <http://www.fsc.gov.au/sites/FSC>

11.3. How we pay the grant

The grant agreement will state the:

- maximum grant amount we will pay
- proportion of eligible expenditure covered by the grant (grant percentage)
- any financial contribution provided by you or a third party.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will make an initial payment on execution of the grant agreement. We will make subsequent payments six monthly in advance based on your forecast eligible expenditure and adjusted for unspent amounts from previous payments. Payments are subject to satisfactory progress on the project.

Payments are subject to satisfactory progress on the project.

We set aside at least 10 per cent of the total grant funding for the final payment. We will pay this when you submit a satisfactory end of project report demonstrating you have completed outstanding obligations for the project. We may need to adjust your progress payments to align with available program funds across financial years and/or to ensure we retain a minimum 10 per cent of grant funding for the final payment.

11.4. Tax obligations

If you are registered for the Goods and Services Tax (GST), where applicable we will add GST to your grant payment and provide you with a recipient created tax invoice. You are required to notify us if your GST registration status changes during the project period. GST does not apply to grant payments to government related entities⁹.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#). We do not provide advice on tax.

12. Announcement of grants

We will publish non-sensitive details of successful projects on GrantConnect. We are required to do this by the [Commonwealth Grants Rules and Guidelines](#) unless otherwise prohibited by law. We may also publish this information on business.gov.au. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number
- business location
- your organisation's industry sector.

⁹ See Australian Taxation Office ruling GSTR 2012/2 available at ato.gov.au

13. How we monitor your grant activity

13.1. Keeping us informed

You must let us know as soon as possible if anything is likely to affect your project or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your project, carry on business and pay debts due.

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement you must contact us immediately.

You must notify us of events relating to your project and provide an opportunity for the Minister or their representative to attend.

13.2. Reporting

You must submit reports in line with the grant agreement. We will provide the requirements for these reports as appendices in the grant agreement. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed project milestones
- project expenditure, including expenditure of grant funds
- contributions of participants directly related to the project.

The amount of detail you provide in your reports should be relative to the project size, complexity and grant amount.

We will monitor the progress of your project by assessing reports you submit and may conduct site visits to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

13.2.1. Progress reports

Progress reports must:

- include details of your progress towards completion of agreed project activities
- show the total eligible expenditure incurred to date
- include evidence of expenditure
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant project activities).

We will only make grant payments when we receive satisfactory progress reports.

You must discuss any project or milestone reporting delays with us as soon as you become aware of them.

13.2.2. End of project report

When you complete the project, you must submit an end of project report.

End of project reports must:

- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred for the project
- include a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money
- be submitted by the report due date.

13.2.3. Ad-hoc reports

We may ask you for ad-hoc reports on your project. This may be to provide an update on progress, or any significant delays or difficulties in completing the project.

13.3. Independent audits

We may ask you to provide an independent audit report. An audit report will verify that you spent the grant in accordance with the grant agreement. The audit report requires you to prepare a statement of grant income and expenditure. The report template is available on business.gov.au and GrantConnect.

13.4. Compliance visits

We may visit you during the project period, or at the completion of your project, to review your compliance with the grant agreement. We may also inspect the records you are required to keep under the grant agreement. We may also visit you after you finish your project. We will provide you with reasonable notice of any compliance visit.

13.5. Grant agreement variations

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your grant agreement, including:

- changing project milestones
- extending the timeframe for completing the project up to 31 March 2025
- changing project activities

The program does not allow for:

- an increase of grant funds.

If you want to propose changes to the grant agreement, you must put them in writing before the grant agreement end date. We can provide you with a variation request template.

If a delay in the project causes milestone achievement and payment dates to move to a different financial year, you will need a variation to the grant agreement. We can only move funds between financial years if there is enough program funding in the relevant year to allow for the revised payment schedule. If we cannot move the funds, you may lose some grant funding.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department
- changes to the timing of grant payments
- availability of program funds.

13.6. Evaluation

The National Recovery and Resilience Agency (NRRRA) will evaluate the grant program to measure how well the outcomes and objectives have been achieved. We may use information from your application and project reports for this purpose. The NRRRA may also interview you, or ask you for more information to help them understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes. The NRRRA may establish case studies of successful projects in consultation with grantees.

The NRRRA may contact you up to two years after you finish your project for more information to assist with this evaluation.

13.7. Grant acknowledgement

If you make a public statement about a project funded under the program, including in a brochure or publication, you must acknowledge the grant by using the following:

'This project received grant funding from the Australian Government.'

If you erect signage in relation to the project, the signage must also contain an acknowledgement of the grant.

14. Probity

We will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

14.1. Conflicts of interest

Any conflicts of interest could affect the performance and integrity of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if our staff, any member of a committee or advisor and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer or member of the assessment committee
- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/ grant opportunity.

As part of your application, we will ask you to declare any perceived or existing conflicts of interests or confirm that, to the best of your knowledge, there is no conflict of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform us in writing immediately.

Conflicts of interest for Australian Government staff are handled as set out in the Australian [Public Service Code of Conduct \(Section 13\(7\)\)](#)¹⁰ of the *Public Service Act 1999* (Cth). Committee

¹⁰ <https://www.legislation.gov.au/Details/C2019C00057>

members and other officials including the decision maker must also declare any conflicts of interest.

We publish our [conflict of interest policy](#)¹¹ on the department's website. The Commonwealth policy entity also publishes a conflict of interest policy on its website.

14.2. How we use your information

Unless the information you provide to us is:

- confidential information as per 14.2.1, or
- personal information as per 14.2.3,

We may share the information with other government agencies for a relevant Commonwealth purpose such as:

- to improve the effective administration, monitoring and evaluation of Australian Government programs
- for research
- to announce the awarding of grants.

14.2.1. How we handle your confidential information

We will treat the information you give us as sensitive and therefore confidential if it meets all of the following conditions:

- you clearly identify the information as confidential and explain why we should treat it as confidential
- the information is commercially sensitive
- disclosing the information would cause unreasonable harm to you or someone else
- you provide the information with an understanding that it will stay confidential.

14.2.2. When we may disclose confidential information

We may disclose confidential information:

- to the committee, its advisers (including technical experts) and our Commonwealth employees and contractors and advisers, to help us manage the program effectively
- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if

- we are required or authorised by law to disclose it
- you agree to the information being disclosed, or
- someone other than us has made the confidential information public.

¹¹ https://www.industry.gov.au/sites/default/files/July%202018/document/pdf/conflict-of-interest-and-insider-trading-policy.pdf?acsf_files_redirect

14.2.3. How we use your personal information

We must treat your personal information according to the Australian Privacy Principles (APPs) and the *Privacy Act 1988* (Cth). This includes letting you know:

- what personal information we collect
- why we collect your personal information
- to whom we give your personal information.

We may give the personal information we collect from you to our employees and contractors, the committee, and other Commonwealth employees and contractors, so we can:

- manage the program
- research, assess, monitor and analyse our programs and activities.

We, or the Minister, may:

- announce the names of successful applicants to the public
- publish personal information on the department's websites.

You may read our [Privacy Policy](#)¹² on the department's website for more information on:

- what is personal information
- how we collect, use, disclose and store your personal information
- how you can access and correct your personal information.

14.2.4. Freedom of information

All documents in the possession of the Australian Government, including those about the program, are subject to the *Freedom of Information Act 1982* (Cth) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

14.3. Enquiries and feedback

For further information or clarification, you can contact us on 13 28 46 or by [web chat](#) or through our [online enquiry form](#) on business.gov.au.

We may publish answers to your questions on business.gov.au as Frequently Asked Questions.

Our [Customer Service Charter](#) is available at business.gov.au. We use customer satisfaction surveys to improve our business operations and service.

If you have a complaint, call us on 13 28 46. We will refer your complaint to the appropriate manager.

¹² <https://www.industry.gov.au/data-and-publications/privacy-policy>

If you are not satisfied with the way we handle your complaint, you can contact:

Chief Finance Officer
 Department of Industry, Science, Energy and Resources
 GPO Box 2013
 CANBERRA ACT 2601

You can also contact the [Commonwealth Ombudsman](http://www.ombudsman.gov.au/)¹³ with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

15. Glossary

Term	Definition
Application form	The document issued by the Program Delegate that applicants use to apply for funding under the program.
Department	The Department of Industry, Science, Energy and Resources.
Committee	The body established by the National Recovery and Resilience Agency to consider and assess eligible applications and make recommendations to the Minister for funding under the program.
Commonwealth agency or body	A Department of State, or parliamentary Department, or a listed entity or a body corporate established by the law of the Commonwealth. See subsections 10(1) and (2) of the <i>Public Governance, Performance and Accountability Act 2013</i> (Cth).
Disaster	A serious disruption of the functioning of a community or a society at any scale due to hazardous events interacting with conditions of exposure, vulnerability and capacity, leading to one or more of the following: human, material, economic or environmental losses and impacts.
Disaster risk	The potential loss of life, injury, or destroyed or damaged assets caused by a disaster, which could occur to a system, society or a community.
Disaster risk reduction	Disaster risk reduction is aimed at preventing new and reducing existing disaster risk and managing residual risk, all of which contribute to strengthening resilience and therefore to the achievement of sustainable development.
Eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support in the list in Section 6.1.

¹³ <http://www.ombudsman.gov.au/>

Term	Definition
Eligible application	An application or proposal for grant funding under the program that the Program Delegate has determined is eligible for assessment in accordance with these guidelines.
Eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in Section 6.4.
Eligible expenditure guidance	The guidance that is provided at Appendix B.
Grant agreement	A legally binding contract between the Commonwealth and a grantee for the grant funding.
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.
GrantConnect	The Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the Commonwealth Grants Rules and Guidelines (CGRGs).
Grantee	The recipient of grant funding under a grant agreement.
Groups within communities who are at greater risk	Including but not limited to: <ul style="list-style-type: none"> • Aboriginal and Torres Strait Islander communities • Culturally and Linguistically Diverse (CALD) communities • migrant and refugee communities • people with a disability • LGBTQIA+ community • children and young people • the elderly • those experiencing homelessness, unemployment or poverty.
Guidelines	Guidelines that the Minister gives to the department to provide the framework for the administration of the program, as in force from time to time.

Term	Definition
Local government agency or body	<p>A local governing body as defined in the <i>Local Government (Financial Assistance) Act 1995</i> (Cth).</p> <p>For the purposes of the program, we also consider the following organisations to be an Australian local government agency or body:</p> <ul style="list-style-type: none"> ▪ Anangu Pitjantjatjara, Maralinga, Gerard, Nepabunna and Yalata local governing bodies in South Australia ▪ Cocos (Keeling) Islands Shire Council ▪ Lord Howe Island Board ▪ Norfolk Island Regional Council ▪ The Outback Communities Authority ▪ The Shire of Christmas Island ▪ The Silverton and Tibooburra villages in New South Wales.
Minister	The Commonwealth Minister for Emergency Management and National Recovery and Resilience
National Disaster Risk Reduction Framework	The National Disaster Risk Reduction Framework sets out the foundational work required nationally across all sectors, to reduce disaster risk, minimise new disaster risk, and deliver better climate and disaster risk information. The Framework is available at recovery.gov.au
Natural hazard	A natural process or phenomenon that may cause loss of life, injury or other health impacts, property damage, social and economic disruption or environmental degradation.
Personal information	<p>Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:</p> <p>Information or an opinion about an identified individual, or an individual who is reasonably identifiable:</p> <ol style="list-style-type: none"> a. whether the information or opinion is true or not; and b. whether the information or opinion is recorded in a material form or not.
Program Delegate	A manager within the department with responsibility for the program.
Program funding or Program funds	The funding made available by the Commonwealth for the program.
Project	A project described in an application for grant funding under the program.

Term	Definition
Resilience	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.

Appendix A. Priority Local Government Areas (LGAs)

Table 1 - Bushfire Risk LGAs

Applications for projects that address bushfire risks in the selected LGAs identified in the table below will be awarded an additional 20 points (You can only receive a maximum of 20 additional points per application).

State	LGA
ACT	Unincorporated ACT
NSW	Bega Valley
NSW	Blue Mountains
NSW	Central Coast (NSW)
NSW	Cessnock
NSW	Eurobodalla
NSW	Kempsey
NSW	Lake Macquarie
NSW	Port Macquarie-Hastings
NSW	Port Stephens
NSW	Shoalhaven
NT	Barkly
NT	Litchfield
QLD	Sunshine Coast
SA	Adelaide Hills
SA	Campbelltown (SA)
SA	Clare and Gilbert Valleys
SA	Kangaroo Island
SA	Lower Eyre Peninsula
SA	Mitcham
SA	Mount Barker
SA	Onkaparinga
SA	Playford
SA	Port Lincoln
SA	Tea Tree Gully
TAS	Break O'Day
TAS	Brighton
TAS	Clarence
TAS	Derwent Valley
TAS	Glenorchy
TAS	Hobart
TAS	Huon Valley
TAS	Kingborough
VIC	Alpine
VIC	Ballarat
VIC	Bass Coast
VIC	Baw Baw
VIC	Cardinia
VIC	Colac-Otway
VIC	East Gippsland
VIC	Glenelg
VIC	Golden Plains
VIC	Greater Bendigo
VIC	Greater Geelong
VIC	Hepburn
VIC	Indigo
VIC	Latrobe (Vic.)
VIC	Macedon Ranges
VIC	Manningham

State	LGA
VIC	Mansfield
VIC	Mitchell
VIC	Moorabool
VIC	Mornington Peninsula
VIC	Mount Alexander
VIC	Moynes
VIC	Murrindindi
VIC	Nillumbik
VIC	Northern Grampians
VIC	South Gippsland
VIC	Southern Grampians
VIC	Surf Coast
VIC	Unincorporated Vic
VIC	Wangaratta
VIC	Wellington
VIC	Yarra Ranges
WA	Armadale
WA	Augusta-Margaret River
WA	Busselton
WA	Kalamunda
WA	Mundaring
WA	Swan

Table 2 – Tropical Cyclone Risk LGAs

Applications for projects that address tropical cyclone risks in the selected LGAs identified in the table below will be awarded an additional 20 points (You can only receive a maximum of 20 additional points per application).

State	LGA
NT	Darwin
NT	East Arnhem
NT	Katherine
NT	Litchfield
NT	Palmerston
NT	Roper Gulf
NT	Tiwi Islands
NT	West Arnhem
QLD	Aurukun
QLD	Banana
QLD	Barcaldine
QLD	Blackall-Tambo
QLD	Brisbane
QLD	Bundaberg
QLD	Burdekin
QLD	Burke
QLD	Carpentaria
QLD	Cassowary Coast
QLD	Central Highlands (Qld)
QLD	Charters Towers
QLD	Cook
QLD	Croydon
QLD	Etheridge
QLD	Flinders (Qld)
QLD	Fraser Coast
QLD	Gladstone
QLD	Goondiwindi
QLD	Gympie
QLD	Hinchinbrook

State	LGA
QLD	Ipswich
QLD	Isaac
QLD	Livingstone
QLD	Mackay
QLD	Maranoa
QLD	Moreton Bay
QLD	Mount Isa
QLD	Noosa
QLD	North Burnett
QLD	Redland
QLD	Rockhampton
QLD	Scenic Rim
QLD	Somerset
QLD	South Burnett
QLD	Southern Downs
QLD	Sunshine Coast
QLD	Tablelands
QLD	Toowoomba
QLD	Torres
QLD	Townsville
QLD	Western Downs
QLD	Whitsunday
WA	Ashburton
WA	Broome
WA	Carnamah
WA	Carnarvon
WA	East Pilbara
WA	Exmouth
WA	Karratha
WA	Mingenew
WA	Moora
WA	Morawa
WA	Perenjori
WA	Port Hedland
WA	Shark Bay
WA	Three Springs

Table 3 – Flood Risk LGAs

Applications for projects that address flood risks in the selected LGAs identified in the table below will be awarded an additional 20 points (You can only receive a maximum of 20 additional points per application).

State	LGA
NSW	Albury
NSW	Ballina
NSW	Bayside
NSW	Byron
NSW	Central Coast (NSW)
NSW	Clarence Valley
NSW	Hawkesbury
NSW	Kempsey
NSW	Lake Macquarie
NSW	Liverpool
NSW	Mid-Coast
NSW	Northern Beaches
NSW	Parramatta
NSW	Penrith
NSW	Port Macquarie-Hastings

State	LGA
NSW	Richmond Valley
NSW	Shoalhaven
NSW	Wollongong
NT	Barkly
NT	East Arnhem
NT	Roper Gulf
NT	Victoria Daly
QLD	Brisbane
QLD	Bundaberg
QLD	Cairns
QLD	Cassowary Coast
QLD	Central Highlands (Qld)
QLD	Fraser Coast
QLD	Gold Coast
QLD	Hinchinbrook
QLD	Ipswich
QLD	Mackay
QLD	Moreton Bay
QLD	Rockhampton
QLD	Sunshine Coast
QLD	Toowoomba
QLD	Townsville
QLD	Western Downs
SA	Adelaide Plains
SA	Burnside
SA	Campbelltown (SA)
SA	Charles Sturt
SA	Holdfast Bay
SA	Marion
SA	Norwood Payneham St Peters
SA	Onkaparinga
SA	Playford
SA	Port Adelaide Enfield
SA	Salisbury
SA	Unley
SA	West Torrens
TAS	Break O'Day
TAS	Derwent Valley
WA	Carnarvon
WA	East Pilbara
WA	Moora
WA	Port Hedland

Appendix B. Eligible expenditure

This section provides guidance on the eligibility of expenditure. We may update this guidance from time to time, so you should make sure you have the current version from the [business.gov.au](https://www.business.gov.au) website before preparing your application.

The Program Delegate makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

To be eligible, expenditure must:

- be incurred by you within the project period
- be a direct cost of the project
- be incurred by you to undertake required project audit activities
- meet the eligible expenditure guidelines.

B.1 How we verify eligible expenditure

If your application is successful, we will ask you to verify the project budget that you provided in your application when we negotiate your grant agreement. You may need to provide evidence such as quotes for major costs.

The grant agreement will include details of the evidence you may need to provide when you achieve certain milestones in your project. This may include evidence related to eligible expenditure.

If requested, you will need to provide the agreed evidence along with your progress reports.

You must keep payment records of all eligible expenditure, and be able to explain how the costs relate to the agreed project activities. At any time, we may ask you to provide records of the expenditure you have paid. If you do not provide these records when requested, the expense may not qualify as eligible expenditure.

At the end of the project, you will be required to provide an independent financial audit of all eligible expenditure from the project.

B.2 Hired/leased plant

You must calculate eligible expenditure for hired, rented, or leased plant by the number of payment periods where you use the plant for the project multiplied by the period hiring fee. If you purchase plant under a hire purchase agreement, or you use a lease to finance the purchase of the plant, the cost of the item of plant, excluding interest, is capitalised, and then depreciated.

Running costs for hired or leased plant are eligible expenditure but you must be able to verify them. They may include items such as rent, light and power, and repairs and maintenance.

B.3 Labour expenditure

Eligible labour expenditure for the grant covers the direct labour costs of employees you directly employ on the core elements of the project. We consider a person an employee when you pay them a regular salary or wage, out of which you make regular tax instalment deductions.

We consider costs for project management activities eligible labour expenditure. However, we limit these costs to 10 per cent of the total amount of eligible labour expenditure claimed.

We do not consider labour expenditure for leadership or administrative staff (such as CEOs, CFOs, accountants and lawyers) as eligible expenditure, even if they are doing project management tasks.

Eligible salary expenditure includes an employee's total remuneration package as stated on their Pay As You Go (PAYG) Annual Payment Summary submitted to the ATO. We consider salary-sacrificed superannuation contributions as part of an employee's salary package if the amount is more than what the Superannuation Guarantee requires.

The maximum salary for an employee, director or shareholder, including packaged components that you can claim through the grant is \$175,000 per financial year.

For periods of the project that do not make a full financial year, you must reduce the maximum salary amount you claim proportionally.

You can only claim eligible salary costs when an employee is working directly on agreed project activities during the agreed project period.

B.4 Labour on-costs and administrative overhead

You may increase eligible salary costs by an additional 30% allowance to cover on-costs such as employer paid superannuation, payroll tax, workers compensation insurance, and overheads such as office rent and the provision of computers.

You should calculate eligible salary costs using the formula below:

$$\text{Eligible salary costs} = \frac{\text{Annual salary package} \times \frac{\text{Weeks spent on project}}{52 \text{ weeks}} \times \text{percentage of time spent on project}}$$

You cannot calculate labour costs by estimating the employee's worth. If you have not exchanged money (either by cash or bank transactions) we will not consider the cost eligible.

Evidence you will need to provide can include:

- details of all personnel working on the project, including name, title, function, time spent on the project and salary
- ATO payment summaries, pay slips and employment contracts.

B.5 Contract expenditure

Eligible contract expenditure is the cost of any agreed project activities that you contract others to do. These can include contracting:

- another organisation
- an individual who is not an employee, but engaged under a separate contract.

All contractors must have a written contract prior to starting any project work—for example, a formal agreement, letter or purchase order which specifies:

- the nature of the work they perform
- the applicable fees, charges and other costs payable.

Invoices from contractors must contain:

- a detailed description of the nature of the work
- the hours and hourly rates involved

- any specific plant expenses paid.

Invoices must directly relate to the agreed project, and the work must qualify as an eligible expense. The costs must also be reasonable and appropriate for the activities performed.

We will require evidence of contractor expenditure that may include:

- an exchange of letters (including email) setting out the terms and conditions of the proposed contract work
- purchase orders
- supply agreements
- invoices and payment documents.

You must ensure all project contractors keep a record of the costs of their work on the project. We may require you to provide a contractor's records of their costs of doing project work. If you cannot provide these records, the relevant contract expense may not qualify as eligible expenditure.

B.6 Travel expenditure

Eligible travel may include

- domestic travel limited to the reasonable cost of accommodation, transportation and food required to conduct agreed project and collaboration activities in Australia

Eligible air transportation is limited to the economy class fare for each sector travelled; where non-economy class air transport is used only the equivalent of an economy fare for that sector is eligible expenditure. Where non-economy class air transport is used, the grantee will require evidence showing what an economy air fare costs at the time of travel.

B.7 Other eligible expenditure

Other eligible expenditures for the project may include:

- building modifications where you own the modified asset and the modification is required to undertake the project, for example installing a clean room. Modifications to leased buildings may be eligible. You must use the leased building for activities related to your project.
- staff training that directly supports the achievement of project outcomes
- financial auditing of project expenditure
- costs you incur in order to obtain planning, environmental or other regulatory approvals during the project period. However, associated fees paid to the Commonwealth, state, territory and local governments are not eligible
- contingency costs up to a maximum of 10% of the eligible project costs. Note that we make payments based on actual costs incurred.

Other specific expenditures may be eligible as determined by the Program Delegate.

Evidence you need to supply can include supplier contracts, purchase orders, invoices and supplier confirmation of payments.

Appendix C. Ineligible expenditure

This section provides guidance on what we consider ineligible expenditure. We may update this guidance from time to time, so you should make sure you have the current version from the business.gov.au website before preparing your application.

The Program Delegate may impose limitations or exclude expenditure, or further include some ineligible expenditure listed in these guidelines in a grant agreement or otherwise by notice to you.

Examples of ineligible expenditure include:

- research not directly supporting eligible activities
- activities, equipment or supplies that are already being supported through other sources
- costs incurred prior to us notifying you that the application is eligible and complete
- financing costs, including interest
- capital expenditure for the purchase of assets such as office furniture and equipment, motor vehicles, computers, printers or photocopiers
- costs involved in the purchase or upgrade/hire of software (including user licences) and ICT hardware (unless it directly relates to the project)
- costs such as rental and utilities
- non-project-related staff training and development costs
- insurance costs (the participants must effect and maintain adequate insurance or similar coverage for any liability arising as a result of its participation in funded activities)
- debt financing
- costs related to obtaining resources used on the project, including interest on loans, job advertising and recruiting, and contract negotiations
- depreciation of plant and equipment beyond the life of the project
- maintenance costs
- costs of purchasing, leasing, depreciation of, or development of land opportunity costs relating to any production losses due to allocating resources to the agreed grant project
- costs of manufacturing production inputs
- routine operational expenses, including communications, accommodation, office computing facilities, printing and stationery, postage, legal and accounting fees and bank charges
- costs related to preparing the grant application, preparing any project reports (except costs of independent audit reports we require) and preparing any project variation requests
- travel costs that exceed 10% of total project costs except where otherwise approved by the Program Delegate.

This list is not exhaustive and applies only to the expenditure of the grant funds. Other costs may be ineligible where we decide that they do not directly support the achievement of the planned outcomes for the project or that they are contrary to the objective of the program.

You must ensure you have adequate funds to meet the costs of any ineligible expenditure associated with the project.

PARKS, SPORT AND PUBLIC SPACES
Councillor Portfolio – Councillor Rutherford

No items for consideration

PLANNING AND REGULATION
Councillor Portfolio – Councillor Mathers

10.6 EDENBROOK TRUNK WORK ESTABLISHMENT COST

File No:	D/22-2021
Attachments:	1. Amended ICN ↓
Authorising Officer:	Doug Scott - Manager Planning and Regulatory Services Alicia Cutler - General Manager Community Services
Author:	Jamie McCaul - Coordinator Development Assessment

SUMMARY

Council Officers are seeking endorsement from Council for an increase in the establishment cost identified on the Infrastructure Charges Notice for the trunk works required to be built at Edenbrook.

The amount required above that adopted in the Capital Budget requires a Council decision.

OFFICER'S RECOMMENDATION

THAT Council endorses the Amended Infrastructure Charges Notice.

COMMENTARY

Council issued an Infrastructure Charges Notice (ICN) for a recent stage of the Edenbrook Estate at Parkhurst. This ICN included the provision of a number of trunk items required to be delivered and costs associated. The costs identified in the ICN have been taken from Council's Local Government Infrastructure Plan's (LGIP) Schedule of Works (SOW).

The Developers of the Edenbrook Estate at Parkhurst have suspended the appeal period of the ICN and submitted representations in the form of a trunk infrastructure cost assessment report for each of the items. This report includes justification around the significant increase in costs to be attributed to the trunk items.

The ICN identifies a total amount of \$3,246,198.04 for the provision of a sewerage pressure main, sewerage gravity main, sewerage pump station and approximately 600m of major urban collector road.

The cost assessment submitted by the consultant is \$6,404,817.53. Therefore the differential is \$3,158,619.49.

The difference in the costs can be attributed to the following:

1. Change in Scope of Works – during the detailed design a drainage corridor was identified towards the McLaughlin Street end which in turn necessitated the requirement for significant culverts across Edenbrook Drive as well as additional length of the road. Changes to the sewerage strategy included modifications to the sewerage pump station and additional infrastructure length;
2. High level cost estimation within the LGIP SOW – the cost estimates included in Council's LGIP SOW are based on a calculation looking at a cost per meter rate for

the relevant length of infrastructure. Detailed design is not completed at the planning stage ;

3. Escalation in price of materials and labor costs – in more recent times, there has been a reasonable price escalation on the provision of materials and well as labor.

Officers have reviewed the detailed cost assessments and engaged with the consultants regarding a number of items. The above amount is fair and reasonable for the delivery of the trunk works.

It is proposed that all of the trunk infrastructure items will be delivered current financial year.

BACKGROUND

A development permit for Reconfiguration of a Lot was issued on the 26 May 2021 for the next stages at Edenbrook, Parkhurst. The permit included conditions identifying necessary trunk infrastructure required to be built as part of this development.

An associated ICN was issued levying infrastructure charges payable but also the establishment costs for each of the trunk infrastructure items.

BUDGET IMPLICATIONS

In the capital budget project report (year 1), the sewerage pump station and gravity main are identified being a total amount of \$972,835. Balance of the works (sewerage pressure main) will need to be brought forward from year 2 (being \$200,000) and additional funds allocated to align with the revised establishment cost of \$1,644,870.50. Therefore in total Council have \$1,172,835.00 in the budget and need an additional \$472,035.50 for the trunk sewerage works.

Edenbrook Drive is identified in the capital budget project report (year 3) \$1,000,000 so this project will need to be brought forward. Further, the allocation for this project will need to be increased in accordance with the revised establishment cost. Council will need an additional \$3,759,947.03 with the total establishment cost being \$4,759,947.03.

Current year budgets will be reallocated to meet the budgetary requirements for Edenbrook, this may also include the bringing forward of budgets from 2022/2023 and later years and deferring some current year projects to future years.

LEGISLATIVE CONTEXT

The Planning Act 2016 requires Local Governments to follow the process outlined in their charges resolution regarding determining the establishment cost of trunk infrastructure.

LEGAL IMPLICATIONS

Once the establishment cost has been agreed, Council must issue an amended ICN within 10 business days of the agreement being reached.

Council is obligated to refund the establishment cost for the conditioned trunk work.

CONCLUSION

An establishment cost assessment for the provision of the trunk works has been submitted inclusive of a detailed bill of quantities and appropriate land valuations in accordance with Council's Charges resolution.

It is recommended that Council endorses the Amended Infrastructure Charges Notice.

EDENBROOK TRUNK WORK ESTABLISHMENT COST

Amended ICN

Meeting Date: 25 January 2022

Attachment No: 1



Infrastructure Charges Notice (Amended)

PLANNING ACT 2016, SECTION 121

Application number:	D/22-2021	Contact:	Kathy McDonald
Date of Decision:	17 December 2021	Contact Number:	07 4936 8099

1. APPLICANT DETAILS

Name:	Edenbrook Land Pty Ltd		
Postal address:	C/- Capricorn Survey Group (CQ) Pty Ltd PO BOX 1391 ROCKHAMPTON QLD 4700		
Phone no:	(07) 4927 5199	Mobile no:	0407 581 850
Email:	reception@csqcg.com.au		

2. PROPERTY DESCRIPTION

Street address:	Lot 253 Edenbrook Drive and 206 William Palfrey Road, Parkhurst
Property description:	Lot 255 on SP307487 and Lot 1 on SP252938, Parish of Murchison

3. OWNER DETAILS

Name:	Edenbrook Land Pty Ltd
Postal address:	PO BOX 6579, North Rockhampton Qld 4701
Name:	P D Dunbar
Postal address:	PO Box 8445, Allenstown Qld 4700

4. DEVELOPMENT APPROVAL

Development Permit for Reconfiguring a Lot (two lots into forty-four lots) and an Access Easement - Edenbrook Estate) Oscadia Way - Stages A, 1A, 1C and 2A

5. CHANGES TO INFRASTRUCTURE CHARGES NOTICES

Change – Section 6 (refund for trunk infrastructure networks):	Date:															
	14 January 2022															
<table border="1"> <thead> <tr> <th>Item</th> <th>Original</th> <th>Change</th> </tr> </thead> <tbody> <tr> <td>T-98</td> <td>\$ 2,082,051.03</td> <td>\$4,759,947.03</td> </tr> <tr> <td>SEW-6</td> <td>\$ 765,236.06</td> <td>\$1,075,653.00</td> </tr> <tr> <td>SEW-132</td> <td>\$ 222,192.82</td> <td>\$290,897.50</td> </tr> <tr> <td>SEW-28</td> <td>\$ 176,718.13</td> <td>\$278,320.00</td> </tr> </tbody> </table>	Item	Original	Change	T-98	\$ 2,082,051.03	\$4,759,947.03	SEW-6	\$ 765,236.06	\$1,075,653.00	SEW-132	\$ 222,192.82	\$290,897.50	SEW-28	\$ 176,718.13	\$278,320.00	
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SEW-132	\$ 222,192.82	\$290,897.50														
SEW-28	\$ 176,718.13	\$278,320.00														

6. INFRASTRUCTURE CHARGE

The contribution required to be paid is **\$840,000**.

This charge may be subject to automatic increases from when the charges are levied until when they are paid in accordance with section 121 of the *Planning Act 2016* and Council's Adopted The property falls within Charge Area 1 and the infrastructure charges have been calculated as follows:

- (a) A charge of \$861,000.00 for forty (40) new residential allotments and remaining balance lot;
- (b) No charge for proposed Lot 900 (Sewer Pump Station), transferred to Council as freehold land;
- (c) No charge for proposed Lot 991 (Public Use Land), transferred to Council as freehold land;
- (d) No charge for proposed Lot 990 (Public Use Land), transferred to Council as freehold land;
- (e) No charge for Lot 1 on SP252938 (boundary realignment); and
- (f) An Infrastructure Credit of \$21,000.00 for the existing allotment (balance lot).

The Infrastructure Charges will be payable in the following stages:

- No charge payable for Lot 1, Lot 255, Lot 990 and Access Easement (Stage A);
- \$357,000.00 for Lots 301-306, Lots 349-354, Lots 364-368, and Lot 900 (Stage 1A);
- \$63,000 for Lot 369, Lot 370, Lot 371 and Lot 991 (Stage 1C); and
- \$420,000.00 for Lots 326-334, Lots 343-348 and Lots 359-363 (Stage 2A).

In addition, a refund will be provided for each of the following trunk infrastructure networks when they are completed and accepted 'on defects':

- (a) T-98 - \$4,759,947.03 for the construction of William Palfrey Road - Upgrade to Major Urban Collector; 740 metres in length;
- (b) SEW-6 - \$1,075,653.00 - for the construction of the McLaughlin Street Sewage Pump Station;
- (c) SEW-132 - \$290,897.50 for the construction of a 100 millimetre Rising Main (Divert Springbrook Close Sewage Pump Station discharge from Belmont Road Sewage Pump Station to gravity network prior to McLaughlin Street Sewage Pump Station) – 1400m in length; and
- (d) SEW-28 - \$278,320.00 – for the construction of a 300 millimetre Gravity Main (Discharge chamber for SEW-132 from Springbrook Close Sewage Pump Station to McLaughlin Street Sewer Pump Station) – 500 metres in length.

All trunk amounts have been indexed to December 2020.

Therefore, a total **refund of \$6,404,817.53** will be provided for the trunk infrastructure networks and an **Infrastructure Charge of \$840,000.00** will be payable.

WHEN CHARGE IS PAYABLE

The infrastructure charges of **\$840,000.00** must be paid when the local government issues the Approval Certificate for the Survey plan.

Payment options can be found at the bottom of this notice.

7. LAPSING OF INFRASTRUCTURE CHARGES NOTICE

This Infrastructure Charges Notice lapses if the development approval to which it pertains ceases to have effect in accordance with section 85 of the *Planning Act 2016*.

8. ORIGINAL ASSESSMENT MANAGER

Name: Amanda O'Mara ACTING COORDINATOR DEVELOPMENT ASSESSMENT	Date: 26 May 2021
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9. ASSESSMENT MANAGER

Name: Tarnya Fitzgibbon COORDINATOR DEVELOPMENT ASSESSMENT	Signature:	Date: 25 January 2022
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IN PERSON

In person at any of Council's Customer Service Centres or Development Advice Centre.

CREDIT CARD


Online via [eServices](#) on Council's website using payment reference:

6994230

OR

Call us on 1300 22 55 77

BPAY

	Bill Code: 129999
	Ref: 6994230
Telephone & Internet Banking – BPAY® Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au	

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WASTE AND RECYCLING*Councillor Portfolio – Councillor Latcham*

No items for consideration

WATER AND ENVIRONMENTAL SUSTAINABILITY*Councillor Portfolio – Councillor Kirkland*

No items for consideration

BUDGET, GOVERNANCE AND OTHER MATTERS

10.7 INFRASTRUCTURE CHARGES RESOLUTION

File No:	11344
Attachments:	1. Draft Charges Resolution No.1 of 2022 ↓
Authorising Officer:	Angus Russell - Manager Strategy and Planning Ross Cheesman - Deputy Chief Executive Officer
Author:	Alyce James - Strategic Planner

SUMMARY

This report seeks endorsement of a new Infrastructure Charges Resolution.

OFFICER'S RECOMMENDATION

THAT Council adopts the *Charges Resolution No.1 of 2022* with its commencement date of 1 July 2022.

COMMENTARY

Council's current infrastructure charges are set by the *Adopted Infrastructure Charges Resolution No.5* which has been in force since 28 September 2015. The attached draft *Charges Resolution No.1 of 2022* has been prepared in response to a number of factors including:

- a) Escalation of the cost of providing development infrastructure;
- b) The absence of any increase of charges since 2011;
- c) Alignment with the *Planning Act 2016*; and,
- d) An external legal review of Council's current charges resolution.

Based on the above drivers, a range of changes to Council's Charges Resolution (CR) are proposed. This report seeks Council's endorsement and adoption of a new CR that:

- Increases the Infrastructure Charges to reflect the prescribed maximum charges (as at 1 July 2021) set by the State Government through the *Planning Regulation 2017* for all development types and land uses, except for those detailed below.
- Adopts infrastructure charges that are below the current prescribed maximum charges for dual occupancy and multiple dwellings with these uses to be set at 60% of the maximum charge.

This approach seeks to encourage and support infill and higher density development where the costs of servicing development are inherently less than low density greenfield development.

- Adopts a single charge area across the Local Government Area.
- Incorporates indexation of charges which will reflect cost escalation over time.
- Incorporates Development Incentives within the Resolution that will grant a 15% discount to the proposed infrastructure charges from 1 July 2022 to 30 June 2023.

The aim of this is to provide a transitional arrangement to mitigate the short term impacts of increased charges and to potentially bring forward some development to capitalise on this incentive.

BACKGROUND

Infrastructure charges are levied on new development approvals. Those charges are made via an CR and informed by Council's *Local Government Infrastructure Plan* (LGIP), Plans for Trunk Infrastructure (PFTI) and Schedule of Works (SOW) that form part of the Planning Scheme.

Since adoption of the current infrastructure charges regime in 2011, Council has updated the resolution on five occasions to reflect legislative changes and commencement of the current *Rockhampton Region Planning Scheme* and *Local Government Infrastructure Plan*. The infrastructure charges amounts have not been increased since 2011.

PREVIOUS DECISIONS

A number of options and recommendations were presentation at the Council Meeting on 9 November 2021. At that time Council endorsed principles for drafting of a new CR. That has guided and informed subsequently drafting of the new CR proposed in this report.

BUDGET IMPLICATIONS

Any changes to the CR infrastructure charge rates, associated transitional arrangements and development incentives policies will affect Council's revenue and its ability to fund trunk infrastructure delivery. While still not fully covering the cost of development infrastructure, the increased charges will go some way to covering the current funding gap.

LEGISLATIVE CONTEXT

The revised CR must properly reflect requirements of the *Planning Act 2016*.

STAFFING IMPLICATIONS

The proposed new CR, delayed commencement date and transitional arrangements may lead to an increase in development applications and increased demand on the Development Assessment and Development Engineering teams.

RISK ASSESSMENT

There has been no formal risk assessment, however, the report and its recommendation aims to balance objectives and risks associated with growth and development in the region and Council's long term financial sustainability.

External legal advice has been sought in drafting of the proposed new CR.

CORPORATE/OPERATIONAL PLAN

The report aim to align with the following Corporate Plan outcomes:

- 1.1 Safe, accessible, reliable and sustainable infrastructure and facilities; and,
- 5.3 Financially sustainable organisation.

CONCLUSION

It is recommended that Council adopt the new *Charges Resolution No.1 of 2022* with 1 July 2022 as the commencement date.

INFRASTRUCTURE CHARGES RESOLUTION

Draft Charges Resolution No.1 of 2022

Meeting Date: 25 January 2022

Attachment No: 1

Rockhampton Regional Council

Charges Resolution No. 1 of 2022

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1 Preliminary

1.1 This document

This document (resolution) is a charges resolution made by Council under section 113 of the *Planning Act*.

1.2 Citation

This resolution may be cited as the *Rockhampton Regional Council Charges Resolution No. 1 of 2022*

1.3 Commencement

This resolution has effect on and from 1 July 2022.

1.4 Definitions

Terms used in this resolution are defined in **section 6.1**.

1.5 Application

- (a) This resolution applies to all of Council's local government area.
- (b) As set out in **section 2**, this resolution adopts charges for providing trunk infrastructure for development, which are no more than the applicable maximum adopted charge, for development that is:
 - (i) reconfiguring a lot;
 - (ii) a material change of use; or
 - (iii) building work.

Editor's note – Section 112(3)(b) of the Planning Act, in combination with section 52(3)(a) of the Planning Reg, allows Council to have an adopted charge for trunk infrastructure for development that is a material change of use, reconfiguring a lot, or building work.
- (c) To avoid any doubt, the adopted charge does not apply to development that section 113(3) of the *Planning Act* provides an adopted charge must not be for.

2 Adopted charge

2.1 Adopted charge

The adopted charge for development is the applicable Base Charge for the development, multiplied by the sum of the percentage increases for each financial quarter since 1 July 2022.

Note – In this section, "percentage increases" has the meaning given in section 112(4) of the Planning Act.

2.2 Relationship with maximum adopted charge

- (a) **Section 2.1** is intended to have the effect that, at any given time, the adopted charge under this resolution is no more than the maximum adopted charge.
- (b) If, in any case, this resolution would have the purported effect of adopting a charge that is higher than the maximum adopted charge, this resolution is to be construed and read down as necessary to ensure that the adopted charge is equal to the maximum adopted charge.

2.3 Trunk infrastructure networks

- (a) The adopted charge is a charge for providing trunk infrastructure for development for all trunk infrastructure networks in the LGIP, being the following networks: water supply; wastewater; stormwater; transport (roads); transport (pedestrian and cycle movement); and parks and land for community facilities.
- (b) The adopted charge is for trunk infrastructure for all of the above networks, and no part of the adopted charge is earmarked to any particular network. However, the notional proportional breakup of the adopted charge between these networks is as follows:
- (i) water supply – 20%
 - (ii) wastewater – 20%;
 - (iii) stormwater – 5%;
 - (iv) transport (roads) – 35%;
 - (v) transport (pedestrian and cycle movement) – 5%; and
 - (vi) parks and land for community facilities – 15%.

3 Levied charges

3.1 Calculation of levied charges

The levied charge for development is to be calculated in accordance with the below formula:

$$LC = (BC \times I) - C - EC$$

Where:

- LC = the levied charge for the development
- BC = the Base Charge for the development, calculated in accordance with **Schedule 1**.

Example – For a development involving 4 x 3 bedroom dwellings, the Base Charge will be \$120,906.80 (ie \$30,677.65 multiplied by 4).

- I = the sum of the percentage increases for each financial quarter since 1 July 2022, to the date the charge is levied.

Note – In this section, “percentage increases” has the meaning given in section 112(4) of the Planning Act.

- C = the total value of any applicable Credits, determined in accordance with **section 3.2**.
- EC = the Establishment Cost of trunk infrastructure mentioned in **sections 3.3 or 3.4** (as applicable), and calculated in accordance with **section 4**.

Notes—

- 1 *BC x I will be equal to the adopted charge under **section 2.1**.*
- 2 *All levied charges will be subject to automatic indexation in accordance with **section 3.6**.*
- 3 *If the above formula results in a negative value, a Refund may be payable under **section 3.4**. However, a Refund will not be payable merely because a Credit exceeds the applicable adopted charge.*
- 4 *If **section 3.5** applies, LC will be reduced by 15% (ie the levied charge will be 85% of the levied charge that would otherwise be payable).*

3.2 Credits

- (a) In accordance with section 120 of the *Planning Act*, a Credit will apply if:
- (i) there is an existing, lawful use already taking place on the relevant premises;
 - (ii) a use that was previously, but is no longer, taking place on the premises was lawful at the time the use was carried out; or
 - (iii) other development on the premises may be lawfully carried out without the need for a further development permit.
- (b) If a Credit applies, the value of the Credit is to be calculated in accordance with the following formula:

$$C = (BC \times I)$$

Where:

- C = the value of the Credit
- BC = the Base Charge that would apply if charges were being levied for the relevant use/s or development/s mentioned in **section 3.2(a)**, calculated in accordance with **Schedule 1**.
- I = the sum of the percentage increases for each financial quarter since 1 July 2022, to the date the charge is levied.

Note – In this section, "percentage increases" has the meaning given in section 112(4) of the Planning Act.

- (c) Despite **section 3.2(a)**, a Credit will not apply for a use or development mentioned in **section 3.2** if:
- (i) an infrastructure requirement that applies, or applied, to the use or development has not been complied with; or
 - (ii) for development mentioned in **section 3.2(a)(iii)** – an infrastructure requirement applies to the premises on which the development will be carried out, and was imposed on the basis of development of a lower scale or intensity being carried out on the premises.

Note – In this section, "infrastructure requirement" has the meaning given in section 120(4) of the Planning Act.

- (d) Despite **section 3.2(a)**, if more than one type of use or development mentioned in **section 3.2** is relevant to the premises:
- (i) to the extent that any such uses or developments are mutually incompatible – a Credit will only apply for the use or development that has the highest Base Charge; and

Examples –

- *If the relevant premises is a building that is currently being lawfully used for an office, but was historically lawfully used for a funeral parlour, a credit will only be available for the current office use (which has a higher Base Charge). Because the two uses concern the same building, they cannot occur simultaneously and are mutually incompatible.*
- *If the relevant premises is a parcel of land containing multiple buildings, used for different purposes, multiple Credits may be available in respect of the uses of each building.*

- (ii) otherwise, variable "BC" in the formula in **section 3.2(b)** is to be the sum of the Base Charges for all applicable Credits.

3.3 Offsets

- (a) In accordance with section 129(2) of the *Planning Act*, an Offset will apply if:
- (i) the relevant development is subject to one or more necessary infrastructure conditions;
 - (ii) the trunk infrastructure that is the subject of the necessary infrastructure condition/s services, or is planned to service, premises other than the subject premises; and
 - (iii) the total Establishment Cost of the trunk infrastructure is equal to or less than the levied charge that would otherwise apply to the development.
- (b) If an Offset applies, the levied charge will be the difference between:
- (i) the levied charge that would otherwise apply to the development; and
 - (ii) the total Establishment Cost of the trunk infrastructure.

Note – This outcome is reflected in the formula in section 3.1.

3.4 Refunds

- (a) In accordance with section 129(3) of the *Planning Act*, a Refund will apply if:
- (i) the relevant development is subject to one or more necessary infrastructure conditions;
 - (ii) the trunk infrastructure that is the subject of the necessary infrastructure condition/s services, or is planned to service, premises other than the subject premises; and
 - (iii) the total Establishment Cost of the trunk infrastructure is more than the levied charge that would otherwise apply to the development.
- (b) If a Refund applies:
- (i) no levied charge is payable; and

Note – This outcome is reflected in the formula in section 3.1, as per note 3 to that section.

- (ii) Council will refund to the applicant the difference between:
 - (A) the levied charge that would otherwise apply to the development; and
 - (B) the total Establishment Cost of the trunk infrastructure;

Editor's note – If a refund is payable, the relevant infrastructure charges notice will state when the refund will be given, in accordance with section 121(1)(f) of the Planning Act.

3.5 Development incentives policy

- (a) This **section 3.5** applies if:
- (i) a charge is being levied on any date between 1 July 2022 and 30 June 2023 (inclusive); and
 - (ii) but for this **section 3.5**, a levied charge would be payable in accordance with the formula in **section 3.1** (ie after applying any Offset or Refund).

Note – This section 3.5 does not apply if the charge payable is nil, or if a refund applies.

- (b) If this **section 3.5** applies, the levied charge is to be 85% of the amount calculated under the formula in **section 3.1**

Example – If, under section 3.1, the levied charge would normally be \$100,000, the amount that will be levied is \$85,000.

3.6 Automatic indexation of levied charges

- (a) A levied charge will be automatically increased from the date that it is levied until the date of payment in accordance with this section.
- (b) An automatic increase under this section is to be the lesser of the following:
 - (i) the difference between the levied charge that the maximum adopted charge that Council could have levied for the development when the charge is paid; or
 - (ii) the increase worked out using the PPI, adjusted according to the 3-yearly PPI average, for the period starting on the day the charge was levied, and ending on the day the charge is paid.

Note – In this section, “3-yearly PPI average” has the meaning given in section 114(6) of the Planning Act.

- (c) To avoid any doubt, this section is an automatic increase provision under the *Planning Act*.

4 Method for calculating Establishment Cost

4.1 Default position

By default, the Establishment Cost of trunk infrastructure is:

- (a) for trunk infrastructure that is the whole of an item in a table in Schedule 3, SC3.4 of the Planning Scheme – the establishment cost for the item stated in the applicable table, increased using the PPI, adjusted according to the 3-yearly PPI average, for the period:
 - (i) starting on the base date in the LGIP; and
 - (ii) ending on the date that the charge is levied.
- (b) for trunk infrastructure that is part of an item in a table in Schedule 3, SC3.4 of the Planning Scheme – a proportion of the amount described in **section 4.1(a)** for the relevant part; or
- (c) in any case – an amount estimated by Council as reasonably reflecting the approximate costs of land acquisition, financing, and design and construction, for the infrastructure.

*Note – To avoid any doubt, Council may estimate the Establishment cost under **section 4.1(c)** even if **section 4.1(a)** or **4.1(b)** applies.*

4.2 Recalculation of Establishment Cost

- (a) If an applicant disagrees with the default Establishment Cost under **section 4.1**, the applicant may give Council a notice under section 137 of the *Planning Act* requiring the Establishment Cost to be recalculated.

*Editor’s note – An infrastructure charges notice given by Council will, initially, reflect the default Establishment Cost under **section 4.1**. After receiving an infrastructure charges notice, and prior to the charges becoming payable, an applicant may give a notice under this section, in accordance with section 137 of the Planning Act. Where such a notice is given, and the Establishment Cost is recalculated, Council will give an amended infrastructure charges notice to the applicant.*

- (b) If a notice is given under section 137 of the *Planning Act* in relation to trunk infrastructure that is land, the Establishment Cost is to be recalculated in accordance with:

- (i) the method set out in **Schedule 2**; or
 - (ii) another method agreed in writing between Council and the applicant.
- (c) If a notice is given under section 137 of the *Planning Act* in relation to trunk infrastructure that is works, the Establishment Cost is to be recalculated in accordance with:
- (i) the method set out in **Schedule 3**; or
 - (ii) another method agreed in writing between Council and the applicant.
- (d) Where the Establishment Cost is recalculated under this section, the Establishment Cost is to be increased using the PPI, adjusted according to the 3-yearly PPI average, for the period (if any) between:
- (i) the date as at which the Establishment Cost is recalculated; and
 - (ii) the date on which the amended infrastructure charges notice is given.
- (e) To avoid any doubt:
- (i) **Schedules 2 and 3** state this resolution's method for working out the cost of infrastructure that is the subject of an Offset or Refund, in accordance with section 116 of the *Planning Act*;
 - (ii) for section 137(2) of the *Planning Act*, the method for recalculating establishment cost is set out in **Schedules 2 and 3**;
 - (iii) if a notice is given under section 137 of the *Planning Act* in relation to trunk infrastructure that includes both land and works: **section 4.2(b)** applies to the extent that the trunk infrastructure is land; and **section 4.2(c)** applies to the extent that the trunk is works; and
 - (iv) at any time, Council and an applicant may agree in writing that a stated amount is to be the recalculated Establishment Cost for the purposes of this section.

5 Conversion criteria

5.1 Purpose of this section

- (a) This section sets out Council's conversion criteria for the purposes of section 117 of the *Planning Act*.
- (b) Non-trunk infrastructure that is the subject of a conversion must comply with all of the conversion criteria in **sections 5.2 to 5.10** in order to be converted to trunk infrastructure.

5.2 Capacity to service other development in accordance with desired standards of service

The development infrastructure must have capacity to service other developments in the area, in accordance with the desired standard of service identified in the LGIP.

5.3 Infrastructure consistent with LGIP

The function and purpose of the development infrastructure must be consistent with other trunk infrastructure identified in the LGIP.

5.4 Not consistent with non-trunk infrastructure

The development infrastructure must not be consistent with non-trunk infrastructure for which a condition may be imposed under section 145 of the *Planning Act*. That is, the infrastructure must not be for any of the following:

- (a) a network, or part of a network, internal to premises;
- (b) connecting the premises to external infrastructure networks; or
- (c) protecting or maintaining the safety or efficiency of the infrastructure network of which the non-trunk infrastructure is a component.

Example – A condition is imposed requiring upgrade works to a trunk road, in order to maintain the safety and efficiency of the network as a result of a development. Although the works relate to a trunk road, they are non-trunk infrastructure and do not satisfy this criterion.

5.5 Cost-effectiveness

- (a) The type, size and location of the development infrastructure must be the most cost-effective option for servicing multiple users in the area.
- (b) This criterion will be satisfied where the development infrastructure is the least-cost option based upon the life cycle cost of the development infrastructure required to service future urban development in the area at the desired standard of service identified in the LGIP.

5.6 No commencement of construction

Construction of the development infrastructure must not have started.

Editor's note – Separately from this criterion, if construction of the non-trunk infrastructure that is the subject of a conversion application commences after the application is made, this may affect the determination of the application. See Planning Act, section 138(b).

5.7 Not for development incentive

The development infrastructure must not have been proposed by the applicant for the purpose of obtaining:

- (a) an increase in height or density; or
- (b) any other concession or relaxation of a requirement under the Planning Scheme.

5.8 Not proposed as non-trunk infrastructure

The development infrastructure must not have been proposed by the applicant on the basis that it would be non-trunk infrastructure (or would otherwise not be subject to an Offset or Refund).

5.9 Not to upgrade to service development inconsistent with LGIP assumptions

The development infrastructure must not involve an upgrade of an existing trunk infrastructure item made necessary to service development that is inconsistent with the type, scale, location or timing of development assumed in the LGIP.

5.10 Services development consistent with LGIP assumptions

The development infrastructure must service development that is consistent with the LGIP's assumptions about the type, scale, location and timing of development.

6 Defined terms

6.1 Definitions

In this resolution, these terms have the following meanings:

Term	Definition
Base Charge	The base charge for development calculated in accordance with Schedule 1 .
Council	The Rockhampton Regional Council.
Credit	A credit calculated in accordance with section 3.2 .
Establishment Cost	The establishment cost of trunk infrastructure, determined in accordance with section 4 .
LGIP	Council's local government infrastructure plan, being Part 4 of the Planning Scheme.
Offset	An offset under section 129(2) of the <i>Planning Act</i> .
Original Land	That land that is the subject of the overarching development approval guiding development of the land. <i>Example – If the land the subject of a specific development application is part of a larger parcel that is the subject of a variation approval, the Original Land will be the whole of the land the subject of the variation approval, regardless of whether or not the land is being developed in stages or by different developers.</i>
Planning Act	The <i>Planning Act 2016</i> (Qld).
Planning Reg	The <i>Planning Regulation 2017</i> (Qld).
Planning Scheme	The Rockhampton Region Planning Scheme (Version 2.2).
Refund	A refund under section 129(3)(b) of the <i>Planning Act</i> .

6.2 Other terms

A term that is used but not defined in this resolution will, unless the context otherwise requires, have the meaning give to it by (in the following order):

- (a) the *Planning Act*;
- (b) the *Planning Reg*;
- (c) the Planning Scheme;
- (d) the *Acts Interpretation Act 1954* (Qld); or
- (e) its ordinary meaning.

6.3 Construction

Unless expressed to the contrary, in this resolution:

- (a) "includes" means includes without limitation;
- (b) a reference to:
 - (i) any legislation includes subordinate legislation under it and includes that legislation and subordinate legislation as modified or replaced;

- (ii) "\$" or "dollars" is a reference to Australian currency;
 - (iii) this or any other document includes the document as novated, varied or replaced and despite any change in the identity of the parties;
 - (iv) writing includes: any mode of representing or reproducing words in tangible and permanently visible form, including fax transmission; and words created or stored in any electronic medium and retrievable in perceivable form;
 - (v) this resolution includes all schedules and annexures to it;
 - (vi) a section, schedule or annexure is a reference to a section, schedule or annexure, as the case may be, of this resolution;
- (c) if the date on or by which any act must be done under this resolution is not a business day, the act must be done on or by the next business day; and
- (d) headings do not affect the interpretation of this resolution.

draft

Schedule 1 Base Charge rates

- Notes –
- The categories shown in shaded rows below are included only for convenience, and to align with schedule 16 of the Planning Reg.
 - Rows 1 to 93 of the below table identify the Base Charge rates for development that is a material change of use. Row 94 identifies the Base Charge rate for development that is reconfiguring a lot. Row 95 identifies the Base Charge rate for development that is building work.
 - If a development approval approves a material change of use for more than one use, and provides for an area that is able to be used for more than one use, or is common between two or more uses, the Base Charge applicable to that area is to be calculated based on the applicable use listed in the table below with the highest Base Charge rate.
 - For a use approved under a superseded planning scheme, the applicable Base Charge rate will be the rate for another similar use listed in this table that Council decides to apply to the use.

Development	Base Charge rate
Residential uses	
1 Dwelling house	(a) \$21,912.60 for each dwelling with 2 or less bedrooms (b) \$30,677.65 for each dwelling with 3 or more bedrooms
2 Dual occupancy	(a) \$13,147.56 for each dwelling with 2 or less bedrooms (b) \$18,406.59 for each dwelling with 3 or more bedrooms
3 Caretaker's accommodation	(a) \$21,912.60 for each dwelling with 2 or less bedrooms (b) \$30,677.65 for each dwelling with 3 or more bedrooms
4 Multiple dwelling	(a) \$13,147.56 for each dwelling with 2 or less bedrooms (b) \$18,406.59 for each dwelling with 3 or more bedrooms
Accommodation (short-term)	
5 Tourist park	(a) If the tourist park has tent or caravan sites— (i) \$10,956.25 for each group of 2 sites or less (ii) \$15,338.75 for each group of 3 sites (b) If the tourist park has cabins— (i) \$10,956.25 for each cabin with 2 or less bedrooms (ii) \$15,338.75 for each cabin with 3 or more bedrooms
6 Hotel (accommodation component only – see "Entertainment" category for other components)	(a) \$10,956.25 for each suite with 2 or less bedrooms (b) \$15,338.75 for each suite with 3 or more bedrooms (c) \$10,956.25 for each bedroom that is not part of a suite
7 Short-term accommodation	(a) \$10,956.25 for each suite with 2 or less bedrooms (b) \$15,338.75 for each suite with 3 or more bedrooms (c) \$10,956.25 for each bedroom that is not part of a suite
8 Resort complex (accommodation component only – see "Entertainment" category for other components)	(a) \$10,956.25 for each suite with 2 or less bedrooms (b) \$15,338.75 for each suite with 3 or more bedrooms (c) \$10,956.25 for each bedroom that is not part of a suite
9 Nature-based tourism (accommodation component only – see "Entertainment" category for other components)	(a) \$10,956.25 for each suite with 2 or less bedrooms (b) \$15,338.75 for each suite with 3 or more bedrooms (c) \$10,956.25 for each bedroom that is not part of a suite
Accommodation (long-term)	
10 Relocatable home park	(a) \$21,912.60 for each relocatable dwelling site for 2 or less bedrooms (b) \$30,677.65 for each relocatable dwelling site for 3 or more bedrooms
11 Community residence	(a) \$21,912.60 for each suite with 2 or less bedrooms (b) \$30,677.65 for each suite with 3 or more bedrooms (c) \$21,912.60 for each bedroom that is not part of a suite
12 Retirement facility	(a) \$21,912.60 for each suite with 2 or less bedrooms (b) \$30,677.65 for each suite with 3 or more bedrooms (c) \$21,912.60 for each bedroom that is not part of a suite
13 Rooming accommodation	(a) \$21,912.60 for each suite with 2 or less bedrooms

Development	Base Charge rate
14 Rural workers' accommodation	(b) \$30,677.65 for each suite with 3 or more bedrooms (c) \$21,912.60 for each bedroom that is not part of a suite (a) \$21,912.60 for each suite with 2 or less bedrooms (b) \$30,677.65 for each suite with 3 or more bedrooms (c) \$21,912.60 for each bedroom that is not part of a suite
Places of assembly	
15 Club	(a) \$76.75 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
16 Community use	(a) \$76.75 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
17 Function facility	(a) \$76.75 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
18 Funeral parlour	(a) \$76.75 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
19 Place of worship	(a) \$76.75 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
Commercial (bulk goods)	
20 Agricultural supplies store	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
21 Bulk landscape supplies	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
22 Garden centre	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
23 Hardware and trade supplies	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
24 Outdoor sales	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
25 Showroom	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
Commercial (retail)	
26 Adult store	(a) \$197.20 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
27 Food and drink outlet	(a) \$197.20 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
28 Service industry	(a) \$197.20 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
29 Service station	(a) \$197.20 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
30 Car wash	(a) \$197.20 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
31 Shop	(a) \$197.20 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
32 Shopping centre	(a) \$197.20 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
Commercial (office)	
33 Office	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
34 Sales office	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
Educational facility	
35 Child care centre	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
36 Community care centre	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
37 Educational establishment	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
Entertainment	
38 Bar	(a) \$219.10 for each square metre of gross floor area, other than areas for providing accommodation (b) \$10.95 for each square metre impervious to stormwater

Development	Base Charge rate
39 Brothel	(a) \$219.10 for each square metre of gross floor area, other than areas for providing accommodation (b) \$10.95 for each square metre impervious to stormwater
40 Hotel <i>(non-accommodation component – see “Accommodation (short-term)” category for other components)</i>	(a) \$219.10 for each square metre of gross floor area, other than areas for providing accommodation (b) \$10.95 for each square metre impervious to stormwater
41 Nightclub entertainment facility	(a) \$219.10 for each square metre of gross floor area, other than areas for providing accommodation (b) \$10.95 for each square metre impervious to stormwater
42 Theatre	(a) \$219.10 for each square metre of gross floor area, other than areas for providing accommodation (b) \$10.95 for each square metre impervious to stormwater
43 Resort complex <i>(non-accommodation component – see “Accommodation (short-term)” category for other components)</i>	(a) \$219.10 for each square metre of gross floor area, other than areas for providing accommodation (b) \$10.95 for each square metre impervious to stormwater
44 Nature-based tourism <i>(non-accommodation component – see “Accommodation (short-term)” category for other components)</i>	(a) \$219.10 for each square metre of gross floor area, other than areas for providing accommodation (b) \$10.95 for each square metre impervious to stormwater
Indoor sport and recreation	
45 Indoor sport and recreation	(a) \$219.10 for each square metre of gross floor area, other than court areas (b) \$21.85 for each square metre of gross floor area that is a court area (c) \$10.95 for each square metre impervious to stormwater
High impact industry or special industry	
46 High impact industry	(a) \$76.75 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
47 Special industry	(a) \$76.75 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
Other industry	
48 Low impact industry	(a) \$54.80 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
49 Medium impact industry	(a) \$54.80 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
50 Research and technology industry	(a) \$54.80 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
51 Rural industry	(a) \$54.80 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
52 Warehouse	(a) \$54.80 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
53 Marine industry	(a) \$54.80 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
54 Transport depot	(a) \$54.80 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
High impact rural	
55 Aquaculture	(a) \$21.85 for each square metre of gross floor area
56 Intensive animal industry	(a) \$21.85 for each square metre of gross floor area
57 Intensive horticulture	(a) \$21.85 for each square metre of gross floor area
58 Wholesale nursery	(a) \$21.85 for each square metre of gross floor area
59 Winery	(a) \$21.85 for each square metre of gross floor area
Low impact rural	
60 Animal husbandry	Nil
61 Cropping	Nil
Essential services	
62 Detention facility	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
63 Emergency services	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
64 Health care service	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
65 Hospital	(a) \$153.40 for each square metre of gross floor area

Development	Base Charge rate
	(b) \$10.95 for each square metre impervious to stormwater
66 Residential care facility	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
67 Veterinary service	(a) \$153.40 for each square metre of gross floor area (b) \$10.95 for each square metre impervious to stormwater
Minor uses	
68 Cemetery	Nil
69 Home-based business	Nil
70 Landing	Nil
71 Market	Nil
72 Outdoor lighting	Nil
73 Park	Nil
74 Environment facility	Nil
75 Roadside stall	Nil
76 Telecommunications facility	Nil
Other uses	
77 Air service	The rate for another similar use listed in this table that Council decides to apply to the use.
78 Animal keeping	The rate for another similar use listed in this table that Council decides to apply to the use.
79 Parking station	The rate for another similar use listed in this table that Council decides to apply to the use.
80 Crematorium	The rate for another similar use listed in this table that Council decides to apply to the use.
81 Extractive industry	The rate for another similar use listed in this table that Council decides to apply to the use.
82 Major sport, recreation and entertainment facility	The rate for another similar use listed in this table that Council decides to apply to the use.
83 Motor sport facility	The rate for another similar use listed in this table that Council decides to apply to the use.
84 Non-resident workforce accommodation	The rate for another similar use listed in this table that Council decides to apply to the use.
85 Outdoor sport and recreation	The rate for another similar use listed in this table that Council decides to apply to the use.
86 Outstation	The rate for another similar use listed in this table that Council decides to apply to the use.
87 Port service	The rate for another similar use listed in this table that Council decides to apply to the use.
88 Tourist attraction	The rate for another similar use listed in this table that Council decides to apply to the use.
89 Utility installation	The rate for another similar use listed in this table that Council decides to apply to the use.
90 Major electricity infrastructure	The rate for another similar use listed in this table that Council decides to apply to the use.
91 Renewable energy facility	The rate for another similar use listed in this table that Council decides to apply to the use.
92 Substation	The rate for another similar use listed in this table that Council decides to apply to the use.
93 Any other use not listed in column 1, including a use that is unknown	The rate for another similar use listed in this table that Council decides to apply to the use.
Other development	
94 Reconfiguring a lot	\$30,677.65 per lot
95 Building work	The highest rate stated in this table for a use for which the building may lawfully be used. <i>Example – If a building may lawfully be used for either a showroom or a shop, the rate applicable for a shop (ie which is higher than the rate applicable for a showroom) is to be used in calculating the Base Charge applicable to the building work.</i>

Schedule 2

Method for calculating Establishment Cost - Land

Where **section 4.2(b)** applies, the Establishment Cost of trunk infrastructure that is land is to be recalculated in accordance with the method set out in the below table, and subject to indexation as provided for in **section 4.2(d)**.

Step	Description	Details	Timing
1	Valuation	<p>The applicant must, at its own cost, obtain and provide Council with a valuation of the land, which must:</p> <ul style="list-style-type: none"> (a) be prepared by a certified practicing valuer, who must act professionally and as a neutral and independent expert; (b) assess the market value of the land using a before-and-after methodology, by: <ul style="list-style-type: none"> (i) determining the value of the Original Land, before any land is transferred to Council; (ii) determining the value of the remaining land that will not be transferred to Council; and (iii) subtracting the amount in (ii) from the amount in (i), with the value being the difference between those two amounts. (c) assess the value as at the following date, as applicable: <ul style="list-style-type: none"> (i) if the land is identified in a table in Schedule 3, SC3.3 of the Planning Scheme – the day the development application which is the subject of the relevant necessary infrastructure condition first became properly made; or (ii) otherwise – the day that the development application which is the subject of the relevant necessary infrastructure condition was approved; (d) include supporting information regarding the highest and best of use the land which the valuer has relied on to form an opinion about the value; (e) identify the area of land that is above the Q100 flood level and the area that is below the Q100 floor level; (f) identify and consider all other relevant constraints, including: vegetation protection; ecological values, including riparian buffers and corridors; stormwater or drainage corridors; slope; bushfire and landslide hazards; heritage; airport environs; coastal erosion; extractive resources; flooding; land use buffer requirement; tenure related constraints; and restrictions such as easements, leases, licences and other dealings, whether or not registered on title; and (g) contain relevant sales evidence and clear analysis of how those sales and any other information was relied upon in forming the valuation assessment. 	Within 10 business days after the applicant gives a notice under section 4.2 .
2	Response to valuation	<p>Council must consider the valuation report provided under Step 1 and give the applicant a notice stating either:</p> <ul style="list-style-type: none"> (a) that Council accepts the applicant's valuation – in which case the Establishment Cost will be the amount stated in the valuation report provided under Step 1; or (b) that Council does not accept the applicant's valuation – in which case, Step 3 applies. 	Within 15 business days Step 1 .
3	Council valuation	<p>Council must, at its own cost:</p> <ul style="list-style-type: none"> (a) obtain a further valuation report for the land, in accordance with the parameters set out in Step 1; and (b) provide a notice to the applicant stating Council's proposed valuation, and attaching a copy of Council's valuation report. 	Within 20 business days after Step 2 .
4	Response to Council valuation	<p>The applicant must give a notice to Council stating either:</p> <ul style="list-style-type: none"> (a) that the Applicant accepts Council's valuation – in which case the Establishment Cost will be the amount stated in Council's notice under Step 3; or (b) that the applicant does not accept the applicant's valuation – in which case, Step 5 applies. 	Within 10 business days after Step 3 .
5	Further valuation	<p>Council must obtain a further valuation report in accordance with the parameters set out in Step 1. The valuer is to be chosen by Council, in consultation with the applicant. Council and the applicant are to share equally in the costs of the valuation. If this step applies, the Establishment Cost will be the amount stated in the valuation report.</p>	Within 20 business days after Step 4 .

Schedule 3 Method for calculating Establishment Cost – works

Where **section 4.2(c)** applies, the Establishment Cost of trunk infrastructure that is works is to be recalculated in accordance with the method set out in the below table, and subject to indexation as provided for in **section 4.2(d)**.

Step	Description	Details	Timing																																			
1	Scope of works	<p>The applicant must, at its own cost, prepare and provide to Council a scope of works for the works which must include:</p> <ul style="list-style-type: none"> (a) specifications for the works; (b) the standard to which the works are to be provided; and (c) the location of the works. 	Within 10 business days after the applicant gives a notice under section 4.2 .																																			
2	Approval of scope of works	<p>Council must review the scope of works provided under Step 1 and give the applicant a notice stating either:</p> <ul style="list-style-type: none"> (a) that Council approves the scope of works – in which case, Step 3 applies; or (b) that Council requires changes to the scope of works – in which case, the applicant must submit a revised scope of works under Step 1. 	Within 10 business days after Step 1 .																																			
3	Bill of quantities and cost estimate	<p>The applicant must, at its own cost, obtain and provide to Council the following, prepared by a suitably qualified person:</p> <ul style="list-style-type: none"> (a) a bill of quantities for the design, construction and commissioning of the works, in accordance with the approved scope of works; and (b) a “first principles” estimate for the cost of designing, constructing and commissioning the works in accordance with that bill of quantities. <p>The “first principles” estimate may include allowances for:</p> <ul style="list-style-type: none"> (a) project owner’s costs, which must be reasonable in the circumstances, and not exceed the following maximum rates: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Expense type</th> <th>Water supply</th> <th>Wastewater</th> <th>Transport (roads)</th> <th>Other networks</th> </tr> </thead> <tbody> <tr> <td>Master planning</td> <td>1%</td> <td>1%</td> <td>2%</td> <td>2%</td> </tr> <tr> <td>Survey</td> <td>2%</td> <td>2%</td> <td>2%</td> <td>2%</td> </tr> <tr> <td>Geotechnical investigation</td> <td>1%</td> <td>1%</td> <td>2%</td> <td>1%</td> </tr> <tr> <td>Design</td> <td>8%</td> <td>8%</td> <td>7%</td> <td>7%</td> </tr> <tr> <td>Project management and contract administration</td> <td>5%</td> <td>5%</td> <td>5%</td> <td>5%</td> </tr> <tr> <td>Environmental</td> <td>1%</td> <td>1%</td> <td>1%</td> <td>1%</td> </tr> </tbody> </table> <ul style="list-style-type: none"> (b) contingency, which must be reasonable in the circumstances, and not exceed whichever of the following maximum rates is applicable (depending on the phase of the relevant works): <ul style="list-style-type: none"> (i) project delivery (0 to 5 years) – 7.5%; (ii) project development (5 to 10 years) – 15%; (iii) project scoping (10 to 20 years) – 20%; and (iv) project identification (20+ years) – 25%. 	Expense type	Water supply	Wastewater	Transport (roads)	Other networks	Master planning	1%	1%	2%	2%	Survey	2%	2%	2%	2%	Geotechnical investigation	1%	1%	2%	1%	Design	8%	8%	7%	7%	Project management and contract administration	5%	5%	5%	5%	Environmental	1%	1%	1%	1%	Within 15 business days after Step 2 .
Expense type	Water supply	Wastewater	Transport (roads)	Other networks																																		
Master planning	1%	1%	2%	2%																																		
Survey	2%	2%	2%	2%																																		
Geotechnical investigation	1%	1%	2%	1%																																		
Design	8%	8%	7%	7%																																		
Project management and contract administration	5%	5%	5%	5%																																		
Environmental	1%	1%	1%	1%																																		
4	Response to bill of quantities and cost estimate	<p>Council must consider the bill of quantities and cost estimate provided under Step 3 and give the applicant a notice stating either:</p> <ul style="list-style-type: none"> (a) that Council accepts the applicant’s bill of quantities and cost estimate – in which case, the Establishment Cost will be the amount stated in the applicant’s cost estimate; or (b) that Council does not accept the applicant’s bill of quantities and cost estimate and either: <ul style="list-style-type: none"> (i) that the revised cost estimate process in Steps A1 to A3 is to apply; or 	Within 10 business days after Step 3 .																																			

Step	Description	Details	Timing
		(ii) that the tender process in Steps B1 to B10 is to apply.	
Option A – revised cost estimate process			
A1	Council bill of quantities and cost estimate	Council must, at its own cost, obtain and provide to the applicant a revised bill of quantities and cost estimate, prepared by a suitably qualified person, in accordance with the parameters set out in Step 3 .	Within 20 business days after Step 4 .
A2	Response to Council bill of quantities and cost estimate	The applicant must give a notice to Council stating either: (a) that the Applicant accepts Council’s bill of quantities and cost estimate – in which case the Establishment Cost will be the amount stated in Council’s cost estimate; or (b) that the applicant does not accept Council’s bill of quantities and cost estimate – in which case, Step A3 applies.	Within 10 business days after Step A1 .
A3	Further bill of quantities and cost estimate	Council must obtain a bill of quantities and cost estimate, prepared by a suitably qualified person, in accordance with the parameters set out in Step 3 . The suitably qualified person is to be chosen by Council, in consultation with the applicant. Council and the applicant are to share equally in the costs of the suitably qualified person. If this step applies, the Establishment Cost will be the amount stated in the suitably qualified person’s cost estimate.	Within 20 business days after Step A2 .
Option B – tender process			
B1	Submission of design material	The applicant must obtain and provide to Council designs and specifications for the works, which must comply with all relevant standards and be prepared by a suitably qualified person.	Within 20 business days after Step 4 .
B2	Approval of design material	Council must give a notice to the applicant stating either: (a) that Council approves the applicant’s design material – in which case, Step B3 applies; or (b) that Council requires specified changes to the design material – in which case, the applicant must resubmit the design material under Step B1 .	Within 10 business days after Step B1 .
B3	Submission of draft tender material	The applicant must prepare and provide to Council draft tender documentation for the works.	Within 20 business days after Step B2 .
B4	Approval of draft tender material	Council must give a notice to the applicant stating either: (a) that Council approves the applicant’s draft tender material – in which case, Step B5 applies; or (b) that Council requires specified changes to the design material – in which case, the applicant must resubmit the design material under Step B3 .	Within 10 business days after Step B3 .
B5	Conduct of tender and submission of recommendation	The applicant must: (a) conduct a tender process in accordance with the approved documentation, which must include a requirement that prospective tenders state a dollar value figure for the construction cost of the works, which must be exclusive of any costs for: (i) project management services; (ii) superintendent fees (iii) planning; (iv) construction administration; and (v) supervision; <i>Note – for the approved tenderer, the dollar value figure stated under this paragraph will form part of the Establishment Cost, as specified in Step B10. The costs mentioned in sub-paragraphs (i) to (v) do not directly form part of the Establishment Cost, but are included in the allowance mentioned in paragraph (c) of Step B10.</i> (b) undertake an analysis of the properly submitted tenders; and (c) give Council a notice that states: (i) the applicant’s recommendation as to the award of the works contract; (ii) the tender documents distributed to prospective tenderers; (iii) each tender submitted; (iv) the applicant’s analysis of the tenders; and (v) any other relevant information.	Within 20 business days after Step B4 .

Step	Description	Details	Timing
B6	Approval of tenderer	<p>Council must give a notice to the applicant stating:</p> <p>(a) that Council approves of the applicant's recommendation as to the award of the works contract – in which case, the contractor is to be appointed in accordance with the applicant's recommendation; or</p> <p>(b) that Council requires a different specified tenderer to be appointed – in which case, the contractor specified by Council is to be appointed.</p>	Within 10 business days after Step B5 .
B7	Notice of proposed variation	<p>If, during the course of the works contract, the contractor proposes a variation that will increase the cost of the works, the applicant must give a notice to Council that:</p> <p>(a) describes the proposed variation; and</p> <p>(b) states a dollar value figure for the additional costs arising from the variation, which must be exclusive of any additional costs for:</p> <p>(i) project management services;</p> <p>(ii) superintendent fees</p> <p>(iii) planning;</p> <p>(iv) construction administration; and</p> <p>(v) supervision;</p> <p><i>Note – if the variation is approved under Step B8, the dollar value figure stated under this paragraph will form part of the Establishment Cost, as specified in Step B10. The costs mentioned in sub-paragraphs (i) to (v) do not directly form part of the Establishment Cost, but are included in the allowance mentioned in paragraph (e) of Step B10.</i></p>	Within 5 business days of any variation being proposed by the contractor.
B8	Approval of proposed variation	<p>Council must consider the proposed variation and give notice to the applicant stating either:</p> <p>(a) that Council approves the proposed variation; or</p> <p>(b) that Council does not approve the proposed variation, and the reasons why.</p>	Within 5 business days of receiving a notice under Step B7 .
B9	Request for confirmation of Establishment Cost	The Applicant must give a notice to Council requesting that Council confirm the Establishment Cost of the works.	Not before Step B6 , and within 10 business days after the works are completed.
B10	Confirmation of Establishment Cost	<p>Council must give the Applicant a notice stating the amount of the Establishment Cost, which is to be the sum of the following (each of which must also be stated in the notice):</p> <p>(a) the construction cost of the works, being the dollar value amount stated under paragraph (a) of Step B5;</p> <p>(b) the associated QLeave levy amount, being 0.575% of the amount in paragraph (a) above;</p> <p>(c) an allowance for project management, superintended, planning, construction administration and supervision costs, being:</p> <p>(i) for works for the parks and land for community facilities infrastructure networks – 10.5% of the amount in paragraph (a) above; or</p> <p>(ii) otherwise – 16% of the amount in paragraph (a) above;</p> <p>(d) the total additional costs for any approved variations, being the total of the amounts stated under paragraph (b) of Step B7 for all approved variations; and</p> <p>(e) an allowance for project management, superintendent, planning, construction administration and supervision costs relating to approved variations, being 4% of the amount in paragraph (d) above.</p> <p>The Establishment Cost is to be the amount stated in Council's notice.</p>	Within 10 business days after Step B9 .

10.8 COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER**File No:** 12660

- Attachments:**
1. Delegation Register - Heavy Vehicle National Law (QLD)[↓](#)
 2. Delegation Register - Heavy Vehicle (Mass, Dimension and Loading) National Regulation[↓](#)
 3. Delegation Register - Transport Operations (Marine Safety) Act 1994[↓](#)
 4. Delegation Register - Transport Operations (Marine Safety) Regulation 2016[↓](#)
 5. Delegation Register - Transport Operations (Marine Pollution) Act 1995[↓](#)
 6. Delegation Register - Transport Infrastructure (Public Marine Facilities) Regulation 2011[↓](#)
 7. Delegation Register - Transport Infrastructure (State Controlled Roads) Regulation 2017[↓](#)
 8. Delegation Register - Transport Operations (Road Use Management—Accreditation and Other Provisions) Regulation 2015[↓](#)
 9. Delegation Register - Transport Operations (Road Use Management—Vehicle Registration) Regulation 2021[↓](#)
 10. Delegation Register - Transport Infrastructure Act 1994 (Clean)[↓](#)
 11. Delegation Register - Transport Operations (Road Use Management) Act 1995 (Clean)[↓](#)
 12. Delegation Register - Transport Operations (Road Use Management - Road Rules) Regulation 2009 (Clean)[↓](#)
 13. Delegation Register - Public Health Act 2005 (Clean)[↓](#)
 14. Delegation Register - Public Health (Infection Control for Personal Appearance Services) Act 2003 (Clean)[↓](#)
 15. Delegation Register - Planning Act 2016 (Clean)[↓](#)
 16. Delegation Register - Transport Infrastructure Act 1994 (Tracked)[↓](#)
 17. Delegation Register - Transport Operations (Road Use Management) Act 1995 (Tracked)[↓](#)
 18. Delegation Register - Transport Operations (Road Use Management - Road Rules) Regulation 2009 (Tracked)[↓](#)
 19. Delegation Register - Public Health Act 2005 (Tracked)[↓](#)
 20. Delegation Register - Public Health (Infection Control for Personal Appearance Services) Act 2003 (Tracked)[↓](#)
 21. Delegation Register - Planning Act 2016 (Tracked)[↓](#)

Authorising Officer: Evan Pardon - Chief Executive Officer

Author: Allysa Brennan - Coordinator Legal and Governance

SUMMARY

This report seeks Council's approval for delegations under State legislation to the position of Chief Executive Officer.

OFFICER'S RECOMMENDATION

THAT:

1. Council resolves as per section 257 of the *Local Government Act 2009* to delegate to the Chief Executive Officer, the exercise of powers contained in schedule 1 of:
 - (a) Attachment 1 - Delegation Register – *Heavy Vehicle National Law (QLD)*;
 - (b) Attachment 2 - Delegation Register – *Heavy Vehicle (Mass, Dimension and Loading) National Regulation*;
 - (c) Attachment 3 – Delegation Register – *Transport Operations (Marine Safety) Act 1994*;
 - (d) Attachment 4 – Delegation Register – *Transport Operations (Marine Safety) Regulation 2016*;
 - (e) Attachment 5 – Delegation Register – *Transport Operations (Marine Pollution) Act 1995*;
 - (f) Attachment 6 – Delegation Register – *Transport Infrastructure (Public Marine Facilities) Regulation 2011*;
 - (g) Attachment 7 – Delegation Register – *Transport Infrastructure (State Controlled Roads) Regulation 2017*;
 - (h) Attachment 8 – Delegation Register – *Transport Operations (Road Use Management—Accreditation and Other Provisions) Regulation 2015*;
 - (i) Attachment 9 – Delegation Register – *Transport Operations (Road Use Management—Vehicle Registration) Regulation 2021*;
 - (j) Attachment 10 – Delegation Register – *Transport Infrastructure Act 1994*;
 - (k) Attachment 11 – Delegation Register – *Transport Operations (Road Use Management) Act 1995*;
 - (l) Attachment 12 – Delegation Register – *Transport Operations (Road Use Management - Road Rules) Regulation 2009*;
 - (m) Attachment 13 – Delegation Register – *Public Health Act 2005*;
 - (n) Attachment 14 – Delegation Register – *Public Health (Infection Control for Personal Appearance Services) Act 2003*; and
 - (o) Attachment 15 – Delegation Register – *Planning Act 2016*.
2. These powers must be exercised subject to any limitations contained in schedule 2 of the Delegation Registers attached to this report.

COMMENTARY

LGAQ, with the assistance of King and Company Solicitors have identified powers under the following legislation:

- (a) *Heavy Vehicle National Law (QLD)*;
- (b) *Heavy Vehicle (Mass, Dimension and Loading) National Regulation*;
- (c) *Transport Operations (Marine Safety) Act 1994*;
- (d) *Transport Operations (Marine Safety) Regulation 2016*;

- (e) *Transport Operations (Marine Pollution) Act 1995;*
- (f) *Transport Infrastructure (Public Marine Facilities) Regulation 2011;*
- (g) *Transport Infrastructure (State Controlled Roads) Regulation 2017;*
- (h) *Transport Operations (Road Use Management—Accreditation and Other Provisions) Regulation 2015;*
- (i) *Transport Operations (Road Use Management—Vehicle Registration) Regulation 2021;*
- (j) *Transport Infrastructure Act 1994;*
- (k) *Transport Operations (Road Use Management) Act 1995;*
- (l) *Transport Operations (Road Use Management – Road Rules) Regulation 2009;*
- (m) *Public Health Act 2005;*
- (n) *Public Health (Infection Control for Personal Appearance Services) Act 2003;* and
- (o) *Planning Act 2016.*

Subsequently, delegation registers containing the legislative powers under this legislation have been prepared. The delegation registers attached to this report recommend which powers should be delegated to the Chief Executive Officer (CEO) and which powers should be made at a Council meeting.

Since 2018, a project has been underway to convert the powers contained within Council's existing delegation registers to be more aligned with the powers identified in the LGAQ Delegation Service. As a result of this project a complete review of all delegations to the CEO has been progressively carried out since 2018. To facilitate these changes, the amended legislative powers for each piece of State legislation relevant to Council will progressively be presented to Council for approval.

New Delegation Registers

Attachments 1 to 9 contain proposed delegation registers for heavy vehicle and transport legislation.

These legislative instruments have not previously been contained in Council's existing Delegation Register. Within the recommendation column in the attachment, a recommendation is made suggesting powers that should be delegated from Council to the CEO.

The recommendations in attachments 1 to 9 are for Council's consideration and adoption.

Changes to Existing Delegable Powers

The following existing Council delegation registers have been reviewed to be consistent with the powers listed in the LGAQ/King & Co delegation registers:

- (a) *Transport Infrastructure Act 1994;*
- (b) *Transport Operations (Road Use Management) Act 1995;*
- (c) *Transport Operations (Road Use Management – Road Rules) Regulation 2009;*
- (d) *Public Health Act 2005;* and
- (e) *Public Health (Infection Control for Personal Appearance Services) Act 2003.*

A limitation in the *Planning Act 2016* Delegation Register has been updated to allow the CEO to refuse extension applications for building works. Refusals of extensions to applications for building works may be required due to the amount of time elapsed since the original approval and legislation requirements changing during that period or if the building work has not been significantly started. Development approvals for building works have a currency period of two years. The National Construction Code is updated every three years. Generally applications to extend are approved under delegation by Council's Building Surveyor for an additional 12 months, the approval is then current for 3 years. Further extensions of the approval where the work has not been substantially started is not supported due to updates to the National Construction Code. The change to the limitation will allow refusals to extensions by delegated officer for building works only.

For Councillor's convenience, the changes to Council's existing registers are highlighted in attachments 16 to 21 in red.

A column of recommendations has been included outlining the following recommendations for the power for Council's consideration:

- (a) Exercised by Council only; or
- (b) Delegation from Council to CEO.

The recommendations in attachments 10 to 15 are for Council's consideration and adoption.

PREVIOUS DECISIONS

Attachments 10 to 15 were last considered and adopted by Council at the following meeting:

Legislation	Meeting Date
<i>Transport Infrastructure Act 1994</i>	10 August 2010
<i>Transport Operations (Road Use Management) Act 1995</i>	10 August 2010
<i>Transport Operations (Road Use Management - Road Rules) Regulation 2009</i>	10 August 2010
<i>Public Health Act 2005</i>	23 September 2014
<i>Public Health (Infection Control for Personal Appearance Services) Act 2003</i>	10 August 2010
<i>Planning Act 2016</i>	8 December 2020

BUDGET IMPLICATIONS

Not applicable.

LEGISLATIVE CONTEXT

Section 257 of the *Local Government Act 2009* allows Council to delegate its powers to one or more individuals, including to the CEO. In accordance with section 257(5) of the *Local Government Act 2009* a delegation to the CEO must be reviewed annually by Council.

To further streamline the decision making process, section 259 of the *Local Government Act 2009* allows the CEO to sub-delegate powers (including those delegated by Council) to another Council position where appropriate.

LEGAL IMPLICATIONS

Important legal principles which apply to the delegation proposal set out in this report are:

- Council at all times retains power to revoke the delegation. Accordingly, Council retains ultimate control.
- Council, as delegator, has responsibility to ensure that the relevant power is properly exercised. Council will therefore continue to supervise and oversee the exercise of its powers.
- A delegation of power by Council may be subject to any lawful conditions which Council wishes to impose. The imposition of conditions enables Council to impose checks and balances on its delegations, however, the delegated power cannot be unduly fettered.
- The delegate must exercise a delegated power fairly and impartially, without being influenced by or being subject to the discretion of other individuals.

STAFFING IMPLICATIONS

There will be no impact on staffing numbers or changes to positions.

RISK ASSESSMENT

Without powers being delegated to the CEO and subsequently sub-delegated to relevant positions, Council operations would be impeded significantly as separate resolutions would be required to allow decisions to be made for a vast number of operational activities that are undertaken on a daily basis.

CORPORATE/OPERATIONAL PLAN

Not applicable.

CONCLUSION

This report includes Delegation Registers for legislation incorporating sections to be delegated from the Council to the CEO.

Once Council has resolved to delegate to the CEO, the exercise of powers contained in schedule 1 of the Delegation Registers attached to this report subject to any limitations contained in schedule 2 of the Delegation Registers, the sub-delegates will be given specific delegations according to their respective areas of responsibility subject to the same general conditions and, where appropriate, specific limitations.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Heavy Vehicle National Law (QLD)

Meeting Date: 25 January 2022

Attachment No: 1

Delegations Register – Heavy Vehicle National Law (QLD) (HVNL)

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 26C	Entity Power Given To: Party	Chapter 1A - Safety duties Part 1A.2 - Nature of duty	Power, as a party in the chain of responsibility for a heavy vehicle, to ensure, so far as is reasonably practicable, the safety of the party's transport activities relating to the vehicle.	Delegation to the CEO
Section 69	Entity Power Given To: Person	Chapter 3 - Vehicle operations - standards and safety Part 3.2 - Compliance with heavy vehicle standards Division 3 - Exemptions by permit	Power to apply for a vehicle standards exemption permit and to comply with any request from the Regulator for further information.	Delegation to the CEO
Section 75	Entity Power Given To: Holder of a permit	Chapter 3 - Vehicle operations - standards and safety Part 3.2 - Compliance with heavy vehicle standards Division 3 - Exemptions by permit	Power, as the holder of a permit for a vehicle standards exemption (permit), to apply to the Regulator for an amendment or cancellation of the exemption and to comply with any request from the Regulator for further information.	Delegation to the CEO
Section 76(2)(e)	Entity Power Given To: Holder of a permit	Chapter 3 - Vehicle operations - standards and safety Part 3.2 - Compliance with heavy vehicle standards Division 3 - Exemptions by permit	Power, as the holder of a permit for a vehicle standards exemption permit, to make written representation in response to a notice issued by the Regulator issued under subsection (2).	Delegation to the CEO
Section 79(1)	Entity Power Given To: Holder of a permit	Chapter 3 - Vehicle operations - standards and safety Part 3.2 - Compliance with heavy vehicle standards Division 3 - Exemptions by permit	Power, as the holder of a permit for a vehicle standards exemption permit, to comply with a notice issued by the Regulator requiring the return of the permit.	Delegation to the CEO
Section 80(1)	Entity Power Given To: Person	Chapter 3 - Vehicle operations - standards and safety Part 3.2 - Compliance with heavy vehicle standards Division 3 - Exemptions by permit	Power, in the circumstances specified in subsection (1), to apply for a replacement permit.	Delegation to the CEO
Section 82(3)	Entity Power Given To: Relevant Party	Chapter 3 - Vehicle operations - standards and safety Part 3.2 - Compliance with heavy vehicle standards Division 4 - Operating under a vehicle standards exemption	Power, as a relevant party for a driver mentioned in subsection (2), to ensure the driver complies with subsection (2).	Delegation to the CEO
Section 83(3)	Entity Power Given To: Relevant Party	Chapter 3 - Vehicle operations - standards and safety Part 3.2 - Compliance with heavy vehicle standards Division 4 - Operating under a vehicle standards exemption	Power, as a relevant party for a driver mentioned in subsection (2), to ensure the driver complies with subsection (2).	Delegation to the CEO
Section 96(1)	Entity Power Given To: Person	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.2 - Mass requirements Division 1 - Requirements	Power, as a person who permits another person to drive a heavy vehicle on a road, to ensure the vehicle, and the vehicle's components and load, comply with the mass requirements applying to the vehicle.	Delegation to the CEO
Section 102(1)	Entity Power Given To: Person	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.3 - Dimension requirements Division 1 - Requirements	Power, as a person who permits another person to drive a heavy vehicle on a road, to ensure the vehicle, and the vehicle's components and load, comply with the dimension requirements applying to the vehicle.	Delegation to the CEO
Section 111(1)	Entity Power Given To: Person	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.4 - Loading requirements Division 1 - Requirements	Power, as a person who permits another person to drive a heavy vehicle on a road, to ensure the vehicle, and the vehicle's components and load, comply with the loading requirements applying to the vehicle.	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 118(1)(b)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.5 - Exemptions for particular overmass or oversize vehicles Division 2 - Exemptions by Commonwealth Gazette notice	Power, as a road manager, to consent to the grant of a mass or dimension exemption (notice).	Delegation to the CEO
Section 119(5)(b)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.5 - Exemptions for particular overmass or oversize vehicles Division 2 - Exemptions by Commonwealth Gazette notice	Power, as a road manager, to consent to the amendment of a map or list imposed on a mass or dimension exemption (notice).	Delegation to the CEO
Section 123	Entity Power Given To: Person	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.5 - Exemptions for particular overmass or oversize vehicles Division 3 - Exemptions by permit	Power to apply to the Regulator for a mass or dimension exemption (permit) and to comply with a notice from the Regulator for additional information.	Delegation to the CEO
Section 124(1)(b)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.5 - Exemptions for particular overmass or oversize vehicles Division 3 - Exemptions by permit	Power, as a road manager, to consent to the grant of a mass or dimension exemption (permit).	Delegation to the CEO
Section 130(3)	Entity Power Given To: Operator	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.5 - Exemptions for particular overmass or oversize vehicles Division 4 - Operating under mass or dimension exemption	Power, as an operator of a heavy vehicle, to ensure, so far as is reasonably practicable, the driver of the pilot vehicle or escort vehicle complies with subsection (2). The vehicle, and the vehicle's components and load, comply with the loading requirements applying to the vehicle.	Delegation to the CEO
Section 132(3)	Entity Power Given To: Relevant Party	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.5 - Exemptions for particular overmass or oversize vehicles Division 4 - Operating under mass or dimension exemption	Power, as a relevant party for a driver mentioned in subsection (2), to ensure the driver complies with subsection (2).	Delegation to the CEO
Section 133(3)	Entity Power Given To: Relevant Party	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.6 - Restricting access to roads by large vehicles that are not overmass or oversize vehicles Division 3 - Authorisation by Commonwealth Gazette notice	Power, as a relevant party for a driver mentioned in subsection (1), to ensure the driver complies with subsection (1).	Delegation to the CEO
Section 139(1)(b)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.6 - Restricting access to roads by large vehicles that are not overmass or oversize vehicles Division 3 - Authorisation by Commonwealth Gazette notice	Power, as a road manager, to consent to the grant of a class 2 heavy vehicle authorisation (notice).	Delegation to the CEO
Section 142(6)(b)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.6 - Restricting access to roads by large vehicles that are not overmass or oversize vehicles Division 3 - Authorisation by Commonwealth Gazette notice	Power, as a road manager, to consent to the amendment of a map or list imposed on a class 2 heavy vehicle authorisation (notice).	Delegation to the CEO
Section 145(1)(b)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.6 - Restricting access to roads by large vehicles that are not overmass or oversize vehicles Division 4 - Authorisation by permit	Power, as a road manager, to consent to the grant of a class 2 heavy vehicle authorisation (permit).	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 151(3)	Entity Power Given To: Relevant Party	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.6 - Restricting access to roads by large vehicles that are not overmass or oversize vehicles Division 5 - Operating under class 2 heavy vehicle authorisation	Power, as a relevant party for a driver mentioned in subsection (2), to ensure the driver complies with subsection (2).	Delegation to the CEO
Section 152(3)	Entity Power Given To: Relevant Party	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.6 - Restricting access to roads by large vehicles that are not overmass or oversize vehicles Division 5 - Operating under class 2 heavy vehicle authorisation	Power, as a relevant party for a driver mentioned in subsection (1), to ensure the driver complies with subsection (1).	Delegation to the CEO
Section 156(1)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager, to consent or not to consent to the grant of a mass or dimension authority.	Delegation to the CEO
Section 156(2)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager, to ask the Regulator for a longer period of time under section 156(1)(b).	Delegation to the CEO
Section 156A(2)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager, to determine that the consent should only be given if the mass of the vehicle under the application for the authority was less than applied for, and give the consent subject to a road condition that the vehicle not exceed the mass.	Delegation to the CEO
Section 156A(4)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power to give the Regulator a written statement that explains the road manager's decision and complies with section 172.	Delegation to the CEO
Section 159(2)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager, to notify the Regulator:- (a) that a route assessment is required for the road manager deciding whether to give or not to give the consent; (b) the fee payable (if any) for the route assessment under a law of the jurisdiction in which the road is situated.	Delegation to the CEO
Sections 160(1), 161(1) and 162(1)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager, to consent to the grant a mass or dimension authority subject to conditions.	Delegation to the CEO
Sections 160(2), 161(2) and 162(2)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager for a mass or dimension authority, to give the Regulator a written statement that explains the road manager's decision and complies with section 172.	Delegation to the CEO
Section 167(2)(b)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager for a mass or dimension authority, to give the Regulator a notice objecting to the application of section 167 to the proposed replacement authority.	Delegation to the CEO
Section 167(2)(b)(ii)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager for a mass or dimension authority, to seek an extension of time to give a notice under section 167(2)(b).	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 169(1)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager for a mass or dimension authority, to give consent to the grant of a mass or dimension authority for a trial period of no more than 3 months.	Delegation to the CEO
Section 170(3)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 2 - Obtaining consent of relevant road managers	Power, as a road manager for a mass or dimension authority, to object to the renewal of the authority for a further trial period.	Delegation to the CEO
Section 174(2)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 3 - Amendment, cancellation or suspension of mass or dimension authority granted by Commonwealth Gazette notice	Power, as a road manager for a mass or dimension authority granted by Commonwealth gazette notice, to request the Regulator to amend or cancel the authority if the circumstances of section 174(1) exist.	Delegation to the CEO
Section 178(2)	Entity Power Given To: Road Manager	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.7 - Particular provisions about mass or dimension authorities Division 4 - Amendment, cancellation or suspension of a mass or dimension authority granted by permit	Power, as a road manager for a mass or dimension authority granted by permit, to request the Regulator to amend or cancel the authority if the circumstances of section 178(1) exist.	Delegation to the CEO
Section 190(1)	Entity Power Given To: Responsible Entity	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.9 - Other offences Division 4 - Other offences about container weight declarations	Power, as a responsible entity for a freight container, to ensure an operator or driver of a heavy vehicle does not transport the freight container by road using the vehicle without a complying container weight declaration for the freight container containing information in the form required under section 192A.	Delegation to the CEO
Section 191(1)	Entity Power Given To: Operator	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.9 - Other offences Division 4 - Other offences about container weight declarations	Power, as an operator of a heavy vehicle, to ensure a driver of a heavy vehicle does not transport the freight container by road using the vehicle without a complying container weight declaration for the freight container containing information in the form required under section 192A.	Delegation to the CEO
Section 191(3)	Entity Power Given To: Operator	Chapter 4 - Vehicle operations - mass, dimensions and loading Part 4.9 - Other offences Division 4 - Other offences about container weight declarations	Power, as an operator of a heavy vehicle, to ensure the freight container is not given to another carrier unless the carrier has been provided with:- (a) a complying container weight declaration for the freight container containing information in the form required under section 192A; or (b) the prescribed particulars contained in a complying container weight declaration for the freight container.	Delegation to the CEO
Section 264(2)	Entity Power Given To: Relevant Party for the Driver	Chapter 6 - Vehicle operations - driver fatigue Part 6.3 - Requirements relating to work time and rest time Division 7 - Changing work and rest hours option	Power, as a relevant party for the driver, in the circumstances mentioned in subsection (1), to ensure, so far as is reasonably practicable, the driver:- (a) does not drive a fatigue-regulated heavy vehicle after making the change unless the driver has complied with section 263; and (b) can comply with his or her obligations in relation to the change.	Delegation to the CEO
Section 274	Entity Power Given To: Person referred to in subsection (1)	Chapter 6 - Vehicle operations - driver fatigue Part 6.3 - Requirements relating to work time and rest time Division 7 - Changing work and rest hours option Sub-Division 3 - Exemptions by permit	Power, as a person referred to in subsection (1), to apply to the Regulator for a work and rest hours exemption and provide any additional information sought by the Regulator.	Delegation to the CEO
Section 280	Entity Power Given To: Holder of a permit	Chapter 6 - Vehicle operations - driver fatigue Part 6.3 - Requirements relating to work time and rest time Division 7 - Changing work and rest hours option Sub-Division 3 - Exemptions by permit	Power, as the holder of a permit for a work and rest hours exemption, to apply to the Regulator for an amendment or cancellation of the exemption and to provide any additional information sought by the Regulator.	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 284	Entity Power Given To: Person	Chapter 6 - Vehicle operations - driver fatigue Part 6.3 - Requirements relating to work time and rest time Division 7 - Changing work and rest hours option Sub-Division 3 - Exemptions by permit	Power to comply with a notice from the Regulator regarding a work and rest hours exemption.	Delegation to the CEO
Section 285	Entity Power Given To: Person	Chapter 6 - Vehicle operations - driver fatigue Part 6.3 - Requirements relating to work time and rest time Division 7 - Changing work and rest hours option Sub-Division 3 - Exemptions by permit	Power, where a permit for a work and rest hours exemption is defaced, destroyed, lost or stolen, to apply to the Regulator for a replacement permit.	Delegation to the CEO
Section 287(3)	Entity Power Given To: Relevant Party	Chapter 6 - Vehicle operations - driver fatigue Part 6.3 - Requirements relating to work time and rest time Division 7 - Changing work and rest hours option Sub-Division 4 - Offences relating to operating under work and rest hours exemption etc.	Power, as a relevant party for a driver mentioned in subsection (2), to ensure the driver complies with subsection (2).	Delegation to the CEO
Section 288(3)	Entity Power Given To: Relevant Party	Chapter 6 - Vehicle operations - driver fatigue Part 6.3 - Requirements relating to work time and rest time Division 7 - Changing work and rest hours option Sub-Division 4 - Offences relating to operating under work and rest hours exemption etc.	Power, as a relevant party for a driver mentioned in subsection (1), to ensure the driver complies with subsection (1).	Delegation to the CEO
Section 311	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 2 - Work diary requirements Sub-Division 4 - Requirements about work diaries that are filled up etc.	Power, as a record keeper in the circumstances listed in subsection (1), to, as soon as reasonably practicable after becoming aware of the matter or having reason to suspect the matter:- (a) either:- (i) make the electronic work diary capable of recording new information; or (ii) give the driver a new electronic work diary that is in working order; and (b) if the record keeper removes any information relating to any period during the last 28 days from the work diary to make it capable of recording new information—give the driver the removed information in a way that makes the information readily available to the driver; and (c) notify the Regulator in the approved form that the electronic work diary has been filled up.	Delegation to the CEO
Section 312(2)	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 2 - Work diary requirements Sub-Division 4 - Requirements about work diaries that are filled up etc.	Power, as a record keeper in the circumstances listed in subsection (1), to, as soon as reasonably practicable after becoming aware of the matter or having reason to suspect the matter:- (a) inform the driver that the electronic work diary has been destroyed, lost or stolen unless the driver informed the record keeper about the fault under section 309; and (b) give the driver an electronic work diary that is in working order; and (c) give the driver any information, in a way that makes the information readily available to the driver, that was in the destroyed, lost or stolen electronic work diary that:- (i) is accessible to the record keeper; and (ii) relates to any period during the last 28 days; and (iii) is not stored in the new electronic work diary.	Delegation to the CEO
Section 312(3)	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 2 - Work diary requirements Sub-Division 4 - Requirements about work diaries that are filled up etc.	Power as a record keeper to notify the Regulator in the approved form that the electronic work diary has been destroyed, lost or stolen.	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 313(2)	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 2 - Work diary requirements Sub-Division 4 - Requirements about work diaries that are filled up etc.	Power, as a record keeper in the circumstances listed in subsection (1), to, as soon as reasonably practicable after becoming aware of the matter or having reason to suspect the matter inform the driver about the matter unless the driver informed the record keeper about the matter under section 309.	Delegation to the CEO
Section 313(3)	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 2 - Work diary requirements Sub-Division 4 - Requirements about work diaries that are filled up etc.	Power, as a record keeper in the circumstances listed in subsection (1), to, after becoming aware of the matter or having reason to suspect the matter:- (a) direct the driver in the approved form to use a supplementary record in compliance with section 305; and (b) give the driver information that was in the electronic work diary, in a way that makes the information readily available to the driver, that:- (i) is accessible to the record keeper; and (ii) relates to any period during the last 28 days; and (iii) is not stored in the electronic work diary because the electronic work diary is not in working order or is malfunctioning or has malfunctioned; and (c) notify the Regulator in the approved form that the electronic work diary is not in working order or is malfunctioning or has malfunctioned; and (d) ensure the electronic work diary is examined and brought into working order and is not malfunctioning.	Delegation to the CEO
Section 315	Entity Power Given To: Responsible Party	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 2 - Work diary requirements Sub-Division 6 - Extended liability	Power, as a responsible party for the driver of a fatigue-regulated heavy vehicle, to ensure, so far as is reasonably practicable, the driver complies with each of Part 6.4, Division 2, Subdivisions 1, 2, 3 and 4.	Delegation to the CEO
Section 319	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 3 - Records relating to drivers Sub-Division 2 - Record keeping obligations relating to drivers undertaking 100km work under standard hours	Power, as a record keeper for a driver of a fatigue-regulated heavy vehicle who is undertaking only 100km work under standard hours, to keep a record of the information listed in subsections (1)(a) to (b).	Delegation to the CEO
Section 321	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 3 - Records relating to drivers Sub-Division 3 - Record keeping obligations relating to drivers undertaking 100+km work under standard hours or operating under BFM hours, AFM hours or exemption hours	Power, as a record keeper for a driver of a fatigue-regulated heavy vehicle who is undertaking 100+km work under standard hours; or operating under BFM hours, AFM hours or exemption hours, to keep a record of the information listed in subsections (1)(a) to (c) and (3) (where relevant).	Delegation to the CEO
Section 322(4)	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 3 - Records relating to drivers Sub-Division 3 - Record keeping obligations relating to drivers undertaking 100+km work under standard hours or operating under BFM hours, AFM hours or exemption hours	Power, as a record keeper for a driver of a fatigue-regulated heavy vehicle to ensure the driver complies with subsection (2).	Delegation to the CEO
Section 323(3)	Entity Power Given To: New Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 3 - Records relating to drivers Sub-Division 3 - Record keeping obligations relating to drivers undertaking 100+km work under standard hours or operating under BFM hours, AFM hours or exemption hours	Power, as a new record keeper for a driver of a fatigue-regulated heavy vehicle to ensure the driver complies with subsection (2).	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 324(2)	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 3 - Records relating to drivers Sub-Division 3 - Record keeping obligations relating to drivers undertaking 100-km work under standard hours or operating under BFM hours, AFM hours or exemption hours	Power, as a record keeper in the circumstances listed in subsection (1), to give the driver the information listed in subsection (2).	Delegation to the CEO
Section 324A(2)	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 3 - Records relating to drivers Sub-Division 3 - Record keeping obligations relating to drivers undertaking 100-km work under standard hours or operating under BFM hours, AFM hours or exemption hours	Power, as a record keeper in the circumstances listed in subsection (1), to give the driver the information listed in subsection (2).	Delegation to the CEO
Section 336A	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 5 - Interfering with work records Sub-Division 2 - Approved electronic recording systems	Power, as a record keeper for the driver of a fatigue-regulated heavy vehicle who knows, or has reasonable grounds to suspect, an electronic work diary has been tampered with, to report the matter to the Regulator.	Delegation to the CEO
Section 341	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 6A - Requirements about records record keeper must make or keep	Power as a record keeper of the driver of a fatigue-regulated heavy vehicle, to keep a record (or a copy) required to be made or kept under Division 3, for the period for which, and way in which subsections (1) to (7) require.	Delegation to the CEO
Section 342	Entity Power Given To: Person	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 7 - Approval of electronic recording systems Sub-Division 1 - Approval of electronic recording systems	Power to apply to the Regulator for the approval of an electronic recording system.	Delegation to the CEO
Section 351	Entity Power Given To: Holder of the approval	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 7 - Approval of electronic recording systems Sub-Division 3 - Amendment or cancellation of approval	Power, as the holder of an electronic recording system approval, to apply to the Regulator for an amendment or cancellation of the approval and give any additional information sought by the Regulator.	Delegation to the CEO
Section 354(3)	Entity Power Given To: Holder of the approval	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 7 - Approval of electronic recording systems Sub-Division 3 - Amendment or cancellation of approval	Power, as the holder of the approval in relation to which a direction has been given under subsection (2), to comply with the direction.	Delegation to the CEO
Section 354(5)	Entity Power Given To: Person	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 7 - Approval of electronic recording systems Sub-Division 3 - Amendment or cancellation of approval	Power, as a person given a notice under subsection (3), to give a copy of the notice to each other person to whom the person has supplied an electronic recording system the subject of the approval, or a device forming part of the system.	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 355(2)	Entity Power Given To: Holder of the approval	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 7 - Approval of electronic recording systems Sub-Division 3 - Amendment or cancellation of approval	Power, in the circumstance stated in subsection (1), to remove any electronic message on the system's visual display stating the system is or includes an electronic work diary.	Delegation to the CEO
Section 355(4)	Entity Power Given To: Holder of the approval	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 7 - Approval of electronic recording systems Sub-Division 3 - Amendment or cancellation of approval	Power, in the circumstance stated in subsection (1), to give each person to whom the holder has supplied an electronic recording system the subject of the approval that constitutes an electronic work diary, or of which an electronic work diary is a part, a notice stating that the approval has been cancelled.	Delegation to the CEO
Section 364	Entity Power Given To: Employer	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 8 - Exemptions from work diary requirements for Division 2 Sub-Division 3 - Exemptions by permit	Power, as the employer of the driver of a fatigue-regulated heavy vehicle to make an application under subsection (1) on behalf of the driver and give any further information sought by the Regulator.	Delegation to the CEO
Section 376(3)	Entity Power Given To: Relevant Party	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 8 - Exemptions from work diary requirements for Division 2 Sub-Division 4 - Operating under work diary exemption	Power, as a relevant party for a driver mentioned in subsection (2), to ensure the driver complies with subsection (2).	Delegation to the CEO
Section 384	Entity Power Given To: Record Keeper	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 8A - Exemptions from fatigue record keeping requirements of Division 3 Sub-Division 2 - Exemptions by permit	Power, as the record keeper for a driver of a fatigue-regulated heavy vehicle, to apply to the Regulator for a fatigue record keeping exemption (permit) and give any further information sought by the Regulator.	Delegation to the CEO
Section 389	Entity Power Given To: Holder of a permit	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 8A - Exemptions from fatigue record keeping requirements of Division 3 Sub-Division 2 - Exemptions by permit	Power, as the holder of a permit for a fatigue record keeping exemption, to apply to the Regulator for an amendment or cancellation of the exemption and give any further information sought by the Regulator.	Delegation to the CEO
Section 390(2)(e)	Entity Power Given To: Holder of a permit	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 8A - Exemptions from fatigue record keeping requirements of Division 3 Sub-Division 2 - Exemptions by permit	Power, as the holder of a permit for a fatigue record keeping exemption, to make submissions to the Regulator.	Delegation to the CEO
Section 392(2)	Entity Power Given To: Holder of a permit	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 8A - Exemptions from fatigue record keeping requirements of Division 3 Sub-Division 2 - Exemptions by permit	Power, as the holder of a permit for a fatigue record keeping exemption that is amended or cancelled, to comply with a notice of the Regulator given under subsection (1).	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 393(1)	Entity Power Given To: Holder of a permit	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 8A - Exemptions from fatigue record keeping requirements of Division 3 Sub-Division 2 - Exemptions by permit	Power, as the holder of a permit for a fatigue record keeping exemption that is defaced, destroyed, lost or stolen, to apply to the Regulator for a replacement permit.	Delegation to the CEO
Section 396(2)	Entity Power Given To: Owner	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 9 - Requirements about odometers	Power, as the owner of a fatigue-regulated heavy vehicle required by the national regulations to be fitted with an odometer, to maintain the odometer in accordance with the requirements prescribed by the national regulations.	Delegation to the CEO
Section 398(2)	Entity Power Given To: Owner	Chapter 6 - Vehicle operations - driver fatigue Part 6.4 - Requirements about record keeping Division 9 - Requirements about odometers	Power, as the owner of a fatigue-regulated heavy vehicle that is informed under section 397 of a malfunctioning or suspected malfunctioning odometer, to ensure the odometer is examined and brought into working order.	Delegation to the CEO
Section 459	Entity Power Given To: Operator	Chapter 8 - Accreditation Part 8.2 - Grant of heavy vehicle accreditation	Power, as the operator of a heavy vehicle, to apply to the Regulator for heavy vehicle accreditation, provide the declaration required by subsection (3) and give any further information or statutory declaration sought by the Regulator.	Delegation to the CEO
Section 460(3)	Entity Power Given To: Applicant	Chapter 8 - Accreditation Part 8.2 - Grant of heavy vehicle accreditation	Power, as the applicant, to consent to the Regulator obtaining prescribed criminal history information.	Delegation to the CEO
Section 466(2)(a)	Entity Power Given To: Operator	Chapter 8 - Accreditation Part 8.2 - Grant of heavy vehicle accreditation	Power as an operator to ask the Regulator for an accreditation label for the new relevant vehicle.	Delegation to the CEO
Section 468(3)	Entity Power Given To: Operator	Chapter 8 - Accreditation Part 8.3 - Operating under heavy vehicle accreditation	Power, as the operator of a heavy vehicle, to ensure a driver who is operating under a BFM accreditation or AFM accreditation complies with subsection (1).	Delegation to the CEO
Section 470(2)	Entity Power Given To: Operator	Chapter 8 - Accreditation Part 8.3 - Operating under heavy vehicle accreditation	Power, as an operator of a heavy vehicle who holds a heavy vehicle accreditation, to, if the accreditation is BFM accreditation or AFM accreditation, ensure each driver who operates under the accreditation:- (a) is inducted into the operator's relevant management system; and (b) at all times, meets the requirements relating to drivers operating under the accreditation (if any).	Delegation to the CEO
Section 470(3)	Entity Power Given To: Operator	Chapter 8 - Accreditation Part 8.3 - Operating under heavy vehicle accreditation	Power, as an operator of a heavy vehicle who holds a heavy vehicle accreditation, to, if the accreditation is AFM accreditation, ensure each driver who operates under the accreditation is informed of the AFM hours applying under the accreditation.	Delegation to the CEO
Section 470(4)	Entity Power Given To: Operator	Chapter 8 - Accreditation Part 8.3 - Operating under heavy vehicle accreditation	Power, as an operator of a heavy vehicle who holds a heavy vehicle accreditation, to keep the things listed in subsection (4).	Delegation to the CEO
Section 470(8)	Entity Power Given To: Operator	Chapter 8 - Accreditation Part 8.3 - Operating under heavy vehicle accreditation	Power, as an operator of a heavy vehicle who holds a heavy vehicle accreditation, to comply with a requirement issued by the Regulator under subsection (7).	Delegation to the CEO
Section 471(2)	Entity Power Given To: Operator	Chapter 8 - Accreditation Part 8.3 - Operating under heavy vehicle accreditation	Power, as an operator of a heavy vehicle who holds a heavy vehicle accreditation that is amended or suspended, or as an operator that ceases to hold an accreditation, to give notice to any driver of, or scheduler for, a heavy vehicle who may be affected by the amendment, suspension or cessation.	Delegation to the CEO
Section 472	Entity Power Given To: Person	Chapter 8 - Accreditation Part 8.4 - Amendment or cancellation of heavy vehicle accreditation	Power, as a person who holds a heavy vehicle accreditation, to apply to the Regulator for an amendment or cancellation of the heavy vehicle accreditation and give any further information sought by the Regulator.	Delegation to the CEO
Section 473(2)(f)	Entity Power Given To: Person	Chapter 8 - Accreditation Part 8.4 - Amendment or cancellation of heavy vehicle accreditation	Power, as a person who holds a heavy vehicle accreditation, to make written representations in response to a notice given by the Regulator.	Delegation to the CEO
Section 476(2)	Entity Power Given To: Operator	Chapter 8 - Accreditation Part 8.5 - Other provisions about heavy vehicle accreditations	Power, as an operator of a heavy vehicle who holds a heavy vehicle accreditation that is amended, suspended or cancelled, to comply with a notice of the Regulator issued under subsection (1).	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 477(1)	Entity Power Given To: Person	Chapter 8 - Accreditation Part 8.5 - Other provisions about heavy vehicle accreditations	Power, as a person whose accreditation certificate for a heavy vehicle accreditation is defaced, destroyed, lost or stolen, to apply to the Regulator for a replacement accreditation certificate.	Delegation to the CEO
Section 504(1)	Entity Power Given To: Occupier	Chapter 9 - Enforcement Part 9.2 - Powers in relation to places Division 4 - Procedure for entry by consent	Power, as an occupier of a place, to consent to its entry by an authorised officer, with or without conditions, and to sign and acknowledgement of the consent.	Delegation to the CEO
Section 516(3)	Entity Power Given To: Operator	Chapter 9 - Enforcement Part 9.3 - Powers in relation to heavy vehicles Division 3 - Moving heavy vehicle	Power, as an operator of a heavy vehicle, to comply with a direction of an authorised officer to move the vehicle or cause it to be moved to a location stated in the direction.	Delegation to the CEO
Section 517(4)	Entity Power Given To: Operator	Chapter 9 - Enforcement Part 9.3 - Powers in relation to heavy vehicles Division 3 - Moving heavy vehicle	Power, as an operator of a heavy vehicle, to comply with a direction of an authorised officer to move the vehicle or cause it to be moved to a location stated in the direction and do, or cause to be done, anything else the officer reasonably requires in the direction.	Delegation to the CEO
Sections 522(3) and (5)	Entity Power Given To: Registered Operator	Chapter 9 - Enforcement Part 9.3 - Powers in relation to heavy vehicles Division 4 - Inspecting and searching heavy vehicles	Power, as a registered operator or owner of a heavy vehicle, to comply with a notice of an authorised officer issued under subsection (2) and to request that the place or time of inspection be changed.	Delegation to the CEO
Section 529AA	Entity Power Given To: Operator	Chapter 9 - Enforcement Part 9.3 - Powers in relation to heavy vehicles Division 6 - Further powers in relation to heavy vehicles concerning heavy vehicle standards	Power, as an operator of a heavy vehicle that is the subject of a self-clearing defect notice, to apply to an authorised officer for written permission for the vehicle to be used on a road during a period stated in the permission.	Delegation to the CEO
Section 529A(1)	Entity Power Given To: Operator	Chapter 9 - Enforcement Part 9.3 - Powers in relation to heavy vehicles Division 6 - Further powers in relation to heavy vehicles concerning heavy vehicle standards	Power, as an operator of a heavy vehicle that is the subject of a major defect notice or minor defect notice, to make a request to an authorised officer for written permission for the vehicle to be used on a road during a period stated in the permission.	Delegation to the CEO
Section 529A(3)	Entity Power Given To: Operator	Chapter 9 - Enforcement Part 9.3 - Powers in relation to heavy vehicles Division 6 - Further powers in relation to heavy vehicles concerning heavy vehicle standards	Power, as an operator of a heavy vehicle that is the subject of a major defect notice or minor defect notice, to provide the authorised officer with evidence of adequate repairs or other measures.	Delegation to the CEO
Section 533(7)	Entity Power Given To: Operator	Chapter 9 - Enforcement Part 9.3 - Powers in relation to heavy vehicles Division 7 - Further powers in relation to heavy vehicles concerning mass, dimension or loading requirements	Power, as an operator of a heavy vehicle, to comply with a direction of an authorised officer given under subsection (2).	Delegation to the CEO
Section 534(5)	Entity Power Given To: Operator	Chapter 9 - Enforcement Part 9.3 - Powers in relation to heavy vehicles Division 7 - Further powers in relation to heavy vehicles concerning mass, dimension or loading requirements	Power, as an operator of a heavy vehicle, to comply with a direction of an authorised officer given under subsection (2).	Delegation to the CEO
Section 535(5)	Entity Power Given To: Operator	Chapter 9 - Enforcement Part 9.3 - Powers in relation to heavy vehicles Division 7 - Further powers in relation to heavy vehicles concerning mass, dimension or loading requirements	Power, as an operator of a heavy vehicle, to comply with a direction of an authorised officer given under subsection (2).	Delegation to the CEO
Section 556(3)	Entity Power Given To: Owner	Chapter 9 - Enforcement Part 9.4 - Other powers Division 2 - Seizure and embargo notices Sub-Division 3 - Safeguards for seized things or samples	Power, as owner of a thing seized under chapter 10 and not forfeited, to apply to the relevant tribunal or court for the return of the thing.	Delegation to the CEO
Section 558(3)	Entity Power Given To: Person	Chapter 9 - Enforcement Part 9.4 - Other powers Division 2 - Seizure and embargo notices Sub-Division 4 - Embargo notices	Power, as a person served with an embargo notice, to take all reasonable steps to stop any other person from doing anything prohibited in the notice.	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 559(3)	Entity Power Given To: Person	Chapter 9 - Enforcement Part 9.4 - Other powers Division 2 - Seizure and embargo notices Sub-Division 4 - Embargo notices	Power, as a person served with an embargo notice, to comply with a requirement stated in the notice.	Delegation to the CEO
Sections 559(4) and (5)	Entity Power Given To: Person	Chapter 9 - Enforcement Part 9.4 - Other powers Division 2 - Seizure and embargo notices Sub-Division 4 - Embargo notices	Power to seek an authorised officer's approval to tamper with an embargoed thing or anything used to restrict access to the thing and enter a place in contravention of a restriction or tamper with anything used to restrict access to a place.	Delegation to the CEO
Section 563	Entity Power Given To: Owner	Chapter 9 - Enforcement Part 9.4 - Other powers Division 3 - Forfeiture and transfers	Power, as owner of a thing or sample seized under chapter 10 and forfeited under section 561(1), to agree with the Regulator to transfer the ownership of the thing or sample to the Regulator.	Delegation to the CEO
Section 565(2)	Entity Power Given To: Party	Chapter 9 - Enforcement Part 9.4 - Other powers Division 3 - Forfeiture and transfers	Power, as a party mentioned in subsection (1), to apply to the relevant tribunal or court for:- (a) ownership in the thing or sample to be transferred to Council; or (b) the thing or sample to be sold and the Regulator to pay to Council, and any other persons with a registered interest in the thing or sample, an amount commensurate with the value of their respective interest.	Delegation to the CEO
Section 569(2)	Entity Power Given To: Responsible Person	Chapter 9 - Enforcement Part 9.4 - Other powers Division 4 - Information-gathering powers	Power, as a responsible person for a heavy vehicle, to comply with a requirement issued by an authorised officer under subsection (1).	Delegation to the CEO
Section 570(3)	Entity Power Given To: Responsible Person	Chapter 9 - Enforcement Part 9.4 - Other powers Division 4 - Information-gathering powers	Power, as a responsible person for a heavy vehicle, to comply with a requirement issued by an authorised officer under subsection (1).	Delegation to the CEO
Section 570A(5)	Entity Power Given To: Person	Chapter 9 - Enforcement Part 9.4 - Other powers Division 4 - Information-gathering powers	Power to comply with a notice issued by an authorised officer under subsections (2) or (3).	Delegation to the CEO
Section 573	Entity Power Given To: Person	Chapter 9 - Enforcement Part 9.4 - Other powers Division 5 - Improvement notices	Power, as a person given an improvement notice, to take the steps necessary to comply with the notice.	Delegation to the CEO
Section 576C	Entity Power Given To: Person	Chapter 9 - Enforcement Part 9.4 - Other powers Division 5A - Prohibition notice	Power, as a person given a direction under section 576A(2) or a prohibition notice to comply with the direction or notice.	Delegation to the CEO
Section 577(4)	Entity Power Given To: Occupier	Chapter 9 - Enforcement Part 9.4 - Other powers Division 6 - Power to require reasonable help	Power, as an occupier of a place, to comply with a requirement issued by an authorised officer under subsections (1) or (2).	Delegation to the CEO
Section 581(1)	Entity Power Given To: Person	Chapter 9 - Enforcement Part 9.5 - Provisions about exercise of powers Division 2 - Compensation	Power to claim compensation from the Regulator if Council incurs costs, damage or loss because of the exercise, or purported exercise, of a power by or for an authorised officer.	Delegation to the CEO
Section 590A	Entity Power Given To: Person	Chapter 10 - Sanctions and provisions about liability for offences Part 10.1A - Enforceable undertakings	Power to give an undertaking in relation to the contravention or alleged contravention of the Heavy Vehicle National Law by Council.	Delegation to the CEO
Section 590B	Entity Power Given To: Person	Chapter 10 - Sanctions and provisions about liability for offences Part 10.1A - Enforceable undertakings	Power to comply with an undertaking given under section 590A.	Delegation to the CEO
Section 590C(1)	Entity Power Given To: Person	Chapter 10 - Sanctions and provisions about liability for offences Part 10.1A - Enforceable undertakings	Power to agree in writing with the promisee to withdraw the undertaking or change the undertaking.	Delegation to the CEO
Section 603	Entity Power Given To: Person	Chapter 10 - Sanctions and provisions about liability for offences Part 10.3 - Court sanctions Division 5 - Supervisory intervention orders	Power, as a person to whom a supervisory intervention order applies, to apply to the Court to amend or revoke the order.	Delegation to the CEO
Section 604	Entity Power Given To: Person	Chapter 10 - Sanctions and provisions about liability for offences Part 10.3 - Court sanctions Division 5 - Supervisory intervention orders	Power, as a person to whom a supervisory intervention order applies, to take the steps necessary to comply with the order.	Delegation to the CEO

Section of HVNL	Entity Power Given To	Title	Description	Recommendation
Section 609	Entity Power Given To: Person	Chapter 10 - Sanctions and provisions about liability for offences Part 10.3 - Court sanctions Division 6 - Prohibition orders	Power, as a person to whom a prohibition order applies, to apply to the Court to amend or revoke the order.	Delegation to the CEO
Section 610	Entity Power Given To: Person	Chapter 10 - Sanctions and provisions about liability for offences Part 10.3 - Court sanctions Division 6 - Prohibition orders	Power, as a person to whom a prohibition order applies, to take the steps necessary comply with the order.	Delegation to the CEO
Section 611(2)	Entity Power Given To: Road Manager	Chapter 10 - Sanctions and provisions about liability for offences Part 10.3 - Court sanctions Division 7 - Compensation orders	Power, as a road manager, to apply to the Court for a compensation order.	Delegation to the CEO
Section 612(2)(c)	Entity Power Given To: Road Manager	Chapter 10 - Sanctions and provisions about liability for offences Part 10.3 - Court sanctions Division 7 - Compensation orders	Power, as a road manager and public authority, to sign a certificate.	Delegation to the CEO
Section 613(1)	Entity Power Given To: Public authority	Chapter 10 - Sanctions and provisions about liability for offences Part 10.3 - Court sanctions Division 7 - Compensation orders	Power, as a public authority, to give a copy of the certificate issued pursuant to section 612(2)(c) to the defendant.	Delegation to the CEO
Section 641(1)	Entity Power Given To: Dissatisfied person	Chapter 11 - Reviews and appeals Part 11.2 - Internal review	Power, as a dissatisfied person for a reviewable decision, to apply to the Regulator for internal review of the decision.	Delegation to the CEO
Section 641(6)(b)	Entity Power Given To: Person	Chapter 11 - Reviews and appeals Part 11.2 - Internal review	Power, as a person given a decision notice, but not an information notice, for the reviewable decision, to ask the Regulator for a statement of reasons for the decision.	Delegation to the CEO
Sections 642(2) and (6)	Entity Power Given To: Person	Chapter 11 - Reviews and appeals Part 11.2 - Internal review	Power, as a person who has made a review application for a reviewable decision, to apply for a stay of the decision and serve a copy of the application on the Regulator.	Delegation to the CEO
Section 644(3)	Entity Power Given To: Person	Chapter 11 - Reviews and appeals Part 11.2 - Internal review	Power, as a person who has made a review application for a reviewable decision, to make representations to the reviewer.	Delegation to the CEO
Section 645(1)	Entity Power Given To: Reviewer	Chapter 11 - Reviews and appeals Part 11.2 - Internal review	Power, as a reviewer, to make a review decision.	Delegation to the CEO
Section 645(5)	Entity Power Given To: Reviewer	Chapter 11 - Reviews and appeals Part 11.2 - Internal review	Power, as a reviewer who is a road manager, to give a copy of the review decision to the Regulator.	Delegation to the CEO
Section 645(6)	Entity Power Given To: Road manager	Chapter 11 - Reviews and appeals Part 11.2 - Internal review	Power, as a road manager and reviewer, to agree to a longer prescribed period for a review of a reviewable decision.	Delegation to the CEO
Section 647(1)	Entity Power Given To: Person	Chapter 11 - Reviews and appeals Part 11.3 - Appeals	Power to appeal against a review decision relating to a reviewable decision made by the Regulator or an authorised officer.	Delegation to the CEO
Sections 648(2) and (6)	Entity Power Given To: Person	Chapter 11 - Reviews and appeals Part 11.3 - Appeals	Power, as a person who appeals against a review decision, to apply to the relevant appeal body for a stay of the decision and to serve a copy of the application on the Regulator.	Delegation to the CEO
Section 715	Entity Power Given To: Defendant for an offence	Chapter 13 - General Part 13.3 - Legal proceedings Division 2 - Evidence	Power, as a defendant for an offence, to give the complainant notice of the intention to challenge a matter stated in a certificate mentioned in section 711, 712, 713 or 714(1).	Delegation to the CEO
Section 722	Entity Power Given To: Defendant for an offence	Chapter 13 - General Part 13.3 - Legal proceedings Division 2 - Evidence	Power, as a defendant for an offence, to give the complainant notice of the intention to challenge a matter stated in subsection (5).	Delegation to the CEO
Section 724	Entity Power Given To: Defendant for an offence	Chapter 13 - General Part 13.3 - Legal proceedings Division 2 - Evidence	Power, as a defendant for an offence, to give the complainant notice of the intention to challenge a matter stated in subsection (4).	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Heavy Vehicle (Mass, Dimension and Loading) National Regulation

Meeting Date: 25 January 2022

Attachment No: 2

Delegations Register – Heavy Vehicle (Mass, Dimension and Loading) National Regulation {HVNR}

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section of HVNR	Entity Power Given To	Title	Description	Recommendation
Section 13(1)(b) and 14	Entity Power Given To: Road Manager	Part 2 - Mass requirements Division 3 - Additional provisions relating to higher mass limits Sub-Division 1 - HML declarations	Power, as a road manager, to consent to the making of an HML declaration.	Delegation to the CEO
Section 14(3)	Entity Power Given To: Road Manager	Part 2 - Mass requirements Division 3 - Additional provisions relating to higher mass limits Sub-Division 1 - HML declarations	Power, as a relevant road manager for an HML declaration, to consent to the making of the declaration subject to the condition that stated intelligent access conditions are imposed on the use of a stated type of HML heavy vehicle under the higher mass limits in an area of or on a route to which the declaration applies.	Delegation to the CEO
Section 14(4)	Entity Power Given To: Road Manager	Part 2 - Mass requirements Division 3 - Additional provisions relating to higher mass limits Sub-Division 1 - HML declarations	Power, as a relevant road manager for an HML declaration, to give written reasons for a decision made under subsection 14(3) to the Regulator.	Delegation to the CEO
Section 18	Entity Power Given To: Road Manager	Part 2 - Mass requirements Division 3 - Additional provisions relating to higher mass limits Sub-Division 1 - HML declarations	Power, as a relevant road manager for an HML declaration in the circumstances set out in subsection 18(1), to ask the Regulator to do one or more of the things listed in subsection 18(2).	Delegation to the CEO
Section 22(1)(b) and 23	Entity Power Given To: Road Manager	Part 2 - Mass requirements Division 3 - Additional provisions relating to higher mass limits Sub-Division 2 - HML permits	Power, as a road manager, to consent to the granting of an HML permit.	Delegation to the CEO
Section 24(1)(a)	Entity Power Given To: Road Manager	Part 2 - Mass requirements Division 3 - Additional provisions relating to higher mass limits Sub-Division 2 - HML permits	Power, as a road manager, to consent to the granting of an HML permit subject to conditions.	Delegation to the CEO
Section 29(4)	Entity Power Given To: Road Manager	Part 2 - Mass requirements Division 3 - Additional provisions relating to higher mass limits Sub-Division 2 - HML permits	Power, as a road manager, to consent to amendment of an HML permit.	Delegation to the CEO
Section 31(2)	Entity Power Given To: Road Manager	Part 2 - Mass requirements Division 3 - Additional provisions relating to higher mass limits Sub-Division 2 - HML permits	Power, as a road manager for a HML permit, to request the regulator to amend or cancel the permit.	Delegation to the CEO
Section 41(1)	Entity Power Given To: Road Manager	Part 5 - Exemptions for particular overmass or oversize vehicles Division 2 - Declaration of areas, roads and routes and major roads	Power, as a road manager, to consent to a declaration of the regulator pursuant to section 40.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Operations (Marine Safety) Act 1994

Meeting Date: 25 January 2022

Attachment No: 3

Delegations Register – Transport Operations (Marine Safety) Act 1994

Under section 257 of the Local Government Act 2009, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 153	Entity Power Given To: Shipping inspector	Part 13 – Shipping inspectors Division 1 – General	Power, as shipping inspector, to exercise powers of shipping inspectors under the Transport Operation (Marine Safety) Act 1994.	Delegation to the CEO
Section 219C(4)	Entity Power Given To: Public Authority	Part 18 – Regulations and standards Division 2 – Standards	Power as a public authority to make a submission on a proposal to prepare a draft standard.	Delegation to the CEO
Section 219E(3)	Entity Power Given To: Public Authority	Part 18 – Regulations and standards Division 2 – Standards	Power as a public authority to make a submission on a draft standard.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Operations (Marine Safety) Regulation 2016

Meeting Date: 25 January 2022

Attachment No: 4

Delegations Register – Transport Operations (Marine Safety) Regulation 2016

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 179(1)	Entity Power Given To: Local Government	Chapter 8 – Marine zones	Power to give the general manager a proposal for an area (a proposed area) to be a marine zone under section 177 of the Transport Operations (Marine Safety) Regulation 2016.	Delegation to the CEO
Section 180(1)(a)(iii)	Entity Power Given To: Local Government	Chapter 8 – Marine zones	Power to consult with the proposing entity, if it is a government entity, about a proposal under section 179 of the Transport Operations (Marine Safety) Regulation 2016.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Operations (Marine Pollution) Act 1995

Meeting Date: 25 January 2022

Attachment No: 5

Delegations Register – Transport Operations (Marine Pollution) Act 1995

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 93(5)	Entity Power Given To: Local Government	Part 12 – Investigation, prevention and minimisation, and enforcement Division 6 – Response action to discharge and authorised officer's emergency powers	Power to consult with the State, the port authority or port operator, if required, in preparing a response to a discharge or probable discharge of pollutant into coastal waters.	Delegation to the CEO
Section 113(3)	Entity Power Given To: Prescribed Entity	Part 13 – Discharge expenses	Power, if acting as a prescribed entity, to ask the chief executive to secure its discharge expenses.	Delegation to the CEO
Section 122(1)	Entity Power Given To: Prescribed Entity	Part 14 – Legal proceedings Division 2 – Legal proceedings	Power, if acting as a prescribed entity, to recover its discharge expenses as a debt	Delegation to the CEO
Section 122(2)	Entity Power Given To: Prescribed Entity	Part 14 – Legal proceedings Division 2 – Legal proceedings	Power, if acting as a prescribed entity, to ask the chief executive to recover its discharge expenses.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Infrastructure (Public Marine Facilities) Regulation 2011

Meeting Date: 25 January 2022

Attachment No: 6

Delegations Register – Transport Infrastructure (Public Marine Facilities) Regulation 2011

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section of TIPMFR	Entity Power Given To	Title	Description	Recommendation
Section 6(b)(i)	Entity Power Given To: Manager of a public marine facility	Part 2 – Public marine facilities management Division 1 – Management	Power, as a manager of a public marine facility, to give written approval for the use of the facility for a commercial purpose.	Delegation to the CEO
Section 79	Entity Power Given To: Manager of a non-State managed boat harbour	Part 6 – General Division 1 – Fees	Power, as a manager of a non-State managed boat harbour, to pay to the chief executive the fees stated in schedule 3 for each mooring in the boat harbour.	Not Relevant to Council
Section 81(2)	Entity Power Given To: Manager of a non-State managed boat harbour	Part 6 – General Division 1 – Fees	Power, as a manager of a non-State managed boat harbour, to ask the chief executive to enter into another arrangement for the payment of fees under section 79.	Not Relevant to Council

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Infrastructure (State Controlled Roads) Regulation 2017

Meeting Date: 25 January 2022

Attachment No: 7

Delegations Register – Transport Infrastructure (State Controlled Roads) Regulation 2017

Under section 257 of the Local Government Act 2009, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 14(2)	Entity Power Given To: Chief Executive	Part 5 – Ancillary works and encroachments	Power, where given a notice by the chief executive, to give the chief executive further information required to decide an application for an approval mentioned in section 50(2)(a) of the Act.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Operations (Road Use Management— Accreditation and Other Provisions) Regulation 2015

Meeting Date: 25 January 2022

Attachment No: 8

Delegations Register –

Transport Operations (Road Use Management—Accreditation and Other Provisions) Regulation 2015

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 125(1)	Entity Power Given To: Person Proposing to Conduct a Special Event	Part 5 – Special event permits and special circumstances permits Division 2 - Special event permits	Power to apply to an authorising officer for a special event permit for an event.	Delegation to the CEO
Section 127	Entity Power Given To: Holder of a Special Event Permit	Part 5 – Special event permits and special circumstances permits Division 2 - Special event permits	Power to ensure the conditions of a special event permit are complied with.	Delegation to the CEO
Section 128(1)	Entity Power Given To: Person	Part 5 – Special event permits and special circumstances permits Division 3 – Special circumstances permits	Power to apply to an authorising officer for a special circumstances permit (e.g. to breach a provision of the Queensland Road Rules to serve an infringement notice).	Delegation to the CEO
Section 132(1)	Entity Power Given To: Person	Part 6 – Protection of roads and structures	Power to apply to the chief executive for a permit under section 132.	Delegation to the CEO
Section 133(3)(a)	Entity Power Given To: Person	Part 6 – Protection of roads and structures	Power to apply to the chief executive for written consent to drive a vehicle over the bridge or culvert.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Operations (Road Use Management— Vehicle Registration) Regulation 2021

Meeting Date: 25 January 2022

Attachment No: 9

Delegations Register –**Transport Operations (Road Use Management—Vehicle Registration) Regulation 2021**

Under section 257 of the Local Government Act 2009, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 202(1)	Entity Power Given To: Eligible Person	Part 10 - Miscellaneous Division 5 – Release of information	Power, as an eligible person, to request information about a vehicle from, and pay the relevant fee to, the chief executive.	Delegation to the CEO
Sections 204(1)	Entity Power Given To: Local Government Road Toll Operator	Part 10 - Miscellaneous Division 5 – Release of information	Power, as a local government toll road operator, to enter a written arrangement with the chief executive for the chief executive to give an extract from the register of information about a vehicle to an entity or person listed in section 204(1) or 204(2).	Not Relevant to Council

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Infrastructure Act 1994 (Clean)

Meeting Date: 25 January 2022

Attachment No: 10

Delegations Register – Transport Infrastructure Act 1994

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 11(4)	Entity Power Given To: Local Government	Chapter 4 - Implementation of Transport Infrastructure Strategies Part 1 - Road Implementation Programs	Power to consult with the chief executive concerning the development of a roads implementation program if the chief executive believes that Council would be affected by the program.	Delegation to the CEO
Section 14(3)(a)	Entity Power Given To: Local Government	Chapter 4 - Implementation of Transport Infrastructure Strategies Part 2 - Rail Implementation Programs	Power to consult with the chief executive concerning the development of a rail implementation program if the chief executive believes that Council would be affected by the program.	Delegation to the CEO
Section 17(4)	Entity Power Given To: Local Government	Chapter 4 - Implementation of Transport Infrastructure Strategies Part 3 - Implementation Programs for Miscellaneous Transport Infrastructure	Power to consult with the chief executive concerning the development of implementation programs for miscellaneous transport infrastructure if the chief executive believes that Council would be affected by the programs.	Delegation to the CEO
Section 25(b)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 2 – State-Controlled Roads Division 1 – Declaration Of State-Controlled Roads	Power to prepare and make submissions to the Minister in relation to any declaration, or revocation of a declaration that a road or route, or part of road or route, is a State-controlled road.	Delegation to the CEO
Section 26	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 2 – State-Controlled Roads Division 1 – Declaration Of State-Controlled Roads	Power, as a railway manager, to: (a) consult with, and make submissions to, the Minister before a declaration is made making a road or route, or part of a road or route, that crosses rail corridor land and continues on the other side of the rail corridor land a State-controlled road; (b) construct, maintain and operate a railway on a declared common area in a way not inconsistent with its use as a State-controlled road; (c) make an agreement with the chief executive regarding the State-controlled road on the common area.	Not Relevant to Council
Section 27(3)(b)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 2 – State-Controlled Roads Division 2 – Motorways	Power to prepare and make submissions to the Minister in relation to any declaration or revocation of a declaration that the whole or part of a State-controlled road is a motorway.	Delegation to the CEO
Section 29	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power to enter into contracts with the chief executive in respect of road works, other works or the operation of State-controlled roads within and outside Council's local government area.	Delegation to the CEO
Section 32	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power to make a sharing arrangement with the chief executive for the costs of: (a) acquisition of land for transport infrastructure; (b) road works on a State-controlled road; (c) other works that contribute to the effectiveness and efficiency of the road network; or (d) the operation of a State-controlled road; including all necessary preliminary costs associated with acquisition, works, or operation.	Delegation to the CEO
Section 33(2)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power to apply for an approval to carry out road works on a State-controlled road or interfere with a State-controlled road or its operation.	Delegation to the CEO
Section 36(1)	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power, as an owner or occupier of land, to provide written approval agreeing to the proposed temporary occupier occupying or using the land under section 35.	Delegation to the CEO
Section 36(4)	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power, as an owner or occupier of land, to make submissions to the proposed temporary occupier about the accommodation works or land management activities proposed to be carried out on the land.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 37	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power, as an owner of land, to give notice to the chief executive claiming compensation for physical damage caused by the temporary entry, occupation, or use, or for the taking or consumption of material.	Delegation to the CEO
Section 40	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to enter into agreements with the chief executive in relation to funding for road works on Council's roads.	Delegation to the CEO
Section 41	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to enter into a financial arrangement with the chief executive for improvements to State-controlled roads that would be beneficial to Council's road network.	Delegation to the CEO
Section 42	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to obtain the chief executive's written approval for consent to carry out road works or make changes to the management of a Council road if conditions under subsection (1) apply and exceptions under subsections (2) or (5) do not apply.	Delegation to the CEO
Section 42(5)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to apply and enforce conditions to proposed road works or changes to the management of a Council road.	Delegation to the CEO
Section 43	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to obtain the chief executive's written consent to the erection, alteration or operation of an advertising sign or device that would be: (a) visible from a motorway; and (b) beyond the boundaries of the motorway; and (c) reasonably likely to create a traffic hazard; and on conditions that comply with fixed criteria.	Delegation to the CEO
Section 43(4)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to apply conditions to the erection, alteration or operation of an advertising sign or device.	Delegation to the CEO
Section 45	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to exercise all the powers Council may exercise for a local government road in its area in relation to State-controlled roads in its area.	Delegation to the CEO
Section 50(3)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 1 – General Rules for Ancillary Works and Encroachments	Power to apply for an approval to construct, maintain, operate or conduct ancillary works and encroachments on a State-controlled road.	Delegation to the CEO
Section 52(6)	Entity Power Given To: An Owner of Ancillary Works and Encroachments	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 1 – General Rules for Ancillary Works and Encroachments	Power, as an owner of ancillary works and encroachments, to enter into an agreement with the chief executive for a contribution towards the cost of the alteration, relocation, making safe or removal of the ancillary works and encroachments.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 55	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	Power to make submissions to the chief executive concerning a proposal to publish a gazette notice to make, amend or revoke a declaration or to make, amend or replace a policy for a limited access road.	Delegation to the CEO
Section 62(1)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	Power to make an application to the chief executive to make a written decision stating any of the matters provided in sub-subsections (a)-(k) concerning access between 1 or more State-controlled roads and particular adjacent land which Council has an interest in.	Delegation to the CEO
Section 67A	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	Power to ask the chief executive, in writing, to give Council a copy of any decision in force under section 62(1) for land that Council has an interest in.	Delegation to the CEO
Section 72(2)	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	Power, as an owner or occupier of land, to enter into an agreement with the chief executive for: (a) the supply by the chief executive of, or a contribution towards the supply by the chief executive of, alternative road access works between a State-controlled road and Council's land or between Council's land and another road; or (b) the carrying out, or contributions towards the carrying out of, other works in relation to Council's land.	Delegation to the CEO
Section 73(4)	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	Power, as an owner or occupier of land, to recover, as a debt from the chief executive, compensation for the diminution in land value because of the prohibition or change made to the access between a State-controlled road and Council's land.	Delegation to the CEO
Section 76	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 3 – Roadside Facilities	Power to enter into an agreement with the chief executive for the supply of roadside service centres, roadside rest facilities and other roadside businesses adjacent to or near State-controlled roads.	Delegation to the CEO
Section 81	Entity Power Given To: An Owner of a Public Utility Plant	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 3 - Public Utility Plant on State-Controlled Roads	Power, as the owner of a public utility plant, to give the chief executive written notice of Council's intention to take action mentioned in section 80 on a State controlled road.	Delegation to the CEO
Section 83	Entity Power Given To: An Owner of a Public Utility Plant	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 3 - Public Utility Plant on State-Controlled Roads	Power, as the owner of a public utility plant (whether existing or proposed), to arrange with the chief executive for the sharing of the costs, including preliminary costs, of all or any of the following: (a) acquisition of land associated with the plant; or (b) construction, augmentation alteration or maintenance of the plant; or (c) construction of road works affected by the plant.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 84B(2)	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 2 - State Toll Road Corridor Land	Power, as a railway manager, to consult with, and make submissions to, the Minister about an intended declaration under section 84A.	Not Relevant to Council
Section 84B(4)	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 2 - State Toll Road Corridor Land	Power, as a railway manager for a rail corridor land that has been declared to be part of a common area, to construct, maintain and operate a railway on the common area in a way not inconsistent with its use as a toll road.	Not Relevant to Council
Section 84B(5)	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 2 - State Toll Road Corridor Land	Power, as a railway manager for rail corridor land that has been declared to be part of a common area, to enter into an agreement with chief executive, or the lease holder for the particular State toll road corridor land, regarding the following: (a) responsibility for maintaining a toll road, and the transport infrastructure relating to a toll road, on the common area; and (b) responsibility for the cost of removing road transport infrastructure from the common area and restoring the railway.	Not Relevant to Council
Section 84D	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 2 - State Toll Road Corridor Land	Power to claim compensation regarding land, in which Council has an interest but has been declared to be State toll road corridor land under section 84A, under the Acquisition of land Act 1967, section 12(5A) and (5B), and part 4 as if the interest were land taken by the State under that Act.	Not Relevant to Council
Section 85A	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 3 - Franchised Roads	Power, as a railway manager, to: (a) consult with, and make submissions to, the Minister regarding the construction, maintenance or operation of a road, or part of a road, that crosses rail corridor land and continues on the other side of the rail corridor land; (b) construct, maintain and operate a railway on the common area in a way not inconsistent with its use as a franchised road; (c) enter into an agreement with the franchisee regarding the franchised road on the common area.	Not Relevant to Council
Section 94(2)	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 2 - Toll Roads and Toll Payment Requirements	Power, as a toll road operator, to recover, as a debt, from the driver the amount of any unpaid toll or user administration charge, subject to any applicable agreement made by Council.	Not Relevant to Council
Section 95(2)	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 2 - Toll Roads and Toll Payment Requirements	Power, as a toll road operator, to enter into an agreement with a person regarding the liability of a designated vehicle's driver for the toll payable at a toll plaza.	Not Relevant to Council
Section 99	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give the registered operator of a vehicle a written notice requiring the registered operator, within the prescribed time for the notice: (a) to pay Council the deferred toll amount; or (b) to give Council the registered operator's statutory declaration containing the required information.	Not Relevant to Council
Section 99AA	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give a single notice to a registered operator for notices under section 99 and 105ZH.	Not Relevant to Council
Section 100	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give written notice, in the approved form, under this section if Council has not received a deferred toll amount and it considers, on reasonable grounds, that a person other than the vehicle's registered operator has information that could help the toll road operator establish the name and address of the driver.	Not Relevant to Council
Sections 100(2) and 105ZJ(2)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power to give a statutory declaration complying with subsection (3).	Not Relevant to Council
Section 101	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give a written notice, in the approved form, under this section if Council has not received a deferred toll amount and it considers, on reasonable grounds, that Council has correctly identified the person who was the driver.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 101A	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give a single notice to a person for notices under section 101 and 105ZK.	Not Relevant to Council
Sections 104(2) and 105ZN(2)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 4 - Miscellaneous	Power to disclose, allow access to, record or use personal information under certain circumstances.	Not Relevant to Council
Chapter 6, Part 8	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways	Power to exercise all the powers of Council, including applying for the Minister's consent for a local government tollway, under Part 8 (Local Government Tollways). *See Footnote	Not Relevant to Council
Section 105I	Entity Power Given To: Railway Manager and Local Government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 3 – Local Government Tollway Corridor Land	Power: (a) as a railway manager, to consult with, and make submissions to, the Minister about an intended declaration under section 105H; (b) to construct, maintain and operate a railway on a declared common area in a way not inconsistent with its use as a local government tollway; (c) to make an agreement with the chief executive regarding the local government tollway on the common area.	Not Relevant to Council
Section 105J(9) and (10)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 3 – Local Government Tollway Corridor Land	Power to enter into a lease or sublease of local government tollway corridor land to another person for use as a tollway.	Not Relevant to Council
Section 105JA(3)	Entity Power Given To: Person with an Interest in Land	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 3 – Local Government Tollway Corridor Land	Power, as a person with an interest in land declared to be a local government tollway corridor land under section 105H, to claim compensation under the Acquisition of Land Act 1967, section 12(5A) and (5B) and part 4 as if the interest were land taken by the State under that Act.	Not Relevant to Council
Section 105N	Entity Power Given To: Public Utility Provider	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 4 – Public Utility Plant Subdivision 3 - Powers of Public Utility Provider on Local Government Tollway Corridor Land	Power, as a public utility provider, to do the following on local government tollway corridor land: (a) build, replace or take away, or alter, other than for maintenance or repair, its public utility plant; (b) maintain or repair, or alter, for maintenance or repair, its public utility plant; (c) take reasonable steps to stop obstruction or potential obstruction to, or interference or potential interference with, its public utility plant; (d) seek written agreement from the local government for whom the declaration of the local government tollway corridor land was made; (e) in the interests of public safety, carry out urgent maintenance of its public utility plant on local government tollway corridor land without the written agreement of the local government.	Not Relevant to Council
Section 105O(1)	Entity Power Given To: Public Utility Provider	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 4 – Public Utility Plant Subdivision 4 - Obligations of Public Utility Provider	Power, as a public utility provider, to ask another local government for information about lines and levels for planned local government tollway infrastructure on local government tollway corridor land.	Not Relevant to Council
Section 105X(4)	Entity Power Given To: Public Utility Provider	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 4 – Public Utility Plant Subdivision 6 - Replacement or Reconstruction of Public Utility Plant	Power, as a public utility provider, to make an agreement with a local government regarding the reduction in cost of replacing or reconstructing a public utility plant.	Not Relevant to Council
Section 105Y	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 5 – Franchising Local Government Tollway Corridor Land	Power to enter into a local government tollway franchise agreement with another local government.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 109A(4)(a)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an owner or occupier of land, to allow the chief executive to enter the land by giving written consent to the chief executive.	Delegation to the CEO
Section 110	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power to apply to the chief executive for a rail feasibility investigator's authority for an area of land.	Not Relevant to Council
Section 114(3)(a)	Entity Power Given To: Owner or Occupier of Land or Authorised Investigator	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power: (a) as an owner or occupier of land, to consent to an investigator or an associated person to enter onto land; or (b) as an authorised investigator, to enter land, with the owner's or occupier's consent; for the purpose of investigating the land's potential and suitability as a rail corridor.	Delegation to the CEO
Section 115(1)	Entity Power Given To: Authorised Investigator	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an authorised investigator, to allow an associated person to act under the investigator's authority.	Not Relevant to Council
Sections 115(4) and 408(4)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an owner or occupier of land, to ask person who has entered, is entering, or is about to enter Council's land under an authority for the person's identification or about the person's authority to enter Council's land.	Delegation to the CEO
Section 117(b)	Entity Power Given To: Authorised Investigator	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an authorised investigator, to do anything necessary or desirable to minimise damage to the land or inconvenience to the land's owner or occupier.	Not Relevant to Council
Section 118(1)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an owner or occupier of land, to: (a) claim compensation from the relevant person for the loss or damage arising out of an entry onto land, any use made of the land, anything brought onto the land, or anything done or left on the land in connection with the relevant person's authority; (b) require the relevant person to carry out works to rectify, within a reasonable time, the damage after the relevant person has finished investigating the land under the authority; or (c) require the relevant person to carry out works to rectify the damage and claim compensation from the investigator for any loss or damage not rectified.	Delegation to the CEO
Section 118(4)(a)	Entity Power Given To: Owner or Occupier of Land or Authorised Investigator	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power: (a) as an owner or occupier of land, to make an agreement with the relevant person with regards to the amount of compensation; or (b) as an authorised investigator, to make an agreement with owner or occupier of the land with regards to the amount of compensation.	Delegation to the CEO
Section 165(c)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 1 - Railway Works	Power, as an owner or occupier of land, to agree to allow the chief executive or an accredited person to take or use the material on Council's land.	Delegation to the CEO
Section 166(1)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 1 - Railway Works	Power, as an owner or occupier of land, to give written notice to the chief executive or an accredited person regarding: (a) a claim for compensation for the loss or damage caused by the entry or railway works carried out on Council's land; (b) a claim for compensation for the taking or use of materials; (c) a requirement that the accredited person carry out works in restitution for the damage; or (d) a requirement that the accredited person carry out works in restitution for the damage and a claim for compensation for any loss or damage not restituted.	Delegation to the CEO
Section 168	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 2 - Other Powers	Power to seek the chief executive's written approval to carry out works near a railway.	Delegation to the CEO
Section 168(7)(b)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 2 - Other Powers	Power, as an owner or occupier of land, to make an agreement with an authorised person to allow the authorised person to enter Council's land and inspect railway works.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 169	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 2 - Other Powers	Power, as a railway manager, to: (a) temporarily close or regulate a railway crossing if satisfied it is necessary because of an immediate threat to— (i) the safety of the railway; or (ii) the public using it or who may use it; (b) construct a substitute crossing if Council decides to close or regulate a crossing.	Not Relevant to Council
Section 240(4)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager, to enter into a sublease with the chief executive for rail corridor land or non-rail corridor land.	Not Relevant to Council
Section 240B(2A)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager, to make an agreement with the chief executive to renew a sublease for a section of rail corridor land before or immediately after its expiry.	Not Relevant to Council
Section 240B(5)-(7)	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power to make an agreement with the chief executive, or commence proceedings in a court, for compensation to be paid to Council because of the revocation of an unregistered right in a railway manager's sublease for a section of rail corridor land.	Delegation to the CEO
Section 240D	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power to enter into a sublease with the chief executive for a section of non-rail corridor land.	Delegation to the CEO
Section 240E(2) and (3)	Entity Power Given To: Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as an owner of land, to seek and negotiate with the railway manager a right of access across a proposed railway if Council's land is adjacent to the relevant land or Council has access over the relevant land.	Delegation to the CEO
Section 240E(5)	Entity Power Given To: Railway Manager or Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager or as an owner of land, to ask the chief executive, if an agreement regarding right of access cannot be made, to decide whether a right of access across the proposed railway should be granted.	Delegation to the CEO
Section 240E(7)	Entity Power Given To: Railway Manager or Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager or an owner of land, to give the chief executive the information the chief executive requires in deciding whether to grant a right of access across the proposed railway.	Delegation to the CEO
Section 240F(3)(a)	Entity Power Given To: Railway Manager or Access Holder	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager of a rail corridor land or as a right of access holder, to agree to cancel the right of access to the land.	Delegation to the CEO
Section 240F(4)	Entity Power Given To: Railway Manager or Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager of a rail corridor land or as an owner of land, to enter into an agreement in relation to the compensation payable for the cancellation of a right of access across a rail corridor land.	Delegation to the CEO
Section 240F(6)	Entity Power Given To: Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as an owner of land, to commence proceedings in the Land Court for compensation.	Delegation to the CEO
Section 241(3)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager, to grant a sublicence in relation to an easement described in schedule 4 to a railway operator.	Not Relevant to Council
Sections 244(2)(b) and 244A(2)(b)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager, to: (a) alter the rail transport infrastructure; and (b) manage the railway using the rail transport infrastructure, whether or not altered; and (c) operate, or authorise a railway operator to operate, rolling stock on the railway.	Not Relevant to Council
Section 249(3)(a) and (b)	Entity Power Given To: Railway Manager or Relevant Person	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 8 - General	Power:- (a) as a railway manager for rail corridor land or future railway land, to construct, maintain and operate a railway on the common area in a way not inconsistent with its use as a relevant road; (b) to construct, maintain and operate a local government tollway corridor land within a declared common area in a way not inconsistent with its use as a railway.	Delegation to the CEO
Section 249(5)	Entity Power Given To: Local Government or Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 8 - General	Power: (a) to make an agreement with the railway manager for a railway within a common area; or (b) as a railway manager, to make an agreement with a relevant person for a relevant road within a common area; regarding the costs of removing rail transport infrastructure from the common area and restoring the relevant road.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 250	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power: (a) as a railway manager, to: (i) in constructing or managing a railway, to alter the level of a road or require the authority responsible for the road to alter its level; (ii) make an agreement with the authority responsible for the road with regards to the responsibility for the payment of all reasonable expenses incurred in altering the road level; (iii) make an agreement with a person, whose land is directly affected by the road alteration, regarding the amount of compensation payable to the person; (iv) if an agreement cannot be reached with the person directly affected by the road alteration, make an application to a court with jurisdiction to make a decision on the amount of compensation.	Delegation to the CEO
Section 250	Entity Power Given To: Authority Responsible for a Road or Occupier or Owner of Land	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power: (a) as an authority responsible for a road, to make an agreement with the railway manager with regards to the responsibility for the payment of all reasonable expenses incurred in altering the road level, or (b) as an occupier or owner of land that has been directly affected by the road alteration, to: (i) make an agreement with the railway manager regarding the amount of compensation payable to Council; (ii) make an application to a court with jurisdiction to make a decision on the amount of compensation.	Delegation to the CEO
Section 253(1)	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power to construct, maintain and operate a road on rail corridor land or non-rail corridor land, if permitted by the chief executive, by way of a bridge or other structure that allows the road to go over or pass under the relevant infrastructure on the land, or a crossing at the same level as the relevant infrastructure.	Delegation to the CEO
Section 253(3)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power, as a railway manager of rail corridor land or as a sublessee of non-rail corridor land, to consult with the chief executive before the chief executive makes a decision on proposed relevant infrastructure on rail corridor land or non-rail corridor land.	Delegation to the CEO
Section 253(4)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power, as a railway manager of rail corridor land or as a sublessee of non-rail corridor land, to continue to use the land and the airspace above the land, other than any land and airspace excluded by a condition of the permission.	Delegation to the CEO
Section 253(7)	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power to enter into an agreement with the chief executive concerning the maintenance of a road and a bridge, structure or crossing constructed on rail corridor land or non-rail corridor land, as well as the costs of removing the bridge, structure or crossing when the road is no longer in use and the subsequent restoration of the relevant infrastructure on the land.	Delegation to the CEO
Section 255(1)	Entity Power Given To: Railway Manager or Local Government	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power: (a) as a railway manager, to give written approval to a person seeking to interfere with the railway; or (b) to seek written approval from a railway's manager to interfere with the railway; and (c) to interfere with a railway provided that the interference is: (i) with the railway manager's written approval; (ii) permitted or authorised under a right of access under sections 240E or 253, or under the Transport (Rail Safety) Act 2010; or (iii) otherwise approved, authorised or permitted under this Act or another Act.	Delegation to the CEO
Section 256	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power, as a railway manager, to require, by written notice, a person who has contravened section 255(1) to rectify the interference within a stated reasonable time, or to rectify the interference if the person fails to comply with the requirement.	Not Relevant to Council
Section 258A	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power to make an application to the chief executive to make a change to the management of a local government road if the change would require work on a railway or would have a significant adverse impact on the safety and operational integrity of a railway or future railway.	Delegation to the CEO
Section 260(3)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power, as a railway manager, to construct and maintain a fence of substantially similar quality to any fence around the neighbouring land when the railway was constructed in order to satisfy its obligation under subsection (2)(b).	Not Relevant to Council
Section 260(4)(b)	Entity Power Given To: Owner or Occupier of Land or Railway Manager	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power, as an owner or occupier of land next to existing railway, or as a railway manager of the existing railway, to enter into an agreement for compensation for railway works with the railway manager or the owner or occupier of the land, respectively.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 260(6) and (7)	Entity Power Given To: Owner or Occupier of Land or Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power: (a) as an owner or occupier of land adjacent to an existing railway, to carry out further works at Council's expense, with the railway manager's agreement, if Council considers that the works carried out under section 260 are insufficient for the convenient use of the land, or (b) as a railway manager of an existing railway: (i) to agree to the further works proposed to be carried out by the owner or occupier of land adjacent to the existing railway at its expense; (ii) to require, by written notice given to the owner or occupier, the further works to be carried out under the supervision of a person nominated by Council and according to plans and specifications approved by Council.	Delegation to the CEO
Section 260(9) and (11)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as an owner or occupier of land adjacent to an existing railway, to cross the existing railway with Council's, and its employees' and agents', vehicles and livestock until the railway manager carries out the works pursuant to subsection (2), unless Council has received compensation for the works.	Not Relevant to Council
Section 266A(2)(a)	Entity Power Given To: Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as a railway manager, to give written notice to the chief executive, at least 2 months before a preserved train path is allocated to a person, stating details of the proposed allocation.	Not Relevant to Council
Section 266D	Entity Power Given To: Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as a railway manager, to make a submission against the imposition of a penalty pursuant to section 266C(2) in the way stated in the proposed penalty notice.	Not Relevant to Council
Section 266F	Entity Power Given To: Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as a railway manager, to appeal a penalty notice to the Supreme Court against the chief executive's decision to impose a penalty.	Not Relevant to Council
Section 273	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 2 - Establishment, Declaration and Abolition of Port Authorities	Power to exercise all the powers and functions of a port authority under Chapter 8 if Council is given management of a port under Chapter 8.	Not Relevant to Council
Section 279A	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3A - Liability for, and Recovery of, Charges and Expenses	Power: (a) as a port lessor, port lessee or port manager of the Port of Brisbane, to impose charges in relation to port services and port facilities; (b) as a port user, to make an agreement with the port lessor, port lessee or port manager regarding subsection (1).	Not Relevant to Council
Section 279B	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3A - Liability for, and Recovery of, Charges and Expenses	Power, as a port lessor, port lessee or port manager of the Port of Brisbane, to enter into a port agreement with the Minister about charges imposed pursuant to section 279A.	Not Relevant to Council
Section 281C	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3A - Liability for, and Recovery of, Charges and Expenses	Power, as a port lessor, port lessee or port manager of the Port of Brisbane, to: (a) decide a reasonable time for payment of a charge imposed pursuant to section 279A and a reasonable interest rate to be applied to any unpaid amount; and (b) recover a charge, or part of a charge, and any interest payable in relation to the charge, as a debt payable to Council.	Not Relevant to Council
Section 281F	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3A - Liability for, and Recovery of, Charges and Expenses	Power, as a port lessor, port lessee or port manager of the Port of Brisbane, to (a) by written notice, require a person to give Council a security deposit as a security for a liability or debt incurred, or that may be incurred, by it under chapter 8, part 3A in relation to the payment of a charge or damage caused, or that may be caused, to port facilities; (b) appropriate, or partly appropriate, a security deposit to meet the liability or indebtedness of the person if the liability or debt is unpaid after becoming due; (c) by written notice, require the person to give Council a further security deposit subsequent to the appropriation, or part appropriation, of a security deposit; and (d) by written notice, require the person to give Council a security deposit in a greater amount, or in a different form, or both, if Council considers that the person's liability or indebtedness, or potential liability or indebtedness, to Council under chapter 8, part 3A should be more adequately guaranteed.	Not Relevant to Council
Section 282	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to display or publish a port notice to control activities or conduct in its port area if Council reasonably considers the activities or conduct may: (a) affect the port's operation; or (b) cause damage to the port authority's strategic port land or Brisbane core port land; or (c) cause damage to the environment.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 282AA	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to display or publish a port notice requiring a person or class of persons to produce to the port lessor or port lessor's delegate, information relevant to the matters listed in sub-subsections (a)-(e).	Not Relevant to Council
Section 282A	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control by port notice— (a) the movement or mooring of ships at its port facilities; or (b) the movement or mooring of ships if the movement or mooring may affect the port's operation; or (c) activities on or by ships moored at its port facilities or in its port if the activities may affect the port's operation.	Not Relevant to Council
Section 282C	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control, by port notice, the movement, handling or storage of goods loaded, waiting to be loaded, unloaded or transhipped to or from ships at its port facilities.	Not Relevant to Council
Section 282D	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control, by port notice, the movement of persons at its facilities including, for example, where the movement of members of the public, or another identified group, is restricted or prohibited.	Not Relevant to Council
Section 282E	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control by port notice the parking or stopping of vehicles at or on its port facilities, strategic port land or Brisbane core port land including, for example, by indicating a place where parking or stopping of a vehicle is restricted or prohibited.	Not Relevant to Council
Section 282F	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control by port notice the movement, stopping or parking of rolling stock at its port facilities including, for example, by indicating where parking of rolling stock is restricted or prohibited.	Not Relevant to Council
Section 282K	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 2 - Authorised Officers	Power, as a port lessor of the Port of Brisbane, to appoint a person as an authorised officer for Council.	Not Relevant to Council
Section 283ZJ	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 3 - Plan for Land Use on Brisbane Core Port Land Subdivision 4 - Miscellaneous	Power, as a port operator, to consult with the Minister before the Minister gives a direction under subsection (2).	Not Relevant to Council
Section 283ZZ	Entity Power Given To: Assessment Manager	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 5 - Particular Matters About Development on Brisbane Core Port Land Subdivision 2 - Provisions About Local Heritage Places and Infrastructure Contributions	Power, as an assessment manager for a development application for development on Brisbane core port land under the Sustainable Planning Act 2009, to impose a condition on the development approval for the application requiring a contribution only in relation to the following infrastructure provided by the Brisbane City Council or a service provider: (a) drainage; (b) public transport; (c) roads; (d) sewerage and water supply headworks.	Not Relevant to Council
Section 283ZB	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 5 - Particular Matters About Development on Brisbane Core Port Land Subdivision 3 - Application of Particular Provisions of Planning Act	Power to apply to the planning chief executive for a planning and development certificate for premises on Brisbane core port land.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 283ZZJ	Entity Power Given To: Assessment Manager	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 5 - Particular Matters About Development on Brisbane Core Port Land Subdivision 7 - Dealing with Particular Applications Affected by Change	Power, as an assessment manager for a development application for development on land that becomes Brisbane core port land, to give the application to the planning chief executive and respond to any request for information from the planning chief executive.	Not Relevant to Council
Section 283ZZN	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 6 - Dealings with Brisbane Port Land	Power, as a port lessor, port lessee or port manager of the Port of Brisbane, to grant a licence to enter and use port land, if leased by Council under the Land Act 1994, or trade lease of land, if subleased to Council.	Not Relevant to Council
Section 285C	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 4 - Land Management - Ports Other Than Port of Brisbane Division 1 - Strategic Port Land	Power to make written submissions in respect of a statement of proposal under section 285A or draft plan under section 285B made by a port authority over land in or adjoining Council's area.	Not Relevant to Council
Section 289C	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 4A - Port Approvals	Power to apply to a port authority for approval to perform a controlled activity in a port authority's port area.	Not Relevant to Council
Section 289G	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 4A - Port Approvals	Power, if Council's interests are affected by a decision mentioned in section 289F(1), to ask the port authority to review the decision or, pursuant to the Transport Planning and Coordination Act 1994, part 5, division 2, make an application to the Queensland Civil and Administrative Tribunal to have the original decision stayed.	Not Relevant to Council
Section 289I(2)(b)	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power, as a port operator, to have abandoned property found at the port facility moved to a place Council considers appropriate.	Not Relevant to Council
Section 289J	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power to seek the return of abandoned property from a port authority or port operator.	Not Relevant to Council
Section 289K	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power, as a port operator, to sell property that has remained unclaimed 28 days after the publication of a notice under section 289I about the abandoned property.	Not Relevant to Council
Section 289L	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power, as a port operator, to sell abandoned property if it is perishable and it is impracticable for Council to keep it having regard to its nature and condition.	Not Relevant to Council
Section 289N	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power, as a port operator, to dispose of abandoned property that is insufficient value property in the way Council considers appropriate.	Not Relevant to Council
Section 289Z	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 4E - Port of Brisbane - Other Matters	Power, as a port lessor of the Port of Brisbane, to delegate a function under Chapter 8, other than under part 3A, to a port lessee or port manager.	Not Relevant to Council
Section 289ZA	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 4E - Port of Brisbane - Other Matters	Power- (a) as a port lessor of the Port of Brisbane, to appoint an entity as a port manager for the Port of Brisbane; or (b) as a port lessee— (i) to seek written approval from the port lessor to appoint an entity as a port manager for the Port of Brisbane; and (ii) with the written approval of the port lessor, appoint an entity as a port manager for the Port of Brisbane.	Not Relevant to Council
Section 299(4)(a)	Entity Power Given To: Owner or Occupier of Land	Chapter 9 - Busways and Busway Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to give permission to a person proposing to enter Council's land for purposes other than for the performance of urgent remedial work to facilitate or maintain the operation of busway transport infrastructure.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 300(2)	Entity Power Given To: Owner or Occupier of Land	Chapter 9 - Busways and Busway Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to claim compensation from the chief executive for loss or damage caused by the entry, occupation, or use, including by the taking or consumption of materials, of Council's land by the chief executive or a person authorised by the chief executive for purposes relating to busway transport infrastructure.	Delegation to the CEO
Section 300(4)	Entity Power Given To: Owner or Occupier of Land	Chapter 9 - Busways and Busway Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to commence proceedings in the Land Court against the chief executive for compensation in the absence of a prior agreement between Council and the chief executive for compensation.	Delegation to the CEO
Section 303AAA	Entity Power Given To: Local Government	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power, as a person given a written notice under section 303(2D), to claim compensation under the Acquisition of Land Act 1967, section 12(5A) and (5B) and part 4.	Delegation to the CEO
Section 303AA	Entity Power Given To: Local Government	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power to enter into a sublease with the State for an established busway, or a proposed busway, on busway land, including the power to negotiate, and agree upon, the terms of the sublease.	Delegation to the CEO
Section 303AB(1)	Entity Power Given To: Local Government	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power to seek a licence from the chief executive in relation to busway land or busway transport infrastructure for any of the following purpose:- (a) construction, maintenance or operation of any thing on the land; (b) the use of the land or infrastructure for any purpose; (c) maintenance, management or operation of the land or infrastructure.	Not Relevant to Council
Section 303AB(3A) and (4)	Entity Power Given To: Local Government	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power, in relation to a licence granted under section 303AB(1), to:- (a) surrender the licence; and (b) mortgage, sublicense or transfer the licence with the consent of the chief executive.	Not Relevant to Council
Section 303AC(2) and (4)	Entity Power Given To: Owner or Occupier of Busway Land or Busway Transport Infrastructure	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power, as an owner or occupier of busway land or busway transport infrastructure that is subject to a licence granted under section 303AB, to:- (a) claim compensation from the chief executive for loss or damage caused by a relevant activity, including by the taking or consumption of materials; and (b) enter into an agreement with the chief executive about the payment of compensation; or (c) in the absence of an agreement about the payment of compensation, commence proceedings in the Land Court for payment of compensation.	Not Relevant to Council
Section 305(2)	Entity Power Given To: Local Government	Chapter 9 - Busways And Busway Transport Infrastructure Part 4 - Management Of Busway Land And Busway Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to:- (a) consult with the chief executive concerning the nature and extent of the alteration of the level of the road for busway transport infrastructure works, or the management or operation of a busway, before the alteration is commenced; and (b) make an agreement regarding the amount payable to Council for costs incurred by Council in altering the road level.	Delegation to the CEO
Section 307(1)	Entity Power Given To: Local Government	Chapter 9 - Busways And Busway Transport Infrastructure Part 4 - Management Of Busway Land And Busway Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to construct, maintain and operate a road located on busway land, if permitted by the chief executive, by way of a bridge or other structure that allows traffic to pass over or under the level at which buses use the busway land.	Delegation to the CEO
Section 307(5)	Entity Power Given To: Local Government	Chapter 9 - Busways And Busway Transport Infrastructure Part 4 - Management Of Busway Land And Busway Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to make an agreement with the chief executive concerning the maintenance of a road and a bridge or other structure located on busway land, and the costs of removing the bridge or other structure once it is no longer in use and the subsequent restoration of the busway land.	Delegation to the CEO
Section 308	Entity Power Given To: Local Government	Chapter 9 - Busways And Busway Transport Infrastructure Part 4 - Management Of Busway Land And Busway Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to enter into a contract with the chief executive for the following:- (a) carrying out busway transport infrastructure works on a busway or on land that is intended to become a busway; or (b) carrying out other works that contribute to the effectiveness and efficiency of the busway network; or (c) carrying out the operation of a busway; or (d) which powers of Council are to be exercised by the chief executive and which powers are to be exercised by Council for the busway - even though the contracted works or operations, as stated in (a), (b) or (c), relate to areas outside Council's area	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 308(5)	Entity Power Given To: Owner of Land Adjacent to a Busway	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	Power, as an owner of land adjacent to a busway, to make a request to the chief executive for work to be carried out on the land and enter into a contract with the chief executive for the chief executive to carry out works on the land.	Delegation to the CEO
Section 308(10)	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	Power to enter into an arrangement with the chief executive for the sharing of costs, including preliminary costs, of— (a) acquiring land for busway transport infrastructure; or (b) busway transport infrastructure works on a busway; or (c) other works that contribute to the effectiveness and efficiency of the busway network; or (d) the operation of a busway.	Delegation to the CEO
Section 309	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	Power to obtain the chief executive's written approval if Council intends to approve the erection, alteration or operation of any advertising sign or device that is visible from a busway; and may reasonably create a traffic hazard, and the conditions applied by Council to the erection, alteration or operation of the sign or device do not comply with the chief executive's permission criteria.	Delegation to the CEO
Section 318(1)	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to do the following things on busway land: (a) build, replace or take away, or alter, other than for maintenance or repair, its public utility plant; (b) maintain or repair, or alter, for maintenance or repair, its public utility plant; (c) take reasonable steps to stop obstruction or potential obstruction to, or interference or potential interference with, its public utility plant.	Delegation to the CEO
Section 318(2)	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to seek written agreement from the chief executive for Council to do the things mentioned in subsection (1).	Delegation to the CEO
Section 318(4)	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to carry out urgent maintenance of its public utility plant on busway land without the written agreement of the chief executive, if acting in the interests of public safety and Council:- (a) makes all reasonable attempts to obtain the chief executive's oral agreement to the carrying out of the maintenance; and (b) whether or not the chief executive's oral agreement is obtained, acts as quickly as possible to advise the chief executive of the details of the maintenance being carried out.	Delegation to the CEO
Section 319	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to make a request to the chief executive to give Council information about lines and levels for planned busway transport infrastructure on busway land necessary to enable Council to minimise possible adverse effects of the establishment of the infrastructure on Council's works.	Delegation to the CEO
Section 328(2)(b)	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to enter into an agreement with the chief executive for the reduction of the cost to the chief executive for the replacement or reconstruction of a public utility plant owned by Council on busway land.	Delegation to the CEO
Sections 332, 333 and 335	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 6 – Compensation Entitlements	Power to seek compensation from the chief executive for interference caused to land in which Council has an interest, or Council occupied land, by the establishment of busway transport infrastructure on busway land.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 334(1)	Entity Power Given To: Owner or Occupier of Land	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 6 – Compensation Entitlements	Power, as an owner or occupier of land, to enter into an agreement with the chief executive, with regards to the establishment or proposed establishment of busway transport infrastructure on busway land, for:- (a) the supply by the chief executive, or a contribution by the chief executive towards the supply, of works for alternative access for Council's land; or (b) the carrying out, or a contribution towards carrying out, of other works in relation to Council's land for the purpose of access for Council's land.	Delegation to the CEO
Section 335(3)	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 6 – Compensation Entitlements	Power to:- (a) enter into an agreement with the chief executive concerning the period upon which an agreement for compensation is to be entered into between the parties; (b) enter into an agreement with the chief executive for compensation within 60 days of the compensation application or within an agreed period; and (c) make an application to the Land Court for compensation.	Delegation to the CEO
Section 335AC	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4A – Accreditation as Busway Manager	Power to apply to the chief executive for accreditation as the busway manager for a busway.	Not Relevant to Council
Section 335AJ	Entity Power Given To: Busway Manager	Chapter 9 – Busways And Busway Transport Infrastructure Part 4A – Accreditation as Busway Manager	Power, as a busway manager, to apply to the chief executive for an amendment of the conditions of Council's accreditation as a busway manager.	Not Relevant to Council
Sections 335AL(2)(e) and 335AM(4)	Entity Power Given To: Busway Manager	Chapter 9 – Busways And Busway Transport Infrastructure Part 4A – Accreditation as Busway Manager	Power, as a busway manager, to show the chief executive officer that Council's accreditation should not be suspended or cancelled.	Not Relevant to Council
Section 335AO	Entity Power Given To: Busway Manager	Chapter 9 – Busways And Busway Transport Infrastructure Part 4A – Accreditation as Busway Manager	Power, as a busway manager, to surrender Council's accreditation by written notice given to the chief executive.	Not Relevant to Council
Section 337	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 5 – Busway Authorisation	Power to apply to the chief executive for authorisation as an authorised busway user for a busway.	Not Relevant to Council
Section 350(4)(a)	Entity Power Given To: Owner or Occupier of Land	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to give permission to the chief executive, or a person authorised by the chief executive, to enter, occupy, or use Council's land in order to perform work other than urgent remedial work to facilitate or maintain the operation of light rail transport infrastructure.	Not Relevant to Council
Section 351(2)	Entity Power Given To: Owner or Occupier of Land	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to make a claim for compensation from the chief executive for loss or damage caused by the entry, occupation, or use, including by the taking or consumption of materials, of Council's land by the chief executive or a person authorised by the chief executive for purposes relating to light rail transport infrastructure.	Not Relevant to Council
Section 351(4)	Entity Power Given To: Owner or Occupier of Land	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to commence proceedings in the Land Court against the chief executive for compensation in the absence of a prior agreement between Council and the chief executive for compensation.	Not Relevant to Council
Section 355	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 3 - Establishment of Light Rail	Power, as a light rail manager, to:- (a) enter into a sublease with the State for an established light rail, or a proposed light rail, on light rail land, including the power to negotiate, and agree upon, the terms of the sublease, such as an option to renew; and (b) if Council attaches light rail transport infrastructure to the land subject of the original sublease, and subsequent subleases, enter into an agreement with the chief executive concerning ownership of the infrastructure.	Not Relevant to Council
Section 355A(1)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 3 - Establishment of Light Rail	Power to seek a licence from the chief executive in relation to light rail land or light rail transport infrastructure for any of the following purposes— (a) construction, maintenance or operation of anything on the land; (b) the use of the land or infrastructure for any purpose, including, for example, a commercial or retail purpose; (c) maintenance, management or operation of the land or infrastructure.	Not Relevant to Council
Section 355A(3A) and (4)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 3 - Establishment of Light Rail	Power, in relation to a licence granted under section 355A(1), to:- (a) surrender the licence; and (b) mortgage, sublicense or transfer the licence with the consent of the chief executive.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 355B(2) and (4)	Entity Power Given To: Owner or Occupier of Light Rail Land or Light Rail Transport Infrastructure	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 3 - Establishment of Light Rail	Power, as an owner or occupier of light rail land or light rail transport infrastructure that is subject to a licence granted under section 355A, to:- (a) claim compensation from the chief executive for loss or damage caused by a relevant activity, including by the taking or consumption of materials; and (b) enter into an agreement with the chief executive about the payment of compensation; or (c) in the absence of an agreement about the payment of compensation, commence proceedings in the Land Court for payment of compensation.	Not Relevant to Council
Section 357(2)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to:- (a) consult with the chief executive concerning the nature and extent of the alteration of the level of the road for light rail transport infrastructure works, or the management or operation of a light rail, before the alteration is commenced; and (b) make an agreement regarding the amount payable to Council for costs incurred by Council in altering the road level.	Not Relevant to Council
Section 358(1)	Entity Power Given To: Local Government	Chapter 10 - Light Rail And Light Rail Transport Infrastructure Part 4 - Management Of Light Rail Land And Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to construct, maintain and operate a road located on light rail land, if permitted by the chief executive, which consists of a bridge or other structure to allow traffic to pass over the level at which light rail vehicles use the light rail land or a structure that allows traffic to pass under the level that light rail vehicles use the light rail land.	Delegation to the CEO
Section 358(2)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power, as a light rail manager, to consult with the chief executive before the chief executive makes a decision regarding whether to give permission under subsection (1).	Not Relevant to Council
Section 358(6)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to make an agreement with the chief executive in relation to the following:- (a) maintenance of a road and a bridge or other structure located on light rail land; (b) the costs of removing the bridge, or other structure, once it is no longer in use; and (c) restoring the light rail land following the removal of the bridge or other structure.	Not Relevant to Council
Section 359(3)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power, as a light rail manager, to consult with the chief executive before a designation under subsection (1) is made.	Not Relevant to Council
Section 359(6)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to consult with the chief executive before the chief executive includes any directions in the gazette notice designating light rail land as light rail land that is to be used as a road under the control of Council.	Not Relevant to Council
Section 360(3)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power, as a light rail manager, to consult with the chief executive before a designation under subsection (1) is made.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 360A	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to enter into a contract with the chief executive for the following:- (a) carrying out light rail transport infrastructure works on a light rail or on land that is intended to become a light rail; or (b) carrying out works on land affected by a light rail or proposed light rail, including, for example, road works on a road; or (c) carrying out other works that contribute to the effectiveness and efficiency of the light rail network; or (d) carrying out the operation of a light rail; or (e) carrying out the operation of a public passenger service using light rail transport infrastructure; or (f) which powers of Council are to be exercised by the chief executive and which are to be exercised by Council for the light rail – even though the contracted works or operations, as stated in (a)-(e), relate to areas outside Council's area.	Not Relevant to Council
Section 360A(5)	Entity Power Given To: Owner of Land Adjacent to a Light Rail	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power, as an owner of land adjacent to a light rail, to make a request to the chief executive for work to be carried out on the land and enter into a contract with the chief executive for the chief executive to carry out works on the land.	Not Relevant to Council
Section 360A(10)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to enter into an arrangement with the chief executive for the sharing of costs, including preliminary costs, of:- (a) acquiring land for light rail transport infrastructure; or (b) light rail transport infrastructure works on a on a light rail or land that is intended to become a light rail; or (c) works on land affected by a light rail or a proposed light rail, including, for example, road works on a road; or (d) other works that contribute to the effectiveness and efficiency of the light rail network; or (e) the operation of a light rail; or (f) the operation of a public passenger service using light rail transport infrastructure.	Not Relevant to Council
Section 362(1)(a) and (4)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 2 - Interfering with Light Rail Transport Infrastructure	Power, as a light rail manager, to:- (a) give written approval to allow a person to interfere with light rail transport infrastructure or light rail transport infrastructure works; and (b) consult with the chief executive before approval is given.	Not Relevant to Council
Section 363(2) and (3)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 2 - Interfering with Light Rail Transport Infrastructure	Power, as a light rail manager, to give a written notice to a person who has interfered with light rail transport infrastructure, or light rail transport infrastructure works, requiring the person to rectify the interference, following consultation with the chief executive.	Not Relevant to Council
Section 363(6) and (8)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 2 - Interfering with Light Rail Transport Infrastructure	Power, as a light rail manager, to:- (a) rectify an interference with light rail transport infrastructure or light rail transport infrastructure works; and (b) recover the reasonable costs of rectifying the interference as a debt from the person who was given written notice of the interference.	Not Relevant to Council
Section 366(1)	Entity Power Given To: Public Utility Provider	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a public utility provider, to do the following on light rail land:- (a) build, replace or take away, or alter, other than for maintenance or repair, its public utility plant; (b) maintain or repair, or alter, for maintenance or repair, its public utility plant; (c) take reasonable steps to stop obstruction or potential obstruction to, or interference or potential interference with, its public utility plant.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 366(2)	Entity Power Given To: Public Utility Provider or Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, regarding the matters mentioned in subsection (1) of the section:- (a) as a public utility provider, to seek written agreement from each light rail authority for the light rail land for Council to undertake the activities; or (b) as a light rail authority, to agree in writing to activities a public utility provider seeks to undertake.	Not Relevant to Council
Section 366(4)	Entity Power Given To: Public Utility Provider	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a public utility provider, to carry out urgent maintenance of its public utility plant on light rail land without written agreement of each light rail authority for the light rail land, if acting in the interests of public safety and if Council:- (a) makes all reasonable attempts to obtain each authority's oral agreement to the carrying out of the maintenance; and (b) whether or not each authority's oral agreement is obtained, acts as quickly as possible to advise each authority of the details of the maintenance being carried out.	Not Relevant to Council
Section 367	Entity Power Given To: Public Utility Provider	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a public utility provider, to make a request to the chief executive to give Council information about lines and levels for planned light rail transport infrastructure on light rail land necessary to enable Council to minimise possible adverse effects of the establishment of the infrastructure on Council's works.	Not Relevant to Council
Section 368	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority for light rail land, to consult with a public utility provider regarding a proposal by the provider to replace the whole or a substantial proportion of its public utility plant on light rail land.	Not Relevant to Council
Section 369(2)	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority, to require a public utility provider, at the provider's cost and within the time stated in a written notice, to take action to remedy an action undertaken by the provider pursuant to section 366(1) of the Act:- (a) without the written or oral agreement of Council; or (b) in a way inconsistent with an agreement between Council and the provider.	Not Relevant to Council
Section 369(5)	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority, to arrange for action the authority considers necessary to remedy the action undertaken by a public utility provider pursuant to section 366(1), should the provider fail to comply with subsection (2) notice.	Not Relevant to Council
Section 371(2)	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority, to ask a public utility provider owning public utility plant located on light rail land to give information defining the location of the plant.	Not Relevant to Council
Sections 372, 373 and 374	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority, to agree to be liable for any damage to public utility plants located on light rail land.	Not Relevant to Council
Section 376(2)(b)	Entity Power Given To: Light Rail Authority or Public Utility Provider	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, regarding replacement or reconstruction of a public utility plant on light rail land:- (a) as a light rail manager, to enter into an agreement with a public utility provider for the reduction of the cost to Council of the replacement or reconstruction of public utility plant owned by the provider; or (b) as a public utility provider, to enter into an agreement with a light rail authority for the reduction of the cost to the authority of the replacement or reconstruction of a public utility plant owned by Council.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 377	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 4 - Use of Light Rail or Light Rail Transport Infrastructure	Power, as a light rail manager, to give permission to a person to be on light rail, light rail land, light rail transport infrastructure or light rail transport infrastructure works site.	Not Relevant to Council
Section 377B	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 4A - Franchised Light Rail Subdivision 2 - Franchised Light Rail	Power to enter into a light rail franchise agreement with the Minister.	Not Relevant to Council
Section 377D(2)(a)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 4A - Franchised Light Rail Subdivision 2 - Franchised Light Rail	Power to give the Minister a written notice claiming that part of a light rail franchise agreement or an amendment to the agreement should be treated as confidential on the grounds of commercial confidentiality.	Not Relevant to Council
Section 377R	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 4A - Franchised Light Rail Subdivision 4 - Miscellaneous	Power to:- (a) apply to the chief executive for compensation for compensable taking of overhead wiring easement or compensable overhead wiring damage; or (b) make an agreement with the chief executive to:- (i) allow a longer period during which a compensation application can be settled; or (ii) settle a compensation application; or (c) apply to the Land Court for the compensation.	Not Relevant to Council
Sections 380 and 383(1)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 5 - Compensation Entitlements	Power to seek compensation from the chief executive for an interference with access to land, in which Council has an interest, caused by the establishment of light rail transport infrastructure.	Not Relevant to Council
Section 382(1)	Entity Power Given To: Owner or Occupier of Land	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 5 - Compensation Entitlements	Power, as an owner or occupier of land, to enter into an agreement with the chief executive, with regards to the establishment or proposed establishment of light rail transport infrastructure on light rail land, for:- (c) the supply by the chief executive, or a contribution by the chief executive towards the supply, of works for alternative access for Council's land; or (d) the carrying out, or a contribution towards carrying out, of other works in relation to Council's land for the purpose of access for Council's land.	Not Relevant to Council
Section 383(3)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 5 - Compensation Entitlements	Power to enter into an agreement with the chief executive with regards to the period of time during which an agreement for compensation can be made for an act done under chapter 10, part 4, division 5.	Not Relevant to Council
Section 383(3)(a)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 5 - Compensation Entitlements	Power to apply to the Land Court to decide a compensation claim under subsection (1).	Not Relevant to Council
Section 403(1)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to enter into negotiations with the person proposing a development under Chapters 9 or 10 with regards to the entry to Council land.	Delegation to the CEO
Section 404(1)(a)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to consult with the chief executive about the proposed entry onto Council's land by a person proposing a development under Chapters 9 or 10.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 407(3)	Entity Power Given To: An Affected Person or Authorised Investigator	Chapter 11 - Investigating Potential Busway or Light Rail	Power- (a) as an affected person, to give written consent to an investigator or an associated person of the investigator to enter Council's land; or (b) as an authorised investigator, to enter land with the affected person's written consent.	Delegation to the CEO
Section 408(1)	Entity Power Given To: Authorised Investigator	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an authorised investigator, to allow an associated person of Council to act under Council's authority.	Not Relevant to Council
Section 408(4)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to ask an individual who has entered, is entering or is about to enter Council's land under an investigator's authority for identification or about the individual's authority to enter the land.	Not Relevant to Council
Section 410(b)	Entity Power Given To: Investigator	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an investigator under chapter 11, to do anything necessary or desirable to minimise the damage or inconvenience to an affected person's land.	Not Relevant to Council
Section 411(1)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to require the investigator, once the investigator has finished investigating, to rectify loss or damage suffered by Council as a consequence of:- (a) the investigator entering the land; (b) the use made of the land by the investigator; (c) anything brought onto the land by the investigator; or (d) anything done or left on the land by the investigator under its authority.	Not Relevant to Council
Section 411(2)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to give the investigator a compensation notice for the loss or damage to Council's land that was not rectified.	Not Relevant to Council
Section 412(2)	Entity Power Given To: An Affected Person or Investigator	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person or as an investigator under chapter 11, to:- (a) make an agreement with the other party in relation to the compensation payable as a result of the failure to rectify the affected person's land; or (b) make an application to the Land Court to decide the compensation amount.	Not Relevant to Council
Section 420	Entity Power Given To: Operational Licensee	Chapter 12 - Miscellaneous Transport Infrastructure Part 2 - Operational Licences and Approvals for Licensees Division 3 - Approvals for Licensees for Intersecting Areas	Power, as an operational licensee, to:- (a) apply for an approval by a responsible entity to construct, maintain, use or operate miscellaneous transport infrastructure stated in the licensee's operational licence across, over or under an intersecting area and (b) subject to any approval conditions, construct, maintain, use or operate the miscellaneous transport infrastructure identified in the application across, over or under the area.	Delegation to the CEO
Section 420(3)	Entity Power Given To: Responsible Entity	Chapter 12 - Miscellaneous Transport Infrastructure Part 2 - Operational Licences And Approvals For Licensees Division 3 - Approvals For Licensees For Intersecting Areas	Power as a responsible entity for an intersecting area, to grant or refuse an approval for an application by a licensee to construct, maintain, use or operate miscellaneous transport infrastructure stated in the licensee's operational licence across, over or under an intersecting area.	Delegation to the CEO
Section 422	Entity Power Given To: Operational Licensee	Chapter 12 - Miscellaneous Transport Infrastructure Part 2 - Operational Licences and Approvals for Licensees Division 3 - Approvals for Licensees for Intersecting Areas	Power, as an operational licensee, to apply in writing to the Minister for an approval under section 420 should the responsible entity refuse the application or fail to grant the application within 20 business days after the application is made.	Delegation to the CEO
Section 423	Entity Power Given To: Responsible Entity	Chapter 12 - Miscellaneous Transport Infrastructure Part 2 - Operational Licences And Approvals For Licensees Division 4 - Conditions For Approvals	Power to impose reasonable conditions on an approval given to a licensee's application made by Council or the Minister.	Delegation to the CEO
Section 426(1)	Entity Power Given To: Responsible Entity	Chapter 12 - Miscellaneous Transport Infrastructure Part 2 - Operational Licences And Approvals For Licensees Division 5 - Arbitration Of Approval Conditions	Power to jointly, with a licensee applicant, appoint an independent arbitrator to resolve a dispute concerning approval conditions.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 426(2)	Entity Power Given To: Local Government	Chapter 12 – Miscellaneous Transport Infrastructure Part 2 – Operational Licences And Approvals For Licensees Division 5 – Arbitration Of Approval Conditions	Power to make an application to the Minister and the Minister administering the Sustainable Planning Act 2009, if Council and the licensee applicant do not appoint an arbitrator within 10 business days of the giving of a dispute notice, to appoint an independent arbitrator to resolve a dispute concerning approval conditions.	Delegation to the CEO
Section 431	Entity Power Given To: Operational Licensee	Chapter 12 – Miscellaneous Transport Infrastructure Part 2 – Operational Licences And Approvals For Licensees Division 6 – Miscellaneous	Power, as an operational licensee, to make an agreement with the State regarding the ownership of miscellaneous transport infrastructure.	Delegation to the CEO
Section 432(3)	Entity Power Given To: Responsible Entity	Chapter 12 – Miscellaneous Transport Infrastructure Part 2 – Operational Licences And Approvals For Licensees Division 6 – Miscellaneous	Power to commence proceedings against a licensee to claim an amount incurred by Council for the cost, damage, liability, or loss because of the existence, construction, maintenance, use or operation of the miscellaneous transport infrastructure by the licensee.	Delegation to the CEO
Section 434	Entity Power Given To: Owner or Occupier of Land	Chapter 12 – Miscellaneous Transport Infrastructure Part 3 – Authorities to Occupy and Use Land	Power, as an owner or occupier of land, to give permission to the chief executive, or a person authorised by the chief executive, to occupy or use Council's land for the purposes of Chapter 12.	Delegation to the CEO
Section 435	Entity Power Given To: Owner of Land	Chapter 12 – Miscellaneous Transport Infrastructure Part 3 – Authorities to Occupy and Use Land	Power, as an owner of land, to claim compensation from the chief executive for physical damage caused to Council's land by the entry, occupation, use, or for the taking or consumption of materials from the land under Chapter 12.	Delegation to the CEO
Section 443(1)	Entity Power Given To: Local Government	Chapter 14 - Transporting Dangerous Goods by Rail Part 3 - Approvals and Exemptions Division 1 - Exemptions	Power to apply to the chief executive for an exemption from complying with a provision of a regulation about transporting dangerous goods by rail.	Not Relevant to Council
Section 458	Entity Power Given To: Person	Chapter 14 - Transporting Dangerous Goods by Rail Part 6 - Miscellaneous	Power to help, or attempt to help, in a situation in which an accident or emergency involving dangerous goods happens or is likely to happen.	Delegation to the CEO
Section 459(2)	Entity Power Given To: Local Government	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power to consent to Council's appointment as a manager of a public marine facility.	Delegation to the CEO
Section 462	Entity Power Given To: Manager of a Public Marine Facility	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power, as the manager of a public marine facility, to exercise all its functions, powers and obligations under the Local Government Act 2009, and do anything Council considers necessary or convenient for the facility's effective and efficient management.	Delegation to the CEO
Section 466	Entity Power Given To: Manager of a Public Marine Facility	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power, as the manager of a public marine facility, to impose fees for the use of the facility, whether as a condition of an approval to use the facility or otherwise, and recover the fee as a debt owing to Council.	Delegation to the CEO
Section 467	Entity Power Given To: Manager of a Public Marine Facility	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power, as the manager of a public marine facility, to resign.	Delegation to the CEO
Section 468	Entity Power Given To: Manager of a Public Marine Facility	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power, as the manager of a public marine facility, to remove, within 3 months of its resignation or the revocation of the appointment, any improvements to the facility added by Council that do not form an integral part of the facility.	Delegation to the CEO
Section 475I	Entity Power Given To: Occupier of a Place	Chapter 15 - Public Marine Transport Infrastructure Part 2 - Authorised Persons for Waterway Management Regulation Division 3 - Powers of Authorised Persons Subdivision 2 - Entry of Places by Authorised Persons	Power, as an occupier of a place, to give consent to an authorised person under Chapter 15 to enter the place.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 475J(3) and (5)	Entity Power Given To: Occupier of a Place	Chapter 15 - Public Marine Transport Infrastructure Part 2 - Authorised Persons for Waterway Management Regulation Division 3 - Powers of Authorised Persons Subdivision 2 - Entry of Places by Authorised Persons	Power, as an occupier of a place, to sign an acknowledgement of the consent given to an authorised person under Chapter 15 to enter the place.	Delegation to the CEO
Section 475Z(2)	Entity Power Given To: Local Government	Chapter 15A - Transport Interface Management	Power to make submissions to the chief executive in relation to a proposed declaration of a transport interface management area.	Delegation to the CEO
Section 475ZJ	Entity Power Given To: Local Government	Chapter 15A - Transport Interface Management	Power to enter into a transport interface agreement for a transport interface.	Delegation to the CEO
Section 476B(7)(b)	Entity Power Given To: Owner or Occupier of Land	Chapter 16 - General Provisions	Power, as an owner or occupier of land, to provide written agreement to a person authorised by the chief executive to enter the land and inspect Council works that threaten, or are likely to threaten, the safety or operational integrity of transport infrastructure.	Not Relevant to Council
Section 476C(2)	Entity Power Given To: Owner or Occupier of Land	Chapter 16 - General Provisions	Power, as an owner or occupier of land, to undertake the following concerning the entry onto Council land pursuant to section 476B(7):- (a) claim compensation for loss or damage caused by the entry on Council land; or (b) claim compensation for the taking or use of materials; or (c) require the chief executive to carry out works in restitution for the damage; or (d) require the chief executive to carry out works in restitution for the damage and then claim compensation for any loss or damage not restituted.	Delegation to the CEO
Section 476C(4)(a)	Entity Power Given To: Owner or Occupier of Land	Chapter 16 - General Provisions	Power, as an owner or occupier of land, to enter into an agreement with the chief executive with regards to the amount of compensation to be claimed by Council pursuant to subsection (2).	Delegation to the CEO
Section 477(4)	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to appeal to the Minister against a notice requiring Council to give to the chief executive, or to a specified person, information on a particular issue relevant to the discharge of functions or the exercise of powers under the Act or the Sustainable Planning Act 2009.	Delegation to the CEO
Section 477C	Entity Power Given To: Relevant Entity	Chapter 16 - General Provisions	Power, as a relevant entity under this section and lease holder under the Land Act 1994 of port land or land relating to a declared project that has been subleased to a person, to grant a concurrent sublease of all or part of the land to another person for all or part of the term of the lease.	Delegation to the CEO
Section 477E	Entity Power Given To: Relevant Entity	Chapter 16 - General Provisions	Power, as a relevant entity under this section and lease holder of land under the Land Act 1994 in relation to a declared project, to grant a licence to enter and use the land.	Delegation to the CEO
Section 477G	Entity Power Given To: Holder or Proposed Holder	Chapter 16 - General Provisions	Power, as a holder, or proposed holder, of a licence to construct or establish transport infrastructure under the Act, to:- (a) seek consent from the chief executive allowing Council to submit a compliance management plan; and (b) submit a compliance management plan addressing 1 or more compliance matters for the licence.	Delegation to the CEO
Section 480(4)	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to retain penalties received or recovered by Council in relation to Council's tolling enforcement.	Not Relevant to Council
Section 480(8)	Entity Power Given To: Manager of a Public Marine Facility	Chapter 16 - General Provisions	Power, as the manager of a public marine facility, to retain fees or other amounts recovered by Council pursuant to section 466 and not paid into the consolidated fund.	Delegation to the CEO
Section 485	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to ask the chief executive to review a decision described in schedule 3 that has affected Council's interests.	Delegation to the CEO
Section 485A	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to apply to the Queensland Civil and Administrative Tribunal ("QCAT"), as provided under the QCAT Act, for a review of the chief executive's decision on a review under section 485.	Delegation to the CEO
Section 485B	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to enter an appeal to the Planning and Environment Court against the chief executive's decision on a review under section 485.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 576(2)(b)	Entity Power Given To: Railway Manager	Chapter 21 - Further Transitional Provisions Part 1 - Transitional Provision for Motor Accident Insurance and Other Legislation Amendment Act 2010	Power, as a railway manager, to make an agreement with the chief executive regarding the period in which it must give the chief executive a written notice identifying the preserved train paths relating to Council's railway.	Not Relevant to Council

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Operations (Road Use Management) Act 1995 (Clean)

Meeting Date: 25 January 2022

Attachment No: 11

Delegations Register – Transport Operations (Road Use Management) Act 1995

Under section 257 of the Local Government Act 2009, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 69	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to install and remove official traffic signs on Council's roads, off-street regulated parking areas and, with the chief executive's written consent, on declared roads.	Delegation to the CEO
Section 71	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to install official traffic signs where reasonably satisfied that there is a danger, hindrance, obstruction to traffic or other emergency.	Delegation to the CEO
Section 74(2)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to take proceedings against a person who has committed an offence under section 74(1) of <i>Transport Operations (Road Use Management) Act</i> .	Delegation to the CEO
Section 75(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to remove unauthorised traffic signs.	Delegation to the CEO
Section 76(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to commence proceedings against a person who has injured one of Council's official traffic signs.	Delegation to the CEO
Section 100	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 5 – Powers And Functions Of Police Officers	Power to remove and detain at a place for safe keeping any vehicles, trams and animals and any goods, equipment or thing contained in, on or about the vehicle, tram or animal, where the requirements of section 100(1) are satisfied.	Not Relevant to Council
Section 101(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 6 – Regulated Parking	Power to regulate parking in its area on a road, (other than a declared road), on a declared road, (with the chief executive's written permission) or on an off-street regulated parking area.	Delegation to the CEO
Section 102(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 6 – Regulated Parking	Power to regulate parking by installing official traffic signs indicating how parking is regulated.	Delegation to the CEO
Section 104	Entity Power Given To: Local Government	Chapter 5 - Road Use Part 6 - Regulated Parking	Power to exercise control over land for use as an off street parking area under an arrangement with a person who owns or has an interest in the land.	Delegation to the CEO
Section 105(5)	Entity Power Given To: Local Government	Chapter 5 - Road Use Part 6 - Regulated Parking	Power to install a parking meter or parkatarea for a designated parking space if it is installed in a way specified by the MUTCD or approved by the chief executive.	Delegation to the CEO
Section 109(1)	Entity Power Given To: Local Government	Chapter 5 - Road Use Part 6 - Regulated Parking	Power to enter into an agreement with the commissioner of police in respect of annual or periodical payments to the commissioner of police for costs incurred in the carrying out of duties by police officers enforcing parking regulations.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power

1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).

4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Operations (Road Use Management - Road Rules) Regulation 2009 (Clean)

Meeting Date: 25 January 2022

Attachment No: 12

Delegations Register –

Transport Operations (Road Use Management – Road Rules) Regulation 2009

Under section 257 of the Local Government Act 2009, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 179(1)(c)	Entity Power Given To: Local Government	Part 12 – Restrictions On Stopping And Parking Division 5 – Stopping In Zones For Particular Vehicles	Power to issue a commercial vehicle identification label for the purposes of stopping in a loading zone.	Delegation to the CEO
Section 301(4)	Entity Power Given To: Local Government	Part 18 – Miscellaneous Road Rules Division 2 – Rules For People In Charge Of Animals	Power to issue a permit to lead more than one animal on a road.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Public Health Act 2005 (Clean)

Meeting Date: 25 January 2022

Attachment No: 13

Delegations Register – Public Health Act 2005

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 13	Entity Power Given To: Local Government	Chapter 2 – Environmental Health Part 2 – Roles Of The State And Local Governments For Public Health Risks	Power to administer and enforce the Act regarding local government public health risks and a regulation made under section 61 stating that the regulation is to be administered and enforced by local governments only.	Delegation to the CEO
Section 24(2)	Entity Power Given To: Issuing Authority	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 3 – Enforcement Of Public Health Orders	Power to apply to a magistrate for an order enforcing a public health order (an Enforcement Order).	Delegation to the CEO
Section 27(2)(b)	Entity Power Given To: Issuing Authority	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 3 – Enforcement Of Public Health Orders	Power to enter a place to take steps to remove or reduce the risk to public health from the public health risk or prevent the risk to public health from recurring, if ordered by a magistrate.	Delegation to the CEO
Section 31	Entity Power Given To: Issuing Authority	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 4 – Taking Steps Under Enforcement Order	Power to recover the amount, plus interest, a person has been ordered to pay under an enforcement order as an overdue rate payable to Council under the <i>Local Government Act 2009</i> .	Delegation to the CEO
Section 32(3)	Entity Power Given To: Local Government	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 4 – Taking Steps Under Enforcement Order	Power to lodge a request to register with the Registrar of Titles, in the appropriate form over the land, an unpaid amount, including interest, that is payable to Council under an enforcement order relating to a public health risk on land owned by a person as a charge on the land.	Delegation to the CEO
Section 36(5)	Entity Power Given To: Local Government	Chapter 2 – Environmental Health Part 4 – Authorised Prevention And Control Programs	Power to consult with the chief executive before the chief executive authorises a prevention and control program which relates to Council's local government area.	Delegation to the CEO
Section 57B	Entity Power Given To: Water Service Provider	Chapter 2 – Environmental Health Part 5A – Provisions About Drinking Water and Recycled Water Division 1 - Improvement Notices	Power to inform the authorised person that Council believes that it has complied with an improvement notice issued under this division.	Delegation to the CEO
Sections 84(1)(b)(i) & (2)(a), 226(1)(b)(i) & (2)(a) & 244(1)(b)(i) & (2)(a)	Entity Power Given To: Entity	Chapter 3 - Notifiable Conditions Part 2 - Notifiable Conditions Register Division 3 - Confidentiality of Information and Use of Information Supplied for Notifiable Conditions Register And Chapter 6 - Health Information Management Part 1 - Perinatal Statistics Division 4 - Confidentiality And Chapter 6 - Health Information Management Part 3 - Pap Smear Register Division 5 - Confidentiality of, and Access to, Registered Screening Histories of Women	Power to enter into an agreement with the chief executive for the disclosure of confidential information.	Delegation to the CEO
Section 160B	Entity Power Given To: a Person in charge	Chapter 5 - Child Health Part 2 - Contagious Conditions Division 1A - Exclusion of Unvaccinated Children from Particular Services	Power, as a person in charge of an education and care service or QEC approved service to take any of the actions mentioned in subsection 160B(1).	Delegation to the CEO
Section 160C	Entity Power Given To: Person in charge	Chapter 5 - Child Health Part 2 - Contagious Conditions Division 1A - Exclusion of Unvaccinated Children from Particular Services	Power, as a person in charge of an education and care service or QEC approved service to take any of the actions mentioned in subsection 160C(1).	Delegation to the CEO
Section 313E(3)	Entity Power Given To: Person to whom a direction is given	Chapter 7A - Pollution Events Part 2 - Pollution Notices	Power, where given a notice under section 313E(2), to publish the pollution notice.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 313H	Entity Power Given To: Person	Chapter 7A - Pollution Events Part 3 - Compensation	Power, where Council incurs loss because of the exercise or purported exercise of a power by or for the chief executive under chapter 7A, to claim compensation from the State.	Delegation to the CEO
Section 388(2)	Entity Power Given To: Issuing Authority	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 1 – Entry Of Places	Power to enter the place, at reasonable times, to take the steps stated in a public health order where the person has failed to comply with the order.	Delegation to the CEO
Section 393(2)	Entity Power Given To: Issuing Authority	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 2 – Procedure For Entry	Power to give the occupier and owner of a place a notice required under the section, where an authorised person intends to enter the place to take steps required under a public health order.	Delegation to the CEO
Section 406	Entity Power Given To: Issuing Authority	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 7 – Recovery Of Costs And Expenses	Power to recover the amount payable, including interest, of the reasonable costs and expenses incurred by Council in exercising powers under section 388 or 405 as an overdue rate payable to Council under the <i>Local Government Act 2009</i> .	Delegation to the CEO
Section 407	Entity Power Given To: Issuing Authority	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 7 – Recovery Of Costs And Expenses	Power to lodge with the Registrar of Titles, in the appropriate form over the land a request to register an unpaid amount, including interest, that is payable to Council for steps taken by it on land owned by a person as a charge on the land.	Delegation to the CEO
Section 415	Entity Power Given To: Owner of a thing	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 8 – Dealing with Seized Things	Power, as an owner of a thing seized by an authorised person, to inspect the thing and, if it is a document, to copy it.	Delegation to the CEO
Section 443(1)(b)	Entity Power Given To: Local Government	Chapter 10 - Legal Proceedings Part 3 - Proceedings	Power to apply to the court for an order against a person convicted of an offence against the Act for the payment of the costs Council has incurred in taking a thing or doing something else during the investigation of the offence.	Delegation to the CEO
Section 446	Entity Power Given To: Local Government	Chapter 10 - Legal Proceedings Part 3 - Proceedings	Power to deal with a thing forfeited as Council considers appropriate, including destroying the thing.	Delegation to the CEO
Section 450	Entity Power Given To: Owner of a thing	Chapter 10 - Legal Proceedings Part 4 - Appeals	Power, as an owner of a thing forfeited to a relevant entity under section 413(1), to appeal against a decision resulting in the forfeiture of the thing.	Delegation to the CEO
Section 454B(3)	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Harm Division 2 - Protection from Civil Liability and Indemnity	Power to recover contribution from a prescribed person.	Delegation to the CEO
Section 454C(2)	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Harm Division 2 - Protection from Civil Liability and Indemnity	Power to comply with the indemnity conditions in relation to each asbestos-related event to which the official conduct relates.	Delegation to the CEO
Section 454CA(2)	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Harm Division 2 - Protection from Civil Liability and Indemnity	Power to give notice of the proceeding to the State.	Delegation to the CEO
Section 454G	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Harm Division 3 - Indemnity Conditions	Power to ensure each authorised person who exercises powers under the Act in relation to an asbestos-related event has satisfactorily completed the training prescribed by regulation.	Delegation to the CEO
Section 454I	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Harm Division 3 - Indemnity Conditions	Power to keep the records prescribed in subsections 454I(1), (2) for each asbestos-related event.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power

1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.

3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Public Health (Infection Control for Personal Appearance Services) Act 2003 (Clean)

Meeting Date: 25 January 2022

Attachment No: 14

Delegations Register – Public Health (Infection Control for Personal Appearance Services) Act 2003

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 9	Entity Power Given To: Local Government	Part 1 - Preliminary Division 3 - Administration and Enforcement	Power to administer and enforce the Act for Council's area.	Delegation to the CEO
Section 33	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to consider all applications for a licence, and determine whether to grant or refuse the application.	Delegation to the CEO
Section 34	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to grant an application for a licence only if Council is satisfied: (a) The applicant is a suitable person to hold a licence; and (b) The premises at which the higher risk personal appearance services are to be provided are suitable for providing the services.	Delegation to the CEO
Section 35	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to have regard to the matters listed in this section in deciding whether a person is a suitable person to hold a licence.	Delegation to the CEO
Section 36	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to have regard to all the matters listed in this section in deciding whether the premises at which higher risk personal appearance services are to be provided are suitable for providing the services.	Delegation to the CEO
Section 37	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to make inquiries before making a decision regarding sections 35 and 36 and, by giving notice to the applicant, require the applicant to give Council within the reasonable time of at least 40 days stated in the notice, further information or a document you reasonably requires to decide the application.	Delegation to the CEO
Section 38(2) and 41(1)(c)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	The power to impose conditions on a licence.	Delegation to the CEO
Section 40	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to decide the earlier ending date of a licence.	Delegation to the CEO
Section 44	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 2 – Renewal Of Licences	Power to consider all applications for renewals of licences, and determine whether to grant or refuse the application for renewal.	Delegation to the CEO
Section 45	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 2 – Renewal Of Licences	Power to give a notice to a licensee requiring the licensee to give Council, within a reasonable period of at least 40 days stated in the notice, further information or a document Council reasonably requires to decide a licence renewal application.	Delegation to the CEO
Section 47	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 3 – Amendment Of Licences	Power to consider all applications for amendments to licences, and determine whether to grant or refuse the application to amend the licence.	Delegation to the CEO
Section 48	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 3 – Amendment Of Licences	Power to give a notice to the licensee requiring the licensee to give Council, within a reasonable period of at least 40 days stated in the notice, further information or a document Council reasonably requires to decide a licence amendment application.	Delegation to the CEO
Section 49	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 4 – Transfer Of Licences	Power to determine whether to grant or refuse the application to transfer the licence by having regard to whether the transferee is a suitable person to hold a licence and whether the premises are suitable for providing higher risk personal appearance services.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 50	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 4 – Transfer Of Licences	Power to give a notice to the licensee requiring the licensee to give Council, within a reasonable period of at least 40 days stated in the notice, further information or a document Council reasonably requires to decide a licence transfer application.	Delegation to the CEO
Section 51(2)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to, for forming a belief that the ground for suspending or cancelling a licence mentioned in subsection (1)(a) exists, have regard to the matters to which Council may have regard in deciding whether a proposed licensee is a suitable person to hold the licence.	Delegation to the CEO
Section 52	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to issue a show cause notice.	Delegation to the CEO
Sections 54 and 55	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to determine whether grounds continue to exist for the suspension or cancellation of a licence after issuing the licensee with a 'show cause' notice, and if so, determine whether to suspend or cancel the licence.	Delegation to the CEO
Section 56	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to suspend a licence immediately if Council believes: (a) a ground exists to suspend or cancel the licence, and (b) it is necessary to suspend the licence immediately because there is an immediate and serious risk of infection to the licensee's clients.	Delegation to the CEO
Section 62	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 6 – Other Provisions About Licences	Power to consider all applications for a replacement licence, and determine whether to grant or refuse the application for the replacement licence.	Delegation to the CEO
Section 65(3)	Entity Power Given To: Local Government	Part 5 – Mobile Higher Risk Personal Appearance Services	Power to make an agreement with a licensee intending to provide higher risk personal appearance services from mobile premises to allow a lesser period for notification to Council of the licensee's intentions.	Delegation to the CEO
Section 68	Entity Power Given To: Local Government	Part 5 – Mobile Higher Risk Personal Appearance Services	Power to, where Council is the second local government for a licence under the Act, notify the first local government where it is reasonable to believe that a mobile licensee or operator has contravened their licence.	Delegation to the CEO
Section 69	Entity Power Given To: Local Government	Part 5 – Mobile Higher Risk Personal Appearance Services	Power to, where Council is the first local government and has been notified by a second local government of their reasonable belief that a mobile license holder or operator has breached their licence conditions, take action under the Act.	Delegation to the CEO
Section 70	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 1 – Authorised Persons	Power to appoint authorised persons.	Delegation to the CEO
Section 72	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 1 – Authorised Persons	Power to apply conditions to an authorised person powers under the Act by giving the person a signed notice.	Delegation to the CEO
Section 74	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 1 – Authorised Persons	Power to issue an identity card to an authorised person.	Delegation to the CEO
Section 105	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 3 – Monitoring Compliance	Power to monitor compliance with the Act by having authorised persons inspect places of business in Council's area and recover monitoring costs from business proprietors.	Delegation to the CEO
Section 110	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 3 – Monitoring Compliance	Power to charge a business proprietor an inspection fee to check if the remedial notice given by an authorised person acting for Council to the proprietor has been complied with.	Delegation to the CEO
Section 111(6)	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 3 – Monitoring Compliance	Power to prosecute a business proprietor or operator for the contravention of a relevant provision where the person fails to comply with the remedial notice and does not have a reasonable excuse.	Delegation to the CEO
Section 111(7)	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 3 – Monitoring Compliance	Power to prosecute a business proprietor or operator for the contravention of a relevant provision without an authorised person first issuing a remedial notice for the contravention.	Delegation to the CEO
Section 121(2)	Entity Power Given To: Local Government	Part 7 – Reviews And Appeals Division 1 – Internal Review Of Decisions	Power to, at any time, extend the time for applying for a review of Council's original decision relating to a licence application.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Part 7, Division 1	Entity Power Given To: Local Government	Part 7 – Reviews And Appeals Division 1 – Internal Review Of Decisions	Power to, upon request, review an original decision and make a determination according to section 122 of the Act.	Delegation to the CEO
Section 137	Entity Power Given To: Local Government	Part 8 – Legal Proceedings Division 3 – Proceedings	Power to, following the conviction of a person of an offence against this Act, apply to the court for an order against the person for the payment of the costs Council has incurred in taking a thing or doing something else during the investigation of the offence.	Delegation to the CEO
Section 140	Entity Power Given To: Local Government	Part 8 – Legal Proceedings Division 3 – Proceedings	Power to deal with a thing forfeited to Council, including destroying the thing.	Delegation to the CEO
Section 143	Entity Power Given To: Local Government	Part 8 – Legal Proceedings Division 3 – Proceedings	Power to commence proceedings against a person who has committed an offence against the Act.	Delegation to the CEO
Section 147	Entity Power Given To: Local Government	Part 9 – Miscellaneous	Power to approve forms to be used in the administration and enforcement of the Act.	Delegation to the CEO
Section 153	Entity Power Given To: Local Government	Part 10 – Transitional	Power to, with regard to an application for registration of premises made under part 15 of the former regulation: (a) assess the suitability of the application and the premises under this Act; and (b) make inquiries and require further information or a document under section 37 of the Act.	Delegation to the CEO
Section 154	Entity Power Given To: Local Government	Part 10 – Transitional	Power to with regard to an application for renewal of registration of premises made under part 15 of the former regulation, assess the suitability of an applicant and premises under this Act and make inquiries and require further information or a document under section 45 of the Act.	Delegation to the CEO
Section 155	Entity Power Given To: Local Government	Part 10 – Transitional	Power to with regard to an application for registration or renewal of registration of 2 or more premises to which sections 153(2) and 154(2) apply, issue a single licence to cover all the premises.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Planning Act 2016 (Clean)

Meeting Date: 25 January 2022

Attachment No: 15

Delegations Register – Planning Act 2016

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 10	Entity Power Given To: Person	Chapter 2 - Planning Part 2 - State Planning Instruments	Power to make submissions to the Minister about the making or amending of a State Planning instrument.	To Remain with Council
Sections 18, 20 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments	Power to give notice of a proposed planning scheme or proposed amendment to the chief executive and follow the process for making or amending a planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 18, 20 and 26 and as required under a notice given by the chief executive or in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Section 19	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments	Power to apply a planning scheme as a categorising instrument in relation to prescribed tidal works in the tidal area for Council's local government area.	Delegation to the CEO
Sections 21 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments And Division 3 - State Powers for Local Planning Instruments	Power to follow the process for the making or amending of an LGIP as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 21 and 26 and as required in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Sections 22 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments And Division 3 - State Powers for Local Planning Instruments	Power to follow the process for the making or amending of a planning scheme policy as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 22 and 26 and as required in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Sections 23 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments And Division 3 - State Powers for Local Planning Instruments	Power to follow the process for the making or amending of a TLPI as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 23 and 26 and as required in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Section 24	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments	Power to follow the process for repealing a TLPI or planning scheme policy. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 24. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Sections 25 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments And Division 3 - State Powers for Local Planning Instruments	Power to review a planning scheme and a LGIP and follow the process for the review as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 25 and 26 and as required in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Section 29	Entity Power Given To: Local Government	Chapter 2 – Planning Part 4 – Superseded Planning Schemes Division 1 – Applying Superseded Planning Scheme	Power to decide whether or not to agree to a superseded planning scheme request and give notice of the decision. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Sections 32 and 33	Entity Power Given To: Local Government	Chapter 2 – Planning Part 4 – Superseded Planning Schemes Division 2 – Compensation	Power to decide a compensation claim. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters detailed in sections 32 and 33.	To Remain with Council
Sections 35, 36, 37 and 38	Entity Power Given To: Local Government	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to make or amend a designation and follow the process in the designation process rules. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters detailed in sections 35, 36, 37, 38 and the designation process rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 37(4)	Entity Power Given To: Affected party	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to make submissions about the proposal to the Minister.	Delegation to the CEO
Section 39	Entity Power Given To: Designator	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to extend the duration of a designation. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 39.	To Remain with Council
Sections 40 and 41	Entity Power Given To: Designator	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to repeal a designation made by Council. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 40 and 41.	To Remain with Council
Section 41(1)	Entity Power Given To: Owner of an Interest in Designated Premises	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to request a designator to repeal a designation made by the designator on the basis that the designation is causing the owner hardship.	Delegation to the CEO
Section 42	Entity Power Given To: Local Government	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to include a note about the making, amendment, extension or repeal of a designation in Council's planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 42.	Delegation to the CEO
Section 45(8)	Entity Power Given To: Assessment manager	Chapter 3 – Development Assessment Part 1 – Types Of Development And Assessment	Power, where the circumstances of section 45(6) apply, to give the weight considered appropriate in the circumstances to the documents referenced in section 45(8).	To Remain with Council
Section 46	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 1 – Types Of Development And Assessment	Power to give an exemption certificate for the development. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 46.	Delegation to the CEO
Sections 46, 54, 55, 56, 57, 65, 66, 67, 84, 85, 100, 107 and 109	Entity Power Given To: Referral Agency	Chapter 3 – Development Assessment Part 1 – Types Of Development And Assessment; and Part 3 - Assessing and Deciding Development Applications Division 1 - Referral Agency's Assessment; and Division 3 - Development Conditions; and Part 5 - Development Approvals Division 3 - Cancelling Development Approvals; and Division 4 - Lapsing of and Extending Development Approvals; and Part 6 - Minister's Powers Division 2 - Minister's Directions Subdivision 3 - Directions to Referral Agencies; and Part 7 - Miscellaneous	Power to act as a "referral agency" for all development applications and cancellation applications received by Council as a referral agency under Chapter 3 of the Planning Act 2016. For avoidance of doubt, the power delegated includes the power to take all actions of a referral agency and consider all matters as detailed in sections 46, 54, 55, 56, 57, 65, 66, 67, 84, 85, 100, 107 and 109 of the Planning Act 2016.	Delegation to the CEO
Sections 48, 51, 53, 54, 59, 60, 61, 62, 63, 64, 65, 67, 71, 75, 76, 84, 85, 86, 87, 93, 100, 101, 105, 107 and 109	Entity Power Given To: Assessment Manager	Chapter 3 - Development Assessment Part 2 - Development Applications Part 3 - Assessing and Deciding Development Applications Part 5 - Development Approvals Part 6 - Minister's Directions Part 7 - Miscellaneous	Power to act as the "assessment manager" for all development applications, change representations, cancellation applications and extension applications received by Council under Chapter 3 of the Planning Act 2016. For avoidance of doubt, the power delegated includes the power to take all actions of an assessment manager and consider all matters as detailed in sections 48, 51, 53, 54, 59, 60, 61, 62, 63, 64, 65, 67, 71, 75, 76, 84, 85, 86, 87, 93, 100, 101, 105, 107 and 109 of the Planning Act 2016. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Section 48(3)(b)	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 2 – Development Applications Division 1 – Introduction	Power to keep a list of persons who are appropriately qualified to be an assessment manager in relation to a particular type of development.	Delegation to the CEO
Section 48(3)(d)	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 2 – Development Applications Division 1 – Introduction	Power to enter an agreement with a person on Council's list of persons who are appropriately qualified to be an assessment manager in relation to a particular type of development.	Delegation to the CEO
Section 51(2)	Entity Power Given To: Owner of Premises	Chapter 3 – Development Assessment Part 2 – Development Applications Division 2 – Making Or Changing Applications	Power to give written consent to the making of the development application.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 64(9)	Entity Power Given To: Assessment Manager	Chapter 3 – Development Assessment Part 3 – Assessing And Deciding Development Applications Division 2 – Assessment Manager's Decision	Power to consult with the Minister about making or amending the instrument mentioned in subsection (8)(c).	Delegation to the CEO
Sections 78A, 79, 80, 81, 81A, 81B, 82, 83, 93 and 100, 105, 107 & 109	Entity Power Given To: Responsible Entity	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 2 – Changing Development Approvals Subdivision 2 – Changes After Appeal Period; and Subdivision 3 - Notice of Decision; and Part 6 - Minister's Powers Division 2 - Minister's Directions Subdivision 1 - Directions Generally; and Subdivision 3 - Directions to Referral Agencies; and Division 3 - Minister's Call In; and Part 7 - Miscellaneous	Power to act as a "responsible entity" for all change applications received by Council as a responsible entity under Chapter 3 of the Planning Act 2016. For avoidance of doubt, the power delegated includes the power to take all actions of a responsible entity and consider all matters as detailed in sections 78A, 79, 80, 81, 81A, 81B, 82, 83, 93, 100, 105, 107 and 109 of the Planning Act 2016.	Delegation to the CEO
Section 80	Entity Power Given To: Affected Entity	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 2 – Changing Development Approvals Subdivision 2 – Changes After Appeal Period	Power to act as an "affected entity" for all change applications received by Council as an affected entity under Chapter 3 of the Planning Act 2016. For avoidance of doubt, the power delegated includes the power to take all actions of an affected entity and consider all matters as detailed in section 80 of the Planning Act 2016.	Delegation to the CEO
Section 82A	Entity Power Given To: Additional referral agency	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 2 – Changing Development Approvals Subdivision 2 – Changes After Appeal Period	Power to act as an "additional referral agency" for a change application where section 82A applies. For the avoidance of doubt, the power delegated includes the power to take all actions of an additional referral agency and consider all matters as detailed in section 82A of the Planning Act 2016.	Delegation to the CEO
Section 84(3)(b)(i)	Entity Power Given To: Owner of land	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 3 – Cancelling Development Approvals	Power to give written consent to the cancellation application.	Delegation to the CEO
Section 84(3)(b)(iii)	Entity Power Given To: Public utility	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 3 – Cancelling Development Approvals	Power to give written consent to the cancellation application.	Delegation to the CEO
Section 86(2A)	Entity Power Given To: Owner of land	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 4 – Lapsing Of And Extending Development Approvals	Power to give written consent to the extension application.	Delegation to the CEO
Section 89	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 5 – Noting Development Approvals On Planning Schemes	Power to note an approval referred to in subsection (1) on Council's planning scheme and give notice of the approval to the chief executive.	Delegation to the CEO
Section 93(2)	Entity Power Given To: Recipient	Chapter 3 – Development Assessment Part 6 – Minister's Powers Division 2 – Minister's Direction Subdivision 1 - Directions Generally	Power to comply with a direction given by the Minister.	Delegation to the CEO
Section 102	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 6 – Minister's Powers Division 3 – Minister's Call In	Power to make submissions in response to a proposed call in notice received by Council.	To Remain with Council
Section 105(3)	Entity Power Given To: Decision-maker	Chapter 3 – Development Assessment Part 6 – Minister's Powers Division 3 – Minister's Call In	Power to give the Minister reasonable help.	Delegation to the CEO
Section 115(2)	Entity Power Given To: Participating Local Government for a distribution-retailer	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 2 – Charges Resolutions	Power to enter a breakup agreement about the charges breakup and publish a copy of the agreement on the local government's website.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 118	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 2 – Charges Resolutions	Power to carry out the steps required after making a charges resolution.	Delegation to the CEO
Sections 119, 120, 121 and 129	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 3 – Levying Charges And Division 3 - Development Approval Conditions About Trunk Infrastructure Subdivision 1 - Conditions for Necessary Trunk Infrastructure	Power to give an infrastructure charges notice. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 119, 120, 121 and 129.	Delegation to the CEO
Section 123	Entity Power Given To: Local Government that gave an infrastructure charges notice	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 4 – Payment	Power to agree with the recipient about: a) whether the levied charge may be paid other than as required under section 122, including whether it may be paid by instalments; and/or b) whether infrastructure may be provided instead of paying all or part of the levied charge.	Delegation to the CEO
Section 125	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 5 – Changing Charges During Relevant Appeal Period	Power to consider representations made on an infrastructure charges notice and, issue a negotiated notice or give a decision notice.	Delegation to the CEO
Section 128(1)	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 3 – Development Approval Conditions About Trunk Infrastructure Subdivision 1 – Conditions For Necessary Trunk Infrastructure	Power, as a local government with a LGIP that identifies adequate trunk infrastructure to service the subject premises, to impose a development condition requiring either or both of the following to be provided at a stated time: a) the identified infrastructure; and/or b) different trunk infrastructure delivering the same desired standard of service.	Delegation to the CEO
Section 128(2)	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 3 – Development Approval Conditions About Trunk Infrastructure Subdivision 1 – Conditions For Necessary Trunk Infrastructure	Power, as a local government with a LGIP that does not identify adequate trunk infrastructure to service the subject premises, to impose a development condition requiring development infrastructure necessary to service the premises to be provided at a stated time.	Delegation to the CEO
Sections 130, 131, 132, 133, 134 and 135	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 3 – Development Approval Conditions About Trunk Infrastructure Subdivision 2 – Conditions For Extra Trunk Infrastructure Costs	Power to impose an extra payment condition. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 130, 131, 132, 133, 134 and 135. <i>*See Footnote</i>	Delegation to the CEO
Section 137	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 3 – Development Approval Conditions About Trunk Infrastructure Subdivision 3 – Working Out Cost for Required Offset or Refund	Power in the circumstances referred to in subsection (1) b), by notice given to the applicant, amend the infrastructure charges notice.	Delegation to the CEO
Sections 140, 141 & 142	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 4 – Miscellaneous Provisions About Trunk Infrastructure Subdivision 1 – Conversion Of Particular Non-Trunk Infrastructure Before Construction Starts	Power to consider and decide a conversion application. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 140, 141 and 142.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 144(2)	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 4 – Miscellaneous Provisions About Trunk Infrastructure Subdivision 2 – Other Provisions	Power to agree with an applicant that a levied charge, for the purpose of its recovery, is not taken to be rates.	Delegation to the CEO
Section 145	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 5 – Non-Trunk Infrastructure	Power to impose a development condition about non-trunk infrastructure.	Delegation to the CEO
Section 149	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 3 – Provisions For State Infrastructure Providers	Power in the circumstances referred to in subsection (1) to: (a) pay the amount of the levied charge to the State infrastructure provider; and (b) agree with the State infrastructure provider and the person who provided the replacement infrastructure about when the amount of the levied charge will be paid.	Delegation to the CEO
Chapter 4, Part 4	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 4 – Infrastructure Agreements	Power to enter an infrastructure agreement. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in Chapter 4, Part 4.	Delegation to the CEO
Section 167	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 3 – Enforcement Notices	Power to give a show cause notice.	Delegation to the CEO
Section 168	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 3 – Enforcement Notices	Power to give an enforcement notice.	Delegation to the CEO
Section 169	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 3 – Enforcement Notices	Power to consult with a private certifier before giving an enforcement notice.	Delegation to the CEO
Section 170	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 3 – Enforcement Notices	Power to give notice of the giving or withdrawal of an enforcement notice to the chief executive.	Delegation to the CEO
Section 174	Entity Power Given To: Person	Chapter 5 – Offences And Enforcement Part 4 – Proceedings for Offences in Magistrates Court	Power to bring offence proceedings for an offence against the Act.	Delegation to the CEO
Section 175(1)(a)	Entity Power Given To: Representative Person	Chapter 5 – Offences And Enforcement Part 4 – Offence Proceedings In Magistrates Court	Power to consent to proceedings being brought on behalf the corporation.	Delegation to the CEO
Section 176(10)	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 4 – Offence Proceedings In Magistrates Court	Power to: (a) take action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the defendant.	Delegation to the CEO
Section 178(1)(b)	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 4 – Offence Proceedings In Magistrates Court	Power, in an offence proceeding, to apply for an order for the payment of the expenses.	Delegation to the CEO
Section 180	Entity Power Given To: Person	Chapter 5 – Offences And Enforcement Part 5 – Enforcement Orders In P&E Court	Power to start proceedings in the P&E Court for an enforcement order.	Delegation to the CEO
Section 180(13)	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 5 – Enforcement Orders In P&E Court	Power to: (a) take the action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the respondent.	Delegation to the CEO
Section 181(4)	Entity Power Given To: Person	Chapter 5 – Offences And Enforcement Part 5 – Enforcement Orders In P&E Court	Power to apply to the P&E Court to cancel or change an enforcement order or interim enforcement order.	Delegation to the CEO
Section 214	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 8 - Other Inspectors' Powers and Related Matters Division 3 - Disposal Orders	Power, as an enforcement authority in an offence proceeding, to apply for a disposal order.	Delegation to the CEO
Section 221	Entity Power Given To: Person	Chapter 5 – Offences And Enforcement Part 8 - Other Inspectors' Powers and Related Matters Division 6 - Compensation for Loss	Power to make a claim for compensation from the State where Council incurs loss because of the exercise, or purported exercise, of a power by or for an inspector.	Delegation to the CEO
Section 229(2) & 230	Entity Power Given To: Appellant	Chapter 6 – Dispute Resolution Part 1 – Appeal Rights	Power to start an appeal.	To Remain with Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 229(4)	Entity Power Given To: Respondent or Co-respondent	Chapter 6 – Dispute Resolution Part 1 – Appeal Rights	Power to be heard in an appeal.	Delegation to the CEO
Section 229(5)	Entity Power Given To: Assessment Manager	Chapter 6 – Dispute Resolution Part 1 – Appeal Rights	Power, where an appeal is only about a referral agency's response, to apply to the tribunal or the P&E court to withdraw from the appeal.	To Remain with Council
Section 230(6)	Entity Power Given To: Person	Chapter 6 – Dispute Resolution Part 1 – Appeal Rights	Power to elect to be a co-respondent in an appeal.	Delegation to the CEO
Section 239(1), 240 & 241	Entity Power Given To: Person	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 2 – Applications For Declaration	Power to start proceedings for a declaration by a tribunal. For avoidance of doubt, the power delegated includes the power to take all actions detailed in sections 239(1), 240 and 241.	Delegation to the CEO
Section 246(2)	Entity Power Given To: Person	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 3 – Tribunal Proceedings for Appeals and Declaration	Power to give the registrar information that the registrar reasonably requires for the proceedings.	Delegation to the CEO
Section 248	Entity Power Given To: Party to Tribunal Proceeding	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 3 – Tribunal Proceedings for Appeals and Declaration	Power to appear as a party to a tribunal proceeding.	Delegation to the CEO
Section 249	Entity Power Given To: Party to Tribunal Proceeding	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 3 – Tribunal Proceedings for Appeals and Declaration	Power to make submissions to the tribunal.	Delegation to the CEO
Section 257	Entity Power Given To: Party to Tribunal Proceeding	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 3 – Tribunal Proceedings for Appeals and Declaration	Power to give notice to the Registrar once a tribunal's direction or order has been complied with.	Delegation to the CEO
Section 265	Entity Power Given To: Local Government	Chapter 7 – Miscellaneous Part 3 – Public Access to Documents	Power to give an applicant the planning and development certificate applied for.	Delegation to the CEO
Section 267(13)	Entity Power Given To: Local Government	Chapter 7 – Miscellaneous Part 4 – Urban Encroachment	Power to note the registration of premises on Council's planning scheme.	Delegation to the CEO
Section 270	Entity Power Given To: Owner of Premises in an Affected Area	Chapter 7 – Miscellaneous Part 4 – Urban Encroachment	Power before entering into a lease of the premises with a person, to give a notice that states: (a) the premises are in an affected area; and (b) that restrictions may apply to the person in taking proceedings about emissions from registered premises in the affected area.	Delegation to the CEO
Section 275B	Entity Power Given To: Person	Chapter 7 – Miscellaneous Part 4 – Urban Encroachment	Power to serve a document and give a copy of the document as permitted by section 275B.	Delegation to the CEO
Section 293(5)	Entity Power Given To: Local Government	Chapter 8 – Repeal, Transitional and Validation Provisions Part 2 – Transitional Provisions For The Repeal Of Sustainable Planning Act 2009 Division 3 – Planning	Power to make an amendment of a type specified in subsection (1) by following the process set out in the rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in the rules. <i>*See Limitations to the Exercise of Power</i>	To Remain with Council

Schedule 2

Limitations to the Exercise of Power

1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.
7	Sections 18, 20 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
8	Sections 21 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
9	Sections 22 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
10	Sections 23 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.

Limitations to the Exercise of Power	
11	Section 24 - This delegation does not include the power to decide to repeal the TLPI or planning scheme policy which is required to be exercised by Council pursuant to a resolution of Council (see subsection (1)).
12	Sections 25 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
13	Section 29 - Must not be exercised if: (a) there is a conflict between proposed use and the superseded scheme zoning intent; or (b) compensation issues would arise from the superseded development application, in which case the power must be undertaken by Council.
14	Sections 35, 36, 37 and 38 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
15	Section 60 - Must not be exercised if: (a) the application was impact assessable and there were submissions; (b) the application is a planning development application being recommended for refusal; or (c) the proposed development is inconsistent with the intent of the zone, in which case the power must be undertaken by Council.
16	Section 60(3)(c) - Operational work, reconfiguring a lot and material change of use applications must be decided by Council.
17	Section 75 - Must not be exercised if the original application was decided by Council in which case the power must be undertaken by Council.
18	Section 76 - Must not be exercised if the original application was decided by Council in which case the power must be undertaken by Council.
19	Section 87 - Operational work, reconfiguring a lot and material change of use extension applications must be decided by Council if recommending refusal.
20	Section 293(5) - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
Footnotes	
Section 130, 131, 132, 133, 134, and 135	Refunds must be in accordance with the Refund, Exemption and Reduction of Fees and Charges Policy.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Infrastructure Act 1994 (Tracked)

Meeting Date: 25 January 2022

Attachment No: 16

Delegations Register – Transport Infrastructure Act 1994

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 11(4)	Entity Power Given To: Local Government	Chapter 4 - Implementation of Transport Infrastructure Strategies Part 1 - Road Implementation Programs	Power to consult with the chief executive concerning the development of a roads implementation program if the chief executive believes that Council would be affected by the program.	Delegation to the CEO
Section 14(3)(a)	Entity Power Given To: Local Government	Chapter 4 - Implementation of Transport Infrastructure Strategies Part 2 - Rail Implementation Programs	Power to consult with the chief executive concerning the development of a rail implementation program if the chief executive believes that Council would be affected by the program.	Delegation to the CEO
Section 17(4)	Entity Power Given To: Local Government	Chapter 4 - Implementation of Transport Infrastructure Strategies Part 3 - Implementation Programs for Miscellaneous Transport Infrastructure	Power to consult with the chief executive concerning the development of implementation programs for miscellaneous transport infrastructure if the chief executive believes that Council would be affected by the programs.	Delegation to the CEO
Section 25(b)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 2 – State-Controlled Roads Division 1 – Declaration Of State-Controlled Roads	In the specified circumstances, the Power to prepare and make submissions to the Minister in relation to any on-a-proposed declaration, or revocation of a declaration that a road or route, or part of road or route, of is a State-controlled road.	Delegation to the CEO
Section 26	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 2 – State-Controlled Roads Division 1 – Declaration Of State-Controlled Roads	Power, as a railway manager, to: (a) consult with, and make submissions to, the Minister before a declaration is made making a road or route, or part of a road or route, that crosses rail corridor land and continues on the other side of the rail corridor land a State-controlled road; (b) construct, maintain and operate a railway on a declared common area in a way not inconsistent with its use as a State-controlled road; (c) make an agreement with the chief executive regarding the State-controlled road on the common area.	Not Relevant to Council
Section 27(3)(b)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 2 – State-Controlled Roads Division 2 – Motorways	In the specified circumstances, the Power to prepare and make submissions to the Minister in relation to any on-a-proposed declaration or revocation of a declaration that the whole or part of a State-controlled road is a motorway.	Delegation to the CEO
Section 29	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power to enter into contracts with the chief executive in respect of road works, other works or the operation of State-controlled roads within and outside Council's local government area.	Delegation to the CEO
Section 32	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power to make a sharing arrangement with the chief executive for the costs of: (a) acquisition of land for transport infrastructure; (b) road works on a State-controlled road; (c) other works that contribute to the effectiveness and efficiency of the road network; or (d) the operation of a State-controlled road; including all necessary preliminary costs associated with acquisition, works, or operation.	Delegation to the CEO
Section 33(2)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power to apply for an approval to carry out road works on a State-controlled road or interfere with a State-controlled road or its operation.	Delegation to the CEO
Section 36(1)	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power, as an owner or occupier of land, to provide written approval agreeing to the proposed temporary occupier occupying or using the land under section 35.	Delegation to the CEO
Section 36(4)	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power, as an owner or occupier of land, to make submissions to the proposed temporary occupier about the accommodation works or land management activities proposed to be carried out on the land.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 37	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 3 – Construction, Maintenance and Operation	Power, as an owner of land, to give notice to the chief executive claiming compensation for physical damage caused by the temporary entry, occupation, or use, or for the taking or consumption of material.	Delegation to the CEO
Section 40	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to enter into agreements with the chief executive in relation to funding for road works on Council's roads.	Delegation to the CEO
Section 41	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	In the specified circumstances, the Power to make enter into a financial arrangement with the chief executive for improvements to be made to a State-controlled roads that would be beneficial to Council's road network.	Delegation to the CEO
Section 42(4)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	In the specified circumstances, the Power to apply to obtain the chief executive's written approval for consent to carry out road works or make changes to the management of a Council road if conditions under subsection (1) apply and exceptions under subsections (2) or (5) do not apply, where the works or changes would:— (i) require the carrying out of road works on a State-controlled road; or (ii) otherwise have a significant adverse impact on a State-controlled road; or (iii) have a significant impact on the planning of a State-controlled road or a future State-controlled road.	Delegation to the CEO
Section 42(5)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to apply and enforce conditions to proposed road works or changes to the management of a Council road.	Delegation to the CEO
Section 43(4)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	In the specified circumstances, the Power to apply to obtain the chief executive's written approval where you intend to approve consent to the erection, alteration or operation of an advertising sign or other advertising device that would be: (a) visible from a motorway; and (b) beyond the boundaries of the motorway; and (c) reasonably likely to create a traffic hazard for the motorway; and on conditions that comply with fixed criteria.	Delegation to the CEO
Section 43(4)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to apply conditions to the erection, alteration or operation of an advertising sign or device.	Delegation to the CEO
Section 45	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 4 – Relationship With Local Governments	Power to exercise all the powers Council may exercise for a local government road in its area in relation to State-controlled roads in its area.	Delegation to the CEO
Section 50(3)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 1 – General Rules for Ancillary Works and Encroachments	Power to apply for an approval to construct, maintain, operate or conduct ancillary works and encroachments on a State-controlled road.	Delegation to the CEO
Section 52(6)	Entity Power Given To: An Owner of Ancillary Works and Encroachments	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 1 – General Rules for Ancillary Works and Encroachments	Power, as an owner of ancillary works and encroachments, to enter into an agreement with the chief executive for a contribution towards the cost of the alteration, relocation, making safe or removal of the ancillary works and encroachments.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 55(b)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	In the specified circumstances, the Power to make submissions to the chief executive on concerning a proposal to publish a gazette notice to make, amend or revoke a declaration or to make, amend or replace a policy for a limited access road.	Delegation to the CEO
Section 62(1)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	Power to make an application to the chief executive to make a written decision stating any of the matters provided in sub-subsections (a)-(k) concerning access between 1 or more State-controlled roads and particular adjacent land which Council has an interest in.	Delegation to the CEO
Section 67A	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	Power to ask the chief executive, in writing, to give Council a copy of any decision in force under section 62(1) for land that Council has an interest in.	Delegation to the CEO
Section 72(2)	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	Power, as an owner or occupier of land, to enter into an agreement with the chief executive for: (a) the supply by the chief executive of, or a contribution towards the supply by the chief executive of, alternative road access works between a State-controlled road and Council's land or between Council's land and another road; or (b) the carrying out, or contributions towards the carrying out of, other works in relation to Council's land.	Delegation to the CEO
Section 73(4)	Entity Power Given To: An Owner or Occupier of Land	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 2 – Special Arrangements About Access	Power, as an owner or occupier of land, to recover, as a debt from the chief executive, compensation for the diminution in land value because of the prohibition or change made to the access between a State-controlled road and Council's land.	Delegation to the CEO
Section 76	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 2 – Ancillary Works And Encroachments And Roadside Facilities Subdivision 3 – Roadside Facilities	Power to enter into an agreement with the chief executive for the supply of roadside service centres, roadside rest facilities and other roadside businesses adjacent to or near State-controlled roads.	Delegation to the CEO
Section 81	Entity Power Given To: An Owner of a Public Utility Plant	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 3 - Public Utility Plant on State-Controlled Roads	Power, as the owner of a public utility plant, to give the chief executive written notice of Council's intention to take action mentioned in section 80 on a State controlled road.	Delegation to the CEO
Section 83	Entity Power Given To: An Owner of a Public Utility Plant	Chapter 6 – Road Transport Infrastructure Part 5 – Management Of State-Controlled Roads Division 3 - Public Utility Plant on State-Controlled Roads	Power, as the owner of a public utility plant (whether existing or proposed), to arrange with the chief executive for the sharing of the costs, including preliminary costs, of all or any of the following: (a) acquisition of land associated with the plant; or (b) construction, augmentation alteration or maintenance of the plant; or (c) construction of road works affected by the plant.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 84B(2)	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 2 - State Toll Road Corridor Land	Power, as a railway manager, to consult with, and make submissions to, the Minister about an intended declaration under section 84A.	Not Relevant to Council
Section 84B(4)	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 2 - State Toll Road Corridor Land	Power, as a railway manager for a rail corridor land that has been declared to be part of a common area, to construct, maintain and operate a railway on the common area in a way not inconsistent with its use as a toll road.	Not Relevant to Council
Section 84B(5)	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 2 - State Toll Road Corridor Land	Power, as a railway manager for rail corridor land that has been declared to be part of a common area, to enter into an agreement with chief executive, or the lease holder for the particular State toll road corridor land, regarding the following: (a) responsibility for maintaining a toll road, and the transport infrastructure relating to a toll road, on the common area; and (b) responsibility for the cost of removing road transport infrastructure from the common area and restoring the railway.	Not Relevant to Council
Section 84D	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 2 - State Toll Road Corridor Land	Power to claim compensation regarding land, in which Council has an interest but has been declared to be State toll road corridor land under section 84A, under the Acquisition of Land Act 1967, section 12(5A) and (5B), and part 4 as if the interest were land taken by the State under that Act.	Not Relevant to Council
Section 85A	Entity Power Given To: Railway Manager	Chapter 6 – Road Transport Infrastructure Part 6 - State Toll Road Corridor Land and Franchised Roads Division 3 - Franchised Roads	Power, as a railway manager, to: (a) consult with, and make submissions to, the Minister regarding the construction, maintenance or operation of a road, or part of a road, that crosses rail corridor land and continues on the other side of the rail corridor land; (b) construct, maintain and operate a railway on the common area in a way not inconsistent with its use as a franchised road; (c) enter into an agreement with the franchisee regarding the franchised road on the common area.	Not Relevant to Council
Section 94(2)	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 2 - Toll Roads and Toll Payment Requirements	Power, as a toll road operator, to recover, as a debt, from the driver the amount of any unpaid toll or user administration charge, subject to any applicable agreement made by Council.	Not Relevant to Council
Section 95(2)	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 2 - Toll Roads and Toll Payment Requirements	Power, as a toll road operator, to enter into an agreement with a person regarding the liability of a designated vehicle's driver for the toll payable at a toll plaza.	Not Relevant to Council
Section 99	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give the registered operator of a vehicle a written notice requiring the registered operator, within the prescribed time for the notice: (a) to pay Council the deferred toll amount; or (b) to give Council the registered operator's statutory declaration containing the required information.	Not Relevant to Council
Section 99AA	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give a single notice to a registered operator for notices under section 99 and 105ZH.	Not Relevant to Council
Section 100	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give written notice, in the approved form, under this section if Council has not received a deferred toll amount and it considers, on reasonable grounds, that a person other than the vehicle's registered operator has information that could help the toll road operator establish the name and address of the driver.	Not Relevant to Council
Sections 100(2) and 105ZJ(2)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power to give a statutory declaration complying with subsection (3).	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 101	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give a written notice, in the approved form, under this section if Council has not received a deferred toll amount and it considers, on reasonable grounds, that Council has correctly identified the person who was the driver.	Not Relevant to Council
Section 101A	Entity Power Given To: Toll Road Operator	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 3 - Failure to Pay Toll	Power, as a toll road operator, to give a single notice to a person for notices under section 101 and 105ZK.	Not Relevant to Council
Sections 104(2) and 105ZN(2)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 7 - Toll Roads Division 4 - Miscellaneous	Power to disclose, allow access to, record or use personal information under certain circumstances.	Not Relevant to Council
Chapter 6, Part 8	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways	Power to exercise all the powers of Council, including applying for the Minister's consent for a local government tollway, under Part 8 (Local Government Tollways). *See Footnote	Not Relevant to Council
Section 105C(1)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 2 – Approval Of Tollway Project	In the specified circumstances, power to ask the Minister for approval for a tollway project.	Removed from the Register
Section 105G(1)	Entity Power Given To: Local government	Chapter 6 – Road Transport Infrastructure Part 9 – Local Government Tollways Division 2A – Local Government Tollway Subdivision 1 – Declaration	In the specified circumstances, power to ask the Minister to declare a local government tollway for the approved project.	Removed from the Register
Section 105GB(1)	Entity Power Given To: Local government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 2A – Local Government Tollway Subdivision 1 – Declaration	In the specified circumstances, power to ask the Minister to amend the declaration of a local government tollway for the approved project.	Removed from the Register
Section 105I	Entity Power Given To: Railway Manager and Local Government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 3 – Local Government Tollway Corridor Land	Power: (a) as a railway manager, to consult with, and make submissions to, the Minister about an intended declaration under section 105H; (b) to construct, maintain and operate a railway on a declared common area in a way not inconsistent with its use as a local government tollway; (c) to make an agreement with the chief executive regarding the local government tollway on the common area.	Not Relevant to Council
Section 105J(9) and (10)	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 3 – Local Government Tollway Corridor Land	Power to enter into a lease or sublease of local government tollway corridor land to another person for use as a tollway.	Not Relevant to Council
Section 105JA(3)	Entity Power Given To: Person with an Interest in Land	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 3 – Local Government Tollway Corridor Land	Power, as a person with an interest in land declared to be a local government tollway corridor land under section 105H, to claim compensation under the Acquisition of Land Act 1967, section 12(5A) and (5B) and part 4 as if the interest were land taken by the State under that Act.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 105N	Entity Power Given To: Public Utility Provider	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 4 – Public Utility Plant Subdivision 3 - Powers of Public Utility Provider on Local Government Tollway Corridor Land	Power, as a public utility provider, to do the following on local government tollway corridor land: (a) build, replace or take away, or alter, other than for maintenance or repair, its public utility plant; (b) maintain or repair, or alter, for maintenance or repair, its public utility plant; (c) take reasonable steps to stop obstruction or potential obstruction to, or interference or potential interference with, its public utility plant; (d) seek written agreement from the local government for whom the declaration of the local government tollway corridor land was made; (e) in the interests of public safety, carry out urgent maintenance of its public utility plant on local government tollway corridor land without the written agreement of the local government.	Not Relevant to Council
Section 105O(1)	Entity Power Given To: Public Utility Provider	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 4 – Public Utility Plant Subdivision 4 - Obligations of Public Utility Provider	Power, as a public utility provider, to ask another local government for information about lines and levels for planned local government tollway infrastructure on local government tollway corridor land.	Not Relevant to Council
Section 105X(4)	Entity Power Given To: Public Utility Provider	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 4 – Public Utility Plant Subdivision 6 - Replacement or Reconstruction of Public Utility Plant	Power, as a public utility provider, to make an agreement with a local government regarding the reduction in cost of replacing or reconstructing a public utility plant.	Not Relevant to Council
Section 105Y	Entity Power Given To: Local Government	Chapter 6 – Road Transport Infrastructure Part 8 – Local Government Tollways Division 5 – Franchising Local Government Tollway Corridor Land	Power to enter into a local government tollway franchise agreement with another local government.	Not Relevant to Council
Section 109A(4)(a)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an owner or occupier of land, to allow the chief executive to enter the land by giving written consent to the chief executive.	Delegation to the CEO
Section 110	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power to apply to the chief executive for a rail feasibility investigator's authority for an area of land.	Not Relevant to Council
Section 114(3)(a)	Entity Power Given To: Owner or Occupier of Land or Authorised Investigator	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power: (a) as an owner or occupier of land, to consent to an investigator or an associated person to enter onto land; or (b) as an authorised investigator, to enter land, with the owner's or occupier's consent, for the purpose of investigating the land's potential and suitability as a rail corridor.	Delegation to the CEO
Section 115(1)	Entity Power Given To: Authorised Investigator	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an authorised investigator, to allow an associated person to act under the investigator's authority.	Not Relevant to Council
Sections 115(4) and 408(4)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an owner or occupier of land, to ask person who has entered, is entering, or is about to enter Council's land under an authority for the person's identification or about the person's authority to enter Council's land.	Delegation to the CEO
Section 117(b)	Entity Power Given To: Authorised Investigator	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an authorised investigator, to do anything necessary or desirable to minimise damage to the land or inconvenience to the land's owner or occupier.	Not Relevant to Council
Section 118(1)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power, as an owner or occupier of land, to: (a) claim compensation from the relevant person for the loss or damage arising out of an entry onto land, any use made of the land, anything brought onto the land, or anything done or left on the land in connection with the relevant person's authority; (b) require the relevant person to carry out works to rectify, within a reasonable time, the damage after the relevant person has finished investigating the land under the authority; or (c) require the relevant person to carry out works to rectify the damage and claim compensation from the investigator for any loss or damage not rectified.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 118(4)(a)	Entity Power Given To: Owner or Occupier of Land or Authorised Investigator	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 2 - Investigating Potential Rail Corridor	Power: (a) as an owner or occupier of land, to make an agreement with the relevant person with regards to the amount of compensation; or (b) as an authorised investigator, to make an agreement with owner or occupier of the land with regards to the amount of compensation.	Delegation to the CEO
Section 165(c)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 1 - Railway Works	Power, as an owner or occupier of land, to agree to allow the chief executive or an accredited person to take or use the material on Council's land.	Delegation to the CEO
Section 166(1)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 1 - Railway Works	Power, as an owner or occupier of land, to give written notice to the chief executive or an accredited person regarding: (a) a claim for compensation for the loss or damage caused by the entry or railway works carried out on Council's land; (b) a claim for compensation for the taking or use of materials; (c) a requirement that the accredited person carry out works in restitution for the damage; or (d) a requirement that the accredited person carry out works in restitution for the damage and a claim for compensation for any loss or damage not restituted.	Delegation to the CEO
Section 168	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 2 - Other Powers	Power to seek the chief executive's written approval to carry out works near a railway.	Delegation to the CEO
Section 168(7)(b)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 2 - Other Powers	Power, as an owner or occupier of land, to make an agreement with an authorised person to allow the authorised person to enter Council's land and inspect railway works.	Delegation to the CEO
Section 169	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 4 - Rail Transport Infrastructure Powers Division 2 - Other Powers	Power, as a railway manager, to: (a) temporarily close or regulate a railway crossing if satisfied it is necessary because of an immediate threat to— (i) the safety of the railway; or (ii) the public using it or who may use it; (b) construct a substitute crossing if Council decides to close or regulate a crossing.	Not Relevant to Council
Section 240(4)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager, to enter into a sublease with the chief executive for rail corridor land or non-rail corridor land.	Not Relevant to Council
Section 240B(2A)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager, to make an agreement with the chief executive to renew a sublease for a section of rail corridor land before or immediately after its expiry.	Not Relevant to Council
Section 240B(5)-(7)	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power to make an agreement with the chief executive, or commence proceedings in a court, for compensation to be paid to Council because of the revocation of an unregistered right in a railway manager's sublease for a section of rail corridor land.	Delegation to the CEO
Section 240D	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power to enter into a sublease with the chief executive for a section of non-rail corridor land.	Delegation to the CEO
Section 240E(2) and (3)	Entity Power Given To: Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as an owner of land, to seek and negotiate with the railway manager a right of access across a proposed railway if Council's land is adjacent to the relevant land or Council has access over the relevant land.	Delegation to the CEO
Section 240E(5)	Entity Power Given To: Railway Manager or Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager or as an owner of land, to ask the chief executive, if an agreement regarding right of access cannot be made, to decide whether a right of access across the proposed railway should be granted.	Delegation to the CEO
Section 240E(7)	Entity Power Given To: Railway Manager or Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager or an owner of land, to give the chief executive the information the chief executive requires in deciding whether to grant a right of access across the proposed railway.	Delegation to the CEO
Section 240F(3)(a)	Entity Power Given To: Railway Manager or Access Holder	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager of a rail corridor land or as a right of access holder, to agree to cancel the right of access to the land.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 240F(4)	Entity Power Given To: Railway Manager or Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager of a rail corridor land or as an owner of land, to enter into an agreement in relation to the compensation payable for the cancellation of a right of access across a rail corridor land.	Delegation to the CEO
Section 240F(6)	Entity Power Given To: Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as an owner of land, to commence proceedings in the Land Court for compensation.	Delegation to the CEO
Section 241(3)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager, to grant a sublicence in relation to an easement described in schedule 4 to a railway operator.	Not Relevant to Council
Sections 244(2)(b) and 244A(2)(b)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 7 - Land for Railway Purposes	Power, as a railway manager, to: (a) alter the rail transport infrastructure; and (b) manage the railway using the rail transport infrastructure, whether or not altered; and (c) operate, or authorise a railway operator to operate, rolling stock on the railway.	Not Relevant to Council
Section 249(3)(a) and (b)	Entity Power Given To: Railway Manager or Relevant Person	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 8 - General	Power:- (a) as a railway manager for rail corridor land or future railway land, to construct, maintain and operate a railway on the common area in a way not inconsistent with its use as a relevant road; (b) to construct, maintain and operate a local government tollway corridor land within a declared common area in a way not inconsistent with its use as a railway.	Delegation to the CEO
Section 249(5)	Entity Power Given To: Local Government or Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 8 - General	Power: (a) to make an agreement with the railway manager for a railway within a common area; or (b) as a railway manager, to make an agreement with a relevant person for a relevant road within a common area; regarding the costs of removing rail transport infrastructure from the common area and restoring the relevant road.	Delegation to the CEO
Section 250	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 8 - General	Power: (a) as a railway manager, to: (i) in constructing or managing a railway, to alter the level of a road or require the authority responsible for the road to alter its level; (ii) make an agreement with the authority responsible for the road with regards to the responsibility for the payment of all reasonable expenses incurred in altering the road level; (iii) make an agreement with a person, whose land is directly affected by the road alteration, regarding the amount of compensation payable to the person; (iv) if an agreement cannot be reached with the person directly affected by the road alteration, make an application to a court with jurisdiction to make a decision on the amount of compensation.	Delegation to the CEO
Section 250	Entity Power Given To: Authority Responsible for a Road or Occupier or Owner of Land	Chapter 7 - Rail Transport Infrastructure and Other Matters Part 8 - General	Power: (a) as an authority responsible for a road, to make an agreement with the railway manager with regards to the responsibility for the payment of all reasonable expenses incurred in altering the road level; or (b) as an occupier or owner of land that has been directly affected by the road alteration, to: (i) make an agreement with the railway manager regarding the amount of compensation payable to Council; (ii) make an application to a court with jurisdiction to make a decision on the amount of compensation.	Delegation to the CEO
Section 253(1)	Entity Power Given To: Local Government	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	In the specified circumstances, the Power to make a request to the chief executive for permission to construct, maintain and operate a road on rail corridor land or non-rail corridor land, if permitted by the chief executive, by way of: (a) a bridge or other structure over a railway; or (b) a bridge or other structure that allows the road to go over or pass under the relevant infrastructure on the land, railway; or (c) a level crossing at the same level as the relevant infrastructure.	Delegation to the CEO
Section 253(3)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power, as a railway manager of rail corridor land or as a sublessee of non-rail corridor land, to consult with the chief executive before the chief executive makes a decision on proposed relevant infrastructure on rail corridor land or non-rail corridor land.	Delegation to the CEO
Section 253(4)	Entity Power Given To: Railway Manager	Chapter 7 - Rail Transport Infrastructure And Other Matters Part 8 - General	Power, as a railway manager of rail corridor land or as a sublessee of non-rail corridor land, to continue to use the land and the airspace above the land, other than any land and airspace excluded by a condition of the permission.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 253(7)	Entity Power Given To: Local Government	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power to enter into an agreement with the chief executive concerning the maintenance of a road and a bridge, structure or crossing constructed on rail corridor land or non-rail corridor land, as well as the costs of removing the bridge, structure or crossing when the road is no longer in use and the subsequent restoration of the relevant infrastructure on the land.	Delegation to the CEO
Section 255(1)	Entity Power Given To: Railway Manager or Local Government	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power: (a) as a railway manager, to give written approval to a person seeking to interfere with the railway; or (b) to seek written approval from a railway's manager to interfere with the railway; and (c) to interfere with a railway provided that the interference is: (i) with the railway manager's written approval; (ii) permitted or authorised under a right of access under sections 240E or 253, or under the Transport (Rail Safety) Act 2010; or (iii) otherwise approved, authorised or permitted under this Act or another Act.	Delegation to the CEO
Section 256	Entity Power Given To: Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as a railway manager, to require, by written notice, a person who has contravened section 255(1) to rectify the interference within a stated reasonable time, or to rectify the interference if the person fails to comply with the requirement.	Not Relevant to Council
Section 258A	Entity Power Given To: Local Government	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power to make an application to the chief executive to make a change to the management of a local government road if the change would require work on a railway or would have a significant adverse impact on the safety and operational integrity of a railway or future railway.	Delegation to the CEO
Section 260(3)	Entity Power Given To: Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as a railway manager, to construct and maintain a fence of substantially similar quality to any fence around the neighbouring land when the railway was constructed in order to satisfy its obligation under subsection (2)(b).	Not Relevant to Council
Section 260(4)(b)	Entity Power Given To: Owner or Occupier of Land or Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as an owner or occupier of land next to existing railway, or as a railway manager of the existing railway, to enter into an agreement for compensation for railway works with the railway manager or the owner or occupier of the land, respectively.	Delegation to the CEO
Section 260(6) and (7)	Entity Power Given To: Owner or Occupier of Land or Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power: (a) as an owner or occupier of land adjacent to an existing railway, to carry out further works at Council's expense, with the railway manager's agreement, if Council considers that the works carried out under section 260 are insufficient for the convenient use of the land; or (b) as a railway manager of an existing railway: (i) to agree to the further works proposed to be carried out by the owner or occupier of land adjacent to the existing railway at its expense; (ii) to require, by written notice given to the owner or occupier, the further works to be carried out under the supervision of a person nominated by Council and according to plans and specifications approved by Council.	Delegation to the CEO
Section 260(9) and (11)	Entity Power Given To: Owner or Occupier of Land	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as an owner or occupier of land adjacent to an existing railway, to cross the existing railway with Council's, and its employees' and agents', vehicles and livestock until the railway manager carries out the works pursuant to subsection (2), unless Council has received compensation for the works.	Not Relevant to Council
Section 266A(2)(a)	Entity Power Given To: Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as a railway manager, to give written notice to the chief executive, at least 2 months before a preserved train path is allocated to a person, stating details of the proposed allocation.	Not Relevant to Council
Section 266D	Entity Power Given To: Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as a railway manager, to make a submission against the imposition of a penalty pursuant to section 266C(2) in the way stated in the proposed penalty notice.	Not Relevant to Council
Section 266F	Entity Power Given To: Railway Manager	Chapter 7 – Rail Transport Infrastructure And Other Matters Part 8 – General	Power, as a railway manager, to appeal a penalty notice to the Supreme Court against the chief executive's decision to impose a penalty.	Not Relevant to Council
Section 273	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 2 - Establishment, Declaration and Abolition of Port Authorities	Power to exercise all the powers and functions of a port authority under Chapter 8 if Council is given management of a port under Chapter 8.	Not Relevant to Council
Section 279A	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3A - Liability for, and Recovery of, Charges and Expenses	Power: (a) as a port lessor, port lessee or port manager of the Port of Brisbane, to impose charges in relation to port services and port facilities; (b) as a port user, to make an agreement with the port lessor, port lessee or port manager regarding subsection (1).	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 279B	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3A - Liability for, and Recovery of, Charges and Expenses	Power, as a port lessor, port lessee or port manager of the Port of Brisbane, to enter into a port agreement with the Minister about charges imposed pursuant to section 279A.	Not Relevant to Council
Section 281C	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3A - Liability for, and Recovery of, Charges and Expenses	Power, as a port lessor, port lessee or port manager of the Port of Brisbane, to: (a) decide a reasonable time for payment of a charge imposed pursuant to section 279A and a reasonable interest rate to be applied to any unpaid amount; and (b) recover a charge, or part of a charge, and any interest payable in relation to the charge, as a debt payable to Council.	Not Relevant to Council
Section 281F	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3A - Liability for, and Recovery of, Charges and Expenses	Power, as a port lessor, port lessee or port manager of the Port of Brisbane, to (a) by written notice, require a person to give Council a security deposit as a security for a liability or debt incurred, or that may be incurred, by it under chapter 8, part 3A in relation to the payment of a charge or damage caused, or that may be caused, to port facilities; (b) appropriate, or partly appropriate, a security deposit to meet the liability or indebtedness of the person if the liability or debt is unpaid after becoming due; (c) by written notice, require the person to give Council a further security deposit subsequent to the appropriation, or part appropriation, of a security deposit; and (d) by written notice, require the person to give Council a security deposit in a greater amount, or in a different form, or both, if Council considers that the person's liability or indebtedness, or potential liability or indebtedness, to Council under chapter 8, part 3A should be more adequately guaranteed.	Not Relevant to Council
Section 282	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to display or publish a port notice to control activities or conduct in its port area if Council reasonably considers the activities or conduct may: (a) affect the port's operation; or (b) cause damage to the port authority's strategic port land or Brisbane core port land; or (c) cause damage to the environment.	Not Relevant to Council
Section 282AA	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to display or publish a port notice requiring a person or class of persons to produce to the port lessor or port lessor's delegate, information relevant to the matters listed in sub-sections (a)-(e).	Not Relevant to Council
Section 282A	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control by port notice— (a) the movement or mooring of ships at its port facilities; or (b) the movement or mooring of ships if the movement or mooring may affect the port's operation; or (c) activities on or by ships moored at its port facilities or in its port if the activities may affect the port's operation.	Not Relevant to Council
Section 282C	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control, by port notice, the movement, handling or storage of goods loaded, waiting to be loaded, unloaded or transhipped to or from ships at its port facilities.	Not Relevant to Council
Section 282D	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control, by port notice, the movement of persons at its facilities including, for example, where the movement of members of the public, or another identified group, is restricted or prohibited.	Not Relevant to Council
Section 282E	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control by port notice the parking or stopping of vehicles at or on its port facilities, strategic port land or Brisbane core port land including, for example, by indicating a place where parking or stopping of a vehicle is restricted or prohibited.	Not Relevant to Council
Section 282F	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 1 - Port Notices	Power, as a port lessor of the Port of Brisbane, to control by port notice the movement, stopping or parking of rolling stock at its port facilities including, for example, by indicating where parking of rolling stock is restricted or prohibited.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 282K	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3B - Control of Activities at Ports Division 2 - Authorised Officers	Power, as a port lessor of the Port of Brisbane, to appoint a person as an authorised officer for Council.	Not Relevant to Council
Section 283ZJ	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 3 - Plan for Land Use on Brisbane Core Port Land Subdivision 4 - Miscellaneous	Power, as a port operator, to consult with the Minister before the Minister gives a direction under subsection (2).	Not Relevant to Council
Section 283ZZ	Entity Power Given To: Assessment Manager	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 5 - Particular Matters About Development on Brisbane Core Port Land Subdivision 2 - Provisions About Local Heritage Places and Infrastructure Contributions	Power, as an assessment manager for a development application for development on Brisbane core port land under the Sustainable Planning Act 2009, to impose a condition on the development approval for the application requiring a contribution only in relation to the following infrastructure provided by the Brisbane City Council or a service provider: (a) drainage; (b) public transport; (c) roads; (d) sewerage and water supply headworks.	Not Relevant to Council
Section 283ZB	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 5 - Particular Matters About Development on Brisbane Core Port Land Subdivision 3 - Application of Particular Provisions of Planning Act	Power to apply to the planning chief executive for a planning and development certificate for premises on Brisbane core port land.	Not Relevant to Council
Section 283ZZJ	Entity Power Given To: Assessment Manager	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 5 - Particular Matters About Development on Brisbane Core Port Land Subdivision 7 - Dealing with Particular Applications Affected by Change	Power, as an assessment manager for a development application for development on land that becomes Brisbane core port land, to give the application to the planning chief executive and respond to any request for information from the planning chief executive.	Not Relevant to Council
Section 283ZZN	Entity Power Given To: Port Lessor, Port Lessee or Port Manager of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 3C - Land Management - Port of Brisbane Division 6 - Dealings with Brisbane Port Land	Power, as a port lessor, port lessee or port manager of the Port of Brisbane, to grant a licence to enter and use port land, if leased by Council under the Land Act 1994, or trade lease of land, if subleased to Council.	Not Relevant to Council
Section 285C	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 4 - Land Management - Ports Other Than Port of Brisbane Division 1 - Strategic Port Land	Power to make written submissions in respect of a statement of proposal under section 285A or draft plan under section 285B made by a port authority over land in or adjoining Council's area.	Not Relevant to Council
Section 289C	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 4A - Port Approvals	Power to apply to a port authority for approval to perform a controlled activity in a port authority's port area.	Not Relevant to Council
Section 289G	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 4A - Port Approvals	Power, if Council's interests are affected by a decision mentioned in section 289F(1), to ask the port authority to review the decision or, pursuant to the Transport Planning and Coordination Act 1994, part 5, division 2, make an application to the Queensland Civil and Administrative Tribunal to have the original decision stayed.	Not Relevant to Council
Section 289I(2)(b)	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power, as a port operator, to have abandoned property found at the port facility moved to a place Council considers appropriate.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 289J	Entity Power Given To: Local Government	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power to seek the return of abandoned property from a port authority or port operator.	Not Relevant to Council
Section 289K	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power, as a port operator, to sell property that has remained unclaimed 28 days after the publication of a notice under section 289I about the abandoned property.	Not Relevant to Council
Section 289L	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power, as a port operator, to sell abandoned property if it is perishable and it is impracticable for Council to keep it having regard to its nature and condition.	Not Relevant to Council
Section 289N	Entity Power Given To: Port Operator	Chapter 8 - Port Infrastructure and Other Matters Part 4B - Disposal of Abandoned Property	Power, as a port operator, to dispose of abandoned property that is insufficient value property in the way Council considers appropriate.	Not Relevant to Council
Section 289Z	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 4E - Port of Brisbane - Other Matters	Power, as a port lessor of the Port of Brisbane, to delegate a function under Chapter 8, other than under part 3A, to a port lessee or port manager.	Not Relevant to Council
Section 289ZA	Entity Power Given To: Port Lessor of the Port of Brisbane	Chapter 8 - Port Infrastructure and Other Matters Part 4E - Port of Brisbane - Other Matters	Power:- (a) as a port lessor of the Port of Brisbane, to appoint an entity as a port manager for the Port of Brisbane; or (b) as a port lessee— (i) to seek written approval from the port lessor to appoint an entity as a port manager for the Port of Brisbane; and (ii) with the written approval of the port lessor, appoint an entity as a port manager for the Port of Brisbane.	Not Relevant to Council
Section 299(4)(a)	Entity Power Given To: Owner or Occupier of Land	Chapter 9 - Busways and Busway Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to give permission to a person proposing to enter Council's land for purposes other than for the performance of urgent remedial work to facilitate or maintain the operation of busway transport infrastructure.	Delegation to the CEO
Section 300(2)	Entity Power Given To: Owner or Occupier of Land	Chapter 9 - Busways and Busway Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to claim compensation from the chief executive for loss or damage caused by the entry, occupation, or use, including by the taking or consumption of materials, of Council's land by the chief executive or a person authorised by the chief executive for purposes relating to busway transport infrastructure.	Delegation to the CEO
Section 300(4)	Entity Power Given To: Owner or Occupier of Land	Chapter 9 - Busways and Busway Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to commence proceedings in the Land Court against the chief executive for compensation in the absence of a prior agreement between Council and the chief executive for compensation.	Delegation to the CEO
Section 303AAA	Entity Power Given To: Local Government	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power, as a person given a written notice under section 303(2D), to claim compensation under the Acquisition of Land Act 1967, section 12(5A) and (5B) and part 4.	Delegation to the CEO
Section 303AA	Entity Power Given To: Local Government	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power to enter into a sublease with the State for an established busway, or a proposed busway, on busway land, including the power to negotiate, and agree upon, the terms of the sublease.	Delegation to the CEO
Section 303AB(1)	Entity Power Given To: Local Government	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power to seek a licence from the chief executive in relation to busway land or busway transport infrastructure for any of the following purpose:- (a) construction, maintenance or operation of any thing on the land; (b) the use of the land or infrastructure for any purpose; (c) maintenance, management or operation of the land or infrastructure.	Not Relevant to Council
Section 303AB(3A) and (4)	Entity Power Given To: Local Government	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power, in relation to a licence granted under section 303AB(1), to:- (a) surrender the licence; and (b) mortgage, sublicense or transfer the licence with the consent of the chief executive.	Not Relevant to Council
Section 303AC(2) and (4)	Entity Power Given To: Owner or Occupier of Busway Land or Busway Transport Infrastructure	Chapter 9 - Busways and Busway Transport Infrastructure Part 3 - Establishment of Busways	Power, as an owner or occupier of busway land or busway transport infrastructure that is subject to a licence granted under section 303AB, to:- (a) claim compensation from the chief executive for loss or damage caused by a relevant activity, including by the taking or consumption of materials; and (b) enter into an agreement with the chief executive about the payment of compensation; or (c) in the absence of an agreement about the payment of compensation, commence proceedings in the Land Court for payment of compensation.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 305(2)	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	Power to:- (a) consult with the chief executive concerning the nature and extent of the alteration of the level of the road for busway transport infrastructure works, or the management or operation of a busway, before the alteration is commenced; and (b) make an agreement regarding the amount payable to Council for costs incurred by Council in altering the road level.	Delegation to the CEO
Section 307(1)	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	In the specified circumstances, the Power to make a request to the chief executive for permission to construct, maintain and operate a road located on busway land, if permitted by the chief executive, by way consisting of:- (a) a bridge or other structure that allowing traffic to pass over or under the level at which buses use the busway land; or (b) a structure allowing traffic to pass under the level at which buses use the busway land.	Delegation to the CEO
Section 307(5)	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	Power to make an agreement with the chief executive concerning the maintenance of a road and a bridge or other structure located on busway land, and the costs of removing the bridge or other structure once it is no longer in use and the subsequent restoration of the busway land.	Delegation to the CEO
Section 308	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	Power to enter into a contract with the chief executive for the following:- (a) carrying out busway transport infrastructure works on a busway or on land that is intended to become a busway; or (b) carrying out other works that contribute to the effectiveness and efficiency of the busway network; or (c) carrying out the operation of a busway; or (d) which powers of Council are to be exercised by the chief executive and which powers are to be exercised by Council for the busway – even though the contracted works or operations, as stated in (a), (b) or (c), relate to areas outside Council's area	Delegation to the CEO
Section 308(5)	Entity Power Given To: Owner of Land Adjacent to a Busway	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	Power, as an owner of land adjacent to a busway, to make a request to the chief executive for work to be carried out on the land and enter into a contract with the chief executive for the chief executive to carry out works on the land.	Delegation to the CEO
Section 308(10)	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	Power to enter into an arrangement with the chief executive for the sharing of costs, including preliminary costs, of— (a) acquiring land for busway transport infrastructure; or (b) busway transport infrastructure works on a busway; or (c) other works that contribute to the effectiveness and efficiency of the busway network; or (d) the operation of a busway.	Delegation to the CEO
Section 309(4)	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 1 – Transport Infrastructure Interaction	In the specified circumstances, the Power to apply to obtain the chief executive's written approval where you if Council intends to approve the erection, alteration or operation of any advertising sign or other advertising device that would be:- (a) is visible from a busway; and may (b) reasonably likely to create a traffic hazard, and the conditions applied by Council to the erection, alteration or operation of the sign or device do not comply with the chief executive's permission criteria. for the busway.	Delegation to the CEO
Section 318(1)	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to do the following things on busway land: (a) build, replace or take away, or alter, other than for maintenance or repair, its public utility plant; (b) maintain or repair, or alter, for maintenance or repair, its public utility plant; (c) take reasonable steps to stop obstruction or potential obstruction to, or interference or potential interference with, its public utility plant.	Delegation to the CEO
Section 318(2)	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to seek written agreement from the chief executive for Council to do the things mentioned in subsection (1).	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 318(4)	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to carry out urgent maintenance of its public utility plant on busway land without the written agreement of the chief executive, if acting in the interests of public safety and Council:- (a) makes all reasonable attempts to obtain the chief executive's oral agreement to the carrying out of the maintenance, and (b) whether or not the chief executive's oral agreement is obtained, acts as quickly as possible to advise the chief executive of the details of the maintenance being carried out.	Delegation to the CEO
Section 319	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to make a request to the chief executive to give Council information about lines and levels for planned busway transport infrastructure on busway land necessary to enable Council to minimise possible adverse effects of the establishment of the infrastructure on Council's works.	Delegation to the CEO
Section 328(2)(b)	Entity Power Given To: Public Utility Provider	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 4 – Public Utility Plant	Power, as a public utility provider, to enter into an agreement with the chief executive for the reduction of the cost to the chief executive for the replacement or reconstruction of a public utility plant owned by Council on busway land.	Delegation to the CEO
Sections 332, 333 and 335	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 6 – Compensation Entitlements	Power to seek compensation from the chief executive for interference caused to land in which Council has an interest, or Council occupied land, by the establishment of busway transport infrastructure on busway land.	Delegation to the CEO
Section 334(1)	Entity Power Given To: Owner or Occupier of Land	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 6 – Compensation Entitlements	Power, as an owner or occupier of land, to enter into an agreement with the chief executive, with regards to the establishment or proposed establishment of busway transport infrastructure on busway land, for:- (a) the supply by the chief executive, or a contribution by the chief executive towards the supply, of works for alternative access for Council's land; or (b) the carrying out, or a contribution towards carrying out, of other works in relation to Council's land for the purpose of access for Council's land.	Delegation to the CEO
Section 335(3)	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4 – Management Of Busway Land And Busway Transport Infrastructure Division 6 – Compensation Entitlements	Power to:- (a) enter into an agreement with the chief executive concerning the period upon which an agreement for compensation is to be entered into between the parties; (b) enter into an agreement with the chief executive for compensation within 60 days of the compensation application or within an agreed period; and (c) make an application to the Land Court for compensation.	Delegation to the CEO
Section 335AC	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 4A – Accreditation as Busway Manager	Power to apply to the chief executive for accreditation as the busway manager for a busway.	Not Relevant to Council
Section 335AJ	Entity Power Given To: Busway Manager	Chapter 9 – Busways And Busway Transport Infrastructure Part 4A – Accreditation as Busway Manager	Power, as a busway manager, to apply to the chief executive for an amendment of the conditions of Council's accreditation as a busway manager.	Not Relevant to Council
Sections 335AL(2)(e) and 335AM(4)	Entity Power Given To: Busway Manager	Chapter 9 – Busways And Busway Transport Infrastructure Part 4A – Accreditation as Busway Manager	Power, as a busway manager, to show the chief executive officer that Council's accreditation should not be suspended or cancelled.	Not Relevant to Council
Section 335AO	Entity Power Given To: Busway Manager	Chapter 9 – Busways And Busway Transport Infrastructure Part 4A – Accreditation as Busway Manager	Power, as a busway manager, to surrender Council's accreditation by written notice given to the chief executive.	Not Relevant to Council
Section 337	Entity Power Given To: Local Government	Chapter 9 – Busways And Busway Transport Infrastructure Part 5 – Busway Authorisation	Power to apply to the chief executive for authorisation as an authorised busway user for a busway.	Not Relevant to Council
Section 350(4)(a)	Entity Power Given To: Owner or Occupier of Land	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to give permission to the chief executive, or a person authorised by the chief executive, to enter, occupy, or use Council's land in order to perform work other than urgent remedial work to facilitate or maintain the operation of light rail transport infrastructure.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 351(2)	Entity Power Given To: Owner or Occupier of Land	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to make a claim for compensation from the chief executive for loss or damage caused by the entry, occupation, or use, including by the taking or consumption of materials, of Council's land by the chief executive or a person authorised by the chief executive for purposes relating to light rail transport infrastructure.	Not Relevant to Council
Section 351(4)	Entity Power Given To: Owner or Occupier of Land	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 2 - Chief Executive's Functions and Powers	Power, as an owner or occupier of land, to commence proceedings in the Land Court against the chief executive for compensation in the absence of a prior agreement between Council and the chief executive for compensation.	Not Relevant to Council
Section 355	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 3 - Establishment of Light Rail	Power, as a light rail manager, to:- (a) enter into a sublease with the State for an established light rail, or a proposed light rail, on light rail land, including the power to negotiate, and agree upon, the terms of the sublease, such as an option to renew; and (b) if Council attaches light rail transport infrastructure to the land subject of the original sublease, and subsequent subleases, enter into an agreement with the chief executive concerning ownership of the infrastructure.	Not Relevant to Council
Section 355A(1)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 3 - Establishment of Light Rail	Power to seek a licence from the chief executive in relation to light rail land or light rail transport infrastructure for any of the following purposes— (a) construction, maintenance or operation of anything on the land; (b) the use of the land or infrastructure for any purpose, including, for example, a commercial or retail purpose; (c) maintenance, management or operation of the land or infrastructure.	Not Relevant to Council
Section 355A(3A) and (4)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 3 - Establishment of Light Rail	Power, in relation to a licence granted under section 355A(1), to:- (a) surrender the licence; and (b) mortgage, sublicense or transfer the licence with the consent of the chief executive.	Not Relevant to Council
Section 355B(2) and (4)	Entity Power Given To: Owner or Occupier of Light Rail Land or Light Rail Transport Infrastructure	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 3 - Establishment of Light Rail	Power, as an owner or occupier of light rail land or light rail transport infrastructure that is subject to a licence granted under section 355A, to:- (a) claim compensation from the chief executive for loss or damage caused by a relevant activity, including by the taking or consumption of materials; and (b) enter into an agreement with the chief executive about the payment of compensation; or (c) in the absence of an agreement about the payment of compensation, commence proceedings in the Land Court for payment of compensation.	Not Relevant to Council
Section 357(2)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to:- (a) consult with the chief executive concerning the nature and extent of the alteration of the level of the road for light rail transport infrastructure works, or the management or operation of a light rail, before the alteration is commenced; and (b) make an agreement regarding the amount payable to Council for costs incurred by Council in altering the road level.	Not Relevant to Council
Section 358(1)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management Of Light Rail Land And Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	In the specified circumstances, the Power to make a request to the chief executive for permission to construct, maintain and operate a road located on light rail land, if permitted by the chief executive, which consists of:- (a) a bridge or other structure to allow traffic to pass over the level at which light rail vehicles use the light rail land or (b) a structure that allows traffic to pass under the level that light rail vehicles use the light rail land.	Delegation to the CEO
Section 358(2)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power, as a light rail manager, to consult with the chief executive before the chief executive makes a decision regarding whether to give permission under subsection (1).	Not Relevant to Council
Section 358(6)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to make an agreement with the chief executive in relation to the following:- (a) maintenance of a road and a bridge or other structure located on light rail land; (b) the costs of removing the bridge, or other structure, once it is no longer in use; and (c) restoring the light rail land following the removal of the bridge or other structure.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 359(3)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power, as a light rail manager, to consult with the chief executive before a designation under subsection (1) is made.	Not Relevant to Council
Section 359(6)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to consult with the chief executive before the chief executive includes any directions in the gazette notice designating light rail land as light rail land that is to be used as a road under the control of Council.	Not Relevant to Council
Section 360(3)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power, as a light rail manager, to consult with the chief executive before a designation under subsection (1) is made.	Not Relevant to Council
Section 360A	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to enter into a contract with the chief executive for the following:- (a) carrying out light rail transport infrastructure works on a light rail or on land that is intended to become a light rail; or (b) carrying out works on land affected by a light rail or proposed light rail, including, for example, road works on a road; or (c) carrying out other works that contribute to the effectiveness and efficiency of the light rail network; or (d) carrying out the operation of a light rail; or (e) carrying out the operation of a public passenger service using light rail transport infrastructure; or (f) which powers of Council are to be exercised by the chief executive and which are to be exercised by Council for the light rail – even though the contracted works or operations, as stated in (a)-(e), relate to areas outside Council's area.	Not Relevant to Council
Section 360A(5)	Entity Power Given To: Owner of Land Adjacent to a Light Rail	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power, as an owner of land adjacent to a light rail, to make a request to the chief executive for work to be carried out on the land and enter into a contract with the chief executive for the chief executive to carry out works on the land.	Not Relevant to Council
Section 360A(10)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 1 - Transport Infrastructure Interaction	Power to enter into an arrangement with the chief executive for the sharing of costs, including preliminary costs, of:- (a) acquiring land for light rail transport infrastructure; or (b) light rail transport infrastructure works on a on a light rail or land that is intended to become a light rail; or (c) works on land affected by a light rail or a proposed light rail, including, for example, road works on a road; or (d) other works that contribute to the effectiveness and efficiency of the light rail network; or (e) the operation of a light rail; or (f) the operation of a public passenger service using light rail transport infrastructure.	Not Relevant to Council
Section 362(1)(a) and (4)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 2 - Interfering with Light Rail Transport Infrastructure	Power, as a light rail manager, to:- (a) give written approval to allow a person to interfere with light rail transport infrastructure or light rail transport infrastructure works; and (b) consult with the chief executive before approval is given.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 363(2) and (3)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 2 - Interfering with Light Rail Transport Infrastructure	Power, as a light rail manager, to give a written notice to a person who has interfered with light rail transport infrastructure, or light rail transport infrastructure works, requiring the person to rectify the interference, following consultation with the chief executive.	Not Relevant to Council
Section 363(6) and (8)	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 2 - Interfering with Light Rail Transport Infrastructure	Power, as a light rail manager, to:- (a) rectify an interference with light rail transport infrastructure or light rail transport infrastructure works; and (b) recover the reasonable costs of rectifying the interference as a debt from the person who was given written notice of the interference.	Not Relevant to Council
Section 366(1)	Entity Power Given To: Public Utility Provider	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a public utility provider, to do the following on light rail land:- (a) build, replace or take away, or alter, other than for maintenance or repair, its public utility plant; (b) maintain or repair, or alter, for maintenance or repair, its public utility plant; (c) take reasonable steps to stop obstruction or potential obstruction to, or interference or potential interference with, its public utility plant.	Not Relevant to Council
Section 366(2)	Entity Power Given To: Public Utility Provider or Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, regarding the matters mentioned in subsection (1) of the section:- (a) as a public utility provider, to seek written agreement from each light rail authority for the light rail land for Council to undertake the activities; or (b) as a light rail authority, to agree in writing to activities a public utility provider seeks to undertake.	Not Relevant to Council
Section 366(4)	Entity Power Given To: Public Utility Provider	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a public utility provider, to carry out urgent maintenance of its public utility plant on light rail land without written agreement of each light rail authority for the light rail land, if acting in the interests of public safety and if Council:- (a) makes all reasonable attempts to obtain each authority's oral agreement to the carrying out of the maintenance; and (b) whether or not each authority's oral agreement is obtained, acts as quickly as possible to advise each authority of the details of the maintenance being carried out.	Not Relevant to Council
Section 367	Entity Power Given To: Public Utility Provider	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a public utility provider, to make a request to the chief executive to give Council information about lines and levels for planned light rail transport infrastructure on light rail land necessary to enable Council to minimise possible adverse effects of the establishment of the infrastructure on Council's works.	Not Relevant to Council
Section 368	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority for light rail land, to consult with a public utility provider regarding a proposal by the provider to replace the whole or a substantial proportion of its public utility plant on light rail land.	Not Relevant to Council
Section 369(2)	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority, to require a public utility provider, at the provider's cost and within the time stated in a written notice, to take action to remedy an action undertaken by the provider pursuant to section 366(1) of the Act:- (a) without the written or oral agreement of Council; or (b) in a way inconsistent with an agreement between Council and the provider.	Not Relevant to Council
Section 369(5)	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority, to arrange for action the authority considers necessary to remedy the action undertaken by a public utility provider pursuant to section 366(1), should the provider fail to comply with subsection (2) notice.	Not Relevant to Council
Section 371(2)	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority, to ask a public utility provider owning public utility plant located on light rail land to give information defining the location of the plant.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Sections 372, 373 and 374	Entity Power Given To: Light Rail Authority	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, as a light rail authority, to agree to be liable for any damage to public utility plants located on light rail land.	Not Relevant to Council
Section 376(2)(b)	Entity Power Given To: Light Rail Authority or Public Utility Provider	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 3 - Public Utility Plant	Power, regarding replacement or reconstruction of a public utility plant on light rail land:- (a) as a light rail manager, to enter into an agreement with a public utility provider for the reduction of the cost to Council of the replacement or reconstruction of public utility plant owned by the provider; or (b) as a public utility provider, to enter into an agreement with a light rail authority for the reduction of the cost to the authority of the replacement or reconstruction of a public utility plant owned by Council.	Not Relevant to Council
Section 377	Entity Power Given To: Light Rail Manager	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 4 - Use of Light Rail or Light Rail Transport Infrastructure	Power, as a light rail manager, to give permission to a person to be on light rail, light rail land, light rail transport infrastructure or light rail transport infrastructure works site.	Not Relevant to Council
Section 377B	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 4A - Franchised Light Rail Subdivision 2 - Franchised Light Rail	Power to enter into a light rail franchise agreement with the Minister.	Not Relevant to Council
Section 377D(2)(a)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 4A - Franchised Light Rail Subdivision 2 - Franchised Light Rail	Power to give the Minister a written notice claiming that part of a light rail franchise agreement or an amendment to the agreement should be treated as confidential on the grounds of commercial confidentiality.	Not Relevant to Council
Section 377R	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 4A - Franchised Light Rail Subdivision 4 - Miscellaneous	Power to:- (a) apply to the chief executive for compensation for compensable taking of overhead wiring easement or compensable overhead wiring damage; or (b) make an agreement with the chief executive to:- (i) allow a longer period during which a compensation application can be settled; or (ii) settle a compensation application; or (c) apply to the Land Court for the compensation.	Not Relevant to Council
Sections 380 and 383(1)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 5 - Compensation Entitlements	Power to seek compensation from the chief executive for an interference with access to land, in which Council has an interest, caused by the establishment of light rail transport infrastructure.	Not Relevant to Council
Section 382(1)	Entity Power Given To: Owner or Occupier of Land	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 5 - Compensation Entitlements	Power, as an owner or occupier of land, to enter into an agreement with the chief executive, with regards to the establishment or proposed establishment of light rail transport infrastructure on light rail land, for:- (c) the supply by the chief executive, or a contribution by the chief executive towards the supply, of works for alternative access for Council's land; or (d) the carrying out, or a contribution towards carrying out, of other works in relation to Council's land for the purpose of access for Council's land.	Not Relevant to Council
Section 383(3)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 5 - Compensation Entitlements	Power to enter into an agreement with the chief executive with regards to the period of time during which an agreement for compensation can be made for an act done under chapter 10, part 4, division 5.	Not Relevant to Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 383(3)(a)	Entity Power Given To: Local Government	Chapter 10 - Light Rail and Light Rail Transport Infrastructure Part 4 - Management of Light Rail and Light Rail Transport Infrastructure Division 5 - Compensation Entitlements	Power to apply to the Land Court to decide a compensation claim under subsection (1).	Not Relevant to Council
Section 403(1)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to enter into negotiations with the person proposing a development under Chapters 9 or 10 with regards to the entry to Council land.	Delegation to the CEO
Section 404(1)(a)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to consult with the chief executive about the proposed entry onto Council's land by a person proposing a development under Chapters 9 or 10.	Delegation to the CEO
Section 407(3)	Entity Power Given To: An Affected Person or Authorised Investigator	Chapter 11 - Investigating Potential Busway or Light Rail	Power- (a) as an affected person, to give written consent to an investigator or an associated person of the investigator to enter Council's land; or (b) as an authorised investigator, to enter land with the affected person's written consent.	Delegation to the CEO
Section 408(1)	Entity Power Given To: Authorised Investigator	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an authorised investigator, to allow an associated person of Council to act under Council's authority.	Not Relevant to Council
Section 408(4)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to ask an individual who has entered, is entering or is about to enter Council's land under an investigator's authority for identification or about the individual's authority to enter the land.	Not Relevant to Council
Section 410(b)	Entity Power Given To: Investigator	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an investigator under chapter 11, to do anything necessary or desirable to minimise the damage or inconvenience to an affected person's land.	Not Relevant to Council
Section 411(1)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to require the investigator, once the investigator has finished investigating, to rectify loss or damage suffered by Council as a consequence of:- (a) the investigator entering the land; (b) the use made of the land by the investigator; (c) anything brought onto the land by the investigator; or (d) anything done or left on the land by the investigator under its authority.	Not Relevant to Council
Section 411(2)	Entity Power Given To: An Affected Person	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person, to give the investigator a compensation notice for the loss or damage to Council's land that was not rectified.	Not Relevant to Council
Section 412(2)	Entity Power Given To: An Affected Person or Investigator	Chapter 11 - Investigating Potential Busway or Light Rail	Power, as an affected person or as an investigator under chapter 11, to:- (a) make an agreement with the other party in relation to the compensation payable as a result of the failure to rectify the affected person's land; or (b) make an application to the Land Court to decide the compensation amount.	Not Relevant to Council
Section 420	Entity Power Given To: Operational Licensee	Chapter 12 - Miscellaneous Transport Infrastructure Part 2 - Operational Licences and Approvals for Licensees Division 3 - Approvals for Licensees for Intersecting Areas	Power, as an operational licensee, to:- (a) apply for an approval by a responsible entity to construct, maintain, use or operate miscellaneous transport infrastructure stated in the licensee's operational licence across, over or under an intersecting area and (b) subject to any approval conditions, construct, maintain, use or operate the miscellaneous transport infrastructure identified in the application across, over or under the area.	Delegation to the CEO
Section 420(3)	Entity Power Given To: Responsible Entity	Chapter 12 - Miscellaneous Transport Infrastructure Part 2 - Operational Licences And Approvals For Licensees Division 3 - Approvals For Licensees For Intersecting Areas	In the specified circumstances, the Power as a responsible entity for an intersecting area, to grant or refuse an approval for an application by a licensee to construct, maintain, use or operate miscellaneous transport infrastructure stated in the licensee's operational licence across, over or under an intersecting area.	Delegation to the CEO
Section 421	Entity Power Given To: Responsible Entity	Chapter 12 - Miscellaneous Transport Infrastructure Part 2 - Operational Licences And Approvals For Licensees Division 3 - Approvals For Licensees For Intersecting Areas	In the specified circumstances and if an application for approval has been refused, the power to give the applicant a written notice within 14 days after refusing the application stating the specified matters.	Removed from the Register

Section	Entity Power Given To	Title	Description	Recommendation
Section 422	Entity Power Given To: Operational Licensee	Chapter 12 - Miscellaneous Transport Infrastructure Part 2 - Operational Licences and Approvals for Licensees Division 3 - Approvals for Licensees for Intersecting Areas	Power, as an operational licensee, to apply in writing to the Minister for an approval under section 420 should the responsible entity refuse the application or fail to grant the application within 20 business days after the application is made.	Delegation to the CEO
Section 423(4)	Entity Power Given To: Responsible Entity	Chapter 12 – Miscellaneous Transport Infrastructure Part 2 – Operational Licences And Approvals For Licensees Division 4 – Conditions For Approvals	In the specified circumstances and if an approval is granted, the Power to impose reasonable conditions on an approval given to a licensee's application made by Council or the Minister. (approval conditions);	Delegation to the CEO
Section 424	Entity Power Given To: Responsible Entity	Chapter 12 – Miscellaneous Transport Infrastructure Part 2 – Operational Licences And Approvals For Licensees Division 4 – Conditions For Approvals	In the specified circumstances and if approval conditions are imposed, the power to give the application for the approval written notice within 14 days after imposing the conditions stating the specified matters.	Removed from the Register
Section 426(1)	Entity Power Given To: Responsible Entity	Chapter 12 – Miscellaneous Transport Infrastructure Part 2 – Operational Licences And Approvals For Licensees Division 5 – Arbitration Of Approval Conditions	In the specified circumstances, the Power to jointly, with a licensee applicant, for approval in appointing an independent arbitrator to resolve a dispute concerning approval conditions.	Delegation to the CEO
Section 426(2)	Entity Power Given To: Local Government	Chapter 12 – Miscellaneous Transport Infrastructure Part 2 – Operational Licences And Approvals For Licensees Division 5 – Arbitration Of Approval Conditions	Power to make an application to the Minister and the Minister administering the Sustainable Planning Act 2009, if Council and the licensee applicant do not appoint an arbitrator within 10 business days of the giving of a dispute notice, to appoint an independent arbitrator to resolve a dispute concerning approval conditions.	Delegation to the CEO
Section 431	Entity Power Given To: Operational Licensee	Chapter 12 – Miscellaneous Transport Infrastructure Part 2 – Operational Licences And Approvals For Licensees Division 6 – Miscellaneous	Power, as an operational licensee, to make an agreement with the State regarding the ownership of miscellaneous transport infrastructure.	Delegation to the CEO
Section 432(3)	Entity Power Given To: Responsible Entity	Chapter 12 – Miscellaneous Transport Infrastructure Part 2 – Operational Licences And Approvals For Licensees Division 6 – Miscellaneous	Power to commence proceedings against a licensee to claim an amount incurred by Council for the cost, damage, liability, or loss because of the existence, construction, maintenance, use or operation of the miscellaneous transport infrastructure by the licensee.	Delegation to the CEO
Section 434	Entity Power Given To: Owner or Occupier of Land	Chapter 12 – Miscellaneous Transport Infrastructure Part 3 - Authorities to Occupy and Use Land	Power, as an owner or occupier of land, to give permission to the chief executive, or a person authorised by the chief executive, to occupy or use Council's land for the purposes of Chapter 12.	Delegation to the CEO
Section 435	Entity Power Given To: Owner of Land	Chapter 12 – Miscellaneous Transport Infrastructure Part 3 - Authorities to Occupy and Use Land	Power, as an owner of land, to claim compensation from the chief executive for physical damage caused to Council's land by the entry, occupation, use, or for the taking or consumption of materials from the land under Chapter 12.	Delegation to the CEO
Section 443(1)	Entity Power Given To: Local Government	Chapter 14 - Transporting Dangerous Goods by Rail Part 3 - Approvals and Exemptions Division 1 - Exemptions	Power to apply to the chief executive for an exemption from complying with a provision of a regulation about transporting dangerous goods by rail.	Not Relevant to Council
Section 458	Entity Power Given To: Person	Chapter 14 - Transporting Dangerous Goods by Rail Part 6 - Miscellaneous	Power to help, or attempt to help, in a situation in which an accident or emergency involving dangerous goods happens or is likely to happen.	Delegation to the CEO
Section 459(2)	Entity Power Given To: Local Government	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power to consent to Council's appointment as a manager of a public marine facility.	Delegation to the CEO
Section 462	Entity Power Given To: Manager of a Public Marine Facility	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power, as the manager of a public marine facility, to exercise all its functions, powers and obligations under the Local Government Act 2009, and do anything Council considers necessary or convenient for the facility's effective and efficient management.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 466	Entity Power Given To: Manager of a Public Marine Facility	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power, as the manager of a public marine facility, to impose fees for the use of the facility, whether as a condition of an approval to use the facility or otherwise, and recover the fee as a debt owing to Council.	Delegation to the CEO
Section 467	Entity Power Given To: Manager of a Public Marine Facility	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power, as the manager of a public marine facility, to resign.	Delegation to the CEO
Section 468	Entity Power Given To: Manager of a Public Marine Facility	Chapter 15 - Public Marine Transport Infrastructure Part 1 - Public Marine Facilities	Power, as the manager of a public marine facility, to remove, within 3 months of its resignation or the revocation of the appointment, any improvements to the facility added by Council that do not form an integral part of the facility.	Delegation to the CEO
Section 475I	Entity Power Given To: Occupier of a Place	Chapter 15 - Public Marine Transport Infrastructure Part 2 - Authorised Persons for Waterway Management Regulation Division 3 - Powers of Authorised Persons Subdivision 2 - Entry of Places by Authorised Persons	Power, as an occupier of a place, to give consent to an authorised person under Chapter 15 to enter the place.	Delegation to the CEO
Section 475J(3) and (5)	Entity Power Given To: Occupier of a Place	Chapter 15 - Public Marine Transport Infrastructure Part 2 - Authorised Persons for Waterway Management Regulation Division 3 - Powers of Authorised Persons Subdivision 2 - Entry of Places by Authorised Persons	Power, as an occupier of a place, to sign an acknowledgement of the consent given to an authorised person under Chapter 15 to enter the place.	Delegation to the CEO
Section 475Z(2)	Entity Power Given To: Local Government	Chapter 15A - Transport Interface Management	Power to make submissions to the chief executive in relation to a proposed declaration of a transport interface management area.	Delegation to the CEO
Section 475ZJ	Entity Power Given To: Local Government	Chapter 15A - Transport Interface Management	Power to enter into a transport interface agreement for a transport interface.	Delegation to the CEO
Section 476B(7)(b)	Entity Power Given To: Owner or Occupier of Land	Chapter 16 - General Provisions	Power, as an owner or occupier of land, to provide written agreement to a person authorised by the chief executive to enter the land and inspect Council works that threaten, or are likely to threaten, the safety or operational integrity of transport infrastructure.	Not Relevant to Council
Section 476C(2)	Entity Power Given To: Owner or Occupier of Land	Chapter 16 - General Provisions	Power, as an owner or occupier of land, to undertake the following concerning the entry onto Council land pursuant to section 476B(7):- (a) claim compensation for loss or damage caused by the entry on Council land; or (b) claim compensation for the taking or use of materials; or (c) require the chief executive to carry out works in restitution for the damage; or (d) require the chief executive to carry out works in restitution for the damage and then claim compensation for any loss or damage not restituted.	Delegation to the CEO
Section 476C(4)(a)	Entity Power Given To: Owner or Occupier of Land	Chapter 16 - General Provisions	Power, as an owner or occupier of land, to enter into an agreement with the chief executive with regards to the amount of compensation to be claimed by Council pursuant to subsection (2).	Delegation to the CEO
Section 477(4)	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to appeal to the Minister against a notice requiring Council to give to the chief executive, or to a specified person, information on a particular issue relevant to the discharge of functions or the exercise of powers under the Act or the Sustainable Planning Act 2009.	Delegation to the CEO
Section 477C	Entity Power Given To: Relevant Entity	Chapter 16 - General Provisions	Power, as a relevant entity under this section and lease holder under the Land Act 1994 of port land or land relating to a declared project that has been subleased to a person, to grant a concurrent sublease of all or part of the land to another person for all or part of the term of the lease.	Delegation to the CEO
Section 477E	Entity Power Given To: Relevant Entity	Chapter 16 - General Provisions	Power, as a relevant entity under this section and lease holder of land under the Land Act 1994 in relation to a declared project, to grant a licence to enter and use the land.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 477G	Entity Power Given To: Holder or Proposed Holder	Chapter 16 - General Provisions	Power, as a holder, or proposed holder, of a licence to construct or establish transport infrastructure under the Act, to:- (a) seek consent from the chief executive allowing Council to submit a compliance management plan; and (b) submit a compliance management plan addressing 1 or more compliance matters for the licence.	Delegation to the CEO
Section 480(4)	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to retain penalties received or recovered by Council in relation to Council's tolling enforcement.	Not Relevant to Council
Section 480(8)	Entity Power Given To: Manager of a Public Marine Facility	Chapter 16 - General Provisions	Power, as the manager of a public marine facility, to retain fees or other amounts recovered by Council pursuant to section 466 and not paid into the consolidated fund.	Delegation to the CEO
Section 485	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to ask the chief executive to review a decision described in schedule 3 that has affected Council's interests.	Delegation to the CEO
Section 485A	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to apply to the Queensland Civil and Administrative Tribunal ("QCAT"), as provided under the QCAT Act, for a review of the chief executive's decision on a review under section 485.	Delegation to the CEO
Section 485B	Entity Power Given To: Local Government	Chapter 16 - General Provisions	Power to enter an appeal to the Planning and Environment Court against the chief executive's decision on a review under section 485.	Delegation to the CEO
Section 576(2)(b)	Entity Power Given To: Railway Manager	Chapter 21 - Further Transitional Provisions Part 1 - Transitional Provision for Motor Accident Insurance and Other Legislation Amendment Act 2010	Power, as a railway manager, to make an agreement with the chief executive regarding the period in which it must give the chief executive a written notice identifying the preserved train paths relating to Council's railway.	Not Relevant to Council

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Operations (Road Use Management) Act 1995 (Tracked)

Meeting Date: 25 January 2022

Attachment No: 17

Delegations Register – Transport Operations (Road Use Management) Act 1995

Under section 257 of the Local Government Act 2009, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 69(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to install and remove official traffic signs on Council's – (a) on a roads, off-street regulated parking areas and, that is not a declared road; or (b) on a declared road, with the chief executive's written consent, agreement, or (c) on an off-street regulated parking area on declared roads.	Delegation to the CEO
Section 69(2)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Under section 69(1), power to install an official traffic sign that – (a) defines a traffic area; and (b) indicates that parking on declared roads within the traffic is regulated.	Removed from the Register
Section 69(3)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to remove an official traffic sign installed by the local government.	Removed from the Register
Section 69(4)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to install or remove an official traffic sign that will result in a change to the management of a local government road. *See Limitations to the Exercise of Power	Removed from the Register
Section 71(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to install official traffic signs where reasonably satisfied that there is a danger, hindrance, obstruction to traffic or other emergency. Power to – • be satisfied in the circumstances of the case that a danger, hindrance or obstruction to traffic or other emergency exists or is likely to exist, or the use of a road or any part thereof or an off-street regulated parking area or any part thereof is prevented, hindered or obstructed, or likely to be prevented, hindered or obstructed; • install any official traffic sign which, in your opinion, may be necessary, required or desirable for the purpose of regulating, guiding or warning traffic.	Delegation to the CEO
Section 74(2)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to take proceedings against a person who has committed an offence under section 74(1) of Transport Operations (Road Use Management) Act – for the imposition and enforcement of a penalty under subsection (1) for a contravention relating to an official traffic sign installed by the local government.	Delegation to the CEO
Section 75(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	In the specified circumstances, the p Power to remove an official unauthorised traffic signs, or other thing in the nature or similar to or which is likely to be mistaken for an official traffic sign.	Delegation to the CEO
Section 76(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 2 – Official Traffic Signs	Power to commence proceedings against a person who has If an official traffic sign installed by the local government is injured one of Council's official traffic signs. –power to sue for damages, or recover in a summary way under the Justices Act 1886 –	Delegation to the CEO
Section 100	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 5 – Powers And Functions Of Police Officers	Power to remove and detain at a place for safe keeping any vehicles, trams and animals and any goods, equipment or thing contained in, on or about the vehicle, tram or animal, where the requirements of section 100(1) are satisfied.	Not Relevant to Council
Section 100(8)	Entity Power Given To: Chief Executive Officer	Chapter 5 – Road Use Part 5 – Powers And Functions Of Police Officers	Power to deal with any goods, equipment or thing contained in, on or about a vehicle, tram or animal at the time of its removal in the same manner as the vehicle, tram or animal may be dealt with under section 100 of the Transport Operations (Road Use Management) Act 1995.	Removed from the Register

Section	Entity Power Given To	Title	Description	Recommendation
Section 101(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 6 – Regulated Parking	Power to regulate parking in it's the local government area-- (a) on a road; (other than a declared road); ; or (b) on a declared road; (with the chief executive's written permission) agreement; or (c) on an off-street regulated parking area.	Delegation to the CEO
Section 102(1)	Entity Power Given To: Local Government	Chapter 5 – Road Use Part 6 – Regulated Parking	Power to regulate parking by installing official traffic signs indicating how parking is regulated. <i>*See Limitations to the Exercise of Power</i>	Delegation to the CEO
Section 104	Entity Power Given To: Local Government	Chapter 5 - Road Use Part 6 - Regulated Parking	Power to exercise control over land for use as an off street parking area under an arrangement with a person who owns or has an interest in the land.	Delegation to the CEO
Section 105(5)	Entity Power Given To: Local Government	Chapter 5 - Road Use Part 6 - Regulated Parking	Power to install a parking meter or parkatarea for a designated parking space if it is installed in a way specified by the MUTCD or approved by the chief executive.	Delegation to the CEO
Section 109(1)	Entity Power Given To: Local Government	Chapter 5 - Road Use Part 6 - Regulated Parking	Power to enter into an agreement with the commissioner of police in respect of annual or periodical payments to the commissioner of police for costs incurred in the carrying out of duties by police officers enforcing parking regulations.	Delegation to the CEO
Section 166A(3)	NA	Chapter 6—Miscellaneous Part 2—Other Provisions	Power to approve certain persons as toll officers for a local government tollway.	Removed from the Register
Section 166A(3)(B)	NA	Chapter 6—Miscellaneous Part 2—Other Provisions	Power to consider an employee, of the contractor, has the necessary expertise for these sections--	Removed from the Register

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.
7	Section 69(4) of the Transport Operations (Road Use Management) Act 1995 must only be executed if the Chief Executive has approved the proposed change under the Transport Planning and Coordination Act 1994, section 8D.
8	Section 102(1) of the Transport Operations (Road Use Management) Act 1995 must only be executed if: (a) the boundaries of the traffic area have been defined under a local law; or (b) the sign is installed on the road at every road entry to the traffic area.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Transport Operations (Road Use Management - Road Rules) Regulation 2009 (Tracked)

Meeting Date: 25 January 2022

Attachment No: 18

Delegations Register –

Transport Operations (Road Use Management – Road Rules) Regulation 2009

Under section 257 of the Local Government Act 2009, **ROCKHAMPTON REGIONAL COUNCIL** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 179(1)(c)	Entity Power Given To: Local Government	Part 12 – Restrictions On Stopping And Parking Division 5 – Stopping In Zones For Particular Vehicles	Power to issue a commercial vehicle identification label for the purposes of stopping in a loading zone.	Delegation to the CEO
Section 301(4)	Entity Power Given To: Local Government	Part 18 – Miscellaneous Road Rules Division 2 – Rules For People In Charge Of Animals	Power to issue a permit to-a-rider to lead more than one other animal on a road.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Public Health Act 2005 (Tracked)

Meeting Date: 25 January 2022

Attachment No: 19

Delegations Register – Public Health Act 2005

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 13	Entity Power Given To: Local Government	Chapter 2 – Environmental Health Part 2 – Roles Of The State And Local Governments For Public Health Risks	Power to administer and enforce the Act regarding local government public health risks and a regulation made under section 61 stating that the regulation is to be administered and enforced by local governments only.	Delegation to the CEO
Section 17(2)	Entity Power Given To: Local Government	Chapter 2 – Environmental Health Part 2 – Roles Of The State And Local Governments For Public Health Risks	Power to give the Chief Executive information about the local Government's administration and enforcement of the matter if asked by notice by the Chief Executive.	Removed from the Register
Section 24(1)	Entity Power Given To: Issuing Authority	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 3 – Enforcement Of Public Health Orders	Power to consider whether a person has contravened a public health order.	Removed from the Register
Section 24(2)	Entity Power Given To: Issuing Authority	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 3 – Enforcement Of Public Health Orders	Power to apply to a magistrate for an order enforcing a public health order (an Enforcement Order).	Delegation to the CEO
Section 25(1)	Entity Power Given To: Issuing Authority	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 3 – Enforcement Of Public Health Orders	Power to give a notice of hearing of an application.	Removed from the Register
Section 27(2)(b)	Entity Power Given To: Issuing Authority	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 3 – Enforcement Of Public Health Orders	Power to enter a place to take reasonable steps to remove or reduce the risk to public health from the public health risk or prevent the risk to public health from recurring, if ordered by a magistrate made.	Delegation to the CEO
Section 31	Entity Power Given To: Issuing Authority	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 4 – Taking Steps Under Enforcement Order	Power to recover the amount, plus interest, a person has been ordered to pay under an enforcement order as an overdue rate payable to Council under the <i>Local Government Act 2009</i> .	Delegation to the CEO
Section 32(3)	Entity Power Given To: Local Government	Chapter 2 – Environmental Health Part 3 – Public Health Orders Division 4 – Taking Steps Under Enforcement Order	Power to lodge a request to register with the Registrar of Titles, in the appropriate form over the land, an unpaid amount, including interest, that is payable to Council under an enforcement order relating to a public health risk on land owned by a person as a charge on the land.	Delegation to the CEO
Section 36(5)	Entity Power Given To: Local Government	Chapter 2 – Environmental Health Part 4 – Authorised Prevention And Control Programs	In the specified circumstances Power to consult with the chief executive before the chief executive authorises a prevention and control program which relates to Council's local government area.	Delegation to the CEO
Section 57B	Entity Power Given To: Water Service Provider	Chapter 2 – Environmental Health Part 5A – Provisions About Drinking Water and Recycled Water Division 1 - Improvement Notices	Power to form a reasonable belief that the provider has complied with an improvement notice and power to inform the authorised person of the belief. Power to inform the authorised person that Council believes that it has complied with an improvement notice issued under this division.	Delegation to the CEO
Sections 84(1)(b)(i) & (2)(a), 228(1)(b)(i) & (2)(a) & 244(1)(b)(i) & (2)(a)	Entity Power Given To: Entity	Chapter 3 - Notifiable Conditions Part 2 - Notifiable Conditions Register Division 3 - Confidentiality of Information and Use of Information Supplied for Notifiable Conditions Register And Chapter 6 - Health Information Management Part 1 - Perinatal Statistics Division 4 - Confidentiality And Chapter 6 - Health Information Management Part 3 - Pap Smear Register Division 5 - Confidentiality of, and Access to, Registered Screening Histories of Women	Power to enter into an agreement with the chief executive for the disclosure of confidential information.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 160B	Entity Power Given To: a Person in charge	Chapter 5 - Child Health Part 2 - Contagious Conditions Division 1A - Exclusion of Unvaccinated Children from Particular Services	Power, as a person in charge of an education and care service or QEC approved service to take any of the actions mentioned in subsection 160B(1).	Delegation to the CEO
Section 160C	Entity Power Given To: Person in charge	Chapter 5 - Child Health Part 2 - Contagious Conditions Division 1A - Exclusion of Unvaccinated Children from Particular Services	Power, as a person in charge of an education and care service or QEC approved service to take any of the actions mentioned in subsection 160C(1).	Delegation to the CEO
Section 313E(3)	Entity Power Given To: Person to whom a direction is given	Chapter 7A - Pollution Events Part 2 - Pollution Notices	Power, where given a notice under section 313E(2), to publish the pollution notice.	Delegation to the CEO
Section 313H	Entity Power Given To: Person	Chapter 7A - Pollution Events Part 3 - Compensation	Power, where Council incurs loss because of the exercise or purported exercise of a power by or for the chief executive under chapter 7A, to claim compensation from the State.	Delegation to the CEO
Section 376(2)	Entity Power Given To: Administering-Executive	Chapter 9 – Monitoring And Enforcement Part 1 – Authorised Persons	Power to give directions to an authorised person.	Removed from the Register
Section 378	Entity Power Given To: Administering-Executive	Chapter 9 – Monitoring And Enforcement Part 1 – Authorised Persons	Power to appoint a person as an authorised person.	Removed from the Register
Section 378(a)	Entity Power Given To: Administering-Executive	Chapter 9 – Monitoring And Enforcement Part 1 – Authorised Persons	Power to be satisfied the person is qualified for appointment because the person has necessary expertise or experience.	Removed from the Register
Section 379(1)(b)	Entity Power Given To: CEO/Administering-Authority	Chapter 9 – Monitoring And Enforcement Part 1 – Authorised Persons	Power to sign and to give the signed notice to the authorised person.	Removed from the Register
Section 379(2)	Entity Power Given To: CEO/Administering-Authority	Chapter 9 – Monitoring And Enforcement Part 1 – Authorised Persons	Power to sign and give the signed notice to an authorised person.	Removed from the Register
Section 388(2)	Entity Power Given To: Issuing Authority by its employees or agents	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 1 – Entry Of Places	In the specified circumstances Power to enter the place, at reasonable times, to take the steps stated in a public health order where the person has failed to comply with the order.	Delegation to the CEO
Section 393(2)	Entity Power Given To: Issuing Authority	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 2 – Procedure For Entry	In the specified circumstances Power to give the occupier and owner of a place reasonable a notice required under the section, that the issuing authority, by its employees or agents, where an authorised person intends to enter the place to take steps required under a public health order.	Delegation to the CEO
Section 406	Entity Power Given To: Issuing Authority	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 7 – Recovery Of Costs And Expenses	Power to recover the amount payable, including interest, of the reasonable costs and expenses incurred by Council in exercising powers under section 388 or 405 as an overdue rate payable to Council under the Local Government Act 2009.	Delegation to the CEO
Section 407(3)	Entity Power Given To: Local Government Issuing Authority	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 7 – Recovery Of Costs And Expenses	Power to lodge with the Registrar of Titles, in the appropriate form over the land a request to register an unpaid amount, including interest, that is payable to Council for steps taken by it on land owned by a person as a charge on the land.	Delegation to the CEO
Section 415	Entity Power Given To: Owner of a thing	Chapter 9 – Monitoring And Enforcement Part 2 – Powers Of Authorised Persons Division 8 – Dealing With Seized Things	Power, as an owner of a thing seized by an authorised person, to inspect the thing and, if it is a document, to copy it.	Delegation to the CEO
Section 443(1)(b)	Entity Power Given To: Local Government	Chapter 10 - Legal Proceedings Part 3 - Proceedings	Power to apply to the court for an order against a person convicted of an offence against the Act for the payment of the costs Council has incurred in taking a thing or doing something else during the investigation of the offence.	Delegation to the CEO
Section 446(1)	Entity Power Given To: Local Government	Chapter 10 - Legal Proceedings Part 3 - Proceedings	Power to consider appropriate how to deal with a thing that becomes the local government's property forfeited as Council considers appropriate, including destroying the thing.	Delegation to the CEO
Section 446(2)	Entity Power Given To: Local Government	Chapter 9 – Monitoring And Enforcement Part 4 – Approved Inspection Programs	Power to destroy a thing that has become the local government's property.	Removed from the Register
Section 450	Entity Power Given To: Owner of a thing	Chapter 10 - Legal Proceedings Part 4 - Appeals	Power, as an owner of a thing forfeited to a relevant entity under section 413(1), to appeal against a decision resulting in the forfeiture of the thing.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 454B(3)	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Ham Division 2 - Protection from Civil Liability and Indemnity	Power to recover contribution from a prescribed person.	Delegation to the CEO
Section 454C(2)	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Ham Division 2 - Protection from Civil Liability and Indemnity	Power to comply with the indemnity conditions in relation to each asbestos-related event to which the official conduct relates.	Delegation to the CEO
Section 454CA(2)	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Ham Division 2 - Protection from Civil Liability and Indemnity	Power to give notice of the proceeding to the State.	Delegation to the CEO
Section 454G	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Ham Division 3 - Indemnity Conditions	Power to ensure each authorised person who exercises powers under the Act in relation to an asbestos-related event has satisfactorily completed the training prescribed by regulation.	Delegation to the CEO
Section 454I	Entity Power Given To: Local Government	Chapter 11 – Miscellaneous Part 1A – Civil Liability For Asbestos-Related Ham Division 3 - Indemnity Conditions	Power to keep the records prescribed in subsections 454I(1), (2) for each asbestos-related event.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Public Health (Infection Control for Personal Appearance Services) Act 2003 (Tracked)

Meeting Date: 25 January 2022

Attachment No: 20

Delegations Register – Public Health (Infection Control for Personal Appearance Services) Act 2003

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 9	Entity Power Given To: Local Government	Part 1 - Preliminary Division 3 - Administration and Enforcement	Power to administer and enforce the Act for Council's area.	Delegation to the CEO
Section 33	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to consider all applications for a licence, and determine whether to grant or refuse the application.	Delegation to the CEO
Section 34	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to grant an application for a licence only if Council is satisfied: (a) The applicant is a suitable person to hold a licence; and (b) The premises at which the higher risk personal appearance services are to be provided are suitable for providing the services.	Delegation to the CEO
Section 35(4)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to have regard to the matters listed in this section in deciding whether a person is a suitable person to hold a licence.	Delegation to the CEO
Section 36	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to have regard to all the matters listed in this section in deciding whether the premises at which higher risk personal appearance services are to be provided are suitable for providing the services.	Delegation to the CEO
Section 37(4)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to make inquiries before making a decision regarding sections 35 and 36 and, deciding an application for a licence, the power to: (a) make inquiries to decide the suitability of: — (i) the applicant to hold a licence; and — (ii) the premises for providing higher risk personal appearance services; and (b) by giving notice to the applicant, require the applicant to give Council within the reasonable time of at least 40 days stated in the notice, further information or a document you reasonably requires to decide the application.	Delegation to the CEO
Section 38(1)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	If you decide to grant an application for a licence, the power to: (a) issue a licence to the applicant; and (b) advise the applicant where a copy of the infection control guidelines may be obtained.	Removed from the Register
Section 38(2) and 41(1)(c)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	If you decide the power to impose conditions on a licence, the power to immediately give the applicant an information notice for the decision.	Delegation to the CEO
Section 38(3)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	If you decide to refuse to grant an application for a licence, the power to immediately give the applicant an information notice for the decision.	Removed from the Register
Section 39(4)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	If an application for a licence is refused under section 39 of the Public Health (Infection Control for Personal Appearance Services) Act 2003, the power to give an information notice to an applicant for the decision.	Removed from the Register
Section 40(2)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to decide the earlier ending date of a licence.	Delegation to the CEO
Section 41(1)(c)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to impose other reasonable conditions you consider appropriate to give effect to the Public Health (Infection Control for Personal Appearance Services) Act 2003 by stating the conditions in the licence.	Removed from the Register

Section	Entity Power Given To	Title	Description	Recommendation
Section 41(2)(b)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	Power to consider another time, in which you may impose conditions under section 41(1)(c) of the Public Health (Infection Control for Personal Appearance Services) Act 2003 ; is necessary to minimise the infection risk associated with the provision of higher risk personal appearance services under a licensee's licence.	Removed from the Register
Section 41(3)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 1 – Applications For And Issue Of Licences	If you decide to impose conditions under section 41(2)(b) of the Public Health (Infection Control for Personal Appearance Services) Act 2003 ; the power to immediately give a licensee an information notice for the decision.	Removed from the Register
Section 44(4)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 2 – Renewal Of Licences	Power to consider all applications for renewals of licences, and determine whether to grant or refuse the application for renewal.	Delegation to the CEO
Section 44(5)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 2 – Renewal Of Licences	In deciding whether to grant an application for renewal of a licence, the power to have regard to the specified matters.	Removed from the Register
Section 44(6)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 2 – Renewal Of Licences	If you decide to refuse to renew a licence, the power to immediately give the licensee an information notice for the decision.	Removed from the Register
Section 44(7)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 2 – Renewal Of Licences	If you decide to impose conditions on a licence, the power to immediately give the licensee an information notice for the decision.	Removed from the Register
Section 45(4)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 2 – Renewal Of Licences	Before deciding an application for renewal of a licence, the Power to give a notice to a licensee requiring the licensee to give Council, within a reasonable period of at least 40 days stated in the notice, further information or a document Council reasonably requires to decide a licence renewal application.	Delegation to the CEO
Section 47(3)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 3 – Amendment Of Licences	Power to consider all applications for amendments to licences, and determine whether to grant or refuse the application to amend the licence.	Delegation to the CEO
Section 47(4)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 3 – Amendment Of Licences	Without limiting section 47(1) of the Public Health (Infection Control for Personal Appearance Services) Act 2003 ; the power to amend a licence by changing the location of the premises, or adding additional premises, from which the licensee proposes to carry on business providing higher risk personal appearance services.	Removed from the Register
Section 47(5)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 3 – Amendment Of Licences	If the amendment relates to the premises covered by a licence, the power to amend the licence only if satisfied on reasonable grounds that the premises comply with the requirements of the Public Health (Infection Control for Personal Appearance Services) Act 2003 .	Removed from the Register
Section 47(6)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 3 – Amendment Of Licences	If you decide to refuse to amend a licence, the power to immediately give the licensee an information notice for the decision.	Removed from the Register
Section 47(7)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 3 – Amendment Of Licences	If you decide to impose conditions on an amended licence, the power to immediately give the licensee an information notice for the decision.	Removed from the Register
Section 48(4)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 3 – Amendment Of Licences	Before deciding an application for an amendment of a licence, the Power to give a notice to the licensee requiring the licensee to give Council, within a reasonable period of at least 40 days stated in the notice, further information or a document Council reasonably requires to decide a licence amendment application.	Delegation to the CEO
Section 49(3)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 4 – Transfer Of Licences	Power to determine whether to grant or refuse consider the application to transfer the licence by having regard to whether the transferee is a suitable person to hold a licence and whether the premises are suitable for providing higher risk personal appearance services and either grant, or refuse to grant, the application.	Delegation to the CEO
Section 49(4)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 4 – Transfer Of Licences	Power to grant an application for transfer of a licence only if satisfied of the specified criteria.	Removed from the Register
Section 49(5)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 4 – Transfer Of Licences	In deciding whether to grant an application for transfer of a licence, the power to, in relation to the proposed transferee, have regard to the matters to which a local government may have regard in deciding whether a person is a suitable person to hold a licence and whether the premises are suitable for providing higher risk personal appearance services.	Removed from the Register

Section	Entity Power Given To	Title	Description	Recommendation
Section 49(6)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 4 – Transfer Of Licences	If you decide to refuse to transfer a licence, the power to immediately give the licensee an information notice for the decision.	Removed from the Register
Section 49(7)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 4 – Transfer Of Licences	If you decide to impose conditions on a transferred licence, the power to immediately give a transferee an information notice for the decision.	Removed from the Register
Section 50(1)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 4 – Transfer Of Licences	Before deciding an application for transfer of a licence, the Power to give a notice to the licensee requiring the licensee to give Council, within a reasonable period of at least 40 days stated in the notice, further information or a document Council reasonably requires to decide a licence transfer application.	Delegation to the CEO
Section 51(2)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to, for forming a belief that the ground for suspending or cancelling a licence mentioned in subsection (1)(a) exists, have regard to the matters to which Council may have regard in deciding whether a proposed licensee is a suitable person to hold the licence.	Delegation to the CEO
Section 52(1)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	If a licence is issued, the power to form the belief a ground exists to suspend or cancel a licence.	Removed from the Register
Section 52(2)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	In the specified circumstances, the Power to give a licensee a notice under section 52 of the Public Health (Infection Control for Personal Appearance Services) Act 2003 issue a show cause notice.	Delegation to the CEO
Section 53(2)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to consider all representations (the “accepted representations”) made by a licensee under section 53(1) of the Public Health (Infection Control for Personal Appearance Services) Act 2003.	Removed from the Register
Section 54(1)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to form the belief that a ground no longer exists to suspend or cancel a licence after considering the accepted representations for a show cause notice.	Removed from the Register
Section 54(3)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	In the specified circumstances, the power to give a licensee notice that no further action is to be taken about a show cause notice.	Removed from the Register
Sections 54 and 55	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to determine whether grounds continue to exist for the suspension or cancellation of a licence after issuing the licensee with a ‘show cause’ notice, and if so, determine whether to suspend or cancel the licence.	Delegation to the CEO
Section 55(1)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to form a belief that— (a) a ground still exists to suspend or cancel a licence; and (b) a suspension or cancellation of the licence is warranted; (c) after considering the accepted representations for a show cause notice.	Removed from the Register
Section 55(3)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	In the specified circumstances, the power to— (a) suspend a licence for not longer than the stated period if the proposed action stated in the show cause notice was to suspend the licence for a stated period; or (b) either cancel a licence or suspend a licence for a period if the proposed action stated in the show cause notice was to cancel the licence.	Removed from the Register
Section 55(4)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to immediately give an information notice for the decision made under section 55(3) of the Public Health (Infection Control for Personal Appearance Services) Act 2003 to a licensee.	Removed from the Register
Section 56(1)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to suspend a licence immediately if Council believes: (a) a ground exists to suspend or cancel the licence; and (b) it is necessary to suspend the licence immediately because there is an immediate and serious risk of infection to the licensee’s clients.	Delegation to the CEO
Section 56(2)(a)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to effect the suspension by giving an information notice to a licensee about the decision to suspend the licensee’s licence together with a show cause notice.	Removed from the Register

Section	Entity Power Given To	Title	Description	Recommendation
Section 56(2)(c)(i)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 5 – Suspension Or Cancellation Of Licences	Power to cancel the remaining period of a suspension.	Removed from the Register
Section 62(4)	Entity Power Given To: Local Government	Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 6 – Other Provisions About Licences	Power to consider all applications for a replacement licence, and determine whether to grant or refuse the application for the replacement licence.	Delegation to the CEO
Section 62(2)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 6 – Other Provisions About Licences	Power to grant an application for replacement of a licence if satisfied the licence has been destroyed, lost or stolen, or damaged in a way to require its replacement.	Removed from the Register
Section 62(3)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 6 – Other Provisions About Licences	If you decide to grant an application for replacement of a licence, the power to, as soon as practicable, issue another licence to the applicant to replace the damaged, destroyed, lost or stolen licence.	Removed from the Register
Section 62(4)		Part 4 – Licences To Carry On Business Providing Higher Risk Personal Appearance Services Division 6 – Other Provisions About Licences	If you decide to refuse to grant an application for replacement of a licence, the power to immediately give the applicant an information notice for the decision.	Removed from the Register
Section 65(3)	Entity Power Given To: Local Government	Part 5 – Mobile Higher Risk Personal Appearance Services	In the specified circumstances, the power to agree to a lesser period for notification under section 65(2) of the Public Health (Infection Control for Personal Appearance Services) Act 2003. Power to make an agreement with a licensee intending to provide higher risk personal appearance services from mobile premises to allow a lesser period for notification to Council of the licensee's intentions.	Delegation to the CEO
Section 68(1)(b)		Part 5 – Mobile Higher Risk Personal Appearance Services	In the specified circumstances, the power to consider that a licensee or operator has done or omitted to do something that, if done or omitted to be done in the first local government area, would be a contravention of the conditions of the licensee's licence.	Removed from the Register
Section 68	Entity Power Given To: Local Government	Part 5 – Mobile Higher Risk Personal Appearance Services	Power to, where Council is the second local government for a licence under the Act, notify the first local government where it is reasonable to believe that a mobile licensee or operator has contravened their licence.	Delegation to the CEO
Section 68(2)		Part 5 – Mobile Higher Risk Personal Appearance Services	In the specified circumstances, the power to advise the first local government of the thing done or omitted to be done.	Removed from the Register
Section 69	Entity Power Given To: Local Government	Part 5 – Mobile Higher Risk Personal Appearance Services	Power to, where Council is the first local government and has been notified by a second local government of their reasonable belief that a mobile license holder or operator has breached their licence conditions, take action under the Act.	Delegation to the CEO
Section 70(1)	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 1 – Authorised Persons	Power to appoint any of the following persons as authorised persons for Council and its area:— (a) employees of Council; (b) if another local government consents—employees of the other local government; (c) other persons under contract to Council.	Delegation to the CEO
Section 70(2)		Part 6 – Investigation And Enforcement Division 1 – Authorised Persons	Power to be satisfied that a person is qualified for appointment because the person has the necessary expertise or experience to be an authorised person.	Removed from the Register
Section 72(4)	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 1 – Authorised Persons	Power to apply conditions on how an authorised person holds office in:— (a) the authorised person's instrument of appointment; or powers under the Act by giving the person (b) a signed notice given to the authorised person.	Delegation to the CEO
Section 74	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 1 – Authorised Persons	Power to issue an identity card to an authorised person.	Delegation to the CEO
Section 105(1)	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 3 – Monitoring Compliance	Power to monitor compliance with the Act by having authorised persons inspect places of business in Council's area and recover monitoring costs from business proprietors.	Delegation to the CEO
Section 105(2)		Part 6 – Investigation And Enforcement Division 3 – Monitoring Compliance	Power to charge business proprietors reasonable fees for inspections carried out.	Removed from the Register
Section 110	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 3 – Monitoring Compliance	Power to charge a business proprietor an inspection fee to check if the remedial notice given by an authorised person acting for Council to the proprietor has been complied with.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 111(6)	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 3 – Monitoring Compliance	Power to prosecute a business proprietor or operator for the contravention of a relevant provision where the person fails to comply with the remedial notice and does not have a reasonable excuse.	Delegation to the CEO
Section 111(7)	Entity Power Given To: Local Government	Part 6 – Investigation And Enforcement Division 3 – Monitoring Compliance	Power to prosecute a business proprietor or operator for the contravention of a relevant provision without an authorised person first issuing a remedial notice for the contravention.	Delegation to the CEO
Section 121(2)	Entity Power Given To: Local Government	Part 7 – Reviews And Appeals Division 1 – Internal Review Of Decisions	Power to, at any time, extend the time for applying for a review of Council's original decision relating to a licence application.	Delegation to the CEO
Section 122(1)		Part 7 – Reviews And Appeals Division 1 – Internal Review Of Decisions	After reviewing an original decision, the power to make a further decision (the "review decision") to:– (a) confirm the original decision; or (b) amend the original decision; or (c) substitute another decision for the original decision.	Removed from the Register
Section 122(2)		Part 7 – Reviews And Appeals Division 1 – Internal Review Of Decisions	Power to immediately give the applicant notice of the review decisions (the "review notice").	Removed from the Register
Part 7, Division 1	Entity Power Given To: Local Government	Part 7 – Reviews And Appeals Division 1 – Internal Review Of Decisions	Power to, upon request, review an original decision and make a determination according to section 122 of the Act.	Delegation to the CEO
Section 137	Entity Power Given To: Local Government	Part 8 – Legal Proceedings Division 3 – Proceedings	Power to, following the conviction of a person of an offence against this Act, apply to the court for an order against the person for the payment of the costs Council has incurred in taking a thing or doing something else during the investigation of the offence.	Delegation to the CEO
Section 140(1)		Part 8 – Legal Proceedings Division 3 – Proceedings	Power to consider appropriate how a forfeited thing is dealt with.	Removed from the Register
Section 140(2)	Entity Power Given To: Local Government	Part 8 – Legal Proceedings Division 3 – Proceedings	Power to deal with a thing forfeited to Council, including destroying the a forfeited thing.	Delegation to the CEO
Section 143	Entity Power Given To: Local Government	Part 8 – Legal Proceedings Division 3 – Proceedings	Power to commence proceedings against a person who has committed an offence against the Act.	Delegation to the CEO
Section 147	Entity Power Given To: Local Government	Part 9 – Miscellaneous	Power to approve forms to be used in the administration and enforcement of under the Act.	Delegation to the CEO
Section 153(3)	Entity Power Given To: Local Government	Part 10 – Transitional	In the specified circumstances, the Power to, with regard to an application for registration of premises made under part 15 of the former regulation, – (a) assess the suitability of the application and the premises under this Act; and (b) make inquiries and require further information or a document under section 37 of the Act.	Delegation to the CEO
Section 154(3)	Entity Power Given To: Local Government	Part 10 – Transitional	In the specified circumstances, the Power to with regard to an application for renewal of registration of premises made under part 15 of the former regulation, – (a) assess the suitability of an applicant and premises under this Act; and (b) for that purpose make inquiries and require further information or a document under section 45 of the Act.	Delegation to the CEO
Section 155(2)	Entity Power Given To: Local Government	Part 10 – Transitional	In the specified circumstances, the Power to with regard to an application for registration or renewal of registration of 2 or more premises to which sections 153(2) and 154(2) apply, issue a single licence to cover all the premises.	Delegation to the CEO

Schedule 2

Limitations to the Exercise of Power

1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.

COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Delegation Register - Planning Act 2016 (Tracked)

Meeting Date: 25 January 2022

Attachment No: 21

Delegations Register – Planning Act 2016

Under section 257 of the Local Government Act 2009, ROCKHAMPTON REGIONAL COUNCIL resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2. All prior resolutions delegating the same powers are repealed.

Schedule 1

Section	Entity Power Given To	Title	Description	Recommendation
Section 10	Entity Power Given To: Person	Chapter 2 - Planning Part 2 - State Planning Instruments	Power to make submissions to the Minister about the making or amending of a State Planning instrument.	To Remain with Council
Sections 18, 20 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments	Power to give notice of a proposed planning scheme or proposed amendment to the chief executive and follow the process for making or amending a planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 18, 20 and 26 and as required under a notice given by the chief executive or in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Section 19	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments	Power to apply a planning scheme as a categorising instrument in relation to prescribed tidal works in the tidal area for Council's local government area.	Delegation to the CEO
Sections 21 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments And Division 3 - State Powers for Local Planning Instruments	Power to follow the process for the making or amending of an LGP as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 21 and 26 and as required in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Sections 22 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments And Division 3 - State Powers for Local Planning Instruments	Power to follow the process for the making or amending of a planning scheme policy as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 22 and 26 and as required in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Sections 23 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments And Division 3 - State Powers for Local Planning Instruments	Power to follow the process for the making or amending of a TLPI as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 23 and 26 and as required in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Section 24	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments	Power to follow the process for repealing a TLPI or planning scheme policy. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 24. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Sections 25 and 26	Entity Power Given To: Local Government	Chapter 2 – Planning Part 3 – Local Planning Instruments Division 2 – Making, Amending or Repealing Local Planning Instruments And Division 3 - State Powers for Local Planning Instruments	Power to review a planning scheme and a LGIP and follow the process for the review as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 25 and 26 and as required in the Minister's rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Section 29	Entity Power Given To: Local Government	Chapter 2 – Planning Part 4 – Superseded Planning Schemes Division 1 – Applying Superseded Planning Scheme	Power to decide whether or not to agree to a superseded planning scheme request and give notice of the decision. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Sections 32 and 33	Entity Power Given To: Local Government	Chapter 2 – Planning Part 4 – Superseded Planning Schemes Division 2 – Compensation	Power to decide a compensation claim. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters detailed in sections 32 and 33.	To Remain with Council
Sections 35, 36, 37 and 38	Entity Power Given To: Local Government	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to make or amend a designation and follow the process in the designation process rules. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters detailed in sections 35, 36, 37, 38 and the designation process rules. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 37(4)	Entity Power Given To: Affected party	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to make submissions about the proposal to the Minister.	Delegation to the CEO
Section 39	Entity Power Given To: Designator	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to extend the duration of a designation. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 39.	To Remain with Council
Sections 40 and 41	Entity Power Given To: Designator	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to repeal a designation made by Council. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 40 and 41.	To Remain with Council
Section 41(1)	Entity Power Given To: Owner of an Interest in Designated Premises	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to request a designator to repeal a designation made by the designator on the basis that the designation is causing the owner hardship.	Delegation to the CEO
Section 42	Entity Power Given To: Local Government	Chapter 2 – Planning Part 5 - Designation of Premises for Development of Infrastructure	Power to include a note about the making, amendment, extension or repeal of a designation in Council's planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 42.	Delegation to the CEO
Section 45(8)	Entity Power Given To: Assessment manager	Chapter 3 – Development Assessment Part 1 – Types Of Development And Assessment	Power, where the circumstances of section 45(6) apply, to give the weight considered appropriate in the circumstances to the documents referenced in section 45(8).	To Remain with Council
Section 46	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 1 – Types Of Development And Assessment	Power to give an exemption certificate for the development. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 46.	Delegation to the CEO
Sections 46, 54, 55, 56, 57, 65, 66, 67, 84, 85, 100, 107 and 109	Entity Power Given To: Referral Agency	Chapter 3 – Development Assessment Part 1 – Types Of Development And Assessment; and Part 3 - Assessing and Deciding Development Applications Division 1 - Referral Agency's Assessment; and Division 3 - Development Conditions; and Part 5 - Development Approvals Division 3 - Cancelling Development Approvals; and Division 4 - Lapsing of and Extending Development Approvals; and Part 6 - Minister's Powers Division 2 - Minister's Directions Subdivision 3 - Directions to Referral Agencies; and Part 7 - Miscellaneous	Power to act as a "referral agency" for all development applications and cancellation applications received by Council as a referral agency under Chapter 3 of the Planning Act 2016. For avoidance of doubt, the power delegated includes the power to take all actions of a referral agency and consider all matters as detailed in sections 46, 54, 55, 56, 57, 65, 66, 67, 84, 85, 100, 107 and 109 of the Planning Act 2016.	Delegation to the CEO
Sections 48, 51, 53, 54, 59, 60, 61, 62, 63, 64, 65, 67, 71, 75, 76, 84, 85, 86, 87, 93, 100, 101, 105, 107 and 109	Entity Power Given To: Assessment Manager	Chapter 3 - Development Assessment Part 2 - Development Applications Part 3 - Assessing and Deciding Development Applications Part 5 - Development Approvals Part 6 - Minister's Directions Part 7 - Miscellaneous	Power to act as the "assessment manager" for all development applications, change representations, cancellation applications and extension applications received by Council under Chapter 3 of the Planning Act 2016. For avoidance of doubt, the power delegated includes the power to take all actions of an assessment manager and consider all matters as detailed in sections 48, 51, 53, 54, 59, 60, 61, 62, 63, 64, 65, 67, 71, 75, 76, 84, 85, 86, 87, 93, 100, 101, 105, 107 and 109 of the Planning Act 2016. *See <i>Limitations to the Exercise of Power</i>	Delegation to the CEO
Section 48(3)(b)	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 2 – Development Applications Division 1 – Introduction	Power to keep a list of persons who are appropriately qualified to be an assessment manager in relation to a particular type of development.	Delegation to the CEO
Section 48(3)(d)	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 2 – Development Applications Division 1 – Introduction	Power to enter an agreement with a person on Council's list of persons who are appropriately qualified to be an assessment manager in relation to a particular type of development.	Delegation to the CEO
Section 51(2)	Entity Power Given To: Owner of Premises	Chapter 3 – Development Assessment Part 2 – Development Applications Division 2 – Making Or Changing Applications	Power to give written consent to the making of the development application.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 64(9)	Entity Power Given To: Assessment Manager	Chapter 3 – Development Assessment Part 3 – Assessing And Deciding Development Applications Division 2 – Assessment Manager's Decision	Power to consult with the Minister about making or amending the instrument mentioned in subsection (8)(c).	Delegation to the CEO
Sections 78A, 79, 80, 81, 81A, 81B, 82, 83, 93 and 100, 105, 107 & 109	Entity Power Given To: Responsible Entity	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 2 – Changing Development Approvals Subdivision 2 – Changes After Appeal Period; and Subdivision 3 - Notice of Decision; and Part 6 - Minister's Powers Division 2 - Minister's Directions Subdivision 1 - Directions Generally; and Subdivision 3 - Directions to Referral Agencies; and Division 3 - Minister's Call In; and Part 7 - Miscellaneous	Power to act as a "responsible entity" for all change applications received by Council as a responsible entity under Chapter 3 of the Planning Act 2016. For avoidance of doubt, the power delegated includes the power to take all actions of a responsible entity and consider all matters as detailed in sections 78A, 79, 80, 81, 81A, 81B, 82, 83, 93, 100, 105, 107 and 109 of the Planning Act 2016.	Delegation to the CEO
Section 80	Entity Power Given To: Affected Entity	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 2 – Changing Development Approvals Subdivision 2 – Changes After Appeal Period	Power to act as an "affected entity" for all change applications received by Council as an affected entity under Chapter 3 of the Planning Act 2016. For avoidance of doubt, the power delegated includes the power to take all actions of an affected entity and consider all matters as detailed in section 80 of the Planning Act 2016.	Delegation to the CEO
Section 82A	Entity Power Given To: Additional referral agency	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 2 – Changing Development Approvals Subdivision 2 – Changes After Appeal Period	Power to act as an "additional referral agency" for a change application where section 82A applies. For the avoidance of doubt, the power delegated includes the power to take all actions of an additional referral agency and consider all matters as detailed in section 82A of the Planning Act 2016.	Delegation to the CEO
Section 84(3)(b)(i)	Entity Power Given To: Owner of land	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 3 – Cancelling Development Approvals	Power to give written consent to the cancellation application.	Delegation to the CEO
Section 84(3)(b)(iii)	Entity Power Given To: Public utility	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 3 – Cancelling Development Approvals	Power to give written consent to the cancellation application.	Delegation to the CEO
Section 86(2A)	Entity Power Given To: Owner of land	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 4 – Lapsing Of And Extending Development Approvals	Power to give written consent to the extension application.	Delegation to the CEO
Section 89	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 5 – Development Approvals Division 5 – Noting Development Approvals On Planning Schemes	Power to note an approval referred to in subsection (1) on Council's planning scheme and give notice of the approval to the chief executive.	Delegation to the CEO
Section 93(2)	Entity Power Given To: Recipient	Chapter 3 – Development Assessment Part 6 – Minister's Powers Division 2 – Minister's Direction Subdivision 1 - Directions Generally	Power to comply with a direction given by the Minister.	Delegation to the CEO
Section 102	Entity Power Given To: Local Government	Chapter 3 – Development Assessment Part 6 – Minister's Powers Division 3 – Minister's Call In	Power to make submissions in response to a proposed call in notice received by Council.	To Remain with Council
Section 105(3)	Entity Power Given To: Decision-maker	Chapter 3 – Development Assessment Part 6 – Minister's Powers Division 3 – Minister's Call In	Power to give the Minister reasonable help.	Delegation to the CEO
Section 115(2)	Entity Power Given To: Participating Local Government for a distribution-retailer	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 2 – Charges Resolutions	Power to enter a breakup agreement about the charges breakup and publish a copy of the agreement on the local government's website.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 118	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 2 – Charges Resolutions	Power to carry out the steps required after making a charges resolution.	Delegation to the CEO
Sections 119, 120, 121 and 129	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 3 – Levying Charges And Division 3 - Development Approval Conditions About Trunk Infrastructure Subdivision 1 - Conditions for Necessary Trunk Infrastructure	Power to give an infrastructure charges notice. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 119, 120, 121 and 129.	Delegation to the CEO
Section 123	Entity Power Given To: Local Government that gave an infrastructure charges notice	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 4 – Payment	Power to agree with the recipient about: a) whether the levied charge may be paid other than as required under section 122, including whether it may be paid by instalments; and/or b) whether infrastructure may be provided instead of paying all or part of the levied charge.	Delegation to the CEO
Section 125	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 2 – Charges For Trunk Infrastructure Subdivision 5 – Changing Charges During Relevant Appeal Period	Power to consider representations made on an infrastructure charges notice and, issue a negotiated notice or give a decision notice.	Delegation to the CEO
Section 128(1)	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 3 – Development Approval Conditions About Trunk Infrastructure Subdivision 1 – Conditions For Necessary Trunk Infrastructure	Power, as a local government with a LGIP that identifies adequate trunk infrastructure to service the subject premises, to impose a development condition requiring either or both of the following to be provided at a stated time: a) the identified infrastructure; and/or b) different trunk infrastructure delivering the same desired standard of service.	Delegation to the CEO
Section 128(2)	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 3 – Development Approval Conditions About Trunk Infrastructure Subdivision 1 – Conditions For Necessary Trunk Infrastructure	Power, as a local government with a LGIP that does not identify adequate trunk infrastructure to service the subject premises, to impose a development condition requiring development infrastructure necessary to service the premises to be provided at a stated time.	Delegation to the CEO
Sections 130, 131, 132, 133, 134 and 135	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 3 – Development Approval Conditions About Trunk Infrastructure Subdivision 2 – Conditions For Extra Trunk Infrastructure Costs	Power to impose an extra payment condition. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 130, 131, 132, 133, 134 and 135. *See Footnote	Delegation to the CEO
Section 137	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 3 – Development Approval Conditions About Trunk Infrastructure Subdivision 3 – Working Out Cost for Required Offset or Refund	Power in the circumstances referred to in subsection (1) b), by notice given to the applicant, amend the infrastructure charges notice.	Delegation to the CEO
Sections 140, 141 & 142	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 4 – Miscellaneous Provisions About Trunk Infrastructure Subdivision 1 – Conversion Of Particular Non-Trunk Infrastructure Before Construction Starts	Power to consider and decide a conversion application. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 140, 141 and 142.	Delegation to the CEO

Section	Entity Power Given To	Title	Description	Recommendation
Section 144(2)	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 4 – Miscellaneous Provisions About Trunk Infrastructure Subdivision 2 – Other Provisions	Power to agree with an applicant that a levied charge, for the purpose of its recovery, is not taken to be rates.	Delegation to the CEO
Section 145	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 2 – Provisions For Local Governments Division 5 – Non-Trunk Infrastructure	Power to impose a development condition about non-trunk infrastructure.	Delegation to the CEO
Section 149	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 3 – Provisions For State Infrastructure Providers	Power in the circumstances referred to in subsection (1) to: (a) pay the amount of the levied charge to the State infrastructure provider; and (b) agree with the State infrastructure provider and the person who provided the replacement infrastructure about when the amount of the levied charge will be paid.	Delegation to the CEO
Chapter 4, Part 4	Entity Power Given To: Local Government	Chapter 4 – Infrastructure Part 4 – Infrastructure Agreements	Power to enter an infrastructure agreement. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in Chapter 4, Part 4.	Delegation to the CEO
Section 167	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 3 – Enforcement Notices	Power to give a show cause notice.	Delegation to the CEO
Section 168	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 3 – Enforcement Notices	Power to give an enforcement notice.	Delegation to the CEO
Section 169	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 3 – Enforcement Notices	Power to consult with a private certifier before giving an enforcement notice.	Delegation to the CEO
Section 170	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 3 – Enforcement Notices	Power to give notice of the giving or withdrawal of an enforcement notice to the chief executive.	Delegation to the CEO
Section 174	Entity Power Given To: Person	Chapter 5 – Offences And Enforcement Part 4 – Proceedings for Offences in Magistrates Court	Power to bring offence proceedings for an offence against the Act.	Delegation to the CEO
Section 175(1)(a)	Entity Power Given To: Representative Person	Chapter 5 – Offences And Enforcement Part 4 – Offence Proceedings In Magistrates Court	Power to consent to proceedings being brought on behalf the corporation.	Delegation to the CEO
Section 176(10)	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 4 – Offence Proceedings In Magistrates Court	Power to: (a) take action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the defendant.	Delegation to the CEO
Section 178(1)(b)	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 4 – Offence Proceedings In Magistrates Court	Power, in an offence proceeding, to apply for an order for the payment of the expenses.	Delegation to the CEO
Section 180	Entity Power Given To: Person	Chapter 5 – Offences And Enforcement Part 5 – Enforcement Orders In P&E Court	Power to start proceedings in the P&E Court for an enforcement order.	Delegation to the CEO
Section 180(13)	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 5 – Enforcement Orders In P&E Court	Power to: (a) take the action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the respondent.	Delegation to the CEO
Section 181(4)	Entity Power Given To: Person	Chapter 5 – Offences And Enforcement Part 5 – Enforcement Orders In P&E Court	Power to apply to the P&E Court to cancel or change an enforcement order or interim enforcement order.	Delegation to the CEO
Section 214	Entity Power Given To: Enforcement Authority	Chapter 5 – Offences And Enforcement Part 8 - Other Inspectors' Powers and Related Matters Division 3 - Disposal Orders	Power, as an enforcement authority in an offence proceeding, to apply for a disposal order.	Delegation to the CEO
Section 221	Entity Power Given To: Person	Chapter 5 – Offences And Enforcement Part 8 - Other Inspectors' Powers and Related Matters Division 6 - Compensation for Loss	Power to make a claim for compensation from the State where Council incurs loss because of the exercise, or purported exercise, of a power by or for an inspector.	Delegation to the CEO
Section 229(2) & 230	Entity Power Given To: Appellant	Chapter 6 – Dispute Resolution Part 1 – Appeal Rights	Power to start an appeal.	To Remain with Council

Section	Entity Power Given To	Title	Description	Recommendation
Section 229(4)	Entity Power Given To: Respondent or Co-respondent	Chapter 6 – Dispute Resolution Part 1 – Appeal Rights	Power to be heard in an appeal.	Delegation to the CEO
Section 229(5)	Entity Power Given To: Assessment Manager	Chapter 6 – Dispute Resolution Part 1 – Appeal Rights	Power, where an appeal is only about a referral agency's response, to apply to the tribunal or the P&E court to withdraw from the appeal .	To Remain with Council
Section 230(6)	Entity Power Given To: Person	Chapter 6 – Dispute Resolution Part 1 – Appeal Rights	Power to elect to be a co-respondent in an appeal.	Delegation to the CEO
Section 239(1), 240 & 241	Entity Power Given To: Person	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 2 – Applications For Declaration	Power to start proceedings for a declaration by a tribunal. For avoidance of doubt, the power delegated includes the power to take all actions detailed in sections 239(1), 240 and 241.	Delegation to the CEO
Section 246(2)	Entity Power Given To: Person	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 3 – Tribunal Proceedings for Appeals and Declaration	Power to give the registrar information that the registrar reasonably requires for the proceedings.	Delegation to the CEO
Section 248	Entity Power Given To: Party to Tribunal Proceeding	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 3 – Tribunal Proceedings for Appeals and Declaration	Power to appear as a party to a tribunal proceeding.	Delegation to the CEO
Section 249	Entity Power Given To: Party to Tribunal Proceeding	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 3 – Tribunal Proceedings for Appeals and Declaration	Power to make submissions to the tribunal.	Delegation to the CEO
Section 257	Entity Power Given To: Party to Tribunal Proceeding	Chapter 6 – Dispute Resolution Part 2 – Development Tribunal Division 3 – Tribunal Proceedings for Appeals and Declaration	Power to give notice to the Registrar once a tribunal's direction or order has been complied with.	Delegation to the CEO
Section 265	Entity Power Given To: Local Government	Chapter 7 – Miscellaneous Part 3 – Public Access to Documents	Power to give an applicant the planning and development certificate applied for.	Delegation to the CEO
Section 267(13)	Entity Power Given To: Local Government	Chapter 7 – Miscellaneous Part 4 – Urban Encroachment	Power to note the registration of premises on Council's planning scheme.	Delegation to the CEO
Section 270	Entity Power Given To: Owner of Premises in an Affected Area	Chapter 7 – Miscellaneous Part 4 – Urban Encroachment	Power before entering into a lease of the premises with a person, to give a notice that states: (a) the premises are in an affected area; and (b) that restrictions may apply to the person in taking proceedings about emissions from registered premises in the affected area.	Delegation to the CEO
Section 275B	Entity Power Given To: Person	Chapter 7 – Miscellaneous Part 4 – Urban Encroachment	Power to serve a document and give a copy of the document as permitted by section 275B.	Delegation to the CEO
Section 293(5)	Entity Power Given To: Local Government	Chapter 8 – Repeal, Transitional and Validation Provisions Part 2 – Transitional Provisions For The Repeal Of Sustainable Planning Act 2009 Division 3 – Planning	Power to make an amendment of a type specified in subsection (1) by following the process set out in the rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in the rules. *See <i>Limitations to the Exercise of Power</i>	To Remain with Council

Schedule 2

Limitations to the Exercise of Power	
1	Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, the delegate in exercising delegated power in relation to that matter, will only commit the Council to reasonably foreseeable expenditure up to the amount allocated.
2	The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge adversely affects, or is likely to adversely affect, the Council's relations with the public at large.
3	The delegate will not exercise any delegated power in relation to a matter which has already been the subject of a resolution or other decision of the Council (including a policy decision relating to the matter).
4	The delegate will not exercise any delegated power in a manner, or which has the foreseeable affect, of being contrary to an adopted Council policy or procedure.
5	The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6	The delegate will not exercise any power which cannot lawfully be the subject of delegation by Council.
7	Sections 18, 20 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
8	Sections 21 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
9	Sections 22 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
10	Sections 23 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.

Limitations to the Exercise of Power	
11	Section 24 - This delegation does not include the power to decide to repeal the TLPI or planning scheme policy which is required to be exercised by Council pursuant to a resolution of Council (see subsection (1)).
12	Sections 25 and 26 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
13	Section 29 - Must not be exercised if: (a) there is a conflict between proposed use and the superseded scheme zoning intent; or (b) compensation issues would arise from the superseded development application, in which case the power must be undertaken by Council.
14	Sections 35, 36, 37 and 38 - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
15	Section 60 - Must not be exercised if: (a) the application was impact assessable and there were submissions; (b) the application is a planning development application being recommended for refusal; or (c) the proposed development is inconsistent with the intent of the zone, in which case the power must be undertaken by Council.
16	Section 60(3)(c) - Operational work, reconfiguring a lot and material change of use applications must be decided by Council.
17	Section 75 - Must not be exercised if the original application was decided by Council in which case the power must be undertaken by Council.
18	Section 76 - Must not be exercised if the original application was decided by Council in which case the power must be undertaken by Council.
19	Section 87 - Must not be exercised if the decision is to refuse the extension sought in which case the power must be undertaken by Council. Operational work, reconfiguring a lot and material change of use extension applications must be decided by Council if recommending refusal.
20	Section 29(5) - This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
Footnotes	
Section 130, 131, 132, 133, 134, and 135	Refunds must be in accordance with the Refund, Exemption and Reduction of Fees and Charges Policy.

10.9 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 DECEMBER 2021

File No:	8148
Attachments:	1. Income Statement - December 2021 ↓ 2. Key Indicator Graphs - December 2021 ↓
Authorising Officer:	Ross Cheesman - Deputy Chief Executive Officer
Author:	Marnie Taylor - Acting Manager Corporate & Technology Services

SUMMARY

The Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 December 2021.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 December 2021 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 2021 to 31 December 2021), Attachment 1.
2. Key Indicators Graphs, Attachment 2.

The attached financial statement provides Council's position after the first half of the 2021/22 financial year. Results should be approximately 50% of budget.

The following commentary is provided in relation to the Income Statement:

Total Operating Revenue is at 50% of the monthly budget review. Key components of this result are:

- Net Rates and Utility Charges are at 49% of budget. Some second quarter water consumption notices are to be issued in January.
- Private and recoverable works are at 57% of budget. This is mostly due to the timing of the works performed and invoiced.
- Grants and Subsidies are ahead of budget at 58%. Council has received the majority of grant funding budgeted for 21/22 for both CQ Home Assist and Airport.
- All other revenue items are in proximity to budget.

Total Operating Expenditure is at 47% of the adopted budget. Key components of this result are:

- Contractors and consultants are at 45%. Professional consultancies and other contractors are below budget due to the timing of works planned during the year. It is expected that as the year progresses these works will be completed and paid.
- Materials and Plant expenses are at 53% due to the increased level of Recoverable Works. There is an offsetting increase to Recoverable Works revenue.
- Administrative expenses are at 39% due to the timing of payments for pool management, IT equipment and software support.
- 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 35% of the monthly budget review. The timing of receipt of some grants will likely be deferred in line with the timing of capital expenditure for related projects.

Total Capital Expenditure is at 21% of the monthly budget review with some major projects yet to fully ramp up. The timing of delivery of these projects will be reassessed in upcoming budget reviews.

Total Investments are \$83.3M as at 31 December 2021.

Total Loans are \$133.3M as at 31 December 2021.

CONCLUSION

Half way through the financial year, operational income and expenses are mostly in line with expectations.

The capital program saw \$34.8M spent during the first six months of the financial year. The timing of delivery of some major projects will be considered in upcoming budget reviews.

SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 DECEMBER 2021

Income Statement - December 2021

Meeting Date: 25 January 2022

Attachment No: 1



Income Statement
For Period July 2021 to December 2021
50% of Year Gone

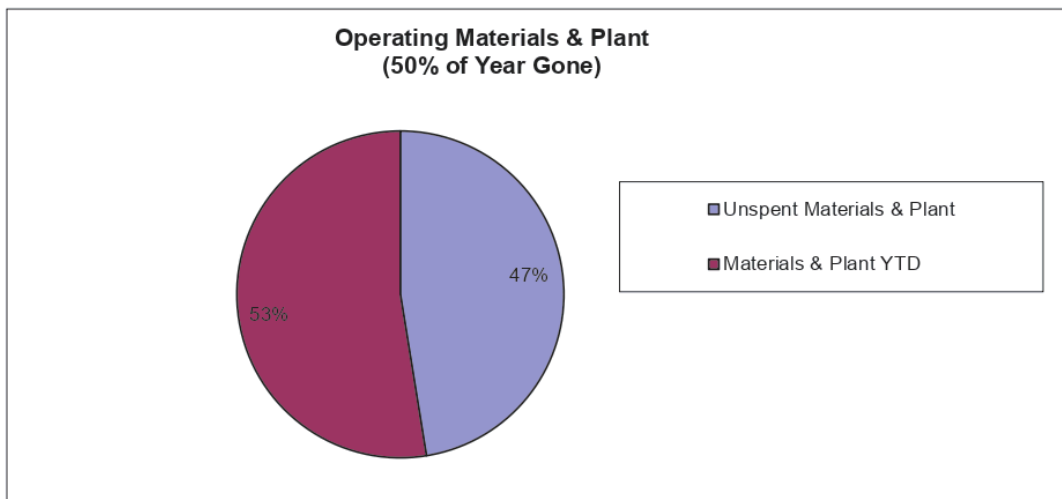
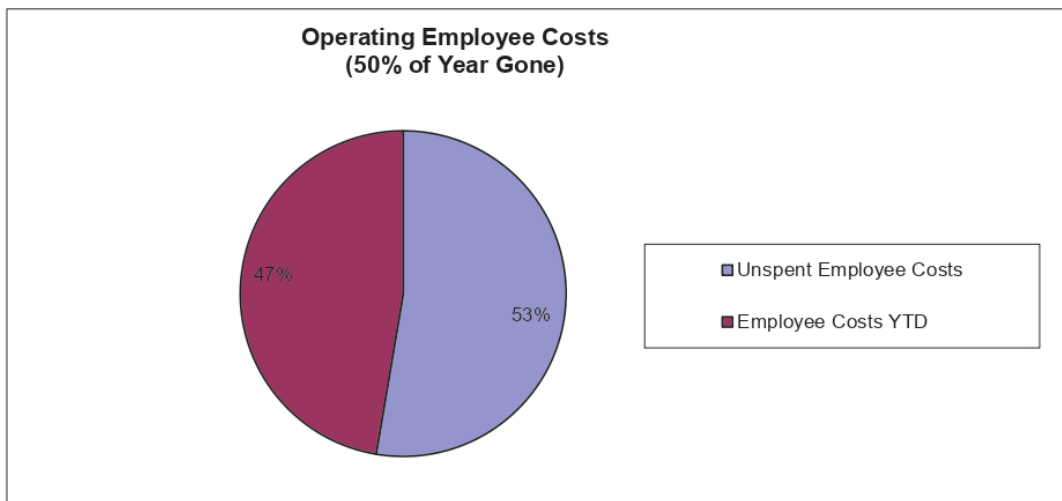
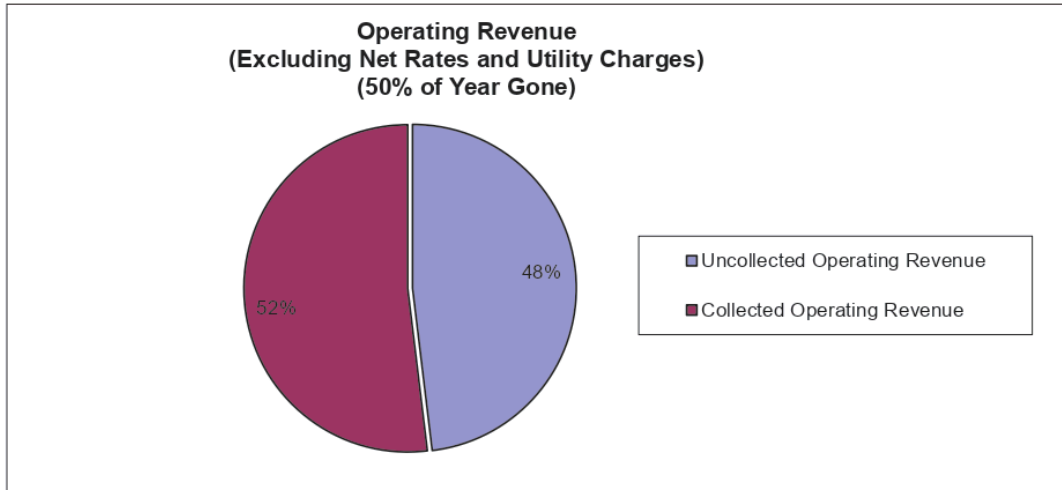
	Adopted Budget	Monthly Budget Review	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Adopted Budget
	\$	\$	\$	\$	\$	
OPERATING						01 06
Revenues						
Net rates and utility charges	(160,931,373)	(160,931,373)	(78,368,799)	0	(78,368,799)	49% A
Fees and Charges	(27,688,335)	(28,100,776)	(13,686,433)	0	(13,686,433)	49% A
Private and recoverable works	(6,292,810)	(6,311,810)	(3,618,461)	0	(3,618,461)	57% A
Rent/Lease Revenue	(3,331,723)	(3,331,723)	(1,513,588)	0	(1,513,588)	45% A
Grants Subsidies & Contributions	(13,907,572)	(15,293,635)	(8,925,766)	0	(8,925,766)	58% A
Interest revenue	(508,000)	(508,000)	(274,856)	0	(274,856)	54% A
Other Income	(7,197,133)	(7,240,133)	(3,540,120)	0	(3,540,120)	49% A
Total Revenues	(219,856,946)	(221,717,450)	(109,928,023)	0	(109,928,023)	50% A
Expenses						
Employee Costs	89,494,925	89,757,608	42,492,826	202,681	42,695,507	47% A
Contractors & Consultants	22,639,536	19,354,537	8,753,958	8,827,645	17,581,603	45% A
Materials & Plant	13,684,577	17,703,473	9,302,868	3,198,612	12,501,480	53% A
Asset Operational	28,072,816	28,067,424	12,544,804	1,796,712	14,341,516	45% A
Administrative expenses	14,536,811	14,932,853	5,878,660	1,952,198	7,830,858	39% A
Depreciation	56,812,137	56,812,136	28,406,885	0	28,406,885	50% A
Finance costs	4,582,740	4,582,740	2,369,736	0	2,369,736	52% A
Other Expenses	1,334,865	1,334,865	572,694	42,472	615,167	43% A
Total Expenses	231,158,406	232,545,637	110,322,431	16,020,320	126,342,751	47% A
Transfer / Overhead Allocation						
Transfer / Overhead Allocation	(9,170,179)	(9,170,179)	(4,122,562)	0	(4,122,562)	45% A
Total Transfer / Overhead Allocation	(9,170,179)	(9,170,179)	(4,122,562)	0	(4,122,562)	45% A
TOTAL OPERATING POSITION (SURPLUS)/DEFICIT	2,131,281	1,658,009	(3,728,153)	16,020,320	12,292,167	-225% A
CAPITAL	Carry over Budget	Monthly Budget Review	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Carry Over Budget
Total Developers Contributions Received	(5,345,400)	(5,345,400)	(2,196,723)	0	(2,196,723)	41%
Total Capital Grants and Subsidies Received	(55,825,260)	(63,735,812)	(24,283,523)	0	(24,283,523)	38%
Total Proceeds from Sale of Assets	(7,275,000)	(8,314,000)	(702,523)	0	(702,523)	8%
Total Capital Income	(68,445,660)	(77,395,212)	(27,182,769)	0	(27,182,769)	35%
Total Capital Expenditure	158,315,399	169,330,739	34,826,636	72,691,542	107,518,178	21%
Net Capital Position	89,869,740	91,935,527	7,643,867	72,691,542	80,335,409	8%
TOTAL INVESTMENTS			83,318,641			
TOTAL BORROWINGS			133,280,660			

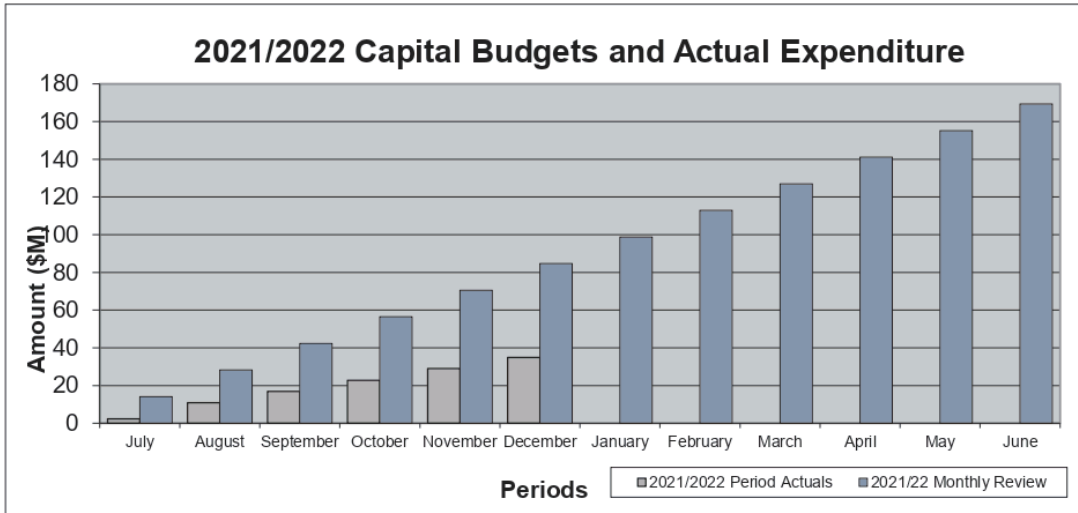
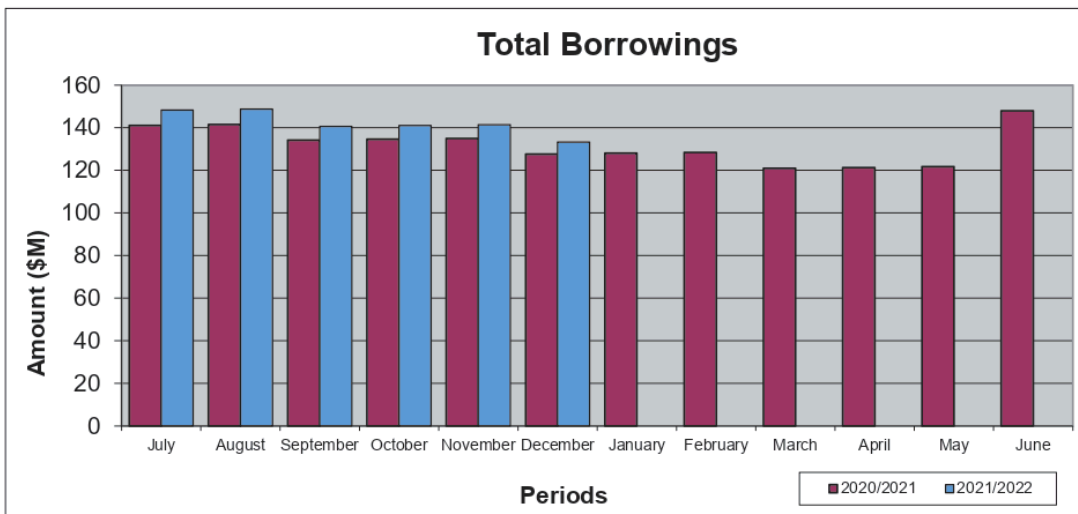
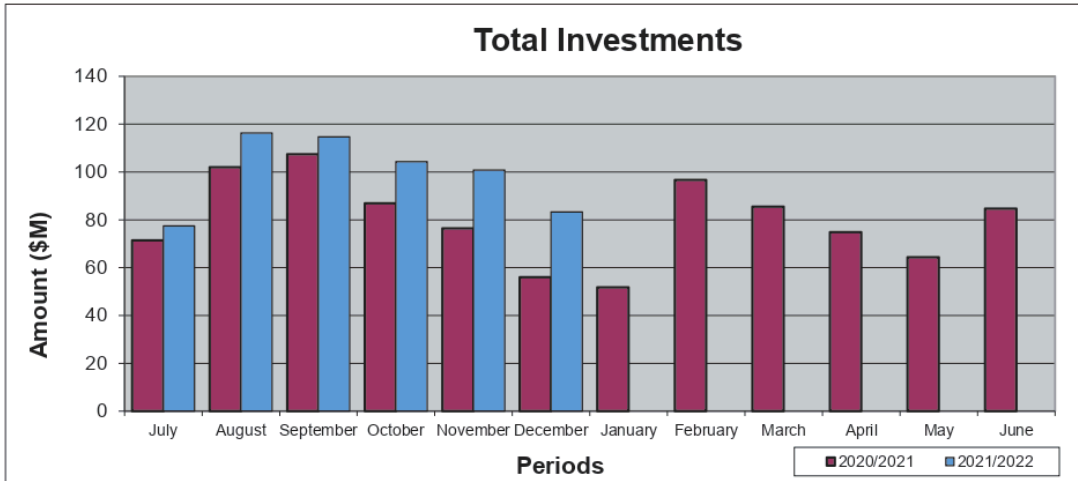
**SUMMARY BUDGET MANAGEMENT
REPORT FOR THE PERIOD ENDED
31 DECEMBER 2021**

Key Indicator Graphs - December 2021

Meeting Date: 25 January 2022

Attachment No: 2





10.10 DECEMBER MONTHLY BUDGET REVIEW

File No: 8785
Attachments: Nil
Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer
Author: Marnie Taylor - Acting Manager Corporate & Technology Services

SUMMARY

Chief Financial Officer presenting updated budget estimates to 15 December 2021.

OFFICER'S RECOMMENDATION

THAT the report be received and the budget estimate changes be endorsed.

COMMENTARY

The Monthly Budget Review to 15 December 2021 provides updated budget estimates for the 2021/22 financial year.

The December Budget Review comprises a relatively small number of changes to the Operating Budget. The Capital Budget review is mainly comprised of budget reallocations between projects.

Operational Budget Estimate Changes

The major operational budget movements are:

- Additional funding request from Advance Rockhampton – a net increase of \$871k in operational expenditure. This increase is partly offset by a reduction of \$294k to Advance's capital budget. The change in operational budget consists of:
 - Increase in Events expenditure - \$1.3M
 - Reduction in Economic Development estimates - \$262k
 - Reduction in Tourism & Marketing - \$167k
- Increase in Civil Operations' Private Works revenue - \$272k
- Reduction of Airport screening revenue - \$60k.
- Increase in Civil Operations' revenue from sale of scrap and incoming products - \$50k.
- Improvement to budget estimates for Waste & Recycling – net amount of \$134k comprising:
 - \$181k increase in revenue from Container Refund Scheme (CRS)
 - \$110k increase in internal revenue from waste collection and disposal
 - \$157k increase in expenditure for FOGO trial that is fully funded

Total Operational Budget changes result in the net operating deficit increasing by \$0.5M (from \$1.7M to \$2.2M).

Capital Budget Estimate Changes

The Capital Budget has been updated to reflect budget reallocations between projects and the timing of some projects across the current and next two financial years.

Capital Revenue budgets across the current and next two financial years has increased by \$200k, whilst Capital Expenditure budgets have reduced by \$1.2M. Therefore, the net budget movement across the three financial years from the October Budget Review is a reduction of \$1.4M.

The major movements from the December Budget Review are:

Advance Rockhampton

Advance Rockhampton's expenditure was reduced by \$294k and transferred to the operational budget to offset the increased funding required for Events in 21/22.

Corporate Services

Fleet Services have requested \$15k in funding for a Polystyrene Trailer.

Regional Services

Civil Operations

Civil Operations' revenue budget has increased by \$200k across the three financial years. This is due to an increase in estimates of \$500k for Hanrahan Road Floodway project funded by Sunwater. This is offset by a reduction of \$300k in TIDS funding.

Civil Operations' expenditure budget has decreased by \$1.1M, mainly due to below budget expenditure on some projects.

Waste and Recycling Services

Waste and Recycling has reallocated expenditure budgets between projects across the three financial years with a modest decrease of \$15k.

Airport

Airport's expenditure budget has increased by \$40k in relation to the purchase of X-Ray UV cleaning units, however this increase is completely offset by reducing the allocation of Terminal Refurbishment project managed by Project Delivery.

Project Delivery

Project Delivery's expenditure budget has decreased by \$40k and transferred to Airport to offset expenditure as noted above.

Communities

CAF

Community Assets and Facilities have reallocated expenditure budgets between projects across the three financial years with an overall increase of \$153k. This is largely due to a revision of budget estimates for the South Rockhampton Cemetery drainage which requires \$218K in additional funding.

Communities & Culture

Community & Culture's expenditure budget has increased by \$64k across the three financial years. There was a funding request of \$100k for the renewal of Pilbeam Theatre stage platform partly offset by a reduction of budget by \$36k for other Pilbeam works. A few projects have been updated to reflect budget reallocations between projects and the timing of these projects across the financial years.

PREVIOUS DECISIONS

The October budget review was endorsed on 30 November 2021.

BUDGET IMPLICATIONS

This report provides estimated budget changes for the current financial year. The impact of these changes on future financial years has not been modelled at this stage.

LEGISLATIVE CONTEXT

Nil - this Report is not a budget amendment in accordance with the *Local Government Regulation 2012*, section 170 *Adoption and amendment of budget*.

LEGAL IMPLICATIONS

No related issues.

STAFFING IMPLICATIONS

No related issues.

RISK ASSESSMENT

The control of monthly oversight and reporting of expenditure against budget significantly reduces the risk of unplanned expenditure impacting on Council's financial position.

CORPORATE/OPERATIONAL PLAN

The Operational Plan outlines activities and actions Council will undertake for the financial year in accordance with the adopted budget. This report provides estimated budget changes for the current and two future financial years for Council's endorsement.

CONCLUSION

Total Operational Budget adjustments result in the net operating deficit increasing by \$0.5M (from \$1.7M to \$2.2M).

The Capital Budget has been updated to reflect budget reallocations between projects and the timing of projects across the current and next two financial years. The net budget movement across the three financial years from the October Budget Revision is a reduction of \$1.4M.

11 NOTICES OF MOTION

Nil

12 QUESTIONS ON NOTICE

Nil

13 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.

14 CLOSED SESSION

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

RECOMMENDATION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

15.1 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.

15 CONFIDENTIAL REPORTS

15.1 PROPERTY MATTER

File No:

Attachments: Nil

Authorising Officer: Marnie Taylor - Acting Manager Corporate & Technology Services
Ross Cheesman - Deputy Chief Executive Officer

Author: Kellie Roberts - Coordinator Property & Insurance

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

Coordinator Property & Insurance reporting on a property matter.

16 CLOSURE OF MEETING