



ORDINARY MEETING

AGENDA

25 JUNE 2024

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 25 June 2024 commencing at 10:00am for transaction of the enclosed business.

R Chessman

ACTING CHIEF EXECUTIVE OFFICER
18 June 2024

Next Meeting Date: 09.07.24

Please note:

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

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1 OPENING

1.1 Acknowledgement of Country

2 PRESENT

Members Present:

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

In Attendance:

Mr R Cheesman – Acting Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Councillor Neil Fisher - Leave of Absence from 15 May 2024 to 30 June 2024

4 CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting held 11 June 2024

Minutes of the Special Meeting held 18 June 2024

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

Nil

10 COUNCILLOR/DELEGATE REPORTS

10.1 EXTENDED LEAVE OF ABSENCE - COUNCILLOR NEIL FISHER - 01 JULY 2024 TO 30 SEPTEMBER 2024

File No: 10072
Attachments: Nil
Authorising Officer: Justin Kann - Manager Office of the Mayor
Ross Cheesman - Acting Chief Executive Officer
Author: Nicole Semfel - Executive Assistant to the Mayor

SUMMARY

Councillor Neil Fisher is seeking to extend his current leave of absence from Monday 1 July 2024 to Monday 30 September 2024 inclusive.

OFFICER'S RECOMMENDATION

THAT Councillor Neil Fisher be granted an extended leave of absence from Monday 1 July 2024 to Monday 30 September 2024 inclusive.

BACKGROUND

Councillor Neil Fisher currently has an approved leave of absence from Monday 30 April 2024 to Sunday 30 June 2024 and is seeking an extension to this leave to Monday 30 September 2024 inclusive.

11 OFFICERS' REPORTS

11.1 ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

File No: 3940

Attachments:

1. Local Disaster Management Plan
2. Local Disaster Coordination Centre Sub Plan (Confidential)
3. Local Disaster Management Group Terms of Reference

Authorising Officer: Dan Toon – Acting General Manager Regional Services

Author: Martin Crow - Manager Infrastructure Planning

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 27 May 2024, the Group endorsed the Plan along with the Local Disaster Coordination Centre Sub Plan and the Local Disaster Management Group Terms of Reference.

The Plan, and Sub Plan and Terms of Reference 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 year's exercises and disaster events.

OFFICER'S RECOMMENDATION

THAT Council adopt the Rockhampton Region Local Disaster Management Plan 2024, as well as the Local Disaster Coordination Centre Sub Plan and the Local Disaster Management Group Terms of Reference.

COMMENTARY

The Rockhampton Region 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.

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, Local Disaster Coordination Sub Plan and LDMG Terms of Reference are appropriate to manage the region's disaster related risks and to build a resilient and prepared community.

The current version of the plan is available for review on the website. The adopted Plan, Sub Plan and Terms of Reference will be made available to the public on Council's website, once endorsed by Council. The three documents we are seeking endorsement of are attached to this report.

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.

PREVIOUS DECISIONS

The LDMP and Local Disaster Coordination Centre Sub Plan were last presented to and endorsed by Rockhampton Regional Council on 25 January 2022. The LDMG Terms of Reference is a new document.

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.

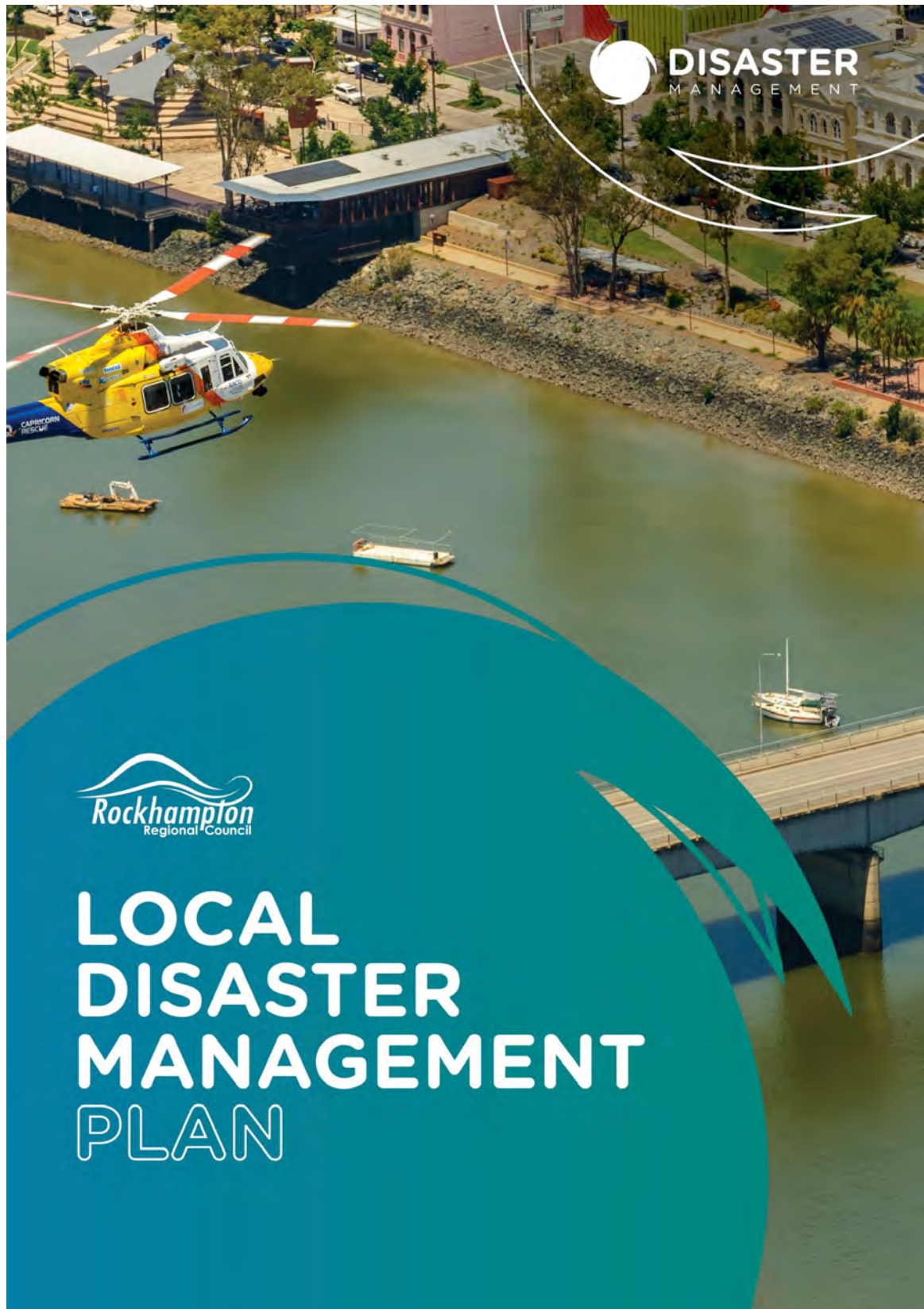
The LDMG has reviewed and updated the LDMP, Local Disaster Coordination Centre Sub Plan, and the LDMG Terms of Reference, and consider them appropriate to manage the Region's disaster related risks and to build a resilient and prepared community.

ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Local Disaster Management Plan

Meeting Date: 25 June 2024

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 (2023)
- Emergency Management Assurance Framework (2021)
- Queensland Strategy for Disaster Resilience (2017)
- Rockhampton Region Emergency Risk Management Assessment (QERMF) (2021)

The plan is approved and recommended for distribution.


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

29.5.2024


 Mayor Anthony Williams
 Chair
 Rockhampton Regional Council
 Local Disaster Management Group

31.5.2024


 Evan Pardon
 Chief Executive Officer
 Rockhampton Regional Council

4.6.2024

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

...../...../2024



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Amendment Control

AMENDMENT		PLAN UPDATED	
Version No.	Issue Date	Amendment content	Date inserted / Approved by Council
1.0	13/01/2022	LDMG endorsed on 13/01/2022	25/01/2022
2.0	10/01/2023	Minor Plan review. Warnings and Public Information grouped together. Community Education grouped together. Removal of duplicated information across other plans.	
2.1	11/04/2024	Amendments from consultation	

Other than minor amendments, this document is not to be altered, amended, or changed in any way other than those amendments authorised by the Rockhampton Region Local Disaster Management Group (LDMG). Minor amendments to this plan, as defined in the LDMG Terms of Reference, can be made by the Local Disaster Coordinator (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.

Distribution and Availability

As per section 60 of the Act, the plan is available for inspection at City Hall, Bolsover Street, Rockhampton and on Council's Website.

Review, Monitor and Assessment

The local government must review the effectiveness of the plan at least once every year. Each year 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, 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.

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



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.



The Disaster Management Regulations (2014) establishes the Disaster Management Group membership and other matters.

Purpose

The purpose of the Plan is to enhance community safety through the development of effective disaster management strategies to ensure effective planning and coordination of available resources to assist communities to:

- mitigate wherever possible, the potential adverse effects of a disaster event.
- prepare for managing the effects of a disaster event; and
- effectively respond to, and recover from, a disaster event.

A disaster is a serious disruption in a community, caused by the impact of an event, that requires a significant coordinated response by the State and other entities to help the community recover from the disruption. In the context of this plan, a serious disruption means —

- loss of human life, or illness or injury to humans; or
- widespread or severe property loss or damage; or
- widespread or severe damage to the environment.

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.

The 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. 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 \$5.48 billion gross regional product as of 30 June 2021.

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, Rockhampton Museum of Art, 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, Waltherhall, 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 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 northwest 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 northeast 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.

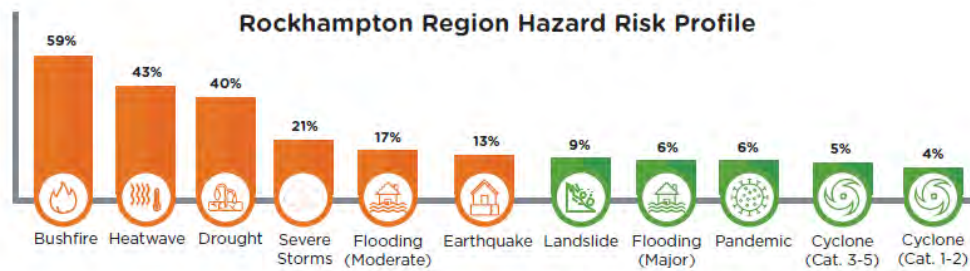
Rockhampton lies within the cyclone risk zone and the area is subject to summer thunderstorms. There is a high incidence of winter and early spring fogs. Maximum temperatures in the low to mid 40s have been recorded in October to March. Minimum temperatures as low as zero degrees have been recorded during 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.





Likelihood

Almost Certain (63% or More Per Year) Less than 1 Year	Likely (10% to 63% Per Year) 1 to >10 Years	Unlikely (1% to >10% Per Year) 10 to >100 Years	Rare (0.1 to >1% Per Year) 100 to >1,000 Years	Very Rare (0.01% to >0.1% Per Year) 1,000 to >10,000 Years	Extremely Rare (Less than 0.01% Per Year) 10,000 Years or More
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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. In 2020, Covid-19 pandemic was declared which posed challenges for disaster response and recovery. Plans and procedures were put in place to enable critical services to continue despite imposed restrictions.



Local Disaster Management Plan

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 LDMP and the LDMG seek 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 LDMP, 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 LDMP 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 act 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 recommendation.



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).

Community Awareness and Public Education

Community awareness and education programs are important elements within communities to bolster a responsive and self-managed approach during emergencies or disasters.

Rockhampton Regional Council, in collaboration with the Local Disaster Management Group, provide ongoing public awareness for Prevention, Preparedness, Response and Recovery (PPRR) through the RRC Community Disaster Management Education Officer, the Council's website, Facebook page, and the Emergency Dashboard. The Disaster Management Act section 30 outlines the 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.

Awareness and education programs are implemented through various initiatives and activities by the Council, partner agencies, and the LDMG. These include:

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

These programs are supported by materials and resources that:

- Explain specific local hazards or risks
- Provide practical information and guidance on prevention, preparedness, response and recovery
- Encourage the community to "Get Ready" by developing their own household emergency plan.



Local Disaster Management Group

The DMA section 29 stipulates that a local government must establish a LDMG for the local government's area (LGA). The group is to develop effective disaster management and regularly assess arrangements. The group is to assist the local government to prepare a disaster risk assessment, identify and coordinate resources for disaster operations in the area, identify and provide advice to the district group about residual risk and prepare and review the LDMP. The group is to ensure the community is aware of mitigating the adverse effects of an event and preparing for responding to and recovering from an event.

More information about functions, membership, and responsibilities of the LDMG can be found in the Terms of Reference which are publicly available.

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. 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 precisely understand 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.

Public Information, Community Warnings and Alert 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 Bureau of Meteorology (BoM), Queensland Fire and Emergency Services (QFES), Queensland Police Service (QPS) 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.

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 Communication 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.

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 Chair 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 Chair 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 LDC 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.

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 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:

- 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 regularly 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.

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 Guardian software.
- training the region's disaster management agencies (including Rockhampton Regional Council, emergency services, community agencies and volunteer organisations) in disaster management concepts and operations; and
- exercises to test local disaster management plans and arrangements and develop local capacity to respond to and recover from disaster events.

Current Capacity and 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 (tabletop, field etc.) that test all or parts of the LDMP. Exercise findings or after-action reports 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 principal 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, and
- may commence prior to the impact of an event, if advance warning is given and known, and
- 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, 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.



- 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.

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 a disaster declaration 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 additional 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 have sufficient 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 regard to their agency's 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 the members of the LDMG.

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 manpower) 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 may 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 if the preparations are not completed in time, or the event is longer than anticipated, then resupply operations are instigated.

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 lead agency is the agency in control of the management of a disaster function when this LDMP is activated. This includes giving directions and tasks to supporting agencies, allowing access into various zones and determining the need for evacuation. 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.

Being in control does not mean that the lead agency supplies all the resources to deliver a function or combat a threat. A lead agency will be supported by other agencies that have an agreed role to support the delivery of the disaster management function or combat that particular 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 endorsement 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 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.

Post Impact Assessment & Needs 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.

Needs assessments deal with the type, amount and priorities of assistance needed by an affected community after a disaster or emergency. For more information about Post Impact Assessment and Needs Assessment refer to the Recovery Sub Plan.



Operational Reporting

Incident Action Plan (IAP)

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 IAP 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.



Information Management

All information (incoming and outgoing) in regard 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.

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.

Planning and implementation of Recovery Operations commence prior to the completion of Response activities.

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.

For more information about Recovery, refer to the Recovery Sub Plan.



Roles and Responsibilities

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

Rockhampton Region Local Disaster Management Group	
<p>Lead Agency</p> <ul style="list-style-type: none"> ▪ Disaster Coordination ▪ Plan Management ▪ Risk Assessment ▪ Community Preparedness ▪ Activation ▪ Operational Planning ▪ Transport ▪ Public Information and Warnings ▪ Impact Assessment ▪ Evacuation Management ▪ Recovery 	<p>Support Functions</p> <ul style="list-style-type: none"> ▪ Mass Casualty/ fatality ▪ Public Health ▪ Dam Failure
<p>Roles and Responsibilities</p> <ul style="list-style-type: none"> ▪ Functions as allocated to the group under section 30 of the DMA. ▪ 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 the Local Disaster Management Plan and Sub Plans. ▪ Identify, and provide advice to the DDMG about support services required to facilitate disaster management and disaster operations in the area. ▪ Identify, analyse and evaluate relevant risks of disasters/events to the community. ▪ Implement risk-based mitigation measures aimed at decreasing or eliminating impacts to the community. ▪ Support members in sourcing funding/assistance for DM activities ▪ Development of comprehensive local disaster management planning strategies. ▪ Identify, and coordinate the use of resources that may be used for disaster operations in the area. ▪ Regularly review and revise LDMP and Sub Plans to ensure operational readiness. ▪ Coordinate and support community education/awareness programs 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 ▪ Coordination of volunteers to assist owners in clean-up of private dwellings. 	



Rockhampton Regional Council	
<p>Groups</p> <ul style="list-style-type: none"> ▪ LDMG Core Member ▪ Recovery Sub-Group Member & Chair ▪ Evacuation Sub-Group Member 	
<p>Lead Agency</p> <ul style="list-style-type: none"> ▪ Local Disaster Coordination ▪ Coordination of Disaster Management Training ▪ Evacuation Centre / Shelter Management ▪ Recovery ▪ Severe Storm, Cyclone & East Coast Lows ▪ Fitzroy River Flood ▪ Public Works and Engineering ▪ Earthquake ▪ Landslip ▪ Contaminated Water Supply (FRW) ▪ Water & Sewage Failure (FRW) 	<p>Support Functions</p> <ul style="list-style-type: none"> ▪ Evacuation Management ▪ Exotic Animal/Plant Disease ▪ Explosion ▪ Fire (Bushfire/Urban Fire) ▪ Hazardous Material Incident ▪ Heatwave ▪ Power Outage ▪ Major Transport Accident (Road/Air Rail) ▪ Public Health Epidemics ▪ Terrorism ▪ Marine pollution ▪ Impact Assessment ▪ Dam Failure
<p>Roles and Responsibilities</p> <ul style="list-style-type: none"> ▪ Establishment and Operation of the LDMG ▪ Provide Chair and deputy Chair for LDMG ▪ Provide Local Disaster Coordinator and Local Recovery Coordinator. ▪ Provide information, advice & updates to LDMG as required. ▪ Executive Staffing of the LDMG ▪ Establishment and Operation of the LDCC ▪ Provide liaison officers to the RRC LDCC ▪ Assist the community to prepare for, respond to and recover from an event or disaster. ▪ Conduct annual exercise to test/review LDMP and ensure staff are trained in disaster management. ▪ Identify and implement training requirements for disaster coordination centre volunteers and other disaster management staff. ▪ Prioritise and maintain essential Council services to the community. ▪ Local public warning and advice ▪ Support the Rockhampton SES unit in accordance with the DMA and MOU ▪ Provide information, advice & updates on Council infrastructure and services to LDMG. ▪ Coordinate/facilitate community recovery. ▪ Provide and maintain systems and staff for LDCC 	



Rockhampton Region State Emergency Service	
<p>Groups</p> <ul style="list-style-type: none"> ▪ LDMG Core Member ▪ Recovery Sub-Group Member ▪ Evacuation Sub-Group Member 	
<p>Lead Agency</p> <ul style="list-style-type: none"> ▪ Nil 	<p>Support Functions</p> <ul style="list-style-type: none"> ▪ Cyclone and Storm ▪ Fitzroy River Flood ▪ Evacuation Management ▪ Search and Rescue ▪ Contaminated Water Supply ▪ Dam Failure ▪ Earthquake ▪ Exotic Animal/ Plant Disease ▪ Explosion ▪ Fire (Wildfire & Urban) ▪ Hazardous Material Incident ▪ Landslip ▪ Power Outages ▪ Major Transport Incident (Road/Air/Rail) ▪ Public Health ▪ Terrorism ▪ Marine pollution ▪ Impact assessment ▪ Damage Assessment
<p>Roles and Responsibilities</p> <ul style="list-style-type: none"> ▪ Recruitment, training and management of 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. ▪ Support search and rescue operations for missing or injured persons (QPS to coordinate) ▪ Flood boat operations ▪ Storm event preparation and response including tarping damaged roofs, sandbagging and chainsaw operations (cutting & removing fallen trees or trees at risk of falling). ▪ Support to emergency services agencies/services as required ▪ Support community education/awareness programs ▪ Assist in the provision of traffic control and crowd management as required. ▪ Perform activities to raise the profile of the SES ▪ Assist in Recovery Operations ▪ Supply and erect the State's Flood Barrier ▪ Support resupply operations. 	



Queensland Ambulance Service	
Groups <ul style="list-style-type: none"> • LDMG Core Member • Recovery Sub-Group Member • Evacuation Sub-Group Member 	
Lead Agency <ul style="list-style-type: none"> • Mass Casualty/Fatality 	Support Functions <ul style="list-style-type: none"> • Evacuation Management • Search and Rescue • Cyclone & Storm • Fitzroy River Flood • Dam Failure • Earthquake • Explosion • Fire (Wildfire & Urban) • Hazardous Material Incident • Impact Assessment
Roles and Responsibilities <ul style="list-style-type: none"> • 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. • 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 triage, treatment and transport of casualties. • Coordinate volunteer first aid groups assisting in the response. • Support search and rescue and hazardous materials response operations as required. • Coordinate and collaborate with Qld Health for mass casualty management. 	

Queensland Health	
Groups <ul style="list-style-type: none"> • LDMG Advisory Member 	
Lead Agency <ul style="list-style-type: none"> • Public Health • Mass Casualty Management • Mass Fatality Management • Heatwave • Community Health (Pandemic) 	Support Functions <ul style="list-style-type: none"> • Contaminated Water Supply • Cyclone & Storm • Earthquake • Exotic animal/ Plant Disease • Fire (Wildfire & Urban) • Fitzroy River Flood • Hazardous Material Incident • Major Transport Accident (Road/Air/Rail) • Impact Assessment
Roles and Responsibilities <ul style="list-style-type: none"> • Provide information, advice & updates to LDMG as required. • Provide liaison officers to the RRC LDCC if requested. • Assist the community to prepare for, respond to and recover from an event or disaster. • Public health advice and warnings • Psychological and counselling services • Coordination of medical resources • Clinically coordinate aeromedical transport and emergency medical retrieval (with QAS) • Clinical response to mass casualty management (with QAS). • Forensic and scientific health services to mass fatality management and terrorism (with QPS). • Recovery mental health support to affected communities (with DCDSS). 	



Queensland Police Service (Policing & Emergency Management)	
Groups <ul style="list-style-type: none"> ▪ LDMG Core Member (Policing) ▪ LDMG Advisory Member (EM) ▪ Recovery Sub-Group Member (Policing) ▪ Evacuation Sub-Group Member & Chair (Policing) 	
Lead Agency <ul style="list-style-type: none"> ▪ Evacuation Management ▪ Major Transport Accident (Road/Air/ Rail) ▪ Terrorism ▪ Aviation disaster 	Support Functions <ul style="list-style-type: none"> ▪ Cyclone & Storm ▪ Search & Rescue ▪ Dam Failure ▪ Earthquake ▪ Fitzroy River Flood ▪ Hazardous Material Incident ▪ Impact Assessment
Roles and Responsibilities <ul style="list-style-type: none"> ▪ Provide information, advice & updates to LDMG as required. ▪ Provide liaison officers to the RRC LDCC (Policing) ▪ Assist the community to prepare for, respond to and recover from an event or disaster. ▪ Maintaining Law and Order (Policing). ▪ Coordinate search and rescue operations for missing or injured persons (Policing). ▪ Law enforcement support to emergency services agencies/services as required (Policing). ▪ Operational responsibility for first response to terrorism (Policing) ▪ Provision of traffic control, road closures and crowd management as required (Policing). ▪ Assist in Recovery Operations (Policing). ▪ Support Resupply Operations (Policing). ▪ Advice in relation to preparation and maintenance of disaster management plans and guidelines (EM). ▪ Provide advice and support regarding disaster management and disaster operations (EM). ▪ Provision of training in accordance with the Queensland Disaster Management Training Framework (EM). ▪ Coordination of pre-season briefings (EM). ▪ Participate in regional disaster risk assessments (EM). ▪ Advice in relation to Emergency Alert campaigns to communities affected by disasters (EM). ▪ Provide support officers to the RRC LDCC if requested (EM). ▪ Support community education/awareness programs (EM). 	



Queensland Fire and Emergency Service	
Groups <ul style="list-style-type: none"> ▪ LDMG Core Member ▪ Recovery Sub-Group Member ▪ Evacuation Sub-Group Member & Chair 	
Lead Agency <ul style="list-style-type: none"> ▪ Fire (Wildfire & Urban) ▪ Hazardous Materials ▪ Resupply ▪ Emergency Alerts and SEWS ▪ Damage Assessment ▪ Explosion 	Support Functions <ul style="list-style-type: none"> ▪ Cyclone & Storm ▪ Fitzroy River Flood ▪ Dam Failure ▪ Earthquake ▪ Exotic Animal/ Plant Disease ▪ Landslip ▪ Major Transport Accident (Road/Air/Rail) ▪ Marine Pollution ▪ Terrorism ▪ Infrastructure Failure ▪ Impact Assessment
Roles and Responsibilities <ul style="list-style-type: none"> ▪ 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. ▪ Provide urban firefighting capability. ▪ Provide bushfire firefighting capability. ▪ Provide urban search and rescue capability. ▪ Provide swift water rescue capability. ▪ Provide Hazardous materials response capability. ▪ Provide rapid damage assessment for residential and commercial structures. ▪ Provide road crash rescue response. ▪ Support recovery operations. ▪ Coordinate resupply operations. ▪ Coordinate aerial support. 	

Queensland Reconstruction Authority	
Groups <ul style="list-style-type: none"> LDMG Advisory Member 	
Lead Agency <ul style="list-style-type: none"> Disaster Recovery Funding Arrangements Recovery 	Support Functions <ul style="list-style-type: none"> Impact Assessment Damage Assessment
Roles and Responsibilities <ul style="list-style-type: none"> Provide information, advice & updates to LDMG as required. Provide support to the RRC LDCC if requested. Assist the community to prepare for, respond to and recover from an event or disaster. Advice in relation to preparation and maintenance of disaster management plans and guidelines. Coordinate and administer DRFA and SDRA. Support the development of recovery sub-plans and event specific recovery plans. 	

Department of Agriculture and Fisheries (inc Biosecurity Qld)	
Groups <ul style="list-style-type: none"> LDMG Advisory Member Recovery Sub-Group Member 	
Lead Agency <ul style="list-style-type: none"> Exotic animal/ Plant Disease Biosecurity 	Support Functions <ul style="list-style-type: none"> Impact Assessment Fitzroy River Flood Fire (Wildfire/Bushfire)
Roles and Responsibilities <ul style="list-style-type: none"> Provide information, advice & updates to LDMG as required. Provide liaison officers to the RRC LDCC if requested. Assist the community to prepare for, respond to and recover from an event or disaster. Co-ordination of resources in response to exotic animal disease outbreaks. Detection of source of infection and disinfection/disinfestation activities. Control of movement of animals, animal products, vehicles. Slaughter and disposal of animals and infective agents. Administering of relief measures for agricultural recovery operations. Public advice and information. Coordinate resupply for livestock (Fodder Drops). Support recovery operations. 	

Department of Education	
Groups <ul style="list-style-type: none"> LDMG Advisory Member 	
Lead Agency <ul style="list-style-type: none"> Nil 	Support Functions <ul style="list-style-type: none"> Recovery
Roles and Responsibilities <ul style="list-style-type: none"> Provide information, advice & updates to LDMG as required. Assist the community to prepare for, respond to and recover from an event or disaster. Provision of School buildings for shelters, places of refuge and evacuation centres when requested. Support the development of recovery sub-plans and event specific recovery plans. 	



Department of Environment and Science (Qld Parks & Wildlife Service)	
Groups <ul style="list-style-type: none"> LDMG Advisory Member 	
Lead Agency <ul style="list-style-type: none"> Fire management (parks & forests) 	Support Functions <ul style="list-style-type: none"> Cyclone & Storm Wildfire (Bushfire) Impact Assessment Recovery
Roles and Responsibilities <ul style="list-style-type: none"> Provide information, advice & updates to LDMG as required. Provide support to the RRC LDCC if requested. Assist the community to prepare for, respond to and recover from an event or disaster. Maintain a firefighting capability. Manage bushfire mitigation measures and incidents on national parks, conservation parks and state forests in accordance with the Queensland Bushfire Plan Coordinating closures, evacuations (with QPS) and reopening of national parks, conservation parks, state forests and department owned visitor attractions. Support the development of recovery sub-plans and event specific recovery plans. 	

Department of Regional Development, Manufacturing and Water	
Groups <ul style="list-style-type: none"> Nil 	
Lead Agency <ul style="list-style-type: none"> Dam Safety Regulation Water Supply Regulation 	Support Functions <ul style="list-style-type: none"> Recovery Fitzroy River Flood
Roles and Responsibilities <ul style="list-style-type: none"> Provide information, advice & updates to LDMG as required. Provide information and advice on the issues of dam safety and drinking water supply (continuity and/or safety) as required. Ensure emergency action plans are in place for referable dams to ensure appropriate action is taken in event of incidents or failures of dams. Management of DRDMW Rain / River gauge network. 	

Department of Resources	
Groups <ul style="list-style-type: none"> Nil 	
Lead Agency <ul style="list-style-type: none"> Nil 	Support Functions <ul style="list-style-type: none"> Recovery
Roles and Responsibilities <ul style="list-style-type: none"> Provide information, advice & updates to LDMG as required. Manage bushfire mitigation measures and incidents on Unallocated State Land. Manage impacts on or from Queensland's abandoned mines. 	



Department of Transport and Main Roads (inc Maritime Safety Queensland)	
Groups <ul style="list-style-type: none"> LDMG Advisory Member 	
Lead Agency <ul style="list-style-type: none"> Public Works Transport Major Transport Accident (Road/Air/ Rail) 	Support Functions <ul style="list-style-type: none"> Maritime Emergency Marine pollution Exotic animal/ Plant Disease Biosecurity Earthquake Fitzroy River Flood Landslip
Roles and Responsibilities <ul style="list-style-type: none"> Provide information, advice & updates regarding the impact of the event on road, rail and maritime infrastructure to LDMG as required. Provide Liaison Officer to the RRC LDCC if requested. Assist the community to prepare for, respond to and recover from an event or disaster. Managing all issues relating to State Controlled Road network. Implementation of safe vehicle detour routes for state-controlled roads when required. Assist with the safe movement of people resulting from mass evacuation. Ensuring maritime safety for shipping (MSQ). Managing ship-sourced pollution that impacts Queensland coastal waters (MSQ). Maritime response/recovery to severe weather events -Tropical Cyclones and floods (MSQ). Support the development of recovery sub-plans and event specific recovery plans. 	

Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and Arts	
Groups <ul style="list-style-type: none"> LDMG Advisory Member Recovery Sub-Group Member 	
Lead Agency <ul style="list-style-type: none"> Nil 	Support Functions <ul style="list-style-type: none"> Recovery
Roles and Responsibilities <ul style="list-style-type: none"> Provide information, advice & updates to the LDMG as required. Coordinate and/or provide human and social recovery information and resources to support LDMG Recovery Hubs. Assist the community to prepare for, respond to and recover from an event or disaster. Enable access to information and/or coordinated government and non-government human and social recovery services. Facilitate the matching of donated goods and offers of assistance to identified human and social recovery need. Enable access to emergency and temporary accommodation assistance. Administer SDRA and DRFA personal hardship measures for eligible individuals. Manage the deployment of the Queensland Government Community Recovery Ready Reserve workforce. Support the development of recovery sub-plans and event specific recovery plans. 	

Queensland Corrective Services	
Groups <ul style="list-style-type: none"> LDMG Advisory Member 	
Lead Agency <ul style="list-style-type: none"> Nil 	Support Functions <ul style="list-style-type: none"> Fitzroy River Flood
Roles and Responsibilities <ul style="list-style-type: none"> Deployment and coordination of low risk prisoners from Etna Creek Correctional Centre to assist response and recovery operations. 	

Bureau of Meteorology	
Groups <ul style="list-style-type: none"> • Nil 	
Lead Agency <ul style="list-style-type: none"> • Nil 	Support Functions <ul style="list-style-type: none"> • Fitzroy River Flood • Cyclone & Storm • Heatwave
Roles and Responsibilities <ul style="list-style-type: none"> • Provide information, advice & updates to the LDMG as required. • Assist the community to prepare for, respond to and recover from an event or disaster. • Provide weather forecasts, warnings and long-term outlooks that affect the safety, prosperity and resilience of the region. • Collect, coordinate and distribute environmental observation data in support of advice, warnings and briefings. • Provide seasonal climate outlooks for forward planning. • Management of BOM Rain / River gauge network. 	

Energy Queensland (Ergon Energy)	
Groups <ul style="list-style-type: none"> • LDMG Advisory Member 	
Lead Agency <ul style="list-style-type: none"> • Power Outage • Infrastructure damage (power) 	Support Functions <ul style="list-style-type: none"> • Impact Assessment
Roles and Responsibilities <ul style="list-style-type: none"> • Provide information, advice & updates to the LDMG as required. • Provide Liaison Officer to the RRC LDCC if requested. • Assist the community to prepare for, respond to and recover from an event or disaster. • Restore any supply interruptions to the electricity distribution network across the region. • De-energising and Re-energising of network supply for safety reasons. • Deploy mobile generators and support equipment into impacted communities to deliver temporary supply following a natural disaster event. • Support the development of recovery sub-plans and event specific recovery plans. • Electrical safety advice for consumers. 	

NBN	
Groups <ul style="list-style-type: none"> • LDMG Advisory Member 	
Lead Agency <ul style="list-style-type: none"> • Telecommunications outage 	Support Functions <ul style="list-style-type: none"> • Impact Assessment
Roles and Responsibilities <ul style="list-style-type: none"> • Provide information, advice & updates to the LDMG as required. • Provide support to the RRC LDCC if requested. • Assist the community to prepare for, respond to and recover from an event or disaster. • Restore any service interruptions to the NBN network across the region. • Deploy emergency telecommunications equipment into impacted communities to deliver temporary services following a natural disaster event. • Support the development of recovery sub-plans and event specific recovery plans. 	

Telstra	
Groups	
<ul style="list-style-type: none"> LDMG Advisory Member 	
Lead Agency	Support Functions
<ul style="list-style-type: none"> Telecommunications outage 	<ul style="list-style-type: none"> Impact Assessment
Roles and Responsibilities	
<ul style="list-style-type: none"> Provide information, advice & updates to the LDMG as required. Provide support to the RRC LDCC if requested. Assist the community to prepare for, respond to and recover from an event or disaster. Restore any service interruptions to the Telstra network across the region. Deploy emergency telecommunications equipment into impacted communities to deliver temporary services following a natural disaster event. Support the development of recovery sub-plans and event specific recovery plans. 	

Australian Red Cross	
Groups	
<ul style="list-style-type: none"> LDMG Advisory Member Recovery Sub-Group Member Evacuation Sub-Group Member 	
Lead Agency	Support Functions
<ul style="list-style-type: none"> Evacuation Centre Management 	<ul style="list-style-type: none"> Evacuation Centre Management Recovery Impact Assessment
Roles and Responsibilities	
<ul style="list-style-type: none"> Provide information, advice & updates to the LDMG as required. Provide support to the RRC LDCC if requested. Assist the community to prepare for, respond to and recover from an event or disaster. Provide psychosocial support training services to emergency responders. Provide psychosocial support services to impacted communities. Support Management and operations of Evacuation Centres Support welfare of displaced persons Undertake registration of evacuees and displaced persons on behalf of QPS, utilising Register Find. Reunite. Support the development of recovery sub-plans and event specific recovery plans. 	

Salvation Army	
Groups	
<ul style="list-style-type: none"> LDMG Advisory Member Recovery Sub-Group Member Evacuation Sub-Group Member 	
Lead Agency	Support Functions
<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Evacuation Centre Management Recovery
Roles and Responsibilities	
<ul style="list-style-type: none"> Provide information, advice & updates to the LDMG as required. Assist the community to prepare for, respond to and recover from an event or disaster. Assist with psychosocial support services to impacted communities. Support operations of Evacuation Centres through provision of emergency catering. Support emergency service organisations through provision of emergency catering. Support welfare of displaced persons Support the development of recovery sub-plans and event specific recovery plans. 	

St John Ambulance Service	
Groups <ul style="list-style-type: none"> ▪ LDMG Advisory Member ▪ Recovery Sub-Group Member ▪ Evacuation Sub-Group Member 	
Lead Agency <ul style="list-style-type: none"> ▪ Nil 	Support Functions <ul style="list-style-type: none"> ▪ Evacuation Centre Management ▪ Recovery
Roles and Responsibilities <ul style="list-style-type: none"> ▪ Provide information, advice & updates to the LDMG as required. ▪ Assist the community to prepare for, respond to and recover from an event or disaster. ▪ Support operations of Evacuation Centres through the provision of First Aid services ▪ Support the development of recovery sub-plans and event specific recovery plans. ▪ Assist QAS as required with first aid treatment & transport of injured persons. ▪ Assist with First Aid of SES while undertaking recovery operations. 	

Chaplain Watch	
Groups <ul style="list-style-type: none"> ▪ LDMG Advisory Member ▪ Recovery Sub-Group Member ▪ Evacuation Sub-Group Member 	
Lead Agency <ul style="list-style-type: none"> ▪ Nil 	Support Functions <ul style="list-style-type: none"> ▪ Evacuation Centre Management ▪ Recovery
Roles and Responsibilities <ul style="list-style-type: none"> ▪ Provide information, advice & updates to the LDMG as required. ▪ Assist the community to prepare for, respond to and recover from an event or disaster. ▪ Support operations of Evacuation Centres through the provision of First Aid services. ▪ Support the development of recovery sub-plans and event specific recovery plans. ▪ Assist QAS as required with first aid treatment. ▪ Provision of psychosocial first aid. ▪ Provision of faith service. 	

Volunteering Queensland	
Groups <ul style="list-style-type: none"> ▪ LDMG Advisory Member ▪ Recovery Sub-Group Member 	
Lead Agency <ul style="list-style-type: none"> ▪ Nil 	Support Functions <ul style="list-style-type: none"> ▪ Recovery ▪ Evacuation Centre Management
Roles and Responsibilities <ul style="list-style-type: none"> ▪ Provide information, advice & updates to the LDMG as required. ▪ Assist the community to prepare for, respond to and recover from an event or disaster. ▪ Registration and referral of spontaneous volunteers. ▪ Support the development of recovery sub-plans and event specific recovery plans. 	



Annexure A- Acronyms and Abbreviations

ABS	Australian Bureau of Statistics
ALO	Agency Liaison Officer
BoM	Bureau of Meteorology
C2C	Council to Council
CALD	Culturally and linguistically diverse
CQ	Central Queensland
DDC	District Disaster Coordinator
DDMG	District Disaster Management Group
DM	Disaster Management
DMA	Disaster Management Act (2003)
DMR	Disaster Management Regulations (2014)
FRW	Fitzroy River Water
Guardian IMS	Guardian Incident Management System
IAPs	Incident Action Plans
IGEM	Inspector-General Emergency Management
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Rockhampton Region Local Disaster Management Group
LDMP	Local Disaster Management Plan
LGA	Local Government Area
NBN	National Broadband Network
PPRR	Prevention, Preparedness, Response and Recovery
QAS	Queensland Ambulance Service
QERMF	Queensland Emergency Risk Management Framework
QFES	Queensland Fire & Emergency Services
QPS	Queensland Police Service
Region	the area under the management of Rockhampton Regional Council
RRC	Rockhampton Regional Council
SES	State Emergency Service
SEWS	Standard Emergency Warning System
Sitrep	Situation Report

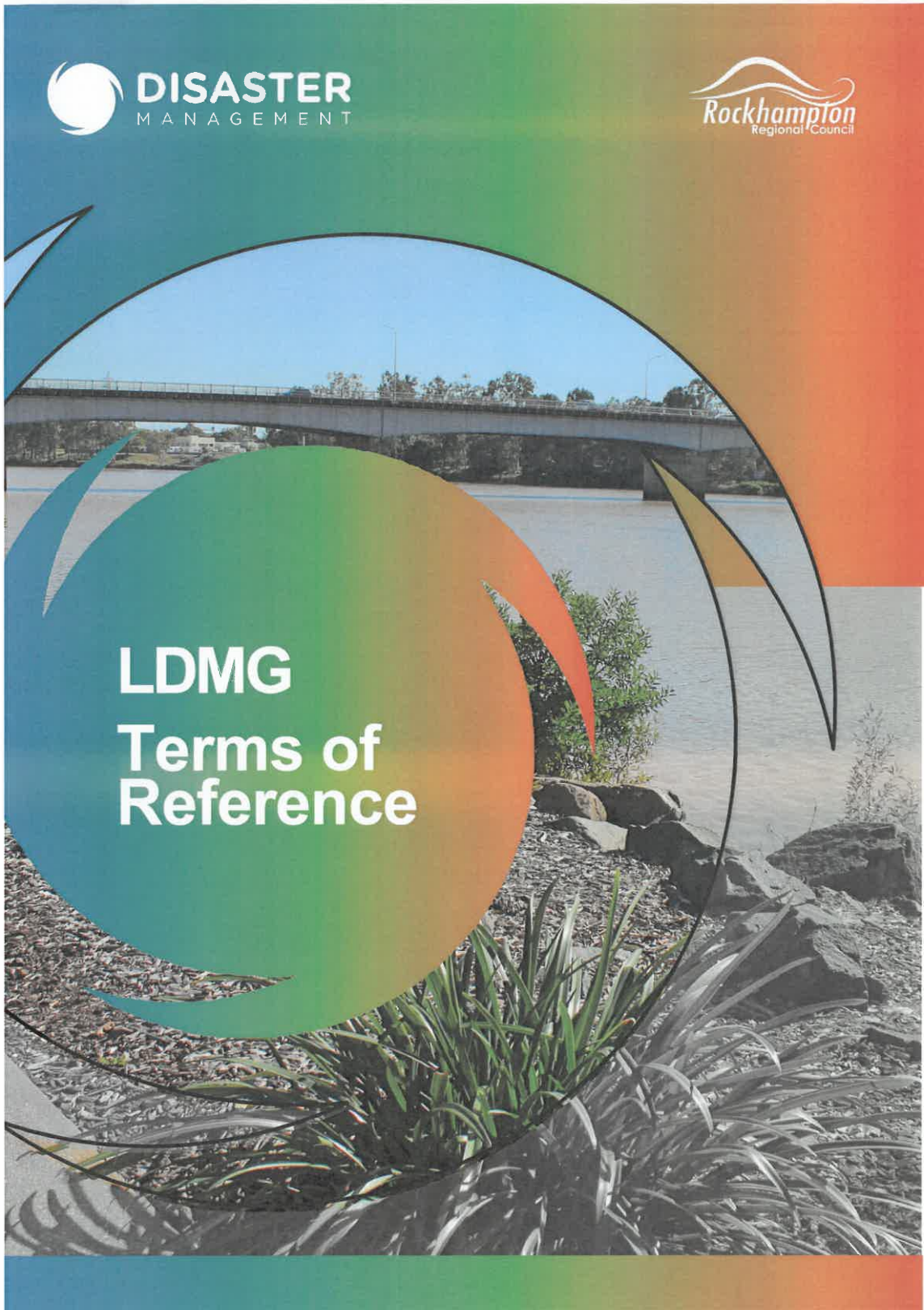


ROCKHAMPTON REGION LOCAL DISASTER MANAGEMENT PLAN

Local Disaster Management Group Terms of Reference

Meeting Date: 25 June 2024

Attachment No: 3



Important Information

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

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

Any party using the information for any purposes does so at their own risk and releases and indemnifies Rockhampton Regional Council against all responsibility and liability (including negligence, negligent misstatement, and pure economic loss) for all expenses, losses, damages and costs as a consequence of such use.

Amendment Control

AMENDMENT		PLAN UPDATED	
Version No.	Issue Date	Amendment content	Date inserted / Approved by Council
1.0	22/11/2023	Developed document.	
1.1	26/03/2024	Feedback from core members incorporated	

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).

Any proposed amendments to the Local Disaster Management Group Terms of Reference should be forwarded in writing to: Coordinator Disaster Management Rockhampton Regional Council PO Box 1860 Rockhampton QLD 4700.

Endorsement

The Local Disaster Management Group Terms of Reference is approved and ready for distribution.



 29.5.24 Peter Kofod Local Disaster Coordinator Rockhampton Regional Council Local Disaster Management Group	 31.5.2024 Mayor Anthony Williams Chair Rockhampton Regional Council Local Disaster Management Group
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1 Introduction

The State Disaster Management Plan acknowledges that:

“Local governments are primarily responsible for disaster management. Local level capability forms the frontline of disaster management. Local governments, through their LDMG, are primarily responsible for mitigating, preventing, preparing for, responding to and recovering from a disaster in their local government area.”

This guide details:

- how Rockhampton Regional Council forms its Local Disaster Management Group,
- the Terms of Reference for the group,
- the membership appointment process,
- the expectations of members,
- membership register (contact list) of the Rockhampton Local Disaster Management Group (members, advisors and observers) and
- specific operational requirements of the group

This guide should be read in conjunction with the Local Disaster Management Plan available on the Rockhampton Regional Council's website found here: <https://www.rockhamptonregion.qld.gov.au/CouncilServices/Disaster-Management/Councils-Role-Plans>

2 Distribution

This is a controlled document that supports the implementation of the Rockhampton Regional Council Local Disaster Management Plan.

This Terms of Reference is distributed to all persons listed in the Rockhampton Regional Council Local Disaster Management Group (LDMG) contact list, as members, advisors, or observers.

3 Terms of Reference

3.1 Establishment

The Disaster Management Arrangements Section 29 stipulates that a local government must establish a LDMG for the local government's area (LGA).

The group is to develop effective disaster management and regularly assess arrangements. The group is to assist the local government to prepare a disaster risk assessment, identify and coordinate resources for disaster operations in the area, identify and provide advice to the district group about residual risk and prepare and review the LDMP. The group is to ensure the community is aware of mitigating the adverse effects of an event and preparing for responding to and recovering from an event.



3.2 Purpose

In the event of a disaster, decision-making authority for disaster management in the local government area rests with the Rockhampton 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.

The purpose of the Rockhampton Local Disaster Management Group is to assist the community to:

- mitigate wherever possible, the potential adverse effects of a disaster event.
- prepare for managing the effects of a disaster event; and
- effectively respond to and recover from a disaster event.

3.3 Statutory Functions

In accordance with the *Disaster Management Act 2003* (DMA), the Rockhampton Local Disaster Management Group has the following functions:

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

3.3.1 Additional Functions

In addition to the statutory functions outlined under the DMA, the Rockhampton Local Disaster Management Group has the following functions:

- a) assist Rockhampton Regional Council implement its disaster management policy and plans through consultation and collaborative working, and
- b) assist in the implementation of best practice disaster management, post disaster operations and exercises.



3.4 Membership

The Disaster Management Regulations 2014 (DMR) provides that:

- a) a local disaster management group consists of the persons appointed as members of the group by the relevant local government for the group.
- b) at least one person appointed to the LDMG must be a person nominated by the chief executive of the department.
- c) at least one person appointed to the group must be a Councillor of a local government.
- d) the relevant local government for a local group may appoint a person as a member only if satisfied the person has the necessary expertise or experience to be a member.

The following details the membership of the Rockhampton Region Local Disaster Management Group as appointed in accordance with Section 33 and 34 of the DMA. The Group is chaired by a Councillor of the local government. The Chair must appoint a Local Disaster Coordinator (LDC) to manage disaster operations for the area. The Chair may appoint a Local Recovery Coordinator (LRC) (ideally not the same person as the LDC). Members may be appointed by the local government. All members must have the necessary expertise or experience to assist the group undertake and meet its legislative requirements. Membership of the group shall mean and include any person acting in the capacity of an appointed member.

The Rockhampton LDMG will consist of Core members and Advisory members.

3.4.1 Core Members

Core members are members that are considered the permanent members of the group, with the ability to provide a vote in decision making. The Core members of the Rockhampton Region LDMG include:

Chairperson	Mayor	RRC
Deputy Chairperson	Deputy Mayor	RRC
Local Disaster Coordinator	General Manager Regional Services	RRC
Local Recovery Coordinator	General Manager Communities	RRC
Core members	Manager Infrastructure Planning	RRC
	Coordinator Disaster Management	RRC
	QPS Inspector	Rockhampton Station
	QAS Officer In Charge	Rockhampton Station
	QFES Inspector	Rockhampton Station
	SES Local Controller	SES/RRC

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 core members of the group to:

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

Section 14 of the DMR allows a core member of a local disaster management group, with the approval of the chairperson of the group, to appoint by signed notice another person as his or her deputy.

Deputies may attend a group meeting in the core member's absence and exercise the member's functions and powers under the DMA at the meeting. A deputy attending a group meeting is to be counted in deciding if there is a quorum for the meeting, if the permanent member is absent.



Persons nominated as deputies are welcome to attend the meetings of the LDMG however if deputies are in attendance whilst the core member is present, they are not counted in the quorum and do not vote in the decision making.

A register of core member details and their nominated deputy will be maintained by the secretariat to the LDMG. It is the core member's responsibility to update these member details with the secretariat at least annually by 1st August each year or as necessary to respond to changes within a core member's organisation.

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.

It is expected that core members attend all meetings of the LDMG.

If neither the nominated core member or their deputy are able to attend the meetings, the secretariat to the LDMG is to be advised and a proxy with the relevant expertise can be sent on their behalf but they are not counted in the quorum and do not vote in the decision making.

3.4.2 Advisory Members

In addition to its Core members, the LDMG may co-opt additional members or seek the assistance of individuals or organisations as circumstances may require. They sit as advisors to the group and whilst involved with the business of the group, they will receive copies of the group's agenda and minutes and activation alerts issued during an event. Advisory members do not hold any voting rights and do not contribute to forming a quorum for the group.

Advisory membership generally consists of the following:

Advisors:

- Anglican Care
- Australian Red Cross
- Blue Care
- Capricornia Corrections Centre
- Capricorn Helicopter Rescue Service
- Central Queensland Hospital and Health Service
- Chaplain Watch
- Country to Coast
- Department of Agriculture and Fisheries
- Department of Education
- Department of Environment, Science and Innovation
- Department of Housing, Local Government, Planning and Public Works
- Department of Transport and Main Roads
- Department of Treaty, Aboriginal & Torres Strait Islander Partnerships, Communities, and the Arts
- District Disaster Management Group
- Ergon Energy
- Lifeline
- Maritime Safety Queensland
- Mater Private Hospital

- NBN
- QBuild
- Queensland Parks and Wildlife Service
- Queensland Police Service (Emergency Management)
- Queensland Reconstruction Authority
- RSPCA
- Salvation Army
- Services Australia
- Stanwell Power Station
- St John Ambulance
- Volunteer Coast Guard Association
- Volunteering Queensland

3.4.3 Summary of member responsibilities

Responsibilities	Core	Advisory
Provide appropriate paperwork for member nominations	Mandatory	Mandatory
Nominate a deputy	Mandatory	Mandatory
Submit member status report prior to the LDMG meeting	Mandatory	Annually (when requested)
Review and be able to implement the Local Disaster Management Plan	Mandatory	Recommended
Attend LDMG meetings	Mandatory	Recommended
Participate in consultation on Local Disaster Management Plan and associated sub plans	Mandatory	Recommended
Attend the LDMG Annual Exercise	Mandatory	Recommended ¹
Complete training as per Queensland Disaster Management Training Framework (QDMTF)	Mandatory	Recommended
Attend LDMG Sub group meetings	Recommended	Recommended
Contribute to and report on items on the LDMG Agenda ²	Mandatory for Standing Items and Optional for items of interest.	Optional for items of interest.

1. Depending on the nature of the exercise, some advisory members will be requested to attend the annual exercise where it is likely that their specific expertise will be required.
2. Standing items on the LDMG agenda have been assigned to specific core members.

3.4.4 Sub-Groups

The LDMG may constitute sub-groups to address specific issues, functions and/or tasks. These may be permanent or temporary. Any decisions made, or actions taken on behalf of such groups must be endorsed by the LDMG, to ensure the validity of the decision under the Act, policies, and procedures. Where a sub-group of the LDMG is to be formed, a Terms of Reference for the Sub-group is to be developed and endorsed by the LDMG.

A Chairperson for each sub-group must be appointed by the LDMG. Sub-group Chairpersons or nominated sub-group members are required to submit regular reports of their progress to the LDMG at scheduled meetings, or as required.

3.4.5 Roles and Responsibilities

a) Chair

Rockhampton Regional Council appointed the Mayor, as the Chair of the Rockhampton Region Local Disaster Management Group.

The chairperson has the following functions:

- to ensure as far as practicable, that the group performs its functions, and
- 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.

b) Deputy Chair

Rockhampton Regional Council has appointed Councillor Wickerson of Division 6 as the Deputy Chair of the Rockhampton Region Local Disaster Management Group.

The role of the Deputy Chair to the Rockhampton Region Local Disaster Management Group is to serve as a deputy of the Chair, should the Chair be unavailable to attend to the Rockhampton Region Local Disaster Management Group business and to allow for continuance of the role for extended operations.

c) Local Disaster Coordinator (LDC)

Rockhampton Regional Council appointed its General Manager Regional Services as the Local Disaster Coordinator of the Rockhampton Region Local Disaster Management Group.

The function of the Local Disaster Coordinator is to help the group manage and coordinate its business such as –

- Aiding the delivery of disaster management programs,
- implementing activation and alert procedures,
- strategically leading the local disaster coordination centre when activated,
- attending the District Disaster Management Group,
- attending the Local Disaster Management Group,
- being familiar with the Local Disaster Management Plans and sub plans,
- undertaking sufficient training to undergo the responsibilities outlined.

d) Local Recovery Coordinator (LRC)

Rockhampton Regional Council appointed its General Manager Communities as the Local Recovery Coordinator of the Rockhampton Region Local Disaster Management Group.

The function of the Local Recovery Coordinator is to help the group manage and coordinate its business such as –

- Chairing and strategically leading the Local Recovery Sub-group,
- Aiding the delivery of disaster recovery programs,
- attending the District Recovery Group meetings,
- attending the Local Disaster Management Group,
- being familiar with the Local Disaster Management Plans and sub plans,
- undertaking sufficient training to undergo the responsibilities outlined.

e) Core Members

Core members are required to make informed decisions and help deliver the required outcomes and strategic objectives of the Local Disaster Management Group, Sub Groups and Local Disaster Coordination Centre.

f) Advisory Members

Depending on the incident, advisory members are required to provide specific advice in their area of responsibility or expertise to assist the Local Disaster Management Group make informed decisions and deliver the required outcomes and strategic objectives of the group.

3.5 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.

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.

3.5.1 Notice of Meetings

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

3.5.2 Quorum

Under section 13 of the DMR, a quorum for the group is set at one half of the number of core members for the time being holding office plus 1; or if one half of the number of core 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 core member is in attendance.

3.5.3 Endorsement and Decision Making

Endorsement or official decision making is conducted through the Rockhampton Region Local Disaster Management Group.

Expert advice from advisers or observers and invited guests can be presented to the Rockhampton Region Local Disaster Management Group members in making an endorsement or decision. Endorsement or a significant decision will be noted in the minutes for acknowledgment and recording.

During the active phases of response and recovery of the Rockhampton Region Local Disaster Management Group, endorsement and decision making is verbally discussed and recorded in the minutes along with supporting documentation or information that assisted in making that decision.



It is expected that prior to the endorsement of a sub plan, members consult on the plan, provide feedback and expertise as well as have read the plan prior to endorsement by the LDMG.

3.5.4 Chairperson

The Chair of the Rockhampton Region Local Disaster Management Group will preside at all meetings. If the Chairperson is absent, then the Deputy Chair will preside.

A meeting of the Local Disaster Management Group can occur if both the Chair and Deputy Chair are absent, provided the Chair or Deputy Chair nominates a temporary Chair for the meeting from the core membership and a quorum is present.

3.5.5 Business Documents

The Rockhampton Region Local Disaster Management Group will maintain the following documents as records of the Group's meetings:

- Meeting agenda,
- Meeting minutes and actions register,
- Meeting schedules,
- Agency reports and presentations, and
- Progress reports on disaster management projects, such as exercise outcomes, disaster management studies, etc.)

3.5.6 Secretariat Support

The Rockhampton Regional Council will provide executive support to the Rockhampton Region Local Disaster Management Group.

The primary responsibilities of the Secretariat are:

- Meeting coordination – including sending calendar invite to members with supporting documentation such as LDMG Member Status Report, Exercise Review Reports, Disaster Programs, etc
- Meeting agendas – to be sent with calendar invites in a timely manner
- Meeting minutes and action register
- Update contact details for both core and advisory members on an annual basis or as notified of changes by the member
- Maintain mailing lists for core and advisory members on Outlook
- Update Action Register
- Compilation of annual report.

3.5.7 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.
- 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

- o 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.

3.6 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.

3.6.1 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).

3.6.2 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.
- Information about the operational readiness and preparedness of the local government area.

3.7 Review of Local Disaster Management Plan and Sub Plans

All LDMG plans and sub plans should be written to address the LDMG's actions and procedures and should not be agency specific. Agency specific plans should be referenced in the document but do not need to be added to the LDMG plan or sub plans unless beneficial. All plans should have sufficient detail to enable the Local Disaster Coordinator to activate and enact the plan or sub plans.

A minor review of the Local Disaster Management Plan or All- Hazards Plans will occur at any point each year and will be prepared by the Lead Agency and reviewed by the Local Disaster Coordinator. Any minor reviews should be included in the plan Document Control. A minor review consists of the following:

- Correcting formatting or typing errors, or
- Updating information such as contact details, demographics, list of shelters or changes to infrastructure for example that does not change intent, functions, or responsibilities contained within the plan.

The Local Disaster Coordinator has the authority to approve minor reviews and will advise the LDMG of any minor reviews approved at the next available LDMG meeting.

A major review of the Local Disaster Management Plan All- Hazards Plans will be completed every 3 years and will be prepared by the Lead Agency, sent for consultation to all LDMG members, reviewed by the Local Disaster Coordinator and presented to the LDMG for endorsement. A major review consists of the following:

- Thorough review to ensure alignment with Legislation or State Guidelines, or
- Changes required to address changes in the community's risk profile, or
- Changes in intent, responsibilities, functions, or operational philosophy contained within the plan.

A major review of plans must have a minimum consultation period of four weeks in which the amended plan is sent out to all LDMG members for feedback. Any feedback received must be considered and implemented if deemed appropriate. The final plan is then sent to the LDMG for endorsement at the next available LDMG meeting. Once major reviews are endorsed by the LDMG, they are then submitted to the Council for adoption.

The LDMG can decide that there may be a requirement to add plans based on Risk Assessments, change of risk profiles, and lessons identified or learnt.

3.7.1 Responsibility for plan updates

Lead agencies are expected to undertake major reviews with the LDMG sub plans in collaboration with the RRC Coordinator Disaster Management. Where multiple lead agencies are identified, they must work together to update the sub plans.

All LDMG members may be contacted to provide input into Disaster Management plans.

Plan name	Lead Agency
LDMG Plans	
Local Disaster Management Plan	Rockhampton Regional Council
Natural Disaster Risk Assessment	Rockhampton Regional Council
LDMG Terms of Reference	Rockhampton Regional Council
All-Hazards Sub-Plans	
LDMG Activation	Rockhampton Regional Council
Communication	Rockhampton Regional Council
Local Disaster Coordination Centre	Rockhampton Regional Council
Evacuation Centre Management	Rockhampton Regional Council
Evacuation Planning	RRC & Queensland Police Service
Recovery	Rockhampton Regional Council
Financial Management	Rockhampton Regional Council
Community Health	Queensland Health
Fitzroy River Flood	Rockhampton Regional Council
Severe Storm, Tropical Cyclone & East Coast Low	Rockhampton Regional Council & SES
Bushfire Preparedness and Response	QFES, RFS, RRC



Other Studies and Strategies	
Bushfire Management Study 2020	QFES, RFS
Bushfire Management Strategy 2021 - 2025	QFES, RFS
Bushfire Management Mitigation Plan (2021-2025)	QFES, RFS
Bushfire Evacuation Plan – Mount Archer Area 2020	QFES, RFS, QPS, RRC
Bushfire Evacuation Plan – Mount Morgan 2022	QFES, RFS, QPS, RRC

3.7.2 Plan update schedule

The Coordinator Disaster Management will be responsible for engaging with Lead Agencies to review their plans in line with the proposed schedule. The next endorsement submission is based on when the plan was last endorsed. Only major reviews are documented in this schedule.

Lead Agencies should strive to have up to date LDMG plans but there might be operational priorities which might delay when a major review occurs. Agencies should communicate with Coordinator Disaster Management about any foreseen delays in updates. Agencies can make major reviews prior to the proposed next endorsement submission.

Plan name	Last endorsed	Next endorsement
LDMG Plans		
Local Disaster Management Plan	January 2022	2024
Natural Disaster Risk Assessment	March 2021	Reassess 2026
LDMG Terms of Reference	March 2024	2027
All-Hazards Sub-Plans		
Communication	January 2022	2024
Local Disaster Coordination Centre	March 2023	2024
Evacuation Centre Management	January 2022	2024
Evacuation Planning	January 2022	2024
Recovery	January 2022	2024
Financial Management	January 2022	2025
LDMG Activation	March 2023	2026
Community Health	January 2022	2025
Fitzroy River Flood	January 2022	2025
Severe Storm, Tropical Cyclone & East Coast Low	January 2022	2025
Bushfire Preparedness and Response	March 2023	2026
Other Studies and Strategies		
Bushfire Management Study 2020	2020	Reassess in 2025
Bushfire Management Strategy 2021 - 2025	2021	Reassess in 2025
Bushfire Management Mitigation Plan (2021-2025)	2021	Reassess in 2025
Bushfire Evacuation Plan – Mount Archer Area 2020	2020	Reassess in 2025
Bushfire Evacuation Plan – Mount morgan 2022	2022	Reassess in 2025

3.7.3 Record keeping

Any minor or major reviews of plans once approved, must be sent to the LDMG Secretariat and Disaster Management Inbox (disastermanagement@rrc.qld.gov.au).

The Secretariat will be responsible for:

- Uploading revised documents and plans into ECM.
- Updating the public version of the documents onto the Rockhampton Regional Council website.



- Providing controlled copies of the revised documents to core members.
- Notifying Advisory members that updated documents are available on the Council website.

The Disaster Management Unit will be responsible for:

- Updating the Guardian References tab.
- Updating the Emergency Dashboard with the public version of the documents on the Rockhampton Regional Council website.

3.8 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 RRC DMU 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 Guardian software.
- Training the region's disaster management agencies (including Rockhampton Regional Council, emergency services, community agencies and volunteer organisations) in disaster management concepts and operations; and
- Exercises to test local disaster management plans and arrangements and develop local capacity to respond to and recover from disaster events.

3.8.1 Local Disaster Management Group Mandatory Training

In line with the [Queensland Disaster Management Training Framework](#) mandatory training for all core members are:

- Queensland Disaster Management Arrangements
- Introduction to Disaster Management Training- Module 1

3.8.2 Local Disaster Coordination Centre Mandatory Training

In line with the [Queensland Disaster Management Training Framework](#) mandatory training for all LDCC roles are:

- Queensland Disaster Management Arrangements
- Disaster Coordination Centre - Module 1 and 2
- It is recommended that LDCC members are proficient in Guardian IMS

There are a number of additional modules also listed in the training framework which are not mandatory, but beneficial for all LDCC staff members to attend. These are listed on the Hub and updated on a regular basis.

To create or log on to their account within the Queensland Disaster Management Learning Management System (LMS) staff can go to: <https://www.dmlms.qfes.qld.gov.au/user/login>. For access instructions [click here](#).

3.8.3 Guardian IMS

Guardian IMS is Rockhampton Regional Council's incident management system designed to help capture all critical information updates, actions and intelligence for effective decision support during a disaster.

Guardian IMS follows the principles of AIIMS, guiding the effective management by objectives using functional roles for response and recovery and delivering a flexible framework that is easily scaled up and down to cope with the changing situation of the incidents and events. The system can be accessed, via compatible web browser, from a computer, tablet, touch screen or smartphone device, is stored in the cloud (Amazon AWS ISO 27001), uses two factor authentication and safe coding systems and is a state-of-the-art software solution that meets Australian standards.

The Disaster Management Unit will organise Guardian IMS training on a regular basis. All LDMG Plans will be stored in the References tab on Guardian IMS.

11.2 D/278-2013 - APPLICATION FOR 'OTHER CHANGE' TO DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE FOR AN EXTRACTIVE INDUSTRY

File No: D/278-2013

Attachments:

1. [Locality Plan](#)
2. [Site Plan](#)
3. [Site Plan - previous Minor Change Approval](#)
4. [Environmental Authority Approval EPPR00236013](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Doug Scott - Manager Planning and Regulatory Services
Alicia Cutler - General Manager Community Services

Author: Aidan Murray - Senior Planning Officer

SUMMARY

Development Application Number: D/278-2013

Applicant: P. Waardyk and M. Stokes

Real Property Address: Lot 100 on SP318665

Common Property Address: Lot 100 Nine Mile Road, Fairy Bower

Area of Site: 60.23 hectares

Planning Scheme: Rockhampton Region Planning Scheme 2015 (v2.2)

Planning Scheme Zone: Rural Zone

Planning Scheme Overlays: Acid Sulfate Soils Overlay;
Airport Environs Overlay;
Biodiversity Areas Overlay;
Flood Hazard Overlay; and
Steep Land Overlay.

Existing Development: Extractive Industry

Approval Sought: Request for an 'Other Change' to Development Permit D/278-2013 for a Material Change of Use for an Extractive Industry

Category of Assessment: Assessable subject to Impact Assessment

Submissions: Three (3) Submissions

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

OFFICER'S RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the application for an 'Other Change' to Development Permit D/278-2013 for Material Change of Use for an Extractive Industry, made by P. Waardyk and M. Stokes, located at Lot 100 Nine Mile Road, Fairy Bower, described as Lot 100 on SP318665, Council resolves to provide the following reasons for its decision:

STATEMENT OF REASONS

Description of the development	
'Other Change' to Material Change of Use for an Extractive Industry	
Reasons for Decision	
<p>a) Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; and</p> <p>b) On balance, the application should be approved because the circumstances favour Council exercising its discretion to approve the application even though the development does not comply with an aspect of the assessment benchmarks.</p>	
Assessment Benchmarks	
<p>The development was assessed against the following assessment benchmarks:</p> <ul style="list-style-type: none"> • Local Government Infrastructure Plan; • Strategic Framework; • Rural Zone Code; • Acid Sulfate Soils Overlay Code; • Airport Environs Overlay Code; • Biodiversity Overlay Code; • Flood Hazard Overlay Code; • Steep Land Overlay Code; • Extractive Industry Code; • Access, Parking and Transport Code; • Landscape Code; • Stormwater Management Code; • Waste Management Code; and • Water and Sewer Code. 	
Compliance with assessment benchmarks	
The development was assessed against all of the assessment benchmarks listed above and complies with all of these with the exceptions listed below.	
Assessment Benchmark	Reasons for the approval despite non-compliance with benchmark
Extractive Industry Code	The development does not comply with Acceptable Outcome (AO) 2.1, which requires a vegetated buffer with a minimum width of thirty (30) metres

<p>PO2</p>	<p>along all boundaries of the site. A vegetation buffer has not been proposed by the Applicant or conditioned to be provided.</p> <p>The extraction and operations areas are located over 300 metres from the nearest sensitive land use (dwelling houses on surrounding rural properties) and maintain reasonable separation from the future state transport corridor described as the 'Rockhampton Ring Road'. As such, a vegetated buffer or screening along the property boundaries is not considered necessary or practical to maintain the amenity of surrounding residents. Conditions of approval have been included referencing the relevant environmental standards (e.g. environmental nuisance and amenity under <i>Environmental Protection Act 1994</i>). The development is considered to achieve the intent of the Performance Outcome (PO) 2 and the Purpose and Overall Outcomes of the Extractive Industry Code.</p>
<p>Extractive Industry Code PO4</p>	<p>The development does not comply with Acceptable Outcome (AO) 4.1 as the internal roads are not sealed. Instead, internal haul roads will be a gravel surface. Low vehicle speeds will be used at all times with dust suppression measures being implemented where necessary. This is considered sufficient to achieve the Performance Outcome (PO) 4 where supported by reasonable and relevant conditions within this Development Permit and the associated Environmental Authority Approval regulated by the Department of Environment and Science (DES).</p>
<p>Extractive Industry Code PO5</p>	<p>The development does not comply with Acceptable Outcome (AO) 5.1, which requires security fencing be provided for the full length of the site perimeter around stockpiles and operations areas. The site instead has standard rural fencing around the property boundaries with a security gate at the vehicle access point from Fogarty Road. The fencing and gate currently provided as well as the site location and other factors are considered sufficient to not compromise public safety and ensure risks are minimal, thereby achieving Performance Outcome (PO) 5.</p>
<p>Access, Parking and Transport Code PO6</p>	<p>The application does not comply with Acceptable Outcome (AO) 6.1 as the on-site parking, access and manoeuvring facilities, are not sealed but are instead constructed of gravel. The site is located in the Rural Zone and well separated from any sensitive land uses. The nearest land use is another extractive industry on a separate property. The risk of amenity impacts from dust is therefore considered low risk subject to appropriate mitigation measures. Conditions of approval require that all access works are designed and constructed in accordance with Capricorn Municipal Guidelines and relevant Australian Standards. Based on the above, parking and servicing facilities are designed to meet user requirements and therefore comply with Performance Outcome (PO) 6.</p>
<p>Flood Hazard Overlay Code PO4</p>	<p>The development does not comply with AO 4.1.1 as there are buildings proposed / located on-site in the Extreme (H5) Flood Hazard Overlay area. The applicant must obtain separate approvals in relation to the Planning Scheme and the Building Assessment Provisions for the proposed buildings. Advisory Notes 7 and 8 address these requirements. The Building Works Assessable against the Planning Scheme application will need to demonstrate there will be no increase to the flood risk towards people and property to thereby achieve the intent of PO4.</p>
<p>Flood Hazard Overlay Code PO10</p>	<p>It was identified within the application material and Flood Impact Assessment that the bund walls result in some reduction of onsite flood storage and changes to flood characteristics and is therefore non-compliant with Performance Outcome (PO) 10 of the code. The entire subject site and surrounding area sees complete inundation during a range of flood events up to and including the Defined Flood Event (DFE). The development is operating under the existing approval and no changes to the existing access points are proposed. Due to the nature of the extractive industry and the typical warning time for riverine flooding, evacuation and 'abandonment' of the site is considered feasible prior to a flood event.</p>

	<p>In order to comply with the purpose and overall outcomes of the Flood Hazard Code, the applicant was required to demonstrate to Council that the development does not materially impede the flow of floodwaters through the site or cause unacceptable impacts external to the site. This is to be enforced through Condition 7.7 of the Development permit which requires:</p> <ul style="list-style-type: none"> • Site works must be constructed such that they do not, at any time, cause an unreasonable interference with infrastructure or a person’s use of land. <p>The applicant submitted a Flood Impact Assessment prepared by a Registered Professional Engineer of Queensland (RPEQ) which is included as an approved plan (refer to condition 2.1). As part of this assessment, a number of mitigation options were investigated and assessed via an iterative process with the intent of reducing the impacts on peak flood levels external to the site as result of site works. The initial works required to limit the impacts external to the site are as follows:</p> <ul style="list-style-type: none"> • Removal/shortening of Environmentally Relevant Activity (ERA) berms/Topsoil stockpiles along both the eastern boundary and to the southeast of the excavation void; • Lowering of short topsoil stockpile adjacent to Fogarty Road in north of site to 2016 levels; • Lower level of area around pond north of main site access road; and • Filling of western extents of extraction void back to 2008 levels and relocating pit berms to the east. <p>The above mitigation measures have been incorporated into the Development Permit as condition of approval (refer to condition 7.12) to ensure the required and recommended actions are undertaken to reasonably mitigate flood impacts as much as practicably possible. The RPEQ assessment findings suggests that while the flood modelling with mitigating actions will still result in impacts external to the site, Council’s Officers agree that this does not constitute an unlawful or unreasonable interference with the owners use or enjoyment of the land. This has been demonstrated through an assessment of the flood model including the proposed mitigation measures at specific geographic points. The approved Flood Impact Assessment provides the raw data of these impacts and is included as an approved plan (refer to condition 2.1). On review of the resulting flood impacts, the modelling demonstrates that the increase to flood level and impacts external to the site are generally quite limited. Giving consideration to the overall depth for the flood plain, the impact predicted following implementation of the mitigation measures is considered negligible.</p> <p>Therefore, the change application is considered to be generally consistent with the purpose and overall outcomes of the Flood Hazard Overlay Code.</p>
<p>Relevant Matters</p>	
<p>The proposed development was not assessed against any relevant matters outside of the matters prescribed by regulation.</p>	
<p>Matters raised in submissions</p>	
<p>The proposal was the subject of public notification between 25 September 2023 and 19 October 2023, in accordance with the requirements of the <i>Planning Act 2016</i> and the Development Assessment Rules, and three (3) submissions were received.</p>	
<p>Various internal inconsistencies regarding the nature and scope of the</p>	<p>The submitter/s raised concerns around various internal inconsistencies regarding the nature and scope of the application throughout the application material. Council’s procedure for making application material for public notification is to publish all required and relevant documents that have been issued and received for the application to date as per the <i>Planning</i></p>

application	<i>Regulation 2017</i> . As a result, multiple versions of some reports, plans and other documents were made available including earlier versions that were amended, replaced, corrected or superseded as part of the statutory assessment process. Updated documentation was provided in response to an information request and further advice correspondence issued by Council and the State Assessment Referral Agency (SARA). On reviewing the submission/s and the relevant application material, Council officers identified that a number of the internal inconsistencies referred to are because of the amendments to the development proposal and the accompanying material.
Missing information and inconsistencies on DA Form 1	As the proposal is for a change application to amend an existing approval, the applicant submitted the required Change Application Form (Planning Act Form 5). Planning Act Form 5 indicates which sections of DA Form 1 must be completed for an 'Other Change' application, and it is not necessary to fully complete DA Form 1. Where there were any errors or inconsistencies in the original material submitted, this was clarified with the applicant and Council officers, as well as officers representing the State Assessment Referral Agency (SARA), and all were satisfied that the information provided was sufficient to assess the change application.
Maximum extractive industry threshold	The 'Other Change' application was originally submitted to Council seeking to increase the maximum output of the extractive industry from 250,000 tonnes per annum (tpa) to 1,000,000 tpa. After the initial lodgement, the applicant amended the application to reduce the proposed maximum extraction to 500,000 tpa and updated the accompanying reports, plans and material to match. This accounts for the scope inconsistency in the original Change Application Form lodged compared to the later material, as highlighted by the submitter/s. Correspondence with the applicant prior to public notification confirmed that the proposed change sought is for 500,000 tpa.
Requirement to submit an application for Operational Works approval	The submitter/s raised concerns about the requirement for an operational works application to be lodged to facilitate the existing approved extractive industry activity as well as the proposed 'Other Change'. While Operational Works Approval is required for site works, it is not necessary that it be included with the change application as it can be applied for as a separate application. Conditions of approval indicate that a Development Permit for Operational Works (site works) must be obtained and establishes the requirements and guidelines that must be complied with. Any non-compliance would be subject to Council's standard development compliance process in accordance with the <i>Planning Act 2016</i> .
Addressing the Extractive Industry Code	The submitter/s raised concerns that the change application material lodged prior to public notification did not directly address the Extractive Industry Code of the Rockhampton Region Planning Scheme. Council requested the applicant address the code through further advice correspondence issued on 1 November 2023. The applicant provided a response addressing the code on 24 January 2024 which has been incorporated into Council officers' assessment of the change application.
Alternative haulage route not accounted for in the Traffic and Pavement Impact Assessment (TPIA)	The submitter/s highlighted that the Traffic and Pavement Impact Assessment (TPIA) undertaken considers that all outbound traffic will exit the site by turning right onto Nine Mile Road from Fogarty Road, and all inbound traffic will enter the site by turning left onto Fogarty Road from Nine Mile Road. The submitter/s raised concerns that the operator (Hardcore Sands) for the extractive industry "currently supplies multiple truckloads of product per day into the market by exiting left from Fogarty Road onto Nine Mile Road which then return to the site via this same route". The TPIA forms part of the approved plans and documents and is therefore statutory for the development. Should the operation utilise any unapproved transport routes, Council can undertake compliance investigation and action if necessary.

<p>Stormwater management, erosion and sediment control</p>	<p>The submitter/s raised concerns that the applicant's "proposed compliance response does not align with existing infrastructure" and that the site "currently captures and diverts stormwater from the operational (screening and stockpiling) area" and "releases sediment laden water to the road reserve on Fogarty Road". They raised concerns about discharged water creating a safety hazard within the road reserve and resulting in encroachment of water onto their lot on the opposite of Fogarty Road. Stormwater, erosion and sediment control measures are required and conditioned within the Environmental Authority approval issued under the <i>Environmental Protection Act 1994</i> by the Department of Environment and Science (DES). The Environmental Authority approval takes precedence with regard to this concern and it is considered that it is better addressed under those conditions rather than Council's jurisdiction. The change application was assessed by the environmental authority through the mandated concurrence referral to the State Assessment Referral Agency (SARA).</p> <p>The concurrence referral agency (SARA) has undertaken assessment as part of the change application process and provided advice stating, "The applicant is also required to submit an amendment application to the Department of Environment and Science in accordance with Chapter 5, Part 7 of the <i>Environmental Protection Act 1994</i> to amend the environmental authority EPPR00236013 prior to commencing any activities associated with the increased rate of extraction". Therefore, Council officers deem that appropriate consideration has been given to stormwater management, erosion and sediment control within the context of this change application to the development permit.</p>
<p>Flood Impact Assessment and unlawfully built structures in the Flood Hazard Overlay</p>	<p>The submitter/s raised concerns around the Flood Impact Assessment prepared and lodged by the applicant. The primary concern is in relation to an identified increase to peak flood levels west of the subject site which affects the submitter/s property. Council officers' analysis of the Flood Impact Assessment and review of the modelled flood impacts resulting from the proposed development has been detailed above within the assessment benchmarks section of the Statement of Reasons.</p> <p>The submitter's also raised concerns in relation to some perceived inaccuracies in the Flood Impact Assessment e.g. they believe the referenced stockpile of topsoil on the eastern boundary to be a "permanent bund with extensive drain constructed on the internal side". However, the Flood Impact Assessment recommends removal of this 'stockpile' and other areas to revert the part of the land to the natural surface level and reduce off-site flood impacts. Bund walls around the extraction pits will be reduced to Q100 levels but are required to prevent contaminated water from exiting the site in accordance with the conditions of the Environmental Authority approval managed by the Department of Environment and Science (DES).</p>
<p>Biodiversity overlay and land rehabilitation</p>	<p>The submitter/s raised a concern in relation to an inconsistency between different parts of the application material regarding the proposed rehabilitation approach. Separate parts of the material alternatively state that the land be returned to grazing pasture or the extractive pits are to be used as agricultural water storages on the extractive industry ceasing to operate. The Environmental Authority approval contains conditions relating to the rehabilitation of the land and it is considered reasonable that this takes precedence and is best addressed under those conditions.</p> <p>The concurrence referral agency (SARA) has undertaken assessment as part of the change application process and provided advice stating, "The applicant is also required to submit an amendment application to the Department of Environment and Science in accordance with Chapter 5, Part 7 of the <i>Environmental Protection Act 1994</i> to amend the environmental authority EPPR00236013 prior to commencing any activities associated with the increased rate of extraction".</p>

	<p>Therefore, Council officers deem that appropriate consideration has been given to biodiversity matters within the context of this change application to the development permit.</p>
Dust mitigation measures	<p>The submitter/s raised concerns around dust mitigation measures not being implemented appropriately or effectively. An Environmental Report provides detail around the exact measures intended to be implemented and has been included as an approved plan/document for the Development Permit (refer to condition 2.1) to form part of the operating procedures for the development. Dust mitigation and other environmental nuisance matters are regulated under the <i>Environmental Protection Act 1994</i> and subordinate legislation managed by the Department of Environment and Science (DES). The Environmental Authority approval EPPR00236013 provides conditions for managing dust and environmental nuisance in accordance with the relevant standards for Environmentally Relevant Activities (ERA).</p> <p>The concurrence referral agency (SARA) has undertaken assessment as part of the change application process and provided advice stating, "The applicant is also required to submit an amendment application to the Department of Environment and Science in accordance with Chapter 5, Part 7 of the <i>Environmental Protection Act 1994</i> to amend the environmental authority EPPR00236013 prior to commencing any activities associated with the increased rate of extraction". Therefore, Council officers deem that appropriate consideration has been given to dust mitigation within the context of this change application to the development permit.</p>
Environmental report inconsistencies and errors	<p>The submitter/s raised concerns around inconsistencies and errors in the Applicant's environmental report. Some of these concerns relate to matters that are subject to the Environmental Authority approval managed by the Department of Environment and Science (DES). Therefore it is not considered reasonable or relevant for Council to comment on these particular matters.</p> <p>The concurrence referral agency (SARA) has undertaken assessment as part of the change application process and provided advice stating, "The applicant is also required to submit an amendment application to the Department of Environment and Science in accordance with Chapter 5, Part 7 of the <i>Environmental Protection Act 1994</i> to amend the environmental authority EPPR00236013 prior to commencing any activities associated with the increased rate of extraction". Therefore, Council officers deem that appropriate consideration has been given to the applicant's environmental report.</p>
Environmental Authority Approval EPPR00236013	<p>The submitter/s raised concerns in relation to the existing Environmental Authority approval that relates to the existing extractive industry activity as well as the proposed changes. The Environmental Authority approval is not subject to Council's jurisdiction for decision-making or compliance purposes but is instead managed by the Department of Environment and Science (DES).</p> <p>The concurrence referral agency (SARA) has undertaken assessment as part of the change application process and provided advice stating, "The applicant is also required to submit an amendment application to the Department of Environment and Science in accordance with Chapter 5, Part 7 of the <i>Environmental Protection Act 1994</i> to amend the environmental authority EPPR00236013 prior to commencing any activities associated with the increased rate of extraction". Therefore, Council officers deem that appropriate consideration has been given to the Environmental Authority approval within the context of this change application to the development permit.</p>

Matters prescribed by regulation

- The Rockhampton Region Planning Scheme 2015 (version 2.2);
- Central Queensland Regional Plan 2013;
- State Planning Policy (July 2017);
- The existing development approval D/278-2013;
- The common material, being the material submitted with the application.

RECOMMENDATION B

THAT in relation to the application for an 'Other Change' to Development Permit D/278-2013 for Material Change of Use for an Extractive Industry, made by P. Waardyk and M. Stokes, located at Lot 100 Nine Mile Road, Fairy Bower, described as Lot 100 on SP318665, Council resolves to Approve the application subject to the following conditions:

1.0 ADMINISTRATION

- 1.1 The Developer is responsible for ensuring compliance with this approval and the Conditions of the approval by an employee, agent, contractor or invitee of the Developer.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- 1.4 All conditions, works, or requirements of this approval must be undertaken and completed prior to the commencement of the use, unless otherwise stated.
- 1.5 Where applicable, infrastructure requirements of this approval must be contributed to the relevant authorities, at no cost to Council prior to the commencement of the use, unless otherwise stated.
- 1.6 The following further Development Permits must be obtained prior to the commencement of any works associated with their purposes:
 - 1.6.1 Operational Works:
 - (i) Deleted
 - (ii) Deleted
 - (iii) Deleted
 - (iv) Site Works;
 - 1.6.2 Building Works Assessable against the Planning Scheme (Preliminary Approval);
 - 1.6.3 Building Works Assessable against the Building Assessment Provisions.
- 1.7 All Development Permits for Operational Works and Plumbing and Drainage Works must be obtained prior to the issue of a Development Permit for Building Works.
- 1.8 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.
- 1.9 All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.
- 1.10 Deleted

- 1.11 The Environmentally Relevant Activity Permit must be amended to reflect this development approval and approved by the Department of Environment and Science prior to the commencement of the use.

2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

<u>Plan / Document Name</u>	<u>Plan / Document Number & Revision / Issue</u>	<u>Prepared By</u>	<u>Dated</u>
Proposed Site Development Layout	WD1057.1, Rev C	Tapsell Consulting Engineers	14 September 2011
Location of Proposed Project Area	6208-06m, Rev B	Schlencker Surveying	18 November 2011
Material Change of Use (Extractive Industry) 'Other Change'	7379-01-MCU-A, Issue A	Capricorn Survey Group (CQ)	14 June 2019
Site Management Plan to Extract Sand from the Corner of Fogarty Road & Nine Mile Road (Lots 431 & 432 on LIV401245)	-	Hardcore Performance Pty Ltd	Not Dated
Preliminary Acid Sulphate Soil Investigation Proposed Sand Extractive Industry	3798-100810-1.0, Final Issue	Future-Plus Environmental	16 August 2010
Letter from McMurtrie Consulting Engineers to DTMR regarding Traffic Engineering Assessment of Proposed Use	026-10-11	McMurtrie Consulting Engineers	15 May 2013
Transport and Pavement Impact Assessment	R002-22-23/004, Rev B	McMurtrie Consulting Engineers	28 August 2023
Technical Memorandum from McMurtrie Consulting Engineers	R002-22-23/004	McMurtrie Consulting Engineers	27 November 2023
Lot 100 Nine Mile Road, Fairy Bower – Flood Impact Assessment	R.30001.001.002, Issue 2	Water Engineering Plus	22 August 2023
Environmental Report	D/278-2013, EPR01425013, Final V2	Steer Environmental Consulting	12 September 2023

- 2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.
- 2.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for endorsement by Council prior to the submission of a Development Application for Operational Works.

3.0 STAGED DEVELOPMENT

- 3.1 Deleted.

3.2 Deleted.

3.3 Deleted.

4.0 ROAD WORKS

4.1 Deleted

4.2 Deleted

4.3 Deleted

4.4 A road maintenance levy must be paid on a six-monthly basis for the duration of the activity, calculated by the owner / operator of the development. Details are to be provided to Council every six months, which includes the tonnage hauled from the site over the preceding six-month period and the calculation of the levy payable. The calculation must be based on the below rate and increased by Consumer Price Index (CPI) as appropriate. The amount shown below is relevant for the March 2013 value and will be calculated in future years adjusted each year by the CPI (All Groups Brisbane).

Tonnage	Rate
0-250,000 tonnes	\$0.4153 per tonne

Note: CPI of March 2013 – 102.0

4.5 A road maintenance levy must be paid on a six-monthly basis for the duration of the activity, calculated by the owner / operator of the development. Details are to be provided to Council every six months, which includes the tonnage hauled from the site over the preceding six-month period and the calculation of the levy payable. The calculation must be based on the below rate and increased by Consumer Price Index (CPI) as appropriate. The amount shown below is relevant for the December 2023 value and will be calculated in future years adjusted each year by the CPI (All Groups Brisbane).

Tonnage	Rate
250,001 - 500,000 tonnes	\$0.4697 per tonne

Note: CPI of December 2023 – 137.7

4.6 Prior to commencing haulage from the site greater than 250,000tpa, two sets of roadside signs including 'Narrow Bridge' (W4-1) and 'Next 200m' (R9-6) must be installed at 200 metres south and 200 metres north of Lion Creek Bridge. Additionally, a sign stating 'Trucks stops here to give-way to opposing traffic' must be installed at 15 metres south of the Lion Creek Bridge with appropriate line markings.

4.7 For the extraction volume of material above 250,000 tonnes, a 'bridge/major drainage structures' levy must be paid on a six-monthly basis for the duration of the activity, calculated by the owner / operator of the development. Details are to be provided to Council every six months which includes the tonnage hauled from the site over the preceding six month period and the calculation of the levy payable. The calculation must be based on the below rate and increased by Consumer Price Index (CPI) as appropriate. The amount shown below is relevant for the December 2023 value and will be calculated in future years adjusted each year by the CPI (All Groups Brisbane).

Tonnage	Rate
250,001 - 500,000 tonnes	\$0.11 per tonne

Note: CPI of December 2023 – 137.7

5.0 ACCESS WORKS

5.1 Deleted

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- 5.2 All access works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines* and *Australian Standard AS2890 "Parking Facilities"*
- 5.3 Deleted
- 6.0 STORMWATER WORKS
- 6.1 Deleted
- 6.2 Deleted
- 6.3 All stormwater drainage must be discharged such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure.
- 6.4 Deleted
- 7.0 SITE WORKS
- 7.1 A Development Permit for Operational Works (site works) must be obtained prior to the commencement of any site works.
- 7.2 Any application for a Development Permit for Operational Works (site works) must be accompanied by an earthworks' plan which clearly identifies the following:
- 7.2.1 the location of cut and/or fill;
 - 7.2.2 the type of fill to be used and the manner in which it is to be compacted;
 - 7.2.3 the quantum of fill to be deposited or removed and finished cut and/or fill levels;
 - 7.2.4 details of any proposed access routes to the site which are intended to be used to transport fill to or from the site; and
 - 7.2.5 the maintenance of access roads to and from the site so that they are free of all cut and/or fill material and cleaned as necessary.
- 7.3 As recommended in the report titled Preliminary Acid Sulphate Soil Investigation (refer to Condition 2.1), further testing for acid sulphate soils must be completed in accordance with the *State Planning Policy 2/02 – Planning and Managing Development Involving Acid Sulphate Soils*, the *Guidelines for Sampling and Analysis of Lowland Acid Sulphate Soils in Queensland 1998* and *Queensland Acid Sulphate Soil Technical Manual – Soil Management Guidelines*. The results of this further testing must be submitted to Council as part of any application for a Development Permit for Operational Works (site works).
- 7.4 Groundwater extraction activities (including drainage, pumping or other activity that removes groundwater) carried out in association with excavation activities require a groundwater investigation in accordance with Section 7 of the *State Planning Policy 2/02 Planning and Managing Development Involving Acid Sulphate Soils*. The results of this investigation are to be submitted as part of any application for a Development Permit for Operational Works (site works).
- 7.5 Sampling associated with the acid sulfate soils investigation should follow the *Guidelines for Sampling and Analysis of Lowland Acid Sulphate Soils in Queensland (Ahern et al 1998)*. Laboratory analysis associated with the acid sulphate soils investigation should follow the *Laboratory Methods Guidelines of the Queensland Acid Sulphate Soil Technical Manual*.
- 7.6 If Acid Sulphate Soils are found to be present an appropriate management plan must be submitted to Council for approval along with any application for a Development Permit for Operational Works (site works).
- 7.7 Site works must be constructed such that they do not, at any time, cause an unreasonable interference with infrastructure or a person's use of land.
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- 7.8 Any vegetation cleared or removed must be:
- (i) mulched on-site and utilised on-site for landscaping purposes;
 - (ii) removed for disposal at a location approved by Council within sixty (60) days of clearing; or
 - (iii) Burned in accordance with a permit obtained from the local Fire Warden.
- 7.9 Deleted
- 7.10 Deleted
- 7.11 Topsoil stockpiles must be stored in a way that minimises any obstruction, restriction or alteration of floodwater flow direction.
- 7.12 All activities must be carried out in accordance with the Flood Impact Assessment recommendations in particular mitigation options and future works.
- (i) Removal/shortening of Environmentally Relevant Activity (ERA) berms/Topsoil stockpiles along both the eastern boundary and to the southeast of the excavation void;
 - (ii) Lowering of short topsoil stockpiles adjacent to Fogarty Road in north of site to 2016 levels;
 - (iii) Lower level of area around pond north of main site access road; and
 - (iv) Filling of western extents of extraction void back to 2008 levels and relocating pit berms to the east.
- 8.0 ASSET MANAGEMENT
- 8.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be at full cost to the Developer.
- 8.2 Any damage to existing kerb and channel, pathway or roadway (including removal of concrete slurry from public land, pathway, roads, kerb and channel and stormwater gullies and drainage lines) which may occur during any works carried out in association with the approved development must be repaired. This must include the reinstatement of the existing traffic signs and pavement markings which may have been removed.
- 8.3 Deleted
- 9.0 ENVIRONMENTAL
- 9.1 Any application for a Development Permit for Operational Works must be accompanied by a detailed Erosion and Sedimentation Control Plan as detailed in the Site Management Plan to Extract Sand from the Corner of Fogarty Road and Nine Mile Road (Lots 431 and 432 on LIV401245) prepared by Hardcore Performance Pty Ltd.
- 9.2 The Erosion and Sedimentation Control Plan must be implemented and maintained on-site for the duration of the works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped). The prepared Erosion and Sedimentation Control Management Plan must be available on-site for inspection by Council Officers during those works.
- 10.0 OPERATING PROCEDURES
- 10.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted in Fogarty Road or Nine Mile Road.
- 10.2 This approval is for the extraction and transportation of sand from the subject premises which must be undertaken in accordance with the endorsed plans (refer to condition 2.1) and at an extraction rate of no more than 500,000 tonnes per annum.

- 10.3 The hours of operations must be limited to:
- (i) 0600 hours to 1800 hours on Monday to Saturday; and
 - (ii) no operations on Sunday or Public Holidays
- 10.4 A detailed record of the extraction, including date, quantity extracted and transported from site must be maintained on site for inspection by Council.
- 10.5 There must be no servicing or maintenance of vehicles on the site.
- 10.6 Excavation and filling must be located sufficiently clear of the boundary so that there is no damage to adjoining properties or road reserves due to the effects of erosion.
- 10.7 Deleted
- 10.8 No contaminated water must be directly or indirectly released from the premises on to the ground, into groundwater or natural run-off systems.
- 10.9 Cleaning of plant and trucks must be carried out in area where contaminants cannot be released into the environment.
- 10.10 All waste materials and consumables generated by the operation must be immediately removed from site and disposed of at a licensed waste receiver. Any chemicals, fuels or consumables in containers of greater than 15 litres must be stored within a secondary containment system.
- 10.11 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with 'Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting'.
- 10.12 B-Double or larger vehicles are not permitted to enter or be used within the subject site.
- Note:** B-Double or larger vehicles are not permitted to use Fogarty Road and Nine Mile Road as it is not a B-Double route, except where an appropriate National Heavy Vehicle Regulator Permit has been obtained.
- 11.0 PLUMBING AND DRAINAGE WORKS
- 11.1 On-site water supply for domestic and firefighting purposes must be provided and may include the provision of a bore, dams, water storage tanks or a combination of each.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage Act, 2003

It is advised that under section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal Cultural Heritage legislation. The information on Aboriginal Cultural Heritage is available on the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships www.dsdsatsip.qld.gov.au/

NOTE 2. General Environmental Duty

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

NOTE 3. General Safety Of Public During Construction

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

NOTE 4. Infrastructure Charges Notice

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

NOTE 5. Duty to Notify of Environmental Harm

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Rockhampton Regional Council.

NOTE 6. Environmental Nuisance

Emissions from the activity must not cause an environmental nuisance.

NOTE 7. Building Work

A Development Permit for Building Works assessable against the Building Assessment Provisions must be obtained for any buildings or structures on the site.

NOTE 8. Building Work Assessable Against the Planning Scheme

A Preliminary Approval for Building Works Assessable against the Planning Scheme must be obtained for any buildings or structures on the site. An application must be made to Council and be accompanied by a Flood Impact Assessment prepared and endorsed by a Registered Engineer Professional of Queensland (RPEQ).

NOTE 9. Plumbing and Drainage Work

All regulated internal plumbing and drainage works must be designed and constructed in accordance with the *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008, Plumbing and Drainage Act 2018*, and Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.

NOTE 10. Sanitary Drainage Work

On-site sewerage treatment and disposal must be provided in accordance with the Queensland Plumbing and Wastewater Code and Council's Plumbing and Drainage Policies.

All regulated sanitary drainage works must comply with *Australian Plumbing and Drainage Standard AS3500* Part 2 section 3 and 4 for flood affected areas.

SITE AND LOCALITY

The subject site is located at Lot 100 Nine Mile Road, Fairy Bower, formally described as Lot 100 on SP318665, which is a large rural lot that has a total site area of 60.23 hectares (see **Attachment 1**). The site is improved by an existing extractive industry which this 'other' change application seeks to amend. The subject site is immediately bound by:

- North – Nine Mile Road (Rural Arterial) and the future state transport corridor described as the 'Rockhampton Ring Road'.

- East – Vacant rural land and the future state transport corridor described as the 'Rockhampton Ring Road'.
- South – Unconstructed Newman Road (road reserve with no designation under the road hierarchy) and vacant rural land used for animal husbandry (horses and cattle).
- West – Fogarty Road (Rural Access), vacant rural land and a neighbouring extractive industry activity.

The wider area is characterised by Rural zoning and Extreme (H5) Riverine Flood Hazard. The Rockhampton Airport is located further to the east while other extractive industry activities are located further to the west and south of the site.

PROPOSAL

The subject application is seeking to amend an existing Development Permit for Material Change of Use for Extractive Industry at Lot 100 Nine Mile Road, Fairy Bower, formally described Lot 100 on SP318665. The application proposes to alter the current maximum material extraction of 250,000 tonnes per annum (tpa) to 500,000 tpa. The applicant is seeking the ability to increase the scale and intensity of sand extraction and processing at Hardcore Sands to up to 500,000 tonnes per year to successfully supply significant construction projects planned for around Rockhampton and adjacent local government areas. The proposal constitutes substantially different development with additional impacts to be considered compared to what is currently approved and is therefore considered a non-minor change (i.e. an 'other' change).

Accompanying application material and technical reporting was provided addressing relevant assessment benchmarks within the *Rockhampton Region Planning Scheme 2015* relating to the proposed expansion of the existing quarry. Additional technical reporting included:

- Transport and Pavement Impact Assessment (TPIA);
- Flood Impact Assessment; and
- Environmental Report.

The extractive industry land use also involves environmentally relevant activities (ERAs) which are regulated by the Queensland government's Department Environment and Science (DES). The proposal therefore also requires amendments to the existing Environmental Authority approvals; however this is undertaken through a separate application with DES.

CHANGES TO CONDITIONS

As a result of the proposed changes to the development, a number of conditions of the existing approval are required to be amended. The conditions which are being amended in relation to the requested change have been summarised below:

Condition Amended	Type of Amendment
Condition 1.6	Changed
Condition 1.10	Deleted
Condition 1.11	New
Condition 2.1	Changed
Condition 4.1	Deleted
Condition 4.2	Deleted
Condition 4.3	Deleted
Condition 4.4	Changed
Condition 4.5	New
Condition 4.6	New

Condition 4.7	New
Condition 5.1	Deleted
Condition 5.2	Changed
Condition 5.3	Deleted
Condition 6.1	Deleted
Condition 6.2	Deleted
Condition 6.3	Deleted
Condition 6.4	Deleted
Condition 7.7	Changed
Condition 7.8	Changed
Condition 7.9	Deleted
Condition 7.10	Deleted
Condition 7.11	New
Condition 7.12	New
Condition 8.3	Deleted
Condition 10.2	Changed
Condition 10.10	New
Condition 10.11	New
Condition 10.12	New
Condition 11.1	New

In addition to the above changes, advisory notes have been included in reference to relevant matters that align with current standards, legislation and other requirements.

Advisory Note Amended	Type of Amendment
Advisory Note 1	New
Advisory Note 2	New
Advisory Note 4	New
Advisory Note 5	New
Advisory Note 7	New
Advisory Note 8	New
Advisory Note 9	New
Advisory Note 10	New

PLANNING ASSESSMENT

MATTERS FOR CONSIDERATION

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

Development Engineering Comments

Support, subject to conditions.

Public and Environmental Health Comments

Support, subject to conditions.

Other Staff Technical Comments

Not applicable as the application was not referred to any other technical staff.

TOWN PLANNING COMMENTS**State Planning Policy 2017**

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

Central Queensland Regional Plan 2013

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

Rockhampton Region Planning Scheme 2015**Strategic framework**

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

- (i) Settlement Pattern
- (ii) Natural Environment and Hazards
- (iii) Community Identity diversity
- (iv) Access and Mobility
- (v) Infrastructure and Services; and
- (vi) Natural Resources and Economic Development

A performance assessment of the proposal demonstrates that the amended development will not compromise the strategic outcomes of the *Rockhampton Region Planning Scheme 2015*.

Rural Zone

The subject site is situated within the Rural Zone under the *Rockhampton Region Planning Scheme 2015* (version 2.2). This application is consistent with the purpose of the Rural Zone and achieves the relevant overall outcomes which have been identified below. This is supported by reasonable and relevant conditions.

(2) *The purpose of the zone will be achieved through the following outcomes:*

[.....]

(b) *development:*

- (i) *does not detract from the scenic landscape features of rural land including the Fitzroy River, floodplains, lagoons, wetlands, salt pans, mountains and ridges and the coastline;*

- (ii) *is responsive to the environmental characteristics and constraints of the land, and minimises impacts on natural features such as waterways, wetlands and remnant vegetation;*
- (iii) *has legal and practical access to the road hierarchy;*
- (iv) *is serviced by infrastructure that is commensurate with the needs of the use; and*
- (v) *maximises energy efficiency and water conservation;*

[.....]

- (e) *development does not alienate or impact on the productive agricultural capacity of rural areas and agricultural land is protected from incompatible development;*
Editor's note—Agricultural land classified as Class A or Class B is identified on the agricultural land classification overlay map OM-13.
- (l) *extractive industries (including Marmor limeworks) on rural land are protected from encroachment by incompatible uses;*
- (m) *extractive industry minimises environmental and traffic impacts. Once the operation has ceased the site is rehabilitated;*

Rockhampton Regional Planning Scheme Codes

The following codes are applicable to this application:

- Rural Zone Code;
- Acid Sulfate Soils Overlay Code;
- Airport Environs Overlay Code;
- Biodiversity Overlay Code;
- Flood Hazard Overlay Code;
- Steep Land Overlay Code;
- Extractive Industry Code;
- Access, Parking and Transport Code;
- Landscape Code;
- Stormwater Management Code;
- Waste Management Code; and
- Water and Sewer Code.

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

INFRASTRUCTURE CHARGES

Charges Resolution (No. 1) of 2022 for non-residential development applies to the application. An Extractive Industry falls within the ambit of the "Other Uses" category under the Charges Resolution, for which Council has discretion to decide the applicable infrastructure charges at the time of assessment. As the proposed development is conditioned to provide a road maintenance levy and the site is not otherwise serviced by any other Council infrastructure networks, Council has decided not to levy infrastructure charges for the proposed development. Therefore, no infrastructure charges are payable and an Infrastructure Charges Notice is not required for the development.

CONSULTATION

The proposal was the subject of public notification between 25 September 2023 and 19 October 2023, in accordance with the requirements of the *Planning Act 2016* and the Development Assessment Rules. During the course of public notification, three (3) properly submissions was received by Council. The matters raised in the submissions have been considered by Council officers as part of the assessment of this application. A summary of the concerns raised and how they have been addressed is included in the Statement of Reasons as presented in **Recommendation A**.

REFERRALS

The application was referred to the Department of State Development, Infrastructure, Local Government and Planning (State Assessment and Referral Agency Department) as a Concurrence Agency. The Department assessed the application and provided a referral agency response (SARA Reference: 2207-2971-19) on 26 October 2023.

CONCLUSION

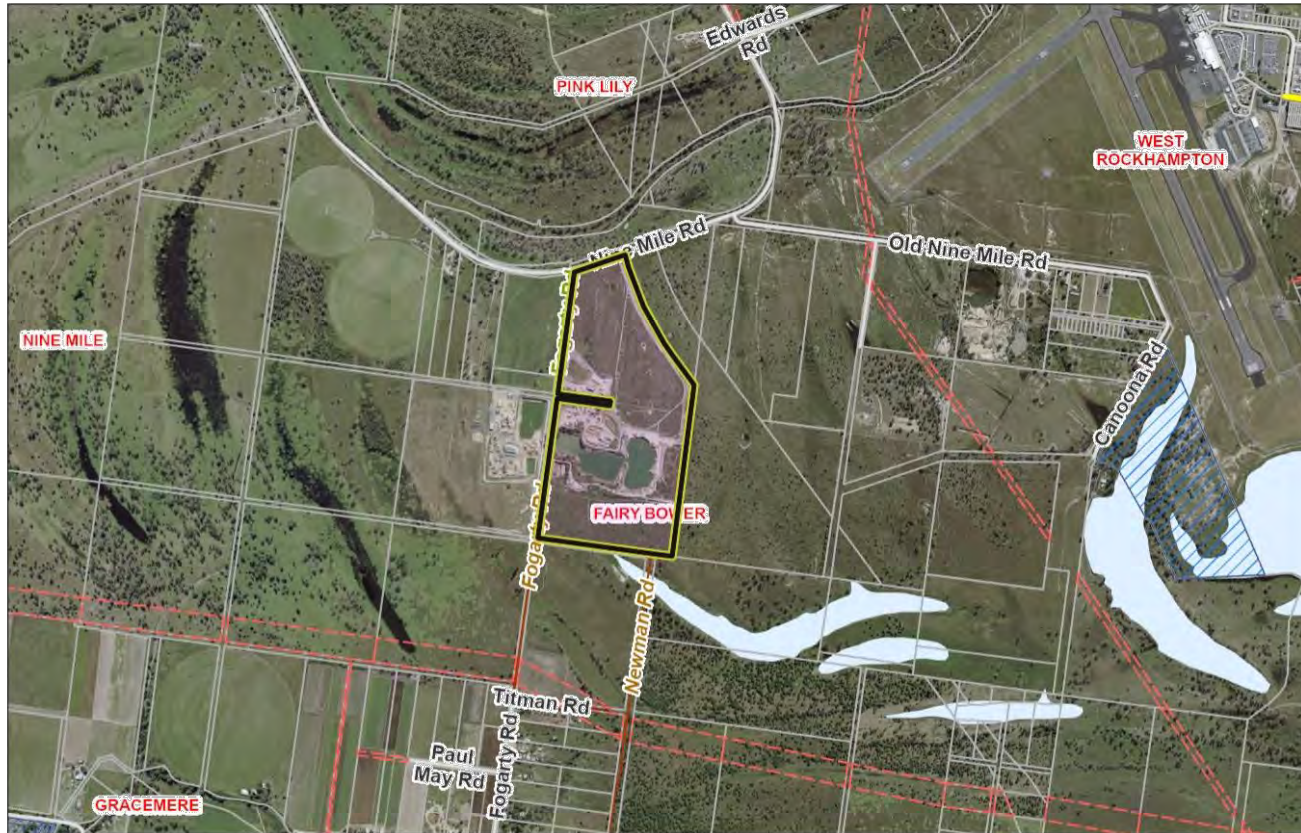
THAT the proposed development is not anticipated to compromise the Strategic Framework of the *Rockhampton Region Planning Scheme 2015*. Furthermore, the proposal generally complies with the provisions included in the applicable codes. The proposal is therefore, recommended for approval in accordance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

**D/278-2013 - APPLICATION FOR
'OTHER CHANGE' TO DEVELOPMENT
PERMIT FOR MATERIAL CHANGE OF
USE FOR AN EXTRACTIVE INDUSTRY**

Locality Plan

Meeting Date: 25 June 2024

Attachment No: 1



Legend

- Notes
- Lot
- Unit
- State parcels
 - CV - Easement
 - FD - Subdiv Diagram
 - FR - Easement
 - LL - Lease Lease
 - MR - Mining Lease
 - PP - Plot a Parole
- Examined
- Property Parcels (MAP)
- Roads
 - Major Road
 - Major Street Road
 - Standard Council Rd
 - Access Road
 - Private Road
 - Unsubstantiated
- Other
 - RIR Boundary
 - Other
 - River
 - DCSR Parks
 - National Park
 - Reserve
 - State Forest

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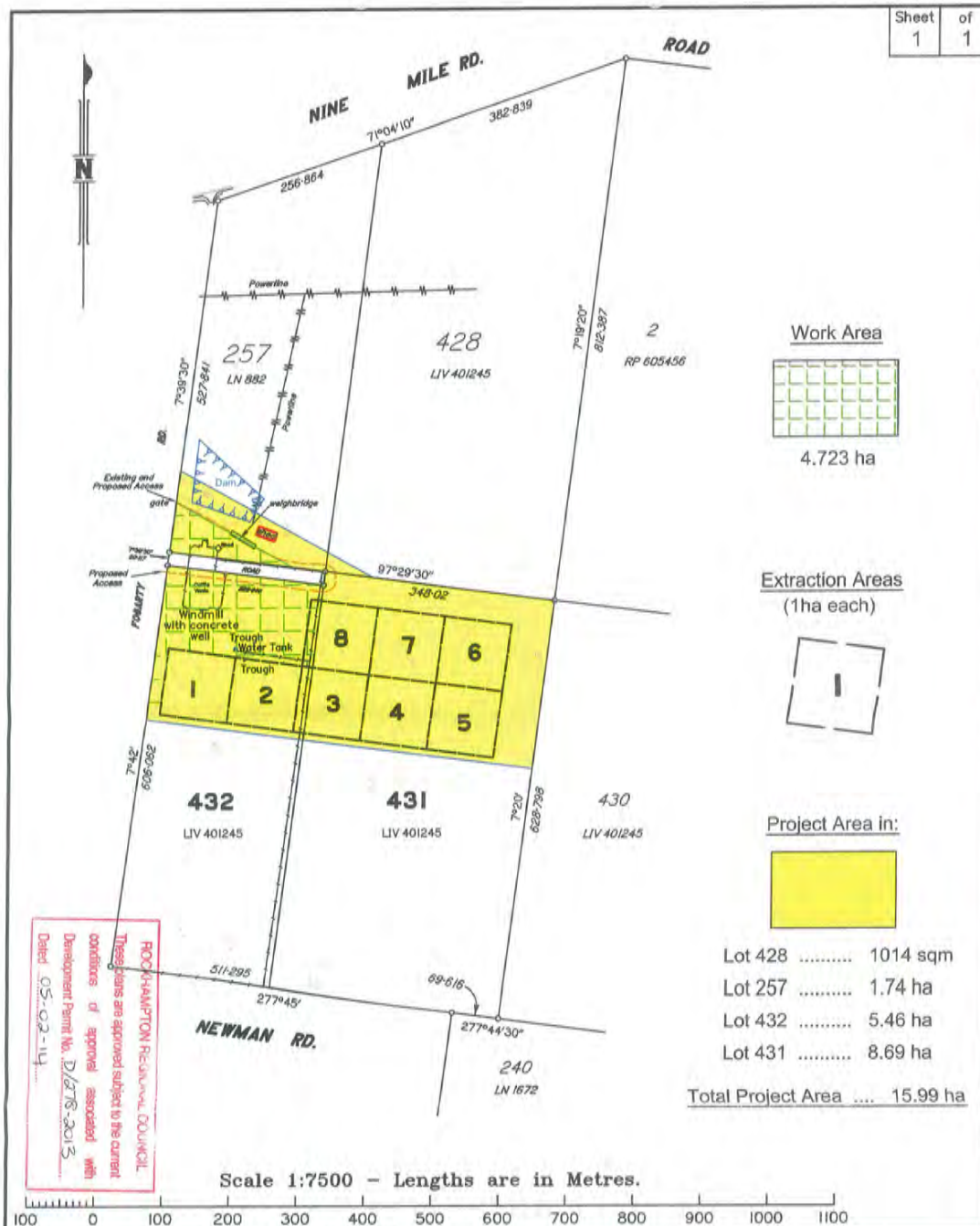


**D/278-2013 - APPLICATION FOR
'OTHER CHANGE' TO DEVELOPMENT
PERMIT FOR MATERIAL CHANGE OF
USE FOR AN EXTRACTIVE INDUSTRY**

Site Plan

Meeting Date: 25 June 2024

Attachment No: 2



Sheet 1 of 1

Work Area

 4.723 ha

Extraction Areas
 (1ha each)

Project Area in:

 Lot 428 1014 sqm
 Lot 257 1.74 ha
 Lot 432 5.46 ha
 Lot 431 8.69 ha
Total Project Area 15.99 ha

ROCKHAMPTON REGIONAL COUNCIL
 These plans are approved subject to the current conditions of approval associated with Development Permit No. D/278-2013
 Dated 05-02-14

Plan of: Location of Proposed Project Area

<p>Notes: This plan was prepared to accompany an application to the Rockhampton Regional Council and should not be used for any other purpose. The dimensions and areas shown hereon are approximate only and subject to field survey and/or to the requirements of council and any other authority which may have requirements under any relevant legislation. In particular, no reliance should be placed on the information on this plan for any financial dealings involving the land. 0.25m Contours on AHD derived from PSM 45162, RL 7.541 (4th Order). This note is an integral part of this plan.</p>	<p>SCHLENCKER SURVEYING A.B.N. 37 147 066 810 SURVEYING, MAPPING & DEVELOPMENT CONSULTANTS 181 Esau St., ROCKHAMPTON Ph. (07) 49 271744 Fax (07) 49 223164 Also at BRISBANE & GOLD COAST</p>	Horizontal Datum:	Drawn:	Scale:
		C.A.M.	DCE	1:7500 @ A4
		Meridian:	Date:	Parish:
		MGA by RTK GPS	18-11-2011	ROCKHAMPTON
		Vertical Datum:	AutoCAD Scale:	County:
AHD	1:1000	Livingstone		
Derived from:	Backup:	Ref:	Rev:	
-	-	6208-06	B	

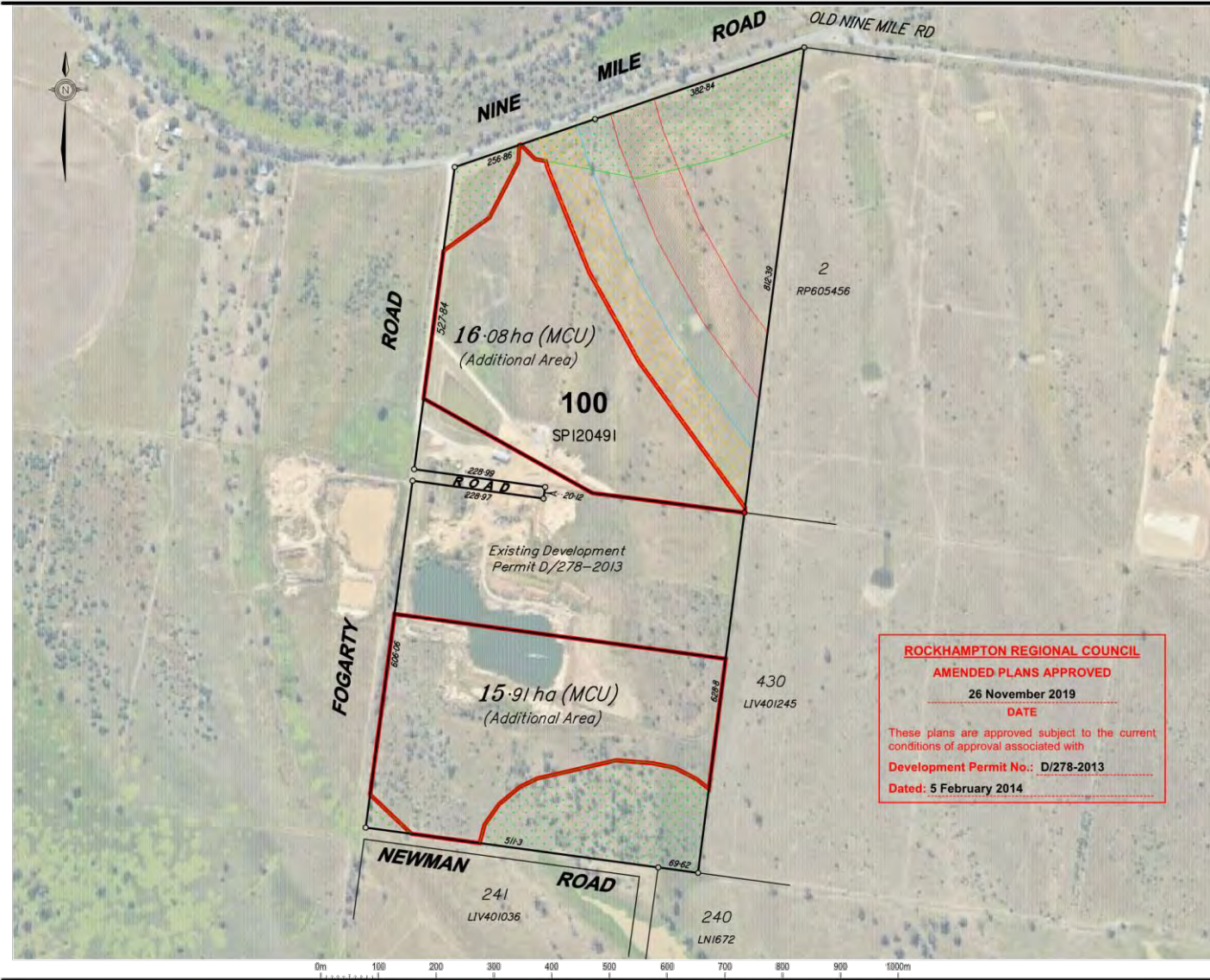
(C) 2011 Schlencker Surveying

**D/278-2013 - APPLICATION FOR
'OTHER CHANGE' TO DEVELOPMENT
PERMIT FOR MATERIAL CHANGE OF
USE FOR AN EXTRACTIVE INDUSTRY**

**Site Plan –
previous Minor Change Approval**

Meeting Date: 25 June 2024

Attachment No: 3



- Denotes Proposed MCU Expansion (Total 31.99ha)
- Denotes Future State Controlled Road
- Denotes Future Railway Land
- Denotes Proposed 70m Railway Buffer
- Denotes 200m HES Wetlands Buffer

IMPORTANT NOTE

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

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

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

This note is an integral part of this plan.

client:

P. Waardyk

project:

Nine Mile Road, Fairy Bower

planned:

Material Change of Use (Extractive Industry) 'Other Change'
(Existing Development Permit D/278-2013)

rp/:

Lot 100 on SP120491

lga:

Rockhampton Regional Council

initial	date	description	authorisation
0	14-06-2019	Initial Issue	ROC

created:



scale: 1:6000 @ A3
sheet no.: 1 of 1
plans: 7379-01-MCU-A
issue: 7379-01-MCU
date: A

ROCKHAMPTON REGIONAL COUNCIL
AMENDED PLANS APPROVED
26 November 2019
DATE

These plans are approved subject to the current conditions of approval associated with
Development Permit No.: D/278-2013
Dated: 5 February 2014

**D/278-2013 - APPLICATION FOR
'OTHER CHANGE' TO DEVELOPMENT
PERMIT FOR MATERIAL CHANGE OF
USE FOR AN EXTRACTIVE INDUSTRY**

**Environmental Authority Approval
EPPR00236013**

Meeting Date: 25 June 2024

Attachment No: 4

Permit

Environmental Protection Act 1994

Environmental authority EPPR00236013

This environmental authority is issued by the administering authority under Chapter 5 of the Environmental Protection Act 1994.

Environmental authority number: EPPR00236013

Environmental authority takes effect on 18 June 2020

Environmental authority holder

Name	Registered address
Paul Waardyk	26 Gremalis Dr PARKHURST QLD 4702 Australia

Environmentally relevant activity and location details

Environmentally relevant activities	Locations
ERA 16 - Extraction and Screening 1 Dredging, in a year, the following quantity of material, (c) more than 100,000t but not more than 1,000,000t.	Pink Lily Site Lot 40 PL4020, Lot 2 RP612164, Lot 3 RP618125, Lot 13 L16805, Lot 15 L16805 and Lot 16 L16805.
ERA 16 - Extraction and Screening 3: Screening, in a year, the following quantity of material, (b) more than 100,000t but not more than 1,000,000t.	
ERA 16 - Extraction and Screening 3: Screening, in a year, the following quantity of material (b) more than 100,000t but not more than 1,000,000t.	Fairy Bower Site Lot 100 SP120491
ERA 16 - Extraction and Screening 2: Extracting, other than by dredging, in a year, the following quantity of material (b) more than 100,000t but not more than 1,000,000t.	

Additional information for applicants

Environmentally relevant activities

The description of any environmentally relevant activity (ERA) for which an environmental authority (EA) is issued is a restatement of the ERA as defined by legislation at the time the EA is issued. Where there is any

Permit

Environmental authority

inconsistency between that description of an ERA and the conditions stated by an EA as to the scale, intensity or manner of carrying out an ERA, the conditions prevail to the extent of the inconsistency.

An EA authorises the carrying out of an ERA and does not authorise any environmental harm unless a condition stated by the EA specifically authorises environmental harm.

A person carrying out an ERA must also be a registered suitable operator under the *Environmental Protection Act 1994* (EP Act).

Contaminated land

It is a requirement of the EP Act that an owner or occupier of contaminated land give written notice to the administering authority if they become aware of the following:

- the happening of an event involving a hazardous contaminant on the contaminated land (notice must be given within 24 hours); or
- a change in the condition of the contaminated land (notice must be given within 24 hours); or
- a notifiable activity (as defined in Schedule 3) having been carried out, or is being carried out, on the contaminated land (notice must be given within 20 business days);

that is causing, or is reasonably likely to cause, serious or material environmental harm.

For further information, including the form for giving written notice, refer to the Queensland Government website www.qld.gov.au, using the search term 'duty to notify'.

Take effect

Please note that, in accordance with section 200 of the EP Act, an EA has effect:

- a) if the authority is for a prescribed ERA and it states that it takes effect on the day nominated by the holder of the authority in a written notice given to the administering authority-on the nominated day; or
- b) if the authority states a day or an event for it to take effect-on the stated day or when the stated event happens; or
- c) otherwise-on the day the authority is issued.

However, if the EA is authorising an activity that requires an additional authorisation (a relevant tenure for a resource activity, a development permit under the *Planning Act 2016* or an SDA Approval under the *State Development and Public Works Organisation Act 1971*), this EA will not take effect until the additional authorisation has taken effect.

If this EA takes effect when the additional authorisation takes effect, you must provide the administering authority written notice within 5 business days of receiving notification of the related additional authorisation taking effect.

If you have incorrectly claimed that an additional authorisation is not required, carrying out the ERA without the additional authorisation is not legal and could result in your prosecution for providing false or misleading information or operating without a valid environmental authority.

Permit

Environmental authority



Clancy Mackaway
Department of Environment and Science
Delegate of the administering authority
Environmental Protection Act 1994

Enquiries:
Extraction, Energy and Resources
Department of Environment and Science
Phone: 1300 130 372
Email: palm@des.qld.gov.au

Date issued: 18 June 2020



Permit

Environmental authority

Obligations under the *Environmental Protection Act 1994*

In addition to the requirements found in the conditions of this environmental authority, the holder must also meet their obligations under the EP Act, and the regulations made under the EP Act. For example, the holder must comply with the following provisions of the Act:

- general environmental duty (section 319)
- duty to notify environmental harm (section 320-320G)
- offence of causing serious or material environmental harm (sections 437-439)
- offence of causing environmental nuisance (section 440)
- offence of depositing prescribed water contaminants in waters and related matters (section 440ZG)
- offence to place contaminant where environmental harm or nuisance may be caused (section 443)

Permit

Environmental authority

Conditions of environmental authority**Part 1: Dredging operations located at Pink Lily Road, Pink Lily**

The environmentally relevant activities conducted at the locations as described above must be conducted in accordance with the following conditions.

Agency interest: General	
Condition number	Condition
A1	<p>Prior to the commencement of any environmentally relevant activity ('the activities') under this environmental authority, the holder of this environmental authority must:</p> <ul style="list-style-type: none"> a) develop an Integrated Environmental Management System (IEMS) which provides for the effective management by the holder of the actual and potential environmental impacts resulting from the carrying out of the activities; and b) implement and maintain the IEMS from the commencement of carrying out the activities.
A2	<p>The IEMS must provide for at least the following functions:</p> <ul style="list-style-type: none"> a) Training staff in the awareness of environmental issues related to carrying out the activity which must include at least: <ul style="list-style-type: none"> i. The environmental policy of the holder, so that all persons that carry out the activities are aware of all relevant commitments to environmental management; and ii. Any relevant environmental objectives and targets, so that all staff are aware of the relevant performance objectives and can work towards these; and iii. Control procedures to be implemented for routine operations for day to day activities to minimise likelihood of environmental harm, however occasioned or caused; and iv. Contingency plans and emergency procedures to be implemented for non-routine situations to deal with foreseeable risks and hazards including corrective responses to prevent and mitigate environmental harm (including any necessary site rehabilitation); and v. Organisational structure and responsibility to ensure that roles, responsibilities and authorities are appropriately defined to manage environmental issues effectively; and vi. Effective communication to ensure two-way communication on environmental matters between operational staff and higher management; vii. Their obligations in respect of monitoring, notification and record keeping obligations under the IEMS and relevant environmental authorities and/or development approvals; and b) Monitoring of the release of contaminants into the environment including procedures, methods, record keeping and notification of results;

Permit

Environmental authority

	<ul style="list-style-type: none"> c) Conducting assessment of the environmental impact of any release of contaminants into the environment; d) Periodic conduct of energy audits and review of environmental performance and procedures adopted, not less frequently than every twelve months; and e) Waste prevention, treatment and disposal; and f) A program for continuous improvement.
A3	The holder of this environmental authority must not implement or amend an IEMS (including any environmental management plan) that contravenes any condition of this environmental authority or any development condition applicable to carrying out the activities.
A4	<p>In carrying out the environmentally relevant activities, you must take all reasonable and practicable measures to prevent and / or to minimise the likelihood of environmental harm being caused. Any environmentally relevant activity, that, if carried out incompetently, or negligently, may cause environmental harm, in a manner that could have been prevented, shall be carried out in a proper manner in accordance with the conditions of this authority.</p> <p>NOTE: This authority authorises the environmentally relevant activity, it does not authorise environmental harm unless a condition contained within this authority explicitly authorises that harm. Where there is no condition or the authority is silent on a matter, the lack of a condition or silence shall not be construed as authorising harm.</p>
A5	<p>The holder must:</p> <ul style="list-style-type: none"> a) install all measures, plant and equipment necessary to ensure compliance with the conditions of this environmental authority; and b) maintain such measures, plant and equipment in a proper and efficient condition; and c) operate such measures, plant and equipment in a proper and efficient manner.
A6	<p>From commencement of the activity, a Site Based Management Plan (SBMP) must be implemented. The SBMP must identify all sources of environmental harm, including but not limited to the actual and potential release of all contaminants, the potential impact of these sources and what actions will be taken to prevent the likelihood of environmental harm being caused. The SBMP must also provide for the review and 'continual improvement' in the overall environmental performance of all Environmentally Relevant Activities that are carried out.</p> <p>The site based management plan must address the following matters:</p> <ul style="list-style-type: none"> a) Environmental commitments - a commitment by senior management to achieve environmental goals. b) Identification of environmental issues and potential impacts. c) Control measures for routine operations to minimise likelihood of environmental harm. d) Contingency plans and emergency procedures for non-routine situations. e) Organisational structure and responsibility. f) Effective communication. g) Monitoring of the contaminant releases. h) Conducting environmental impact assessments. i) Record keeping. j) Periodic review of environmental performance and continual improvement.



Permit

Environmental authority

A7	The only form of dredging to be carried out is sand extraction as described in the application.																
A8	The dredging activity and any disturbance to flora and fauna (both aquatic and terrestrial), rock bars or riffle areas that create natural pools or sand, gravel and clay in the bed of the waters must only be carried out on those areas designated on drawing number 010109/1 Revision 12, Graham Scott and Associates, Integrated Environmental Management System, Document No. 1, May 2001. Refer Schedule H – Figure 1																
A9	The placement of dredged spoil may only occur to those areas designated on drawing number 010109/02 and drawing number 010109/3 Revision 12, Graham Scott and Associates, Integrated Environmental Management System, Document No. 1, May 2001. Refer Schedule H – Figure 2																
G1	All complaints received must be recorded including investigations undertaken, conclusions formed and actions taken. This information must be made available to the administering authority on request.																
G2	In consultation with the administering authority, cooperate with and participate in any community environmental liaison committee established in respect of either the site specifically, or the industrial estate where the site is located.																
Agency interest: Air																	
Condition number	Condition																
B1	The release of noxious or offensive odours or any other noxious or offensive airborne contaminants resulting from the activity must not cause a nuisance at any odour sensitive place.																
B2	The release of dust and/or particulate matter resulting from the activity must not cause an environmental nuisance at any dust sensitive place.																
B3	The release of contaminants to the atmosphere from a point source must only occur from those release points identified in Schedule B - Table 1 and must be directed vertically upwards without any impedance or hindrance.																
<p>Schedule B – Table 1</p> <table border="1"> <thead> <tr> <th>Source Description</th> <th>Release Point and Stack Description</th> </tr> </thead> <tbody> <tr> <td>Medium Sand Dredge</td> <td>RP1, RP2 - diesel exhaust</td> </tr> <tr> <td>Booster Pump (Bank)</td> <td>RP3 - diesel exhaust</td> </tr> <tr> <td>Booster Pump (Floating)</td> <td>RP4 - diesel exhaust</td> </tr> <tr> <td>Medium Sand Plant</td> <td>RP6, RP7 - diesel exhaust</td> </tr> <tr> <td>Fine Sand Plant</td> <td>RP8 - diesel exhaust</td> </tr> <tr> <td>Fine Sand Dredge</td> <td>RP9, RP10 - diesel exhaust</td> </tr> <tr> <td>Gravel Plant</td> <td>RP5, RP11 - diesel exhaust</td> </tr> </tbody> </table>		Source Description	Release Point and Stack Description	Medium Sand Dredge	RP1, RP2 - diesel exhaust	Booster Pump (Bank)	RP3 - diesel exhaust	Booster Pump (Floating)	RP4 - diesel exhaust	Medium Sand Plant	RP6, RP7 - diesel exhaust	Fine Sand Plant	RP8 - diesel exhaust	Fine Sand Dredge	RP9, RP10 - diesel exhaust	Gravel Plant	RP5, RP11 - diesel exhaust
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Gravel Plant	RP5, RP11 - diesel exhaust																
Agency interest: Water																	



Permit

Environmental authority

Condition number	Condition
C1	Prevent the release of sediment to waters or a build-up of sediment in any stormwater drain.
C2	Water velocities through temporary watercourse diversions around works area must be maintained similar to pre-work velocities during such diversions and must be reinstated once dredging works are completed.
C3	Contaminants must not be released from the site to any waters or the bed and banks of any waters.
C4	There must be no release of stormwater runoff that has been in contact with any contaminants at the site to any waters, roadside gutter or stormwater drain.
Agency interest: Noise	
Condition number	Condition
D1	Noise from activities must not cause an environmental nuisance at any noise affected premises.
Agency interest: Land	
Condition number	Condition number
F1	<p>The authorised place must be rehabilitated (including all disturbed areas such as slopes, borrow pits, stockpile and screening areas) in a manner such that:</p> <ul style="list-style-type: none"> a) suitable native species of vegetation are planted and established; b) potential for erosion of the site is minimised; c) the quality of stormwater, water and seepage released from the site is such that releases of contaminants such as suspended solids, turbidity, total dissolved salts, pH, total iron, total aluminium, and total manganese are not likely to cause environmental harm; d) the likelihood of environmental nuisance being caused by release of dust is minimised; e) the water quality of any residual water bodies meets criteria for subsequent uses and does not have potential to cause environmental harm; f) the final landform is stable and not subject to slumping; and g) any actual and potential acid sulfate soils in or on the site are either not disturbed; or, submerged, or treated so as to not be likely to cause environmental harm.
F2	Rehabilitation of disturbed areas must take place progressively as works are staged and new areas of extraction are commenced.

Permit

Environmental authority

F3	Contaminants must not be released to land.
F4	Spillage of all chemicals and fuels must be contained within an on-site containment system and controlled in a manner that prevents environmental harm. NOTE: All petroleum product storage's must be designed, constructed and maintained in accordance with AS 1940 - Storage and Handling of Flammable and Combustible Liquids.
Agency interest: Waste	
Condition number	Condition
E1	All regulated waste removed from the site must be removed by a person who holds a current authority to transport such waste under the provisions of the <i>Environmental Protection Act 1994</i> .

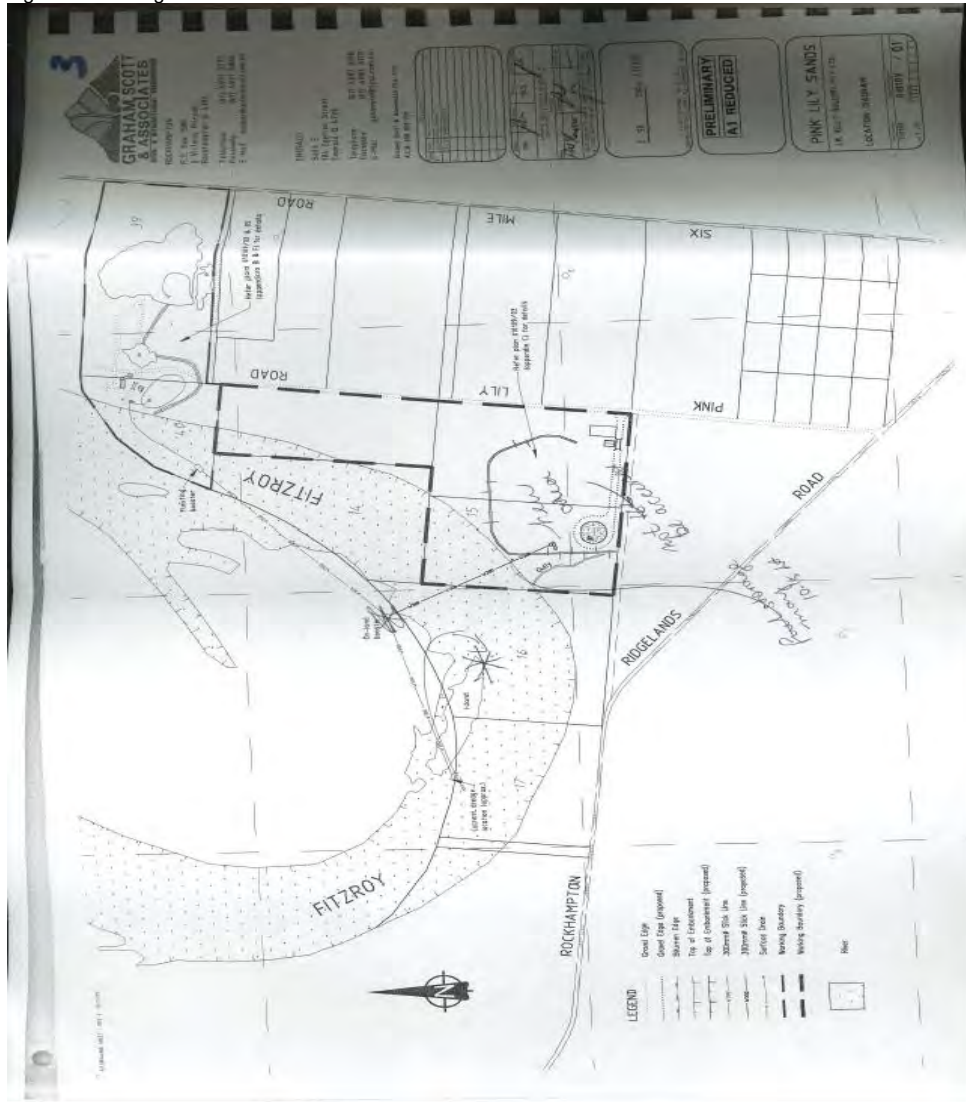


Permit

Environmental authority

Schedule H – Approved Plans

Figure 1: Drawing number 010109/1



Permit

Environmental authority

Part 2: Extraction operations located at Nine Mile Road, Fairy Bower

The environmentally relevant activities conducted at the locations as described above must be conducted in accordance with the following conditions.

Agency interest: General																																																																																											
Condition number	Condition																																																																																										
A1	<p>Activities conducted under this environmental authority must not be conducted contrary to any of the following limitations:</p> <p>a) The amount of sand extracted or screened from the quarry in any one year is to be no more than 250,000 tonnes.</p> <p>b) Activities must only occur within the additional areas and existing development permit area defined in Schedule G – Site Plan reference 7379-01-MCU-A with the following associated GPS Co-ordinates delineating the boundaries of the additional areas and existing development permit area:</p> <table border="1"> <thead> <tr> <th>Corner</th> <th>Latitude</th> <th>Longitude</th> <th>Corner</th> <th>Latitude</th> <th>Longitude</th> </tr> </thead> <tbody> <tr><td>1</td><td>-23.387689</td><td>150.451398</td><td>15</td><td>-23.395588</td><td>150.454111</td></tr> <tr><td>2</td><td>-23.387173</td><td>150.452172</td><td>16</td><td>-23.395841</td><td>150.452809</td></tr> <tr><td>3</td><td>-23.386301</td><td>150.452675</td><td>17</td><td>-23.395998</td><td>150.452444</td></tr> <tr><td>4</td><td>-23.386067</td><td>150.452687</td><td>18</td><td>-23.396198</td><td>150.452171</td></tr> <tr><td>5</td><td>-23.386310</td><td>150.452917</td><td>19</td><td>-23.396315</td><td>150.452054</td></tr> <tr><td>6</td><td>-23.386328</td><td>150.453076</td><td>20</td><td>-23.396588</td><td>150.451841</td></tr> <tr><td>7</td><td>-23.388094</td><td>150.453781</td><td>21</td><td>-23.396849</td><td>150.451763</td></tr> <tr><td>8</td><td>-23.389454</td><td>150.454563</td><td>22</td><td>-23.396677</td><td>150.450685</td></tr> <tr><td>9</td><td>-23.391772</td><td>150.456284</td><td>23</td><td>-23.396043</td><td>150.450016</td></tr> <tr><td>10</td><td>-23.396030</td><td>150.455592</td><td>24</td><td>-23.391225</td><td>150.450750</td></tr> <tr><td>11</td><td>-23.395867</td><td>150.455360</td><td>25</td><td>-23.391536</td><td>150.452955</td></tr> <tr><td>12</td><td>-23.395739</td><td>150.455089</td><td>26</td><td>-23.391350</td><td>150.452985</td></tr> <tr><td>13</td><td>-23.395675</td><td>150.454847</td><td>27</td><td>-23.391019</td><td>150.450786</td></tr> <tr><td>14</td><td>-23.395624</td><td>150.454529</td><td></td><td></td><td></td></tr> </tbody> </table>	Corner	Latitude	Longitude	Corner	Latitude	Longitude	1	-23.387689	150.451398	15	-23.395588	150.454111	2	-23.387173	150.452172	16	-23.395841	150.452809	3	-23.386301	150.452675	17	-23.395998	150.452444	4	-23.386067	150.452687	18	-23.396198	150.452171	5	-23.386310	150.452917	19	-23.396315	150.452054	6	-23.386328	150.453076	20	-23.396588	150.451841	7	-23.388094	150.453781	21	-23.396849	150.451763	8	-23.389454	150.454563	22	-23.396677	150.450685	9	-23.391772	150.456284	23	-23.396043	150.450016	10	-23.396030	150.455592	24	-23.391225	150.450750	11	-23.395867	150.455360	25	-23.391536	150.452955	12	-23.395739	150.455089	26	-23.391350	150.452985	13	-23.395675	150.454847	27	-23.391019	150.450786	14	-23.395624	150.454529			
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A2	All reasonable and practicable measures must be taken to prevent or minimise environmental harm caused by the activities.																																																																																										



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A3	Other than as permitted by this environmental authority, the release of a contaminant into the environment must not occur.
A4	If you become aware of any adverse impact on an environmental value you must notify the administering authority in writing of the full details of the adverse impact within 24 hours of becoming aware of the impact.
A5	Any breach of a condition of this environmental authority must be reported to the administering authority within 24 hours of becoming aware of the breach and record full details of the breach and any subsequent actions.
A6	When required by the administering authority, monitoring must be undertaken in the manner prescribed by the administering authority, to investigate a complaint of environmental nuisance arising from the activity. The monitoring results must be provided within 10 business days to the administering authority upon its request.
A7	The activity must be undertaken in accordance with written procedures that: <ol style="list-style-type: none"> 1. identify potential risks to the environment from the activity during routine operations, closure and an emergency; and 2. establish and maintain control measures that minimise the potential for environmental harm; and 3. ensure plant, equipment and measures are maintained in a proper and effective condition; and 4. ensure plant, equipment and measures are operated in a proper and effective manner; and 5. ensure that staff are trained and aware of their obligations under the <i>Environmental Protection Act 1994</i>; and 6. ensure that reviews of environmental performance are undertaken at least annually.
A8	All information and records that are required by the conditions of this environmental authority must be kept for a period of at least 5 years.
A9	The activity must not cause environmental nuisance at a nuisance sensitive place.
A10	The activity must not cause the release of dust or particulates that cause environmental nuisance beyond the boundary of the site.
A11	Chemicals and fuels in containers of greater than 15 litres must be stored within a secondary containment system.
Agency interest: Air	
Condition number	Condition
B1	Odours or airborne contaminants which are noxious or offensive or otherwise unreasonably disruptive to public amenity or safety must not be released to any nuisance sensitive place or commercial place.
Agency interest: Water	
Condition number	Condition

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C1	Contaminants must not be released to waters, including groundwater.
C2	Stormwater contaminated by the activity must be managed to minimise or prevent any adverse impacts on the values of the receiving environment.
C3	Ponds used for the storage or treatment of wastewater or wastes must be constructed, installed and maintained to: a) prevent any release of wastewater or wastes from the ponds to any waters other than during wet weather events b) minimise overflows during wet weather ensure the stability of the pond structure.
C4	Erosion and sediment control measures must be implemented and maintained to minimise erosion and the release of sediment.
C5	The discharge of waters from flood events is permitted, provided: a) no action is undertaken to cause the discharge, or increase the volume of the discharge; and b) all reasonable and practicable measures have been undertaken to minimise any environmental harm associated with the discharge from the site.
C6	The release of waters / contaminants from the site under condition C5, must be notified to the administering authority as soon as practicable within 24 hours of the discharge.
C7	The discharge to waters permitted under condition C5 must not contain any other properties at a concentration capable of causing environmental harm.
C8	The discharge to waters permitted under condition C5 must not produce any slick or other visible evidence of oil or grease, scum, litter or other visually objectionable matter.
C9	Stormwater that is not contaminated by the activity must be diverted away from areas where it may become contaminated by the activity. Stormwater that is contaminated by the activity must be directed to a treatment system.
C10	A groundwater monitoring program must be designed and implemented by an appropriately qualified person(s) to monitor the effects of the activity on groundwater.
C11	The groundwater monitoring program required by condition C10, must include the following: (a) be able to determine the impacts of the licensed activity on the groundwater quality; and (b) include, but not be limited to, a sufficient number of bores (minimum of three) installed at locations and depths which yield representative groundwater samples from at least the uppermost aquifer so as to: i. establish the quality of groundwater that has not been affected by seepage or drainage of contaminants to groundwater from the activity; and ii. detect any seepage of contaminants to groundwater from the licensed place; and (c) include monitoring of background groundwater quality, hydraulically up-gradient of any release of contaminants to groundwater; and (d) include monitoring of downstream groundwater quality, hydraulically down gradient of all ponds/dredged areas, or chemical storage areas; (e) include, but not limited to, monthly monitoring of the quality of groundwater to detect any possible release(s) of contaminants; and (f) monthly monitoring of the standing water level at all monitoring bores; and (g) consider the potential use of groundwater in the vicinity.

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C12	<p>An appropriately qualified person(s) must monitor, interpret and record all parameters that are required to be monitored by condition C11 as part of the groundwater monitoring program, in the manner provided, under <i>Table 1 – Groundwater Monitoring</i> and the associated monitoring requirements.</p> <p>Table 1 – Groundwater Monitoring</p> <table border="1"> <thead> <tr> <th>Parameter</th> <th>Measurement (units)</th> <th>Minimum frequency</th> <th>Monitoring location</th> </tr> </thead> <tbody> <tr> <td>pH</td> <td>N/A</td> <td>Monthly</td> <td>B151476, B151477 and B151478</td> </tr> <tr> <td>Electrical Conductivity</td> <td>microsiemens/centimetre (µS/cm)</td> <td>Monthly</td> <td>B151476, B151477 and B151478</td> </tr> <tr> <td>Standing Water Level</td> <td>Decimetre (dm)</td> <td>Monthly</td> <td>B151476, B151477 and B151478</td> </tr> </tbody> </table> <p>Associated monitoring requirements</p> <ol style="list-style-type: none"> Monitoring locations must be located at the following GPS Co-ordinates: B151476 — monitoring bore 151476. Latitude -23.386389, Longitude 150.448056 B151477 — monitoring bore 151477. Latitude -23.386667, Longitude 150.446667 B151478 — monitoring bore 151478. Latitude -23.392222, Longitude 150.451667 Monitoring must be undertaken any time the activity is in operation. All groundwater monitoring must be conducted in accordance with the current edition of the administering authority's Monitoring and Sampling Manual. All monitoring devices must be effectively calibrated and maintained. Measurement of groundwater standing water levels must be undertaken prior to any disturbance by sampling, and must be reported as the depth in metres from the established reference point to the water surface within the bore. Each groundwater monitoring bore must be fitted with a locked cap at all times other than when sampling is being undertaken. All determinations of the quality of the groundwater must employ analytical practical quantification limits sufficiently low enough to enable comparisons to be made against water quality objectives/limits relevant to the particular water quality characteristic. 	Parameter	Measurement (units)	Minimum frequency	Monitoring location	pH	N/A	Monthly	B151476, B151477 and B151478	Electrical Conductivity	microsiemens/centimetre (µS/cm)	Monthly	B151476, B151477 and B151478	Standing Water Level	Decimetre (dm)	Monthly	B151476, B151477 and B151478
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Standing Water Level	Decimetre (dm)	Monthly	B151476, B151477 and B151478														
Agency interest: Noise																	
Condition number	Condition																
D1	Noise generated by the activity must not cause environmental nuisance to any sensitive place or commercial place.																
D2	<p>The activity must not cause audible noise:</p> <ol style="list-style-type: none"> on a business day or Saturday, before 7.00am or after 7.00pm on any other day, before 8.00am or after 7.00pm <p>at any of the following places:</p> <ol style="list-style-type: none"> a dwelling, mobile home or caravan park, residential marina, motel, hotel or hostel or other residential premises 																



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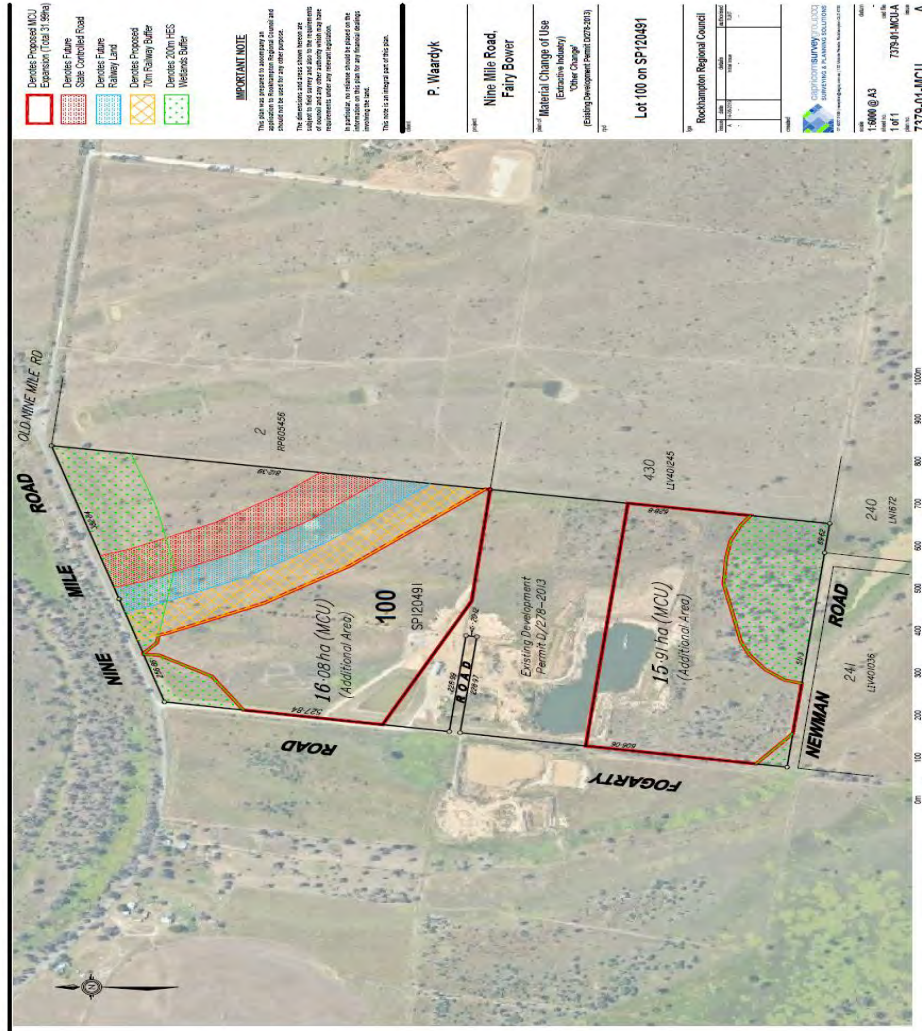
	b) a kindergarten, school, university, library, childcare centre or other educational institution a medical centre or hospital.
Agency interest: Land	
Condition number	Condition number
F1	Contaminants must not be released to land.
F2	Acid sulfate soils, acid-producing rock and marine sediments must not be processed.
F3	Land that has been disturbed for activities conducted under this environmental authority must be rehabilitated in a manner such that: <ol style="list-style-type: none"> 1. suitable species of vegetation for the location are established and sustained for earthen surfaces; 2. potential for erosion is minimised; 3. the quality of water released from the site, including seepage, does not cause environmental harm; 4. potential for environmental nuisance caused by dust is minimised; 5. the water quality of any residual water body does not have potential to cause environmental harm; 6. the final landform is stable and protects public safety.
F4	Rehabilitation of disturbed areas required under condition F3, must take place progressively as works are staged and new extraction areas are commenced.
Agency interest: Waste	
Condition number	Condition
E1	All waste generated in carrying out the activity must be reused, recycled or lawfully disposed of offsite.
E2	Waste must not be burnt.

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Schedule G – Approved Plans

Site Plan reference 7379-01-MCU-A



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Part 3: Definitions

Words and phrases used throughout this environmental authority are defined below except where identified in the *Environmental Protection Act 1994* or its Regulations and Environmental Protection Policies. Where a word or term is not defined, the ordinary English meaning applies, and regard should be given to the Macquarie Dictionary.

Word or Phrase	Definition
Activity	means the environmentally relevant activities, whether resource activities or prescribed activities, to which the environmental authority relates.
Administering Authority	means the Department of Environment and Science or its successor or predecessors.
Authorised Place	means the place authorised under this environmental authority/development approval for the carrying out of the specified environmentally relevant activities.
This Authority	means this environmental authority/development approval.
Approval	means 'notice of development application decision' or 'notice of concurrence agency response' under the <i>Integrated Planning Act 1997</i> .
Background	means noise, measured in the absence of the noise under investigation, as $L_{A90,T}$ being the A-weighted sound pressure level exceeded for 90 percent of the time period of not less than 15 minutes, using Fast response
Boundary	means within 1m of the cadastral boundary of the approved place.
Commercial Place	means a place used as an office or for business or commercial purposes.
Dredge Spoil	means material taken from the bed or banks of waters by using dredging equipment or other equipment designed for use in extraction of earthen material.
Dust Sensitive Place	means: <ul style="list-style-type: none"> a) a dwelling, mobile home or caravan park, residential marina or other residential place; - a motel, hotel or hostel; b) a kindergarden, school, university or other educational institution; a medical centre or hospital; c) a protected area; a park or gardens; or d) a place used as an office or for business or commercial purposes.



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Word or Phrase	Definition
	and includes the curtilage of any such place.
Dwelling	means any of the following structures or vehicles that is principally used as a residence: <ul style="list-style-type: none"> a) a house, unit, motel, nursing home or other building or part of a building; b) a caravan, mobile home or other vehicle or structure on land; or c) a water craft in a marina.
Environmental nuisance	(the Act) is unreasonable interference or likely interference with an environmental value caused by— <ul style="list-style-type: none"> a) aerosols, fumes, light, noise, odour, particles or smoke; or b) an unhealthy, offensive or unsightly condition because of contamination; or c) another way prescribed by regulation.
Environmental value	(the Act) is— <ul style="list-style-type: none"> a) a quality or physical characteristic of the environment that is conducive to ecological health or public b) amenity or safety; or c) another quality of the environment identified and declared to be an environmental value under an d) environmental protection policy or regulation.
Intrusive Noise	means noise that, because of its frequency, duration, level, tonal characteristics impulsiveness or vibration: <ul style="list-style-type: none"> a) is clearly audible to, or can be felt by, an individual; and b) annoys the individual. <p>In determining whether a noise annoys an individual and is unreasonably intrusive, regard must be given to Australian Standard 1055.2-1997 Acoustics – Description and Measurement of Environmental Noise – Part 2 – Application to Specific Situations.</p>
Land	In the "land schedule" of this document means land excluding waters and the atmosphere.
$L_{Aeq\ adj,T}$	means the adjusted A weighted equivalent continuous sound pressure level measures on fast response, adjusted for tonality and impulsiveness, during the time period T, where T is measured for a period no less than 15 minutes when the activity is causing a steady state noise, and no shorter than 1 hour when the approved activity is causing an intermittent noise.
$MaxL_{pA,T}$	means the maximum A-weighted sound pressure level measured over a time period T of not less than 15 minutes, using Fast response.
Measures	has the broadest interpretation and includes plant, equipment, physical objects, monitoring, procedures, actions, directions and competency.



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Word or Phrase	Definition
Nuisance Sensitive Place	<p>includes:</p> <ul style="list-style-type: none"> a) a dwelling, residential allotment, mobile home or caravan park, residential marina or other residential premises; or b) a motel, hotel or hostel; or c) a kindergarten, school, university or other educational institution; or d) a medical centre or hospital; or e) a protected area under the Nature Conservation Act 1992, the Marine Parks Act 1992 or a World Heritage Area; or f) a public thoroughfare, park or gardens; or g) a place used as a workplace, an office or for business or commercial purposes. <p>and includes a place within the curtilage of such a place reasonably used by persons at that place.</p>
Noise Affected Premises	means a "noise sensitive place" or a "commercial place".
Noise sensitive place	<p>means:</p> <ul style="list-style-type: none"> a) a dwelling, mobile home or caravan park, residential marina or other residential premises; or b) a motel, hotel or hostel; or c) a kindergarten, school, university or other educational institution; or d) a medical centre or hospital; or e) a protected area; or f) a park or gardens. <p>and includes the curtilage of such place.</p>
Odour Sensitive Place	has the same meaning as a Dust Sensitive Place.
Offensive	means causing offence or displeasure; is unreasonably disagreeable to the sense; disgusting, nauseous or repulsive.
Prescribed contaminants	means contaminants listed within Schedule 10 of the Environmental Protection Regulation 2019.
Protected Area	<p>means:</p> <ul style="list-style-type: none"> a) a protected area under the <i>Nature Conservation Act 1992</i>; or b) a marine park under the <i>Marine Parks Act 2004</i>; or c) a World Heritage Area.
Sensitive place	includes the following and includes a place within the curtilage of such a place reasonably used by persons at that place:
Site	



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Word or Phrase	Definition
	means the place to which this environmental authority relates or the premises to which this development approval relates.
Waters	includes river, stream, lake, lagoon, pond, swamp, wetland, unconfined surface water, unconfined water natural or artificial watercourse, bed and bank of any waters, dams, non-tidal or tidal waters (including the sea), stormwater channel, stormwater drain, roadside gutter, stormwater run-off, and groundwater and any part thereof.
You	means the holder of this Environmental Authority or owner / occupier of the land which is the subject of this Development Approval.

END OF ENVIRONMENTAL AUTHORITY



11.3 D/366-2010 - REQUEST FOR A MINOR CHANGE TO DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE FOR A MAJOR SHOPPING OUTLET AND OPERATIONAL WORKS FOR ADVERTISING SIGNS (TWO PYLON SIGNS AND ELEVEN FLUSH WALL SIGNS)

File No: D/366-2010

Attachments:

1. [Locality Plan](#)
2. [Details Plan](#)

Authorising Officer: Amanda O'Mara - Coordinator Development Assessment
Doug Scott - Manager Planning and Regulatory Services
Alicia Cutler - General Manager Community Services

Author: Sophie Muggeridge - Planning Officer

SUMMARY

Development Application Number: D/366-2010

Applicant: Burger Urge

Real Property Address: 202 on SP247233

Common Property Address: 139-145 Derby Street, Allenstown

Area of Site: 1.939 hectares

Planning Scheme: *Rockhampton City Plan 2005*

Planning Scheme Zone: Allenstown Residential Consolidation Area

Planning Scheme Precinct: Commercial Precinct

Existing Development: Major Shopping Outlet

Approval Sought: Amended Decision Notice for Development Permit D/366-2010 for Material Change of Use for a Major Shopping Outlet and Operational Works for Advertising Signs (two Pylon Signs and eleven Flush Wall Signs)

OFFICER'S RECOMMENDATION**RECOMMENDATION A**

THAT in relation to the application for a Minor Change to Development Permit D/366-2010 for Material Change of Use for a Major Shopping Outlet and Operational Works for Advertising Signs (two Pylon Signs and eleven Flush Wall Signs), made by Burger Urge, located at 139-145 Derby Street, Allentown, described as Lot 202 on SP247233, Council resolves to provide the following reasons for its decision:

Description of the development	
Material Change of Use for Major Shopping Outlet and Advertising Sign (two Pylon Signs and eleven Flush Wall Signs)	
Reasons for Decision	
<p>a) Assessment of the development against the relevant zone purpose, planning scheme codes and planning scheme policies demonstrates that the proposed development will not cause significant adverse impacts on the surrounding natural environment, built environment and infrastructure, community facilities, or local character and amenity; and</p> <p>b) On balance, the application should be approved because the circumstances favour Council exercising its discretion to approve the application even though the development does not comply with an aspect of the assessment benchmarks.</p>	
Assessment Benchmarks	
<p>The development was assessed against the following assessment benchmarks:</p> <ul style="list-style-type: none"> • Allentown District Centre Precinct; • Activity Centres Code; • Signage Code; • Parking and Access Code; • Crime Prevention Through Environmental Design Code; • Flood Prone Land Code; • External Works and Servicing Code; and • Landscape Code. 	
Compliance with assessment benchmarks	
The development was assessed against all of the assessment benchmarks listed above and complies with all of these with the exception listed below.	
Assessment Benchmark	Reasons for the approval despite non-compliance with benchmark
Parking and Access Code	<p>Performance Criteria 6</p> <p>The proposed development does not comply with Acceptable Solution 6.1 because 368 vehicle parking spaces will be provided for the development, where Acceptable Solution 6.1 requires a total of 376 vehicle parking spaces as per the parking rate of 4.62 per 100 square meters of Ground Floor Area, as determined by Council at the time of the original assessment.</p> <p>The minor change does not introduce any new non-compliances as the development currently has 371 vehicle parking spaces which is five (5) less than the required amount.</p>

	<p>The minor change reduces the vehicle parking spaces by a further three (3) spaces to accommodate an extension to a Food and Drink Outlet (Burger Urge) and provide an outdoor dining area.</p> <p>A shortfall of eight (8) vehicle parking spaces will not have a detrimental impact on the overall function of the centre and its ongoing operations and 368 vehicle parking spaces will sufficiently service the existing development.</p> <p>Therefore, the development is taken to comply with Performance Criteria 6.</p>
Relevant Matters	
The proposed development was not assessed against any relevant matters outside of the matters prescribed by regulation.	
Matters prescribed by regulation	
<ul style="list-style-type: none"> • The Rockhampton City Plan 2005; • Central Queensland Regional Plan 2013; • The common material, being the material submitted with the application. 	

RECOMMENDATION B

THAT in relation to the application for a Minor Change to Development Permit D/366-2010 for Material Change of Use for a Major Shopping Outlet and Operational Works for Advertising Signs (two Pylon Signs and eleven Flush Wall Signs), made by Burger Urge, located at 139-145 Derby Street, Allenstown, described as Lot 202 on SP247233, Council resolves to issue an Amended Decision Notice subject to the following conditions:

PART A – MATERIAL CHANGE OF USE

1.0 ADMINISTRATION

1.1 The approved use and development must be completed and maintained generally in accordance with the approved drawings and documents, except where amended by the conditions of this permit:

Plan/Document Name	Plan Number	Dated
Mall Layout Plan	DA01 Issue 10	23 March 2011
Elevations	DA03 Issue 8	23 March 2011
External Works 1 of 2 (Car Parking Layout North)	DA05 Issue 10	23 March 2011
External Works 2 of 2 (Car Parking Layout South)	DA06 Issue 10	11 July 2011
Signage and External Works	DA07 Issue 10	23 March 2011
Overall Proposed Site Plan	DA09 Issue 6	11 July 2011
Existing Basement Carparking Layout	DA10 Issue 4	11 July 2011
Perspectives (new bin enclosure)	A100 Revision A	27 October 2015
Site Locality Plan (new bin enclosure)	A101 Revision A	27 October 2015
Floor Plans (new bin enclosure)	A200 Revision A	27 October 2015
Elevations (new bin enclosure)	A201 Revision A	27 October 2015
Construction Details (new bin enclosure)	A300 Revision A	27 October 2015
Detail plans – Carpark	WD-4.00 P4	8 March 2024
Detail Elevations – Carpark	WD-4.01 P4	8 March 2024

Detail Elevations – Carpark	WD-4.02 P4	8 March 2024
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- 1.2 Where there is any conflict between conditions of this decision notice and details shown on the approved plans, the conditions of approval must prevail.
- 1.3 Where these Conditions refer to “Council” in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.4 The Developer is responsible for ensuring compliance with this Approval and the Conditions of the Approval by an employee, agent, contractor or invitee of the Developer.
- 1.5 All conditions, works, or requirements of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council, prior to the commencement of use.
- 1.6 The following further development permits are required prior to the commencement of any works on the site:
- 1.6.1 Operational Works:
- (i) Road Works;
 - (ii) Access and Parking Works;
 - (iii) Sewerage Works;
 - (iv) Stormwater Works;
 - (v) Site Works; and
 - (vi) Landscaping Works.
- 1.6.2 Plumbing and Drainage Works; and
- 1.6.3 Building Works.
- 1.7 All Development Permits for Operational Works and Plumbing and Drainage Works must be obtained prior to the issue of a Development Permit for Building Works.
- 1.8 Lot 100 on SP174137, Lot 25 on RP603298, Lot 26 on RP603298, Lot 15 on RP603296, Lot 16 on RP603296, Lot 17 on RP603295 and Lot 18 on RP603295 must be amalgamated into one title prior to the commencement of any works on the site.
- 2.0 ROAD WORKS
- 2.1 A Development Permit for Operational Works (Road Works) must be obtained prior to the commencement of any works on the site.
- 2.2 All works must be designed and constructed in accordance with *Australian Standards AS1428 Design for Access and Mobility, Capricorn Municipal Development Guidelines*, and the provisions of Development Permit for Operational Works (Road Works).
- 2.3 The remaining lengths of the pedestrian pathway must be designed and constructed along the Canning Street and Caroline Street frontages of the development site to match with the existing pathways (type and width).
- 2.4 Appropriate road treatments, signage, and design must be used to enable road users to identify that the closed part of the Canning Street operates as a private road.
- 2.5 Any application for a Development Permit for Operational Works (Road Works) must demonstrate the provision of a minimum seventeen (17) on-street parking spaces along Canning Street (both sides) between Caroline Street and Grant Street. Relocation of the on-street taxi rank, to the off-street location as required by condition 3.7, is also required.

3.0 ACCESS AND PARKING WORKS

- 3.1 A Development Permit for Operational Works (Access and Parking Works) must be obtained prior to the commencement of any works on the site.
- 3.2 All works must be designed and constructed in accordance with *Capricorn Municipal Development Guidelines*, relevant parts of the *Australian Standards AS2890* and the provisions of the Development Permit for Operational works (Access and Parking Works). The layout must be generally in accordance with the endorsed plans (refer to condition 1.1).
- 3.3 All the proposed vehicle manoeuvring areas, including but not limited to car parking spaces, entry and exit areas, must be asphalted or concrete paved appropriately to the satisfaction of Council.
- 3.4 A minimum of 113 additional off-street parking spaces must be provided and the full operation of the proposed shopping centre must have a total of 368 off-street parking spaces.
- 3.5 A minimum of thirty (30) off-street parking spaces, designated as staff parking, must be provided at the 'at grade' southern car park along Canning Street and Caroline Street. This parking area must be suitably line marked and signed as staff parking.
- 3.6 Bicycle parking and end-of-trip facilities must be provided in accordance with the *Queensland Development Code 4.1 Sustainable Buildings End of Trip Facilities*.
- 3.7 An off-street taxi rank must be located internal to the site adjacent to the main entry to the centre.
- 3.8 Any application for a Development Permit for Operational Works (Access and Parking Works) must be accompanied by:
- 3.8.1 detailed designs of the proposed entry and exit area located at the south leg of the Canning and Derby Street roundabout in accordance with relevant Australian Standards (the area indicated as "HOLD", refer to condition 1.1). Any such design must incorporate the pedestrian pathway along the Derby Street frontage;
 - 3.8.2 detailed and scaled plans which demonstrate the intended manoeuvrings of the design vehicles within the proposed south leg of the Canning and Derby Street roundabout, in accordance with relevant Australian Standards;
 - 3.8.3 a Loading Dock Management Plan;
 - 3.8.4 details which demonstrate how the increase in the ninety-five (95) percent Back Of Queue from forty-nine (49) metres to seventy-seven (77) metres at Upper Dawson Road / Canning Street will be managed without causing adverse impacts on the existing traffic conditions; and
 - 3.8.5 details which demonstrate how the proposed taxi rank will meet the minimum existing demands. Any additional demand resulting from the proposed extension must be provided to the satisfaction of Council.
- 3.9 The northern access to the basement parking area must be constructed and line marked as a dual ingress and egress.
- 3.10 The eastern access to the basement parking area must be constructed and line marked as an ingress only.
- 3.11 The proposed pedestrian crossing located on the north-eastern side of the car park fronting Derby Street must be extended to the full width of the parking aisle.
- 3.12 All vehicle operations associated with the development must be directed by suitable directional, informative, regulatory or warning signs in accordance with *Australian Standard AS1742.1-Manual of Uniform Traffic Control Devices*.

3.13 All vehicle operation areas and public spaces must be illuminated appropriately in accordance with the requirements of *Australian Standards AS1158 and AS4282 (Environmental Nuisance)*.

4.0 SEWERAGE WORKS

4.1 A Development Permit for Operational Works (Sewerage Works) must be obtained for the proposed sewerage relocated works.

4.2 The existing 225 millimetre diameter sewerage main must be relocated to achieve a two (2) metre separation from any buildings. (Note that this means the proposed building over / adjacent to the existing trunk sewerage main which traverses the property from east to west, is NOT APPROVED).

4.3 The existing sewerage connection point must be retained for the proposed development.

4.4 All works must be designed and constructed in accordance with the *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act and Plumbing and Drainage Act*.

4.5 The proposed development must be connected to Council's reticulated sewerage system in accordance with the *Water Supply (Safety and Reliability) Act*.

4.6 An amended sewerage trade waste permit must be obtained for the discharge of any additional non-domestic waste into Council's sewerage reticulation. Arrestor traps must be provided for tenancies which discharge commercial or non-domestic sewerage wastes.

4.7 A registered easement must be provided over the existing and proposed sewerage infrastructure located within private property. The location and width of the easement must be in accordance with the *Capricorn Municipal Development Guidelines*.

4.8 The finished sewerage access chamber surface must be at a sufficient level to avoid ponding of stormwater above the top of the chamber. A heavy duty cast iron cover must be provided in the trafficable area.

4.9 All sanitary drainage works must be in accordance with regulated work under the *Plumbing and Drainage Act* and Council's Plumbing and Drainage Policies.

4.10 Any alteration or relocation of internal sanitary drainage works of the existing building must be in accordance with regulated work under the *Plumbing and Drainage Act*.

4.11 Arrestor traps are required to be installed in accordance with the *Queensland Plumbing and Drainage Act*.

5.0 WATER WORKS

5.1 The proposed development must be connected to Council's reticulated water supply system via the existing connection point. Any upgrade must be a combined fire and domestic metered connection and any water main extension, at the developer's expense, in accordance with the *Water Supply (Safety and Reliability) Act* and the *Plumbing and Drainage Act*.

5.2 All works must be designed and constructed in accordance with the *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act* and the *Plumbing and Drainage Act*.

5.3 The proposed development must be connected to the development site via a master water meter at the property boundary and sub meters for each sole commercial premise in accordance with *Water Supply (Safety and Reliability) Act* and Council's Sub metering Policy.

5.4 The existing 100 millimetre water main located within the Canning Street road reserve, must be decommissioned between Derby Street and Grant Street prior to any building work on-site.

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- 5.5 All plumbing works must be in accordance with regulated work under the *Plumbing and Drainage Act* and Council's Plumbing and Drainage Policies.
- 5.6 Any alteration or relocation of internal plumbing works of the existing building must be in accordance with regulated work under the *Plumbing and Drainage Act*.
- 6.0 STORMWATER WORKS
- 6.1 A Development Permit for Operational Works (Stormwater Works) must be obtained prior to the commencement of any works on the site.
- 6.2 All stormwater drainage works must be designed and constructed in accordance with the *Queensland Urban Drainage Manual, Capricorn Municipal Development Guidelines*, sound engineering practice and the provisions of Development Permit for Operational Works (Stormwater Works). The layout must be generally in accordance with the endorsed plans (refer to condition 1.1).
- 6.3 All stormwater must drain to a demonstrated lawful point of discharge and must not adversely affect adjoining land or infrastructure by way of blocking, altering or diverting existing stormwater runoff patterns or have the potential to cause damage to other infrastructure items.
- 6.4 The application for Development Permit for Operational Works (Stormwater Works) must:
- 6.4.1 include a detailed hydraulic calculations which demonstrate the post development peak discharge from the proposed development site for all events up to and including Average Recurrence Interval (ARI) 100 year event is less than or equal to the pre development peak discharge. A stormwater drainage plan must be provided which demonstrates the methods of detaining and discharging both piped roof water and surface runoff to a lawful point of discharge. The plans must incorporate an adequately sized stormwater detention tank;
 - 6.4.2 provide detailed designs of the proposed re-alignment of the stormwater pipe located within the Canning Street closure area and demonstrate the adequacy of the pipe capacity to accommodate the roof water runoff from the building extension and overflow from any stormwater detention tank; and
 - 6.4.3 demonstrate how the development meets the water quality objectives of the *Queensland Water Quality Guidelines*, and *Water Quality and Water Quantity Code of the Rockhampton City Plan 2005*.
- 6.5 The finished floor level of the proposed development/extension must be above Q100 peak flood level in accordance with relevant Australian Standards.
- 7.0 SITE WORKS
- 7.1 A Development Permit for Operational Works (Site Works) must be obtained prior to the commencement of any works on the site.
- 7.2 Any application for a Development Permit for Operational Works (Site Works) must be accompanied by an earthworks' plan which clearly identifies the following:
- (i) the location of cut and/or fill;
 - (ii) the type of fill to be used and the manner in which it is to be compacted;
 - (iii) the quantum of fill to be deposited or removed and finished cut and/or fill levels;
 - (iv) details of any proposed access routes to the site which are intended to be used to transport fill to or from the site; and
 - (v) the maintenance of access roads to and from the site so that they are free of all cut and/or fill material and cleaned as necessary.
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- 7.3 Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.
- 7.4 Any vegetation cleared or removed must be:
- (i) mulched on-site and utilised on-site for landscaping purposes, in accordance with the landscaping plan approved by Council; or
 - (ii) removed for disposal at a location approved by Council;
within sixty (60) days of clearing. Any vegetation removed must not be burnt.

8.0 BUILDING WORKS

- 8.1 All external elements, such as air conditioners, must be adequately screened from public view, to Council's satisfaction. Noise from any external elements, such as air conditioners, must not exceed five (5) decibels (A) above the background ambient noise level, measured at the boundaries of the subject site.
- 8.2 Impervious paved and drained washdown areas to accommodate all refuse containers must be provided. The areas must be aesthetically screened from any road frontage or adjoining property and must be set back a minimum of two (2) metres from any road frontage. A suitable hosecock (with backflow prevention) and hoses must be provided at the refuse container area, and washdown must be drained to the sewer and fitted with an approved stormwater diversion valve arrangement, in accordance with a Plumbing and Drainage Permit and Sewerage Trade Waste Permit.
- OR
- As an alternative to a washdown facility, a fully contained commercial bin cleaning service is acceptable provided no wastewater is discharged from the site to the sewer.
- 8.3 All lift motor rooms, plant and service facilities must be totally enclosed or screened using materials consistent with those elsewhere in the building. Noise from any lift motor room must not exceed five (5) decibels (A) above the background ambient noise level, measured at the boundaries of the subject site.
- 8.4 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with '*Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting*'. Lighting from the subject site must not exceed eight (8) lux at 1.5 metres from the boundary of the subject site.
- 8.5 A minimum two (2) metre horizontal clearance must be maintained between any existing access chamber or connection point and any proposed structure in accordance with *Council's Building Over Adjacent to Local Government Sewer Infrastructure Policy*.
- 8.6 The wall facing Grant Street must be softened with the inclusion of some architectural features, so that it does not merely present as a blank façade. Note: The proposed landscape buffer (600 to 1,000 millimetres in width) does not constitute a softening of this blank façade and is not acceptable. The architectural features must be distinct and must create visual interest in the streetscape.
- The architectural treatment must be approved by Council prior to the issue of a Development Permit for Building Works.

9.0 LANDSCAPING WORKS

- 9.1 A Development Permit for Operational Works (Landscaping Works) must be obtained prior to the commencement of any works on the site.

- 9.2 Any application for a Development Permit for Operational Works (Landscaping Works) must be in accordance with the endorsed plans (refer to condition 1.1). The landscape plan must include, but is not limited to, the following:
- 9.2.1 A plan documenting the “Extent of Works” and supporting documentation which includes:
- (i) location and name of existing trees, including those to be retained (the location of the trees shall be overlaid or be easily compared with the proposed development design);
 - (ii) the extent of soft and hard landscape proposed;
 - (iii) important spot levels and/or contours. The levels of the trees to be retained shall be provided in relation to the finished levels of the proposed buildings and works;
 - (iv) underground and overhead services;
 - (v) typical details of critical design elements (eg stabilisation of batters, retaining walls, trees in car park areas, fences);
 - (vi) details of landscape structures including areas of deep planting; and
 - (vii) specification notes on mulching and soil preparation.
- 9.2.2 A “Planting Plan” and supporting documentation which includes:
- (i) trees, shrubs and groundcovers to all areas to be landscaped;
 - (ii) position and canopy spread of all trees and shrubs;
 - (iii) the extent and type of works (i.e. paving, fences, garden bed edging etc). All plants shall be located within an edged garden; and
 - (iv) a plant schedule with the botanic and common names, total plant numbers and pot sizes at the time of planting.
- 9.3 All landscaping must be constructed and or established, in accordance with the requirements of the Development Permit for Operational Works (Landscaping Works), prior to the commencement of the use.
- 9.4 The landscaped areas must be subject to an ongoing maintenance and replanting programme (if necessary).
- 9.5 A solid fence, with a height of 1.8 metres, must be constructed along the north eastern boundary between the subject site and adjacent residential properties.
- 9.6 Landscaping, or any part thereof, upon reaching full maturity, must not:
- 9.6.1 Obstruct sight visibility zones as defined in the Austroads ‘Guide to Traffic Engineering Practice’ series of publications; or
 - 9.6.2 Adversely affect any road lighting or public space lighting; or
 - 9.6.3 Adversely affect any Council infrastructure, or public utility plant.
- 10.0 ELECTRICITY AND TELECOMMUNICATIONS
- 10.1 Underground electricity and telecommunication connections must be provided to the proposed development to the requirements of the relevant authority.
- 10.2 The use must not commence unless and until each tenancy has been provided with live electricity and telecommunication connections in accordance with the requirements of the relevant authority.

11.0 ASSET MANAGEMENT

- 11.1 Any alteration necessary to electricity, telephone, and/or public utility installations resulting from the development or in connection with the development, must be at full cost to the Developer.
- 11.2 Any damage to existing roadway (including removal of concrete slurry from public land, pathway, roads, kerb and channel and stormwater gullies and drainage lines) which may occur during any works carried out in association with the approved development must be repaired. This must include the reinstatement of the existing traffic signs and pavement markings which may have been removed.
- 11.3 'As constructed' information pertaining to assets to be handed over to Council and those which may have an impact on Council's existing and future assets must be provided prior to the issue of the Compliance Certificate for the Survey Plan. This information must be provided in accordance with the Manual for Submission of Digital As Constructed Information.

12.0 ENVIRONMENTAL

- 12.1 Any application for a Development Permit for Operational Works or a Development Permit for Building Works must be accompanied by a detailed Environmental Management Plan, which addresses, but is not limited to, the following matters:
- (i) water quality and drainage;
 - (ii) erosion and silt/sedimentation management;
 - (iii) acid sulphate soils;
 - (iv) fauna management;
 - (v) vegetation management and clearing;
 - (vi) top soil management;
 - (vii) interim drainage plan during construction;
 - (viii) construction programme;
 - (ix) geotechnical issues;
 - (x) weed control;
 - (xi) bushfire management;
 - (xii) emergency vehicle access;
 - (xiii) noise and dust suppression; and
 - (xiv) waste management.
- 12.2 Any application for a Development Permit for Operational Works or Development Permit for Building Works must be accompanied by an Erosion and Sediment Control Plan which addresses, but is not limited to, the following:
- (i) objectives;
 - (ii) site location / topography;
 - (iii) vegetation;
 - (iv) site drainage;
 - (v) soils;
 - (vi) erosion susceptibility;
 - (vii) erosion risk;
 - (viii) concept;

- (ix) design; and
- (x) implementation, for the construction and post construction phases of work.

The erosion and sediment control plan must incorporate detailed plans, control measures, monitoring programmes and maintenance procedures to ensure appropriate development and management practices within and adjacent to the site.

- 12.3 The Environmental Management Plan and the Erosion and Sediment Control Plan approved as part of a Development Permit for Operational Works must be part of the contract documentation for the development works.
- 12.4 No works can commence on the site unless and until an Environmental Management Plan and an Erosion and Sediment Control Plan has been approved by Council as part of Development Permit for Operational Works.
- 12.5 An Erosion Control and Stormwater Control Management Plan for the site must be prepared in accordance with the Healthy Waterways document, *“Controlling Stormwater Pollution on Your Building Site”, 2006 (or later version)* and the *Capricorn Municipal Development Guidelines*.
- 12.6 The Erosion Control and Stormwater Control Management Plan must be implemented and maintained on-site for the duration of the works, and until all exposed soil areas are permanently stabilised. The prepared Erosion Control and Stormwater Control Management Plan must be available on-site for inspection by Council Officers during those works.

13.0 OPERATING PROCEDURES

- 13.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted Upper Dawson Road, Derby Street, Caroline Street, Canning Street and Grant Street.
- 13.2 All shop front glazing must be clear and untinted and must not be obscured by blinds, curtains or the like.
- 13.3 All waste containers must be:
 - 13.3.1 stored within the bin enclosure area;
 - 13.3.2 securely covered at all times;
 - 13.3.3 maintained in a clean condition and in good repair;
 - 13.3.4 surrounded by fence/screen, with a minimum height of 1.8 metres, that obstructs from view the contents of the bin compound by any member of the public from any public place; and
 - 13.3.5 of a minimum size to accommodate all waste generated from the premise.
- 13.4 Access to, and use of, the loading dock area must be limited to between 0800 and 1700 hours, Monday to Friday (inclusive) only. Access to, and use of, the loading dock area must not occur on Saturday or Sunday or any public holiday.
- 13.5 The loading dock area must not be used by large refrigerated vehicle. The use of the loading dock by small refrigerated vehicles must be limited to a maximum of five trips per week.

PART B - OPERATIONAL WORKS

14.0 ADMINISTRATION

- 14.1 The approved use and development must be completed and maintained generally in accordance with the approved drawings and documents, except where amended by the conditions of this permit:

<u>Plan/Document Name</u>	<u>Plan Number</u>	<u>Dated</u>
Elevations	DA03 Issue 8	23 March 2011
Signage and External Works	DA07 Issue 10	23 March 2011
External Elevation Signage	A703 Revision F	8 April 2013
Parapet Lightbox Sign	A706 Revision D	14 March 2013

- 14.2 Where there is any conflict between conditions of this decision notice and details shown on the approved plans, the conditions of approval must prevail.
- 14.3 Where these Conditions refer to “Council” in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 14.4 The Developer is responsible for ensuring compliance with this Approval and the Conditions of the Approval by an employee, agent, contractor or invitee of the Developer.
- 14.5 All conditions, works, or requirements of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council, prior to the commencement of use.
- 14.6 The following further development permits are required prior to the commencement of any works on the site:
- 14.6.1 Building Works.
- 15.0 **BUILDING WORKS**
- 15.1 Design and construction details of all signs must be certified by a Registered Professional Engineer of Queensland, which must be submitted with any application for a Development Permit for Building Works.
- 15.2 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with ‘*Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting*’.
- 16.0 **CONTRIBUTIONS/COSTS**
- 16.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, pathways, kerb and channel, and/or public utility installations resulting from the development or in connection with the development, must be at full cost to the developer.

NOTES

NOTE 1. *Aboriginal Cultural Heritage Act, 2003*

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

http://www.derm.qld.gov.au/cultural_heritage/index.html

NOTE 2. Asbestos Removal

Any demolition and/or removal works involving asbestos materials must be undertaken in accordance with the requirements of the Workplace Health and Safety legislation.

NOTE 3. Dust Control

It is the developer's responsibility to ensure compliance with Part 2A - Environmental Nuisance of the Environmental Protection Regulation 1998 which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.

NOTE 4. Sedimentation Control

It is the developer's responsibility to ensure compliance with Section 32 of the Environmental Protection (Water) Policy 1997 to prevent soil erosion and contamination of the stormwater drainage system and waterways.

NOTE 5. Noise During Construction and Noise In General

It is the developer's responsibility to ensure compliance with Section 6S General Emission Criteria and Section 6T Noise Emission Criteria of the Environmental Protection Regulation 1998.

NOTE 6. General Safety of Public During Construction

It is the principal contractor's responsibility to ensure compliance with Section 31 of the *Workplace Health and Safety Act 1995*. Section 31(1)(c) states that the principal contractor is obliged on a construction workplace to ensure that work activities at the workplace are safe and without risk of injury or illness to members of the public at or near the workplace.

It is the responsibility of the person in control of the workplace to ensure compliance with Section 30 of the *Workplace Health and Safety Act 1995*. Section 30(1)(c) states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's workers.

NOTE 7. Adopted Infrastructure Charges Notice

This application is subject to infrastructure contributions in accordance with Council policies. The contributions are presented on an Adopted Infrastructure Charge Notice which has been supplied with this decision notice.

BACKGROUND

Council at its meeting on 26 July 2011, approved a Development Permit for a Major Shopping Outlet and Advertising Sign (two Pylon Signs and eleven Flush Wall Signs) located at 139-145 Derby Street, Allentown, described as Lot 202 on SP247233.

The development has completed, and the use commenced. The permit has had the subsequent changes made:

- Generally in accordance to the approved plans approved 24 April 2012; and
- A minor change to the development permit for alterations to the approved signage and the addition of five (5) flush wall signs approved 18 December 2015.

PROPOSAL

In accordance with section 78 of the *Planning Act 2016*, the applicant has applied for a 'Minor Change' to the development approval. The applicant has proposed to make the following changes to the development:

- a) Addition of a 28-seat outdoor dining area (28m²);
- b) The removal of three (3) vehicle parking spaces;
- c) Relocation of two (2) persons with disabilities (PWD) parking spaces; and
- d) Building façade upgrades

The reason for the change is in response to the change in tenancy to accommodate a new food and drink outlet (Burger Urge) into the Allenstown Shopping Centre. The minor change does not increase the scale and intensity of the development. Operations will continue as intended.

Consequential changes to conditions of approval are detailed herein.

Table 1 includes the conditions that are to be amended. All conditions to be amended have been requested to or agreed to by the applicant:

TABLE 1 – PROPOSED CHANGES

Requested By Applicant	
<p>Condition 1.1 to be Amended as follows:</p> <p>From:</p> <ul style="list-style-type: none"> • Mall Layout Plan – DA01 Issue 10 – 23 March 2011 • Elevations – DA03 Issue 8 – 23 March 2011 • External Works 1 of 2 (Carparking Layout North) – DA05 Issue 10 – 23 March 2011 • External Works 2 of 2 – DA06 Issue 10 – 23 March 2011 • Signage and External Works – DA07 Issue 10 – 23 March 2011 • Overall Proposed Site Plan – DA09 Issue 6 – 11 July 2011 • Existing Basement Carparking Layout – DA10 Issue 4 – 11 July 2011 • Perspectives (new bin enclosure) – A100 Revision A – 27 October 2015 • Site Locality Plan (new bin enclosure) – A101 Revision A – 27 October 2015 • Floor Plans (new bin enclosure) – A200 Revision A – 27 October 2015 • Elevations (new bin enclosure) – A201 Revision A – 27 October 2015 • Construction Details (new bin enclosure) – A300 Revision A – 27 October 2015 <p>To:</p> <ul style="list-style-type: none"> • Detail Plans – Carpark – WD-4.00 P 4 – 8 March 2024 • Detail Elevations – Carpark – WD-4.01 P4 – 8 March 2024 • Detail Elevations – Carpark – WD-4.02 P4 – 8 March 2024 • Mall Layout Plan – DA01 Issue 10 – 23 March 2011 	<p>Council Officer’s Response:</p> <ul style="list-style-type: none"> • Council supports the proposed changes to Condition 1.1 to reflect the updated plans.

<ul style="list-style-type: none"> • Elevations – DA03 Issue 8 – 23 March 2011 • External Works 1 of 2 (Carparking Layout North) – DA05 Issue 10 – 23 March 2011 • External Works 2 of 2 – DA06 Issue 10 – 23 March 2011 • Signage and External Works – DA07 Issue 10 – 23 March 2011 • Overall Proposed Site Plan – DA09 Issue 6 – 11 July 2011 • Existing Basement Carparking Layout – DA10 Issue 4 – 11 July 2011 • Perspectives (new bin enclosure) – A100 Revision A – 27 October 2015 • Site Locality Plan (new bin enclosure) – A101 Revision A – 27 October 2015 • Floor Plans (new bin enclosure – A200 Revision A – 27 October 2015 • Elevations (new bin enclosure) – A201 Revision A – 27 October 2015 • Construction Details (new bin enclosure) – A300 Revision A – 27 October 2015 	
<p>Condition 3.4 to be Amended as follows:</p> <p>From</p> <p>A minimum of 113 additional off-street parking spaces must be provided and the full operation of the proposed shopping centre must have a total of 376 off-street parking spaces.</p> <p>To:</p> <p>A minimum of 113 additional off-street parking spaces must be provided and the full operation of the proposed shopping centre must have a total of 368 off-street parking spaces.</p>	<p>Council Officer’s Response:</p> <ul style="list-style-type: none"> • Council supports the proposed change to Condition 3.4 to reflect the updated vehicle parking numbers.

PLANNING ASSESSMENT

The change application has been assessed in accordance with section 81 of the Planning Act. Relevantly in assessing the change application, Council as responsible entity has considered:

- The information the applicant included with the application;
- Any properly made submissions about the development application or other change application that was approved;
- Any pre-request response notice or response notice given in relation to the change application;
- All matters Council, as responsible entity, would or may assess against or have regard to, if the change application were a development application.

The proposed changes generally comply with the relevant Performance Criteria and Acceptable Solutions contained in the **Rockhampton City Plan 2005**.

Where the changes have resulted in a conflict that has otherwise not been conditioned to comply, an assessment of the proposed changes against the Performance Criteria has been undertaken (refer to Statement of Reasons in Recommendation A).

INFRASTRUCTURE CHARGES

For a change application (minor), Council must recalculate the levied charges in accordance with the version of the Charges Resolution in effect when the Infrastructure Charges Notice (ICN) was issued.

No increase in GFA or impervious area are proposed as part of the minor change, therefore no additional charges are payable.

CONCLUSION

The Applicant's change application is considered reasonable and recommended for approval.

**D/366-2010 - REQUEST FOR A MINOR
CHANGE TO DEVELOPMENT PERMIT
FOR MATERIAL CHANGE OF USE FOR
A MAJOR SHOPPING OUTLET AND
OPERATIONAL WORKS FOR
ADVERTISING SIGNS
(TWO PYLON SIGNS AND ELEVEN
FLUSH WALL SIGNS)**

Locality Plan

Meeting Date: 25 June 2024

Attachment No: 1

**D/366-2010 - REQUEST FOR A MINOR
CHANGE TO DEVELOPMENT PERMIT
FOR MATERIAL CHANGE OF USE FOR
A MAJOR SHOPPING OUTLET AND
OPERATIONAL WORKS FOR
ADVERTISING SIGNS
(TWO PYLON SIGNS AND ELEVEN
FLUSH WALL SIGNS)**

Details Plan

Meeting Date: 25 June 2024

Attachment No: 2

11.4 REQUEST FOR NEGOTIATED INFRASTRUCTURE CHARGES NOTICE FOR DEVELOPMENT PERMIT D/123-2020 FOR MATERIAL CHANGE OF USE FOR A SHOP (FARMERS MARKET), RECONFIGURING A LOT FOR AN ACCESS EASEMENT AND PRELIMINARY APPROVAL FOR BUILDING WORKS ASSESSABLE AGAINST THE PLANNING SCHEME

File No: D/123-2020

Attachments:

1. [Locality Plan](#)
2. [Site Plan](#)
3. [Representations from Applicant](#)

Authorising Officer: Doug Scott - Manager Planning and Regulatory Services
Alicia Cutler - General Manager Community Services

Author: Amanda O'Mara - Coordinator Development Assessment

SUMMARY

Development Application Number: D/123-2020

Applicant: Hudco Pty Ltd

Real Property Address: 4 and 6 Goodsall Street, The Common

Common Property Address: Lots 1 and 2 on RP618797

Area of Site: 6,885 square metres

Planning Scheme: *Rockhampton Region Planning Scheme 2015* (version 2.1)

Planning Scheme Zone: Open Space Zone; and
Special Purpose Zone.

Approval Sought: Negotiated Infrastructure Charges Notice for Development Permit D/123-2020 for Material Change of Use for a Shop (Farmers Market), Reconfiguring a Lot for an Access Easement and Preliminary Approval for Building Works Assessable against the Planning Scheme

OFFICER'S RECOMMENDATION

THAT in relation to the representations for a Negotiated Infrastructure Charges Notice for Development Permit D/123-2020 for Material Change of Use for a Shop (Farmers Market), Reconfiguring a Lot for an Access Easement and Preliminary Approval for Building Works Assessable against the Planning Scheme, made by Hudco Pty Ltd, located at 4 and 6 Goodsall Street, The Common - described as Lots 1 and 2 on RP618797, Council resolves to refuse the Applicant's request for a Negotiated Infrastructure Charges Notice.

BACKGROUND

On 23 January 2024, Council approved a Development Permit for a Material Change of Use for a Shop (Farmers Market), Reconfiguring a Lot for an Access Easement and Preliminary Approval for Building Works Assessable against the Planning Scheme located at 4 and 6 Goodsall Street, The Common – described as Lots 1 and 2 on RP618797.

As part of the approval, Council levied charges for the amount of \$242,552.20 and issued an Infrastructure Charges Notice based on the current *Charges Resolution No. 1 of 2022* and in accordance with section 120 of the *Planning Act 2016*.

The applicant has subsequently made representations in accordance with section 125 of the *Planning Act 2016* and has requested a Negotiated Infrastructure Charges Notice be issued for \$15,342.35.

PLANNING ASSESSMENT

An Infrastructure Charges Notice was issued by Council on 30 January 2024 in accordance with Council's *Charges Resolution (No. 1) of 2022*.

The Infrastructure Charges were calculated as follows:

- (a) A charge of \$256,360.00 for Gross Floor Area being 1,300 square metres (cold rooms, store, cutting, coffee shop, mezzanine, butcher, office and amenities);
- (b) A charge of \$42,058.95 for proposed Impervious Area being 3,841 square metres (roof area, hardstand areas, access and parking areas); and
- (c) An Infrastructure Credit of \$30,677.65 applicable for the existing lot.

In accordance with section 3.1 of *Charges Resolution (No.1) of 2022*, the base charge will be automatically increased using the Producer Price Index (PPI), adjusted according to the three (3) yearly PPI average quarterly percentage change between financial quarters.

The automatic increase and development incentive calculations are reflected in the below table:

Column 1 Use Schedule	Column 1A Use	Column 2 Adopted Infrastructure Charge for non-residential development (\$)		Column 3 Calculated Charge
		(a) per m ² of Gross Floor Area (GFA)	(b) per m ² Impervious to Stormwater	
Commercial (retail)	Shop	197.20		\$256,360.00
			10.95	\$42,058.95
Total Base Charge				\$298,418.95
Charge (including PPI)				\$318,051.41
Total Base Credit				\$30,677.65
Less Credit (including PPI)				\$32,695.88
TOTAL CHARGE				\$285,355.53
LEVIED CHARGE (15% discount applied)				\$242,552.20

Below is a summary of the Applicant's representations in regard to the infrastructure charges and Council Officer's response:

Summary of Applicant's Representation	Council Officer's Response
In Council's decision notice the development approval has been specifically limited to a Shop (Farmers market). The use is more akin to a market than a shop. The way Council has structured the approval, if the use ceases, it cannot simply be changed to a supermarket / conventional supermarket operation.	The Applicant applied for a Shop (Farmers Market) which was approved by Council. The use was limited to address conflicts with the zoning and the flood hazard. A conventional supermarket would be fully enclosed and subject to additional infrastructure charges as the open sections of the Shop (Farmers Market) have not been charged at the gross floor area rate.

<p>In terms of its function, there is no comparison between the Doblo's market operation and that of a full line supermarket. The latter has its formal rows of different product lines stacked almost from floor to ceiling and while they do have a fresh fruit and vegetable offer, it is very structured and not the dominant use. In comparison Doblo's has very much the informal layout of a farmers market setup.</p>	
<p>A market as defined by the Planning Scheme that is conducted on a regular basis, would attract no infrastructure charge under council's infrastructure charges resolution.</p>	<p>Despite the character of the Shop having some similarities to a market, the use operates seven (7) days a week, therefore is not temporary in nature and does not result in a similar demand on infrastructure networks.</p> <p>Furthermore, markets are normally held in public spaces where infrastructure is already in place or established commercial sites – e.g. car park at Kern Arcade / Stocklands where the demand on infrastructure networks already exist.</p> <p>In addition, the built form is permanent and at a large scale with a building footprint of approximately 2,400 square metres, with approximately 1,300 square metres being enclosed structures (gross floor area).</p>
<p>The general public does access fruit and vegetables in the two (2) large cold rooms (which technically do constitute gross floor area). However other areas are not accessed by the public, including the smaller cold rooms at the rear of the premises used for cutting up fruit and vegetables and for storage. Further, the mezzanine level is only used for ancillary office purposes.</p>	<p>All other commercial uses / developments are charged for any enclosed structures even when utilised for storage, therefore any enclosed structures should still be calculated as gross floor area. In addition, of the 1,300 square metres of gross floor area approximately only 335 square metres are cold / store rooms not accessed by the public.</p>
<p>The only area where the imposition of an infrastructure charge is debatable is the 300 square metres mezzanine that has been constructed. It constitutes gross floor area and is used for ancillary offices. The charge rate for offices is \$153.40 per square metre or a contribution of \$46,020 for the mezzanine space.</p>	<p>The infrastructure charges have been calculated as per Council's <i>Charges Resolution No.1 2022</i>, therefore have been calculated consistently with other developments within the region.</p> <p>In addition, the development approval has not restricted the mezzanine floor to be utilised for only ancillary offices, therefore this gross floor area should remain being charged at the rate for the primary use, being a Shop.</p>
<p>With respect to the impervious area, this should only apply to the impervious area associated with the mezzanine office. This charge could reasonably be offset, as a credit should be applied for infrastructure charges that have been paid previously by the landowner on the subject site.</p>	<p>A previous infrastructure charge of \$1,207.00 was applied to the Building Works Assessable Against the Planning Scheme approval for the Garden Centre in 2017.</p> <p>The applicant may request an Amended</p>

<p>The existing development approval (referenced D/101-2017) for Building Works Assessable against Planning Scheme was subject to an infrastructure charge for 1,545 square metres of impervious area (roof area). As this roof area has been maintained on-site, it should not be included within the calculation for impervious area applicable to this infrastructure charges notice.</p> <p>An infrastructure credit of \$30,677.65 would still apply for the existing lot, meaning the balance payable by the applicant is \$15,342.35.</p>	<p>Infrastructure Charges Notice to this approval if the charge is not applicable.</p> <p>In addition, the Applicant is requesting to apply the full lot credit and a credit for the previous development, this is inconsistent with how credits are applied to development. The credit can either be the lot credit or the credit for the existing use established on the site, whichever is higher. In this scenario the lot credit is higher and has been applied.</p>
<p>If the use ceases and the purpose built cold room infrastructure is removed, any alternative use in the future will require impact assessable development and Council will have the opportunity to impose infrastructure charges at that time.</p>	<p>Under the <i>Planning Act 2016</i>, section 120, Council is limited on the charge they can levy. Under the legislation Council must provide a credit for any previous use on the site, therefore if the current infrastructure charges are reduced for the current owner if a new use / development commences the new infrastructure charges must be credited for the Shop (farmers market) for the amount outlined in Council's charges resolution at the time, which is currently \$285,355.53. Therefore, Council will unlikely have the opportunity to impose the infrastructure charges in future as any new infrastructure charges arising from a new use / development will likely be less than or equal to the credits applicable.</p>

CONCLUSION

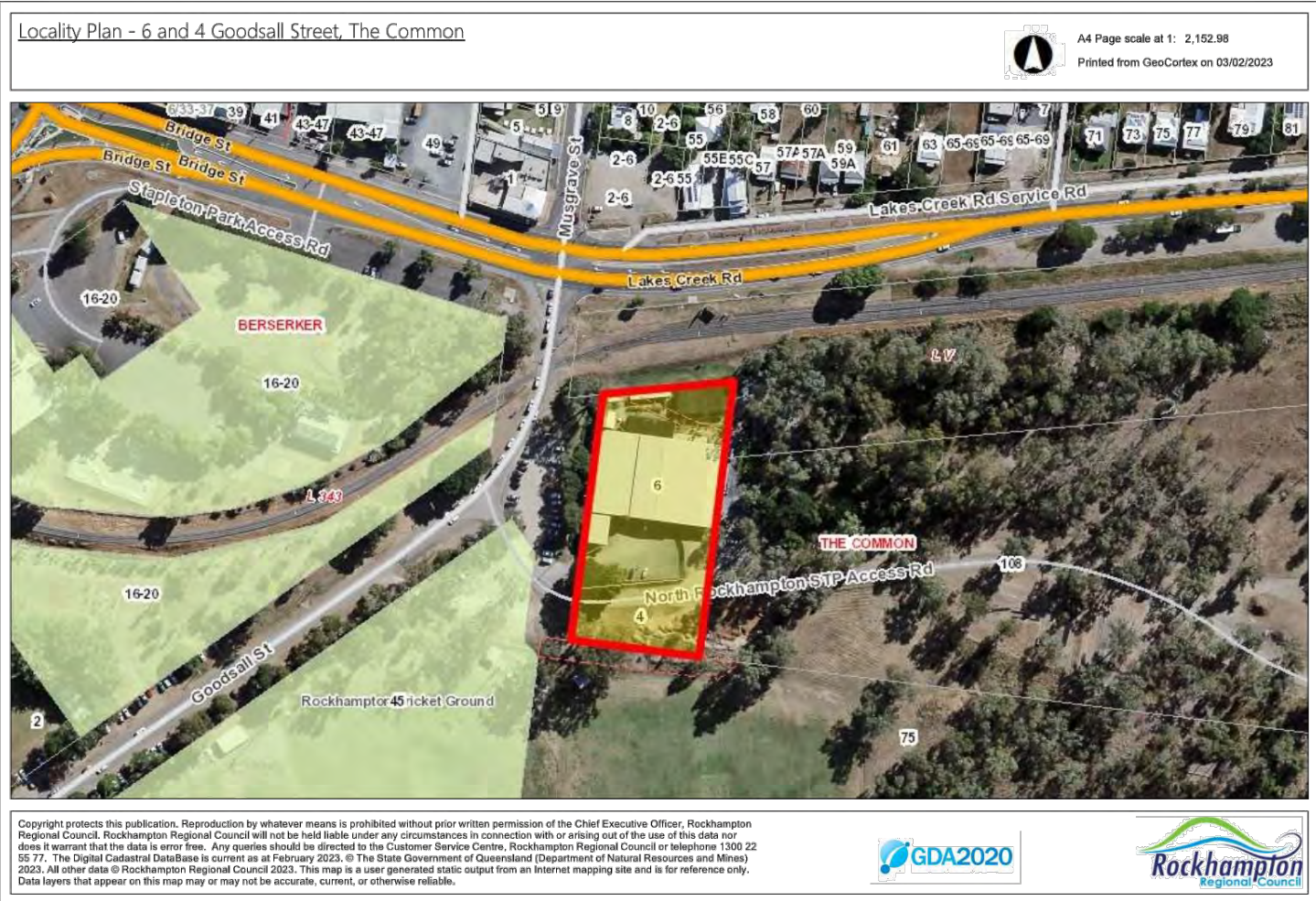
The Applicant's representations are not considered reasonable, therefore it is recommended the Infrastructure Charges in the Infrastructure Charges Notice issued on 30 January 2024 should remain.

**REQUEST FOR NEGOTIATED
INFRASTRUCTURE CHARGES NOTICE
FOR DEVELOPMENT PERMIT D/123-
2020 FOR MATERIAL CHANGE OF USE
FOR A SHOP (FARMERS MARKET),
RECONFIGURING A LOT FOR AN
ACCESS EASEMENT AND
PRELIMINARY APPROVAL FOR
BUILDING WORKS ASSESSABLE
AGAINST THE PLANNING SCHEME**

Locality Plan

Meeting Date: 25 June 2024

Attachment No: 1

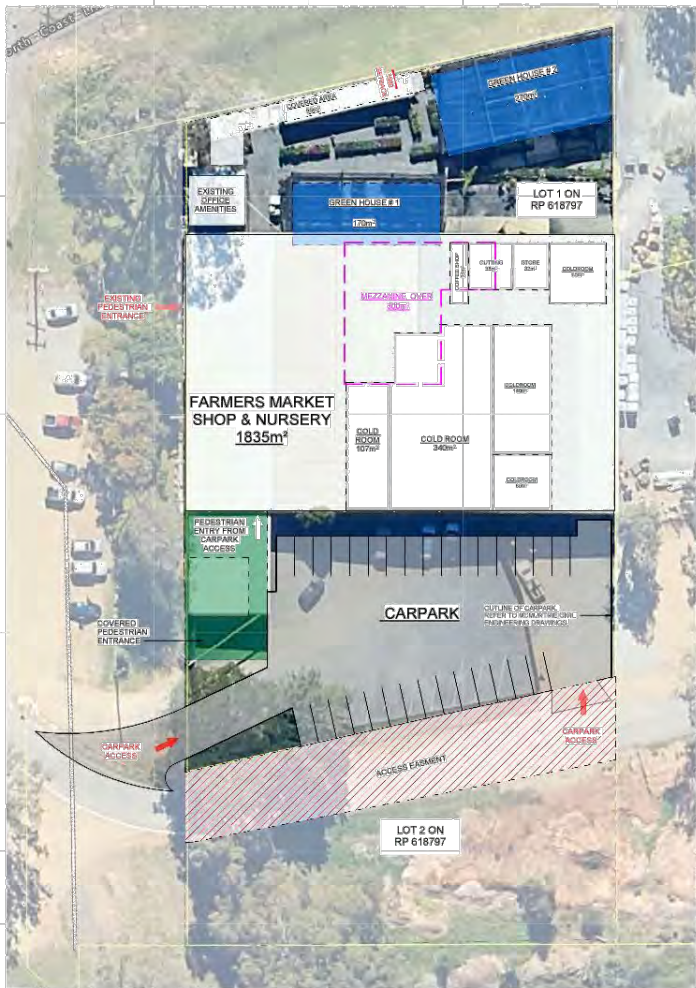


**REQUEST FOR NEGOTIATED
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FOR A SHOP (FARMERS MARKET),
RECONFIGURING A LOT FOR AN
ACCESS EASEMENT AND
PRELIMINARY APPROVAL FOR
BUILDING WORKS ASSESSABLE
AGAINST THE PLANNING SCHEME**

Site Plan

Meeting Date: 25 June 2024

Attachment No: 2



PROPSOED SITE PLAN
1 : 250

NOTES

VERIFY ALL DIMENSIONS AND CHECK LEVELS ON SITE BEFORE CONSTRUCTION. VERIFY ALL DISTANCES FROM THE SHOWN TO THE SHOWN TO CONFORM AND REMOVE THE LIABILITY OF THE ARCHITECT. ALL DIMENSIONS SHALL BE IN METERS OR MILLIMETERS UNLESS OTHERWISE SPECIFIED. THE ARCHITECT'S RESPONSIBILITY IS LIMITED TO THE INFORMATION PROVIDED BY THE CLIENT AND THE INFORMATION PROVIDED BY THE CLIENT'S REPRESENTATIVE.

AMENDMENTS

NO.	DATE	DESCRIPTION	BY	CHKD.	STATUS
A	26/11/2022	FOR DESIGN			
B	26/11/2022	FOR DESIGN			
C	26/11/2022	FOR DESIGN			
D	26/11/2022	FOR DESIGN			
E	26/11/2022	FOR DESIGN			
F	26/11/2022	FOR DESIGN			
G	16/07/2024	REVISED FOR DESIGN			

CLIENT:
DOMINIC DOBLO

Shop 5/10 Dunbar St,
Buckingham,
QLD 4700

PO Box 3371, Red Hill,
North Brisbane,
QLD 4761

Phone: 0749 222880
Email: mail@designtek.com.au

designtek

QBCC QBCC NO #1123040
BDAQ MEM NO R000781
www.designtek.com.au

ibill

SITE: 6 DOODBALL ST, THE COMMON QLD 470

PROJECT:
**PROPOSED MATERIAL
CHANGE OF USE
APPLICATION.**

DISCIPLINE:
BUILDING DESIGN SERVICES

TITLE:
PROPOSED SITE PLAN

DATE: 18/07/2022	SCALE: 1 : 250	DESIGNED BY: GK/14
PROJECT MANAGER:		DRAWN BY:
CAD FILE NAME:		APPROVED BY:
PROJECT NO: 1707-02		SHEET NO: 02 OF 02
DRAWING NO: MCL-02		REVISION: G

**REQUEST FOR NEGOTIATED
INFRASTRUCTURE CHARGES NOTICE
FOR DEVELOPMENT PERMIT D/123-
2020 FOR MATERIAL CHANGE OF USE
FOR A SHOP (FARMERS MARKET),
RECONFIGURING A LOT FOR AN
ACCESS EASEMENT AND
PRELIMINARY APPROVAL FOR
BUILDING WORKS ASSESSABLE
AGAINST THE PLANNING SCHEME**

Representations from Applicant

Meeting Date: 25 June 2024

Attachment No: 3



26th March 2024

Chief Executive Officer
Rockhampton Regional Council
PO Box 437
Rockhampton QLD 4700

Via E-mail: developmentadvice@rrc.qld.gov.au

Attention: Amanda O'Mara – Coordinator – Development Assessment

Dear Amanda,

**REPRESENTATIONS FOR A NEGOTIATED INFRASTRUCTURE CHARGES NOTICE – 6 AND 4
GOODSALL STREET, THE COMMON – D/123-2020**

We refer to Council's infrastructure charges notice received 30 January 2024 for the above-mentioned development approval. The appeal period was suspended on 26 February 2024 for a further 20 business days and is due to lapse on 26 March 2024.

On behalf of the applicant, Hudco P/L we would like to make representations to Rockhampton Regional Council (Council) seeking a negotiated infrastructure charges notice under s125 of the *Planning Act 2016*. The charges proposed by Council, in combination with the significant infrastructure upgrades around access and car parking which will improve safety and general amenity, bring the viability of the market operation into serious question.

The infrastructure charges notice issued by RRC included the following charges:

- a) A charge of **\$256,360.00** for Gross Floor Area being 1,300 square metres (cold rooms, store, cutting, coffee shop, mezzanine, butcher, office and amenities);
- b) A charge of **\$42,058.95** for proposed Impervious Area being 3,841 square metres (roof area, hardstand areas, access and parking areas); and

An infrastructure credit of \$30,677.65 was determined to be applicable for the existing lot.

These charges were based on the adopted charge rate for the "Shop" land use. These being:

- a) \$197.20 per m² of Gross Floor Area (GFA); and
- b) \$10.95 per m² impervious to Stormwater.

It is noted there is **no** infrastructure charge applicable to a market as defined in the planning scheme.

BRISBANE
1/9 Camford Street,
Milton Qld 4064
(07) 3217 5771
mail@reelplanning.com

CENTRAL QUEENSLAND
138 East Street,
Rockhampton Qld 4700
(07) 4927 3878
mail@reelplanning.com

FAR NORTH QUEENSLAND
Unit 101, 27-29 Wharf Street,
Cairns City Qld 4870
(07) 4281 6885
mail@reelplanning.com

www.reelplanning.com

While technically, the use applied for in this development application falls within the 'Shop' definition in the planning scheme, in terms of form and function, we believe the nature of the Doblo's market sits in stark contrast to the more formalised retail operations of a typical shop or Coles or Woolworths supermarket operation.

In Council's decision notice the development approval has been specifically limited to a Shop (Farmers market), a limitation which the applicant accepts. This is a clear acknowledgment that the use is more akin to a market than a shop. In fact, the way Council has structured the approval, if the use ceases, it cannot simply be changed to a supermarket/ conventional retail outcome as could happen in, for example, a retail tenancy in the Stockland shopping centre.

The definition of 'Market' in the planning scheme reads:

Market means the use of premises on a regular basis for—

- a) selling goods to the public mainly from temporary structures, including, for example, stalls, booths or trestle tables; or*
- b) providing entertainment, if the use is ancillary to the use in paragraph (a).*

Examples include:

*Flea market, **farmers market**, car boot sales.* (bold added for emphasis)

As noted above a market (including a farmers market) that is conducted on a regular basis, would attract no infrastructure charge under council's infrastructure charges resolution.

In terms of its built form, significant sections of Doblo's markets are unstructured and in the form of stalls, booths and lines of trestle tables. Parts of the development are of a design that does not constitute gross floor area as defined in the planning scheme, a feature that Council officers have acknowledged with excluding the forecourt from infrastructure charges calculations. The general public does access fruit and vegetables in the 2 large cold rooms (which technically do constitute gross floor area). However other areas are not accessed by the public, including the smaller cold rooms at the rear of the premises used for cutting up fruit and vegetables and for storage. Further, the mezzanine level is only used for ancillary office purposes.

It is relevant to comment on the use of cold rooms in the Doblo's market. While farmers markets in other parts of Australia might not use cold rooms, due to Rockhampton's sustained high temperatures, particularly in the summer months, the use of cold rooms is critical to maintaining fresh produce. These cold rooms have been set up specifically for the farmers market operation and could not reasonably offer any utility for an alternative land use.

In terms of its function, there is no comparison between the Doblo's market operation and that of a full line supermarket. The latter has its formal rows of different product lines stacked almost from floor to ceiling and while they do have a fresh fruit and vegetable offer, it is very structured and not the dominant use. In comparison Doblo's has very much the informal layout of a farmers market setup.

Therefore, we believe that applying the Shop/Shopping centre land use adopted charge rate of \$197.20 per m² for 1300m² GFA in addition to an impervious rate of \$10.95 per m² for 3,841 square metres (roof area, hardstand areas, access and parking areas) is manifestly unreasonable.

We believe there is a case to seek to have the charges waived altogether and we request Council's formal consideration of this. That is on the basis that the approval has been specifically limited to a 'Farmers market' which is referenced in the Market definition of the planning scheme. While the cold rooms are technically GFA, they really are just part of the market operation, an adaptation to deal with Rockhampton's climate.

In our opinion the only area where the imposition of an infrastructure charge is debatable is the 300sqm mezzanine that has been constructed. It constitutes GFA and is used for ancillary offices. The charge rate for offices is \$153.40 per square metre or a contribution of \$46,020 for the mezzanine space.

Further with respect to the impervious area, this should only apply to the impervious area associated with the mezzanine office. However, this charge could reasonably be offset, as a credit should be applied for infrastructure charges that have been paid previously by the landowner on the subject site. The existing development approval (referenced D/101-2017) for Building Works Assessable against Planning Scheme was subject to an infrastructure charge for 1,545 square metres of impervious area (roof area). As this roof area has been maintained on-site, it should not be included within the calculation for impervious area applicable to this infrastructure charges notice.

An infrastructure credit of \$30,677.65 would still apply for the existing lot, meaning the balance payable by the applicant is **\$15,342.35**.

There is clear scope for Council to exercise discretion in this matter given the unique circumstances at play with the characterisation of the use. The ground floor use, whether within or outside cold room facilities, is clearly set up as a farmers market and confined to such within the terms of the approval. In the worst case scenario if the market use ceases and the purpose built cold room infrastructure is removed, any alternative use in the future will require impact assessable development and Council will have the opportunity to impose infrastructure charges at that time.

It is appreciated that, pursuant to the planning legislation, the infrastructure charging regime for Rockhampton City is framed around principles of transparency and equity. There is unique set of circumstances with this review of infrastructure charges, that is transparent in its remit and if supported, will be equitable. It is simply not reasonable for Council to on the one hand charge Doblo's markets infrastructure contributions consistent with being a full line supermarket and on the other hand strictly confine the development approval to a farmers market only.

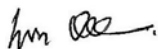
Against a backdrop of cost of living challenges for the community and increased scrutiny on the large scale corporate supermarket prices, Doblo's markets provides an independent market operation that is highly valued by the Rockhampton community. It provides choice and competition with a strong reputation for quality, fresh produce. It is a matter of public interest that Council recognises the Doblo's core (farmers') market function when it comes to charging for infrastructure.

The applicant is committed to improved safety of the open railway crossing and improved amenity with removing the dust nuisance and formalising the carpark, at significant cost. An equitable infrastructure charge is critical to sustaining the Doblo's market operation.

We formally request a deputation to make representations in person at a future Council meeting when this matter is considered by Council. If that could be arranged it would be greatly appreciated.

Please do not hesitate to contact the undersigned if any further details are required.

Yours faithfully



Greg Ovenden
Managing Director

11.5 REQUEST FOR ADDITIONAL DINING PLATFORM FOR HERITAGE HOTEL

File No: 11359
Attachments: Nil
Authorising Officer: Wade Clark - Economic Development Manager
Zac Garven - Acting Executive Manager Advance
Rockhampton
Author: Jack Duncan - Economic Development & Industry
Engagement Advisor

SUMMARY

This report seeks endorsement from Council to permit a Dining platform Program participant to have a second dining platform, a cost-effective alternative to storing an abandoned dining platform.

OFFICER'S RECOMMENDATION

THAT Council authorises the Chief Executive Officer to allocate a second dining platform to Heritage Hotel under the Dining Platform Program.

COMMENTARY

The owner of Rockhampton Wholesale Bakehouse has requested the removal of the Council dining platform – a platform they inherited after the former lessee of 17A East Street, Renny's Café, vacated the property.

Heritage Hotel have expressed interest in entering an agreement for a second dining platform to support their business plans.

Providing a platform to a business rather than moving the platform into storage would recover costs associated with relocation, promote activation in the CBD, and support local business.

Should Council resolve that the program continue through 2025 and beyond, the platform will become available to other businesses through an expression of interest process, once the lease agreement with Heritage Hotel ends, in the beginning of 2025.

BACKGROUND

It was resolved by Council that the Dining Platform Program be continued while Advance Rockhampton undertake community consultation supporting the future of the program.

Heritage Hotel have been considering having their own platforms manufactured. Success with platforms leased through Council may prove viability for this, enabling more businesses in Rockhampton to access Council dining platforms.

Should the Heritage Hotel demonstrate success relative to the objective of the program and are furthermore successful through an expression of interest process, there will be no additional cost associated with relocating the subject dining platform.

The dining platforms are also considered temporary mechanisms for mitigating the risk of damage to the pillars supporting the William Street side awning.

PREVIOUS DECISIONS

Ordinary Council 14 November 2023 resolved:

THAT Council continue the operational CBD Dining Platform Program to 30 December 2024, in accordance with the existing applicable local laws, eligibility requirements, and terms & conditions, and to continue to be administered by Advance Rockhampton.

Moved by: Mayor Williams

Seconded by: Councillor Wickerson

MOTION CARRIED UNANIMOUSLY

BUDGET IMPLICATIONS

The platform would be relocated to accommodate the request of the Heritage Hotel.

In granting the platform to a lessee, approximately 14.3% of the costs associated with relocation will be recovered in hire fees.

LEGISLATIVE CONTEXT

There are no governing policies or guidelines restricting the recommendation.

Heritage Hotel have already been approved for the Commercial Use of Roads (Footpath Dining) through Local Laws. Heritage Hotel's application accounted for a second platform.

LEGAL IMPLICATIONS

Public Sector Ethics Act 1994 determines that Council applies ethics values to decisions and policies. Best practice would be to provide all businesses in the community equal opportunity to lease the platforms. However, the circumstances are considered exceptional and Advance Rockhampton intend to create opportunity for business to express interest in the beginning of 2025.

STAFFING IMPLICATIONS

There are no staffing implications resulting from the recommendation.

RISK ASSESSMENT

The result of the officer's recommendation has had no risks identified.

CORPORATE/OPERATIONAL PLAN

Corporate Plan Goal 2.1 Our places and spaces enhance the liveability and diversity of our communities - *We ensure community assets are utilised and appropriate for the needs of the community.*

Rockhampton Region Economic Development Strategy & Action Plan Outcome P5.E – *Deliver a more vibrant and activated Rockhampton CBD.*

Rockhampton CBD Redevelopment Framework - A Vibrant Place to Live A2j – *On-Street Dining Program for CBD with particular focus on activation of Quay Street.*

CONCLUSION

Providing the platform to the Heritage Hotel, rather than storing it, would recover costs associated with relocation, promote activation in the CBD, and support local business. Advance Rockhampton is treating the circumstances as exceptional and intend to allow equal opportunity to lease the platform upon a Council resolution to continue the program over a longer term.

11.6 ROCKY RIVER RUN 2025

File No: 6097
Attachments: Nil
Authorising Officer: Zac Garven - Acting Executive Manager Advance Rockhampton
Author: Eileen Brown - Events Coordinator

SUMMARY

This report details the proposed 7Rocky River Run 2025 event date, Sunday 18 May, to be endorsed for event planning and promotion.

OFFICER'S RECOMMENDATION

THAT Council approve the date for the 7Rocky River Run event to be held on Sunday 18 May 2025.

COMMENTARY

Rocky River Run is an annual running event held in Rockhampton and raises funds for local charitable organisations. The event is in its 8th year and is an open, all-inclusive event from the elite race chasers to the local runners, walkers and rollers. Rocky River Run attracts attendance both locally and from across Australia. Multi-year contracts locked in with both Atlas Multi Sport and the Naming Sponsor Channel 7 enables the early promotion and marketing of the event which will assist in building the event profile and awareness with more lead time and exposure.

BACKGROUND

Rocky River Run 2025 dates are a recommendation from our partners Atlas Multi Sport to ensure that the event fits into the circuit of other major running events across the country. This event sits at a time of year that has ideal temperature and weather conditions in Rockhampton for delivering this event.

In 2024, this event attracted record participants with 2,210 people signing up for the run. It was the first time that all legs of the event sold out prior to the event day.

PREVIOUS DECISIONS

In 2023, Council approved the date for the Rocky River Run 2024 to be 19 May 2024.

BUDGET IMPLICATIONS

Rockhampton Regional Council managed events are to be delivered within the proposed Advance Rockhampton Budget for 24/25 and in 2024 was supported by eight local businesses and media partners as sponsors.

LEGISLATIVE CONTEXT

Not applicable.

LEGAL IMPLICATIONS

This event has multi-year contracts with Naming Sponsor and the Management Agency that includes 2025.

STAFFING IMPLICATIONS

No staffing implications, event to be delivered in partnership with the Advance Rockhampton Event team and Altus Multi Sport.

RISK ASSESSMENT

This event will have an Event Management Plan and Risk Assessment to manage any risks.

CORPORATE/OPERATIONAL PLAN

Regional Promotions - 3.3.2 We design places and deliver events that encourage visitors to come and stay. 3.3.2.1 Develop a diverse events calendar that supports livability & investability within the region.

CONCLUSION

The purpose of this report is to confirm the recommended date for the 2025 Rocky River Run of Sunday 18 May 2025. This will provide the opportunity to be able to forward plan and deliver expectations with sponsors and reach revenue targets.

11.7 SUMMARY OF PROPOSED CHANGES TO 2024/2025 FEES & CHARGES

File No:	7816
Attachments:	1. Summary of Proposed Changes to the 2024/2025 Fees and Charges June 2024 ↓ 2. Development Advice Centre Fees & Charges 2024/2025 ↓
Authorising Officer:	Ross Cheesman - Deputy Chief Executive Officer
Author:	Marnie Taylor - Chief Financial Officer

SUMMARY

The intention of this report is to submit minor amendments to Council's Fees and Charges Schedule for the 2024-2025 financial year.

OFFICER'S RECOMMENDATION

THAT in accordance with the requirements of the *Local Government Act 2009*, Council adopts the amendments to the Fees and Charges Schedule for the 2024-2025 financial year.

COMMENTARY

The proposed amendments to the Fees and Charges 2024-2025 are provided below.

Community Services**Development Advice Centre**

Minor changes to be made including –

- Change in title from Development Assessment Centre to Development Advice Centre.
- Inclusion of Fees DAC444 to DAC468 as this was originally omitted from the original proposed Fees and Charges document due to formatting.
- Moving Fee DAC432 to be placed under 'special structure approval' heading, including subsequent renumbering for fees. This also changes the fee number from DAC432 to DAC435.
- DAC433 – Add 'LOD + assess + max 4 inspections' to the charge basis per unit.
- DAC439 – remove the 9 from 'class 1a, 1b, 9'
- DAC457 - change the 20 cents to 20%
- DAC458 – spelling of marquee is incorrect, amended from marquis to marquees.

Major Venues

- MJV002 – addition of '(whichever is greater)' to item name
- MJV025, MJV026, MJV027, MJV028, MJV029, MJV030, MJV033, MJV034, MJV036 & MJV037 – slight increase in these fees due to rising cost of Staff working in Box office - ticketing fees are used to offset the operational costs of staff, and consumables associated with selling tickets for events.
 - Staff costs have risen consistently for the past 2 years, and now we will need to raise ticketing fees in order to recoup that cost.
- Removal of MJV038 as this is a duplicate fee.
- Removal of Rockhampton Music Bowl as a venue for public hire. This was included in the original proposal memo, however was not updated in the Fees and charges spreadsheet.
- Removal of MJV089 – security deposit for Walter Reid Cultural Centre

- Change of MJV002, MJV011, MJV101, MJV102 and MJV104 from \$ to %.
- Change of MJV134 from \$15.00 to \$45.00, in 2023/2024 this was \$45.00.

Rockhampton Museum of Art

- Change the charge basis per unit as per the below -
 - RMA006 – change from 'Per day' to 'Per hire'
 - RMA007 – change from 'Per 8 hours' to 'Per hire'
 - RMA016 – change the fee from \$525.00 to \$520.00 to ensure consistency across program room fees.

Rockhampton Heritage Village

It has been identified that not all proposed changes for the Rockhampton Heritage Village 2024/2025 Fees and Charges were updated as part of adoption. These minor changes are detailed in the attached.

Admission is being increased from \$5 to \$6 as prior to COVID this was \$13, however was reduced after the impacts of COVID on events. Management and Operational Staff are ready for this to be increased again.

Removal of RHV010 – Photo Shoot – Any Location in Village – Opening Hours, as admission has already been charged to the Rockhampton Heritage Village, this fee will already be captured as part of admission.

Corporate Services

Airport

Slight amendments to the car parking fees to be more consistent in pricing based on the duration of the stay.

Property Searches

Change in the Heading from 'Leasing Fees' to 'Property Land & Tenure Application Fees'.

Regional Services

Fitzroy River Water

- Change FRW015 and FRW031 to Private Works Quote.
- FRW023 – increase from \$3.50 to \$5.00/kl for External to Council clients only.

Rockhampton Regional Waste and Recycling

The state government has come in at the last minute with changes to the domestic waste levy rebate, so a handful of our fees & charges need to change as well. All changes listed below.

- RWR002 is now \$20, changed from \$22
- RWR003 is now \$31, changed from \$35
- RWR004 is now \$36, changed from \$45
- RWR005 is now \$118, changed from \$143
- RWR006 is now \$327, changed from \$351
- RWR008 is now \$334, changed from \$428
- RWR009 is now \$396, changed from \$490

PREVIOUS DECISIONS

The 2024/2025 Fees and Charges schedule was adopted by Council on 28 May 2024.

BUDGET IMPLICATIONS

The effect of the changes will have minimal budget impact.

LEGISLATIVE CONTEXT

The fees and charges in the schedule can be amended at any time throughout the year in accordance with legislation.

CONCLUSION

These minor amendments are recommenced for inclusion in the 2024/2025 Fees and Charges Schedule.

Upon approval by Council, these amendments to the 2024/2025 Fees and Charges Schedule are to be uploaded and presented on the Council website.

SUMMARY OF PROPOSED CHANGES TO 2024/2025 FEES & CHARGES

Summary of Proposed Changes to the 2024/2025 Fees and Charges June 2024

Meeting Date: 25 June 2024

Attachment No: 1

SUMMARY OF PROPOSED CHANGES 2024/2025

Community Services

Development Advice Centre

Change in title from Development Assessment Centre to Development Advice Centre.

Inclusion of Fees DAC444 to DAC468 as this was originally omitted from the original proposed Fees and Charges document due to formatting.

Moving Fee DAC432 to be placed under 'special structure approval' heading, including subsequent renumbering for fees. This also changes the fee number from DAC432 to DAC435.

DAC433 – Add 'LOD + assess + max 4 inspections' to the charge basis per unit.

DAC439 – remove the 9 from 'class 1a, 1b, 9'

DAC457 - change the 20 cents to 20%

DAC458 – spelling of marquee is incorrect, amended from marquis to marquees.

Current Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)
DAC	Class 10c Approvals A private bushfire shelter				
DAC432	Residential Lifts	Y		\$ 609.00	
DAC433	Class 2 - 9 Buildings less than 500sqm (Includes alteration/additions)	Y		\$ 2,298.00	
DAC439	Class 1a, 1b 9	Y		\$ 772.00	
DAC457	Discount for application lodged through e-services (when available)	N		\$ 0.20	Per application
DAC458	Temporary Structure (for short term events e.g. Marquis etc. over 100sqm)	N		\$ 1,113.00	

Proposed Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)
DAC432	Class 2 - 9 Buildings less than 500sqm (Includes alteration/additions)	Y		\$ 2,298.00	LOD + assess + max 4 inspections
DAC	Special Structure Approvals				
DAC435	Residential Lifts	Y		\$ 609.00	
DAC	Demolition and or Remove Building(s) (includes 1 inspection)				
DAC439	Class 1a, 1b	Y		\$ 772.00	
DAC457	Discount for application lodged through e-services (when available)	N		20%	Per application
DAC458	Temporary Structure (for short term events e.g. Marquees etc. over 100sqm)	N		\$ 1,113.00	

Major Venues

MJV002 – addition of '(whichever is greater)' to item name.

MJV025, MJV026, MJV027, MJV028, MJV029, MJV030, MJV033, MJV034, MJV036 & MJV037 – slight increase in these fees due to rising cost of Staff working in Box office - ticketing fees are used to offset the operational costs of staff, and consumables associated with selling tickets for events.

- Staff costs have risen consistently for the past 2 years, and now we will need to raise ticketing fees in order to recoup that cost.

Removal of MJV038 as this is a duplicate fee.

Removal of Rockhampton Music Bowl as a venue for public hire. This was included in the original proposal memo, however was not updated in the Fees and charges spreadsheet.

Removal of MJV089 – security deposit for Walter Reid Cultural Centre

Change of MJV002, MJV011, MJV101, MJV102 and MJV104 from \$ to %.

Change of MJV134 from \$15.00 to \$45.00, in 2023/2024 this was \$45.00.

Current Fees

Fee Number	Item name	2024/2025 (incl GST) Authority	2024/2025 (incl GST) Descriptive if Request	2024/2025 (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Fee Type
MJV002	% Percentage of Net Box Office-Plus GST	Y	\$ 0.10	\$ 0.10	Per session	Local Government Act 2009	Commercial
MJV011	Merchandise Commission	Y	\$ 0.10	\$ 0.10	Gross sales	Local Government Act 2009	Commercial
MJV025	Ticket with a net Ticket value < \$25.00	Y	\$ 3.85	\$ 2.85	Per unit	Local Government Act 2009	Commercial
MJV026	Ticket with a net Ticket value > \$25 and < \$50	Y	\$ 4.35	\$ 2.90	Per unit	Local Government Act 2009	Commercial
MJV027	Ticket with a net Ticket value > \$50 and < \$100	Y	\$ 5.40	\$ 3.15	Per unit	Local Government Act 2009	Commercial
MJV028	Ticket with a net Ticket value > \$100	Y	\$ 7.55	\$ 3.95	Per unit	Local Government Act 2009	Commercial
MJV029	Elisdeddfof Dance Festival GA Session Ticket	Y	\$	\$ 1.45	Per unit	Local Government Act 2009	Commercial
MJV030	Elisdeddfof Dance Festival Reserved Session Ticket	Y	\$	\$ 1.65	Per unit	Local Government Act 2009	Commercial
MJV031	Elisdeddfof Dance Festival Season Ticket	Y	\$	\$ 2.85	Per unit	Local Government Act 2009	Commercial
MJV033	Refunds and exchanges per ticket	Y	\$ 3.30		Per unit	Local Government Act 2009	Commercial
MJV034	Internet Service Fee per ticket	Y	\$ 1.65		Per unit	Local Government Act 2009	Commercial
MJV036	Ticket Postage Fee - Standard Mail	Y	\$ 3.80		Per unit	Local Government Act 2009	Commercial
MJV037	Ticket Postage Fee - Registered Mail	Y	\$ 6.00		Per unit	Local Government Act 2009	Commercial
MJV038	Security Deposit: all hires. (refundable subject to post event inspection)	Y	10% of hire quote	10% of hire quote	Per booking	Local Government Act 2009	Commercial
MJV	Rockhampton Music Bowl						
MJV	Venue Costs						
MJV	Basic Rental charge of one day or one session as applicable as required in advance of hiring as a security deposit. In the event of cancellation, the security deposit may be refunded at the discretion of the manager. Additional Security deposit may be applied to manage risk related to the event at the discretion of the manager.						
MJV	Cleaning as a result of normal use is included in hire charge. An additional charge will be levied for extraordinary cleaning.						
MJV089	Security Deposit: all hires. (refundable subject to post event inspection)	Y	10% of hire quote		Per booking	Local Government Act 2009	Commercial
MJV101	Fri to Sun (% of applicable weekly rate)	Y	\$ 0.25	\$ 0.25	Per day	Local Government Act 2009	Commercial
MJV102	Mon to Thu (% of applicable weekly rate)	Y	\$ 0.15	\$ 0.15	Per day	Local Government Act 2009	Commercial
MJV104	Tenant Organisation Retail Shop (25% commission only)	Y	\$ 0.25	\$ 0.25	Per sale	Local Government Act 2009	Commercial
MJV133	Beatrice Hutten (SS SGM) not including AV or furniture	Y	\$ 15.00	\$ 15.00	Half day (4 hours)	Local Government Act 2009	Commercial

Proposed Fees

Fee Number	Item name	2024/2025 (incl GST) Authority	2024/2025 (incl GST) Descriptive if Request	2024/2025 (incl GST)	Charge basis per unit (Optional)	Legislative Authority	Fee Type
MJV002	% Percentage of Net Box Office-Plus GST (whichever is greater)	Y	\$ 0.10	\$ 0.10	Per session	Local Government Act 2009	Commercial
MJV011	Merchandise Commission	Y	\$ 0.10	\$ 0.10	Gross sales	Local Government Act 2009	Commercial
MJV025	Ticket with a net Ticket value < \$25.00	Y	\$ 4.00	\$ 2.80	Per unit	Local Government Act 2009	Commercial
MJV026	Ticket with a net Ticket value > \$25 and < \$50	Y	\$ 4.50	\$ 3.10	Per unit	Local Government Act 2009	Commercial
MJV027	Ticket with a net Ticket value > \$50 and < \$100	Y	\$ 5.60	\$ 3.30	Per unit	Local Government Act 2009	Commercial
MJV028	Ticket with a net Ticket value > \$100	Y	\$ 8.00	\$ 4.50	Per unit	Local Government Act 2009	Commercial
MJV030	Elisdeddfof Dance Festival Reserved Session Ticket	Y	\$	\$ 1.70	Per unit	Local Government Act 2009	Commercial
MJV031	Elisdeddfof Dance Festival Season Ticket	Y	\$	\$ 2.70	Per unit	Local Government Act 2009	Commercial
MJV032	Cancellation Fee (200% of the applicable Booking Fee)	Y			Per unit	Local Government Act 2009	Commercial
MJV033	Refunds and exchanges per ticket	Y	\$ 3.50		Per unit	Local Government Act 2009	Commercial
MJV034	Internet Service Fee per ticket	Y	\$ 1.70		Per unit	Local Government Act 2009	Commercial
MJV036	Ticket Postage Fee - Standard Mail	Y	\$ 4.00		Per unit	Local Government Act 2009	Commercial
MJV037	Ticket Postage Fee - Registered Mail	Y	\$ 7.00		Per unit	Local Government Act 2009	Commercial
MJV101	Fri to Sun (% of applicable weekly rate)	Y	\$ 0.25	\$ 0.25	Per day	Local Government Act 2009	Commercial
MJV102	Mon to Thu (% of applicable weekly rate)	Y	\$ 0.15	\$ 0.15	Per day	Local Government Act 2009	Commercial
MJV104	Tenant Organisation Retail Shop (25% commission only)	Y	\$ 0.25	\$ 0.25	Per sale	Local Government Act 2009	Commercial
MJV133	Beatrice Hutten (SS SGM) not including AV or furniture	Y	\$ 45.00	\$ 45.00	Half day (4 hours)	Local Government Act 2009	Commercial

Rockhampton Museum of Art

Change the charge basis per unit as per the below -

RMA006 – change from ‘Per day’ to ‘Per hire’

RMA007 – change from ‘Per 8 hours’ to ‘Per hire’

RMA016 – change the fee from \$525.00 to \$520.00 to ensure consistency across program room fees.

Current Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)
RMA006	Long Gallery and Atrium	Y		\$ 3,450.00	Per day
RMA007	Long Gallery and Atrium (Special Event)	Y		\$ 6,500.00	Per 8 hours
RMA016	Programs Room 1.1 & 1.2 Half Day	Y		\$ 525.00	Per 4 hours

Proposed Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)
RMA006	Long Gallery and Atrium	Y		\$ 3,450.00	Per hire
RMA007	Long Gallery and Atrium (Special Event)	Y		\$ 6,500.00	Per hire
RMA016	Programs Room 1.1 & 1.2 Half Day	Y		\$ 520.00	Per 4 hours

Rockhampton Heritage Village

As these fees were amended in November 2023, no change was required to these fees, however indexation has been applied and the adopted fees reflected these increases. This is to change these fees to what was adopted in November 2023.

Admission is being increased from \$5 to \$6 as prior to COVID this was \$13, however was reduced after the impacts of COVID on events. Management and Operational Staff are ready for this to be increased again.

Removal of RHV010 – Photo Shoot – Any Location in Village – Opening Hours, as admission has already been charged to the Rockhampton Heritage Village, this fee will already be captured as part of admission.

Current Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$
RHV001	All patrons 3 years and over	Y		\$ 5.00
RHV009	Classic Outdoor Ceremony Package	Y		\$ 520.00
RHV010	Photo Shoot - Any location in Village - Opening Hours	Y		\$ 5.00
RHV017	Signature Function Package	Y		\$ 5,720.00
RHV018	Security bond - Refundable following satisfactory cleaning and inspection. May be withheld for additional cleaning and repairs	N		\$ 1,040.00
RHV020	Food van/truck includes power (6x3m site)	Y		\$ 88.00
RHV021	Standard stall site (6x3m site)	Y		\$ 62.00
RHV022	Corner site (6x3m site with two sided frontage)	Y		\$ 73.00
RHV023	Car site (6x6m site)	Y		\$ 88.00
RHV024	Amusements	Y		\$ 88.00

Proposed Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) \$
RHV001	All patrons 3 years and over	Y	\$ 6.00
RHV009	Classic Outdoor Ceremony Package	Y	\$ 500.00
RHV017	Signature Function Package	Y	\$ 5,500.00
RHV018	Security bond - Refundable following satisfactory cleaning and inspection. May be withheld for additional cleaning and repairs	N	\$ 1,000.00
RHV020	Food van/truck includes power (6x3m site)	Y	\$ 85.00
RHV021	Standard stall site (6x3m site)	Y	\$ 60.00
RHV022	Corner site (6x3m site with two sided frontage)	Y	\$ 70.00
RHV023	Car site (6x6m site)	Y	\$ 85.00
RHV024	Amusements	Y	\$ 85.00

Corporate Services

Airport

Amended car parking fees to be more consistent in pricing based on the duration of the stay.

Current Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$
AIR047	2 Days	Y		\$ 68.00
AIR049	4 Days	Y		\$ 133.00
AIR050	5 Days	Y		\$ 171.00
AIR051	Over 5 Days	Y	\$164.50 + \$28.00 per day thereafter	As assessed
AIR053	2 Days	Y		\$ 53.00
AIR054	3 Days	Y		\$ 77.00
AIR055	4 Days	Y		\$ 105.00
AIR056	5 Days	Y		\$ 130.00
AIR057	6 Days	Y		\$ 152.00
AIR058	7 Days	Y		\$ 173.00
AIR059	8 Days	Y		\$ 196.00
AIR060	9 Days	Y		\$ 210.00
AIR061	10 Days	Y		\$ 220.00
AIR062	Over 10 Days	Y	\$212.00 + \$18.00 per day thereafter	As assessed
AIR065	3 Days	Y		\$ 63.00
AIR066	4 Days	Y		\$ 84.00
AIR067	5 Days	Y		\$ 94.00
AIR068	6 Days	Y		\$ 105.00
AIR069	7 Days	Y		\$ 114.00
AIR070	8 Days	Y		\$ 123.00
AIR071	9 Days	Y		\$ 130.00
AIR072	10 Days	Y		\$ 140.00
AIR073	Over 10 Days	Y	\$140.00 + \$10.00 per day thereafter	As assessed

Proposed Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$
AIR047	2 Days	Y		\$ 66.00
AIR049	4 Days	Y		\$ 132.00
AIR050	5 Days	Y		\$ 165.00
AIR051	Over 5 Days	Y	\$165.00 + \$28.00 per day thereafter	As assessed
AIR053	2 Days	Y		\$ 54.00
AIR054	3 Days	Y		\$ 81.00
AIR055	4 Days	Y		\$ 108.00
AIR056	5 Days	Y		\$ 135.00
AIR057	6 Days	Y		\$ 157.00
AIR058	7 Days	Y		\$ 179.00
AIR059	8 Days	Y		\$ 201.00
AIR060	9 Days	Y		\$ 223.00
AIR061	10 Days	Y		\$ 245.00
AIR062	Over 10 Days	Y	\$245.00 + \$18.00 per day thereafter	As assessed
AIR065	3 Days	Y		\$ 69.00
AIR066	4 Days	Y		\$ 92.00
AIR067	5 Days	Y		\$ 107.00
AIR068	6 Days	Y		\$ 122.00
AIR069	7 Days	Y		\$ 137.00
AIR070	8 Days	Y		\$ 152.00
AIR071	9 Days	Y		\$ 162.00
AIR072	10 Days	Y		\$ 172.00
AIR073	Over 10 Days	Y	\$172.00 + \$10.00 per day thereafter	As assessed

Property Searches

Change in the Heading from 'Leasing Fees' to 'Property Land & Tenure Application Fees'

Current Wording

PRP	Leasing Fees
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Proposed Wording

PRP	Property Land & Tenure Application Fees
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Regional Services

Fitzroy River Water

Change FRW015 and FRW031 to Private Works Quote.

FRW024 – increase from \$3.50 to \$5.00/kl for External to Council clients only.

Current Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)
FRW015	Water Main/Service locations (not potholed)	N		\$ 198.00	Per hour of part thereof
FRW024	Water Usage Rate	N		\$ 3.50	Per kl
FRW031	Sewer Main Locations	N		\$ 198.00	Per hour

Proposed Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)
FRW014	Water Main/Service locations (not potholed)	N	Private Works Quote	As assessed	Per hour or part thereof
FRW023	Water Usage Rate (External to Council clients only)	N		\$ 5.00	Per kl
FRW030	Sewer Main Locations	N		\$ 198.00	Per hour

Rockhampton Regional Waste and Recycling

The state government has come in at the last minute with changes to the domestic waste levy rebate, so a handful of our fees & charges need to change as well. All changes listed below.

- RWR002 is now \$20, changed from \$22
- RWR003 is now \$31, changed from \$35
- RWR004 is now \$36, changed from \$45
- RWR005 is now \$118, changed from \$143
- RWR006 is now \$327, changed from \$351
- RWR008 is now \$334, changed from \$428
- RWR009 is now \$396, changed from \$490

Current Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)
RWR002	240 ltr wheelie bin, Car boot - sedan, suv or station wagon	Y		\$ 22.00	Transaction
RWR003	Trailer (6'X4') / utility / trayback / van	Y		\$ 35.00	Transaction
RWR004	Larger trailer or 6'X4" trailer/ ute using hungry boards	Y		\$ 45.00	Transaction
RWR005	Truck / Tandem axle horse float	Y		\$ 143.00	Tonne
RWR006	Domestic Waste requiring immediate cover	Y		\$ 351.00	Tonne
RWR008	Unsorted Mixed Load (inclusive of mattress, solar panel, green waste, bulk metal, other prohibited items)	Y		\$ 428.00	Tonne
RWR009	Unsorted Mixed Load (inclusive of tyre/s)	Y		\$ 490.00	Tonne

Proposed Fees

Fee Number	Item name	GST Authority	2024/2025 (incl GST) Descriptive if Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)
RWR002	240 ltr wheelie bin, Car boot - sedan, suv or station wagon	Y		\$ 20.00	Transaction
RWR003	Trailer (6'X4') / utility / tray back / van	Y		\$ 31.00	Transaction
RWR004	Larger trailer or 6'X4" trailer/ ute using hungry boards	Y		\$ 36.00	Transaction
RWR005	Truck / Tandem axle horse float	Y		\$ 118.00	Tonne
RWR006	Domestic Waste requiring immediate cover	Y		\$ 327.00	Tonne
RWR008	Unsorted Mixed Load (inclusive of mattress, solar panel, green waste, bulk metal, other prohibited items)	Y		\$ 334.00	Tonne
RWR009	Unsorted Mixed Load (inclusive of tyre/s)	Y		\$ 396.00	Tonne

SUMMARY OF PROPOSED CHANGES TO 2024/2025 FEES & CHARGES

Development Advice Centre Fees & Charges 2024/2025

Meeting Date: 25 June 2024

Attachment No: 2

Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)	Legislative Authority	Fee Type
Development Advice Centre including Building, Plumbing and Drainage							
DAC	Applications for Material Change of Use						
DAC	Rural Purposes						
DAC001	Animal husbandry plus site area fees	N		\$ 2,862.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC002	Site area up to 2 Ha	N		\$ 514.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC003	Site area from 2 Ha to 5 Ha	N		\$ 1,283.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC004	Site area between 5 Ha and 10 Ha	N		\$ 2,516.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC005	Site area over 10 Ha	N		POA	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC006	Animal keeping plus cost per no. of animals	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC007	1-10 animals	N		\$ 257.00	Per 10 animal capacity or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC008	11-20 animals	N		\$ 514.00	Per 10 animal capacity or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC009	21-30 animals	N		\$ 770.00	Per 10 animal capacity or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC010	Over 30 animals	N		POA	Per 10 animal capacity or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC011	Aquaculture plus site area fees	N		\$ 2,356.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC012	Site area up to 2 Ha	N		\$ 514.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC013	Site area between 2 Ha and 5 Ha	N		\$ 1,283.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC014	Site area between 5 Ha and 10 Ha	N		\$ 2,568.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC015	Site area over 10 Ha	N		POA	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC016	Intensive horticulture plus site area fees	N		\$ 2,356.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC017	Site area up to 2 Ha	N		\$ 514.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC018	Site area between 2 Ha and 5 Ha	N		\$ 1,283.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC019	Site area between 5 Ha and 10 Ha	N		\$ 2,568.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC020	Site area over 10 Ha	N		POA	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC021	Rural industry/cropping plus site area fees	N		\$ 2,356.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC022	Site area up to 2 Ha	N		\$ 514.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC023	Site area between 2 Ha and 5 Ha	N		\$ 1,283.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC024	Site area between 5 Ha and 10 Ha	N		\$ 2,568.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC025	Site area over 10 Ha	N		POA	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC026	Roadside stall	N		\$ 400.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC027	Rural workers' accommodation	N		\$ 2,356.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC028	Winery plus site area fees	N		\$ 2,356.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC029	Site area up to 2 Ha	N		\$ 514.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC030	Site area between 2 Ha and 5 Ha	N		\$ 1,283.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC031	Site area between 5 Ha and 10 Ha	N		\$ 2,568.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC032	Site area over 10 Ha	N		POA	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC033	Permanent plantation plus site area	N		\$ 2,356.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC034	Site area up to 2 Ha	N		\$ 514.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC035	Site area between 2 Ha and 5 Ha	N		\$ 1,283.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC036	Site area between 5 Ha and 10 Ha	N		\$ 2,568.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC037	Site area over 10 Ha	N		POA	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge base per unit (Optional)	Legislative Authority	Fee Type
DAC038	Intensive Animal Industry	N		\$ 4,434.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Residential Purposes						
DAC039	Short-term accommodation/Rooming accommodation plus cost per unit	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC040	Cost per unit	N		\$ 541.00	Per unit	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC041	Retirement facility /residential care facility plus cost per unit/room	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC042	Cost per unit/room	N		\$ 541.00	Per unit/aged care room	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC043	Relocatable home park plus cost per dwelling	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC044	Cost per dwelling	N		\$ 257.00	Per dwelling	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC045	Tourist park plus cost per cabin, van or tent site	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC046	Cost per cabin site	N		\$ 257.00	Per cabin site	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC047	Cost per van or tent site	N		\$ 53.00	Per van or tent site	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC048	Caremaker's accommodation	N		\$ 1,220.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC049	Non-resident workforce accommodation plus cost per no. of people accommodated	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC050	1 to 50 persons accommodated	N		\$ 5,411.00	Per five persons accommodated or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC051	50 to 100 persons accommodated	N		\$ 10,821.00	Per five persons accommodated or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC052	Over 100 persons accommodated	N	POA		Per five persons accommodated or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC053	Dual occupancy	N		\$ 3,574.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC054	Dwelling house/Dwelling unit	N		\$ 1,239.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC055	Home-based business	N		\$ 1,239.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC056	Nature-based tourism/Culatation plus cost per cabin, van or tent site	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC057	Cost per cabin site	N		\$ 257.00	Per cabin	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC058	Cost per van or tent site	N		\$ 53.00	Per van or tent site	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC059	Community residence	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC060	Multiple dwelling plus per unit cost	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC061	One to five units	N		\$ 2,707.00	Per unit	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC062	Six to ten units	N		\$ 5,411.00	Per unit	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC063	Eleven to fifteen units	N		\$ 8,116.00	Per unit	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC064	Over fifteen units	N	POA		Per unit	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Commercial Purposes						
DAC065	Parking station plus cost per space	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC066	Cost per space	N		\$ 34.00	Per space	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC067	Car wash	N		\$ 3,574.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC068	Theatre	N		\$ 3,574.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC069	Office/Sales office plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC070	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC071	From 251 to 500 square metres GFA	N		\$ 2,708.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC072	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC073	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge base per unit (Optional)	Legislative Authority	Fee Type
DAC074	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC075	Food and drink outlet plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC076	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC077	From 251 to 500 square metres GFA	N		\$ 2,708.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC078	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC079	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC080	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC081	Funeral parlour plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC082	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC083	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC084	From 501 to 750 metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC085	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC086	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC087	Garden centre plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC088	Site area up to 250 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC089	Site area 251 to 500 square metres	N		\$ 1,283.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC090	Site area 501 to 750 metres	N		\$ 2,053.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC091	Site area 751 to 1000 square metres	N		\$ 2,588.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC092	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC093	Hotel/Bar plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC094	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC095	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC096	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC097	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC098	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC099	Shopping centre plus GFA	N		\$ 9,785.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC100	Up to 5000 square metres GFA	N		\$ 27,056.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC101	From 5001 to 10000 square metres GFA	N		\$ 54,112.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC102	From 10001 to 15000 square metres GFA	N		\$ 81,168.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)	Legislative Authority	Fee Type
DAC103	Over 15000 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC104	Market	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC105	Health care services plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC106	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC107	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC108	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC109	From 751 to 1000 square metres GFA	N		\$ 5,412.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC110	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC111	Motor sport facility plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC112	Site area up to 2 Ha	N		\$ 514.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC113	Site area between 2 Ha and 5 Ha	N		\$ 1,283.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC114	Site area between 5 Ha and 10 Ha	N		\$ 2,568.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC115	Site area over 10 Ha	N		POA	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC116	Nightclub Entertainment Facility plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC117	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC118	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC119	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC120	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC121	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC122	Agricultural supplies store plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC123	Site area up to 250 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC124	Site area from 251 to 500 square metres	N		\$ 1,283.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC125	Site area from 501 to 750 square metres	N		\$ 2,053.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC126	Site area from 751 to 1000 square metres	N		\$ 2,568.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC127	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC128	Showroom plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC129	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC130	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC131	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC132	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC133	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC134	Outdoor sales plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC135	Site area up to 250 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC136	Site area from 251 to 500 square metres	N		\$ 1,283.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC137	Site area from 501 to 750 square metres	N		\$ 2,053.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC138	Site area from 751 to 1000 square metres	N		\$ 2,568.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC139	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC140	Service Station plus site area fees	N		\$ 4,552.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC141	Area fee capped for up to 5,000 square metres	N		\$ 13,186.00	Capped fee for area	Planning Act 2016	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)	Legislative Authority	Fee Type
DAC142	Area fee capped for up to one hectare	N		\$ 19,749.00	Capped fee for area	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC143	Area fee capped for up to five hectares	N		\$ 26,332.00	Capped fee for area	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC144	Shop/Adult store plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC145	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC146	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC147	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC148	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC149	Over 1001 square metres GFA	N	POA		Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC150	Tourist attraction plus GFA	N		\$ 3,433.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC151	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC152	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC153	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC154	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC155	Over 1001 square metres GFA	N	POA		Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC156	Hardware and trade supplies plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC157	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC158	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC159	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC160	From 750 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC161	Over 1001 square metres GFA	N	POA		Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC162	Veterinary services plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC163	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC164	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC165	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC166	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC167	Over 1001 square metres GFA	N	POA		Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Industrial Purposes						
DAC168	Brothel	N		\$ 5,374.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC169	Bulk landscape supplies /wholesale nursery plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC170	Site area up to 250 square metres	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC171	Site area from 251 to 500 square metres	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC172	Site area from 501 to 750 square metres	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC173	Site area from 750 to 1000 square metres	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC174	Site area over 1001 square metres	N	POA		Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC175	Environment facility plus site area fees	N		\$ 4,552.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC176	Site area up to 250 square metres	N		\$ 1,623.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)	Legislative Authority	Fee Type
DAC177	Site area from 251 to 500 square metres	N		\$ 2,707.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC178	Site area from 501 to 750 square metres	N		\$ 4,330.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC179	Site area from 750 to 1000 square metres	N		\$ 5,411.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC180	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC181	Extractive industry plus site area fees to a maximum fee of \$20,000.00	N		\$ 4,552.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC182	Per hectare of site area	N		\$ 3,253.00	Per Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC183	Research and technology industry plus site area fees	N		\$ 3,407.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC184	Site area up to 250 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC185	Site area from 251 to 500 square metres	N		\$ 1,283.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC186	Site area from 501 to 750 square metres	N		\$ 2,053.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC187	Site area from 751 to 1000 square metres	N		\$ 2,588.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC188	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC189	High impact industry plus site area fees	N		\$ 4,552.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC190	Site area up to 1Ha	N		\$ 4,330.00	Per Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC191	Site area 1Ha to 2Ha	N		\$ 5,411.00	Per Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC192	Site area over 2Ha	N		POA	Per Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC193	Low impact industry plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC194	Site area up to 5000 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC195	Site area from 5000 square metres to 1 Ha	N		\$ 1,283.00	Per 1 Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC196	Site area from 1Ha to 2 Ha	N		\$ 2,053.00	Per Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC197	Site area from 2Ha to 3Ha	N		\$ 2,588.00	Per Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC198	Site area over 3 Ha	N		POA	Per hectares site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC199	Service industry plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC200	Site area up to 250 square metres	N		\$ 1,623.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC201	Site area from 251 to 500 square metres	N		\$ 2,707.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC202	Site area from 501 to 750 square metres	N		\$ 4,330.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC203	Site area from 751 to 1000 square metres	N		\$ 5,411.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC204	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC205	Special industry plus site area fees	N		\$ 4,552.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC206	Site area up to 1Ha	N		\$ 4,330.00	Per 100 square metres GFA Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC207	Site area 1Ha to 2Ha	N		\$ 5,411.00	Per 100 square metres GFA Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC208	Site area over 2Ha	N		POA	Per 100 square metres GFA Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC209	Medium impact industry plus site area fees	N		\$ 3,433.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC210	Site area up to 5000 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC211	Site area from 5000 square metres to 1Ha	N		\$ 1,283.00	Per 1 Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC212	Site area from 1Ha to 2 Ha	N		\$ 2,053.00	Per Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC213	Site area from 2Ha to 3Ha	N		\$ 2,588.00	Per Ha site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge base per unit (Optional)	Legislative Authority	Fee Type
DAC214	Site area over 3Ha	N		POA	Per hectare site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC215	Marine industry plus site area fees	N		\$ 3,433.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC216	Site area up to 250 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC217	Site area from 251 to 500 square metres	N		\$ 1,283.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC218	Site area from 501 to 750 square metres	N		\$ 2,053.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC219	Site area from 751 to 1000 square metres	N		\$ 2,568.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC220	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC221	Transport depot plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC222	Site area up to 250 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC223	Site area from 251 to 500 square metres	N		\$ 1,283.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC224	Site area from 501 to 750 square metres	N		\$ 2,053.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC225	Site area from 751 to 1000 square metres	N		\$ 2,568.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC226	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC227	Air service plus site area fees	N		\$ 3,433.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC228	Site area up to 250 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC229	Site area from 251 to 500 square metres	N		\$ 1,283.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC230	Site area from 501 to 750 square metres	N		\$ 2,053.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC231	Site area from 751 to 1000 square metres	N		\$ 2,568.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC232	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC233	Warehouse plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC234	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC235	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC236	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC237	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC238	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Other Purposes						
DAC239	Child care centre plus no. of children accommodated fees	N		\$ 2,862.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC240	Cost Per 10 children accommodated or part thereof	N		\$ 558.00	Per 10 children accommodated or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC241	Community use /Community care centre plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC242	Up to 250 square metres GFA	N		\$ 1,623.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC243	From 251 to 500 square metres GFA	N		\$ 2,707.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC244	From 501 to 750 square metres GFA	N		\$ 4,330.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC245	From 751 to 1000 square metres GFA	N		\$ 5,411.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC246	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC247	Demolition	N		\$ 1,221.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC248	Detention facility plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC249	Site area up to 250 square metres	N		\$ 1,623.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC250	Site area from 251 to 500 square metres	N		\$ 2,707.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)	Legislative Authority	Fee Type
DAC251	Site area from 501 to 750 square metres	N		\$ 4,330.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC252	Site area from 751 to 1000 square metres	N		\$ 5,411.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC253	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC254	Indoor sport and recreation/Club plus GFA	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC255	Up to 250 square metres GFA	N		\$ 770.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC256	From 251 to 500 square metres GFA	N		\$ 1,283.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC257	From 501 to 750 square metres GFA	N		\$ 2,053.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC258	From 751 to 1000 square metres GFA	N		\$ 2,568.00	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC259	Over 1001 square metres GFA	N		POA	Per 100 square metres GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC260	Utility installation/Substation	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC261	Function facility plus GFA	N		\$ 2,662.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC262	Up to 250 square metres GFA	N		\$ 770.00	Per 100 square metres of GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC263	From 251 to 500 square metres GFA	N		\$ 1,283.00	Per 100 square metres of GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC264	From 501 to 750 square metres GFA	N		\$ 2,065.00	Per 100 square metres of GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC265	From 751 to 1000 square metres GFA	N		\$ 2,568.00	Per 100 square metres of GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC266	Over 1001 square metres GFA	N		POA	Per 100 square metres of GFA or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC267	Major sport, recreation and entertainment facility/ Tourist attraction	N	Sum of individual components	As assessed	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC268	Major electricity infrastructure (excl. Telecommunication facilities)	N		\$ 3,582.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC269	Renewable energy facility plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC270	Site area up to 5 Ha	N		\$ 1,623.00	Per hectare of used site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC271	Site area from 5Ha to 10Ha	N		\$ 2,707.00	Per hectare of used site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC272	Site area from 11Ha and 20Ha	N		\$ 4,330.00	Per hectare of used site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC273	Site area from 20Ha to 30Ha	N		\$ 5,411.00	Per hectare of used site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC274	Site area over 20Ha	N		POA	Per hectare of used site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC275	Outdoor sport and recreation plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC276	Site area up to 2 Ha	N		\$ 514.00	Per hectare of used site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC277	Site area between 2 Ha and 5 Ha	N		\$ 1,283.00	Per hectare of used site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC278	Site area between 5 Ha and 10 Ha	N		\$ 2,568.00	Per hectare of used site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC279	Site area over 10 Ha	N		POA	Per hectare of used site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC280	Park plus site area fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC281	Site area up to 2 Ha	N		\$ 514.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC282	Site area between 2 Ha and 5 Ha	N		\$ 1,283.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC283	Site area between 5 Ha and 10 Ha	N		\$ 2,568.00	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC284	Site area over 10 Ha	N		POA	Per hectare of site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC285	Landing	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC286	Cemetery	N		\$ 5,375.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC287	Crematorium	N		\$ 5,375.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC288	Educational establishment	N		\$ 3,485.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC289	Emergency services	N		\$ 2,175.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)	Legislative Authority	Fee Type
DAC280	Hospital	N		\$ 3,711.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC281	Place of Worship	N		\$ 2,611.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC292	Telcommunication facility	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC293	Port services plus site area fees	N		\$ 3,582.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC284	Site area up to 250 square metres	N		\$ 770.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC285	Site area from 251 to 500 square metres	N		\$ 1,283.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC286	Site area from 501 to 750 square metres	N		\$ 2,053.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC297	Site area from 751 to 1000 square metres	N		\$ 2,568.00	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC298	Site area over 1001 square metres	N		POA	Per 100 square metres site area or part thereof	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC289	Building Works Assessable Against the Planning Scheme	N		\$ 986.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Impact Assessable Applications						
DAC300	Applications involving impact assessment pursuant to Section 45 (5) of the Planning Act 2016. Per application in addition to the calculated fee for the particular change of use or reconfiguring a lot.	N		\$ 1,040.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Reconfiguring a Lot Applications						
DAC301	Reconfiguring a Lot (subdivision) plus Lot/Unit fees	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC302	Lot/Unit fees	N		\$ 728.00	Plus per lot/unit	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC303	Boundary Realignment/Access Easements (no extra lots created)	N		\$ 1,594.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Endorsement of Survey Plans and Certificate of Survey Plan Approval						
DAC304	Submission of Survey Plan for endorsement (including Standard Format Plans/ Community Management Statements/Building Format Plans/Road Opening Plans) plus lot/unit fees	N		\$ 728.00	Per application	Planning Regulation 2017	Schedule 18, Section 69
DAC305	Lot/Unit fees	N		\$ 257.00	Plus per lot/unit	Planning Regulation 2017	Schedule 18, Section 69
DAC306	Endorsement of a Road Opening Plan (including truncations and widening)	N		\$ 728.00	Per application	Planning Regulation 2017	Schedule 18, Section 69
DAC307	Resealing Fee	N		\$ 655.00	Per application	Planning Regulation 2017	Schedule 18, Section 69
DAC308	Endorsement of Easement Documentation only	N		\$ 655.00	Per application	Planning Regulation 2017	Schedule 18, Section 69
DAC	Operational Works - Note: fees are calculated from the estimated (quote, schedule of costs) cost of construction exclusive of GST. Fee includes all inspectors.						
DAC309	Prescribed tidal works	N		\$ 2,357.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC310	Operational works up to \$10,000	N		\$ 547.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC311	Operational works between \$10,001 and \$20,000	N		\$ 1,027.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC312	Operational Works between \$20,001 and \$24,999	N		\$ 1,493.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC313	Operational Works from \$25,000 to \$240,999.00	N		\$2,003 plus 3.75% of value of work over \$25,000	As assessed	Per application	Planning Act 2016
DAC314	Operational Works from \$250,000.0 to \$499,999.00	N		\$13,360 plus 3% of value of work over \$250,000	As assessed	Per application	Chapter 3, Part 2, Section 51
DAC315	Operational Works from \$500,000.00 to \$999,999.00	N		\$23,379 plus 2% of value of work over \$500,000	As assessed	Per application	Chapter 3, Part 2, Section 51
DAC316	Operational Works from \$1,000,000 \$1,999,999.00	N		\$36,741 plus 1.5% of value of work over \$1,000,000	As assessed	Per application	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge base per unit (Optional)	Legislative Authority	Fee Type
DAC317	Operational Works from \$2,000,000 to \$4,999,999	N	\$56,780 plus 0.4% of value of work over \$2,000,000	As assessed	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC318	Operational Works \$5,000,000 and greater	N		POA	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Earthworks only (including inspection fees)						
DAC319	Earthworks up to 1,000 cubic metres	N		\$ 1,493.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC320	Earthworks from 1,000 cubic metres to 10,000 cubic metres	N		\$ 2,985.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC321	Earthworks from 10,000 cubic metres to 100,000 cubic metres	N		\$ 4,480.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC322	Earthworks over 100,000 cubic metres	N		\$ 7,465.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Generally in accordance confirmation (operational works)						
DAC323	1 to 10 plans	N		\$ 319.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC324	1 to 20 plans	N		\$ 634.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC325	1 to 50 or more plans	N		\$ 950.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Signage when not associated with a MCU						
DAC326	Advertising device (on premises sign)	N		\$ 728.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC327	Advertising device (third party sign)	N		\$ 3,134.00	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	PRELIMINARY APPROVALS						
DAC328	Preliminary Approvals affecting the Planning Scheme (variation approval)	N	75% of the standard application fee calculated from potential lot yield, unit yield, GFA and site Area	As assessed	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Miscellaneous						
DAC329	Request to Extend the Relevant Period	N		\$ 1,239.00	Per application	Planning Act 2016	Chapter 3, Part 5, Section 88
DAC330	Rockhampton Regional Council as concurrence agency for development application	N	100% of relevant application fee	As assessed	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC331	Request to Change a Development Approval (minor change approval), including requests for an Amended Infrastructure Charges Notice	N	Maximum fee of 30% of current development fees and charges schedule with a minimum fee of \$1108	As assessed	Per application	Planning Act 2016	Chapter 3, Part 5, Section 79
DAC332	Request for Other Change	N	Maximum fee of 75% of current development fees and charges schedule with a minimum fee of \$1108	As assessed		Planning Act 2016	Chapter 3, Part 5, Section 79
DAC333	Generally in accordance confirmation (material change of use, reconfiguration of a lot and building works assessable against the planning scheme)	N		\$ 318.00		Planning Act 2016	Chapter 3, Part 2, Section 51



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)	Legislative Authority	Fee Type
DAC334	Undefined Use	N	The amount for the use closest to the undefined use is determined by Coordinator Development Assessment.	As assessed		Planning Act 2016	Chapter 3, Part 2, Section 51
DAC335	Request for Superceded Planning Scheme Application (fee not applicable for requests to apply version 2.2 to Reconfiguring a Lot application in relation to the Flood Hazard Overlay)	N		\$ 1,267.00		Planning Regulation 2017	Part 2, Section 11
DAC336	Conversion Application	N		\$ 3,167.00		Planning Act 2016	Chapter 3, Part 2, Section 51
DAC337	Drafting Reconfiguring a Lot Incentive Agreement	N		\$ 1,336.00	Per agreement	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC338	Drafting of Infrastructure Agreement (all legal costs to be covered by applicant)	Y		POA		Local Government Act 2009	Part 2, Section 97(2)(a)
DAC339	Review of drafted Infrastructure Agreement	Y	Maximum fee of 25% of legal costs to draft Infrastructure Agreement	As assessed		Local Government Act 2009	Part 2, Section 97(2)(a)
DAC340	Flood Search – Fitzroy River Riverine and Local Catchment Flooding	N		\$ 123.00	Per request	Local Government Act 2009	Part 2, Section 97(2)(a)
DAC341	Public Notification Sign	N		\$ 63.00	Per sign	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC342	Public Notification of development application on Council's Website	N		\$ 64.00	Per notification	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC343	Exemption certificate	N		\$ 659.00	Per certificate	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC344	Combined applications (involving more than one type of development and/or multiple uses).	N		POA	Per application	Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Refunds						
DAC345	Not Properly Made Application	N		\$ 789.00	Per application	Planning Act 2016	Chapter 3, Part 7, Section 109
DAC346	Application withdrawn prior to the issue of an Confirmation Notice	N	90% of application fee	As assessed		Planning Act 2016	Chapter 3, Part 7, Section 109
DAC347	Application withdrawn prior to the issue of an Information Request	N	80% of application fee	As assessed		Planning Act 2016	Chapter 3, Part 7, Section 109
DAC348	Application withdrawn after the issue of an Information Request	N	50% of application fee	As assessed		Planning Act 2016	Chapter 3, Part 7, Section 109
DAC349	Application withdrawn after public notification has commenced	N	30% of application fee	As assessed		Planning Act 2016	Chapter 3, Part 7, Section 109
DAC350	Application withdrawn prior to the issue of a Decision Notice	N	10% of the application fee	As assessed		Planning Act 2016	Chapter 3, Part 7, Section 109
DAC351	Application refused	N		No refund		Planning Act 2016	Chapter 3, Part 7, Section 109
DAC	Concessions						
DAC352	Educational, Religious, Charitable or Community Organisations	N	50% concession with a minimum fee of \$1109	As assessed		Planning Act 2016	Chapter 3, Part 2, Section 51
DAC353	All other requests	N	Must be accompanied with payment of full fees. If a variation is allowed, a refund will be arranged.	As assessed		Planning Act 2016	Chapter 3, Part 2, Section 51
DAC354	On Premises signs associated with an Education, C1 Religious, Charitable or Community and Volunteer Emergency Service Organisation use	N		No charge		Planning Act 2016	Chapter 3, Part 2, Section 51
DAC	Planning Certificates						
DAC355	Limited	N		\$ 193.00	Per lot	Planning Act 2016	Chapter 7, Part 3, Section 285



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)	Legislative Authority	Fee Type
DAC356	Standard	N		\$ 970.00	Per lot	Planning Act 2016	Chapter 7, Part 3, Section 265
DAC357	Full	N		\$ 2,498.00	Per lot	Planning Act 2016	Chapter 7, Part 3, Section 265
DAC	Gates and Grids						
DAC358	Application Fee	N		\$ 325.00	Per application	Subordinate Local Law 1.17 (Gates and Grids) 2019	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC359	Renewal Fee	N		\$ 163.00	Per renewal	Subordinate Local Law 1.17 (Gates and Grids) 2019	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC360	Public Notification Sign	N		\$ 50.00	Per sign	Subordinate Local Law 1.17 (Gates and Grids) 2019	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC	Concurrence Agency Fees						
DAC361	Concurrence Assessments including lodgment fee (fee per matter under consideration)	N		\$ 650.00	Per property	Local Government Act 2009	Part 2, Section 97(2)(e)
DAC362	Early Referral ROL response 1 to 10 lots or one stage of development	N		\$ 1,210.00	Per property	Local Government Act 2009	Part 2, Section 97(2)(e)
DAC363	Early Referral ROL response 2 to 5 stages of development	N		\$ 2,418.00	Per property	Local Government Act 2009	Part 2, Section 97(2)(e)
DAC364	Early Referral ROL response 6 to 10 stages of development	N		\$ 3,628.00	Per property	Local Government Act 2009	Part 2, Section 97(2)(e)
DAC365	Early Referral ROL response more than 10 stages	N		PGA	Per property	Local Government Act 2009	Part 2, Section 97(2)(e)
DAC	PLUMBING AND DRAINAGE FEES						
DAC366	Inspections/re-inspections	N		\$ 222.00	Each	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC367	Sanitary Fixture/Tundish	N		\$ 58.00	Per item	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC	DWELLING/ DUPLEX/ DUAL OCCUPANCY/ MULTI DWELLING UNITS FEES - Class 1						
DAC368	New Dwelling, Dual occupancy (detached)	N		\$ 1,330.00	LOD + assess + 4 inspections + SDP Drawn	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC369	Duplex (attached)	N		\$ 1,558.00	LOD + assess + 4 inspections + SDP Drawn	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC370	Dwelling plus Secondary Dwelling	N	\$1330 plus \$68 per sanitary fixture in second dwelling	As assessed	LOD + assess + 4 inspections + SDP Drawn	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC371	Secondary Dwelling	N	\$268 + PGA max \$1330	As assessed	Subject to Quotation based on number of fixtures and inspections required	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC372	Expired Permit Re-Application	N	\$465 + \$222 per required inspection	As assessed		Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC373	Compliance Assessment of on-site sewerage facility (with dwelling application and includes min of 1 inspection)	N		\$ 482.00	Per assessment	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC374	Solar hot water system installation when different plumber - 1 time administration fee and inspection fee	N		\$ 342.00		Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC375	Minor Work (includes assessment and 1 inspection)	N		\$ 346.00		Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC376	Alterations and additions to Dwelling/ Duplex/ Dual Occupancy/ Multi Unit Dwelling (Class 1, 2, 3)	N	\$268 + PGA max \$1330	As assessed	Subject to Quotation based on number of fixtures and inspections required	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC377	Existing Dwelling connecting to water reticulation network (includes assessment and 1 inspection)	N		\$ 346.00		Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC378	New Class 10 Building	N	\$268 + PGA max \$1330	As assessed	Subject to Quotation based on number of fixtures and inspections required	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge basis per unit (Optional)	Legislative Authority	Fee Type
DAC	COMMERCIAL FEES - Classes 4,5,6,7,8,8, MULTIPLE UNITS Class 1						
DAC	NEW WORK						
DAC379	Application Fee	N	\$288 + POA	As assessed	Subject to Certification based on number of sanitary fixtures, number of inspections required and number of apparatuses to assess	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC380	Assessment of fire hose reels /fire hydrant	N		\$ 131.00	Per item	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC351	Water Service Replacement	N	\$288 + POA	As assessed	Per item	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC382	Assessment of Testable Back flow device	N		\$ 135.00	Per item	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC383	Community Group Concession	N	50% Concession	As assessed		Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC	BACKFLOW PREVENTION (When not associated with another plumbing application)						
DAC384	Register device (Annual Inspection Results)	N		\$ 24.00	Per device	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC385	Removal of testable backflow devices includes min of 1 inspection	N		\$ 340.00	Per assessment	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC386	Assess GREASE TRAP/ ARRESTOR	N		\$ 178.00	Per item	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC	Note if Plumber/Drainer has Endorsement of Licence only the Lodgement of Form 4 is required						
DAC	MINOR WORK (where not notifiable work)						
DAC387	Swimming Pool (includes 1 inspection)	N		\$ 346.00	Per assessment	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC388	Sanitary Drainage and Water Plumbing disconnection fee (includes 1 inspection)	N		\$ 422.00	Per request	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC389	Drainage relay/ relocation (replace existing) (includes min 1 inspection)	N		\$ 411.00	Per assessment	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC	ONSITE SEWERAGE FACILITIES						
DAC390	New Onsite Sewerage System or New Land Application area only (include min of 2 inspections)	N		\$ 687.00	Per assessment	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC391	Regular Onsite System (Quarterly inspection results)	N		\$ 12.00	Per assessment	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC392	Conversion from onsite system/septic to sewer (includes min of 2 inspections)	N		\$ 687.00	Per assessment	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Local Government Act 2009 Part 2, Section 97(2)(a)
DAC	COPIES OF PLANS AND SEARCHES						
DAC393	Sanitary Drainage Plan or As Constructed Hydraulic Plan ON FILE	N		\$ 40.00	Each	Local Government Act 2009	Part 2, Section 97(2)(a)
DAC394	Convert Sanitary Drainage Plan to AutoCAD	N		\$ 120.00	Each	Local Government Act 2009	Part 2, Section 97(2)(a)
DAC395	Water/Sewer/Stormwater Service Plan	N		\$ 40.00	Each	Local Government Act 2009	Part 2, Section 97(2)(a)
DAC396	Building and Plumbing Record Search - Residential	N		\$ 136.00	Per property	Local Government Act 2009	Part 2, Section 97(2)(a)
DAC397	Re-issue Building and Plumbing Record Search - Residential	N	50% of full fee	As assessed	Per property	Local Government Act 2009	Part 2, Section 97(2)(a)
DAC398	Building and Plumbing Record Search - Commercial	N		\$ 248.00	Per property	Local Government Act 2009	Part 2, Section 97(2)(a)
DAC399	Re-issue Building and Plumbing Record Search - Commercial	N	50% of full fee	As assessed	Per property	Local Government Act 2009	Part 2, Section 97(2)(a)
DAC400	Plumbing Miscellaneous administration fee	N		\$ 125.00	Each	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Section 44 (1)(b)(iv)
DAC401	Amended Plan	N		\$ 144.00		Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Section 44 (1)(b)(iv)
DAC402	Re-issue of Compliance Permit for initial or change of plumber details, drainer or owner	N		\$ 40.00	Per change	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Section 44 (1)(b)(iv)
DAC403	Extension to approval period (expiry of permit)	N		\$ 188.00	Per extension	Plumbing and Drainage Regulation 2019 s44(1)(b)(iv)	Section 44 (1)(b)(iv)
DAC	WITHDRAWN / CANCELLED APPLICATIONS REFUNDS Note: All requests must be submitted in writing						



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge base per unit (Optional)	Legislative Authority	Fee Type
DAC404	Assessment not commenced	N	90% of Assessment fee plus inspections	As assessed		Plumbing and Drainage Regulation 2019 s44(1)(b)(v)	Section 44 (1)(b)(v)
DAC405	Assessment Commenced but not completed	N	60% of assessment fee plus inspections	As assessed		Plumbing and Drainage Regulation 2019 s44(1)(b)(v)	Section 44 (1)(b)(v)
DAC406	Assessment completed	N	Inspection refund only			Plumbing and Drainage Regulation 2019 s44(1)(b)(v)	Section 44 (1)(b)(v)
DAC407	Note: where an application has lapsed and no work has been carried out, inspection fees may be refunded	N	Inspection refund only			Plumbing and Drainage Regulation 2019 s44(1)(b)(v)	Section 44 (1)(b)(v)
DAC	BUILDING CERTIFICATION GENERALLY						
DAC	Competitive Services Policy Notes for Building Certification Services and the like.						
DAC	Fees include - lodgement - assessment - inspection (s) as may be required and are to be paid in full at time of lodgement.						
DAC	No refund of fees will be made by Council in the event of the application lapsing or Council approving or refusing the application.						
DAC	The fee structure includes mandatory inspections as conditioned in the development approval. In the event an inspection result is failed, a reinspection fee will apply and must be paid prior to the final documentations being issued.						
DAC	Where the fee is shown as "Price on Application", quotations may be provided upon request in writing to the Manager Planning and Regulatory Services or Coordinator Building and Plumbing Services.						
DAC	N.B. Pool safety certificate default and commercial services are subject to Council having available an appropriately licensed and available staff member, when not so, the applicant is to be aware this service may include an out source fee component in order for the service to be delivered.						
DAC	Pre-lodgement fee is deducted from the total fee charged at lodgement of the associated development application						
DAC	Where the Local Government is requested in writing under the Building Act 1975 to become the default certifier, the relevant assessment fee will be applicable as per the fees and charges schedule dependent on the type of application						
DAC	BUILDING CERTIFICATION (Competitive Services)						
DAC408	Expired Permit Re-Application	Y		POA		Local Government Act 2009	Commercial
DAC409	Change of Classification	Y		POA		Local Government Act 2009	Commercial
DAC410	More than one structure in the same application	Y	Full fee for primary structure and 50% of the fee for each additional structure	As assessed		Local Government Act 2009	Commercial
DAC	Class 1a Approvals A single dwelling being a single dwelling, row house, terrace house, town house villa unit, duplex etc.(includes new, relocated and change of classification)						
DAC411	Assessable Maintenance/ minor works	Y		\$ 600.00	LOD + assess + inspection	Local Government Act 2009	Commercial
DAC412	New Class 1a	Y	\$2188 for the first unit/dwelling and \$1094 for each additional unit/dwelling	\$ 2,188.00	LOD + assess + max 4 inspections per dwelling/unit	Local Government Act 2009	Commercial
DAC413	Alterations & Additions (includes re-stumping, re-roofing and re-cladding)	Y	\$1006 for the first unit/dwelling and \$503 for each additional unit/ dwelling	\$ 1,006.00	LOD + assess + max 2 inspections per dwelling/unit	Local Government Act 2009	Commercial
DAC414	Re Roof	Y	\$1006 for the first unit/dwelling and \$503 for each additional unit/ dwelling	\$ 1,006.00	LOD + assess + max 2 inspections per dwelling/unit	Local Government Act 2009	Commercial



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge base per unit (Optional)	Legislative Authority	Fee Type
DAC415	Temporary Home -Application Fee (no inspection fee, if required is per inspection fee)	N		\$ 307.00	Per dwelling/unit	Subordinate Local Law 1.3 (Establishment or Occupation of a Temporary Home) 2011	Local Government Act 2009, Part 2, Section 97(2)(a)
DAC416	New Class 1a (when Relocated)	Y		\$ 1,093.00	LOD + assess + max 2 inspections per dwelling/unit	Local Government Act 2009	Commercial
DAC	Class 1b Approvals A boarding house, guest house, hostel or the like (includes new, relocated and change of classification)						
DAC417	A boarding house, guest house, hostel or the like < 300 sqm < 12 persons	Y		\$ 2,189.00	LOD + assess + max 1 inspection	Local Government Act 2009	Commercial
DAC	Class 10a Approvals A non-habitable building or structure being a private garage, carport, shed or the like (includes new, relocated and change of classification)						
DAC418	New 10a	Y		\$ 688.00	LOD + assess + max 1 inspection	Local Government Act 2009	Commercial
DAC419	Alterations / Additions / Assessable Maintenance or the like	Y		\$ 542.00	LOD + assess + max 1 inspection	Local Government Act 2009	Commercial
DAC420	Small Shed + Cubby House (Less than 20sqm)	Y		\$ 331.00		Local Government Act 2009	Commercial
DAC421	All Shipping Containers per unit 1 inspection	Y		\$ 331.00	LOD + assess + max 1 inspection	Local Government Act 2009	Commercial
DAC	Class 10b Approvals A structure being a fence, mast, antenna, retaining or free-standing wall, swimming pool, or the like (includes new, relocated and change of classification)						
DAC422	Retaining or free standing walls	Y		\$ 901.00	LOD + assess + max 1 inspection	Local Government Act 2009	Commercial
DAC423	All other 10b structures (includes 1 inspection unless otherwise noted)	Y		\$ 570.00	LOD + assess + max 1 inspection	Local Government Act 2009	Commercial
DAC424	Retaining Walls for one stage of development	Y		\$ 1,585.00		Local Government Act 2009	Commercial
DAC	Swimming pools and Spas						
DAC425	Above ground rigid wall pools	Y		\$ 551.00		Local Government Act 2009	Commercial
DAC426	Above ground inflatable pools	Y		\$ 250.00		Local Government Act 2009	Commercial
DAC427	In-ground fiberglass (includes 2 inspections)	Y		\$ 572.00		Local Government Act 2009	Commercial
DAC428	In-ground Reinforced concrete (includes 2 inspections)	Y		\$ 872.00		Local Government Act 2009	Commercial
DAC429	Pool Fence only	Y		\$ 517.00		Local Government Act 2009	Commercial
DAC430	Temporary Pool Barrier System	Y		\$ 505.00		Local Government Act 2009	Commercial
DAC	Class 10c Approvals A private bushfire shelter A private bush fire shelter						
DAC431	A private bush fire shelter	Y		\$ 570.00		Local Government Act 2009	Commercial
DAC	Class 2 to 9 Approvals Commercial class buildings generally (includes new, relocated and change of classification)						
DAC432	Class 2 - 9 Buildings less than 500sqm (includes alteration/additions)	Y		\$ 2,298.00	LOD + assess + max 4 inspections	Local Government Act 2009	Commercial
DAC433	Class 2 - 9 Buildings over 500sqm (includes alteration/additions)	Y			POA	Local Government Act 2009	Commercial
DAC434	Community Group Concession	Y	50% Concession		As assessed	Local Government Act 2009	Commercial
DAC	Special Structure Approvals						
DAC435	Residential Lifts	Y		\$ 809.00		Local Government Act 2009	Commercial
DAC436	Buildings and structures that otherwise cannot be classified under the NCC Less than 500sqm	Y		\$ 1,945.00		Local Government Act 2009	Commercial
DAC437	Buildings and structures that otherwise cannot be classified under the NCC over 500sqm	Y			POA	Local Government Act 2009	Commercial
DAC438	Tenancy fit-out	Y			POA	Local Government Act 2009	Commercial
DAC	Demolition and or Remove Building(s) (includes 1 inspection)						
DAC439	Class 1a, 1b	Y		\$ 772.00		Local Government Act 2009	Commercial
DAC440	Class 10a 10b 10c	Y		\$ 321.00		Local Government Act 2009	Commercial
DAC441	Class 2 - 9 Buildings less than 500sqm	Y		\$ 1,043.00		Local Government Act 2009	Commercial
DAC442	Class 2 - 9 Buildings more than 500sqm	Y			POA	Local Government Act 2009	Commercial
DAC	Advertising Signage						



Fee Number	Item Name	DST Authority	2024/2025 (incl GST) Descriptive If Required	2024/2025 (incl GST) \$	Charge base per unit (Optional)	Legislative Authority	Fee Type
DAC443	Freestanding or Attached (includes 1 inspection)	Y		\$ 570.00		Local Government Act 2009	Commercial
DAC444	Underpinning	Y		POA	Quotation based on time estimate	Local Government Act 2009	Commercial
DAC	Inspections						
DAC445	Inspection for and on behalf of Private Certifier	Y		\$ 437.00		Local Government Act 2009	Commercial
DAC446	Inspectional/ re-inspections	Y		\$ 222.00		Local Government Act 2009	Commercial
DAC447	Extension of time requests (Currency Period)	Y		\$ 588.00	Per application	Local Government Act 2009	Commercial
DAC448	Change of Nominated Builder and/or Applicant	Y		\$ 124.00	Per application	Local Government Act 2009	Commercial
DAC449	Change to an Existing Approval	Y		22% of current fee		Local Government Act 2009	Commercial
DAC	Request for Certificate of Classification for Buildings Constructed Prior To 30 April 1989						
DAC450	Buildings less than 500sqm	Y		POA		Local Government Act 2009	Commercial
DAC451	Buildings more than 500sqm	Y		POA		Local Government Act 2009	Commercial
DAC	Refund of Fees (per application % of application fee)						
DAC452	Not Properly Made	Y		90% of full fee		Local Government Act 2009	Commercial
DAC453	Under Assessment	Y		60% of full fee		Local Government Act 2009	Commercial
DAC454	Information request	Y		40% of full fee		Local Government Act 2009	Commercial
DAC455	Assessment to decision stage but not issued	Y		10% of full fee		Local Government Act 2009	Commercial
DAC	BUILDING REGULATORY FUNCTIONS						
DAC	"Building Work" Lodgement and Archiving Fees (LG Govt Function)						
DAC456	Lodgement of Private Certifier Application	N		\$ 114.00	Per application	Local Government Act 2009	Part 2, Section 97(2)(a)
DAC457	Discount for application lodged through e-services (when available)	N		20%	Per application	Local Government Act 2009	Commercial
DAC458	Temporary Structures (for short term events e.g. Marquees etc. over 100sqm)	N		\$ 1,113.00		Local Government Act 2009	Part 2, Section 97(2)(a)
DAC459	Request to Local Government for exemption to pool fencing requirements	N		\$ 506.00	Per property	Local Government Act 2009	Part 2, Section 97(2)(e)
DAC	PROPERTY SEARCH INFORMATION						
DAC460	Building and Plumbing Record Search - Residential	N		\$ 136.00	Per property	Local Government Act 2009	Part 2, Section 97(2)(c)
DAC461	Re-issue Building and Plumbing Record Search - Residential	N		50 % of full fee	Per property	Local Government Act 2009	Part 2, Section 97(2)(c)
DAC462	Building and Plumbing Record Search - Commercial	N		\$ 248.00	Per property	Local Government Act 2009	Part 2, Section 97(2)(c)
DAC463	Re-issue Building and Plumbing Record Search - Commercial	N		50 % of full fee	Per property	Local Government Act 2009	Part 2, Section 97(2)(c)
DAC464	Swimming pool safety certificate Service includes Government Safety Certificate	Y		\$ 517.00		Local Government Act 2009	Commercial
DAC	Form 19 Request for Building Information						
DAC465	Part A, B and C Development Information	N		\$ 73.00	Per part	Local Government Act 2009	Part 2, Section 97(2)(c)
DAC	Monthly Development Approval Statistics						
DAC466	Annual Subscription	N		\$ 252.00		Local Government Act 2009	Part 2, Section 97(2)(c)
DAC467	1 Month only subscription	N		\$ 27.00		Local Government Act 2009	Part 2, Section 97(2)(c)
DAC	Certificate of Classification for Existing Buildings						
DAC468	Copy of each Certificate if on record (fee payable even if record not found)	N		\$ 125.00	Per certificate	Local Government Act 2009	Part 2, Section 97(2)(c)



11.8 SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 MAY 2024

File No:	8148
Attachments:	1. Income Statement - May 2024 ↓ 2. Key Indicator Graphs - May 2024 ↓
Authorising Officer:	Ross Cheesman - Deputy Chief Executive Officer
Author:	Marnie Taylor - Chief Financial Officer

SUMMARY

The Chief Financial Officer presenting the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 May 2024.

OFFICER'S RECOMMENDATION

THAT the Rockhampton Regional Council Summary Budget Management Report for the period ended 31 May 2024 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 2023 to 31 May 2024), Attachment 1.
2. Key Indicators Graphs, Attachment 2.

The attached financial statement provides Council's position after eleven months of the 2023/24 financial year. Results should be approximately 91.7% of budget.

The following commentary is provided in relation to the Income Statement:

Total Operating Revenue is at 98% of the revised budget. Key components of this result are:

- Net Rates and Utility Charges are at 97% of budget. Council's rates and utility charges for the second six months of the financial year ending 30 June 2024 have been raised and were due on 6 March 2024.
- Fees and charges revenue is at 99% largely due to results ahead of budget for Airport fees, Development Approvals, and Waste and Recycling fees.
- Private and recoverable works are at 101% of budget due to better than forecasted revenue. Our budget estimates for the May monthly budget review have been revised to reflect the improved results.
- Grants and Subsidies are at 69%. This is mainly due to the timing of payments for Federal Assistance Grant and water carting to Mt Morgan.
- Interest Revenue is ahead of budget at 98% due to increased cash holdings and increases to interest rates for investments.
- Other Income is at 108% mainly due to additional car rental concession income from the Airport. Our budget estimates for the May monthly budget review have been revised to reflect the improved results.
- All other revenue items are in proximity to budget.

Total Operating Expenditure is at 90% of the revised budget. Key components of this result are:

- Contractors and Consultants are at 79% due to the timing of the work performed.
- Materials and Plant expenses are at 97% due to increases in external plant costs across Civil Operations and Fitzroy River Water projects.
- Asset operational expenses are at 83% due to the timing of payments for services such as electricity which are billed quarterly.
- Administrative expenses are at 74% as the estimated timing of expenditure for the majority of this account group is later in the financial year for events managed by Community and Culture Unit and Advance Rockhampton.
- Depreciation expenses are at 95% mainly due to the processing of depreciation for water and sewer assets prior to their revaluation.
- 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 73% of the revised budget. The majority of capital revenue budgeted to be received in 2023/24 is from grants and subsidies tied to performance obligations. As capital works progress through the year and meet performance milestones, grant funding is claimed.

Total Capital Expenditure is at 73% of the revised budget. The timing of delivery of several projects within the capital expenditure budget has been rescheduled to next financial year reducing the 2023/24 capital expenditure budget to \$143.9M.

Total Investments are \$82.6M at 31 May 2024.

Total Loans are \$121.8M at 31 May 2024.

CONCLUSION

After eleven months of the financial year, operational income and expenses are mostly in line with expectations.

The capital program saw \$11.4M spent during May and overall a total of \$105.3M has been expended for the financial year to the end of May. The timing for delivery of a number of major projects will be reassessed in upcoming budget review.

SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 MAY 2024

Income Statement - May 2024

Meeting Date: 25 June 2024

Attachment No: 1



Income Statement
For Period July 2023 to May 2024
91.7% of Year Gone

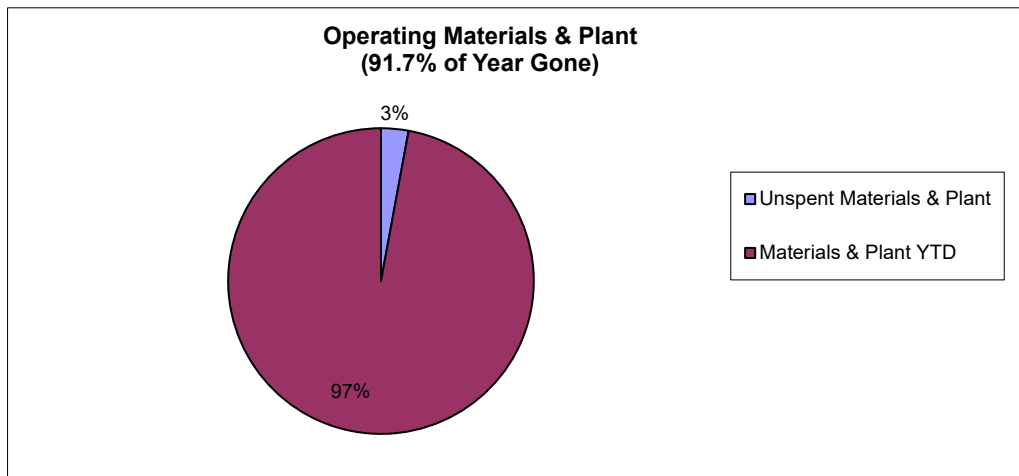
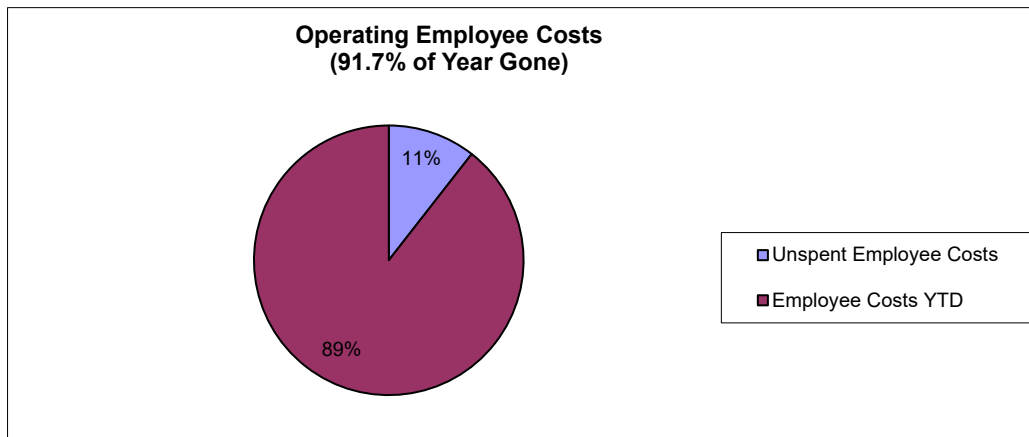
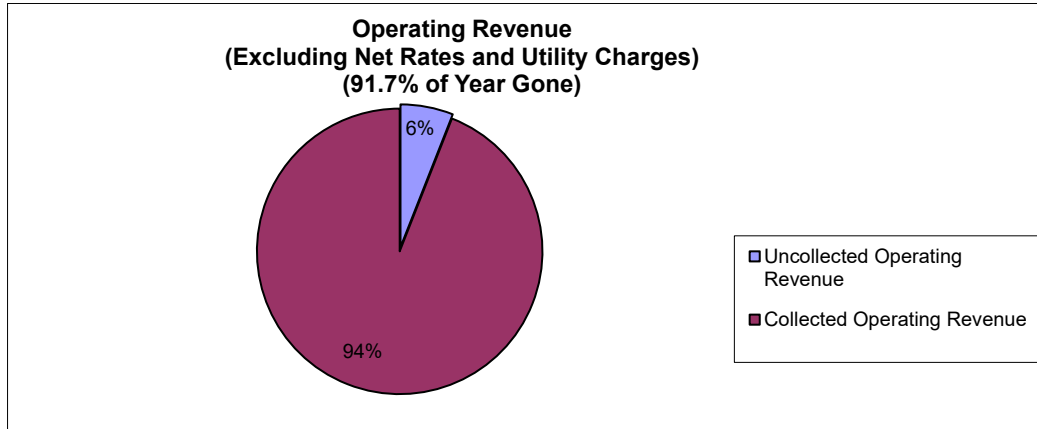
	Adopted Budget	Revised Budget	YTD Actual	Commitments	YTD Actuals (inc commitments)	% of Revised Budget
	\$	\$	\$	\$	\$	
OPERATING						
Revenues						
Net rates and utility charges	(187,045,651)	(187,045,651)	(182,354,599)	0	(182,354,599)	97% A
Fees and Charges	(37,940,957)	(38,414,409)	(38,162,336)	0	(38,162,336)	99% A
Private and recoverable works	(6,357,439)	(7,256,661)	(7,299,385)	0	(7,299,385)	101% A
Rent/Lease Revenue	(3,658,701)	(3,662,201)	(3,338,841)	0	(3,338,841)	91% A
Grants Subsidies & Contributions	(11,738,257)	(13,747,208)	(9,503,275)	0	(9,503,275)	69% A
Interest revenue	(3,842,750)	(3,842,750)	(3,780,301)	0	(3,780,301)	98% A
Other Income	(5,583,817)	(6,187,506)	(6,662,957)	0	(6,662,957)	108% A
Total Revenues	(256,167,572)	(260,156,366)	(251,101,694)	0	(251,101,694)	98% A
Expenses						
Employee Costs	99,763,767	99,720,261	89,197,888	194,088	89,391,976	89% A
Contractors & Consultants	26,140,307	28,132,699	22,142,134	8,358,363	30,500,496	79% A
Materials & Plant	20,316,259	21,065,914	20,454,706	4,524,507	24,979,213	97% A
Asset Operational	30,601,904	31,105,891	25,904,387	1,671,957	27,576,344	83% A
Administrative expenses	15,990,307	16,108,507	11,880,758	1,195,812	13,076,570	74% A
Depreciation	67,171,870	67,171,870	63,765,323	0	63,765,323	95% A
Finance costs	3,777,460	3,777,460	3,481,093	0	3,481,093	92% A
Other Expenses	1,331,865	1,311,865	1,185,255	15,804	1,201,059	90% A
Total Expenses	265,113,740	268,394,467	238,011,543	15,960,531	253,972,074	90% A
Transfer / Overhead Allocation						
Transfer / Overhead Allocation	(7,474,642)	(7,341,029)	(8,629,234)	0	(8,629,234)	118% A
Total Transfer / Overhead Allocation	(7,474,642)	(7,341,029)	(8,629,234)	0	(8,629,234)	115% A
TOTAL OPERATING POSITION (SURPLUS)/DEFICIT	1,471,526	897,052	(21,719,385)	15,960,531	(5,758,854)	-147% A
CAPITAL						
Total Developers Contributions Received	(7,273,428)	(7,273,428)	(2,146,631)	0	(2,146,631)	30%
Total Capital Grants and Subsidies Received	(55,043,604)	(78,084,403)	(59,523,453)	0	(59,523,453)	76%
Total Proceeds from Sale of Assets	0	(70,000)	(636,873)	0	(636,873)	910%
Total Capital Income	(62,317,032)	(85,427,831)	(62,306,957)	0	(62,306,957)	73%
Total Capital Expenditure	150,637,323	143,914,802	105,306,601	114,406,881	219,713,482	73%
Net Capital Position	88,320,291	58,486,971	42,999,645	114,406,881	157,406,525	74%
TOTAL INVESTMENTS			82,571,506			
TOTAL BORROWINGS			121,804,494			

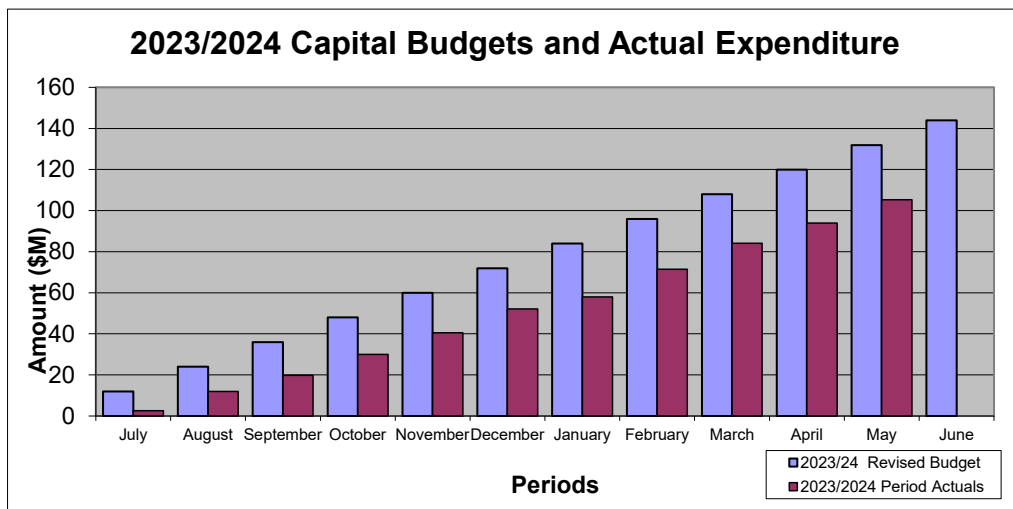
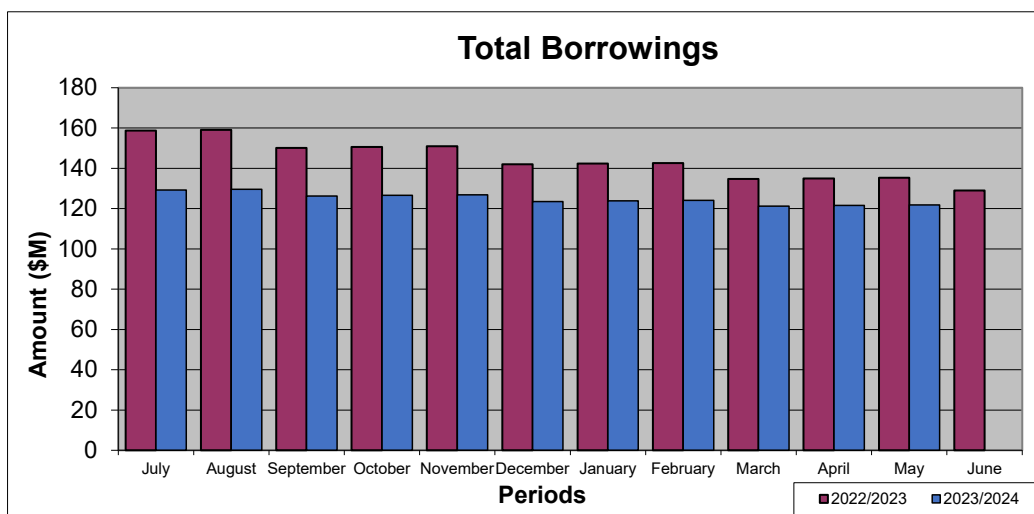
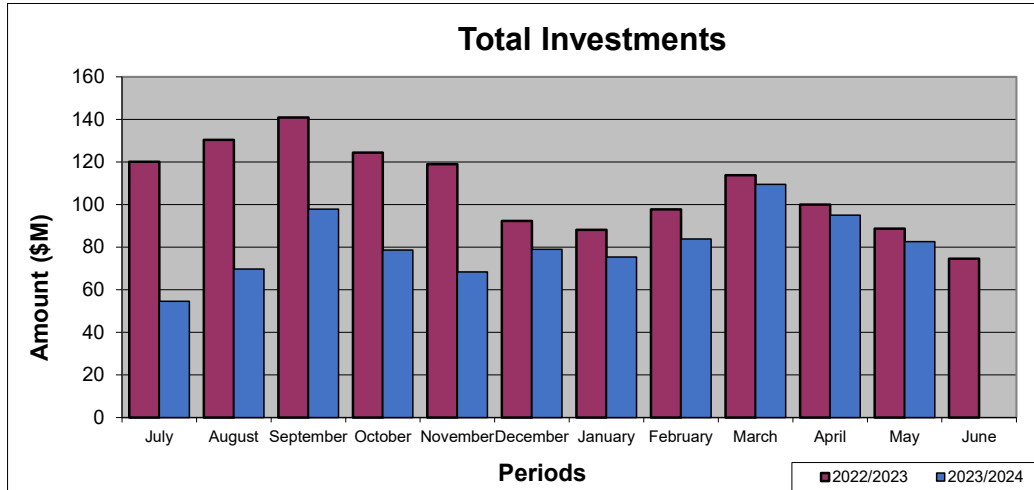
SUMMARY BUDGET MANAGEMENT REPORT FOR THE PERIOD ENDED 31 MAY 2024

Key Indicator Graphs - May 2024

Meeting Date: 25 June 2024

Attachment No: 2





11.9 BAD DEBT WRITE OFFS**File No:** 1117**Attachments:**

1. June 2024 - Over \$3,000 Write Offs (Confidential)
2. Email authorisation from Manager for Write Off over \$3,000 (Confidential)
3. June 2024 - Under \$3,000 Write Offs (Confidential)
4. Email authorisations from Managers for write offs under \$3,000 (Confidential)

Authorising Officer: Ross Cheesman - Acting Chief Executive Officer**Author:** Marnie Taylor - Chief Financial Officer

SUMMARY

The Chief Financial Officer presents a schedule of amounts considered to be uncollected that have been waived as per 5.4 of the Debt Recovery Policy Version 11, Adopted 19 July 2022.

OFFICER'S RECOMMENDATION

THAT:

1. the debts under \$3,000 contained in the schedule within the report be received by Council, as these have been written off as bad debts; and
2. the debts over \$3,000 contained in the schedule within the report be approved by Council to write off.

COMMENTARY

The attached schedule shows details of the debtor and amounts involved as well as detailed comments on efforts undertaken in attempting to effect payment. Council has exhausted all avenues of recovery as per the Debt Recovery Policy. Consequently, the costs of pursuing these debts which have no chance of recovery makes it uneconomical to do so.

BACKGROUND

Each of the debts has been written off into the provision for Doubtful Debts where Council made a provision in the 2023/2024 Financial Accounts as a bad debt expense.

In accordance with the Debt Recovery Policy, which was amended in 2019, Council is required to be presented with a report of unrecoverable bad debts less than \$3,000 and Council is also required to approve unrecoverable bad debts greater than \$3,000 to be waived. The latter have predominately been accounted for and audited as a provision for bad debt in the 2019-20 financial year.

PREVIOUS DECISIONS

Council was last presented with a schedule of bad debts that had been written off on 20 February 2024.

LEGISLATIVE CONTEXT

In accordance with the current Debt Recovery Policy, Version 11, adopted on 19 July 2022, the Chief Financial Officer is delegated with authority to waive debts where all practical means to recover the debt have been exhausted and such debt is less than \$3,000. It is also a requirement that a report of debts that have been waived be presented to Council at the next available meeting.

All debts written-off must be recorded in the Bad Debts Register that is regularly reviewed and updated by the Senior Revenue Officer as per Council's Debt Recovery Policy.

CONCLUSION

It is recommended that Council receive the report as presented for the unrecoverable bad debts under \$3,000 and write off the unrecoverable bad debts greater than \$3,000.

**11.10 WHOLE OF COUNCIL CORPORATE PERFORMANCE REPORT FOR PERIOD
ENDING MAY 2024**

File No: 1392
Attachments: 1. [May 2024](#)
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Ross Cheesman - Deputy Chief Executive Officer

SUMMARY

Deputy Chief Executive Officer presenting the Whole of Council Corporate Performance Report for period ending 31 May 2024 for Councillors' information.

OFFICER'S RECOMMENDATION

THAT the Whole of Council Corporate Performance Report for period ending 31 May 2024 be "received".

COMMENTARY

The Whole of Council Corporate Performance Report for period ending 31 May 2024 is presented for Council's consideration.

**WHOLE OF COUNCIL CORPORATE
PERFORMANCE REPORT
FOR PERIOD ENDING MAY 2024**

May 2024

Meeting Date: 25 June 2024

Attachment No: 1

Whole of Council



Corporate Performance Report

01 May 2024 – 31 May 2024

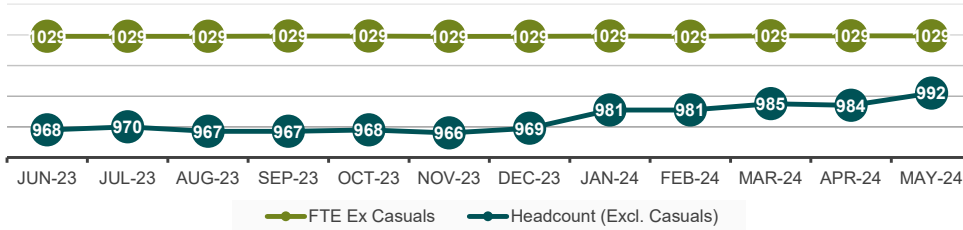
Corporate Performance Report | 01 May 2024 – 31 May 2024

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CORPORATE SERVICES
Human Resources

WORKFORCE



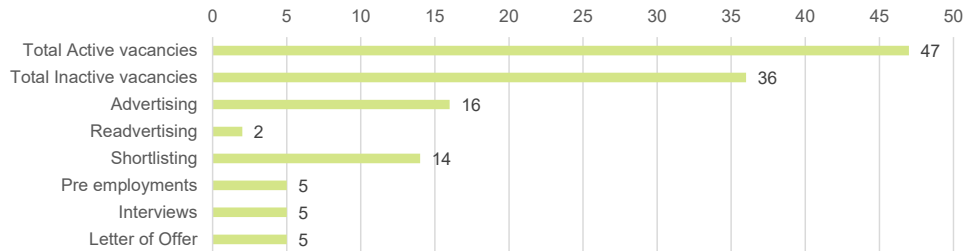
Commentary:

Establishment (FTE) – Our positions include the total number of positions in Council, including Full Time and Part Time. These positions will vary from Permanent roles to Fixed Term roles and the above figures exclude Casuals.

Employees (Headcount) - Our workforce includes the total number of employees employed by Council including full time and part time employees (excludes labour hire and contractors). Figures above show Headcount totals excluding casuals.

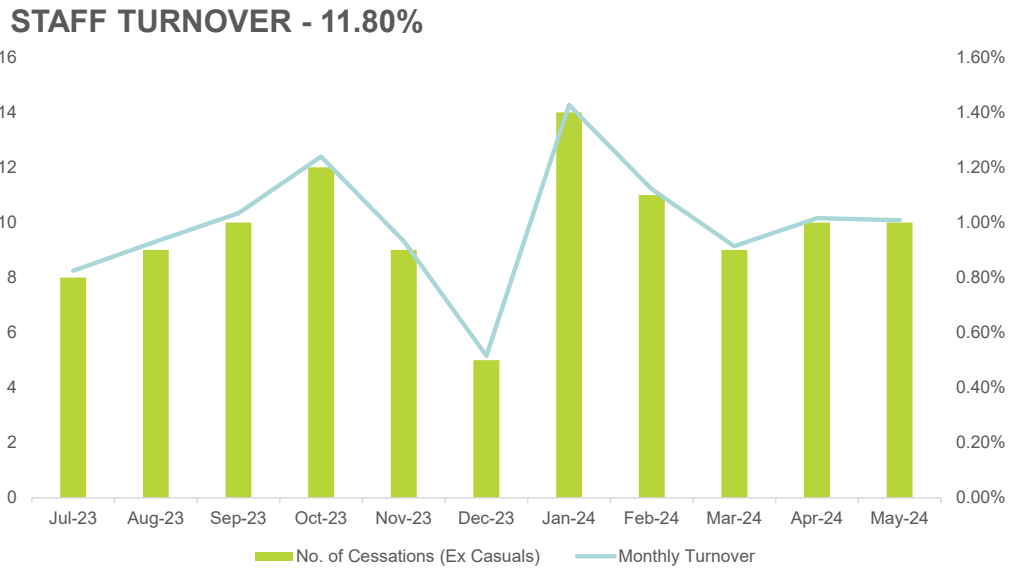
Council had 77 Casuals available for month of May.

RECRUITMENT

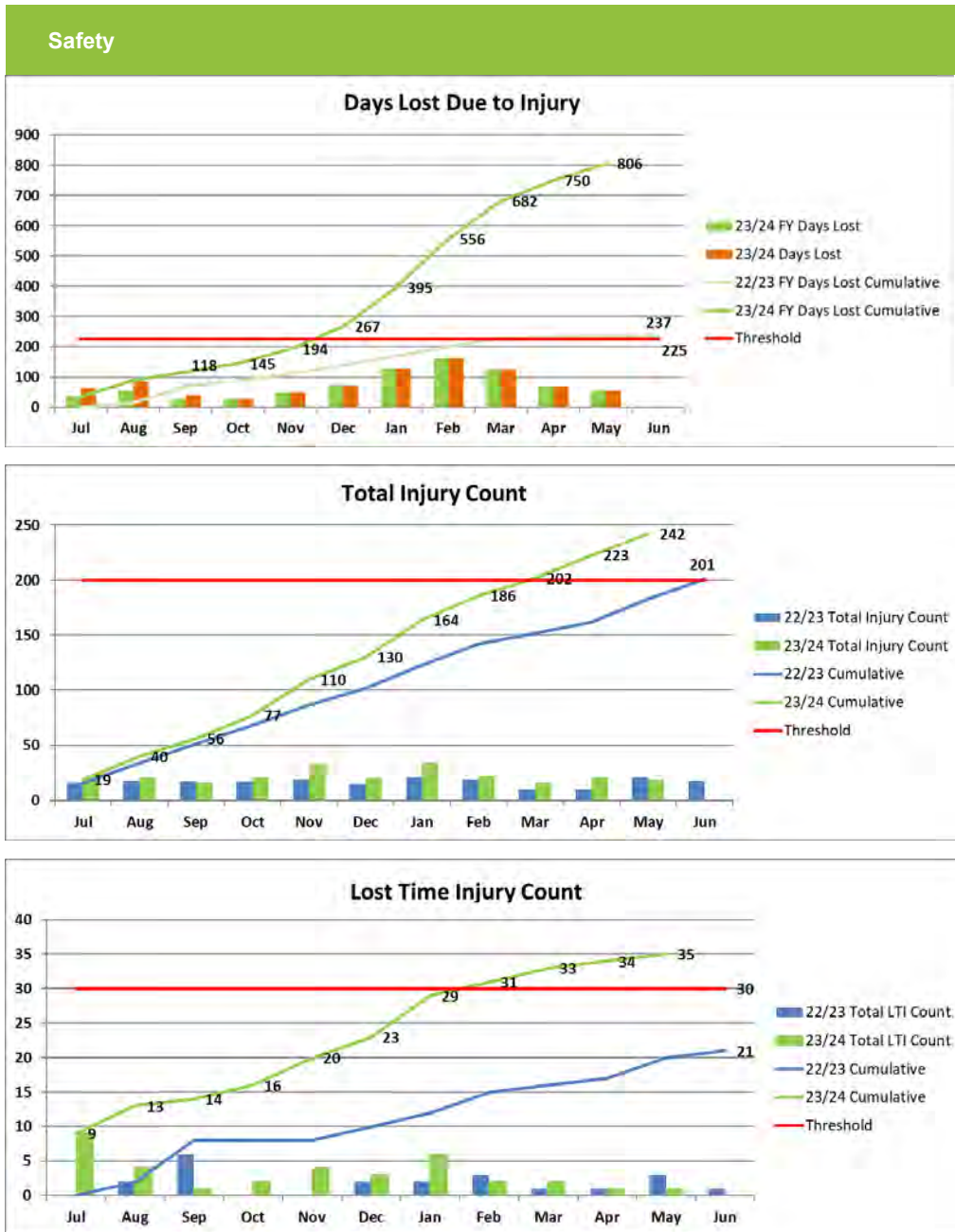


Commentary: Active vacancies are those positions currently being recruited, including casual positions, long term leave and fixed term backfilling. Inactive vacancies are positions that are currently under review or on hold.

Inactive vacancies for previous month – 29



Commentary: Staff turnover for the previous 12 months is 11.80%. This is considered to be an acceptable level of employee turnover. Casual employees are excluded from staff turnover calculations.



Administrative Action Complaints

Departmental Report – Number of level 3 Administrative Action Complaints as of 1 July 2023 – 30 June 2024.

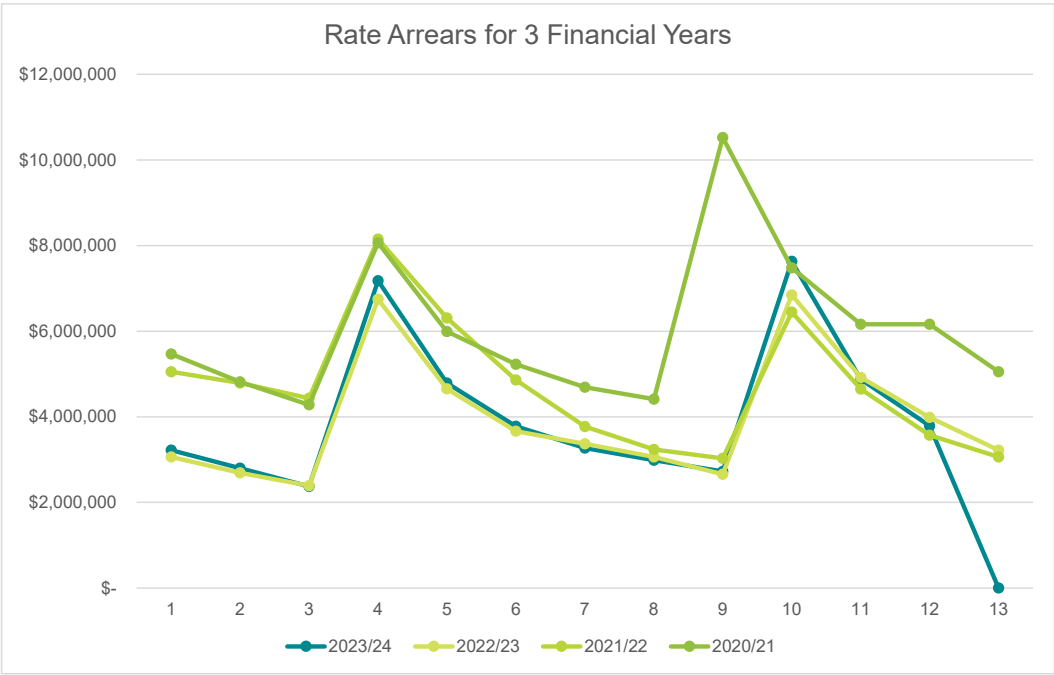
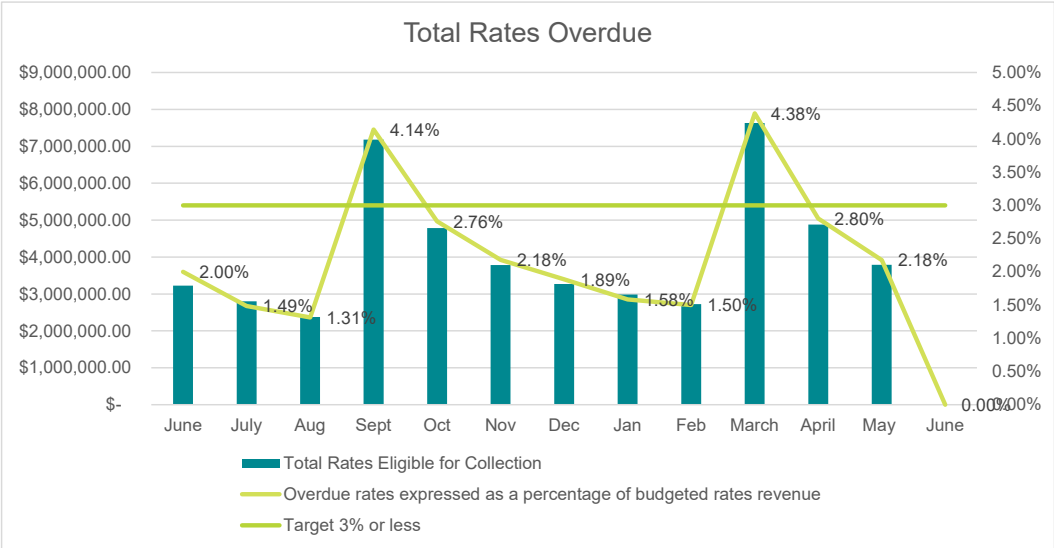
Department	AAC* Level 3	Queensland Ombudsman Referrals to RRC	Queensland Ombudsman requests from RRC	Open / Closed AAC Level 3
Office of the CEO	0	0	0	-
Regional Services	4	1	1	1 Open 3 Closed
Community Services	12	1	2	3 Open 9 Closed (2 closed, received in 22/23 FY)
Corporate Services	2	0	0	2 Closed
RRC Totals	18	2	3	

* AAC - Administrative Action Complaints

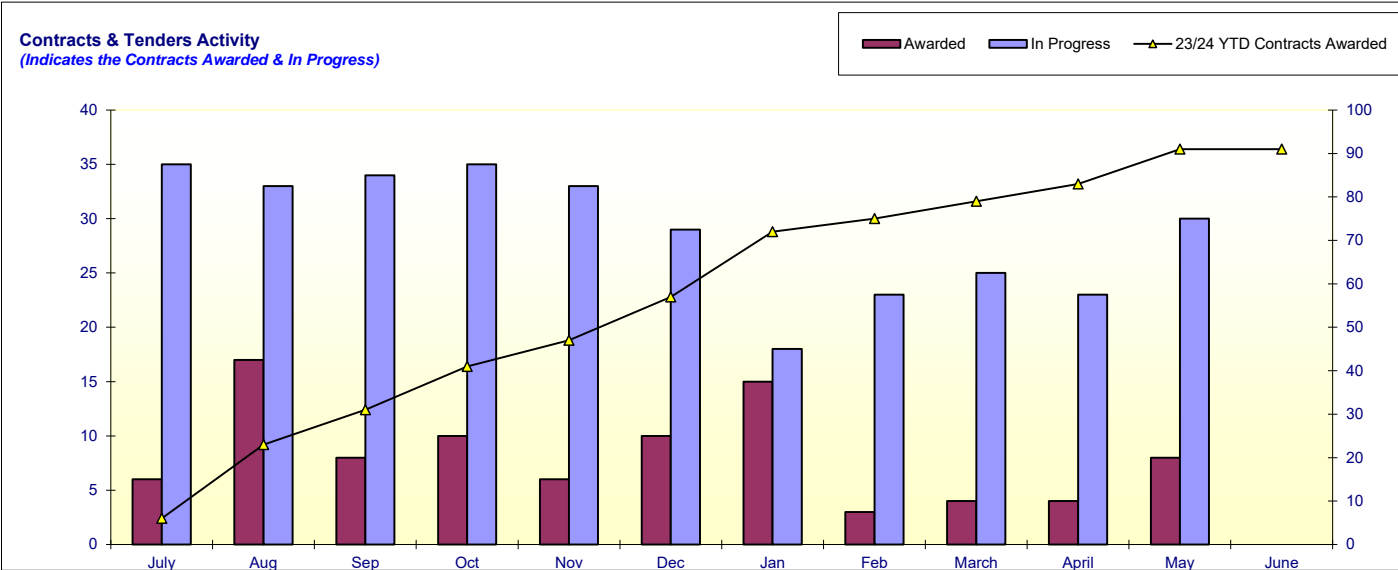
Service Level Statistics

Service Level	Target	Current Performance
Maintain the ratio of customer queries satisfied by Customer Service Officers, without referral to departments.	80%	93%
IT support services provided within service levels outlined in the IT Service Catalogue.	90%	92%
Ensure availability of system up-time during core business hours (excluding planned outages).	99%	99.88%
Process records on the day of receipt as per Recordkeeping Charter.	95%	94%
Ensure supplier payments are made within stated trading terms.	90%	86%

Rates



Procurement & Logistics



Contracts Awarded: 7

- TEN15855 - Printing & Distribution of Animal, Water and Rates Notices - Forms Express Pty Ltd - SOR
- QUO15933 - Ramsay Creek and Yeppen Roundabouts Concrete Works - Bellequip Pty Ltd - \$326,904
- QUO15529 - Supply & Delivery of Aluminum Chlorohydrate - BTX Group Pty Ltd, Omega Chemicals - SOR
- TEN15835 - RPQS Sale of Scrap Metal - Sims Group Australia Holdings Ltd - \$ Rate at time of quotation
- TEN15294 - Kershaw Gardens Playground Precinct Pathway Upgrade - Benchmark Asset Maintenance Pty Ltd - Stage 1 \$230,578, Stage 2 \$574,528
- QUO15947 - Commercial Diver for various Wet Well Inspections at GWTP - Knight Dive & Marine Services Pty Ltd - \$95,450
- QUO15885 - Fleet Transition Plan - EVenergi Pty Ltd - \$36,305

Contracts in Progress: 31

TEN15595 - Supply of Asphalt Mixture - Under Evaluation
 TEN15690 - Management of Three Aquatic Facilities - Under Evaluation
 TEN15693 - RPQS Hire of Road Reclaimers & Spreader Trucks - Under Evaluation
 EOI15785 - Organics Processing Solution – EOI completed, Stage 2 – Tender expected to progress in November 24.
 TEN15834 - Height Safety Inspections - Under Evaluation
 TEN15843 - RPQS for Hire of Impact Crushing Services - Under Evaluation
 TEN15844 - Airport High Voltage Infrastructure Upgrade - Under Evaluation
 TEN15850 - CQ Home Assist Trade Services - Under Evaluation
 TEN15852 - Operation & Management of Archer Park Rail Museum - Under Evaluation
 TEN15853 - Operation & Management of Mt Morgan Rail Museum - Under Evaluation
 TEN15857 - Supply & Delivery of Sodium Hypochlorite - Under Evaluation
 TEN15372A - RPQS Hire of Plant & Equipment - CONTRACT REFRESH - Under Evaluation
 QUO15863 - Herbicide Flow Units - Under Evaluation
 TEN15879 - RPQS Supply & Delivery of Wet Cement - Under Evaluation
 QUO15880 - Supply & Installation of Fire Panel - Under Evaluation
 TEN15881 - Lease of Land for Commercial Opportunities at the Rockhampton Airport - Under Evaluation
 TEN15908 - RPQS Provision of Automotive Trade Services - Under Evaluation
 TEN15910 - Maintenance of Wetplay and Aquatic Centre Plant & Equipment - Document Development
 TEN15934 - Gracemere Creek Catchments Flood Modelling - Closing 19/6/2024
 TEN15935 - Flood Risk Management Study for Rockhampton Catchments - Closing 3/7/2024
 TEN15936 - PSA Supply & Delivery of Bagged Ice - Under Evaluation
 QUO15937 - E-Waste Collection - Closing 12/6/2024
 QUO15939 - Fire Indication Panel & Early Warning & Intercommunication System Replacement at Airport - Under Evaluation
 TEN15940 - Crime Prevention Through Environmental Design Analysis of Fitzroy Riverbank - Closing 12/6/2024
 TEN15941 - Walter Reid Roof Replacement, Facade Repairs & Office Fit Out - Closing 19/6/2024
 TEN15946 - Chapel Extension at Rockhampton Memorial Gardens - Closing 30/6/2024
 TEN15950 - PSA Supply of Stationery - Document Development
 TEN15952 - SCADA Support Services - Closing 19/6/2024
 TEN15957 - Kershaw Gardens Rapid Bridge Repairs - Closing 26/6/2024
 TEN15959 - Depot Masterplan and Concept Design - Document Development
 QUO15961 - Provision of Invasive Animal Control - Closing 19/6/2024

Top 100 Suppliers Under Contract

The operational target is to have 90% of Council's top 100 suppliers covered by formal agreements. To date **96%** of Council's top 100 suppliers are under formal agreements. Note: The top 100 suppliers are the 100 suppliers with the largest reported quarterly Council expenditure and is reported quarterly. **Note:** The % of top 100 suppliers under Contract for the April to June quarter will be completed in July.

Customer Request Statistics

Customer Requests Completed Monthly & Top 5 Customer Requests

	May
Requests Logged	4322
Same month Completed	3128
% completed same month	72%
Completed Total for Month	4634
Total Pending	2641
Top 5 Requests for Month	Local Laws Systematic Program Replacement Bin RRC (Damaged/Lost/Stolen) Wandering & Restrained for collection Property Search Form Duty Planner

Total outstanding customer requests up to 3 months old: 2117

COMMUNITY SERVICES

Directorate

POINTS OF INTEREST

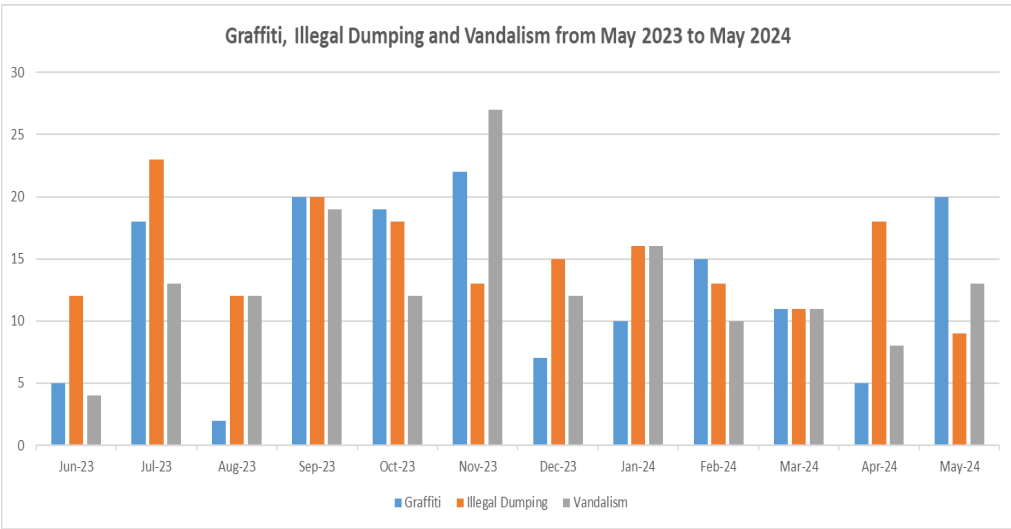
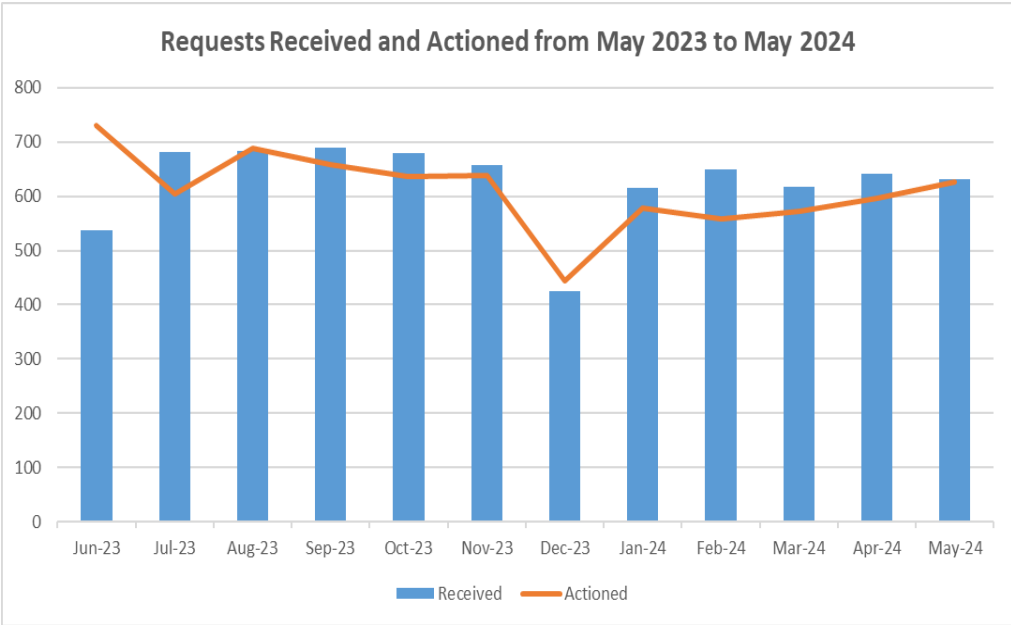
- Overwhelming support has been received in clothing donations for the Homeless Connect event with an emphasis made on still seeking food donations. The team along with 3 of Council's trainees have had their first day of sorting clothing donations, a mammoth task which went well. To date, 32 agencies/organisations have submitted booth registrations for the event.
- National Volunteer Week was celebrated from 20th to 25th May 2024 with a morning tea held at the Heritage Village Shearing Shed. Approximately 80 volunteers attended the morning.
- 2024/2025 Community Assistance Program Round 1 applications opened 27th May 2024 closing 8th July 2024. Funding allocations for the round include: Regional Events - \$60,000 (max. funding up to \$10,000); Local Events - \$12,000 (max. funding up to \$2,000), Environment and Sustainability Grants \$21,000 (annually with a max funding up to \$3,000). Further, the Community Development Grants are available throughout the year (as budget allows) with maximum funding up to \$1,000.

Environmental Sustainability

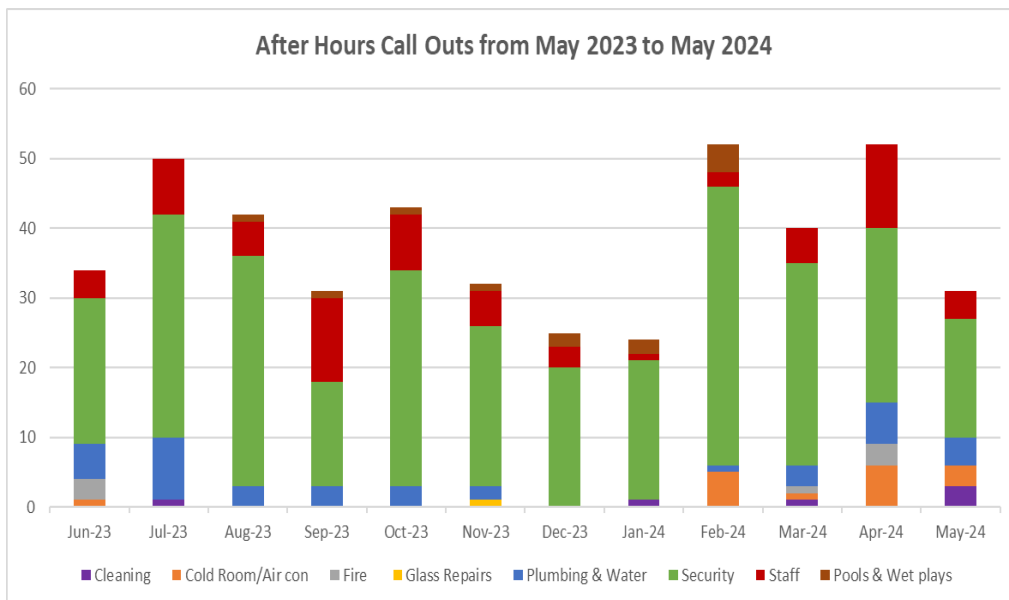
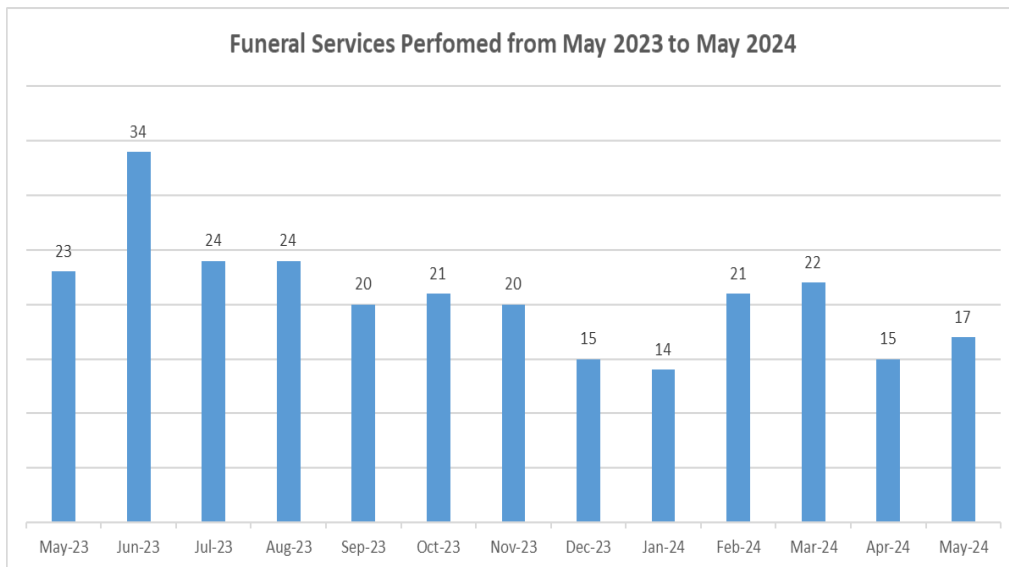
POINTS OF INTEREST

- Submitted Council's Reef Action Plan for FY2024-25 to the Australian Government's Reef Authority and participated in the Reef Guardian Council Working Group meeting in Townsville on 9 May 2024, helping shape delivery of the program and benefits to Council over the next four-year term.
- Contributed to LGAQ's review of the Reef Councils Rescue Plan, collating input from relevant Council Sections. The revised Plan will advocate for increased investment in Council operations and services that have the potential to tackle key threats to the Reef, with particular emphasis on emissions reduction, cleaner stormwater, cleaner wastewater, cleaner roads and habitat restoration.
- Collaborated with Fitzroy Basin Association on their development of an Australian Government funded Emergency Preparedness and Response Plan, designed to protect agricultural and biodiversity assets across the Fitzroy Basin.
- Supported Council Sections with a range of business improvement activities including RRWR's Queensland Government 'Let's Get it Sorted' funding submission, Parks Street Tree Planting Program, Corporate and Technology Services scope for the proposed Fleet Transition Plan and Hub content as part of the Intranet Transformation project.
- Continued preparations for Council's annual Sustainability in Action Competition (05 June – 16 August 2024, Native Plant Program (23-25 July 2024), National Tree Day community planting (28 July 2024) and Sustainability Year in Review highlights report (scheduled to be published in August 2024).

Community Assets & Facilities



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Communities & Culture

POINTS OF INTEREST

MAJOR VENUES

Pilbeam theatre played host to Local community events such as Broadway and Beyond, The Rockhampton Eisteddfod as well as range of commercial hires from Agro, Internet celebrity Isaac Butterfield to tribute shows such as the Pink Floyd experience.

The Rockhampton Showgrounds was kept busy with BEEF 2024 setup, Event and pack down which has overlapped into the Rockhampton Agricultural Show setup.

The Walter Reid Cultural Centre was busy with Eisteddfod, and the Reid Shop.

62 Victoria Parade was used for training courses by our own organisation as well as local commercial training providers. The Space was also utilised by Eisteddfod as overflow dressing rooms for the Pilbeam Theatre

LIBRARIES

With program attendance of 6471, May saw the best engagement figures so far this year. It included a number of outreach events including a National Simultaneous storytime reading at the Zoo, the RRC Wellness Forum and the Under-8s Week 'Romp in the Park'. There were also two sessions on researching the history of your house presented by History Centre staff.

RMOA

Strong visitation continued in May with FYTD visitation surpassing last financial year, a positive reflection on programming. Public engagement highlights included another Artist in Residence with Ainslie McMahon and good school visitation. RMOA achieved it best month of corporate hires since opening, proximate or directly related to Beef Week.

HERITAGE VILLAGE

The Rockhampton Heritage Village held its first of three markets for the year in May, attracting over 3,000 additional visitors with over 100 stall holders. This was the number of largest stallholder numbers for our opening market of the year. Members of the Australian Museums and Galleries Association Queensland (AMaGAQ) Committee also visited the site, where they met with volunteers from the Australian Country Hospital Heritage Association and the CQ Amateur Radio Association.

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LIBRARY STATISTICS	YTD 23/24	22/23	21/22	SLQ target	YTD RRL	22/23 RRL	QLD AV 21/22
Loans (physical & online)	419,723	448,601	427,335	5-8 per capita	5.15	5.47	7.35
Physical visits	186,861	165,490	143,145	4.8 per capita	2.29	2.02	3.03
Web visits (now includes FB)	81,504	20,173	16,628	No target	-	-	-
Programs & activities	1045	898	728	No target	-	-	-
Program engagement	52,918	43,328	11,385	0.4 per capita	0.65	0.53	0.27
Active members	20,652	19,791	20,217	44% of pop.	25.34%	24.14%	38.77%
New members	2803	3,180	2,606	No target	-	-	-
Customer queries	64,126	68,404	65,031	No target	-	-	-
Physical stock	158,701	160,367	177,999	0.85-1.5 per capita	1.95	2.05	1.1

HISTORY CENTRE ATTENDANCE 21 /22

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD 23/24	22/23	21/22
176	196	163	158	108	107	132	135	134	129	166	-	1,604	1,778	1,715

CHILDCARE STATISTICS UTILISATION % 21/22

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	YTD 23/24	22/23	21/22
98	99	99	99	99	94	92	93	96	98	99	-		88	96

MAJOR EVENTS ATTENDANCE

Walter Reid CC Total Site Attendance	YTD 23/24
Business Hours	49,652
After Hours	27,217

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Venue Event Attendance	YTD 23/24	22/23	21/22
Pilbeam	55,303	64,130	52,176
R'ton Showgrounds	254,140	169,642	146,947
Mt Morgan Showgrounds	1,624	1,633	N/a
Walter Reid	7,732	6,901	6,641
62 Victoria Parade	3,786	4,104	822

HERITAGE VILLAGE ATTENDANCE

Heritage Village Visitor Types	YTD 23/24	22/23	21/22
General Admittance	5,536	6,208	4,738
School Tours Numbers	1887	1,736	1066
Other Tour Numbers	25	286	202
School Holiday Activities July – 6 day period	260	256 (Rain)	1,801
School Holiday Activities Sept – 6 day period	918	374 (Rain)	803
School Holiday Activities Easter	993	731	967
School Holiday Activities June	-	666	-
Cultural Festival	-	-	1,570
Markets	12,688	13,375	2,944
Emergency Service Day, Halloween	-	500	-
TOTAL	22,307	24,132	15,523

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MONTHLY VOLUNTEER HOURS

Site	YTD 23/24	22/23	21/22
Friends of the Theatre	3,712	3,895	4,002
Friends of the Village	21,809	27,517	26,915
Archer Park Rail Museum	12,902	10,819	7,618
Rockhampton Museum of Art	1,044	869	160
Mount Morgan Railway	8,861	7,933	1,053
TOTAL	48,327	46,664	39,810

RAIL MUSEUMS ATTENDANCE

Museum Attendance	YTD 23/24	22/23	21/22
Archer Park Museum	3,646	5,851	4,713
Mount Morgan Museum	2,930	3,252	2,834

ROCKHAMPTON MUSEUM OF ART

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
11,718	6,879	6,770	9,256	5,730	4,255	5,021	4,426	10,776	8,368	7,936	-

RMOA Activity	YTD 23/24	22/23	21/22
Programs	457	321	124
Member Events	15	17	9
Group Tour Bookings	33	55	9
Corporate Hire	29	21	15
Exhibitions	13	13	9
Artist in Residence (days)	60	82	Na
Shop Sales	\$74,215	\$80,313	Na
Attendance	82,620	81,678	32,248

HOME ASSIST

*This program provides services to the following local government areas:
Rockhampton, Banana, Central Highlands, Gladstone, Livingstone*

State Government – Department of Communities, Housing & Digital Economy –**Home Assist Program**

Measured Service Type	Reporting Hrs/ Month	Monthly Output Target	Year To Date Actual	Output Service Delivery Targets
Info Refer	118	105 hrs	2,150	1,268.26
Home Maintenance	606	775 hrs	6,841	9,300.55

CQ Home Assist Secure assisted 474 State Funded clients with a total of 881 information, referral and maintenance activities in May.

May Breakdown of Client Services Provided by Region			
Region	Number of Registered Clients	% of Clients Serviced for Month	% YTD Avg
Rockhampton	2,210	64	67
Banana Shire	60	1	1
Central Highlands	54	0	1
Gladstone	491	14	13
Livingstone	851	21	19
TOTAL	3,666	100	100

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CHSP – Federal Funding

Measured Service Type	Current Month Outputs	Monthly Output Service Delivery Target	YTD Actual	Financial Year Service Delivery Target
Garden Maintenance	147	See below	See below	See below
Major Home Maintenance	200	See below	See below	See below
Minor Home Maintenance	483	See below	See below	See below
Total measure output hours	830	467 hrs	8,674 hrs	5,613 hrs
Complex & Simple Mods	\$39,174	\$43,473	\$361,712	\$521,685

CQ Home Assist Secure assisted 677 Federally Funded clients with a total of 1,499 information, referral, maintenance and modification activities in May.

May Breakdown of Client Services Provided by Region			
Region	Number of Registered Clients	% Total Clients Serviced for Month	% YTD Avg
Rockhampton	1,782	53	55
Banana Shire	89	1	1
Central Highlands	87	1	1
Gladstone	838	22	21
Livingstone	871	23	22
TOTAL	3,667	100	100

The program CQ Home Assist Secure handled a total of 2,761 calls in May.

Parks

POINTS OF INTEREST

ZOO VISITATION, ENCOUNTERS & COMMUNITY INVOLVEMENT

Measure	Measurement	May 2024	May 2023
Zoo Visitors	Numbers	11,046	11,271
Animal Encounters CONDUCTED	# Meerkat Encounters	25	23
	\$ Meerkat Encounters	\$5,300	\$6,300
	# Otter Encounters	3	10
	\$ Otter Encounters	\$330	\$880
	# Snake Encounters	2	-
	\$ Snake Encounters	\$54	-
	# Junior Zookeeper	0	0
	\$ Junior Zookeeper	\$0	\$0
	Encounters Free	0	0
	\$ Equivalent Free	\$0	\$0
Gift Vouchers	# Combined encounters	19	-
	\$ Combined encounters	\$691	-
Tours (Time Safaris)	#Bookings	92	-
Volunteers / Students	Volunteer Hours	352.5	427
	Student Hours	40	23
Guest donations	Donation \$	\$1,229.65	\$1,781
	Online donations	\$125	\$45
	15% Encounters	\$836.18	\$1,126

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Money RRC donated to Conservation Trust	15% Donations	\$203.20	\$267
	Total	\$1,039.38	\$1,393
Facebook	Facebook Followers	41,549	32,260
	Facebook Reach	127,113	129,692
	Facebook Engagements	6,886	10,293

- National Simultaneous Storytime held at Rockhampton Zoo had 70 attendees.
- Four schools toured the Zoo throughout May, totaling 222 students for the groups.

PARKS OPERATION

- Teams have completed preparations for several community events across the region for May. Preparations include creation of temporary grass netball courts on the football fields for the Sullivans Netball Carnival at Jardine Park, tidying of surrounds for the Golden Mount Festival in Mount Morgan and Million Paws Walk at Rigalsford Park. Ongoing rainfall has also extended the growing season.

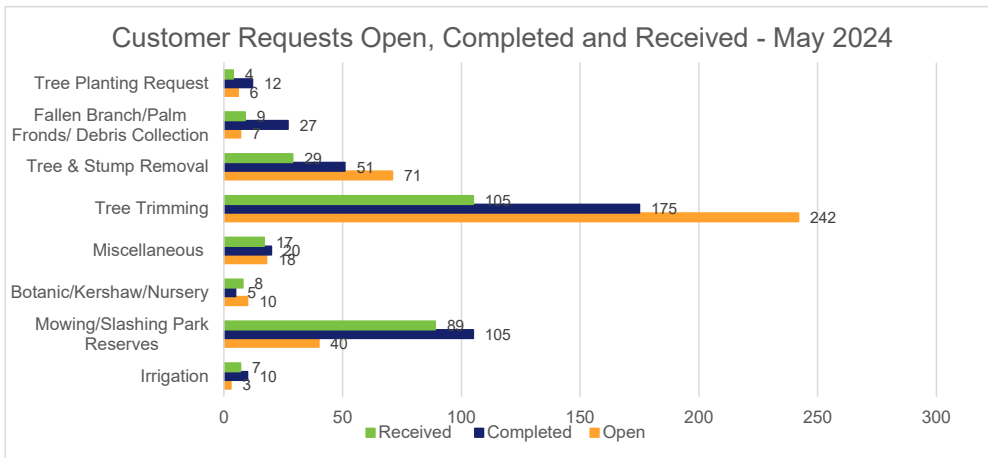
ARBORICULTURE & STREETSCAPES

- Johnson Road Tree Planting Project is currently on schedule with the irrigation being installed and Civil Operations components completed.
- Urban Greening Internal Stakeholder Engagement sessions with FRW are completed. This has been a beneficial exercise to increase communication between other departments and the Arboriculture teams.
- Open Space Planting Program is underway and will see over 300 trees planted across our community spaces over the next two months.
- Street Tree Planting Program assessments have been finalised. Letters to applicants with the acceptance or rejection decision to be issued before planting commences in the coming weeks.
- RMPC work is still being completed by the Arboriculture team to increase visibility of signage along the TMR network on behalf of Civil and TMR.

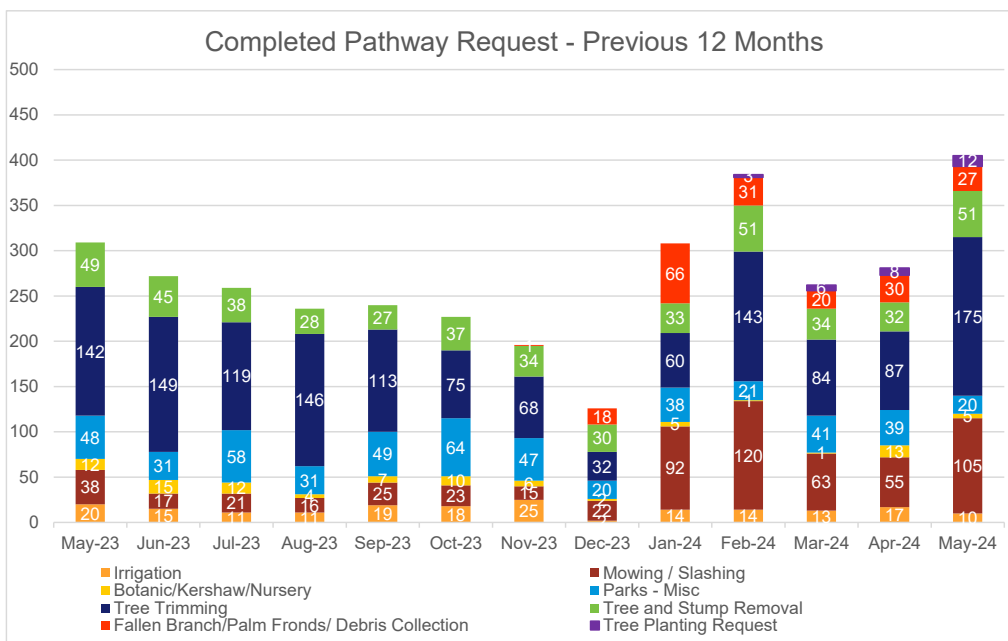
BOTANIC, KERSHAW, NURSERY & NACP

- Job Queensland team assisted by the Botanic Gardens team finishing the new steps and blue stone retaining edge up at the Japanese Gardens.
- Friends of the Gardens and Botanic Gardens plant sales were both a success.
- Friends of the Gardens and Kershaw team have achieved 433 new plantings for May.
- Remediation works currently underway on Remediation Hill at Kershaw Gardens after vandalism.

PARKS PATHWAY REQUESTS



- Additional codes Tree Planting Request & Fallen branch/Palm Fronds/Debris Collection introduced in December 2023.

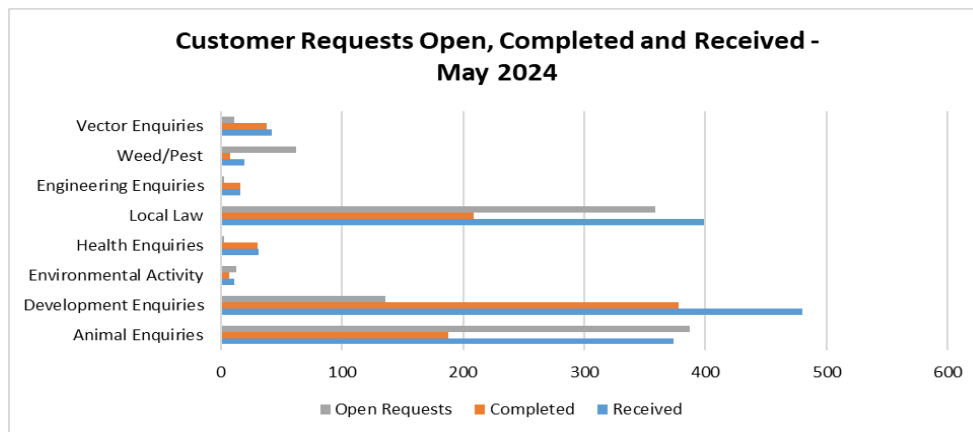


Planning & Regulatory Services

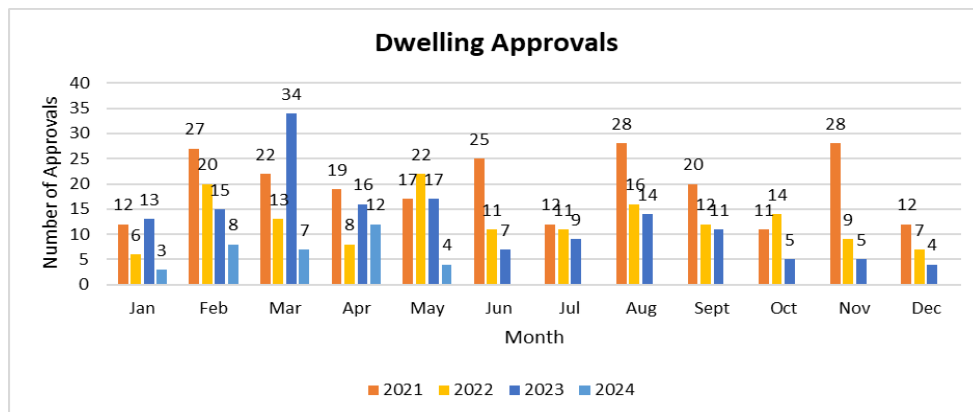
POINTS OF INTEREST

- The Development Engineering Unit have continued to focus on Erosion and Sediment Controls being implemented throughout our region on development sites. The intention is to work with industry to bring the current standard up to best practice in accordance with relevant legislation. Training has recently been provided by DES to local government and industry. Officers have developed a new draft guideline which is currently being reviewed. Recently contact has been made with developers discussing deficiencies on existing sites and works required to bring the standard up to best practice.

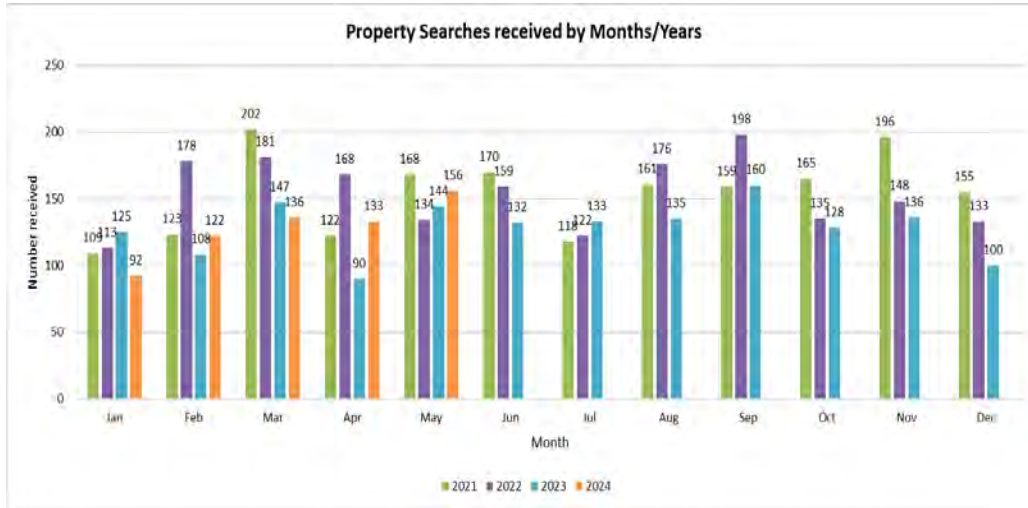
CUSTOMER REQUESTS RECEIVED TABLE



DWELLING APPROVALS



PROPERTY SEARCHES

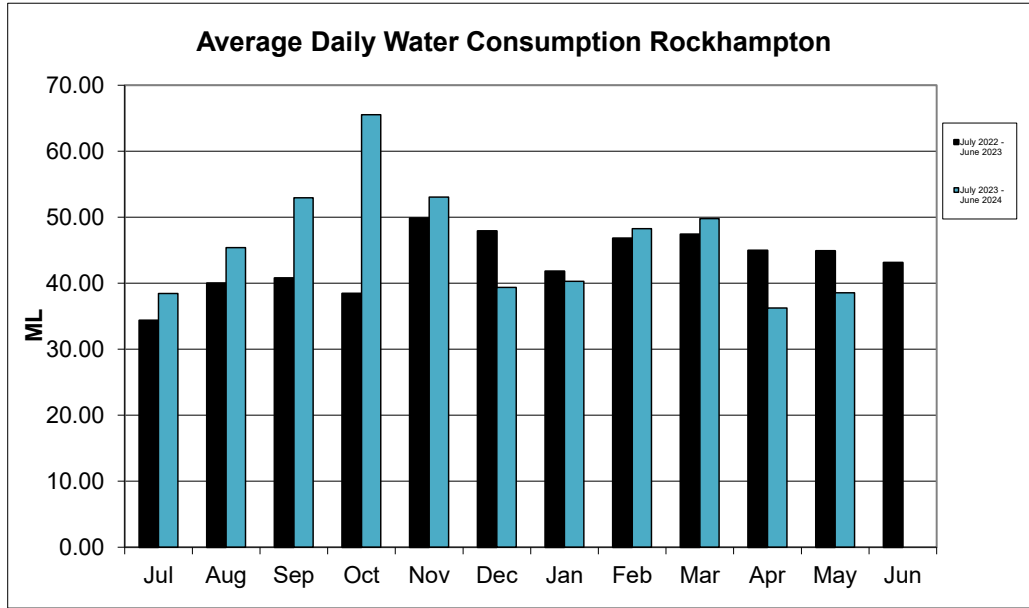


REGIONAL SERVICES
Fitzroy River Water

Drinking Water Supplied

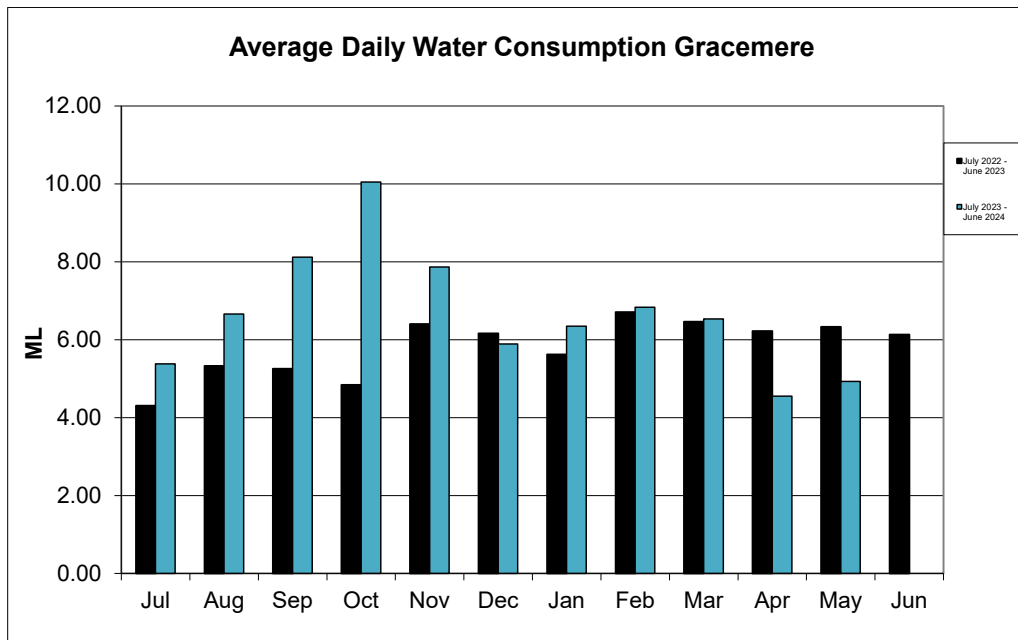
Data is presented in graphs from July 2022 to June 2023 and July 2023 to June 2024.

Rockhampton



Average daily water consumption during May (38.56 ML per day) increased compared to that recorded in April (36.24 ML per day) but was lower than that reported in the same period last year. Increased consumption could be attributed to less rainfall received in Rockhampton during May than experienced during April, and high occupancy rates across the Rockhampton Region during Beef Week.

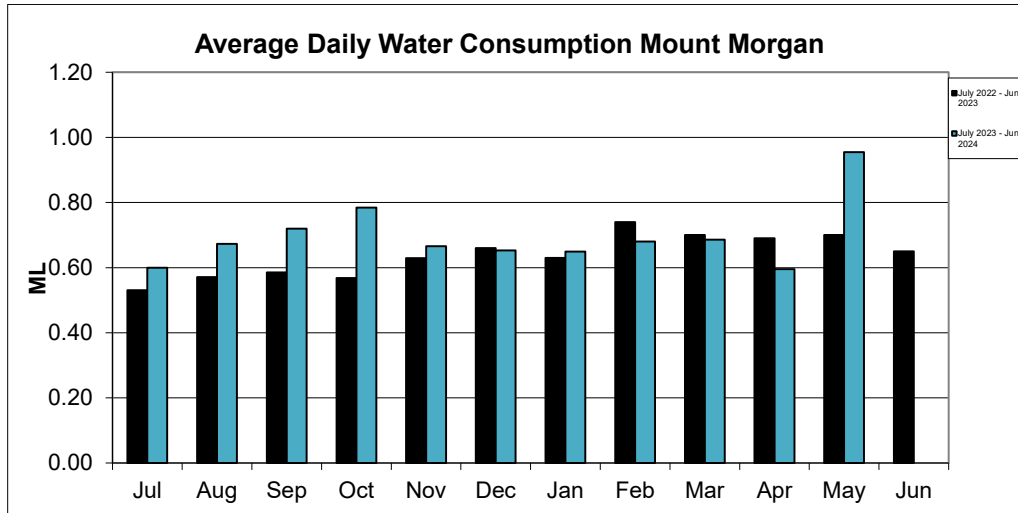
Gracemere



Average daily water consumption during May (4.93 ML per day) increased compared to that recorded for April (4.55 ML per day) but was lower than that reported in the same period last year. Increased consumption could be attributed to less rainfall received in Gracemere during May than experienced during April, and high occupancy rates across the Rockhampton Region during Beef Week.

The Fitzroy Barrage Storage is currently at 99% of accessible storage volume and remains above the threshold in the Drought Management Plan used to trigger the implementation of water restrictions.

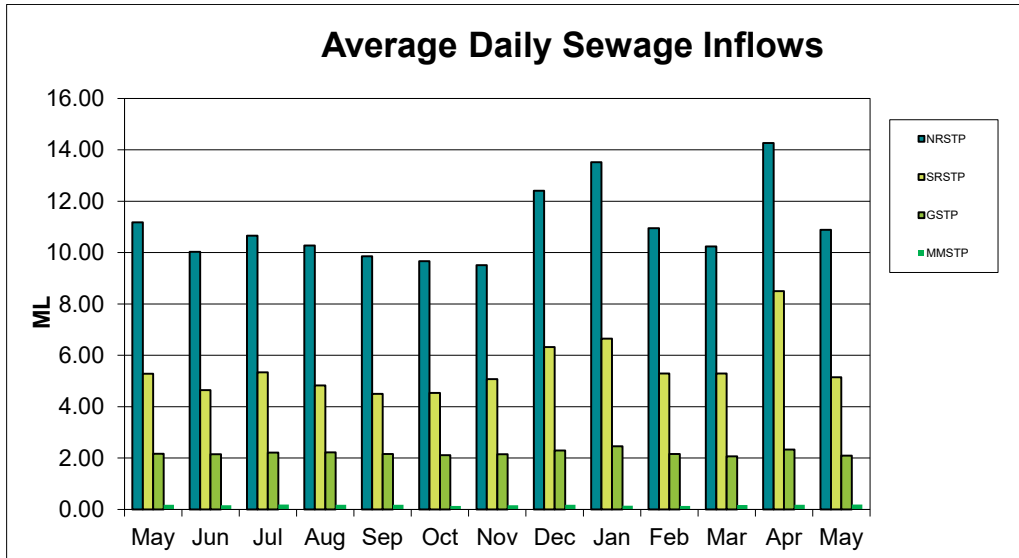
Mount Morgan



Average daily water consumption during May (0.96 ML per day) increased substantially compared to that recorded for April (0.60 ML per day) and was higher than that reported in the same period last year. Increased consumption can be attributed to Mount Morgan no longer being subject to Water Use Restrictions.

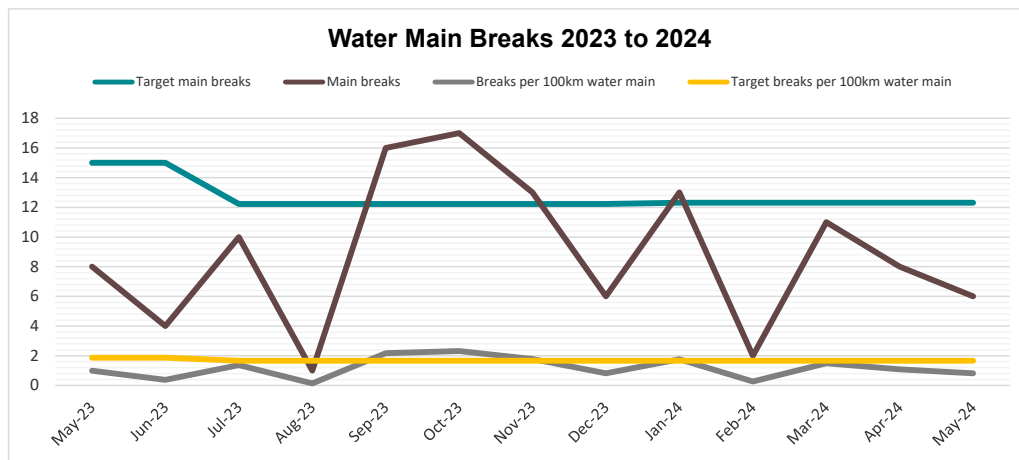
The No. 7 Dam storage was at 96% at the end of May. The town water supply returned to full reliance on the water treatment plant to treat water from the No. 7 Dam from the 23rd of April.

Sewage Inflows to Treatment Plants



Average daily sewage inflows during May decreased across all STP's except for Mt Morgan STP which was slightly higher when compared with the previous month. The lower inflows can be attributed to the lack of significant rainfall received during May across all sewerage catchment areas. North Rockhampton, South Rockhampton and Gracemere STP's recorded lower inflow compared to the previous year; Mt Morgan recorded higher inflow.

Regional Water Main Breaks



Performance

Target achieved with a continued decrease in water main breaks when compared to previous months. Changing weather conditions (cooler temperatures, reduced consumption and rainfall events), changes in consumption and resulting ground movement could be contributing factors to recent failures in addition to age of assets and operating conditions.

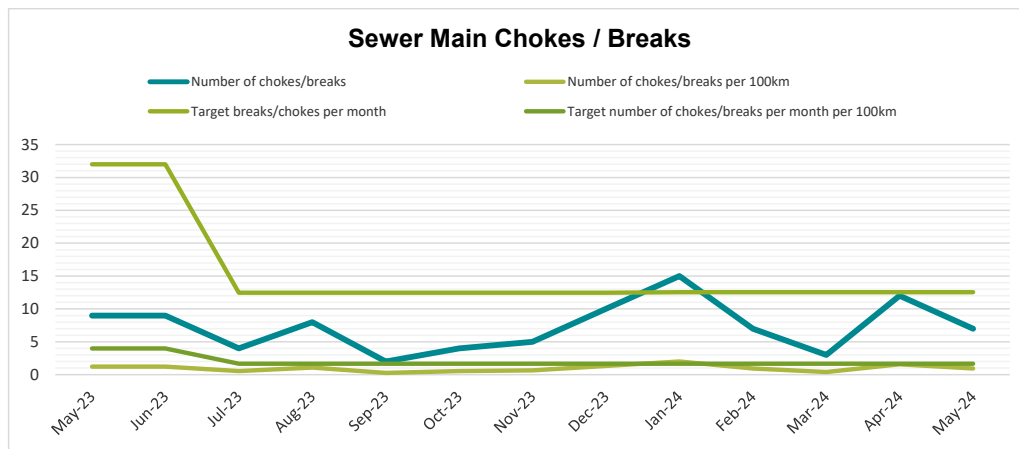
Response to Issues

Continued defect logging and investigation of main break causes. District metering and pressure management used to assist with identifying the cause of failures. Water mains experiencing repeated failures are assessed against specific criteria for inclusion in the annual Water Main Replacement program.

	Number of Main Breaks	Target Main Breaks	Breaks per 100 km	Target Breaks per 100 km
May	6	12	0.81	1.67

Locality	Main Breaks
Rockhampton	6
Mount Morgan	0
Regional Total	6

Rockhampton Regional Sewer Main Chokes/Breaks



Performance

Target achieved with a decrease in sewer mainline blockages during this month. Mainline blockages continue to generally be caused by fat deposits and root intrusion.

Issues and Status

Data indicates that a high percentage of blockages/overflows continue to be caused by fat build up and defective pipes allowing tree root intrusion.

Response to Issue

Continue defect logging and CCTV inspection following each individual blockage for prioritisation and inclusion in the Capital Sewer Main Relining program. Rehabilitation programs are also in place annually for the repair of defective mainlines, property connections (jump ups), access chambers and combined lines.

	Number of chokes/ breaks	Target chokes/breaks per month	Number of chokes/ breaks per 100 km	Target number of chokes / breaks per month per 100km
May	7	13	0.9	1.67

Locality	Surcharges Resulting from Mainline Blockages	Mainline Blockages
Rockhampton	4	7
Mount Morgan	0	0
Regional Total	4	7

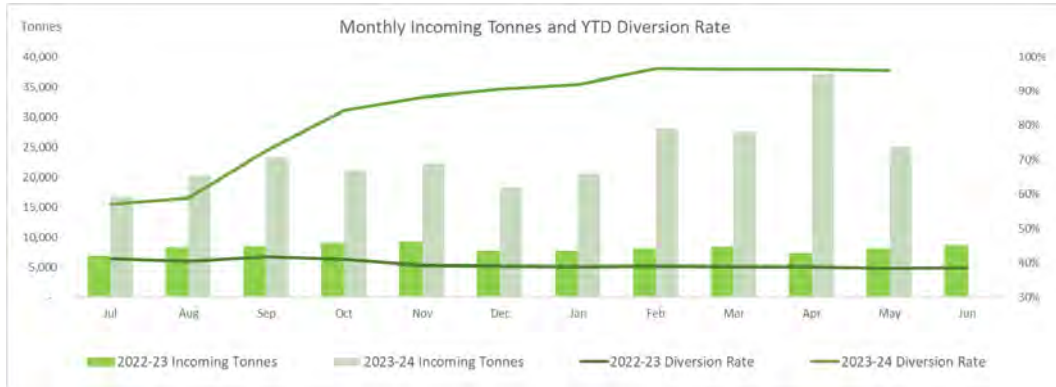
Water Meter Replacement

	Number completed	FY to date totals
Reactive Replacement	314	3315
Planned Replacement	0	0
Regional Total	314	3315

Water meter replacements continue to be carried out on a reactive basis, failed meters and meters meeting select criteria are replaced. Reinstatement of the capital water meter replacement program has been provided for in the current capital budget and the recent decision by Council to support the proposed bulk replacement of aged meters will eventually result in a significant reduction in reactive meter replacements.

Rockhampton Regional Waste and Recycling

Total Incoming Tonnes



Reading this Chart

Diversion rate is % of incoming waste we recover as opposed to burying in landfill. This is a strategic KPI measuring our progress to zero waste to landfill by 2050. Incoming tonnes is an indicator of the waste generation trends in our region, and the impact our current strategies are having on reducing those trends. Current year performance is shown in pale green.

Current Commentary

Incoming tonnes in May are up compared to the same period last year, driven by changes in State Legislation that demands the inclusion of Clean Earth as a Waste. Note that Clean Earth is not landfilled, rather used under an Operational Use Exemption for the purpose of landfill operations. Therefore, our May YTD diversion rate is above 70% due to an increase in incoming Clean Earth for Operational purposes.

Kerbside Tonnes



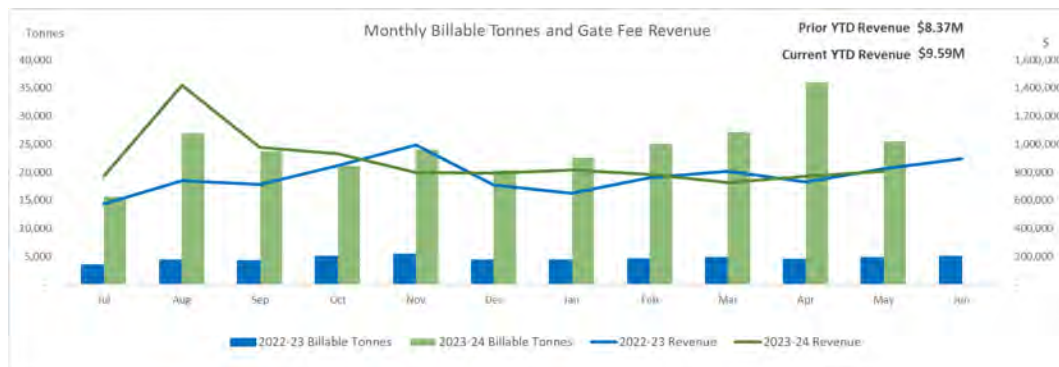
Reading this Chart

Showing total waste generation and recovery rates at the kerbside, providing an indicator of the extent to which we are diverting household waste and meeting our strategic KPI to reduce household waste by 25% by 2050.

Current Commentary

YTD kerbside tonnages are less than previous year for General Waste with a slight increase in our Commingled tonnages. For the month of May, Commingled represents 15.5% of total tonnes.

Billable Tonnes



Reading this Chart

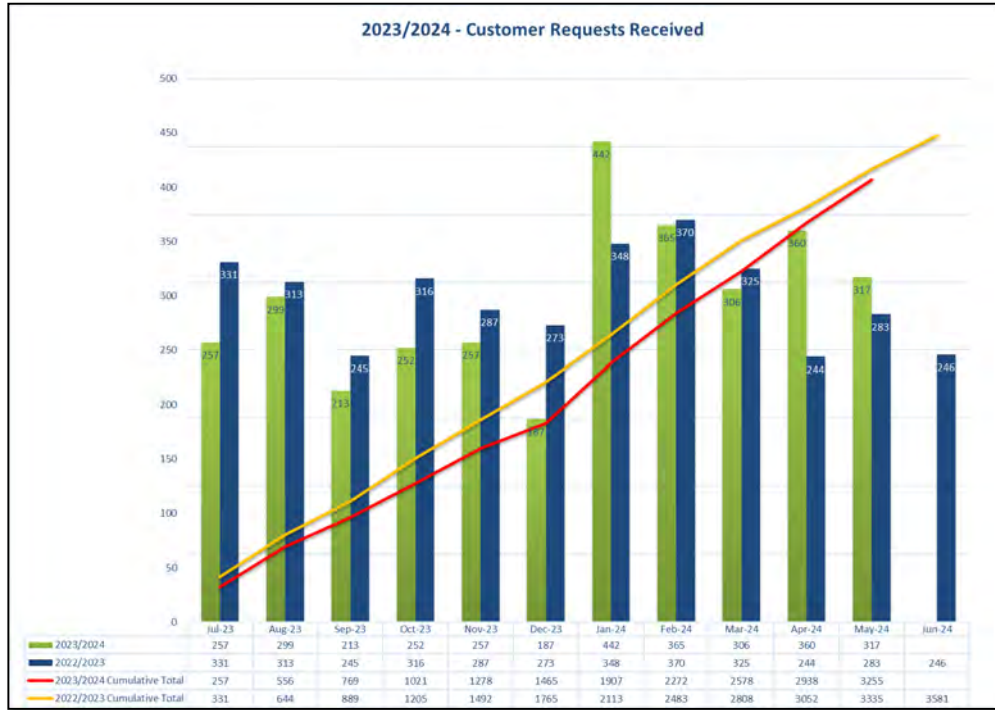
This is a critical measure of waste facility activity levels, the long-term financial sustainability of the business unit, as well as being a relatively strong indicator of economic activity levels in our region. Current year performance is shown in green.

Current Commentary

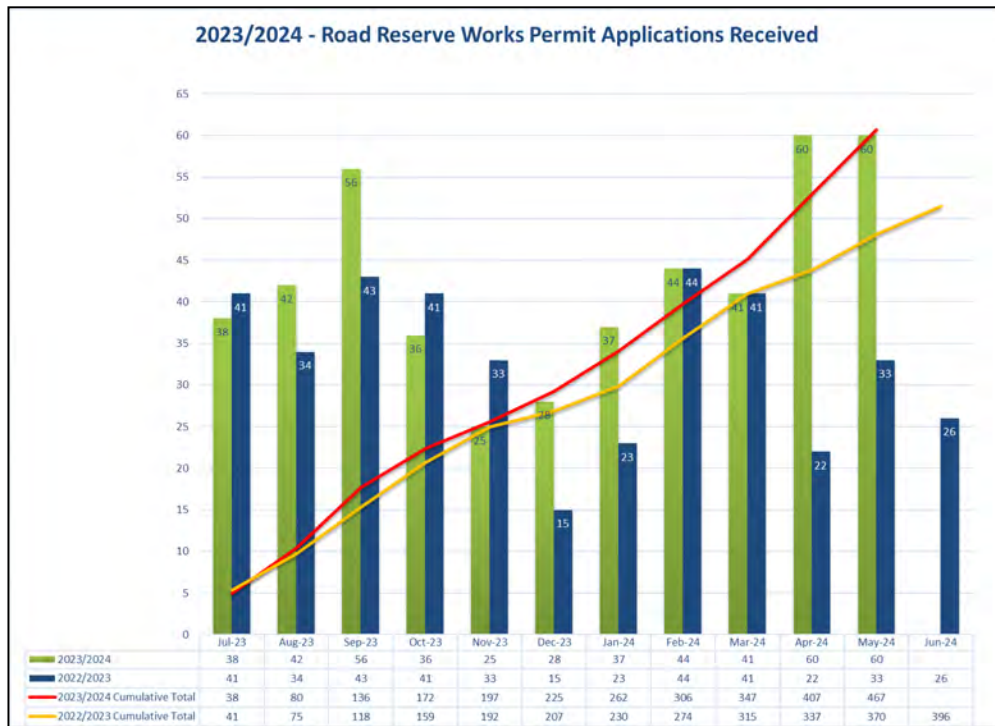
May revenue remains above budget and is made up of ongoing increased levels of self-haul General Waste, Commercial and Industrial Waste and Asbestos Waste.

Civil Operations

CUSTOMER REQUESTS



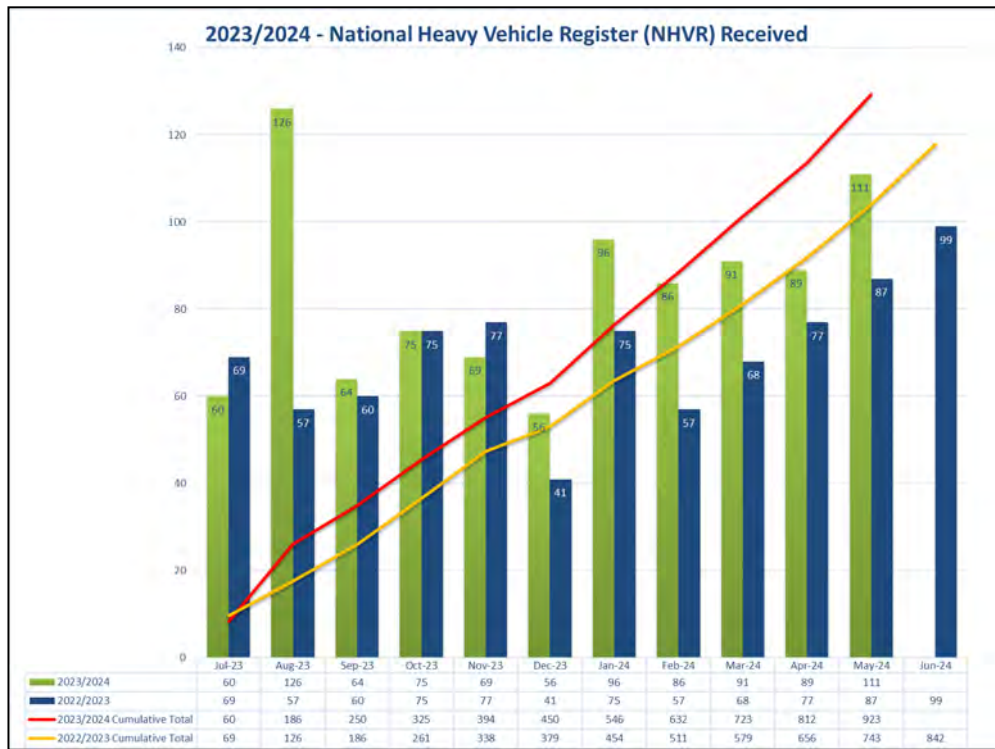
ROAD RESERVE WORKS PERMIT APPLICATIONS



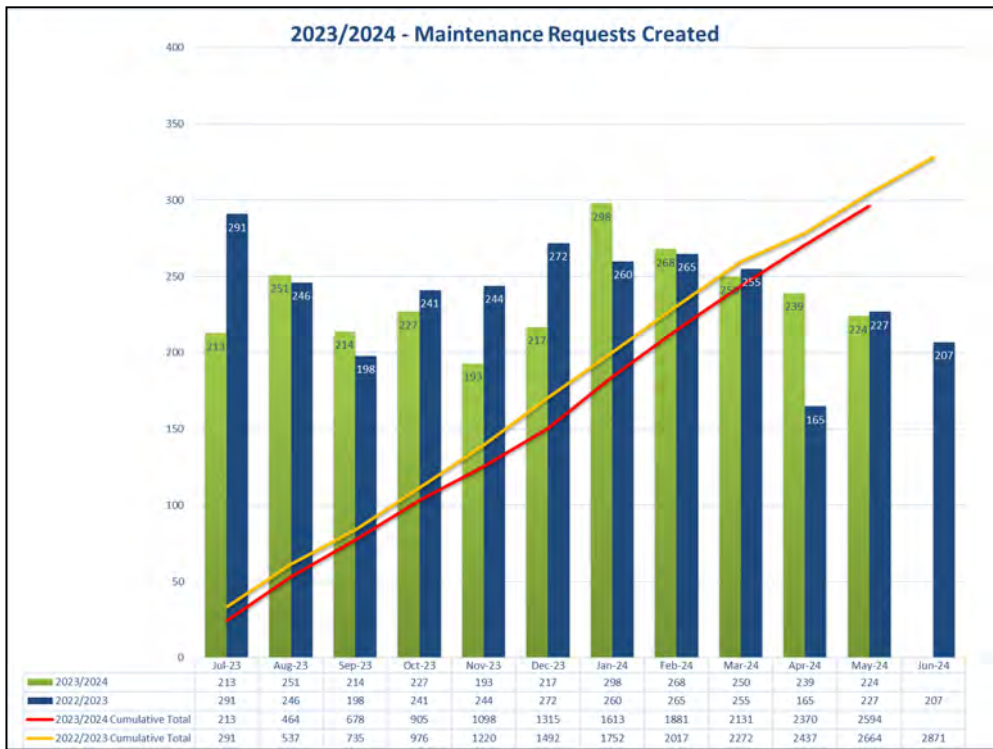
Commentary:

- May has seen a significant increase in applications from external utilities (ie. Ergon & Telstra).

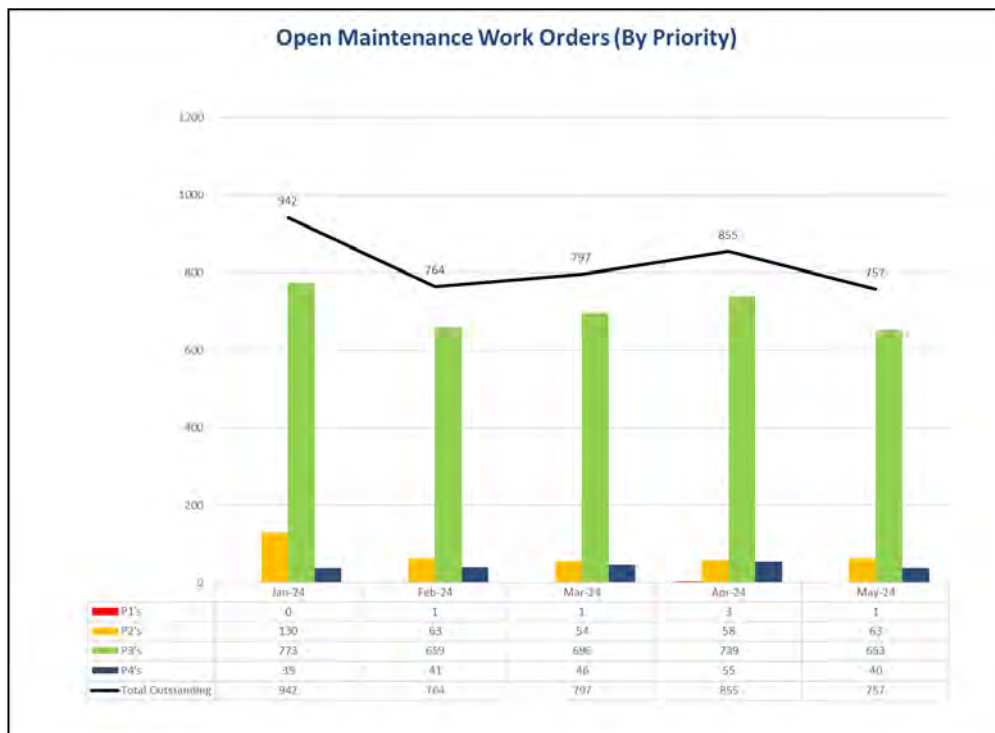
NATIONAL HEAVY VEHICLE REGISTER (NHVR)



MAINTENANCE WORK ORDERS



Open Maintenance Work Orders (By Priority)



Commentary:

- These figures outline the total number of open Maintenance Works Orders at the end of each month.
- As can be seen, while the total number of open Maintenance Work Orders has remained steady, the teams have been able to progressively reduce the number of higher priority/risk Maintenance Work Orders (P1's & P2's) over time.

Average Age of Open Work Orders

	P1's (average days open)	P2's (average days open)	P3's (average days open)	P4's (average days open)
January 2024	0	364	344	287
February 2024	34	147	238	155
March 2024	0	106	207	128
April 2024	10	95	205	114
May 2024	1	72	201	133

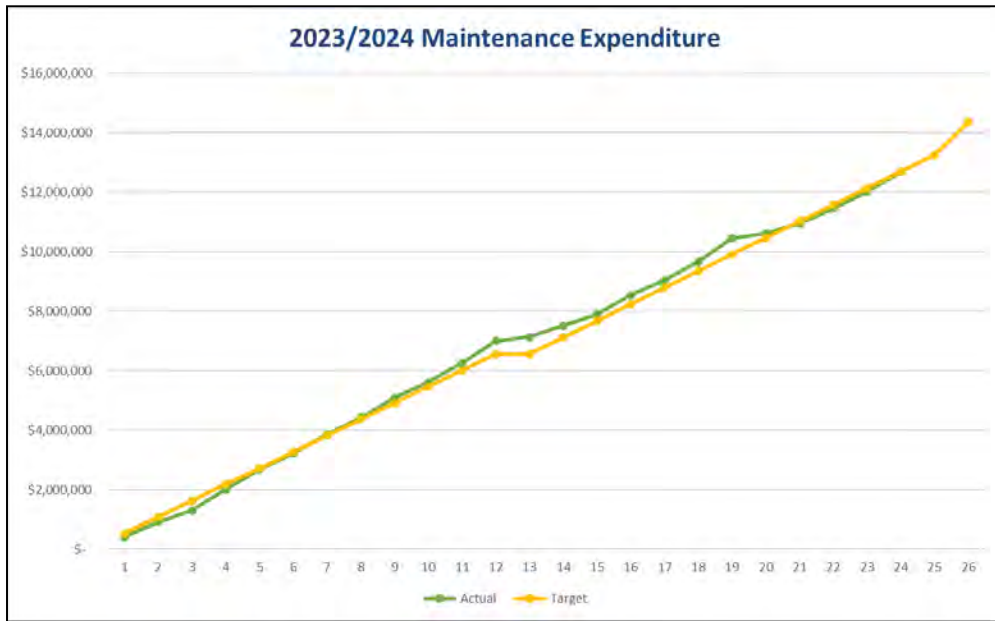
Commentary:

- Through a consistent focus on the higher risk/priority Maintenance Works Orders, the average age of all Maintenance Works Orders has steadily reduced. This means that the time between becoming aware of an issue and it being resolved is reducing.

Maintenance Work Order Completed Within Target Timeframe - Overall Performance (01/07/2023 – 31/05/2024)

Priority	Response Target Timeframe	No. of Work Orders	Response Time Achieved	Current Performance
P1	< 2 working days	169	86	51%
P2	< 5 working days	799	417	52%
P3	< 30 working days	3,720	2,739	74%
P4	< 60 working days	97	71	73%
OVERALL PERFORMANCE		4,785	3,313	69%

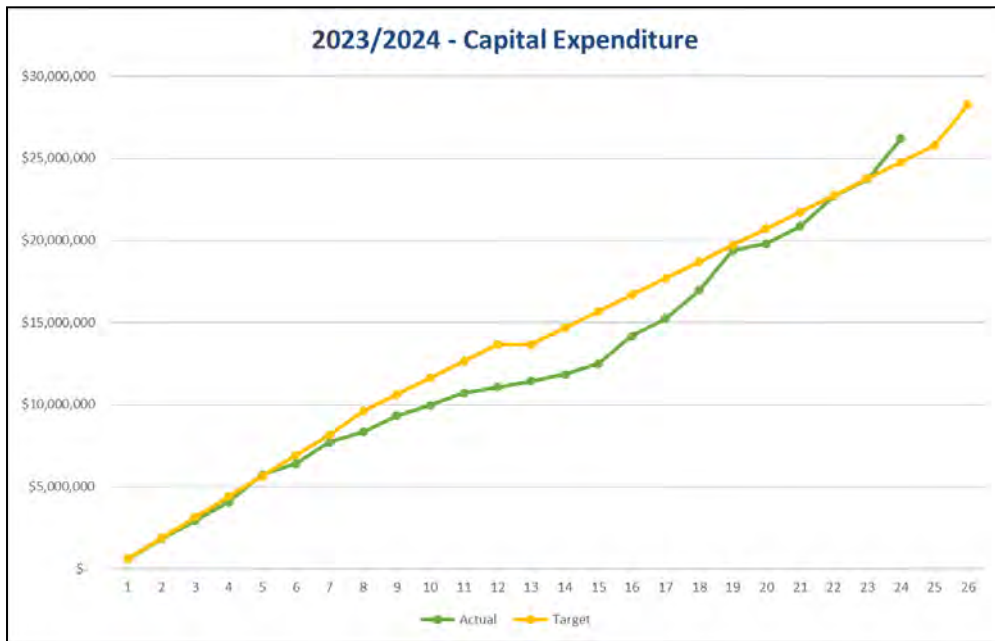
MAINTENANCE EXPENDITURE



Commentary:

- Expenditure is on target for the year.

CAPITAL WORKS EXPENDITURE



Commentary:

- Civil Operations are on target to deliver the full value of the Capital Works Program.

ADVANCE ROCKHAMPTON**Key Regional Statistics**

GRP – \$6.29B (Jun 23), **DOWN** 0.03% (Annual)

Population – 84,517 (Jun 23), **UP** 1.10%

Unemployment Rate – 5.6% (Dec 23), **UP** 0.3% (Quarterly)

Jobseeker & Youth Allowance Recipients – 4145 (Apr 24), **UP** 80 (Feb 24)

Labour Force – 46,043 (Dec 23), **DOWN** 558 (Quarterly)

Rental Vacancy Rate – 0.7% (Apr 24) **DOWN** 0.2% (Quarterly)

GST Registered Businesses – 5876 (Sep 24), **DOWN** 54 (Quarterly)

Airport Incoming Flights – 421 (Apr 24), **DOWN** 2 (Mar 24)

Seek Advertisements – 391 (May 24), **DOWN** 558 (Apr 24)

Residential Building Approvals – \$43,004 (Dec 23/24 FYTD) vs \$115,552 LFY

Commercial Building Approvals – \$87,350 (Dec 23/24 FYTD) vs \$96,277 LFY

KEY EVENTS & ENGAGEMENTS

Beef 2024 (6 May to 10 May)

Capricorn MEGA Careers Expo (16 May)

Small Business Month Celebration (24 May)

Capricornia Secondary Schools Industry Breakfast (29 May)

LHAP Rockhampton Housing Stakeholder Meeting (29 May)

Prepare to Meet the Buyer Workshop (30 May)

Bowen Basin Mining Club Luncheon (30 May)

Launch of Mount Morgan No 7 Dam Fossicking consultation (31 May)

Industry Development – Infrastructure Project Updates

ROCKHAMPTON RING ROAD

- + \$1.7 B project cost
- + Commenced: Early works Late 2022
- + Stage 1 Completion: 2025/2026 FY
- + 49% of contracts awarded locally
- + \$22M+ in local expenditure to date
- + \$70M+ committed

FITZROY TO GLADSTONE PIPELINE

- + \$983 M project cost
- + Early works: March 2023
- + Construction: August 2023
- + Expected completion: December 2026
- + 400 local jobs during construction
- + 25 apprenticeships and traineeships
- + 40% local content target

MOUNT MORGAN PIPELINE

- + \$88 M project cost
- + Commenced: November 2023
- + Completion: September 2025
- + Est. 50 jobs during construction

RENEWABLE ENERGY PROJECTS**MORT & CO FEEDLOT & FERTILISER FACTORY**

- + \$130 M project cost
- + Commencing: Q3 2024
- + 297 direct jobs & 210 indirect during construction
- + 45 FTE during operation

CAPRICORN BESS AND PV

- + Commencing: Mid 2025
- + Completion: 2027

MOUNT HOPEFUL WIND FARM

- + Commencing: Mid 2024
- + Completion: 2027
- + Est Cost: \$600M
- + Approx. 150 jobs during construction
- + 8-12 FTE during operation

STANWELL CLEAN ENERGY HUB (UPDATE)

- + **Battery Energy Storage System capacity doubled**
- + \$100M+ in project value
- + Common infrastructure and civil works commencing late 2023
- + Expected 5-year delivery
- + Up to 650 jobs during construction
- + Sustains the existing 200 FT and up to 600 contractor jobs

BOOMER GREEN ENERGY HUB

- + Commencing: Q1 2026
- + Completion: Q3 2029
- + 350+ jobs during construction
- + 30 FTE during operation
- + Est Cost: \$3B

BOULDER CREEK WIND FARM

- + Commencing: Mid 2024
- + Completion: Late 2026
- + 94 turbine Stage 2 planning
- + Est Cost: \$750M
- + Up to 300 jobs during construction
- + 12 FTE during operation

CLARKE CREEK WIND FARM

- + Commenced: July 2022
- + Completion: Late 2025
- + 350 jobs created to [date](#)
- + \$250m regional investment
- + Est Cost: \$3B

MOONLIGHT RANGE

- + 300+ jobs during construction
- + 10 FTE during operation
- + Commencing: 2026
- + Completion: Q1 2029

MOAH CREEK WIND FARM

- + Commencing: 2025
- + Completion: Late 2028
- + 380 jobs during construction
- + 15 ongoing jobs
- + Est cost: \$1.3B

MOAH CREEK SOLAR FARM

- + Commencing: Mid 2025
- + Completion: 2027
- + Est Cost: \$600M
- + Approx. 300 jobs during construction
- + Target operation 2025
- + 10 FTE during operation

Events

25 April 2025 | ANZAC Day - Debriefing complete, Ceremonial request submitted

19 May 2024 | 7 Rocky River Run - Event successfully delivered, Record attendance total 2216, 35% out of region registration

12 – 14 June 2024 | Rockhampton Agricultural Show - Showgrounds site bump in commenced, Showgirl & Rural ambassador event marketing commenced, Programming and marketing underway

Corporate Performance Report | 01 May 2024 – 31 May 2024

26 – 28 July 2024 | Rockhampton River Festival - Trade site offers sent out, Bar EOI commenced, All services locked in, Internal staffing EOI scheduled, Operational requirements underway, Art QLD funding outcome received

31 August 2024 | CapriCon - All trade sites confirmed and invoiced, Event maps drafted, Final program draft underway, Sponsorship discussions underway

4 – 6 April 2025 | Rare Spares Rockynats 05 - Community consultation plan underway, Event precinct draft established, Track possession submitted, Venue bookings confirmed, Community Consultation dates confirmed August 21st & 22nd

Tourism Infrastructure

Hotel, Flights and Explore Rockhampton Visitor Information Centre

Hotels & Flights	Hotels Average Occupancy	Hotels Average Daily Rate	Total Arrivals	Total Departures
This Year	75.4%	\$183.83	Passenger numbers not available at time of reporting	
Last Year	70.0%	\$174.21		
Variation	+5.4%	+\$9.62		

May 2024 compared to May 2023

Explore Rockhampton VIC	Walk-ins	Intrastate	Interstate	International
This Year	864	378	398	85
Last Year	1,071	519	462	90
Variation	-207	-141	-64	-5

May 2024 compared to May 2023

Tourism Positioning and Marketing

CAMPAIGNS – TOP 5 PROJECTS IN TOURISM

1. TEQ Global Marketing Campaign - Tourism and Events QLD (TEQ) have launched their largest global campaign in more than 10 years inviting families to choose Queensland for their next holiday. We have jumped on-board in line with TEQ's 'Bluey' theme featuring our own Rockhampton 'Keepy Uppy' reels on social media, as well as a campaign toolkit and landing page to help families plan their visit to Rockhampton.

2. Australian Tourism Exchange - Tourism and Events Manager attended the 2024 Australian Tourism Exchange (ATE) in Melbourne. ATE is the largest B2B Tourism event in the nation, ATE brings together Australian tourism businesses with global distribution partners to conduct scheduled business appointments and participate in key networking events. It involves a series of dynamic twelve-minute engagements with esteemed international buyers to showcase our region to the world.

Corporate Performance Report | 01 May 2024 – 31 May 2024

3. Top Tourism Town Awards - after submitting a nomination based on our Ultimate Mates Trip campaign, Rockhampton was named one of four finalists in the Queensland Tourism Industry Council Top Tourism Town Awards. We launched a paid social and digital marketing campaign to encourage locals to vote and winners will be announced on 8 June.

4. Beef Australia - our Explore Rockhampton Visitor Information Centre provided information to about 2,000 of the total visitors who came through the arrival gates at Rockhampton Airport as part of a Beef Australia pop-up Accredited Visitor Information Centre. Our team also supported Beef2024 visitation by developing a website landing page.

5. Hayden Quinn Filming- we partnered with Celebrity Chef Hayden Quinn who filmed a series of reels featuring some of our iconic tourism experiences including Fishing The Fitzroy and cooking up a king threadfin and taking on the farm activities at Alkoomi Farm Stay.

ADVERTISING

BILLBOARDS

- Airport: departure lounge bathrooms (MTB/Meerkats) - 16.5K REACH
- Airport: static entry/exit sign (Nurim/Meerkats) - 32K REACH
- Airport: digital exit sign (Explore Rockhampton various x 6) - 32K REACH

SOCIAL

- Fishing the Fitzroy boosted Facebook post - 33.7K REACH
- Explore Rockhampton boosted Facebook post 'Beef Capital'- 10.2K REACH
- Explore Rockhampton boosted Facebook post 'Accessible'- 18.7K REACH

SEM (SEARCH ENGINE MARKETING)

- Explore Rockhampton campaign - 7.1K REACH

PRINT

- CQ Today - Fortnightly tourism column - 160K REACH
- Graziher Magazine - Girls Campaign - 87K REACH

TOTAL REACH – 397.2K

Social Media

@ExploreRockhampton

	Website		
	Visitors	Unique Visitors	Page Views
This Month	9.3K	9.2K	19.8K
Last Month	8.5K	8.5K	17.4K
Variation	+0.8K	+0.7K	+2.4K

May 2024 compared to April 2024.

	Facebook			Instagram		
	Reach	Impressions	Fans	Impressions	Engagement	Fans
This Month	12.4K	51.6K	12,433	3.5K	402	3,514
Last Month	12.6K	88.2K	12,394	8.5K	687	3,478
Variation	+0.2K	-36.6K	+39	-5K	-285	+36

May 2024 compared to April 2024.

NB: Whilst socials are down on last month, this is because last month performed exceptionally well promoting Denvah on Australian Idol.

@MyRockhampton

	Facebook		
	Reach	Impressions	Fans
This Month	34,215	116,903	16,533
Last Month	9,603	150,849	16,402
Variation	+24,612	-33,946	+131

May 2024 compared to April 2024.

Corporate Performance Report | 01 May 2024 – 31 May 2024

@AdvanceRockhampton

	Website		
	Users	Sessions	Page Views
This Month	2,448	3,263	5,233
Last Month	1,593	2,194	4,131
Variation	+844	+1,069	+1,102

May 2024 compared to April 2024.

	LinkedIn			
	Impressions	Engagements	Reached Users	Followers
This Month	29,450	2,228	8,162	2,649
Last Month	10,945	400	3,339	2,620
Variation	+18,505	+1,282	+4,823	+29

May 2024 compared to April 2024.

@FishingTheFitzroy

	Facebook		
	Reach	Impressions	Fans
This Month	75.6K	3.7K	26,359
Last Month	89.1K	6.1K	26,184
Variation	-13.5K	-2.4K	+175

May 2024 compared to April 2024.

@RockyAgShow

	Website	
	Users	Page Views
This Month	8.5K	21.0K

	Facebook		
	Impressions	Engagements	Fans
This Month	694.0K	14.0K	6.0K
Variation	+237.5%	+163.1%	+2.2%

May 2024 compared to April 2024.

12 NOTICES OF MOTION

12.1 NOTICE OF MOTION - COUNCILLOR SHANE LATCHAM - QUEENSLAND MINING EXPO; 23-25 JULY 2024

File No:	10072
Attachments:	1. Correspondence to Acting Chief Executive Officer from Councillor Shane Latcham ↓
Responsible Officer:	Nicole Semfel - Executive Assistant to the Mayor Justin Kann - Manager Office of the Mayor Ross Cheesman - Acting Chief Executive Officer

SUMMARY

Councillor Shane Latcham has indicated his intention to move a Notice of Motion at the next Ordinary Council Meeting to be held on 25 June 2024.

At the Ordinary Council meeting of 26 September 2023 it was approved Rockhampton Regional Council, Advance Rockhampton be an exhibitor at the 2024 Queensland Mining and Engineering Expo (QME) from 23-25 July 2024. The exhibition is to promote and position the Rockhampton Region in the mining and resource industry sector. Councillor Shane Latcham is seeking approval to attend QME from 24-25 July 2024.

COUNCILLOR'S RECOMMENDATION

THAT Councillor Shane Latcham be approved to attend the Queensland Mining and Engineering Expo and Queensland Mining Awards to be held in Mackay from 24-25 July 2024.

BACKGROUND

It was resolved at the Ordinary Council Meeting 23 April 2024 that Councillor Shane Latcham attend Bowen Basin Mining Club Luncheon meetings for the duration of the 2024-2028 Council term.

Attendance at the Bowen Basin Mining Club by Councillors from Rockhampton Regional Council represents a commitment on behalf of Rockhampton Regional Council to support the resource mining industry in Central Queensland.

Councillor Shane Latcham has expressed interest in attending QME along with Advance Rockhampton to assist with the promotion of Rockhampton's profile in the mining and resource industry sector.

Associated costs shall be expended from within the Councillor Travel Expenses allocation. This would include travel to Mackay by vehicle, meals, accommodation and ticket to attend the Queensland Mining Awards Dinner.

**NOTICE OF MOTION –
COUNCILLOR SHANE LATCHAM -
QUEENSLAND MINING EXPO;
23-25 JULY 2024**

**Correspondence to
Acting Chief Executive Officer
from Councillor Shane Latcham**

Meeting Date: 25 June 2024

Attachment No: 1



Councillor Shane Latcham
Division 1
Waste and Recycling Portfolio
shane.latcham@rrc.qld.gov.au
0437 857 736

5 April 2024

Mr Evan Pardon
Chief Executive Officer
Rockhampton Regional Council
232 Bolsover Street
ROCKHAMPTON QLD 4700

Dear Evan

Notice of Motion

I hereby give notice of my intention to move the following motion at the meeting of Council on Tuesday 23 April 2024.

“THAT Council approve Councillor Shane Latcham’s attendance at any Bowen Basin Mining Club Luncheon Meetings; during this current term of office; 2024-2028.”

Yours faithfully

Councillor Shane Latcham
Division 1
Rockhampton Regional Council

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS/QUESTIONS

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

15 CLOSED SESSION

In accordance with the provisions of section 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.

16.1 Airport Leasing Matter

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

16.2 COMMERCIAL OPPORTUNITY - AIRPORT

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

16 CONFIDENTIAL REPORTS

16.1 AIRPORT LEASING MATTER

File No: 4535

Attachments:

1. Market Rental Valuation - Site AK
2. Site Plan - Site AK

Authorising Officer: Ross Cheesman - Deputy Chief Executive Officer

Author: Marcus Vycke - Manager Airport

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

This report seeks Council approval to enter into a specific lease agreement pursuant to section 236 of the Local Government Regulation 2012 (Qld).

16.2 COMMERCIAL OPPORTUNITY - AIRPORT

File No: 1689
Attachments: 1. Commercial Opportunity Plan
2. Site Plan
Authorising Officer: Ross Cheesman - Acting Chief Executive Officer
Author: Marcus Vycke - Manager Airport

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

Manager Airport reporting on a Tender process for a commercial opportunity at the Rockhampton Airport.

17 CLOSURE OF MEETING